

**Western Area Water Supply Authority
Board of Directors Meeting
WAWSA Office November 20, 2025**

Attendees

Members Present: Doug Anderson, Kent Bickler, also voting for Brandt, Ellis Haake, Ward Koeser, Larry Novak, also voting for Beard, Gary Rust, and Chris Brostuen

Members Present via Video: Robert Harms

Members Absent: Matt Beard and Raoul Brandt

Others Present: Chris Barke (WAWSA), Char Imsland (WAWSA), Cheryl McNeil (WAWSA), Dave Bell (WAWSA), Jacob Monson (WAWSA), Weston McGruder (AE2S), Graydon Olson (AE2S), Josh Feil (Moore Engineering), Taylor Galeazzo (MCWRD), Curt Clarys (City of Williston), Liz Suhr (R&T), Jason Faller (City of Watford City), Miranda Kleven (AE2S) via video, Dustin Schultz (AE2S) via video, and Kevin Johnson (AE2S) via video.

Meeting Called to Order

Chairman Brostuen called the meeting to order at 9:00 am.

Approval of the Agenda

Brostuen presented the agenda for approval. **Haake moved to approve the agenda as presented, Anderson seconded.**

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.

Approval of the Minutes

The October 16, 2025, board meeting minutes were presented for approval. **Rust moved to approve the minutes as presented, Koeser seconded.**

Aye: Anderson, Bickler, Haake, Harms, Koeser, Novak, Rust, and Brostuen

Nay: 0

Carried: 8-0

The November 14, 2025, Rate Committee meeting minutes were presented for approval. An amendment was made to correct, noting that Brandt was not in attendance. **Anderson moved to approve the minutes as amended, Novak seconded.**

Aye: Anderson, Novak, and Brostuen

Nay: 0

Carried: 3-0

Financial Reports

The Domestic and Industrial financial reports were presented to the board for their consideration and discussion.

The October capital accounting report was presented to the board for their consideration and discussion.

2026 Proposed Industrial Budget

Miranda Kleven with AE2S presented the 2026 WAWSA O&M rate analysis with the additional requested information from the last board meeting and the alternate scenario from the Rate Committee meeting. The 2026 recommended rate increases are:

	2026 Rate (\$/KGal)	% Change from 2025	\$ Change from 2025
Reserve Contribution	\$2,615,000		
Williston	\$2.48	+ 5.1%	+ \$0.12
North	\$4.22	+ 2.4%	+ \$0.10
South	\$4.38	+ 4.8%	+\$ 0.20

Anderson moved to approve the alternate scenario for the 2026 water rate increases as presented, Haake seconded.

Aye: Anderson, Bickler, Haake, Harms, Koeser, Novak, Rust, and Brostuen

Nay: 0

Carried: 8-0

Public Comment Period

No public comments were presented.

Executive Director's Report

Barke provided the board with an update on WAWSA's water usage and system updates.

State Water Commission Update

Barke reported that there is no SWC update for November.

Executive Director Review

Brostuen recommended that the board approve a 6.7% salary increase for Chris Barke, bringing his annual salary to \$192,000, effective January 4, 2026. **Haake moved to approve the 6.7% salary increase for Chris Barke, Anderson seconded.**

Aye: Anderson, Bickler, Haake, Koeser, Novak, Rust, and Brostuen
Nay: Harms
Carried: 7-1

Employee Christmas Gift

Barke recommended giving each of the WAWSA employees a Christmas bonus with a base rate of \$400 plus \$100 for every year of service. The total gift amount equals \$8,900. **Novak moved to approve the recommended Christmas bonus to the WAWSA employees, Koeser seconded.**

Aye: Anderson, Bickler, Haake, Harms, Koeser, Novak, Rust, and Brostuen
Nay: 0
Carried: 8-0

Moore Engineering Reports

Feil provided the board with the final progress report for the 29-Mile project.

AE2S Reports

McGruder provided the board with the construction project updates.

MCWRD System IV Part IV – TO 77

McGruder presented the board with the final inspection and acceptance for the MCWRD System IV Part IV – TO 77 project, with the one-year material, and two-year restoration warranty periods beginning on October 31, 2025. **Rust moved to approve the final inspection and acceptance for the MCWRD System IV Part IV – TO 77 project, Bickler seconded.**

Aye: Anderson, Bickler, Haake, Harms, Koeser, Novak, Rust, and Brostuen
Nay: 0
Carried: 8-0

Williston WTP Intake Siting Study – TO 87

Schultz provided the board with Tech Memo #1 for the Williston WTP Intake Siting Study – TO 87 project.

Invoices for Payment

The MCWRD System IV Part IV – TO 77, Phase II Transmission Main – TO 88, System II Expansion – TO 90, and the NWRWD Trenton Area Rural Distribution – TO 85 invoices for engineering and construction for the month have a combined total of \$633,013.21.

SWC Grant Payment Requests

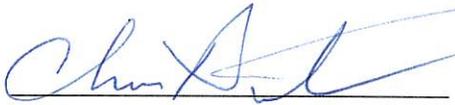
SWC \$24M grant request 73-112025, SWC \$9.9M grant request 37-112025, SWC \$8M grant request 24-112025, SWC \$9.7M grant request 8-112025, SWC \$8M grant request 19-112025, SWC \$747K grant request 9-112025, SWC \$99K grant request 06-112025, and SWC \$14M grant request 5-112025 were presented to the board for their approval. **Rust moved to approve the SWC monthly grant requests as presented, Haake seconded.**

Aye: Anderson, Bickler, Haake, Harms, Koeser, Novak, Rust, and Brostuen

Nay: 0

Carried: 8-0

Brostuen adjourned the meeting at 11:36 am.



Chris Brostuen, Chairman



Char Imsland, Secretary