

MINUTES

Northwest Area Water Supply Authority Minot, North Dakota November 16, 2023

The Northwest Area Water Supply (NAWS) Authority held a meeting in Conference Room 3 of the Minot Public Works Building, 1025 31st St SE, Minot, ND, and via phone conference on November 16, 2023. Sindhuja S.Pillai-Grinolds, Department of Water Resources (DWR) Water Development Division Director, called the meeting to order at 1:30 PM. A quorum was present.

NAWS AUTHORITY REPRESENTATIVES PRESENT:

David Lakefield, Finance Director, City of Minot Representative
Shawn Raap, Upper Souris Water District Representative
Kenny Rodgers, Garrison Diversion Conservancy District Representative
Tom Ross, Mayor, City of Minot Representative
Dan Schaefer, General Manager, All Season Water Users District Representative
Bob Schempp, Former City Auditor, City of Minot Representative
Tony Schwalbe, City of Bottineau Superintendent, Cities with Direct Service Representative
Jason Sorenson, Utilities Director, City of Minot Representative
Joddy Meidinger (in place of Teresa Sundsbak), North Prairie Regional Water Representative
Jason Zimmerman, State Water Commission (SWC) Representative

OTHERS PRESENT:

Dr. Andrea Travnicek, Director of DWR and SWC Secretary
Sindhuja S.Pillai-Grinolds, DWR Water Development Division Director
Tim Freije, DWR NAWS Project Manager
Clint Cogdill, DWR NAWS Operator
Shana Brost, DWR Executive Assistant

ELECTION OF OFFICERS

S.Pillai-Grinolds turned the meeting over to DWR Director and Secretary to the SWC, Dr. Andrea Travnicek, to organize the NAWS Authority. Director Travnicek called for nominations for Chairman. Tom Ross nominated Dan Schaefer. Travnicek asked if there were any further nominations. Tony Schwalbe nominated Kenny Rodgers. Travnicek asked if there were any further nominations. David Lakefield nominated Jason Sorenson. Director Travnicek asked if there were any further nominations? Any further nominations? Any further nominations? With no further nominations, Director Travnicek declared nominations closed.

Travnicek asked nominees if they would accept the nominations. Schaefer stated he does accept the nomination and noted that he has 10 years' experience with rural water and has been involved in NAWS since 1994 and he is here to support NAWS and all those receiving water from NAWS. Rodgers stated he has been involved with NAWS since 1996 but did not think he will accept the nomination as he is involved in too many things right now. Sorenson accepted the nomination stating he has been involved with NAWS since he started with the City of Minot in 2005.

On roll call vote for Schaefer as Chairman; Raap, Ross, Sorenson, Meidinger, and Zimmerman voted aye. Lakefield, Schempp, and Schwalbe voted nay. Schaefer abstained from voting.

On roll call vote for Sorenson as Chairman; Lakefield and Schwalbe voted aye. Raap, Ross, Meidinger, and Zimmerman voted nay. Schaefer, Schempp, and Sorenson abstained from voting.

Director Travnicek declared Dan Schaefer the Chairman of NAWS Authority.

Director Travnicek called for nominations for Vice Chairman. Tony Schwalbe nominated Jason Sorenson. Director Travnicek asked if there were any further nominations? Any further nominations? Any further nominations? With no further nomination, Director Travnicek declared nominations closed. Jason Sorenson was declared the Vice Chairman of NAWS Authority.

Travnicek turned the meeting over to Chairman Schaefer.

CONSIDERATION OF AGENDA

It was moved by Representative Zimmerman, seconded by Representative Sorenson, and carried unanimously the agenda for the November 16, 2023, NAWS Authority meeting was approved as presented.

SCHEDULE OF FUTURE NAWS AUTHORITY MEETINGS

S.Pillai-Grinolds stated North Dakota Century Code §61-24.6-04 requires the SWC to consult with the NAWS Authority in carrying out its responsibilities to construct, operate, and manage a project to deliver water through the project area. DWR's interpretation of NDCC §61-24.6-04 requires any items planned to be discussed at the SWC meeting to be approved by the NAWS Authority. Agenda items planned to be discussed at the SWC meetings are introduced at the precommission meetings held a month prior to the SWC meeting. DWR feels it would be beneficial for the Authority to establish a meeting schedule every other month between scheduled precommission and SWC meetings to allow time for the Authority to provide feedback on items prior to memos being finalized for SWC action. DWR proposed the following dates for NAWS Authority meetings:

- January 18, 2024
- March 21, 2024
- May 23, 2024
- July 18, 2024
- September 19, 2024
- November 21, 2024

After brief discussion, the following motion was made:

It was moved by Representative Sorenson, seconded by Representative Schempp the NAWS Authority approves the recommended schedule for the meetings in 2024 with a start time of 3:00 PM.

Representatives Lakefield, Raap, Ross, Schaefer, Schempp, Schwalbe, Sorenson, Meidinger, and Zimmerman voted aye. There were no nay votes. The motion carried.

OCTOBER SWC ACTION ITEMS

2024 NAWS Water Rates

Tim Freije, NAWS Project Manager, stated the NAWS water service agreements require an annual review and adjustment of water rates that go into effect January 1 of the following year.

The NAWS Interim Water Rate is calculated based on projected water use and estimated expenses. The water rates are comprised of capital costs, supply and treatment costs, operation and maintenance costs, and reserve for replacements and extraordinary maintenance.

During the October 12, 2023 SWC Meeting, the Commission approved the following NAWS Interim Water Rates for the 2024 calendar year: \$4.20/1,000 gallons, which is an increase from \$3.55/1,000 gallons for 2023, for the NAWS Contract Customers; and, \$0.61/1,000 gallons for the City of Minot, which is an increase from the 2023 rate of \$0.60/1,000 gallons.

After brief discussion, the following motion was made:

It was moved by Representative Zimmerman, seconded by Representative Sorenson the NAWS Authority approves the 2024 NAWS Water Rates.

Representatives Lakefield, Raap, Ross, Schaefer, Schempp, Schwalbe, Sorenson, Meidinger, and Zimmerman voted aye. There were no nay votes. The motion carried.

Reimbursement from Replacement and Extraordinary Maintenance (REM) Fund

Freije requested reimbursement from the Replacement and Extraordinary Maintenance (REM) fund for the sacrificial anodes attached to the prefabricated below-ground steel vaults that were replaced at 11 of the project facilities this summer. Along with anode replacement, the contractor also changed some of the penetrations into the vaults to address groundwater ingress issues. The total costs incurred were \$70,566.12. Freije stated the NAWS REM account has a current balance of roughly \$2.8 million.

During the October 12, 2023 SWC Meeting, the Commission approved the reimbursement of \$70,566.12 for the sacrificial anode replacements project to be paid from the NAWS Replacement and Extraordinary Maintenance Fund.

After brief discussion, the following motion was made:

It was moved by Representative Zimmerman, seconded by Representative Meidinger the NAWS REM reimbursement.

Representatives Lakefield, Raap, Ross, Schaefer, Schempp, Schwalbe, Sorenson, Meidinger, and Zimmerman voted aye. There were no nay votes. The motion carried.

UPDATE FROM THE DIRECTOR OF DEPARTMENT OF WATER RESOURCES

DWR Director, Dr. Andrea Travnicek, updated the Authority on the federal discussions taking place as it relates to NAWS and the Municipal, Rural, and Industrial (MR&I) dollars with Senator Hoeven's office.

NORTHWEST AREA WATER SUPPLY UPDATE

Freije gave a brief update on NAWWS projects to include the Minot water treatment plant, the Biota water treatment plant, intake modifications on the Snake Creek Pumping Plant, the Lansford reservoir and pump station, the South Prairie reservoir and hydraulic control structure, the City of Westhope connection, and the Bottineau reservoir and booster pump station.

In other business, Representative Lakefield discussed working on the operating agreement for the Biota Water Treatment Plant so there is staff trained and equipment is in place when it becomes operational.

There being no further items of discussion, the meeting was adjourned at 2:53 PM.

Respectfully submitted,



Shana L. Brost, DWR Executive Assistant