

MINUTES

Northwest Area Water Supply Authority Minot, North Dakota May 28, 2026

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 Microsoft Teams on May 28, 2026. Dan Schaefer, Chairman of the NAWS Authority, called the meeting to order at 3:04 PM. A quorum was present.

NAWS AUTHORITY REPRESENTATIVES PRESENT:

Craig Haskins, North Prairie Regional Water Representative
Jason Zimmerman, State Water Commission (SWC) Representative (virtual)
Dan Jonasson, City of Minot Representative
David Lakefield, City of Minot Representative
Dan Schaefer, Chairman, All Season Water Users District Representative
Tony Schwalbe, Cities with Direct Service Representative
Ann Vallie, Turtle Mountain Band of Chippewa Indians Representative (virtual)
Kenny Rogers, Garrison Diversion Conservancy District Representative

NAWS AUTHORITY REPRESENTATIVES ABSENT:

Mark Jantzer, Mayor and City of Minot Representative
Kristine Goettle, Upper Souris Water Users District Representative
Jason Sorenson, Vice Chairman, City of Minot Representative

OTHERS PRESENT:

Sindhuja S. Pillai-Grinolds, Director, Water Development Division, Department of Water Resources (DWR) (virtual)
Brandon Hicks, NAWS Project Manager, DWR
Andrew Rodriguez, NAWS Water Resource Senior Manager, DWR (virtual)
Erin Stieg, Water Resource Project Specialist, DWR
Clint Cogdill, NAWS Lead Operator, DWR
Cody Lockyer, NAWS Operator, DWR
Reice Haase, Director, DWR (virtual)
Rachel Wald, All Season Water Users District (virtual)
Ryan David, Houston Engineering (virtual)

CONSIDERATION OF AGENDA

Chairman Schaefer requested for any corrections or additions to the agenda. As there were none, the agenda was approved as presented by voice vote.

CONSIDERATION OF THE APRIL 2, 2026 MEETING MINUTES

Meeting minutes were sent to the Authority for review prior to the meeting. Chairman Schaefer requested for feedback or changes to the meeting minutes from the previous Authority meeting on April 2, 2026. No feedback was presented, and the meeting minutes were approved as presented by voice vote.

DEPARTMENT OF WATER RESOURCES DIRECTOR UPDATE

Reice Haase, DWR Director, updated the Authority on the funding and budget outlook for NAWS as of the 2025 Water Development Plan, and progress made toward the 2027 Water Development Plan. He gave an overview of the Governor's State Budget guidelines as well. He also noted that a draft report has been received for the Cost Share study as well as the Governance and Finance Study, with recommendations and options from Deloitte Consulting, a third-party consultant hired by DWR. A draft of the Cost-Share Program modifications will be presented at the State Water Commissioner hosted Basin meetings over the course of the summer. In the Fall, the implementation plans will be presented to the Interim Water Topics Overview Committee, with the State Water Commission (SWC) approval of final policy changes expected in December 2026. Finally, an invitation to the grand opening of the NAWS Biota Water Treatment Plant in August was extended to the Authority members.

NAWS AUTHORITY REPRESENTATIVES TERMS

Brandon Hicks, NAWS Project Manager, presented information identifying the dates the current NAWS Authority representatives were appointed by the SWC, along with the election date for representative Schwalbe. It was discussed that, in accordance with North Dakota Century Code § 61-24.6-02, NAWS Authority representatives recommended by the City of Minot, North Prairie Rural Regional Water District, All Seasons Water Users District, Upper Souris Water Users District, Garrison Diversion Conservancy District, Tribal Council, and the State Water Commissioner residing within the Souris River Basin are appointed by the SWC. The representative for cities other than Minot is elected at the annual meeting of the league of cities. North Dakota Century Code § 61-24.6-03 states that NAWS Authority representatives serve four-year terms and vacancies must be filled in the same manner as the original appointments.

APRIL 8, 2026 SWC MEETING UPDATE

Brandon Hicks, NAWS Project Manager, noted that two NAWS related items were discussed for approval at the April SWC meeting. The request to increase the Secretary authorization of change orders up to \$1.6 million for the Biota Water Treatment Plant Contract 7-2A/4-1A General was approved by the SWC. Additionally, the request to approve the Booster Pump Station (BPS) #4 Pump #2 Variable Frequency Drive (VFD) repairs and replacements, estimated at \$26,307, along with the repair or replacement for the High Service Pump Station (HSPS) NAWS Pump #1, estimated at \$200,000 as eligible Replacement and Extraordinary Maintenance (REM) project was also approved by the SWC.

MAY 21, 2026 PRE-COMMISSION MEETING UPDATE

Brandon Hicks, NAWS Project Manager, updated the Authority on the items presented at the May Pre-Commission meeting, which included an update on the funding allocation for the Snake Creek Pumping Plant modifications. Since the intake screen structure does not meet the Bureau of Reclamation's Buy American specifications and is not eligible for federal funding, a Change Order will be issued to move the scope of work that covers the furnishing and installation of the intake screen structure from Contract 1-1A, Contract 1, to Contract 1-1A, Contract 2. This will reduce the federal MR&I funding allocation from \$18.97 million to \$18.64 million and increase the \$2.79 million Resources Trust Fund allocation to \$3.13 million.

It was moved by Representative Jonasson, seconded by Representative Schwalbe, and approved unanimously to concur with DWR staff presenting the funding allocation of \$18.64 million, which is a reduction of \$335,000 from federal Municipal, Rural, and Industrial water supply and \$3.13 million, which is an addition of \$335,000 from the unallocated funds carried over from the 2023-2025 biennium for the Northwest Area Water Supply Project at the June State Water Commission meeting.

Brandon Hicks, NAWS Project Manager also presented information on the reimbursement process for state owned project's REM eligible projects. DWR staff recommended increasing the REM eligibility criterion for NAWS, which is owned and operated by the State Water Commission from \$15,000 or more per project to \$20,000 or more per project to have uniformity with the other state-owned project, Southwest Pipeline Project (SWPP). When presenting annual water rates to the SWC and the Authority, DWR staff will present annual budgets which will include projects anticipated to use REM funds starting in 2027. DWR staff recommended that reimbursement requests for REM projects, already approved as eligible REM projects by SWC, be approved by the Secretary following staff review and recommendation, eliminating the need for an additional SWC approval.

It was moved by Representative Lakefield, seconded by Representative Haskins, and approved unanimously to concur with DWR staff on the eligibility criterion for Northwest Area Water Supply Project's Replacement and Extraordinary Maintenance funds as a single project exceeding \$20,000, and with authorizing the Secretary to approve the reimbursement from the Northwest Area Water Supply Project's Replacement and Extraordinary Maintenance funds for Commission approved eligible Replacement and Extraordinary Maintenance projects.

NAWS AUTHORITY REPRESENTATIVES- ONBOARDING INFORMATION PACKET

Brandon Hicks, NAWS Project Manager requested the Authority approve the Authority representatives onboarding information packet developed by DWR staff and presented at the April NAWS Authority meeting for review.

It was moved by Representative Jonasson, seconded by Representative Schwalbe, and approved unanimously to approve the onboarding information packet for NAWS Authority Representatives as presented.

NAWS HIGH SERVICE PUMP STATION- OPERATIONS & MAINTENANCE AGREEMENT

Brandon Hicks, NAWS Project Manager presented the Operations and Maintenance Agreement between the City of Minot and the SWC for the NAWS High Service Pump Station. He noted that the agreement remains in draft form; however, both DWR staff and the City are conceptually aligned on the terms and intent of the agreement.

It was moved by Representative Schwalbe, seconded by Representative Jonasson, and approved unanimously to approve that the Department of Water Resources and the City of Minot staff finalize the agreement and present it to the Minot City Council and the North Dakota State Water Commission for approval.

NAWS BIOTA WATER TREATMENT PLANT (WTP) OPERATIONS UPDATE

Brandon Hicks, NAWS Project Manager, noted that the City of Minot has submitted ten reimbursement requests to DWR for operations and maintenance expenses related to the NAWS Biota WTP, covering the period from August 2024 through March 2026. One request for \$43,900 is currently being processed by DWR, while the remaining nine requests, totaling \$931,000, have been fully reimbursed to the City by DWR. Bureau of Reclamation (Reclamation) recently awarded \$1,477,000 to cover FFY 2026 expenses, following prior awards of \$1,932,225 for FFY 2025 expenditures and \$463,700 for FFY 2024 expenditures, for a total of \$3,872,925. DWR staff in coordination with City of Minot staff will submit a 2027 budget to Reclamation soon.

He also stated that a revised schedule from the General Contractor was received with a substantial completion date of August 27, which will need to be further revised to include filter underdrain shipment delays. The schedule from the General Contractor does not include time required to complete the disinfection Work Change Directive (WCD).

A few WCDs that incorporate revisions required by Department of Environmental Quality (DEQ) have been issued to the Contractors constructing the Biota WTP. One of the revisions required from DEQ is the installation of sewer drain field and a holding tank for the shop floor drain discharge. DWR will manage this revision requested by DEQ outside the construction contract. A request for informal bids was sent to sewer installation contractors in Ward and McLean counties. The informal bids were due back on May 27.

NAWS CONSTRUCTION UPDATE

Brandon Hicks, NAWS Project Manager, gave a brief construction update on NAWS projects following the memo included in the packet.

NAWS OPERATIONS UPDATE

City of Minot Cybersecurity Breach

Brandon Hicks, NAWS Project Manager noted on March 14, 2026, the City of Minot experienced a cybersecurity breach which resulted in a ransomware virus downloaded onto their system. City of Minot's and NAWS project's Supervisory Control Data and Acquisition (SCADA) had limited connectivity to share critical operational data. As a precaution, the connectivity was immediately terminated when the breach occurred. DWR is coordinating with its SCADA subconsultant to establish a secure backup process for the NAWS SCADA data. The SCADA subconsultant is also evaluating options to restore the shared data between the City of Minot and NAWS servers without directly connecting the servers.

High Service Pump Station Pump Repair

Brandon Hicks, NAWS Project Manager, noted that a 250 hp pump (City HSP#1) that became inoperable in March 2025 was rebuilt in August 2025, and another 250 hp pump (City HSP#3) that failed in August 2025 is currently at a shop facility in South Dakota for rebuild, with repairs expected to be completed soon. The Replacement and Extraordinary Maintenance (REM) fund was approved to cover the repair expenses for these two pumps. In mid-December, a 350 hp pump (NAWS HSP#1) also became inoperable. The pump and motor have been removed from the High Service Pump Station (HSPS); the motor has been rebuilt and returned

to the HSPS, and the pump was transported to a South Dakota shop for repairs. Due to extensive repairs needed and hours logged on the pump, a quote was also received for a replacement pump. The replacement pump lead time is estimated at 10 - 15 weeks. A second quote was requested from an alternate supplier, as well as a different shop to rebuild the pump.

The machine shop in Billings specializes in vertical turbine pump repairs and subsequently provided favorable pricing and lead times for pump refurbishment services. Based on this evaluation, NAWS HSP #3 was transported to Billings for inspection and rebuild activities. Following disassembly and inspection, the shop has determined that the upper bowl assembly, lower bowl assembly, and head shaft were beyond repair and require replacement. During procurement efforts for the replacement components, it was identified that the pump model is obsolete. The pump manufacturer is currently evaluating availability and preparing a quote for the required obsolete replacement parts.

Booster Pump Station #4, Pump #2 Variable Frequency Drive (VFD) Replacement

DWR has executed a contract with B&G Electric for the Booster Pump Station #4, Pump #2 VFD replacement and the work is currently in progress.

All Seasons Water Users District (ASWUD) Capacity Request

DWR received a request for confirmation of 1,250 gpm capacity from ASWUD. HEI noted to DWR that the existing NAWS distribution system and the current design for the Souris Reservoir and Pump Station does not have the capacity to deliver a total flow rate of 1,250 gallons per minute to ASWUD. DWR requested an analysis and Class V cost estimate from HEI for providing ASWUD with 1,250 gpm. HEI has determined that improvements to HSPS, Lansford Pump Station, and Bottineau Pump Station, an additional inline booster pump station east of Renville Corner, and revised Souris Reservoir and Pump station configuration are necessary to provide ASWUD with 1,250 gpm. The Class V cost estimate from HEI for these changes is approximately \$7 million. ASWUD has been informed about the analysis.

Potential agreement with Garrison Diversion Conservancy District (GDCCD)

DWR staff is reviewing the emergency sequence of operations at the Snake Creek Pumping Plant to determine if assistance from GDCCD staff is necessary for the operations of the intake pumps and an agreement will be drafted accordingly.

OTHER BUSINESS

There was continued discussion regarding lake water delivery to Minot, availability and timeline.

There being no further items of discussion, the meeting was adjourned at 3:58 PM.

Respectfully submitted,



Erin Stieg, DWR Water Resource Project Specialist