

## MINUTES

### **Northwest Area Water Supply Authority Minot, North Dakota April 2, 2026**

The Northwest Area Water Supply (NAWS) Authority held a meeting in Conference Room 3 of the Minot Public Works Building, 1025 31<sup>st</sup> St SE, Minot, ND, and via Microsoft Teams on April 2, 2026. Dan Schaefer, Chairman of the NAWS Authority, called the meeting to order at 10:30 AM. A quorum was present.

#### **NAWS AUTHORITY REPRESENTATIVES PRESENT:**

Mark Jantzer, Mayor and City of Minot Representative  
Craig Haskins, North Prairie Regional Water Representative  
Jason Zimmerman, State Water Commission (SWC) Representative  
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  
Jason Sorenson, Vice Chairman, City of Minot Representative  
Ann Vallie, Turtle Mountain Band of Chippewa Indians Representative (virtual)  
Kristine Goettle, Upper Souris Water Users District Representative (virtual)

#### **NAWS AUTHORITY REPRESENTATIVES ABSENT:**

Kenny Rogers, Garrison Diversion Conservancy District Representative

#### **OTHERS PRESENT:**

Sindhuja S. Pillai-Grinolds, Director, Water Development Division, Department of Water Resources (DWR)  
Brandon Hicks, NAWS Project Manager, DWR  
Andrew Rodriguez, NAWS Water Resource Senior Manager, DWR  
Erin Stieg, Water Resource Project Specialist, DWR  
Clint Cogdill, NAWS Lead Operator, DWR  
Cody Lockyer, NAWS Operator, DWR  
Reice Haase, Director, DWR (virtual)  
John Paczkowski, State Engineer, DWR, (virtual)  
Rachel Wald, All Season Water Users District (virtual)  
Ryan David, Houston Engineering (virtual)  
Danielle Quissell, ND Water (virtual)  
Dustin Offerdahl, Snake Creek Pumping Plant (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 JANUARY 29, 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 January 29, 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 March 26<sup>th</sup> presentation to the Water Topics Overview Committee. It included breakdown of funding and budget outlook for NAWS as of the 2025 Water Development Plan, and progress made toward the 2027 Water Development Plan. 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. Recommended options for consideration to the Cost Share policy included in the draft report were reviewed. A summary of the NAWS Governance and Finance options included in the report was also reviewed and discussed.

### **FEBRUARY 12, 2026 SWC MEETING UPDATE**

Brandon Hicks, NAWS Project Manager, noted that no NAWS related items were discussed for approval at the February SWC meeting. He noted that in addition to the project update from DWR staff, Kevin Martin, with Houston Engineering Inc. also provided an update on the timeline for lake water delivery to Minot.

### **MARCH 19, 2026 PRE-COMMISSION MEETING UPDATE**

Brandon Hicks, NAWS Project Manager, updated the Authority on the items presented at the March Pre-Commission meeting, which included information on the several Work Change Directives that are under negotiation on the NAWS Contract 7-2A/4-1A with cumulative limit expected to exceed the Secretary authority limit of \$1,000,000. It was noted that based on the status of the Contract, increasing the authorization for the Secretary to approve change orders up to \$1.6 million will be presented at the April SWC meeting. Concurrence from the NAWS Authority was requested.

**It was moved by Representative Zimmerman, seconded by Vice Chairman Sorenson, and approved unanimously to concur with DWR staff presenting the request for increasing the authorization for the Secretary to approve change orders up to \$1.6 million on NAWS Contract 7-2A/4-1A General Contract at the April SWC meeting.**

Brandon Hicks, NAWS Project Manager also presented information on the Booster Pump Station (BPS) #4 Pump #2 Variable Frequency Drive (VFD) and High Service Pump Station (HSPS), NAWS High Service Pump #1, repairs and replacements needed. The VFD repair quote for BPS #4 is approximately \$26,500. Replacement cost for HSPS, NAWS HSP #1 is estimated at \$200,000. It was noted that request to approve these two projects as eligible REM projects will be presented at the April SWC meeting.

**It was moved by Representative Lakefield, seconded by Representative Jonasson, and approved unanimously to approve that replacement of HSPS NAWS HSP #1 and BPS #4 Pump #2 VFD are eligible Replacement and Extraordinary Maintenance projects.**

### **NAWS AUTHORITY REPRESENTATIVES- ON BOARDING INFORMATION PACKET**

Brandon Hicks, NAWS Project Manager requested the Authority to review the Authority representatives onboarding information packet developed by DWR staff and provide any feedback or comments.

### **NAWS BIOTA WATER TREATMENT PLANT (WTP) OPERATIONS UPDATE**

Brandon Hicks, NAWS Project Manager, noted that The City of Minot has submitted eight reimbursement requests to DWR for operations and maintenance expenses related to the NAWS Biota WTP, covering the period from August 2024 through January 2026. These eight requests total \$877,933.08, and DWR has fully reimbursed the City for this amount. Bureau of Reclamation (Reclamation) has to date awarded \$463,700 toward federal fiscal year (FFY) 2024 expenditures and \$1,932,225 to cover FFY 2025 expenses for a total of \$2,395,925. Reclamation recently requested a revised budget for FFY 2026 due to the delay in the construction completion of the Biota WTP which has been provided by DWR in coordination with the City of Minot.

He also stated that a few Work Change Directives (WCD) that incorporate revisions required by Department of Environmental Quality (DEQ) have been issued to the Contractors constructing the Biota WTP. DWR may manage some revisions requested by DEQ outside the construction contract if warranted. A revised schedule from the Contractor was received with a substantial completion date of July 10. This does not include the disinfection WCD that the consulting engineer is in the process of sending to the Contractor. On August 18, 2026, a ribbon cutting event for the Biota WTP is being planned with leadership from the US Department of Interior.

### **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**

#### **NAWS Personnel Update**

Brandon Hicks, NAWS Project Manager noted the personnel updates at DWR: Andrew Rodriguez, Water Resources Senior Manager started his new role on March 23, 2026. Andrew previously held the position of Construction Crew Lead within DWR.

#### **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. Following the incident, extensive scans were completed on the NAWS server to verify that the NAWS SCADA system had not been compromised. All scans confirmed the system was secure, and the NAWS SCADA system was returned to full operation on March 17, 2026. During the period the NAWS SCADA system was offline, the system operations were maintained in "hydraulic" mode, which relies on local controllers to meet designated set points. This mode functioned effectively; however, without interconnecting communication, the overall system could not fully optimize performance. Connectivity with the City of Minot's SCADA system remains disabled as a

precaution. As a result, NAWS operations staff cannot view data points from the High Service Pump Station. This limitation has minimal short-term impact on NAWS operations. Several fact-finding meetings have been held, and additional meetings will continue to develop an action plan.

### **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. Approval to use REM funds for these repairs will be requested once the replacement pump manufacturer is selected.

### **Agreements with City of Minot**

DWR staff will begin to work on developing various agreements with the City of Minot. At this time, the identified agreements include: an Operations and Maintenance Agreement for the High Service Pump Station, and a Water Service Agreement with the City of Minot. A preliminary draft of the Operations and Maintenance Agreement for the HSPS has been developed by DWR staff. DWR staff and City of Minot will refine this agreement in the next few weeks and will plan on bringing it to the May NAWS Authority meeting for approval. Additional agreements may be identified as discussions progress.

### **All Seasons Water Users District (ASWUD) Capacity Request**

DWR staff and HEI Inc. are reviewing a request for capacity confirmation from ASWUD. The request is for confirmation of NAWS's ability to supply a total flow rate of 1,250 gallons per minute for ASWUD's peak uses and projected demands under full buildout conditions for the Bottineau County Expansion. A meeting with ASWUD, DWR, and HEI Inc. will be scheduled to fully understand the request and their timeline.

### **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.

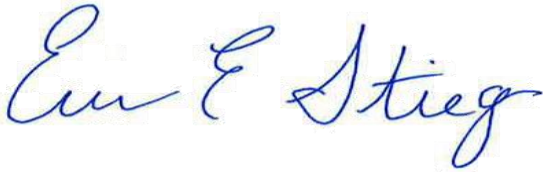
## **OTHER BUSINESS**

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

Representative Jonasson asked DWR staff to gather information regarding the term limits for NAWS Authority representatives, which will be presented at the upcoming NAWS Authority meeting.

There being no further items of discussion, the meeting was adjourned at 11:30 AM.

Respectfully submitted,

A handwritten signature in blue ink that reads "Erin E. Stieg". The signature is written in a cursive style with a large initial 'E' and a long, sweeping tail on the 'g'.

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Erin Stieg, DWR Water Resource Project Specialist