

**Minutes of the Board of Trustees Meeting  
North Dakota Section of AWWA  
Alerus Center, Grand Forks, ND  
October 14, 2024 7:30 AM**

The fall meeting of the North Dakota Section of the American Water Works Association was held on October 14, 2024. Present at the meeting were Chair, Jim Kershaw; Director, Mike Berg; Chair-Elect, Alan Kemmet; Trustees, Dan Overmoe and Mark Paddock; Secretary-Treasurer, Maggie Sahr; AWWA Vice President, Mary Gugliuzza; Section Staff, Linda Fisher; Marisha Lunde, Dean Sletten, Miranda Kleven, David Bruschwein; Jim Lennington, Greg Wavra, Tim Paustian, Meredith Quinn.

**I. Call to Order** - The meeting was called to order by Chair Kershaw at 7:35 AM.

**II. Secretary's Report** – Draft minutes of the May 2024 meeting had a correction. Mr. Bruschwein stated the Association at that time was \$500,000 *above* budget. *Mr. Sletten noted Surface Water Treatment Workshop planning had begun prior to the spring board meeting on May 20, 2024. Ms. Lunde did not have the actual dates or list of attendees readily available at the October meeting. Ms. Lunde clarified at the 1-30-25 board meeting that a planning meeting regarding hotel pricing packages had occurred May 16th. Invitees included Maggie Sahr, Tyler Fode, Greg Wavra, Jacob Henne, Casey Danielson, Lisa Volbrecht, Meredith Quinn, Alan Kemmet, Erin Steever, Zac Ranisate, and Linda Fisher. Attendance could not be confirmed.* Chair Kershaw called for a motion to approve the minutes with the correction (Kemmet/Overmoe).

**III. Treasurer's Report** - 2024 income as of October 4, 2024 is \$37,199.65, and expenses of \$18,618.02. There is \$104,315.09 in student support endowments and reserves. There is \$83,375.65 in the checking and money market accounts. Motion to accept the report (Kemmet/Wavra, carried).

Introduction of Mary Gugliuzza, Vice President of AWWA, and the Communications and Media Relations Coordinator at Fort Worth Water.

**IV. Committee Reports**

- a. Membership Committee** – July 2023 membership was 198, now 209 members. Increase in membership qualified for \$600 allotment for exceeding our membership goal.
- b. Public Relations** – Mr. Kemmet reported the AWWA logo has changed. Sections have options to update logos, too.
- c. Education and Research** – Ms. Lunde reported cash prizes were sent to state science fair division winners. The Section will be doing the same in 2025. She was able to speak about the AWWA Section to AWWA/WEFTEC, including the new student member promotion of \$10. They plan to send members to ACE next year. Abstract submissions will likely be re-opened for SWTW due to low number of entries. Volunteers are welcome to help with abstract reviews.

- d. **Water for People** – Ms. Kleven reviewed fundraising goals of a \$10,000 donation: donations are at \$6,600 from donations, and plan to collect mulligans at the golf tournament and 50/50 raffle. PKG has offered a match, however, the funds to be matched need to be clarified. In order to involve vendors in the 50/50 raffle, they will be allowed to sign their tickets so they need not be present to win.
- e. **YP/Student Chapters** – Mr. Sletten indicated some YP members may not be receiving communication on committee activities. Ms. Lunde reported the NDSU student chapter meets once a month. The status of the UND chapter is uncertain. There is not a poster competition at the conference this year.
- f. **Policies & Procedures** – The committee brought 2 policies before the Board, which were distributed with the agenda prior to the meeting. Records Retention is a new policy based on statutory policies and the Association’s policies. Signatory Authority is an update to an existing policy. Mr. Kemmet made a motion to approve the new Records Retention policy, Mr. Berg seconded, carried. Mr. Kemmet made a motion to approve the revised Signatory Authority policy, Mr. Berg seconded, carried.
- g. **Investments** – No updates.
- h. **Water Utility Council** – Mr. Berg noted CO2 storage had been discussed as a potential issue for the Council to address. The League of Cities took the lead on the topic. Currently, storage is being arranged for 3 western ND cities.

**V. Director’s Report** – Mr. Bruschwein indicated the organization has recovered financially since COVID. The 2030 Strategic Plan has been released with four themes: Member Value, Access to Best Practices, Leading Water Organizations in Innovative Advocacy and Water Policy, Long Term Sustainability. AWWA requested a judicial review of the PFAS Rule MCL, with the basis being that EPA did not follow their stated policies in determining Index PFAS. Mr. Berg reported Maggie Vaulman has moved to a new job. The Section’s new contact is Tom Clark. Ms. Gugliuzza added more documentation has been added to the petition regarding the PFAS Rule. She clarified the AWWA supports an MCL. However, the data-gathering process is still occurring, which may affect the Hazard Index. The rule may underestimate costs and add to affordability challenges without achieving the sought after public health outcomes.

**VI. Section Staff Report** – Ms. Fisher has been picking up many of the financial aspects. There has not been much movement for social media. The Association provided a social media toolkit, however, it hasn’t been as helpful as anticipated.

## **VII. Business**

- i. **Allotment/CD motion e-vote re-cap**– On 03/15/24 unintended funds of \$16,656 were deposited to the Section’s checking by the Association. We were to either return in full or consider \$15,000 an advance on the 2025 allotment, returning \$1,656. AJ moved to put \$15,000 into a 6-month CD at Gate City Bank. Paddock second. Carried.
- j. **Planning/Student CDs reinvestment e-vote re-cap**- Via email on 09/19/24, Chair Kershaw brought before the Board two 9-month term CDs that reached maturity at 1.5%. Paddock moved to invest in 13 months at 4%. Huibregtse second. Carried.

- k. **WUC Future** – Mr. Berg discussed that traditionally in the past, when action is needed, WUC involvement is increased. Mr. Bruschwein recalled that around 1996, the Section had acquired a lobbyist. Now that there are four new rules in implementation stages, the committee may have an opportunity to serve. Ms. Gugliuzza said the Association level WUC will make a call to local utilities to reach out to their legislators about certain concerns. Mr. Berg asked for volunteers to continue discussion at the 10:30 meeting at the conference.
- l. **Membership Committee Chair** – Ms. Gugliuzza noted the Membership Summit will take place in January. Chair Kershaw called for a motion to table the topic until further discussion can be had. (Berg/Kemmet/carried)
- m. **SWTW** – The Memorandum of Understanding between MN/ND/SD expires after 2026. Mr. Sletten suggested formalizing a committee to ensure inclusion of all Sections in planning and financial decisions. Ms. Kleven offered to stimulate the SD Section for future meetings, and Mr. Sletten volunteered to communicate with the MN Section (George Kraynick-SWTW Committee Chair). Ms. Fisher volunteered to assist with registration.
- n. **New Section Logo** – Chair Kershaw delegated Ms. Fisher to have artistic discretion.
- o. **Bank Account Signatory** – Mr. Bruschwein is still on the bank account as a signatory. There was a motion to remove David Bruschwein from signatory authority on bank accounts. (Overmoe/Paddock/carried)

#### **VIII. Other Business/Announcements**

The sign-up sheet for volunteering at the booth was circulated. There are water bottles from the Oral Health Department available for distribution at the booth.

#### **IX. Adjournment**

Chair Kershaw adjourned the meeting at 9:17 am.

Maggie Sahr  
Secretary/Treasurer