



PRESORTED STANDARD  
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CAVALIER, ND  
PERMIT NO. 23

# NORTHEAST REGIONAL WATER DISTRICT

## 2025 Annual Report



### NRWD Annual Meeting Agenda

Registration of Members	1:00 p.m. – 1:30 p.m.
Call Meeting to Order 1:30 p.m.	President Rick Bigwood
Minutes of the 2025 Annual Meeting	Secretary Bruce Henschel
Financial Report	Brian Opsahl, CPA Brady, Martz & Associates, P.C.
Manager's Report Presentation	Jeremy Schuler
Akra Water Treatment Plant & Wellfield Report on Directors 2026 election	Geoff Slick, AE2S Secretary Bruce Henschel
Any Other Business	
Door Prize Drawings	
Adjournment	

Thursday, March 26, 2026

Cavalier County Court House, Langdon, ND

## NOTICE OF ANNUAL MEETING

The annual meeting of Northeast Regional Water District (NRWD) is scheduled for Thursday, March 26, 2026, at the Cavalier County Court House (901 3<sup>rd</sup> St, Langdon, ND). Registration will be from 1:00 to 1:30 p.m. with the meeting called to order at 1:30 p.m.

Reports will be given by President Rick Bigwood, Brady, Martz & Associates, P.C., and Jeremy Schuler, Manager.

On March 26, 2026, the terms of Rick Bigwood and Bruce Henschel (District 1) and Brian Kram (District 2) will expire. The three incumbents have petitioned to run again. The election is uncontested; therefore, no voting is required. They will be elected for another three-year term.

The District is divided into two voting districts, described as follows:

*District 1:* That part of Northeast Regional Water District originally established as North Valley Water District on January 1, 2000, now known as the North Valley Branch of Northeast Regional Water District.

*District 2:* That part of Northeast Regional Water District originally established as Langdon Rural Water District on July 1, 2000, now known as the Langdon Branch of Northeast Regional Water District.

All voting for directors and bylaw changes shall be by written ballot of all participating members. Any participating member who desires to have his/her name placed on a ballot for the Board of Directors shall present a petition containing 20 signatures of participating members from within his voting district. This requirement will also include incumbents. All signers must be participating members. All petitions must be submitted to the secretary prior to January 15<sup>th</sup> at 12 noon prior to the annual meeting. The secretary shall determine the authenticity of the signatures. The secretary's decision will be final. A nominating committee *may* also be appointed by the Board of Directors. Employees of the District and their immediate family members shall not be eligible for board membership. The candidate receiving the most votes shall be elected. Receipt of a majority of the votes cast will not be a requirement for election. In the event of a tie vote, the winner will be determined by the toss of a coin. Ballots containing the names of the candidates for each district and all bylaw changes shall be circulated by the secretary to all participating members prior to the date of the annual meeting. The results of the vote will be reported at the annual meeting by the secretary. All churches, schools, corporations, cooperatives, political subdivisions, and associations must designate in writing the name of the person authorized to vote on behalf of the entity for the purpose of electing directors, changing by-laws, or other matters to come before the annual meeting. That designated person may grant a proxy to someone else after being selected.

In the event an election for directors is uncontested, no ballots will be mailed because the results will be predetermined. A motion for unanimous consent may be requested at the Annual Meeting.

**On the cover – Photo by Amber Meyer from Hankinson, ND.  
Amber's hometown is Mountain, ND**

## 2025 INCOME STATEMENT

### OPERATING REVENUES

Water Sales	\$4,244,267
Sales of Supplies, Penalties and Other	552,643
Total	<u>\$4,796,910</u>

### OPERATING EXPENSES

Salaries and Wages	\$ 570,645
Water Purchases	352,919
Chemicals Purchased	99,887
Fuel or Power Purchased for Pumping	345,333
Supplies Expense	4,668
Depreciation Expense	2,190,334
Repairs and Maintenance	1,028,688
Transportation Expense	36,244
Accounting Supplies and Expense	40,256
Rent	7,856
Telephone	30,341
Professional Fees	40,551
Payroll Taxes	48,549
Pension Expense	36,582
Other General and Administrative Expenses	207,806
Employee Health Insurance	213,136
Insurance	82,588
Directors Fees and Annual Meeting	25,743
Total	<u>\$5,362,126</u>

### OPERATING INCOME (LOSS)

\$(565,216)

### NON-OPERATING INCOME (EXPENSE)

Sign-up Fees	\$ 33,000
Federal Grant Income	4,928,970
Other Grant Income	2,487,702
Interest Income	72,631
Interest Expense	(336,041)
Gain (Loss) on Disposal of Assets	38,573
Total	<u>\$7,224,835</u>

### CHANGE IN NET POSITION

NET POSITION - BEGINNING OF YEAR	<u>\$58,618,036</u>
NET POSITION - END OF YEAR	<u>\$65,277,655</u>

## 2025 BALANCE SHEET

### ASSETS

<b>CURRENT</b>	
Cash and Cash Equivalents	\$4,900,570
Accounts Receivable - Members (Net of Allowance for Doubtful Accounts of \$10,000)	358,530
Unbilled Revenue	384,347
Grant Receivable	294,091
Interest Receivable	848
Materials and Supplies	<u>443,235</u>
Total	<u>\$6,381,621</u>
<b>PROPERTY AND EQUIPMENT</b>	
Land	\$ 763,989
Construction In Progress	14,486,888
Water Plant in Service	93,324,706
Water Rights	525,000
Equipment, Vehicles and Office Furniture	<u>727,137</u>
Total	<u>\$109,827,720</u>
Accumulated Depreciation	<u>(36,611,882)</u>
Total	<u>\$73,215,838</u>
<b>OTHER</b>	
Cash and Cash Equivalents - Reserve	\$999,275
Cooperative Equity	<u>190,382</u>
Total	<u>\$1,189,657</u>
<b>TOTAL</b>	<u><u>\$80,787,116</u></u>
<b>LIABILITIES AND NET POSITION</b>	
<b>CURRENT</b>	
Accounts Payable	\$ 66,492
Construction Contracts and Retainage Payable	938,085
Accrued Payroll and Taxes Payable	7,515
Accrued Interest	107,962
Customer Prepayments	78,550
Compensated Absences Payable	14,747
Current Portion Bonds Payable	<u>933,189</u>
Total	<u>\$2,146,540</u>
<b>LONG-TERM LIABILITIES</b>	
Bonds Payable	\$14,296,110
Current Portion	<u>(933,189)</u>
Total	<u>\$13,362,921</u>
<b>NET POSITION</b>	
Net Investment in Capital Assets	\$57,981,643
Restricted for:	
Reserve for Projects	999,275
Unrestricted	<u>6,296,737</u>
Total	<u>\$65,277,655</u>
<b>TOTAL</b>	<u><u>\$80,787,116</u></u>

## ANNUAL MEETING MINUTES

*Thursday, March 27, 2025*

The meeting was called to order by President Rick Bigwood at 1:30 PM. On behalf of NRWD, he welcomed everyone to the meeting and thanked them for their attendance. Rick then introduced the board members present and acknowledged past board members present, Glenn Ohman and past Attorney, Wes Argue. Rick also introduced guest Brian Opsahl with Brady, Martz & Associates and Geoff Slick with AE2S. He then asked for the minutes of the 2024 Annual Meeting to be read.

The minutes of the 2024 Annual Meeting were then read by Secretary/Treasurer, Bruce Henschel. President Bigwood asked for any corrections or additions to the minutes. Being none, the minutes will stand approved as read.

Brian Opsahl then gave the report on the annual audit of NRWD. He went over our balance sheet and income statement. He then went over how Federal Grants work and how they affect our financial statements. He reported that NRWD audit was clear and consistent and that the district had another good year. He then asked if anyone had any questions. President Bigwood thanked Brian for giving the audit report and then asked for a motion to approve the 2024 annual audit. Gary Robinson made the motion to approve the audit, a second by Harvey Puppe. Motion carried.

Jeremy Schuler then gave the manager's report. He welcomed everyone and thanked them for attending. He acknowledged Bruce Henschel for serving on the NDRWSA board and Michele Schommer for also serving on the NDRWSA board and the NRW board. He then thanked NRWD water operators for their hard work in keeping the water system operating efficiently and also thanked the office staff for keeping the day-to-day operations running smoothly.

Jeremy then did a presentation on the two districts and how operations have been going since merging in 2014, reviewed the water plant and current construction, water produced and sold and how our funding for projects is done. He then touched on the Beach Ridge Project and the RRVWSP project that we are currently involved in.

Geoff Slick, from AE2S gave a presentation on the Water Treatment Plant/Wellfield Expansion project. Construction will resume soon and work will be done on the wellfield fiber optic lines and the new control panels that will be installed. Work will also resume on the raw water transfer station and new media will be put in the filters in the plant. These updates will increase the quality of the water and help achieve a more consistent quality. A member asked Geoff if any of the glued pipes will be replaced. He replied it is being looked in to and working to see if there would be any grant funding available as it would be very costly per mile to replace.

Bruce Henschel then gave the results of the election of directors. Incumbents Arnie Peterson from District #1 and Michele Schommer from District #2 are up for re-election as their terms will expire. These two were the only ones that filed petitions with the secretary to be re-elected. The election is uncontested; therefore, the by-laws state no voting required. They will each be elected for another three-year term.

President Bigwood asked if there was any other business. He then asked for a motion to adjourn; Gary Robinson made a motion to adjourn, second by Garnet Furstenu, meeting adjourned.

**Bruce Henschel, Secretary/Treasurer**

## Manager's Report ~ Jeremy Schuler



As we look ahead to spring, I am encouraged by the progress made during 2025, which proved to be a successful year for the water district.

I would like to extend my sincere appreciation to our water operators, who are responsible for maintaining approximately 2,512 miles of pipeline across six counties, along with the water treatment plant, 50 wells, 17 reservoir and pumping stations, and 14-meter stations and vaults. In addition to

construction activities, they respond to water breaks and service calls and complete ongoing training and certification requirements.

I also want to thank our office staff, whose professionalism ensures the efficient day-to-day operation of the district.

Field staff continue the installation of new water meters and automatic meter reading equipment at customer locations. Plans are to finish all the installations by the Spring of 2026. We have appreciated our customers' cooperation and patience as this important system upgrade progresses.

From a financial standpoint, 2025 operating revenue totaled \$4.24 million, with 443.5 million gallons of water sold.

The first year of construction was completed on the Akra Water Treatment Plant and wellfield expansion project, which is approximately 80% complete. Project components include upgrades to wellfield communications and control panels, a new raw water transfer station, high-service pumps, enhanced filtration processes, updated electrical systems, and replacement of equipment that has exceeded its useful life. Additional improvements within the existing treatment facility will further enhance chemical feed systems and filtration, resulting in improved and more consistent water quality.

The total estimated cost of the project is \$17.7 million, with substantial funding support secured through 60% federal grants and 30% state grants. The remaining 10% local share will be financed through a loan from the Bank of North Dakota at an interest rate of 2% for a term of up to 30 years. A project update will be presented at the district's annual meeting.

## BILLING POLICY

Each NORTHEAST REGIONAL WATER DISTRICT member receives a billing card in the mail by the 1st of each month. The member is then required to fill in their meter reading and send with payment in an envelope postmarked no later than the 10th of the same month to avoid penalties. (NORTHEAST REGIONAL WATER DISTRICT is not responsible for mail delivery! It is the responsibility of the member to inform the Northeast office before the 10th if their billing card is not received in the mail.)

IF THE MEMBER DOES NOT remit by the 10th, there will be an automatic 10% penalty for late payment. On the first month that the member neglects to send a meter reading with their billing card by the 15th, their reading will be estimated based on the past usage, and a \$5.00 ESTIMATION FEE charged against their account. **NO ADJUSTMENTS WILL BE MADE ON ESTIMATED READINGS!**

If an employee of NORTHEAST REGIONAL WATER DISTRICT is sent to read a member's meter, a SERVICE CHARGE OF \$25 will be charged to the member's account.

Whenever a delinquent account is getting close to the amount of \$250.00, or is 90 days past due, the curb stop will be shut off by NORTHEAST REGIONAL WATER DISTRICT personnel.

To have service reinstated, payment must be received in FULL, plus a \$100.00 RECONNECT FEE, which will also be applied to the bill. Owners of rental property are responsible for any amount of the water bill not paid by their renter. NORTHEAST REGIONAL WATER DISTRICT has the water service contract with the owner, not the renter.

## ***Northeast Regional Office Hours***

7:30 a.m. – 4:00 p.m.

Office Phone: (701) 265-8503

**EMERGENCY** numbers:

North Valley Branch (701) 265-4000

Langdon Branch (701) 256-5000

**VISIT OUR WEBSITE** [www.northeastregionalwater.com](http://www.northeastregionalwater.com) to find the

most up to date reports that include:

1. *Consumer Confidence Report*
2. *Annual Report*
3. *Billing Policy*
4. *Water Chemical Analysis*
5. *Specialty Forms*

Also, you will find on our website the option to pay your bill using your credit or debit card. To do this, you will need your 10-digit account number and amount due. There is a 3.5% fee to use this service.

When paying your bill on-line, you **MUST** visit our website. If you just search us, it may take you to a third-party site that will also allow you to pay on-line through their site, but that does not get the payment to us immediately, they will take your card information, charge you a fee and send us a paper check. **It is very important that you pay through our website.** Payments made through a third-party site may not be accepted as timely and late fees may be assessed to your account.



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NRWD has received pre-construction money for the design and feasibility for a New User and Reservoir Expansion Project on behalf of the North Dakota State Water Commission. This proposed project would provide service to approximately 40 new customers and include select reservoir expansions.

NRWD remains committed to sustainable operations that protect the long-term quality and reliability of the water supply for our customers.

You are invited to attend the Annual Meeting on Thursday, March 26, at the Cavalier County Courthouse Meeting Room in Langdon. Registration will begin at 1:00 p.m., with the meeting called to order at 1:30 p.m. The agenda will include a review of 2025 operations, financial reports, and an opportunity for questions.

## EMPLOYEES

**Jeremy Schuler, Manager**

**Jeff Harildstad, Operations Manager, Cavalier**

**Cody Schlittenhard, Operations Manager, Langdon**

**Connie Halldorson, Office Manager**

**Miranda Scholler, Assistant Office Manager**

**Tyler Hannesson, Operator, Cavalier**

**Jonathan Einarson, Operator, Cavalier**

**Corben Denault- Smith, Operator, Langdon**



There was very good progress made to the Akra water treatment plant upgrades in 2025. This project began in 2024 with new electrical control panel and fiber optic cable installed on each well head in the well field. Construction continued with the installation of a 250,000-gallon raw water reservoir/transfer structure next to the WTP. Work continued in 2025 with the necessary

plumbing and components to connect to the existing water treatment plant. New high efficiency pumps and electrical service were installed, as well as major improvement and upgrade to the water filtration system to improve consistency and efficiency in treating the finished water.

This is the largest major upgrade to the Water treatment plant since its construction 50 years ago and will serve us well into the future. 90% of the funding for the 17.7-million-dollar project is supplied by grants, with Northeast Regional Water funding the remaining 10%. This entire project should be completed by May 1, 2026. More complete details will be shared at the annual meeting.

The automatic meter reading project is now nearing its completion. Initially, there were some delays due to unavailability of certain electrical components during the pandemic. Good progress was made in 2025 and should be completed in the spring of 2026. In addition to the convenience of self-reading meters, you also have the option to sign up for ACH service to have your monthly payment automatically deducted from your bank.

Manager Jeremy Schuler will be covering all of these projects in more detail and will answer any questions at the annual meeting coming up on March 26<sup>th</sup> in Langdon. I look forward to seeing you at this meeting!



## Automatic Meter Reading Project Update & Important Information

Our system is now about 85% complete with the Automatic Meter Read (AMR) meter installations. We have about 2,250 meters installed out of 2,700 meters. We hired an independent contractor, Raines Meter Menders, LLC, to assist with the installation of the new meters. They plan to be back in the area first part of April. Customers who still have not received the new AMR meter will be contacted by either Raines Meter Menders or NRWD to schedule an appointment with you.

Just a few things to think about if you have the new AMR. Although you do not need to submit a reading to us, it is still very important that when you receive your billing statement, you use that as a reminder to inspect your meter and the parts that go along with it, to be sure that you don't have anything that is leaking and that everything is operating as it should.

With the Automatic Meter Reading comes the option to utilize the ACH Payment, to have your bill withdrawn automatically from your checking account. If you wish to sign up for ACH, the form is included in this report and can also be found on our website.

## Board of Directors

		<u>Term Expires</u>
Rick Bigwood, President	St. Thomas	2026
Michele Schommer, Vice President	Munich	2028
Bruce Henschel, Secretary	Hamilton	2026
Arnie Peterson, Director	Cavalier	2028
Brian Kram, Director	Munich	2026
Kevin Brown, Director	Bathgate	2027
Winston Johnson, Jr., Director	Edmore	2027