

**SUMMARY**  
**CLAY RURAL WATER SYSTEM, INC.**  
**BOARD OF DIRECTORS – REGULAR**  
**JANUARY 27, 2011**

**On January 27, 2011 at 7:30 p.m.** the regular meeting of the Clay Rural Water System, Inc. Board of Directors was called to order by President Bob Wood at the Water System Office. The following Directors were also present: Randy Erickson, Jim Ross, Duane Holoch, Tom Manning, Rick Peterson, Vic Hendriks, Craig Nelson, and Glen Gilbertson. Also present were: Manager, Greg Merrigan and Office Manager, Donna Henriksen.

**ADOPT AGENDA:** A motion was made, seconded and carried to adopt the Agenda.

**MINUTES:** The minutes of the December 28, 2010 special Board meeting were distributed previously. Minutes were approved. The minutes of the December 28, 2010 regular Board meeting were distributed previously. Minutes were approved. The Board Summaries for December 28, 2010 special & regular meetings were distributed previously. Board summaries are approved.

**VISITORS TO BE HEARD:** None.

**FINANCIAL STATEMENTS:** The December Financial Summary was received. A motion was made, seconded and carried to approve the transfer of funds.

**BILLS FOR PAYMENT:** The January Bills for Payment and February Bills requiring pre-approval were presented for approval. A motion was made, seconded and carried to approve.

**MANAGER'S REPORT:** Greg Merrigan presented the January Manager's Report. Items discussed included: Fluoride Research, Annual Tap sales info, Billing packets, End of Year activities, and meetings attended as well as operating and general and administrative activities performed by the Staff. The November Water Sales Report was also reviewed.

**LEGAL REPORT:** None.

**SDARWS UPDATE:** A) Rick Peterson reported on the ATC Conference. B) The NRWA Rally will be held Feb. 7-9, 2011 in Washington, DC.

**2010 PROJECT:** Greg Merrigan presented the monthly project update.

**AMR/LAGOON PROJECT:** Greg Merrigan presented information on funding. After discussions with RD and DENR, it appears staying with RD will be the most advantageous for the system.

**2011-2012 SCHOLARSHIP PROGRAM:** The Scholarship Program for 2011-2012 was presented for approval. A motion was made, seconded and carried to continue the program and award two scholarships. A motion was made, seconded and carried to approve two changes to the program regarding graduating in the middle of the academic year.

**CONSTRUCTION SUMMARY:** The Board reviewed the construction summary for 2010. No changes will be made to connection charges.

**WAIVE MONTHLY MINIMUM FOR FIRE VICTIM:** A member lost their home and all possessions in a house fire recently. A motion was made, seconded and carried to waive the monthly minimum at this location until the home is rebuilt or up to 24 months.

**RAS AGREEMENT FOR SAFETY TRAINING:** Clay RW has contracted with Risk Administration Services, Inc. to provide Safety Training for a period of three years. The contract was presented for signature. A motion was made, seconded and carried to sign the contract.

**COMMITTEE REPORTS:** Jim Ross reported on behalf of the Employee Relations Committee. A motion was made, seconded and carried to receive their report.

Vic Hendriks reported on behalf of the Policy Committee. A motion was made, seconded and carried to receive their report.

Both Committees reviewed the two proposed Bylaw changes that will be presented to the membership at the Annual Meeting: allow voting by mail and no District Elections if only one candidate runs.

**SNOW REMOVAL - FIRE HYDRANTS:** Greg Merrigan presented information regarding snow removal around the fire hydrants in the Wynstone development. A motion was made, seconded and carried to table this till the February meeting.

**ANNUAL MANAGER'S EVALUATION:** A motion was made, seconded and carried to go into Executive Session at 8:42 p.m. to discuss the Manager's Annual Performance Review. A motion was made, seconded and carried to go out of Executive Session at 8:55 p.m. The Secretary was directed to make changes to the Manager's contract for 2011, retroactive to January 1.

**ROUTINE OFFICE BUSINESS:** Greg Merrigan reviewed the Routine Office Business for the month. A motion was made, seconded and carried to approve three Drop Services, two Membership Transfers, and two New Services.

**OTHER ITEMS FOR DISCUSSION:** None.

**CALENDAR OF EVENTS:** Feb. 2 & 3 - Manager's Meeting in Ft. Pierre; Feb. 7 - 9 - NRWA Rally in Washington, DC; Feb. 11 - Notice of Intent for Director Elections Due; Feb. 21 - Office closed for President's Day Holiday; Feb. 24 - One Call Breakfast; Feb. 24 - next regular Board meeting, 7:30 p.m., System Office.

**SUPPLEMENTAL INFORMATION:** None.

**ADJOURNMENT:** A motion was made, seconded and carried to adjourn at 8:57 p.m..