

CLAY RURAL WATER SYSTEM, INC.
BOARD MEETING SUMMARY
OCTOBER 22, 2009

On October 22, 2009 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 System Office. The following directors were also present: Randy Erickson, Jim Ross, Duane Holoch, Tom Manning, Rick Peterson (arrived at 7:40 p.m.), 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 September 24, 2009 regular Board meeting were distributed previously. Minutes were approved as presented. A motion was made, seconded and carried to approve the Board Summary for September 24, 2009.

VISITORS TO BE HEARD: A motion was made, seconded and carried to suspend the rules and discuss the procedures for testifying.

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

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

MANAGER'S REPORT: Greg Merrigan presented the October Manager's Report. He reported the December issue of QOT is being prepared. He also noted meetings he attended along with distribution, and general and administrative activities performed by the Staff. The August Water Sales Report was also reviewed.

LEGAL REPORT: Greg Merrigan reported on two items he has Mike McGill working on – a Small Claims issue and an unpaid Contractor's bill.

SDARWS UPDATE: Greg Merrigan noted the dues schedule for SDARWS for 2010. He also reminded the Board of the Leadership Conference Nov. 19 & 20 in Chamberlain and the Annual Technical Conference in January in Pierre.

2010 PROJECT: Greg Merrigan updated the Board on several items related to the project.

CLAY RW TOWERS – ANTENNA USE: No action was taken on the Beresford Tower. The Wynstone Board has approved placing an antenna on the tower and a letter will be coming. A motion was made and seconded and carried to postpone any decision until the next meeting.

AUTOMATIC METER READING: A motion was made, seconded and carried to send a funding pre-application for the automatic meter reading project.

EMPLOYEE UNIFORM POLICY: Greg Merrigan presented information on increasing the Employee clothing allowance. A motion was made, seconded and carried to refer this to the

Employee Relations Committee that meets in January.

ANNUAL MANAGER EVALUATION PROCESS: A motion was made, seconded and carried to adopt the process for Manager Evaluation. Bob Wood appointed a committee of Tom Manning, Jim Ross, Vic Hendriks and himself to review the evaluations.

SET DISTRICT ELECTION AND ANNUAL MEETING DATES: Greg Merrigan presented the dates of March 5, 2010 for District Elections and March 27, 2010 for Annual Meeting. A motion was made, seconded and carried to approve the dates.

MEMBERSHIP VOTING OPTIONS: Membership voting options were discussed. A motion was made, seconded and carried to allow voting by ballot.

POLICY ON RECEIPT OF PRIZES: Greg Merrigan reported that a policy should be adopted on Receipt of Prizes. A motion was made, seconded and carried to refer this to the Policy Committee meeting in January.

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, one Membership Transfer, and nine New Services.

OTHER ITEMS FOR DISCUSSION: None.

CALENDAR OF EVENTS: Oct. 28 & 29 – Manager’s Meeting in Spearfish; Nov. 11 – Office closed for Veteran’s Day; Nov. 19 & 20 – Leadership Conference in Chamberlain; Nov. 24 – next regular Board meeting, 7:30 p.m., System Office; Nov. 26 & 27 – Office closed for Thanksgiving Holiday.

SUPPLEMENTAL INFORMATION: None.

ADJOURNMENT: A motion was made, seconded and carried to adjourn at 8:59 p.m.