

**SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
OCTOBER 23, 2018**

THE REGULAR MEETING of the Clay Rural Water System, Inc. Board of Directors was called to order at 7:29 p.m. by President Bob Wood at the Water System Office. Directors present were: Dave Reiff, Duane Holoch, Pat Manning, Jim Schurdevin, Bob Wood, and Glen Gilbertson. Absent excused were Russ Lilly, Randy Huot, and Randy Ronning. Also present were: Manager Greg Merrigan, and Office Manager, Donna Henriksen. In the absence of the Secretary, Glen Gilbertson was appointed acting Secretary.

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

DIRECTOR CONFLICT WITH AGENDA ITEMS: Glen Gilbertson with Item #13C., SDWARN Donation.

MINUTES: The minutes of the September 27, 2018 regular Board meeting were distributed previously. Minutes were approved. The Board Summary for September 27, 2018 regular meeting was distributed previously. Board summary was approved.

VISITORS TO BE HEARD: None.

FINANCIAL STATEMENTS: The September Financial Summary was reviewed by Greg Merrigan. A motion was made, seconded and carried to approve the seven financial transfers. Checkbook balance, cash balance, major budgeted items, and Allocation of costs were reviewed.

CHECK REGISTER: Donna Henriksen reviewed the October Check Register and November Bills requiring pre-approval. A motion was made, seconded and carried to approve.

MANAGER'S REPORT: Greg Merrigan presented the October Manager's Report and reviewed the September Water Sales Report.

LEGAL REPORT: Greg Merrigan gave an update.

SDARWS UPDATE: Glen Gilbertson noted an article in the *Serviceline* and encouraged Directors to attend the Leadership Conference on Nov. 14 & 15 in Pierre.

MANAGER REPLACEMENT COMMITTEE: Pat Manning, Chair of the Manager Replacement Committee reported that the Committee will meet prior to the November Board meeting.

EMPLOYEE HANDBOOK: A motion was made, seconded and carried to approve the new language in the Employee Handbook.

SIoux EMPIRE WATER FESTIVAL DONATION: A motion was made, seconded and carried to donate to the Sioux Empire Water Festival.

SCHOLARSHIP PROGRAM FOR 2019: Discussion was held on the Scholarship Program. A motion was made, seconded and carried to table this item until the November meeting.

SDWARN DONATION: A motion was made, seconded and carried (with Glen Gilbertson abstaining) to donate \$500 to SDWARN.

HEALTH INSURANCE RENEWAL: Manager Merrigan presented information on WellMark and Lifestyle. A motion was made, seconded, and carried to table this item until the November Board meeting.

MANAGER EVALUATION: It was the Board's consensus that there is no need for an Evaluation this year.

DISTRICT ELECTION/ANNUAL MEETING DATES: A motion was made seconded and carried to set Friday, March 1, 2019 for District Elections and Thursday, April 11, 2019 for the Annual Meeting.

ROUTINE OFFICE BUSINESS: The Board reviewed the Routine Office Business for the month. A motion was made, seconded and carried to approve all office business including three Drop Services, 17 New Members, and no Bad Debts.

OTHER ITEMS FOR DISCUSSION: A Workman's Comp Dividend check has been received; Clay RW is now enrolled in the Renewable Energy Credits Program through Clay-Union Electric.

CALENDAR OF EVENTS: Nov. 12 – office closed for Veteran's Day Holiday; Nov. 13 – Rate Review Committee Meeting at 9 a.m.; Nov. 14 & 15 – Leadership Conference in Pierre; Nov. 22 & 23 – office closed for Thanksgiving Holiday; Nov. 27 – next regular Board meeting (Tuesday), 7:30 p.m., System Office.

SUPPLEMENTAL INFORMATION: Thank you's.

ADJOURNMENT: A motion was made, seconded and carried to adjourn at 8:47 p.m.