

**SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
OCTOBER 24, 2017**

The regular meeting of the Clay Rural Water System, Inc. Board of Directors was called to order at 7:30 p.m. by President Bob Wood at the Water System Office. Directors present were: Dave Reiff, Jim Schurdevin, Duane Holoch, Pat Manning, Randy Ronning, Bob Wood, Russ Lilly, and Glen Gilbertson. Absent excused was Randy Huot. Also present were: Manager Greg Merrigan, and Office Manager, Donna Henriksen. In the absence of the Secretary, Bob Wood appointed Pat Manning as acting secretary.

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

DIRECTOR CONFLICT WITH AGENDA ITEMS: None.

MINUTES: The minutes of the September 28, 2017 regular Board meeting were distributed previously. Minutes were approved. The Board Summary for September 28, 2017 regular meeting was distributed previously. Board summary is approved.

VISITORS TO BE HEARD: None.

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

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; he gave an update on the insurance, which is also available to Directors; he has had an interview with AE2S Engineering and the article will be featured in the next Service Line; reported that our Work Comp rating is excellent and we will have a reduction in premium; gave an update that the Westville Tower painting is complete and the tower is back in service. He noted meetings attended; discussed the Wynstone Discharge Line rerouting and hookups that need to be completed yet this fall, and reviewed the September Water Sales Report.

LEGAL REPORT: Bob Wood moved to suspend the rules and go into Executive Session at 8:12 p.m. to discuss legal matters. Motion was seconded and carried. Declared out of Executive Session at 8:35 p.m.

SDARWS UPDATE: Glen Gilbertson stated he will be attending the Leadership Conference, Nov. 15 & 16 in Pierre and that the ATC will be held Jan. 9-11, 2018 in Pierre.

MANAGER EVALUATION PROCESS: Bob Wood reported that he has the Evaluation Process about complete and will meet with the Committee on November 21 at 6:30 p.m. to discuss.

HEALTH INSURANCE RENEWAL: The Board reviewed the proposed Health Insurance Plans. After discussion, a motion was made, seconded and carried to stay with Wellmark for the coming year.

SCHOLARSHIP PROGRAM: The 2018 Scholarship Program was presented for approval. A motion was made, seconded and carried to continue with the program and offer up to three (3) \$500 scholarships for 2018.

SET DISTRICT ELECTION & ANNUAL MEETING DATES: A motion was made, seconded and carried to set Friday, March 2, 2018 as the date for District Elections. A motion was made, seconded and carried to hold the Annual Meeting/Open House on Thursday, April 5, 2018.

ROUTINE OFFICE BUSINESS: The Board reviewed the Routine Office Business for the month A motion was made, seconded and carried to approve two Drop Services, 15 New Members, and no Bad Debts.

OTHER ITEMS FOR DISCUSSION: None.

CALENDAR OF EVENTS: Oct. 25 & 26 – Manager’s Meeting in Deadwood; Nov. 3 – Safety Training; Nov. 10 – Office closed for Veteran’s Day Holiday; Nov. 13 – 9 AM, Rate Committee Meeting; Nov. 15 & 16 – Leadership Conference in Pierre; Nov. 21 (Tuesday) – next regular Board meeting, 7:30 p.m., System Office, Nov. 23 & 24 – Office closed for Thanksgiving Holiday.

SUPPLEMENTAL INFORMATION: Field to Table thank-you’s.

ADJOURNMENT: A motion was made, seconded and carried to adjourn at 8:56 p.m.