

**SUMMARY  
CLAY RURAL WATER SYSTEM, INC.  
BOARD OF DIRECTORS – REGULAR  
NOVEMBER 25, 2014**

**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: Randy Erickson, Jim Schurdevin, Duane Holoch, Tom Manning, Randy Ronning, Randy Huot, Bob Wood, Vic Hendriks, and Glen Gilbertson. Also present were: Manager Greg Merrigan and Office Manager, Donna Henriksen.

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

**DIRECTOR CONFLICT WITH AGENDA ITEMS:** None.

**MINUTES:** The minutes of the October 23, 2014 regular Board meeting were distributed previously. Minutes were approved. The Board Summary for October 23, 2014 regular meeting was distributed previously. Board summary was approved.

**VISITORS TO BE HEARD:** None.

**FINANCIAL STATEMENTS:** The October Financial Summary was received. Transfers were agreed to by unanimous consent. Checkbook balance was reviewed.

**CHECK REGISTER:** The November Check Register and December Bills requiring pre-approval were presented for approval. A motion was made, seconded and carried to approve.

**MANAGER'S REPORT:** Greg Merrigan presented the November Manager's Report, including: QOT, Mike McGill working on releasing property mortgages; Wynstone fire hydrant capacity study; meetings & misc. and miscellaneous distribution work. September Water Sales Report was also reviewed.

**LEGAL REPORT:** Greg Merrigan reported on issues Attorney Mike McGill had been working on.

**SDARWS UPDATE:** Glen Gilbertson reported on the Leadership Seminar he attended in Pierre. Glen has also been elected Chairman of the SDARWS Sub Corp Board.

**AMR/LAGOON PROJECT:** Greg Merrigan reported on the status of the AMR Project.

**SDARWS DELEGATES/ALTERNATES:** Greg Merrigan and Glen Gilbertson were selected as delegates to the association's annual meeting.

**2015 SCHOLARSHIP PROGRAM:** A motion was made and seconded to continue the scholarship program for the 2015-2016 academic year. Motion carried.

**MANAGER'S EVALUATION:** Bob Wood declared the Board in Executive Session at 8:03 p.m. to discuss personnel. He declared the Board out of Executive Session at 8:13 p.m.

**2015 STRATEGIC PLANNING SESSION:** A discussion was held on holding a strategic planning session. It was the Board's consensus to hold the session in early 2016.

**2014 AUDIT SERVICES:** Greg Merrigan indicated the Board had approved Quam & Berglin, CPA's for 2014 Audit services at their re-organizational meeting. Greg Merrigan will sign the engagement letter when received.

**POLICY NO. 408:** The Board reviewed Policy No. 408 - Island Rates. Clay RW has received notice from the City of Vermillion that it is increasing its' rates January 1st by 2.5%. Water delivered to the Island Service Area is purchased from the City of Vermillion so therefore Island rates need to be increased. A motion was made and seconded to adjust rates accordingly effective 1/1/15. Motion carried.

**ROUTINE OFFICE BUSINESS:** The Board reviewed the Routine Office Business for the month. Four Drop Services and 13 New Services were approved by unanimous consent.

**OTHER ITEMS FOR DISCUSSION:** USGS Summary of Estimated Water Use in the US in 2010. Dakota Access Pipeline. Holiday Party/Food Pantry Donation: In lieu of a Christmas Party, a motion was made and seconded to donate \$600 between three different Food Pantries in Clay & Union Counties. Motion carried. Holiday Work Schedule: A motion was made and seconded to give the Employees the day off on Dec. 26th. Motion carried.

**CALENDAR OF EVENTS:** Nov. 27 & 28: Office closed for Thanksgiving Holiday; Dec. 4 - SDARWS Board Meeting in Sioux Falls; Dec. 24 - Office closes at noon; Dec. 25 - Office closed; Dec. 26 - Office closed; Dec. 30 - Budget & regular Board meeting beginning at 9:30 a.m.

**SUPPLEMENTAL INFORMATION:** Thank you from Clay County 4-H.

**ADJOURNMENT:** Motion was made, seconded and carried to adjourn at 8:43 p.m.