

**SUMMARY  
CLAY RURAL WATER SYSTEM, INC.  
BOARD OF DIRECTORS – REGULAR  
NOVEMBER 26, 2019**

**PUBLIC HEARING:** Sara Lum of SECOG was present to conduct the Public Hearing on the financing for the 2020 Water System Improvements Project. She read the following statement:

*The Clay Rural Water System is applying to the Department of Environment and Natural Resources Board of Water and Natural Resources to assist with financing for the 2020 Water System Improvements project.*

*Clay Rural Water System, with SECOG's assistance, will be applying to the Department of Environment & Natural Resources (DENR).*

*The drinking water project includes a request for funds not to exceed \$2,185,000. The interest rate for the Drinking Water SRF Loan is 2.5% for a 30-year term. The financing package (announced in March) could be any combination of loan, grant or principal forgiveness. If the package is 100 percent loan, the annual payments will be around \$103,746 per year. Estimates show that the utility impact rate will be approximately \$3.63 per customer per month.*

**The regular meeting** of the Clay Rural Water System, Inc. Board of Directors was called to order at 3:39 p.m. (following the Public Hearing) by President Bob Wood, via tele-conference, at the System Office. (Note: The meeting time was changed from 7:00 p.m. to 3:30 p.m. due to blizzard conditions). Directors present were: Present at the System Office were: Bob Wood, Randy Huot, Glen Gilbertson, Manager Steve Muilenburg and Office Manager, Donna Henriksen. Present via telephone were: Dave Reiff, Nick McKee, Pat Manning, Tim Irwin, and Randy Ronning. Absent excused was Russ Lilly. Also present were: Sara Lum of SECOG and Nathan Brandenburg of DGR.

**ADOPT AGENDA:** By unanimous consent, the Agenda was adopted.

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

**MINUTES:** The minutes of the October 29, 2019 regular Board meeting, distributed previously, were approved by unanimous consent. The Board Summary for October 29, 2019 regular meeting was approved by unanimous consent.

**VISITORS TO BE HEARD:** None.

**FINANCIAL STATEMENTS:** The October Financial Summary, cash balances, and allocations were emailed and/or mailed previously so were not reviewed. Four financial transfers were approved by unanimous consent. Items on the Nov. Financial Checklist will be completed in December.

**CHECK REGISTER:** Donna Henriksen reviewed the November Check Register and Dec. Bills requiring pre-approval. Payment of bills was approved by unanimous consent.

**MANAGER'S REPORT:** Steve Muilenburg stated the November Manager's Report was in the packets. He presented the Board information on possible purchase of a used dump truck with snow plow. The Board authorized him to proceed by unanimous consent.

**LEGAL REPORT:** Manager Muilenburg stated that the AT&T proposal and Rate review would be postponed to the December board meeting.

**SDARWS UPDATE:**

- A. Glen Gilbertson attended the Leadership Conference in Pierre.
- B. The SDARWS Board meeting will be held December 5<sup>th</sup> in Sioux Falls.
- C. President Bob appointed delegates for the ATC of Glen Gilbertson, Andy Ganschow, and Manager Muilenburg.

**POLICY REVISIONS:** Nothing to report at this time.

**HEALTH INSURANCE RENEWAL:** Donna Henriksen presented what information she had available on the Health Insurance renewal. A motion was made and seconded to let the employees choose a Wellmark plan. Motion carried.

**WORKER'S COMP DIVIDEND:** Clay Rural Water has received a dividend check from First Dakota Indemnity Co. for managing Worker's Compensation losses.

**DECEMBER BOARD MEETING INFO:** Manager Muilenburg reported that the Attorney will attend the December board meeting and talk more in depth about the AT&T proposal and the rates and policy review.

**RESOLUTION 2019-01:** A motion was made and seconded to adopt Resolution 2019-01 for 2020 Project Financing. Motion was agreed to by unanimous consent.

**ROUTINE OFFICE BUSINESS:** President Wood reviewed the Routine Office Business for the month. All Business was agreed to by unanimous consent, including one Drop Service, 15 New Members, and three Bad Debts.

**OTHER ITEMS FOR DISCUSSION:**

- A motion was made and seconded to give \$100 to each area back-pack program in lieu of a Christmas party. Carried by unanimous consent.
- By unanimous consent, it was agreed to give each employee a Christmas bonus.
- A local business recently burned in a fire. It was agreed to by unanimous consent to forgive minimums for 12 months.
- Property fencing/security gates discussion will be tabled until December.

**CALENDAR OF EVENTS:** Dec. 5 – SDARWS Board Meeting, Sioux Falls; Dec. 23 – Budget Meeting at 9 am; regular Board meeting at 1 pm; Dec. 25 – Office closed for Christmas; Jan. 14-16 – ATC, Pierre; Feb. 3-5 – Rural Water Rally, D.C.

**SUPPLEMENTAL INFORMATION:** None.

**ADJOURNMENT:** Meeting adjourned at 4:10 p.m. by unanimous consent.