

**SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
FEBRUARY 27, 2020**

The regular meeting of the Clay Rural Water System, Inc. Board of Directors was called to order at 6:59 p.m. by President Bob Wood at the System Office. Directors present were: Nick McKee, Pat Manning, Tim Irwin, Bob Wood, Randy Huot, Glen Gilbertson, and Russ Lilly. Absent excused were Dave Reiff and Randy Ronning. Also present were: Manager Steve Muilenburg and Office Manager, Donna Henriksen.

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

DIRECTOR CONFLICT WITH AGENDA ITEMS: None.

MINUTES: The minutes of the January 23, 2019 regular Board meeting, distributed previously, were approved. The Board Summary for January 23, 2019 regular meeting was approved.

VISITORS TO BE HEARD: None.

FINANCIAL STATEMENTS: The January Financial Summary, cash balances, and allocations were reviewed by Manager Muilenburg. A motion was made, seconded and carried to approve the three financial transfers. Items on the February Financial Checklist were completed.

CHECK REGISTER: Donna Henriksen reviewed the February Check Register and March Bills requiring pre-approval. A motion was made, seconded and carried to approve payment of bills.

MANAGER'S REPORT: Steve Muilenburg presented the February Manager's Report, along with reviewing the FEMA activity; Sensus upgrades; Irrigation line flushing; and miscellaneous activities. He also reviewed the January Water Sales Report.

LEGAL REPORT: None.

SDARWS UPDATE: Glen Gilbertson reported on NRWA Rally he attended.

AT&T PROPOSAL: Discussion was held on the future of the AT&T Proposal.

DISTRICT ELECTION UPDATE: Donna Henriksen gave an update on the District Elections, scheduled for March 6, 2020.

2020 PROJECT UPDATE: Manager Muilenburg reviewed the 2020 Project updates.

BUSINESS INSURANCE MONTHLY SET-ASIDE: Manager Muilenburg presented the idea of setting aside a monthly amount for yearly Business Insurance Payment. A motion was made, seconded and carried to do so.

BOARD TOUR: Manager Muilenburg asked if there was interest in holding a Board Tour this year. Consensus was yes, to do so.

BUSINESS INSURANCE RENEWAL: A motion was made and seconded to renew our Business Insurance with Marsh & McLennon on March 15, 2020. Motion carried.

COBANK SHARING SUCCESS/RURAL WATER CENTER: A motion was made and seconded to donate \$500 to the CoBank Sharing Success Program; with the Rural Water Center as the benefactor. Glen Gilbertson abstained. Motion carried.

FEDERAL SURPLUS PROPERTY: Manager Muilenburg indicated that the employees would like to utilize Federal Surplus Property and that our status with them needs to be updated. Board granted approval by unanimous consent.

SCHOLARSHIP PROGRAM & COMMITTEE: Bob Wood appointed a Scholarship Committee of Tim Irwin, Randy Ronning, and Dave Reiff as Chair for the 2020 Scholarship Program. A motion was made, seconded and carried to approve said Committee.

EXECUTIVE SESSION: A motion was made to go into Executive Session at 8:45 p.m. Manager Steve Muilenburg and Office Manager Donna Henriksen were excused. Motion & second to come out of Executive Session at 9:24 p.m. Motion carried.

ROUTINE OFFICE BUSINESS: President Wood reviewed the Routine Office Business for the month. One Drop Service, ten new members, and no bad debts were agreed to by unanimous consent.

OTHER ITEMS FOR DISCUSSION:

Retiring Director Recognition: Retiring Directors were recognized for years of service with plaques and gifts – Bob Wood for 12 years of service and Russ Lilly for 3 years of service. Bob Wood and Russ Lilly both offered comments and thanks.

CALENDAR OF EVENTS: March 4 – One Call Breakfast, 7 a.m. Vermillion Eagles; March 6 – District Elections, 1:30 p.m. Teleconference call; March 26 – next regular Board Meeting, 7 p.m. System Office.

SUPPLEMENTAL INFORMATION: Thank you for a Backpack Donation.

ADJOURNMENT: Meeting was adjourned at 9:38 p.m. by unanimous consent.