

**SUMMARY**  
**CLAY RURAL WATER SYSTEM, INC.**  
**BOARD OF DIRECTORS – REGULAR**  
**MARCH 26, 2015**

**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: Duane Reiff, Jim Schurdevin, Duane Holoch, Pat Manning, Randy Ronning, Randy Huot, Bob Wood, Vic Hendriks, and Glen Gilbertson. Also present were Manager Greg Merrigan, Office Manager, Donna Henriksen. Bob Wood welcomed new Directors: Patricia Manning and David Reiff. He appointed Randy Huot as acting Secretary.

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

**DIRECTOR CONFLICT WITH AGENDA ITEMS:** Randy Huot - potential on Scholarship.

**MINUTES:** The minutes of the February 24, 2015 regular Board meeting were distributed previously. Minutes are approved by unanimous consent. The Board Summary for February 24, 2015 regular meeting was distributed previously. Board summary approved by unanimous consent.

**ANNUAL RE-ORGANIZATIONAL MEETING:** Election of Officers: President Bob Wood called the meeting to order at 7:32 p.m. and turned the meeting over to Manager Greg Merrigan for the election of the office of President.

Merrigan declared the floor open for nominations for President. Bob Wood was elected President.

Bob Wood declared the floor open for nominations for Vice-President. Glen Gilbertson was elected Vice-President.

Bob Wood declared the floor open for nominations for Secretary-Treasurer. Randy Huot was elected Secretary/Treasurer.

Designations for 2015:

Attorney Mike McGill's 3-year contract is up in 2015. The Manager will contact Mike about a new agreement to be signed at the April meeting.

Quam & Berglin, CPA's designated as Auditor.

First Premier, Wakonda designated as the main depository. Several institutions designated as secondary depositories.

All employees and Directors designated as users of the Credit Cards.

Engineers: DGR Engineering of Rock Rapids, IA designated as System Engineer.

Motion was made and seconded to adjourn the re-organizational meeting at 7:41 p.m. and reconvene the regular meeting. Motion carried.

**VISITORS TO BE HEARD:** None.

**FINANCIAL STATEMENTS:** The February Financial Summary was received. A motion was made, seconded and carried to approve the March Transfers. The checkbook balance was reviewed.

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

**MANAGER'S REPORT:** Greg Merrigan presented the March Manager's Report. He noted that Clay RW was featured in the *Treatment Plant Operator* last summer and now the article was picked up by the *Source to Stream* magazine this spring. He reviewed South Union Numbers, AMR Project, Annual Operations Report, City of Vermillion future land use, along with meetings attended and misc. operating activities. He informed the Board that Janice Lyso will be retiring in July. The January Water Sales Report was also reviewed.

**LEGAL REPORT:** Nothing to report.

**SDARWS UPDATE:** Glen Gilbertson reported on Legislative issues. He will be attending the Water Pro Conference in Oklahoma City in September.

**ANNUAL MEETING REVIEW:** Greg Merrigan reviewed the Annual Meeting to be held March 28 at the 4-H Center.

**DISTRICT ELECTION REPORT:** Randy Ronning reported on the District Election held March 6, 2015. One candidate in each District was declared the winner by the Board. Directors elected were: Patricia Manning in Dist. I; Glen Gilbertson in Dist. II; and Dave Reiff in Dist. III. A motion was made, seconded and carried to approve the minutes of the Conference Call meeting declaring the winners.

**COBANK DIVIDEND:** The Board reviewed the information from CoBank regarding the 2014 dividend received.

**POLICY NO. 106:** The Board reviewed Policy No. 106 - Conflict of Interest. A motion was made and seconded that each Director sign the Conflict of Interest Statement. Motion carried.

**SELECT SCHOLARSHIP WINNERS:** The Scholarship Committee recommends awarding the three scholarships to: Abigale Miller of Dakota Valley, Kelsey Abbey of Mount Marty College, and Seth Weiland of Beresford. Audrey Miller would be the alternate. A motion was made, seconded and carried to approve the selection.

**BUSINESS INSURANCE RENEWAL:** Greg Merrigan reviewed the Business Insurance renewal for 2015 with Howalt-McDowell, including Workman's Comp from First Dakota Indemnity.

**OPEN SODA ASH BIDS:** Three bids were received for Soda Ash. A motion was made and seconded to award the bid to Thatcher Co. for \$315.23/ton. Motion carried.

**SKIDLOADER PURCHASE:** A motion was made to adopt Resolution #2015-01 to borrow funds from Bank of the West-Vermillion for purchase of a Model C232 New Holland Skidloader and authorize Board President, Robert Wood to sign the loan papers. Motion was seconded and carried.

**2015 BUDGET:** Greg Merrigan reviewed major budgeted items. He is requesting purchase of four industrial tablets to use with the Beehive Software; using the miscellaneous income. A motion was made, seconded and carried to approve the purchase of four tablets.

**ROUTINE OFFICE BUSINESS:** Greg Merrigan reviewed the Routine Office Business for the month. Business approved by unanimous consent included: two Drop Services; four New Services; and five Bad Debts.

**OTHER ITEMS FOR DISCUSSION:** None.

**CALENDAR OF EVENTS:** March 28 - Audit Meeting 9:15 a.m. & Annual Meeting at 10:30 a.m. at 4-H Center; April 2 - SDARWS Bd. Meeting in Pierre; April 13 - QOT Meeting in Madison; April 21 - next regular Board meeting (Tuesday), 7:30 p.m., System Office; April 22 & 23 - Office Training in Aberdeen; April 30 & May 1 - Manager's Meeting in Rapid City.

**SUPPLEMENTAL INFORMATION:** Thank you's.

**ADJOURNMENT:** By unanimous consent the meeting adjourned at 9:03 p.m.