

**SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
APRIL 20, 2020**

The regular meeting of the Clay Rural Water System, Inc. Board of Directors was called to order at 7:00 p.m. by President Randy Huot at the System Office. Directors present via teleconference: David Reiff, Nick McKee, Pat Manning, Tim Irwin, Randy Ronning, Mark Bottolfson, Glen Gilbertson, and Ken Kessler. Present at the office were: Randy Huot, Manager Steve Muilenburg and Office Manager, Donna Henriksen.

ADOPT AGENDA: A motion was made, seconded and carried to adopt the revised Agenda, making Item 13B an action item.

DIRECTOR CONFLICT WITH AGENDA ITEMS: None.

MINUTES: The minutes of the March 24, 2020 regular/re-organizational Board meeting, distributed previously, were approved. The Board Summary for March 24, 2020 regular/reorganizational meeting was approved.

VISITORS TO BE HEARD: None.

FINANCIAL STATEMENTS: The March Financial Summary, cash balances, and allocations were reviewed by Manager Muilenburg. A motion was made, seconded and carried to approve the five transfers. The items on the April Financial Checklist will be completed once the Board can meet in person.

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

MANAGER'S REPORT: Steve Muilenburg presented the April Manager's Report. Items discussed were FEMA update, Sensus upgrades, Irrigation work, Dakota St. Leak; and miscellaneous distribution work. He also reviewed the March Water Sales Report.

LEGAL REPORT: None.

SDARWS UPDATE: None.

AT&T PROPOSAL: Nothing new to report.

2020 PROJECT UPDATE: Manager Muilenburg reported on some engineering discussions, cellular options, and funding discrepancies. We should know more on the funding by April 27th.

AUTHORIZE OFFICERS TO EXECUTE BANK SIGNATURE CARDS: A motion was made, seconded, and carried to authorize the Officers to execute the new Bank Signature cards.

COVID-19 UPDATE & CARES ACT: Manager Muilenburg explained that Clay RW has completed paperwork for the Paycheck Protection Program (PPP).

ROUTINE OFFICE BUSINESS: Manager Muilenburg reviewed the Routine Office Business for the month. A motion was made, seconded and carried to approve one Drop Service, twelve New Members, and no Bad Debts.

OTHER ITEMS FOR DISCUSSION: None.

CALENDAR OF EVENTS: May 28 – next regular Board meeting, 7 p.m.

SUPPLEMENTAL INFORMATION: Scholarship recipient thank you's.

ADJOURNMENT: Motion and second to adjourn at 8:41 p.m. Motion carried.