

**SUMMARY  
CLAY RURAL WATER SYSTEM, INC.  
BOARD OF DIRECTORS – REGULAR  
APRIL 26, 2016**

**The regular meeting** of the Clay Rural Water System, Inc. Board of Directors was called to order at 7:32 p.m. by President Bob Wood at the Water System Office. Directors present were: David 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, Samantha McInerney, Kate Brockevelt, and Bob & Barb Brockevelt.

**ADOPT AGENDA:** A motion was made, seconded and carried to approve the revised Agenda, adding Item 13E - CoBank Charitable Giving Program.

**DIRECTOR CONFLICT WITH AGENDA ITEMS:** Glen Gilbertson with Item 13E.

**MINUTES:** The minutes of the March 31, 2016 Board meeting were distributed previously. Minutes were approved. The Board Summary for March 31, 2016 meeting was distributed previously. Board summary was approved.

**VISITORS TO BE HEARD:** None.

A motion was made and seconded to suspend the rules and move to Item 13D. Scholarship Awards. Motion carried.

**SCHOLARSHIP RECIPIENTS RECOGNITION:** Two of the three Scholarship winners were present to be recognized by the Board: Samantha McInerney of Elk Point and Katherine Brockevelt of Vermillion. President Bob Wood presented them with their Certificates and pictures were taken with the Scholarship Committee.

**FINANCIAL STATEMENTS:** The March Financial Summary was received. A motion was made, seconded and carried to approve the six financial transfers. Checkbook balance, cash balance and major budgeted items were reviewed. Greg Merrigan reviewed the Allocation of Costs.

**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 April Manager's Report; Items noted were online payment usage by our customers, number of delinquent accounts each month, and the number of hookups that have already been scheduled for this year. He stated Office Manager, Donna Henriksen, and Clay Rural Water are featured on a national website for Square 9, as a user success story. He noted meetings attended and miscellaneous distribution work. March Water Sales Report was also reviewed.

**LEGAL REPORT:** None.

**SDARWS UPDATE:** Glen Gilbertson reported on the April 6 & 7th meetings he attended in Pierre. Discussion continues on the proposed dues structure. Glen stated he has been appointed to attend the Water Pro Conference in Florida in September by SDARWS.

**ANNUAL MEETING/OPEN HOUSE:** Greg Merrigan presented statistics and costs associated with the Annual Meeting.

**LONG RANGE PLANNING FOLLOWUP:** Greg reviewed two items on the Long Range Planning: Water Resource Adequacy and Operational Optimization, and asked that the Board call or email him with how they would like to proceed on taking action on these items.

**COMMITTEE RESOLUTION #2016-01:** Resolution #2016-01 designating Board Committees was presented for adoption. A motion was made, seconded and carried to adopt Resolution #2016-01.

**ANNUAL PENSION REPORT:** Manager Merrigan reviewed the Annual Pension Report for 2015.

**KMWF & ASSOCIATES, PC:** A letter was reviewed from KMWF & Associates, PC expressing an opportunity to give us a bid for doing our annual Audit. Greg will let them know that the Board is taking it under consideration.

**COBANK CHARITABLE GIVING PROGRAM:** Glen Gilbertson abstained from discussion on this Item. CoBank is again offering a chance to participate in their Charitable Giving Program. Monies will be matched (up to \$5,000) that are given to an organization classified as a 501(c)(3). A motion was made and seconded to participate in the Program and give \$1,000.00 to the Rural Water Center, contingent on CoBank approval. Motion carried.

**ROUTINE OFFICE BUSINESS:** The Board reviewed the Routine Office Business for the month. A motion was made, seconded and carried to approve No Drop Services; six New Members and one Bad Debt.

**OTHER ITEMS FOR DISCUSSION:** A motion was made and seconded to change the May Board meeting to Tuesday, May 24. Motion carried.

**CALENDAR OF EVENTS:** April 27 - Administrative Professionals Day; May 6 - Safety Training, 9-11; May 18 - Greg presenting at Ollie Class in Vermillion, 1-3 p.m.; May 24 - next regular Board meeting, 7:30 p.m., System Office; May 30 - Office closed for Memorial Day Holiday.

**SUPPLEMENTAL INFORMATION:** Thank you's were read from the Gayville Fire & Rescue; Samantha McInerney; and Katherine Brockevelt.

**ADJOURNMENT:** Motion was made, seconded and carried to adjourn at 8:40 p.m.