

**SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
JUNE 25, 2020**

The regular meeting of the Clay Rural Water System, Inc. Board of Directors was called to order at 7:14 p.m. by President Randy Huot at the System Office. Directors present: via teleconference: David Reiff, Ken Kessler, and Glen Gilbertson. Present at the office were: Nick McKee, Tim Irwin, Randy Ronning, Randy Huot, Pat Manning, Mark Bottolfson, 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 May 28, 2020 regular Board meeting distributed previously, was approved. The Board Summary for May 28, 2020 regular meeting was approved.

VISITORS TO BE HEARD: None.

FINANCIAL STATEMENTS: The May Financial Summary, cash balances, and allocations were reviewed by Manager Muilenburg. A motion was made, seconded and carried to approve the six financial transfer. The items on the June Financial Checklist were completed.

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

MANAGER’S REPORT: Steve Muilenburg presented the June Manager’s Report. Items discussed were FEMA payment, Sensus upgrades, Irrigation work, AT&T; Hwy 46 East; Hwy 50; GIS mapping accuracy, and miscellaneous distribution work. He also reviewed the May Water Sales Report & noted water loss is declining.

LEGAL REPORT: Manager Muilenburg reported that Mike McGill has been working on the project paperwork.

SDARWS UPDATE: Glen Gilbertson attended Policy Committee, SDARWS Board meeting, and Rural Water Center meetings, June 3 & 4th.

2020 PROJECT UPDATE: Manager Muilenburg reported that bidding information has gone out for the pipeline, with a Project start date of October 1, 2020.

COVID-19 UPDATE: Manager Muilenburg updated on Covid-19 .

MANAGEMENT OF PAYROLL PROTECTION PROGRAM FUNDS: Donna Henriksen reviewed the payroll transfers so far for June for PPP. She stated funds are just about used up.

HELP WANTED AD RESPONSE: Manager Muilenburg reported there have been 6 applicants for the Office position and 1 for the seasonal maintenance position.

COBANK – USDA DEBT REFINANCE OPTION: Manager Muilenburg presented updated information to the Board on the debt refinancing option; they gave him the go ahead to proceed.

RESOLUTION #2020-01: A motion was made and seconded to authorize the President and Secretary to sign Resolution #2020-01 regarding financing for the 2020 Improvements Project. Motion carried.

BRETT PIRAK REQUEST: Brett Pirak, a Boy Scout from Gayville working on his Eagle Scout Award, is requesting a donation for his project “Welcome to Gayville” sign. A motion was made and seconded to fund his project. Motion carried.

CLAY CO. FAIR REQUEST: A letter was received from the Clay Co. Fair Board requesting sponsorship donations to the Clay Co. Fair. The Fair has since been postponed until 2021. A motion was made and seconded to give to each Clay Co. & Union Co. Fairs. Motion carried.

RENEW LEASE WITH C&B OPERATIONS: The current lease with C&B Operations, who has an antenna on the Westville Tower, will expire in August of this year. A motion was made and seconded to renew their lease at the current price and to include a request of conduit on the cables. Motion carried.

WYNSTONE REQUESTS: Manager Muilenburg stated he had received a request from the Wynstone HOA asking Clay RW to contribute money towards the Irrigation Pond clean-up. The Board requested the Manager check into cleaning up our intake area with grass carp, muck pellets, or Muck Doctor spikes instead.

The Wynstone HOA is also requesting forgiveness for the water used at the Wynstone Fire Station. A motion was made to forgive the water bill. Motion died for lack of a second.

ROUTINE OFFICE BUSINESS: Manager Muilenburg reviewed the Routine Office Business for the month. A motion was made, seconded and carried to approve two Drop Services, seven New Members, and three Bad Debts.

OTHER ITEMS FOR DISCUSSION: Discussed the Annual Meeting – will be a drive-up event and will serve ice cream.

CALENDAR OF EVENTS: July 21 – RW Golf Tourney; July 22 – Manager’s Meeting in Sioux Falls; July 23 – 4-6 p.m. Drive-thru Open House/Annual Meeting; July 23 – 6:30 p.m. next regular Board meeting, System Office.

SUPPLEMENTAL INFORMATION: Randy Huot stated that the Manager Evaluation Committee has met and will visit with Manager Muilenburg at the July 23rd meeting.

ADJOURNMENT: Meeting was adjourned by unanimous consent at 9:16 p.m.