

**SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
JULY 23, 2020**

The regular meeting of the Clay Rural Water System, Inc. Board of Directors was called to order at 6:35 p.m. by President Randy Huot at the System Office. This followed the Drive-thru Annual Meeting which was held from 4-6 p.m. that same day. Directors present via teleconference: Glen Gilbertson. Present at the office were: Dave Reiff, Nick McKee, Tim Irwin, Randy Ronning, Randy Huot, Pat Manning, Mark Bottolfson, Ken Kessler, Manager Steve Muilenburg and Office Manager, Donna Henriksen. Also present was Nathan Brandenburg of DGR.

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

DIRECTOR CONFLICT WITH AGENDA ITEMS: None.

MINUTES: A motion was made, seconded and carried to approve the minutes of the June 25, 2020 regular Board meeting. A motion was made, seconded and carried to approve the Board Summary for June 25, 2020.

VISITORS TO BE HEARD: None.

Randy Huot moved to suspend the rules and move to Item 12A. Second and carried.

2020 PROJECT UPDATE/AWARD BIDS: Nathan Brandenburg of DGR was present to review bids. Bid for Pipeline: A motion was made and seconded to award the bid for pipeline, with alternate, to the low bidder of Abbot, Arne Schwindt of Moorehead, MN in the amount of \$927,257.61. Motion carried.

Bid for Alsen Booster & 1950 PRV: A motion was made and seconded to award the bid for Alsen Booster and the 1950 PRV to the low bidder of DW Proehl Construction of Sioux Falls, in the amount of \$278,825.00. Motion carried.

Discussion was held on the control work. The Board would like to meet with both Dakota Pump and In Control to listen to their respective proposals.

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

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

MANAGER'S REPORT: Steve Muilenburg presented the July Manager's Report. Items discussed were new hire, Gayville Town meeting, Sensus, Irrigation, AT&T lease, Hwy 46 E, Hwy 50, GIS mapping, and miscellaneous distribution work. He also reviewed the June Water Sales Report & noted water loss is declining. The Board asked about late accounts. A motion was made, seconded and carried to re-instate collection/disconnect policy and procedures.

LEGAL REPORT: Manager Muilenburg reported that Mike McGill has been working on the AT&T Lease and the 2020 Project bidding.

SDARWS UPDATE: Glen Gilbertson reported that the Water Pro Conference has been canceled and that the September SDARWS Board meeting would be by Zoom.

COVID-19 UPDATE: Nothing to update.

MANAGEMENT OF PAYROLL PROTECTION PROGRAM FUNDS: Donna Henriksen reported all the funds have been used; waiting on form from Bank to finalize.

COBANK – USDA DEBT REFINANCE OPTION: Manager Muilenburg presented updated information to the Board on the debt refinancing option. A motion was made and seconded to authorize the Officers to sign the Incumbency Certificate and the Resolution. Motion carried.

COBANK ELECTION: A motion was made and seconded to authorize the President to cast the Ballot for David J. Kragnes and sign the appropriate document. Motion carried.

EXECUTIVE SESSION: A motion was made, seconded, and carried to go into Executive Session at 8:58 p.m. Board declared out of Executive Session at 9:31 p.m.

ROUTINE OFFICE BUSINESS: Manager Muilenburg reviewed the Routine Office Business for the month. All business was approved by unanimous consent. Business approved was: no Drop Services, 13 New Members, and no Bad Debts.

OTHER ITEMS FOR DISCUSSION: Policy Committee will meet at 6 pm on August 27th.

CALENDAR OF EVENTS: August 12 – Steve 1-year Anniversary; August 27 – Review System Policies at 6 p.m.; August 27 – regular monthly Board meeting at 7:30 p.m.; Sept. 7 – Office closed for Labor Day Holiday.

SUPPLEMENTAL INFORMATION: None.

ADJOURNMENT: A motion was made, seconded and carried to adjourn at 9:40 p.m.