

**SUMMARY**  
**CLAY RURAL WATER SYSTEM, INC.**  
**BOARD OF DIRECTORS – REGULAR**  
**August 27, 2020**

**The regular meeting** of the Clay Rural Water System, Inc. Board of Directors was called to order at 8:10 p.m. by President Randy Huot at the System Office, following the Policy Committee Meeting. Directors present via teleconference: Glen Gilbertson & Dave Reiff. Present at the office were: Nick McKee, Tim Irwin, Randy Ronning, Randy Huot, Pat Manning, Mark Bottolfson, Ken Kessler, 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:** Minutes of the July 23, 2020 regular Board meeting were approved by unanimous consent. The Board Summary for July 23, 2020 was approved by unanimous consent.

**VISITORS TO BE HEARD:** None.

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

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

**MANAGER’S REPORT:** Steve Muilenburg presented the August Manager’s Report. Items touched on were Sensus, Irrigation station, AT&T, Hwy 46 East & West, Hwy 50, GIS mapping and miscellaneous distribution work. He also reviewed the July Water Sales Report & noted water loss is still declining.

**LEGAL REPORT:** Manager Muilenburg reported that Mike McGill has been working on the AT&T Lease and the CoBank refinancing.

**SDARWS UPDATE:** Glen Gilbertson reported that the SDARWS Board meeting & RWC meetings will be held Sept. 2 & 3<sup>rd</sup>. Elections will be held for the Rural Water Center.

**2020 PROJECT UPDATE:** Steve reported that D.W. Proehl will be starting work on the booster site in mid-September.

**COVID-19 UPDATE:** Employees are diligent and the office is still in lockdown.

**COBANK – USDA DEBT REFINANCE OPTION:** Steve presented paperwork needed for the refinancing. A motion was made, seconded and carried to authorize President Randy Huot to sign documents.

**AT&T:** Manager Muilenburg presented paperwork to be signed for the AT&T lease. A motion was made, seconded and carried to authorize Randy Huot to sign the Resolution and pertaining documents to the AT&T lease.

**2021 TRUCK PURCHASE:** A motion was made, seconded and carried to table this item until the September meeting.

**EXECUTIVE SESSION:** A motion was made, seconded, and carried to go into Executive Session at 9:16 p.m. to discuss contractual matters. A motion was made, seconded and carried to come out of Executive Session at 9:35 p.m.

**ROUTINE OFFICE BUSINESS:** Manager Muilenburg reviewed the Routine Office Business for the month. Business was approved by unanimous consent and included: One Drop Service, 12 New Members, and No Bad Debts.

**OTHER ITEMS FOR DISCUSSION:** Board would like to hold a Long-Range Planning Session with Waterworth involved. A Committee will be set up to plan the Session.

**CALENDAR OF EVENTS:** Sept. 2 & 3 – SDARWS Bd & RWC Meetings – Aberdeen; Sept. 7 – Office closed for Labor Day Holiday; Sept. 24 – next regular Board meeting, 7 p.m., System Office; Nov. 18 & 19 – Leadership Seminar in Pierre.

**SUPPLEMENTAL INFORMATION:** Thank you from the Clay County 4-H. Noted that the Lime Pit has been cleaned out.

**ADJOURNMENT:** A motion was made, seconded and carried to adjourn at 9:37 p.m.