

SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
September 24, 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 were: Glen Gilbertson, Dave Reiff, Nick McKee, Tim Irwin, Randy Ronning, Randy Huot, Pat Manning, Mark Bottolfson, Ken Kessler, Manager Steve Muilenburg, Office Manager, Donna Henriksen, and Accountant, Leanne Brown.

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

DIRECTOR CONFLICT WITH AGENDA ITEMS: None.

A motion was made, seconded and carried to suspend the rules and moved to Item 13D. Waterworth Presentation.

WATERWORTH PRESENTATION: JP Jolly of Waterworth, joined the meeting via Zoom and he and Leanne Brown demonstrated how Waterworth can help Clay Rural Water System with projecting future project scenarios and rate structures needed to maintain an operating threshold.

MINUTES: Motions were made, seconded and carried to approve the minutes of the Committee Meeting on August 27, 2020, the minutes of the regular Board meeting on August 27th, the Board Summary for August 27, 2020, and the minutes of the Special Board meeting for September 8, 2020.

VISITORS TO BE HEARD: None.

FINANCIAL STATEMENTS: The August Financial Summary, cash balances, and allocations were reviewed by Manager Muilenburg. The Board also reviewed all bank accounts and funds of Clay Rural Water. A motion was made, seconded and carried to approve the five financial transfers. The items on the September Financial Checklist were completed.

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

MANAGER'S REPORT: Steve Muilenburg presented the September Manager's Report. Items touched on were: TGB at Wynstone Tower is down and needs repaired, AT&T funds are deposited, Hwy 46 East & West, Hwy 50, GIS mapping and miscellaneous distribution work. He also reviewed the August Water Sales Report.

LEGAL REPORT: Manager Muilenburg reported that Mike McGill has finished the AT&T paperwork and is working on the SRF funding finalization.

SDARWS UPDATE: Glen Gilbertson reported that the SDARWS Board met and have the Budget in place. The Rural Water Center needs to elect new Officers; Glen will serve as President until the December meeting. A Manager's Meeting will be held in late October.

PROJECT UPDATE: Steve reported that D.W. Proehl is working on the Alsen Booster. SRF Loan is not finalized yet. A motion was made, seconded, and carried to authorize the Officers and Manager to

sign paperwork for the checking account opened at First Savings in Beresford for the Project account. Pat Manning abstained. A motion was made, seconded, and carried to authorize the loan funds reimbursement (expenses already paid by Clay Rural Water System) to be deposited in First Dakota Operating Reserve.

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

COBANK – USDA DEBT REFINANCE OPTION: Steve presented updated information for CoBank refinancing. A motion was made, seconded and carried to transfer the excess Long Term Debt reserves to CoBank as a principal payment on the new loan.

AT&T: Manager Muilenburg stated the AT&T funds have been received and are currently in the Bank of the West.

2021 TRUCK PURCHASE: A motion was made, seconded and carried to remove this item from the Table. Manager Muilenburg presented pricing on proposed truck. A motion was made, seconded and carried to authorize the Manager to purchase a truck.

SCADA: Manager Muilenburg presented pricing for SCADA from Dakota Pump of Mitchell and In Control, of Blaine, MN. A motion was made, seconded and carried to accept the bid of Dakota Pump, Mitchell.

POLICIES NO. 303 & 307: Donna Henriksen reviewed the proposed changes to Policies No. 303 & 307 regarding meter deposits. A motion was made, seconded and carried to approve the proposed changes.

LONG RANGE PLANNING COMMITTEE: President Randy Huot appointed the following Long-Range Planning/Rate Committee: Mark Bottolfson, Nick McKee, Randy Ronning, Dave Reiff as Chairman, and Randy Huot. A motion was made, seconded, and carried to approve the Committee.

BANK SIGNATURE CARDS: A motion was made, seconded, and carried to authorize the Officers and Manager to sign appropriate paperwork for the Money Market account to be opened at Premier Bank, Alcester.

ROUTINE OFFICE BUSINESS: Manager Muilenburg reviewed the Routine Office Business for the month. All business was approved by unanimous consent, including no Drop Services, 16 New Members, and no Bad Debts.

OTHER ITEMS FOR DISCUSSION: None.

CALENDAR OF EVENTS: Oct. 22 – next regular Board meeting, 7 p.m., System Office; Oct. 28 & 29 – Manager’s Meeting in Deadwood; Nov. 18 & 19 – Leadership Seminar in Pierre.

SUPPLEMENTAL INFORMATION: Leonard Bottolfson Obituary and thank you.

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