

MINUTES
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
July 29, 2025

1. **Call to Order:** The regular meeting of the Clay Rural Water System, Inc. Board of Directors was called to order at 7:00 p.m. by President Cody Merrigan at the System Office.
2. **Roll Call:** Directors present: Pat Manning, Randy Ronning, Mark Bottolfson, Ken Kessler, Cody Merrigan, Kim Brandon, Josh Wendling, Kari Surprenant and Jerry Buum. Also present: Manager, Steve Muilenburg, Office Administrator, Peggy James, Controller, Pam Lunning.
3. **Adopt Agenda:** A motion was made, seconded, and carried to adopt the agenda.
4. **Director Conflict with Agenda Items:** None.
5. **Minutes:** Minutes of the June 24, 2025, regular Board meeting and the June 24, 2025 Board Summary were presented for approval. A motion was made, seconded, and carried to approve.
6. **Visitors to Be Heard:** None.
7. **Financial Statements:**
 - A. The June Financial Summary and allocations were reviewed by Manager Muilenburg.
 - B. July Transfers: A motion was made, seconded and carried, to approve the five routine transfers. A motion was made, seconded and carried to approve the two Chapter transfers.
 1. Approval #2025-31 from Premier Checking to FD Checking for SRF – SU loan payment set aside, the amount of \$18,879.00.
 2. Approval #2025-32 from Premier Checking to FD Checking for SRF – 2020 Project loan payment set aside, the amount of \$8,000.00.
 3. Approval #2025-33 from Premier Checking to FD Checking for Insurance set aside, the amount of \$5,500.00.
 4. Approval #2025-34 from Premier Checking to FD Checking for Phase I Project set aside, the amount of \$12,000.00.
 5. Approval #2025-35 from Premier Checking to Depreciation Reserve set aside at Premier Bank, the amount of \$12,000.00.
 6. Approval CH #2025-05 from Premier Checking to First Premier Project Phase I Checking to transfer ARPA Grant money, the amount of \$415,002.22.
 7. Approval CH #2025-06 from Premier Checking to First Premier Project Phase I Checking to transfer SD 5% Grant money, the amount of \$26,934.60.
 - C. Financial Checklist: Items were completed for the month.
8. **Check Register:** Peggy James reviewed the July Check Register and August Bills requiring pre-approval. A motion was made, seconded and carried, to approve payment of bills.
9. **Manager's Report:** Manager Muilenburg reviewed the work scope and operating activities. He discussed the North Sioux City interconnect with a mainline move near Dakota Valley School, a 53-Unit Development (Country Acre Road), possible connection to 5 homes north of Park Jefferson Speedway, a small development west and south of Beresford, a 3-inch reroute per negotiations with the City of Vermillion (AMS Development), options and reroutes for future water development in Elk Point, and the Beresford Tank Project. Also reviewed were the operating activities of the distribution system and treatment plants which included water sales and the leak report.
10. **Legal Report:** Nothing new to report

11. **SDARWS Update:** Ken Kessler, Mark Bottolfson, Steve Muilenburg, Andy Ganschow and Robert Ganschow attended the SDARWS golf tournament on July 22, 2025. There is an upcoming SDARWS Trap Shoot in Crooks SD on August 22, 2025. Their next meeting will be on September 4th in Aberdeen, SD.
12. **Dakota Main Stem Project:** Manager Muilenburg reported Dakota Main Stem Project inquired a layout of CRWS piping for their system. A confidentiality agreement was signed to obtain the mapping.
13. **Unfinished Business:**
 - A. **Project Phase I:** Manager Muilenburg requested approval for Great Plains Structures App #3 and an approval of Draw #19 for approximately \$52,282.75 subject to the final approval by DANR. A motion was made, seconded and carried.
 - B. **Project Phase II:** Manager Muilenburg reported there are meetings with Journey and Bartlett & West in the next couple of weeks to discuss plant and office designs.
 - C. **AMS Development:** Manager Muilenburg met with the City of Vermillion and gave an update on the AMS Development.
 - D. **McGuire Iron Contract/Change Order:** Manager Muilenburg requested an approval to the original contract with McGuire Iron; to add three rings to the bottom of the Beresford tower, paint the inside and outside of the tower for \$267,372.00 subject to change if the floor and foundation need to be updated once the work starts on the tank. A motion was made, seconded and carried.
14. **New Business:** A motion was made, seconded and carried to approve Manager Muilenburg to sign a Water Treatment Plant Lime Sludge Removal Contract with Valley Ag Supply for three-years at \$2,500.00 per year.
15. **Executive Session:** none
16. **Routine Office Business:** Routine Office Business was approved by Unanimous Consent that included:
 - A. Drop Services: none
 - B. Ten New Members: Judi & Chris Winiger, David & Amy Roberts, Barb Iacino, Laura Akre, Tanner & Casey Mart, Daniel & Ramona Liston, Travis Kramper, Nick & Jordynne Mart, Caylyn Wagner, David & Lynn Reiff
 - C. One Bad Debt: Kenneth Foster
17. **Other Items for Discussion:** None
18. **Calendar of Events:** Manager Muilenburg reviewed the calendar of events:
 - August 22 – SDARWS Trap Shoot, Crooks Gun Club
 - August 26 – Policy Review Meeting 6 p.m. followed by Regular Board Meeting 7:30 p.m., System Office
 - September 15-17 NRW WaterPro Conference, New Orleans, LA
 - September 23 – Regular Board Meeting 7 p.m.
 - October 21 – Regular Board Meeting 7 p.m.
 - November 19-20 SDARWS Leadership Conference, Pierre
19. **Supplemental Information:** President Merrigan passed around a Thank You note from the Clay County Fair and Donna Henriksen

20. **Adjournment:** A motion was made, seconded, and carried to adjourn at 8:09 p.m.

RECORDED BY: Peggy James

ATTEST: Patricia Manning, Secretary