

SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
June 28, 2022

The regular meeting of the Clay Rural Water System, Inc. Board of Directors was called to order at 6:58 p.m. by President Randy Huot at the System Office. Director's present were Dave Reiff, Nick McKee, Pat Manning, Tim Irwin, Randy Huot, Randy Ronning, Mark Bottolfson, Cody Merrigan, and Ken Kessler. Also present were Manager Steve Muilenburg, Office Manager Donna Henriksen, and Controller, Pam Lunning.

ADOPT AGENDA: A motion was made, second and carried to adopt the agenda.

DIRECTOR CONFLICT WITH AGENDA ITEMS: None.

MINUTES: The minutes of the meeting on May 24, 2022 and the Board Summary for May 24, 2022 was reviewed. Both were approved by unanimous consent.

VISITORS TO BE HEARD: None.

FINANCIAL STATEMENTS: The May Financial Summary was reviewed by Manager Muilenburg. Also reviewed was the Cost of Production, Debt Service, Comparative Info and Allocation of Costs. Five Financial Transfers were presented; a motion was made and second to approve. Motion carried. Items on the Financial checklist were reviewed. A list of yearly fees was presented and discussion was held on whether to increase monthly set-aside amounts; nothing changed at this time.

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

MANAGER'S REPORT: Manager Muilenburg presented the June Manager's Report. Steve reported the Wynstone Tower painting is complete, still waiting to hear from insurance on storm damage, work was completed on the aerator and the CO2 tank, valve work and distribution work being performed by employees. The monthly water reports and leak reports were reviewed.

LEGAL REPORT: Mike McGill has been working on loan parity.

SDARWS UPDATE: Mark Bottolfson attended SDARWS Board Meeting in Deadwood. There will be a Public Comment period on BABA, Build American, Buy American; the SDARWS Golf Tournament will be held July 19th in Sioux Falls.

2020 PROJECT UPDATE: Manager Muilenburg reported that Dakota Pump is still working on the telemetry flow and have moved equipment to the Westreville Tower, where it is working much better.

BROSZ ENGINEERING UPDATE/PROJECT:

- State Water Plan Applications are due by Oct. 1st to receive funding in January 2023.
- Several entities are returning their ARPA dollars.
- The loan parity is not going well.
- DANR is recommending we pay our RD loan off and the loan would move along much faster.
- Landowner meetings will be held soon to discuss easements and new line installation.

NEW CUSTOMER BILLING SYSTEM: Pam Lunning presented information on a proposed Billing System, UB Max. A motion was made, second and carried to approve purchase of the UB Max System.

LEGISLATIVE AUDIT LETTER: Letter was reviewed.

MEMBERSHIP ADVANCE: Clay RW has been holding a hookup fee paid by a party in rural Jefferson since 2004 for a future hookup. The Board agreed by unanimous consent to send the party a refund check.

WORK COMP AUDIT REVIEW: The Board reviewed a letter and invoice received from First Dakota Indemnity regarding the recent Workman's Comp Audit; an additional premium is due.

CONFIDENTIALITY AGREEMENTS: Board members signed the Confidentiality Agreements that were approved at the May 24, 2022 meeting.

ROUTINE OFFICE BUSINESS: A motion was made, second and carried to approve all Routine Office Business including: no Drop Services, 22 New Services, and no Bad Debts.

OTHER ITEMS FOR DISCUSSION: None.

CALENDAR OF EVENTS: The following information was reviewed:

- July 4 – Office closed for Independence Day Holiday
- July 19 – SDARWS Golf Tournament in Sioux Falls
- July 20 – Manager's Meeting in Sioux Falls
- July 26 – next regular Board meeting, 7 p.m. at the System Office

SUPPLEMENTAL INFORMATION: Manager Muilenburg provided information on a Gregory County Pumped Storage Project.

ADJOURNMENT: President Randy Huot declared meeting adjourned at 9:37 p.m.