

**SUMMARY  
CLAY RURAL WATER SYSTEM, INC.  
BOARD OF DIRECTORS – REGULAR  
August 23, 2022**

**The regular meeting** of the Clay Rural Water System, Inc. Board of Directors was called to order at 7:20 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, and Office Manager Donna Henriksen.

**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 July 26, 2022 and the Board Summary for July 26, 2022 was reviewed. Both were approved by unanimous consent.

**VISITORS TO BE HEARD:** None.

**FINANCIAL STATEMENTS:** The July Financial Summary was reviewed by Manager Muilenburg. Also reviewed was the Cost of Production, Debt Service, Comparative Info, Income Statement, and Allocation of Costs. Four Financial Transfers were presented; a motion was made and second to approve. Motion carried. Items on the Financial checklist were reviewed.

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

**MANAGER'S REPORT:** Manager Muilenburg updated the Board on well work at both Wakonda and Wynstone, upcoming Field to Table, Wakonda WTP roof leaking, construction and misc. distribution work. The monthly water reports and leak reports were reviewed.

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

**SDARWS UPDATE:** Mark reported the Water Pro Conference was being held this weekend. The Leadership Conference will be Nov. 9 & 10<sup>th</sup>. The next SDARWS Board meeting is Sept. 1<sup>st</sup> in Watertown.

**2020 PROJECT UPDATE:** Manager Muilenburg gave an update on the 2020 Project. A motion was made and second to approve Pay Request #3 to Dakota Pump for \$73,510.98 and to authorize President Randy to sign Drawdown #10 in the amount of \$81,541.00. Motion carried.

**BROSZ ENGINEERING UPDATE/PROJECT:** A motion was made and second to set the Public Hearing date as September 27, at 7 p.m. and to publish in the Leader-Courier for Union County and the Plain Talk for Clay County. Motion carried. Steve Muilenburg said SECOG has a new contract for us to sign and their fee is \$100/hour + tax. Board approved signature by unanimous consent.

**VALLEY AG LIME CONTRACT:** Valley Ag contacted Manager Muilenburg about the lime removal for this year – they have no place to store the lime and would like an extension. The Board mutually agreed to this and to renewing their contract for another 3 years.

**EXECUTIVE SESSION – CONTRACTUAL MATTERS:** A motion was made, second, and carried to go into Executive Session at 8:35 p.m. Declared out of Executive Session at 9:09 p.m. A motion was made, second, and carried to accept the Manager’s salary.

**ROUTINE OFFICE BUSINESS:** Routine Office Business was approved by unanimous consent; Two Drop Services, 14 New Services, and no Bad Debts.

**OTHER ITEMS FOR DISCUSSION:** A motion was made and second for the Board Officers to sign a Credit Application. Motion carried. Randy Huot appointed a Rate Committee.

**CALENDAR OF EVENTS:** The following information was reviewed:

- September 5 – Office closed for Labor Day Holiday
- Sept. 7 – 9 – Field to Table at Valley Ag, Gayville
- Sept. 27 – next regular Board meeting, 7:00 p.m., System Office

**SUPPLEMENTAL INFORMATION:** None

**ADJOURNMENT:** A motion was made, second and carried to adjourn at 9:19 p.m.