

SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
April 21, 2022

The regular meeting of the Clay Rural Water System, Inc. Board of Directors was called to order at 6:30 p.m. by President Randy Huot at the System Office. Director's present were: Dave Reiff, Nick McKee, Pat Manning, Tim Irwin, Randy Ronning, Randy Huot, Mark Bottolfson, Cody Merrigan, and Ken Kessler. Also present were Manager Steve Muilenburg, Office Manager Donna Henriksen, and Pam Lunning, accounting.

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

DIRECTOR CONFLICT WITH AGENDA ITEMS: None.

MINUTES: The minutes of the Board meeting of March 22, 2022 were presented for review. Minutes were approved by unanimous consent. The Board Summary for March 22, 2022 was reviewed. Board Summary was approved by unanimous consent.

VISITORS TO BE HEARD: None.

A motion was made and second to suspend the rules and move to Item 13A. Recognize Scholarship Recipient. Motion carried.

SCHOLARSHIP RECIPIENT: One of the scholarship winners, Brodhi Brady, was present to be recognized by the Board. Committee members, Pat Manning & Cody Merrigan presented Brodhi with his Certificate.

FINANCIAL STATEMENTS: The March Financial Summary was reviewed by Manager Muilenburg. Our loan payments are now coming out of an account at Bank of the West. Also reviewed was the Cost of Production, Debt Service, Comparative Info and Allocation of Costs. Seven 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 April Check Register and May Bills requiring approval. A motion was made, second and carried to approve payment of bills.

MANAGER'S REPORT: Manager Muilenburg presented the April Manager's Report. Discussion was held on the front ponds at Wynstone and the Tower painting. It is the Board's consensus that the ponds will only be filled with metered water and they be charged at Irrigation rate. The Board also wants only the Clay Rural Water System Logo on the Tower. CRWS is now using the new domain for email and it is working well. Troy of Harn R/O will be here on the 19th to do the Wynstone membrane maintenance. Dakota Pump is close to finishing the controls for the 2020 Project. The monthly water reports and leak reports were reviewed.

LEGAL REPORT: Mike McGill has reviewed the Confidentiality Agreements for both Board and Staff.

SDARWS UPDATE: Mark Bottolfson commented on the ARPA Funding. He will have another Board meeting in June.

2020 PROJECT UPDATE: Manager Muilenburg gave an update on the 2020 project. Dakota Pump hopes to be done with the controls in May.

BROZ ENGINEERING UPDATES: Manager Muilenburg stated that Brosz and Bartlett & West engineers, along with a couple of Clay Rural Water System employees will travel to Kansas City on May 25 & 26 to tour two water plants in the area.

EMPLOYEE HANDBOOK: A motion was made and second to remove this item from the table; carried. The Board has had a couple of months to review the proposed Job Descriptions. A motion was made and second to accept the Job Descriptions. Motion carried.

MAIN STREET CENTER DONATION REQUEST: A request was received from the Main Street Center for a donation to their Fund Raiser. The "Round Up Program" was brought up again that monies from this program could be used to fund donations such as this. A motion was made to donate to this cause; motion died for lack of a second.

SIGN GRANT AGREEMENT FROM VBWDD: The Vermillion Basin Water Development District (VBWDD) is giving CRWS a \$30,000.00 grant to help fund the Geological Survey for the new project, and well rehab. A motion was made and second to authorize the President to sign said Agreement; motion carried.

ROUTINE OFFICE BUSINESS: All Routine Office Business was approved by unanimous consent, including: two Drop Services, 7 New Services, and no Bad Debts.

OTHER ITEMS FOR DISCUSSION: Manager Muilenburg presented information from the AGC Chapter of SD asking for a PAC donation. No action taken.

CALENDAR OF EVENTS: The following information was reviewed:

- April 27 & 28 – Manager’s Meeting in Rapid City
- April 29 & 30 – SDARWS Fishing Tournament
- May 17 & 18 – Office Manager’s Meeting in Pierre
- May 24 – Next regular Board meeting, 7 p.m., System Office
- May 30 – Office closed for Memorial Day Holiday

SUPPLEMENTAL INFORMATION: Thank you’s were received from the Scholarship recipients. The Board thanked the Employees for the hard work on the Annual Meeting Drive Thru.

ADJOURNMENT: Motion was made, second and carried to adjourn at 8:19 pm.