

**SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
November 20, 2023**

THE REGULAR MEETING of the Clay Rural Water System, Inc. Board of Directors was called to order at 7:02 p.m. by President Randy Huot at the System Office. Directors present: Dave Reiff, Jerry Boom, Pat Manning, Tim Irwin, Randy Huot, Cody Merrigan, and Ken Kessler. Absent excused were: Randy Ronning & Mark Bottolfson. Also present: Manager Steve Muilenburg, and Office Manager, Donna Henriksen.

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

DIRECTOR CONFLICT WITH AGENDA ITEMS: None.

MINUTES: Minutes of October 30, 2023 Regular Board minutes were presented for approval. A motion was made, seconded, and carried to approve. The Board Summary for October 30, 2023 was presented for approval. A motion was made, seconded, and carried to approve.

VISITORS TO BE HEARD: None.

FINANCIAL STATEMENTS: The October Financial Summary and allocations were reviewed by Manager Muilenburg. A motion was made, second and carried to approve the five routine and two Project financial transfers. The Board completed Items on the Board Checklist.

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

MANAGER'S REPORT: Manager Muilenburg discussed the November Manager's Report. He noted that chlorination of Wynstone Irrigation system has not happened yet; baseline testing has been completed on all 4 drinking wells with no PFAS present; the Spink tank has been inspected, nothing will be done on Irene as there is lots of rust inside and it needs work; Clay is starting work on the 300th St. overpass on 11/21 to get the trenching done; we also need to move about 2 miles of line for the Deer Run connection. In the treatment plant, two air valves need to be replaced and the air compressor is in need of repairs. Manager Muilenburg also reviewed the October Water Sales Report.

LEGAL REPORT: Mike has done some reviews for Manager Muilenburg.

SDARWS UPDATE: Steve Muilenburg reported that the Rural Water Center is looking for donations; SDARWS has donated \$1,000 and is looking for matches. The Board will discuss this again in December.

UNFINISHED BUSINESS:

Projects Phase I & II. Steve Muilenburg reviewed Draw #11 which includes Ferguson's Final Pay Request #3 of \$1,899.99, Clay RW reimbursables of \$55,389.34, and easements to be filed with Register of Deeds in the amount of \$240.00. A motion was made, second and carried to approve Draw #11.

Highway 46 work is complete. Gator Brothers are back boring and should be done by Dec. 1st or so. We will be advertising for tank bids soon; will do soil sampling for the tank at the Water Plant. ARPA funds will be released again in March. Steve has a meeting with Rural Development on November 22nd.

Annual Meeting: Donna Henriksen reported that the Armory in Vermillion and Hecks BBQ of Vermillion have both been reserved for the Annual Meeting, April 9, 2024.

Food Pantries Donation: There are eight food pantries in our service area. A motion was made, second and carried to give each pantry a \$150 donation.

NEW BUSINESS:

Approve 2024 Health Insurance: Information was presented to the Board about the 2024 Health Insurance renewal; the current package has increased 5.64%. Information was also presented on a recent survey of other rural water systems as to what they pay for individual and family health insurance.

Life Insurance Renewal: Manager Muilenburg presented information on the current Life Insurance Policy we have through AFLAC and a new Option through SDARWS; which gives more coverage for less cost. A motion was made and second to go with this new Option #4 through the SDARWS for Life Insurance, approve the 2024 health insurance with same plan, and to leave the current percentages paid on health insurance the same for 2024 (100% of Individual, 60% of Family). Motion carried.

Approve Policy #303: Donna Henriksen reviewed Policy #303 with the recommended changes from the Rate Committee concerning Application Fees. A motion was made, second and carried to approve the updated Policy #303.

Review Rate Changes: Donna Henriksen presented Policies #401, #403, #405, and #407 with updates per the Rate Committee recommendations. A motion was made, second, and carried to approve as presented.

Union County Fair Request: A motion was made to donate \$100 to Union County Fair. Motion died for lack of a second.

ROUTINE OFFICE BUSINESS: A motion was made, second and carried to approve all Routine Office Business including: five Drop Services, 12 New Services, and no Bad Debts.

OTHER ITEMS FOR DISCUSSION: Dave Reiff informed the Board that he will not run again when his term is up in 2024.

CALENDAR OF EVENTS: Steve Muilenburg reviewed the following:

- November 23 & 24 – System Office closed for Thanksgiving Holiday
- December 18 (Monday), 9 AM Budget Board Meeting, followed by dinner & regular Board Meeting
- December 25 – System Office closed for Christmas Day
- January 1 – System Office closed for New Year’s Day
- January 9-11, 2024 – ATC, Pierre

SUPPLEMENTAL INFORMATION: None.

ADJOURNMENT: A motion was made, second, and carried to adjourn at 9:03 p.m.