

SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
August 22, 2023

The regular meeting of the Clay Rural Water System, Inc. Board of Directors was called to order at 7:00 p.m. by President Randy Huot at the System Office. Directors present: David Reiff, Jerry Boom, Pat Manning, Randy Ronning, Randy Huot, Mark Bottolfson, and Ken Kessler. Also present: Manager Steve Muilenburg, Office Manager, Donna Henriksen, Controller, Pam Lunning, and Bookkeeper, Leanne Brown. Absent excused: Tim Irwin and Cody Merrigan.

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

DIRECTOR CONFLICT WITH AGENDA ITEMS: None.

A motion was made, seconded and carried to suspend the rules and move to Item 12B – Audit.

AUDIT PRESENTATION: Jamie Eldeen, of ELO briefly presented the 2022 Audit. A motion was made, seconded and carried to approve as presented.

MINUTES: Minutes and Board Summary of the July 25, 2023 board meeting were presented for approval. Pat Manning noted that we needed to add a motion to approve the Manager's Salary, following Executive Session. A motion was made and seconded to approve the revised minutes & summary for 7-25-23. Motion carried.

VISITORS TO BE HEARD: None.

FINANCIAL STATEMENTS: The July Financial Summary and allocations were reviewed by Manager Muilenburg. A motion was made, second and carried to approve the five financial transfers and the seven Chapter approvals for Draws 5, 6, 7, & 8. The Board completed Items on the Board Checklist. The Board reviewed CD rates at area banks for renewal of the 7-month CD. A motion was made and seconded to purchase a 10-month CD at First Dakota for 5.35%. Motion carried.

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

MANAGER'S REPORT: Manager Muilenburg discussed the August Manager's Report. He touched on monitoring of the irrigation ponds, the Elk Point Connection, SCADA assessment by In-Control, PFAS/Lead – collection of data, Distribution work of replacing valves, well inspections have been completed on all 6 wells and one well spool has been ordered at a cost of \$15,000. Manager Muilenburg also reviewed the July Water Sales Report.

LEGAL REPORT: Manager Muilenburg reported that Clay RW needs to get on the Agenda of the Zoning Committee to get a Conditional Use Permit for the new WTP. He also stated that C&B Operations has not committed to renewing their contract yet; cost would be \$2400.00/year.

SDARWS UPDATE: Mark Bottolfson will have a meeting in Mitchell in Sept. The Water Pro Conference is coming up the last week of September. SDARWS will also have a Trap Shoot Contest and Leadership Conference yet this fall.

UNFINISHED BUSINESS:

Projects Phase I & II. Manager Muilenburg reported there is not much happening now with the pipelines as they are waiting for the crops to come out. Deryn Beck of Brosz will be coming down Wednesday of this week to check on settling. Phase I – the re-tested soil boring also failed. Options are to cut down the size of tank to 750,000 gallon; costs will be additional to make the ground stable for the tank. Phase II – Environmental Study is holding us up for funding and is moving very slowly. Pat Manning noted that Draw Request #8 was incorrect at the July 25th meeting; the corrected amount should be \$639,020.80. A motion was made and seconded to approve payment of the check to 3-D Digging in the amount of \$182,643.44. Motion carried.

Irene Tower Contract: A motion was made, seconded and carried to take this item off the table. Manager Muilenburg presented information from Maguire Iron; the cost to clean, inspect, add a tank mixer & wire would be \$20,925. A motion was made, seconded and carried to approve this bid. A motion was made & seconded to authorize Randy Huot and Steve Muilenburg to sign the contract, motion carried.

NEW BUSINESS:

CoBank Election: No action was taken on CoBank Election.

September Board Meeting Date: By unanimous consent the September Board meeting date was changed to Tuesday, September 19th.

Dakota Mainstem Resolution #2023-01: Dakota Mainstem Resolution #2023-01 was presented authorizing Steve Muilenburg to serve as Director on the Board and Mark Bottolfson as the Alternate Director for the Board. A motion was made, seconded and carried to approve said Resolution.

Executive Session: A motion was made, seconded and carried to go into Executive Session at 9:04 p.m. to discuss a legal matter. President Randy Huot declared out of Executive Session at 9:15 p.m.

ROUTINE OFFICE BUSINESS: A motion was made, seconded and carried to approve all routine office business including: no Drop Service; 10 new services; and one bad debt.

OTHER ITEMS FOR DISCUSSION: None.

CALENDAR OF EVENTS: Steve Muilenburg reviewed the following: Sept. 4 – Office closed for Labor Day Holiday; Sept. 6-8 – Field to Table at Valley Ag, Gayville. CRWS provides the water; Sept. 19 – next regular board meeting, 7 p.m., System Office; September 25-27 – Water Pro Conference; Oct. 12 – First Annual Rural Water Trap Shoot; November 8-9 – Leadership Conference, Pierre; January 9-11, 2024 – ATC, Pierre

SUPPLEMENTAL INFORMATION: A thank you was received from Macy Quartier and updated Director information was handed out. Randy appointed a Rate Committee of: Mark B., Ken K., and Dave R.

ADJOURNMENT: A motion was made, seconded and carried to adjourn at 9:18 p.m.