

**SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
DECEMBER 19, 2022**

The regular meeting of the Clay Rural Water System, Inc. Board of Directors was called to order at 12:58 p.m. by President Randy Huot at the System Office. Director's present: Dave Reiff, Pat Manning, Tim Irwin, Randy Ronning, Randy Huot, Mark Bottolfson, Ken Kessler, and Cody Merrigan. Also present: 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 and summary of the Board meeting held November 21, 2022 were presented for approval. Both were approved by unanimous consent.

VISITORS TO BE HEARD: None.

FINANCIAL STATEMENTS: The November Financial Summary was reviewed by Pam Lunning and 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 are being worked on. Pam Lunning reported on year-end account balances; we should be ok.

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

MANAGER'S REPORT: Manager Muilenburg presented the December Manager's Report. A few meters have been installed for zone metering; irrigation line chlorination is postponed again; Rob has switched to Well #4, so much softer water. Misc. distribution work was reviewed.

LEGAL REPORT: Attorney, Mike McGill has been doing some more work on the Project easements.

SDARWS UPDATE: Mark Bottolfson gave an update from the December Board meeting. Clay RW has been chosen to receive the "System of the Year" Award at ATC. The State & National Rural Water Systems are encouraging everyone to join in the lawsuit against PFAS. A motion was made, second and carried to proceed.

PROJECTS PHASE I & II: Chancey Shrake & Deryn Beck of Brosz Engineering were present between the Budget and Regular Board meetings. They gave updates on the Project and presented the contracts to be signed for Winter Contracting. A motion was made and second to sign the contracts. Motion carried.

2023 MEETING DATES: The Board reviewed the proposed meeting dates for 2023. A motion was made, second, and carried to approve the dates.

ANNUAL LOBBYING MOTION: A motion was made "to authorize any Director or Employee of the Clay Rural Water System to lobby during the 2023 Legislative Session on behalf of Clay Rural Water System, the SD Association of Rural Water Systems or any other entity that promotes a common cause". Second and carried.

HOOK-UP FEES/BILLABLES: The proposed hookup fee increase and billable charges for 2023 were presented. A motion was made, second and carried to approve charges for 2023.

DISTRICT ELECTION TERMS: Directors whose terms are up in 2023 are Randy Ronning, Mark Bottolfson, and Ken Kessler. All three will run again.

ROUTINE OFFICE BUSINESS: One Drop Service, 13 New Members, and No Bad Debts were approved by unanimous consent.

OTHER ITEMS FOR DISCUSSION: None.

CALENDAR OF EVENTS: Manager Muilenburg reviewed the calendar:

- Dec. 26 & Jan. 2 – Office will be closed for Christmas & New Year's Holidays
- Jan. 10 – 12, 2023 – ATC in Pierre
- Jan. 18 & 19 – System Audit
- Jan. 24 – next regular Board meeting, 7 p.m., System Office
- Jan. 27 - Clay RW Christmas party at Great Shots – 3:30 – 5:30 p.m.

SUPPLEMENTAL INFORMATION: Randy Huot thanked the Board for the year and the time they invest in the Board meetings.

ADJOURNMENT: Meeting was adjourned by unanimous consent at 3:00 p.m.