

SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
January 22, 2024

THE REGULAR MEETING of the Clay Rural Water System, Inc. Board of Directors was called to order at 6:58 p.m. by President Randy Huot at the System Office. Directors present: Jerry Buom, Pat Manning, Tim Irwin, Ken Kessler, Randy Ronning, Randy Huot, Mark Bottolfson, Cody Merrigan, and Josh Wendling. Also present: Manager Steve Muilenburg, and Office Manager, Donna Henriksen. Randy Huot welcomed new Board Member, Josh Wendling.

ADOPT AGENDA: A motion was made, seconded and carried to adopt the revised agenda; added Item 7B. 7.

DIRECTOR CONFLICT WITH AGENDA ITEMS: None.

MINUTES: Minutes of December 18, 2023 Budget meeting were presented; motion made, second and carried to approve. Minutes of December 18, 2023 Regular Board minutes were presented for approval. A motion was made, seconded, and carried to approve. The Board Summary for December 18, 2023 was presented for approval. A motion was made, seconded, and carried to approve.

VISITORS TO BE HEARD: None.

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

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

MANAGER'S REPORT: Manager Muilenburg discussed the January Manager's Report. He noted that chlorination will still take place on irrigation system; staff is working on PFAS/Lead & Copper Inventory; Irene & Spink Tank mixers are both running, next tank to do will be Beresford; 300th Street will be main priority in the Spring; looking for a new route for the Deer Run area connection; Spring Order is being put together; Clay Co. Park Development is going to happen, so working on a contract for that; Metron meters have been ordered; the servicemen have had quite a few freeze-up calls; getting quotes & options for new pumps at the Beresford Booster as they are leaking and undersized, will also need to replace VFD's to support the added horsepower. The December water sales report was also reviewed.

LEGAL REPORT: Nothing to report.

SDARWS UPDATE: Steve Muilenburg & Andy Ganschow attended ATC in Pierre; Steve noted it was a good conference, but attendance was down due to weather. Steve will be attending Manager Meeting this week and will discuss moving forward with a donation to the Rural Water Center.

UNFINISHED BUSINESS:

Projects Phase I & II: Steve gave an update from Brosz Engineering. Clay has not received copies of the Bac-T samples from the new mains installed. The west meter vault – still waiting on pumps. Waiting on Highway 46 DOT funding; the ad for bids for Greenfield Tank and Spink Booster have been sent to the Vermillion Plain Talk and the Leader Courier; bid opening will be Thursday, February 15th.

Task Order #2024-01 was presented for approval. A motion was made and second to approve the Task Order and authorize Randy Huot to sign. Motion carried.

Draw #13 in the amount of \$197,670.55 was presented for approval. Motion was made, second and carried to approve.

IRS Correspondence on Audit: A letter has been received from the IRS regarding the penalty for late filing of the 990; it is under review.

NEW BUSINESS:

Sioux Empire Water Festival: A donation letter was reviewed from the Sioux Empire Water Festival. A motion was made and second to donate \$250 to the Festival; motion carried.

District Elections: A motion was made and second to approve the Slate of Directors as Pat Manning, District I; Cody Merrigan, District II; and Josh Wendling, District III for the 2024 District Elections. “ Notice of Intents” were received by the 1/16/24 deadline. Motion carried.

Randy Huot appointed Randy Ronning as the Board’s representative on the District Election Board.

ROUTINE OFFICE BUSINESS: Routine Office Business was approved by unanimous consent including: one Drop Service, six New Members, and no Bad Debts.

OTHER ITEMS FOR DISCUSSION: It was a group consensus to postpone a Christmas party until weather is better. New shirts will be ordered for all Directors for the Annual Meeting.

CALENDAR OF EVENTS: Steve Muilenburg reviewed the following:

- January 24 & 25 – Manager’s Meeting in Pierre
- February 19 – Office closed for President’s Day Holiday
- February 27 – next regular Board meeting, 7 p.m., System Office

SUPPLEMENTAL INFORMATION: Thank you from Dave Reiff and Elk Point Food Pantry.

ADJOURNMENT: A motion was made, second, and carried to adjourn at 9:26 p.m.