

**SUMMARY  
CLAY RURAL WATER SYSTEM, INC.  
BOARD OF DIRECTORS – REGULAR  
MAY 23, 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: Dave Reiff, Tim Irwin, Jerry Buom, Pat Manning, Randy Ronning, Randy Huot, Mark Bottolfson, Ken Kessler, and Cody Merrigan. Also present: Manager Steve Muilenburg, Office Manager Donna Henriksen, and Chancey Shrake of Brosz Engineering.

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

**DIRECTOR CONFLICT WITH AGENDA ITEMS:** None.

**MINUTES:** Minutes of the April 21, 2023 board meeting were presented for approval. A motion was made, second and carried to approve. The Board Summary for April 21, 2023 was presented for approval. A motion was made, second, and carried to approve.

**VISITORS TO BE HEARD:** None.

A motion was made and second to suspend the rules and move to Item 12A – Projects Phase I & II. Motion carried.

**OLD BUSINESS:**

**PHASE I & II:** Chancey Shrake of Brosz Engineering gave the Board an update on the Project. For Phase I, the Westville line is 85-90% complete. West Booster to WTP is 90% done. The 14" pipe will be next and then Timber Road work. All mainline is installed on Highway 46 and Clay Rural Water System submitted a reimbursement from the DOT of \$31,311.39 for this work. Contractors are waiting for 2 vaults for the Lodi Line. Manager Muilenburg and Chancey Shrake commented about the requirement of a state or county permit that requires casing when boring under State and County roads.

On Phase II, Geotech drilled for a tower site on the Greenfield Tower site, but it came back negative, Loess & silty soil. Will need to redrill on a different location. When Geotech returns, they will test at the Greenfield site and the WTP site at the same time. Stephanie Riggle, Grant & Loan Specialist with SRF and CoBank are working on loan parity.

- A motion was made & second to approve Draw #4 – Chapter Project Phase I in the amount of \$2,189,841.13. Motion carried.
- A motion was made & second to approve Draw #5 – Chapter Project Phase I in the amount of \$154,520.82. Motion carried.
- A motion was made & second to transfer the ARPA Funds (when received) to Project Checking. Motion carried.
- A motion was made & second to approve and sign the Highway 46 Agreement with the DOT in the amount of \$31,311.79. Motion carried.
- A motion was made & second to approve Change Order #1 to Ferguson Waterworks in the amount of \$865.40. Motion carried.
- A motion was made & second to approve 3 Pay Applications to 3-D Digging \$141,379.50; Winter Contracting \$1,911,622.48; and Ferguson Waterworks \$46,862.17. Motion carried.

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

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

**MANAGER'S REPORT:** Manager Muilenburg highlighted the May Manager's Report. Meters are here for the Zone metering and will be installed in the new Lodi & Gregoire PRV's on the 12" line; there is an irrigation service to reactivate in Wynstone; manager & Brosz have met with City of Elk Point and will continue discussions; servicemen are searching for at least 3 leaks and new service construction has begun. April Water Sales Report was reviewed; water loss has improved this month.

**LEGAL REPORT:** Manager Muilenburg presented an easement to the Board for signature.

**SDARWS UPDATE:** Mark Bottolfson will be attending a meeting June 8<sup>th</sup> in Deadwood; Mainstem is moving along.

#### **NEW BUSINESS:**

**Donation Requests** were received from Vermillion Baseball, Clay County Fair, and Shriner's Circus. A motion was made to donate \$100 to each organization. Motion died for lack of a second.

**Audit Proposal:** An Audit Proposal was reviewed from Kinner & Company, LTD. A motion was made and second to have them prepare our 2023 Audit and to authorize Manager Steve Muilenburg and President Randy Huot to sign the Agreement. Motion carried.

**Tank Mixer/Cleaning Spink:** Manager Muilenburg discussed the tank mixer in the Spink Tower. During an inspection, it was noted that the mixer is broken and there is plastic debris floating in the tank. Maguire Iron of Sioux Falls gave us a quote of \$19,375.00 to drain & clean the tower, remove the debris and install a new mixer. A motion was made, second and carried to accept their bid and sign necessary paperwork.

Manager Muilenburg also reported that Maguire Iron had given him a quote of \$199,000 to add 16 feet to the Beresford Tower for more pressure and usable capacity.

**ROUTINE OFFICE BUSINESS:** A motion was made and second to approve all Routine Office Business including: No Drop Services, 15 New Services, and one Bad Debt.

**OTHER ITEMS FOR DISCUSSION – None**

**CALENDAR OF EVENTS:** The following information was reviewed: May 29 – System Office closed for Memorial Day Holiday; June 27 – next regular Board meeting, 7 p.m., System Office; July 18 – SDARWS Golf Event (Jerry, Ken, Dave, and Randy R); Sept. 25-27 – Water Pro; Nov. 8 & 9 – Leadership Conference; Jan. 9 – 11, 2024 – ATC, Pierre.

**SUPPLEMENTAL INFORMATION:** The Board reviewed memorial thank you.

**ADJOURNMENT:** Motion was made, second and carried to adjourn at 9:15 p.m.