

**SUMMARY
CLAY RURAL WATER SYSTEM, INC.
BOARD OF DIRECTORS – REGULAR
September 19, 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 Buum, Pat Manning, Tim Irwin, Randy Ronning, Randy Huot, Mark Bottolfson, Ken Kessler, and Cody Merrigan. 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 August 22, 2023 Policy and Regular Board minutes were presented for approval. A motion was made, seconded, and carried to approve. The Board Summary for August 22, 2023 was presented for approval. A motion was made, seconded, and carried to approve.

VISITORS TO BE HEARD: Mike Lovejoy was present to talk to the Board about an easement issue.

FINANCIAL STATEMENTS: The August 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. The Board discussed a 12-month CD coming due 10/2/23 at Premier Bank. A motion was made, seconded and carried to let the CD renew at the new rate of 5.35% APY.

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

MANAGER'S REPORT: Manager Muilenburg discussed the September Manager's Report. He noted that there is one irrigation service to be repaired yet this year; no updates on Elk Point or Volin; waiting for SCADA information; working on collecting PFAS/Lead information; servicemen are working on replacing valves, finishing up new services and service moves. The mixer has been installed in the Irene Tower and Their Well has completed work on Well #4. Manager Muilenburg also reviewed the August Water Sales Report.

LEGAL REPORT: Nothing to report.

SDARWS UPDATE: Mark Bottolfson attended a SDARWS meeting in Mitchell on Sept. 7th. They discussed future water projects, ARPA Funds, and Mainstem meetings coming up. Steve Muilenburg will be attending the Water Pro Conference in Aurora, CO the week of Sept. 25th; there will be 79 attending from SD.

UNFINISHED BUSINESS:

Projects Phase I & II. Manager Muilenburg reported that on Phase II – the Water Treatment Plant – the environmental report has been sent off, and the engineers are working on the design and we hope to hear from them soon.

On Phase I, the Greenfield Tower will soon be going to bid for a one million gpd and for a 750,000 gpd tank, as an alternate bid option. The new Spink Booster will need to have a little more ground for the

design. The Highway 46 bactee sample has now passed, so work on connections will be starting soon. Byron is back as of last Friday and started again on the 14" main going east and have a plan for tying into the Garfield Booster.

NEW BUSINESS:

Policy Committee Recommendations: Donna Henriksen presented the proposed changes to Policies 208 "Payment Methods" and Policy 306 "Billing". A motion was made, seconded, and carried to approve as presented. Policy #311 "Refused Easement" was presented for adoption. A motion was made, seconded, and carried to adopt Policy No. 311.

Rate Committee Update: The Rate Committee of Dave R., Mark B., and Ken K. has been in discussions with Manager Muilenburg. Things to consider are the Union Co. Electric rate increase, costs of chemicals increasing, and the rate of L&C water increase. The committee will have numbers to the full Board at the October Board meeting.

Executive Session: Per Executive Session discussion held on August 22, 2023, a motion was made, seconded and carried to void the offer and check to said party as of 9/19/23.

ROUTINE OFFICE BUSINESS: A motion was made, seconded and carried to approve all routine office business including: two Drop Services, 11 new services, and one bad debt.

OTHER ITEMS FOR DISCUSSION: None.

CALENDAR OF EVENTS: Steve Muilenburg reviewed the following:

- September 25-27 – Water Pro Conference
- Oct. 12 – First Annual Rural Water Trap Shoot
- Oct. 16 & 17 – Office Manager Meeting at Grand Falls Casino
- Oct. 23 (Monday) – next regular board meeting, 7 p.m., System Office
- Oct. 24-26 – Manager's Meeting in Deadwood
- November 8-9 – Leadership Conference, Pierre
- January 9-11, 2024 – ATC, Pierre

SUPPLEMENTAL INFORMATION: None.

ADJOURNMENT: A motion was made, seconded and carried to adjourn at 9:20 p.m.