

**SUMMARY**  
**CLAY RURAL WATER SYSTEM, INC.**  
**BOARD OF DIRECTORS – REGULAR**  
**August 27, 2024**

**The regular meeting** of the Clay Rural Water System, Inc. Board of Directors was called to order at 7:59 p.m. by President Randy Huot at the System Office. Directors present: Pat Manning, Tim Irwin, Josh Wendling, Randy Ronning, Randy Huot, Mark Bottolfson, Ken Kessler, Cody Merrigan. Also present: Manager Steve Muilenburg, Controller Pam Lunning, and Chancey Shrake of Brosz Engineering. Excused Absence: Jerry Buom, Director.

**Adopt Agenda:** A motion was made, second, and carried to adopt the agenda.

**Director Conflict with Agenda Items:** None.

**Minutes:** Minutes of the July 30, 2024, regular Board meeting were presented for approval. A motion was made, seconded, and carried to approve. The Board Summary for July 30, 2024, was presented for approval. A motion was made, seconded, and carried to approve.

**Visitors to Be Heard:** None.

A motion was made, second and carried to suspend the Rules and move to Item 13A.

**Unfinished Business:**  
**Projects Phase I & II Update**

Chancey Shrake of Brosz Engineering updated the Board. Winter Contracting has started to work on the punch list. We will have a one-year warranty on the work completed by Winter Contracting. Phase 1 they will advertise for tank bids right after Labor Day, open the bids in October, and provide information for discussion at the October Board Meeting. He noted that the tank will stay up on the hill and that the bids will be more competitive.

They may add Scada work into the plans for the treatment plant. Environmental clearances are not done at this time. Once completed, they will move forward on the funding. They continue to work on the treatment plant design with Bartlett & West. The next step is completing the environmental reviews and to complete the Co-Bank funding. No action was required of the Board at this time.

**Financial Statements:** The July Financial Summary and allocations were reviewed by Manager Muilenburg. A motion was made, second and carried, to approve the five regular financial transfers. The Board reviewed the Board Checklist.

**Check Register:** Manager Muilenburg reviewed the August Check Register and September Bills requiring pre-approval. A motion was made, second and carried, to approve payment of bills.

**Manager's Report:** Manager Muilenburg gave his report. They have started going through the punch list with Winter Contracting. Add-ons and service moves should easily be completed this fall. The system continues to see issues with other utility contractors hitting our water lines in the Beresford area. Some of the issues are due to lines not corresponding correctly with our maps.

The manager attended the HOA meeting on 8-7-24 to discuss options on the Wynstone Irrigation and Wynstone Lake. They are looking at options of aerators and possibly draining, cleaning and refilling the pond. No updates on the Elk Point connection. Manger Muilenburg did comment about having a discussion with them about the Dakota Mainstem Project along with Jefferson and Sioux City.

Continuing discussion on a possible connection in the DeerRun Area. The July water sales reports were reviewed. Water loss was down this month. Congratulations to Rob Ganschow; he will have 18 years with CRWS on 9/5/24.

**Legal Report:** Nothing to report.

**SDARWS Update:** Mark Bottolfson and Manager Muilenburg will be attending the Water Pro Conference September 8-11 in Savannah, GA. The State Board Meeting will be held in Yankton the first week in September. The leadership conference is in November in Pierre.

**Dakota Main Stem Project:** Manager Muilenburg commented that they are working on a dues schedule. CRWS cost next year could be approximately \$4,000.

**New Business:**

- **CoBank Election:** A motion was made and seconded to vote for Jason Lay and authorize President Randy Huot to complete the ballot. Motion carried.
- **Customer Request for Minimum Forgiveness:** A request to forgive the minimum water fee from a customer as a result of flooding was reviewed and discussed. A motion was made and second to authorize Manager Muilenburg to use his discretion on minimum fee forgiveness on anyone that applies due to flooding. Motion carried.
- **Surplus Replacement Equipment:** Manager Muilenburg discussed the options with the Ranger mounted valve exerciser that is not being used and replacing it with a handheld unit. A new unit would cost approximately \$2,700 and this would be put in the 2025 budget. A motion was made and second to authorize the manager to work with the state on selling the equipment. Motion carried.
- **Beresford Tank Contract Discussion:** Manager Muilenburg discussed the quote from McGuire Iron to add 16 ft. to the top of the Beresford Tank which would add an additional 52,260 gallons of usable water. The cost would be \$199,002. The work would be in the Spring or Fall of 2025. A motion was made and second to authorize President Huot and Manager Muilenburg to sign the agreement with McGuire Iron. The motion carried.
- **Executive Session** – There was no executive session.

**Routine Office Business:** All Routine Office Business was approved by unanimous consent including: No Drop Services; 12 New Members, and One Bad Debt.

**Other Items for Discussion:** None

**Calendar of Events:** The following was reviewed:

- September 2 – Office closed for Labor Day Holiday
- September 4-6 – Field to Table at Valley Ag, Gayville
- Sept. 9-11 – NRWA Water Pro Conference, Savannah, GA
- Sept. 24 – Next regular Board meeting, 7 p.m., System Office
- Nov. 14-15 – SDARWS Leadership Conference, Pierre
- Jan. 14-16, 2025 – ATC in Pierre

**Supplemental Information:** None.

**Adjournment:** A motion was made, second, and carried to adjourn at 9:25 p.m.