

Resolution # _____
XENIA RURAL WATER DISTRICT
June 28, 2012 – 6:00 PM
Regular Board Meeting Minutes

Board Members Present: Tomenga, Hayer, Lovett, Mestad, Wilson, Ballard, Bert
Board Members Absent:
Staff Present: Mason, Iben, Andrews, Shires
Others Present: Assured Rep

Call to Order

Tomenga called the meeting to order.

Approve Agenda

Motion #061201 made by Wilson, seconded by Bert to introduce and approve the June 28, 2012 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #061202 made by Lovett, seconded by Ballard to introduce and approve the April 26, 2012 minutes. Motion passed. No dissenting.

Approve Minutes

Motion #061203 made by Ballard, seconded by Bert to introduce and approve the May 24, 2012 minutes with changes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrew reviewed statement of net assets. As of May 31, 2012 assets totaled \$134.6 million. Liabilities totaled \$132.1 million. Fund balance was \$2.5 million.

Income Statement

Andrews reviewed the income statement. Operating income for first five months of 2012 was \$4.7 million.

Statement of Cash Flows

Andrews reviewed the statement of cash flows. Net decrease in cash and cash equivalents for the first five months of 2012 was \$2,108.00. The District paid \$2.8 million in interest on bonds and notes in the month of May.

Operating Checking Transactions

Andrews reviewed with treasurer the transactions that will take place in June to transfer monies into the Sinking and Reserve funds.

Sinking Fund Allocations and Reserve Fund Allocations

Transfers from Revenue Fund to occur in July include \$755,470 to Bond Sinking Fund and \$87,088 to Bond Reserve Fund.

Customer Service & Accounts Receivable

Accounts Receivable Aging/Cut-offs/Reinstatements

Reviewed receivables.

New Customers/Water User Agreements/Occupant Deposit Listing/Voluntary Terminations

District had five new service connections and no terminations in May.

Motion #061204 made by Lovett and seconded by Hayer to introduce and accept financial statements and moving of funds to sinking and reserve accounts. Motion passed. No dissenting vote.

Approve 28E Agreement with Iowa Municipalities Workers Compensation Association (IMWCA)

Iben reviewed renewal process for Workers Comp. Insurance. Quotes received from three companies. IMWCA was lowest bid. IMWCA is 28E association in which Xenia can participate because we are governmental entity. Motion #061205 made by Bert, seconded by Wilson to introduce and approve IMWCA 28E Agreement. Motion passed. No dissenting.

Approve Surplus Assets Sale

Iben reviewed offer to purchase District pipe that was bought in 2007 and is no longer used. Motion #061206 made by Lovett seconded by Wilson to declare 2" class 160 pipe as surplus inventory and for staff to sell the pipe for as low as \$.15 per foot. Motion passed. No dissenting.

Iben reviewed potential sale of Fuel Tank that was purchased in 2006 and is no longer used as the District is no longer involved in expansion/construction. Motion #061207 made by Bert seconded by Wilson to introduce and approve the sale of the tank for between \$30,000 and \$25,000. Motion passed. No dissenting.

Agreement to Provide Connection to Slater, Iowa

Mason provided information regarding a potential connection requested by the City of Slater. Discussion involving the District ability to supply the water without adverse effect on existing members and costs/fees associated with the connection took place. The District attorney will review the document and the matter will be brought to the board for motion in August.

CEO and General Manager Comments

Mason reviewed the Departmental Updates and Employee Benefit Package.

New Business

Ballard presented board with a Resolution for Standards for Meetings and Board Member Participation, as well as an updated Financial Transaction Policy.

Lovett asked to review Contract for Consulting Engineering Services.

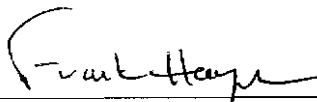
Mestad asked for the board to receive copies of the Board Member Liability Coverage.

Public Comments

None

Adjournment

Lovett made motion to adjourn meeting seconded by Wilson. Motion passed. No dissenting.



Xenia Rural Water District, Secretary

8-9-12

Date