

Resolution # _____
XENIA RURAL WATER DISTRICT
August 22, 2013
Regular Board Meeting Minutes

Board Members Present: Ballard, Becker, Bromert, Jensen, Lovett

Absent: Wilson

Staff Present: Andrews, Iben, Lyons, McMullen, Roberts

Call to Order

Lovett called the meeting to order at 5:00 pm.

Approve Agenda

Motion #081301 made by Becker, seconded by Jensen to introduce and approve the August 22, 2013 Agenda. Motion passed. No dissenting.

Public Hearing on Coats Property Sale

Board Chairman opened public hearing on the sale of Coats property. No written or verbal comments for or against sale of said property. Public hearing closed.

Approve Minutes

Motion #081302 made by Jensen, seconded by Becker to introduce and approve the July 18, 2013 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of July 31, 2013 assets totaled \$132.6 million. Liabilities totaled \$131.7 million. Fund balance was \$923,626.

Income Statement

Andrews reviewed the income statement. Total Operating Income for first seven months of 2013 was approximately \$7.1 million.

Statement of Cash Flows

Andrews reviewed the statement of cash flows. Net increase in cash and cash equivalents so far for 2013 was \$2.9 million.

Sinking Fund Allocations and Reserve Fund Allocations

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

Customer Service & Accounts Receivable

Accounts Receivable Aging/Cut-offs/Reinstatements

Andrews reviewed receivables, there were 13 cutoffs.

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

District had 17 new service connections and six terminations in July, there were also 14 tax liens sent in.

Motion #081303 made by Jensen and seconded by Becker to introduce and approve financial statements and moving of funds to sinking and reserve accounts. Motion passed. No dissenting vote.

Approve Purchase Agreement for Coats Property

Motion #081304 made by Jensen, second by Bromert to accept the bid by Tim McGuire to purchase the Coats pump house property for \$7900. Motion passed. No dissenting.

Approve City of Menlo Sewage Billing Agreement

Motion #081305 by Becker, second by Jensen to approve the 28E Agreement with Menlo for sewer billing services. Motion passed. No dissenting.

Approve Engagement Letter with Frank Smith Law Office

Motion #081306 by Bromert, second by Jensen to approve Attorney Fee Contract with Frank Smith Law Office for Territorial/Jurisdictional Issues and authorize Chairman to sign contract. Motion passed. No dissenting.

Approve Payment for Stratford Generator Project

Motion #081307 by Jensen, second by Becker to approve second partial payment of \$17,001.22 to Drees Heating and Plumbing for Stratford generator project. Motion passed. No dissenting.

Authorize Work Order for Chlorine System Study

Motion #081308 made by Jensen, second by Bromert to authorize a work order with Snyder & Associates for chlorine system study at the Stratford plant for \$12,250. Motion passed. No dissenting.

Disposal of Excess Assets

Motion #081309 made by Jensen, seconded by Becker to authorize the sale of surplus office and shop equipment. Motion passed. No dissenting.

Ames Service Area Discussion

Reviewed service territory issues still in discussion for the City of Ames annexation area.

Lake Panorama Area Discussion

Options were discussed regarding the LPA request to purchase water from Xenia.

Approve Emergency Water Connections with Fox Creek

Motion #081310 made by Jensen, seconded by Becker to approve the amended Emergency Water Purchase Agreement with Fox Creek Benefitted Water District. Motion passed. No dissenting.

CEO/General Manager Comments

McMullen reviewed the Departmental Updates

New Business

Long term investment options for funds being transferred to Banker's Trust were discussed.

Old Business

Discussed findings of structural cracking study and conditions at Stratford Plant.

Public Comments

None

Adjournment

Motion #081311 made by Becker, seconded by Jensen to adjourn meeting at 8:01 pm. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date