

Resolution # _____
XENIA RURAL WATER DISTRICT
July 18, 2013
Regular Board Meeting Minutes

Board Members Present: Ballard, Becker, Bromert, Jensen, Lovett, Wilson
Absent: None
Staff Present: Andrews, Lyons, McMullen, Roberts
Others Present: Tim Luellen

Call to Order

Lovett called the meeting to order.

Approve Agenda

Motion #071301 made by Jensen, seconded by Bromert to introduce and approve the July 18, 2013 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #071302 made by Jensen, seconded by Becker to introduce and approve the June 20, 2013 minutes. Motion passed. No dissenting.

Sale of Granger Property

Tim Luellen reported that final survey was done, paperwork being prepared for both Droblich and Luellen to sign. Injunction will be dropped by Droblich, closing can then take place.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of June 30, 2013 assets totaled \$132.4 million. Liabilities totaled \$131.3 million. Fund balance was \$1.1 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for first six months of 2013 was approximately \$5.9 million.

Statement of Cash Flows

Andrews reviewed the statement of cash flows. Net increase in cash and cash equivalents for the first six months of 2013 was \$2.2 million.

Operating Checking Transactions

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

Sinking Fund Allocations and Reserve Fund Allocations

Customer Service & Accounts Receivable

Accounts Receivable Aging/Cut-offs/Reinstatements

Andrews reviewed receivables, there were 6 cutoffs.

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

District had 13 new service connections and two terminations in June, there were also 26 tax liens sent in.

Motion #071303 made by Wilson and seconded by Bromert to introduce and approve financial statements and moving of funds to sinking and reserve accounts. Motion passed. No dissenting vote.

Payment to Iowa Finance Authority

Per the forbearance agreement, board will amend Motion #061306 to pay IFA at the end of fiscal year after payment to the parity lenders. Motion #071304 by Ballard, seconded by Jensen. Motion passed. No dissenting.

Telephone System Upgrade

Approve purchase of ShoreTel Phone System from QCI for the Bouton office in the amount of \$17,663.54. Motion #071305 made by Becker, seconded by Jensen. Motion passed. No dissenting.

Bouton Office Building Generator Change Order

Approve the change order with Drees Heating and Plumbing in the amount of \$9,422 for electrical work. Motion #071306 by Bromert, seconded by Wilson. Motion passed. No dissenting.

Boxholm BPS Pump Station Upgrade

Authorize purchase order to Drees for \$6,710, Kahl Construction for \$7,915 and ICS for \$4,356 for replacing large pump and relocating generator at the Boxholm pump station. Motion #071307 by Jensen, seconded by Becker. Motion passed. No dissenting.

Employee Compensation

Approve adjustments and performance pay proposal for employees. Motion #071308 by Wilson, seconded by Becker. Motion passed. No dissenting.

Cell Phone Provider Change

Approve the switch of cellular providers from Verizon to US Cellular. Motion #071309 by Jensen, seconded by Becker. Motion passed. No dissenting.

2013 Tank Maintenance

Approve the tank cleaning and inspection by LiquiVision for Gowrie, Jewell, West Hamilton and Grimes in the amount of \$5,525. Motion #071310 by Bromert, seconded by Jensen. Motion passed. No dissenting.

Approve Online Bill Pay

Approve the implementation of online bill pay and bill presentment by Wells Fargo. Motion #071311 by Jensen, seconded by Wilson. Motion passed. No dissenting.

Review Transfer of Revolving Fund to Banker's Trust

Motion #071312 to sign Custody & Advisory Agreement made by Jensen, seconded by Becker. Motion passed. No dissenting.

CEO and General Manager Comments

McMullen reviewed the Departmental Updates and reviewed negotiations with potential community customers.

New Business

None

Public Comments

None

Adjournment

Motion #071313 made by Jensen, seconded by Bromert to adjourn meeting. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date