

Resolution # _____
XENIA RURAL WATER DISTRICT
August 28, 2014 – 5:00 PM
Regular Board Meeting Minutes

Board Members Present: Lovett, Jensen, Wilson, Carris, Becker

Board Members Absent:

Staff Present: Andrews, Benjamin, Lyons, Iben

Others Present: None

Call to Order

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

Approve Agenda

Motion #081401 made by Becker, seconded by Jensen to introduce and approve the August 28, 2014 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #081402 made by Jensen, seconded by Carris to introduce and approve the July 24, 2014 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of July 31, 2014 assets totaled \$131.3 million. Liabilities totaled \$129.6 million.

Income Statement

Andrews reviewed the income statement. Total year-to-date Operating Income was approximately \$3.43 million.

Statement of Cash Flows

Andrews reviewed the statement of cash flows.

Operating Checking Transactions

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

Sinking Fund Allocations and Reserve Fund Allocations

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

Customer Service & Accounts Receivable

Accounts Receivable Aging/Cut-offs/Reinstatements

Andrews reviewed receivables.

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

District had 15 new service connections and 1 termination in June.

Motion #081403 made by Wilson and seconded Becker to introduce and accept financial statements. Motion passed. No dissenting vote.

Woodward Water Treatment Plant Evaluation

L.D. McMullen from Snyder and Associates discussed the evaluation of the Woodward Water Treatment Plant completed by Snyder and Associates.

Xenia Rural Water District Board – Director Opening

Motion #081404 by Becker, seconded by Wilson to approve the appointment of Amy Kahler to the Board of Directors to complete the term vacated by Tom Ballard. Motion passed. No dissenting.

Fixed Assets Accounting Policies & Procedures

Motion #081405 by Becker, seconded by Carris to approve the fixed assets accounting policies and procedures to amend and replace the current fixed assets accounting policies and procedures. Motion passed. No dissenting.

City of Slater Water Service – Bulk Water Purchase Agreement

Motion #081406 by Wilson, seconded by Carris to approve the bulk water purchase agreement without purchase capacity fee with the City of Slater. Motion passed. No dissenting.

Woodward Water Treatment Plant – Lime Residuals Removal

Motion #081407 by Becker, seconded by Carris to authorize staff to finalize an agreement with Huitt Farms Inc. for lime residuals removal, hauling and land application from the west lagoon at the Woodward Water Treatment Plant in the amount of \$22,000. Approval is contingent upon Huitt Farms Inc. to be properly bonded. Motion passed. No dissenting.

Employee Salary Adjustment

Motion #081408 by Becker, seconded by Wilson to approve a salary increase of \$2.80/hour, effective the next pay period (August 31 – September 13), for Xenia’s Controller, Gary Andrews. Motion passed. No dissenting.

Equipment and Vehicle Purchase

Motion #081409 by Wilson, seconded by Becker to authorize staff to replace any totaled truck or equipment at a cost not to exceed \$10,000 over the insured replacement value of the truck or equipment. Motion passed. No dissenting.

Manager’s Report

Updates were given on the following projects: ISU Research Park Service Territory, Company Newsletter, Waukee Service Territory, CIRDWDC Study, Distribution System Modeling Software, Stratford Chlorine Feed System, City of Kelley and Churdan water service, water main project at the Stratford Plant and a potential development outside of Boone at the intersection of Hwy 17 & Hwy 30. Xenia lost an employee and staff is in the process of filling the vacancy.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #061410 made by Becker, seconded by Wilson to adjourn the meeting. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date