

Resolution # _____
XENIA RURAL WATER DISTRICT
December 18, 2014 – 5:00 PM
Regular Board Meeting Minutes

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

Board Members Absent:

Staff Present: Andrews, Benjamin, Lyons,

Others Present: None

Call to Order

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

Approve Agenda

Motion #121401 made by Jensen, seconded by Becker to introduce and approve the December 18, 2014 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #121402 made by Becker, seconded by Kahler to introduce and approve the November 20, 2014 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of November 30, 2014 assets totaled \$130 million. Liabilities totaled \$127.3 million.

Income Statement

Andrews reviewed the income statement. Total year-to-date Operating Income was approximately \$12.66 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 January 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 11 new service connections and 1 termination in November.

Motion #121403 made by Wilson and seconded Becker to introduce and accept financial statements. Motion passed. No dissenting vote.

Purchased Capacity

Motion #121404 by Jensen, seconded by Becker to authorize Board Chair and Secretary to execute the Agreement for Assignment and Sale Purchased Capacity and Supplemental Agreement and the Supplement Number 3 to Adoption Annex and authorize staff to issue a check to Polk County Rural Water District #1 in the amount of \$322,625 once the agreement and adoptions annexes are executed. Motion passed. No dissenting. Kahler abstained.

Engineering Design Services for Woodward Water Treatment Plant Upgrades Project

Motion #121405 by Wilson, seconded by Becker approve selection of HR Green as the engineering consultant for the Woodward Water Treatment Plant Upgrades project and authorize staff to negotiate fees for selected value added features and added engineering services. Any extra fees and the \$121,500 design fee will be brought back to the Board for approval at the January 2015 Board Meeting. Motion passed. No dissenting.

Authorize the State Auditor's Office to Perform Annual Audit

Motion #121406 by Becker, seconded by Jensen to authorize the State Auditor's office to perform Xenia's 2014 annual audit. Motion passed. No dissenting.

Flummerfelt/Homestead Colony Park Water Rates

Motion #121407 by Becker, seconded by Wilson to approve a 16% water rate increase for Homestead Colony which would increase the minimum rate to \$56.40 for 2,000 gallons and increase the per 1,000 gallon rate to \$11.00/1,000 gallons. Motion passed. No dissenting.

Ames Subdivision Water Rates

Motion #121408 by Becker, seconded by Kahler to approve a 16% water rate increase for Prairie Ridge and Hickory Hills subdivisions which would increase the minimum rate to \$56.40 for 2,000 gallons and increase the per 1,000 gallon rate to \$11.00/1,000 gallons. Motion passed. No dissenting.

Water Rate for Flint Hills Ethanol Plant at Menlo

Motion #121409 by Becker, seconded by Kahler to approve staff's recommendation on not increasing the water rate to Flint Hills and authorize staff to provide notification to Flint Hills. Motion passed. No dissenting.

Water Rate for Poet Ethanol Plants at Jewell and Gowrie

Motion #121410 by Jensen, seconded by Kahler to approve staff's recommendation on not increasing the water rate to Poet and authorize staff to provide notification to both plants. Motion passed. No dissenting.

Bulk Water Rate for the City of Minburn

Motion #121411 by Jensen, seconded by Wilson to approve the rate adjustment for the City of Minburn to \$5.06/1,000 gallons and authorize staff to provide notification. Motion passed. No dissenting.

Bulk Water Rate for the City of Stuart

Motion #121412 by Jensen, seconded by Kahler to approve the water rate of \$3.09/1,000 gallons and provided notification to the City of Stuart. Motion passed. No dissenting.

Water Storage Tank Maintenance Agreement

Benjamin updated the Board on the maintenance agreements in place for all of Xenia's water towers and the possibility of adding contracts to additional towers. Jensen would like to get a second opinion on the condition of some of the towers.

2014 Employee Incentive Pay

Andrews reviewed the current status of Xenia's direct cost budget to the actual cost incurred as it relates to the incentive pay goals. Staff will update the Board at the January meeting with year-end actual totals.

2015 Salary Adjustments

Motion #121413 by Becker, seconded by Becker to approve the salary adjustments for Xenia's employees for 2015. Motion passed. No dissenting.

2015 Chemicals

Motion #121414 by Jensen, second by Becker to approve the chemical suppliers and costs for 2015 chemicals as listed in packet provided. Motion passed. No dissenting.

Review and Approve Work Order with Snyder & Associates for Waukee Pump Station Improvements Construction Services

Motion #121415 by Becker, seconded by Kahler to approve Work Order with Snyder & Associates in the amount of \$31,500 for Waukee Pump Station Improvements Construction Services. Motion passed. No dissenting.

Manager's Report

Updates were given on the following projects: City of Churdan's water connection, Des Moines River crossing tie-ins, insurance claims for dump truck and track hoe, City of Randall water interest, City of Boone water quality meeting, C.L. Carroll Agreement for Waukee Pump Station Improvements, City of Grimes emergency connection and Briggs Woods Park water interest.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #121416 made by Kahler, seconded by Becker to adjourn the meeting. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date