

Resolution # _____
XENIA RURAL WATER DISTRICT
February 13, 2014 – 5:00 PM
Regular Board Meeting Minutes

Board Members Present: Lovett, Bromert, Ballard, Jensen, Becker, Wilson
Staff Present: Andrews, Benjamin, Iben, Lyons, Roberts
Others Present: None

Call to Order

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

Approve Agenda

Motion #021401 made by Bromert, seconded by Jensen to introduce and approve the February 13, 2014 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #021402 made by Jensen, seconded by Ballard to introduce and approve the January 23, 2014 minutes as amended. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of January 31, 2014 assets totaled \$131 million. Liabilities totaled \$129.9 million.

Income Statement

Andrews reviewed the income statement. Total year-to-date Operating Income was approximately \$1.06 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 February 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 no new service connections and 1 termination in January.

Motion #021403 made by Becker and seconded Ballard to introduce and accept financial statements and payment of parity lenders. Motion passed. No dissenting vote.

Audit Update

Annual audit will begin on February 19th, with report due to USDA on May 31, 2014.

Approve Study for Waukee Pump Station

Motion #021404 by Bromert, seconded by Becker to approve work order for \$6,500 to Snyder & Associates for Waukee Pump Station Upgrade Study. Motion passed. No dissenting.

Approve Study for Woodward Water Plant

Motion #021405 by Bromert, seconded by Becker to approve work order for \$44,000 to Snyder & Associates for the Woodward Water Plant Study. Motion passed. No dissenting.

Approve Salary Adjustments

Motion #021406 by Jensen, seconded by Bromert to approve the proposed salary adjustment process presented for 2014. Motion passed. No dissenting.

Approve Medical Insurance Renewal

Motion #021407 by Becker, seconded by Bromert to approve the renewal of three plans available through Wellmark, with Xenia paying 70% of premiums based on the HMO plan. Motion passed. No dissenting.

Manager's Report

Benjamin expressed his appreciation to staff for their work on leaks and frozen meters due to the winter weather. Customer Service has received a few calls regarding rate increase, one-fourth of our customers have received billing reflecting new rate.

Old Business

North Ames territory agreements are ready to be recorded at courthouse. Installation of the new generator at Bouton office is wrapping up. Attended IRWA meeting at State Capital. CIRDWC membership is still to be based upon number of meters. Iben and Benjamin will be meeting with ethanol plants to introduce Gary Benjamin. No date yet for Churdan connection. Lovett will be part of the negotiating meetings regarding Ames south territory. Training for modeling software will be held in April. Service costs will be tracked for the Flummerfelt Mobile Home Park.

New Business

Recognition of appreciation for L.D. McMullen will be expressed at annual meeting.

Departmental Reports

Department updates were reviewed

Public Comments

None

Adjournment

Motion # _____ made by Wilson, seconded by Becker to adjourn the meeting at 6:55 pm. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date