

**Resolution # \_\_\_\_\_**  
**XENIA RURAL WATER DISTRICT**  
**December 17, 2015 – 5:00 PM**  
**Regular Board Meeting Minutes**

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

Board Members Absent: Schrum

Staff Present: Andrews, Benjamin, Iben, Hayden, Lyons

Call to Order

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

Approve Agenda

Motion #121501 made by Jensen, seconded by Wilson to introduce and approve the December 17, 2015 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #121502 made by Kahler, seconded by Carris to introduce and approve the November 19, 2015 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of November 30, 2015 assets totaled \$130.6 million. Liabilities totaled \$122.9 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the ten months ended November 30, 2015 was \$12.9 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 November 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 21 new service connections and 2 terminations in November.

Motion #121503 made by Kahler and seconded Jensen to introduce and accept financial statements.

Motion passed. No dissenting vote.

January 2016 Board Meeting Dates

Board discussed the date of the January Board Meeting date due to schedule conflicts. January Board Meeting will be held on January 21<sup>st</sup>.

Authorize State Auditor's Office to Perform Annual Audit

Motion #121504 made by Jensen, seconded by Becker to authorize the State Auditor's office to perform Xenia's 2015 Audit. Motion passed. No dissenting.

2016 Chemical Bids

Motion #121505 made by Jensen, seconded by Wilson to approve the chemical suppliers and cost for 2016 chemicals as listed in the table provided. Motion passed. No dissenting.

Coats Wastewater Rates

Benjamin discussed with the board the improvements needed for the Coats wastewater system and potential rate adjustments needed to cover costs. Topic was tabled till future meeting.

Flummerfelt/Homestead Colony Park Water Rates

Motion #121506 Motion made by Kahler, seconded by Wilson to approve a water rate increase for Homestead Colony which would increase the minimum rate to \$65.20 for 2,000 gallons and increase the per 1,000 gallon rate to \$13.00/1,000 gallons for water consumed between 3,000 to 9,000 gallons and increase the per 1,000 gallon rate to \$5.45/1,000 gallons for all water consumed over 10,000 gallons. Motion passed. No dissenting.

Ames Subdivisions Water Rates

Motion #121507 made by Jensen and seconded by Wilson to approve a water rate increase for Prairie Ridge and Hickory Hills subdivisions which would increase the minimum rate to \$65.20 for 2,000 gallons and increase the per 1,000 gallon rate to \$13.00/1,000 gallons for water consumed between 3,000 to 9,000 gallons and increase the per 1,000 gallon rate to \$5.45/1,000 gallons for all water consumed over 10,000 gallons. Motion passed. No dissenting.

Water Rate for Flint Hills Ethanol Plant at Menlo

Motion #121508 made by Becker, seconded by Carris to increase the rate for the Flint Hills Ethanol Plant to \$2.87/1,000 gallons and authorize staff to provide notification. Motion passed. No dissenting.

Water Rate for Poet Ethanol Plants at Jewell and Gowrie

Motion #121509 made by Jensen, seconded by Becker to keep the rate for the Poet Ethanol Plants at \$1.77/1,000 gallons and authorize staff to provide notification. Motion passed. No dissenting.

Bulk Water Rate for the City of Minburn

Motion #121510 made by Becker, seconded by Jensen to keep the City of Minburn's rate at \$5.06/1,000 gallons and authorize staff to provide notification. Motion passed. No dissented.

Bulk Water Rate for the City of Stuart

Motion #121511 made by Jensen, seconded by Becker to increase the water rate for the City of Stuart to \$3.37/1,000 gallons and authorize staff to provide notification. Motion passed. No dissenting.

Waukee Pump Station Improvements Change Order No. 4

Motion #121512 made by Kahler, seconded by Wilson to approve Waukee Pump Station Improvements Change Order No. 4 with C.L. Carroll Co., Inc., in the amount of \$16,178. Motion passed. No dissenting.

Waukee Pump Station Improvements – Partial Pay Request #7

Motion #121513 made by Jensen, seconded by Carris to approve Waukee Pump Station Improvements Partial Pay Estimate #7 for C.L. Carroll Co., Inc. in the amount of \$86,925. Motion passed. No dissenting.

Payment to Iowa Finance Authority

Motion #121514 made by Jensen, seconded by Becker to approve the payment of \$25,000 to Iowa Finance Authority for December 18, 2015. Motion passed. No dissenting.

New Boring Machine, Mud System and Trailer

Motion #121515 made by Wilson, seconded by Carris to approve the purchase of the Ditch Witch JT20 bore machine with the FM13V mud system upgrade and power pipe lined rods and Felling trailer for \$133,974.70 with deliver and payment due in 2016. Motion passed. No dissenting.

Salary Adjustments

Benjamin updated the board regarding wage adjustments for employees for FY 2016.

Manager's Report

Updates were given on the following projects: Des Moines River crossing at Stratford Plant, payment to Assured Guaranty, Woodward Treatment Plant Design, Holiday lunch for staff and board and potential refinancing of 2006 Bonds.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #1215116 made by Jensen seconded by Wilson to adjourn the meeting. Motion passed. No dissenting.

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Xenia Rural Water District, Secretary

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Date