

**Resolution # \_\_\_\_\_**  
**XENIA RURAL WATER DISTRICT**  
**February 19, 2015 – 5:00 PM**  
**Regular Board Meeting Minutes**

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

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 #021501 made by Wilson, seconded by Kahler to introduce and approve the February 19, 2015 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #021502 made by Becker, seconded by Jensen to introduce and approve the January 22, 2015 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of January 31, 2014 assets totaled \$130.7 million.

Liabilities totaled \$127.7 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the one month ended January 31, 2015 was \$1.073 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 March 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 10 new service connections and no terminations in January.

Motion #021503 made by Wilson and seconded Becker to introduce and accept financial statements.

Motion passed. No dissenting vote.

Waukee Pump Station Improvements Change Order No. 1

Motion #021504 made by Jensen, seconded by Carris to approve the Waukee Pump Station Improvements Change Order No. 1 in the amount of \$73,875. Motion passed. No dissenting

Engineering Design Services for Woodward Water Treatment Plant Upgrade Project

Motion #021505 made by Becker, seconded by Jensen to approve the professional Services Agreement for Woodward Water Treatment Plant Upgrade with HR Green, Inc. in the amount of \$252,000 and authorize Chair to execute the agreement. Motion passed. No dissenting. Lovett abstained.

Annual Meeting Update

Staff updated the Board on the progress of the Board Candidate nomination letters. 2015 Annual meeting will be held at the Bouton office.

Medical Insurance Renewal

Motion #021506 made by Becker, seconded by Kahler to approve the renewal of medical insurance with Wellmark BCBS effective April 1, 2015. Motion passed. No dissenting.

Ames and Iowa State University Research Park Agreements

Benjamin informed the board of the execution of the Agreements between Xenia and ISURP. Agreements have been sent to USDA and AG for their signature. Once executed, ISURP will issue Xenia a check in the amount of \$609,922.20 for initial payment as stipulated in the repayment schedule.

Property Purchase for Relocated Jester Park Pump Station

Motion #021507 made by Jensen, seconded by Becker to approve staff to negotiate the purchase of the property with the owner. If negotiations are not successful, staff would need to pursue condemnation of the ground necessary to construct a pump station. Motion passed. No dissenting.

Information Technology Services

Andrews updated the board on the Staff's search for an outside firm to replace the role of our former Network Administrator. Staff hopes to have a proposal prepared for the board to review at the March meeting.

Manager's Report

Updates were given on the following projects: City of Churdan's purchase capacity payment, Des Moines River crossing tie-ins, insurance claims for dump truck and track hoe, CIRDWC proposal, Audit update, change in connection fees for new installations, potential naval base as customer, City of Kelley's future connection and the territory purchase agreement with the City of Waukee.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

Adjournment

Motion #021508 made by Wilson, seconded by Becker to adjourn the meeting. Motion passed. No dissenting.

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Xenia Rural Water District, Secretary

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Date