

**Resolution # \_\_\_\_\_**  
**XENIA RURAL WATER DISTRICT**  
**December 22, 2016 – 5:00 PM**  
**Regular Board Meeting Minutes**

Board Members Present: Lovett, Kahler, Becker, Schrum, Carris

Board Members Absent: Wilson, Jensen

Staff Present: Andrews, Iben, Hayden, Benjamin

Call to Order

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

Approve Agenda

Motion #121601 made by Schrum, seconded by Becker to introduce and approve the December 22, 2016 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #121602 made by Carris, seconded by Becker to introduce and approve the November 17, 2016 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of November 30, 2016 assets totaled \$130.4 million. Liabilities totaled \$123.1 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the eleven months ending November 30, 2016 was \$13.475 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 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 18 new service connections and 3 terminations in November.

Motion #121603 made by Carris, seconded Schrum to introduce and accept financial statements. Motion passed. No dissenting.

#### 2017 Property Insurance

Motion #121604 made by Kahler, seconded by Schrum to accept True North's Quote of \$100,090 for 2017 Property & Casualty Insurance Renewal. Motion passed. No dissenting.

Discussion – Board asked staff to review what affect it would have on the Bond/Crime coverage if Xenia were to pay off our outstanding loan to the Iowa Finance Authority.

#### 2017 Health Insurance

Motion #121605 made by Becker, seconded by Carris to approve the renewal of health insurance with Wellmark BCBS effective January 1, 2017. Motion passed. No dissenting.

#### Payment to Iowa Finance Authority

Motion #121606 made by Schrum, seconded by Becker to approve the payment of \$25,000 to Iowa Finance Authority for December 23, 2016. Motion passed. No dissenting.

#### Authorize State Auditor's Office to Perform Annual Audit

Motion #121607 made by Kahler, seconded by Carris to authorize the State Auditor's office to perform Xenia's 2016 Annual Audit. Motion passed. No dissenting.

#### 2017 Chemicals

Motion #121608 made by Carris, seconded by Schrum approve the chemical suppliers and costs for 2017 chemicals as listed in the table provided to the Board. Motion passed. No dissenting.

#### Coats Wastewater Rates

Motion #121609 made by Becker, seconded by Kahler to increase the wastewater rate for the Coats subdivision to a base rate of \$31.00/month and a variable rate of \$2.15 for each 1,000 gallons over the 2,000 gallon base and authorize staff to provide notification. Motion passed. No dissenting.

#### Water Rate for Flint Hills Ethanol Plant at Menlo

Motion #121610 made by Schrum, seconded by Becker to increase the rate for the Flint Hills Ethanol Plant to \$3.05/1000 gallons and authorize staff to provide notification. Motion passed. Kahler abstained.

#### Water Rate for Poet Ethanol Plants at Jewell and Gowrie

Motion #121611 made by Kahler, seconded by Carris 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.

#### Water Rates for Bulk and Emergency Connections

Motion #121612 made by Kahler, seconded by Becker to keep bulk water rates for the cities of Minburn, Stuart, Churdan and Slater unchanged and the emergency water rates for Grimes, Dallas Center and Dexter unchanged. Motion passed. No dissenting.

#### Vehicle Purchase

Motion #121613 made by Carris, seconded by Schrum to approve the purchase of four new full-sized pickups from Bob Brown for \$110,088 and four new mid-sized pickups from Woodhouse Auto Family for \$88,396. Motion passed. No dissenting.

CEO/GM Performance Evaluation and Adjustment

Board discussed the performance evaluation that was conducted by the Executive Committee with the CEO/GM and approved a compensation adjustment for 2017.

Manager's Report

Updates were given on the following projects: Employee Reviews, Menlo Water Tower, development ground around the City of Adel, IRWA Conference, driveway paving and notification process to customers for the 0% rate increase.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #121614 made by Becker, seconded by Carris to adjourn the meeting. Motion passed. No dissenting.

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Xenia Rural Water District, Secretary

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Date