

Resolution # _____
XENIA RURAL WATER DISTRICT
February 18, 2016 – 5:00 PM
Regular Board Meeting Minutes

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

Board Members Absent:

Staff Present: Andrews, Iben, Hayden, Lyons

Others Present: Michael Maloney

Call to Order

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

Approve Agenda

Motion #021601 made by Becker, seconded by Jensen to introduce and approve the February 18, 2016 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #021602 made by Kahler, seconded by Becker to introduce and approve the January 21, 2016 minutes as amended. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of January 31, 2016 assets totaled \$131 million. Liabilities totaled \$123.1 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the one month ending January 31, 2016 was \$1.07 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 3 new service connections and 2 terminations in January.

Motion #021603 made by Wilson, seconded Schrum to introduce and accept financial statements.

Motion passed. No dissenting.

Financial Consultant for 2006 Bond Refinancing

Motion # 021604 made by Jensen, seconded by Becker to approve the attached contract between Xenia and D.A. Davidson. Motion passed. No dissenting.

Annual Meeting Update

Benjamin updated the Board on the status of the applications for candidates for the 3 open positions.

Medical Insurance Renewal

Motion #021605 made by Jensen, seconded by Carris to approve the renewal of medical insurance with Wellmark BCBS effective April 1, 2016. Motion passed. No dissenting.

Dallas Center Pump Station and Water Main – Work Order for Construction Administration Services

Motion #021606 made by Jensen, seconded by Becker to approve Work Order for Construction Administration Services with Snyder & Associates on a time and material basis with a not-to-exceed cost of \$20,000 for Dallas Center Pump Station and Water Main. Motion passed. No dissenting.

Employee 2015 Compensation Review and Acknowledgement

Motion #021607 made by Kahler, seconded by Jensen to receive and file the 2015 Employee Compensation Report.

2016 Employee Salaries

Motion #021608 made by Carris, seconded by Wilson to receive and file the 2016 Employee Compensation Report.

Bond Counsel for 2006 Bond Refinancing

Motion #021609 made by Becker, seconded by Wilson to allow staff to engage Ahlers and Cooney to provide bond attorney services for the 2006 bond refinancing process. Motion passed. No dissenting.

Manager's Report

Updates were given on the following projects: audit update, Waukee Pump Station Improvements, Dallas Center Pump Station and Water Main, CIWA/Ames Water Territory Agreement, new service install fees and the City of Gilbert.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #021610 made by Jensen seconded by Wilson to adjourn the meeting. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date