

Resolution # _____
XENIA RURAL WATER DISTRICT
January 21, 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 #011601 made by Jensen, seconded by Schrum to introduce and approve the December 17, 2015 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #011602 made by Carris, seconded by Becker to introduce and approve the December 17, 2015 minutes as amended. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of December 31, 2015 assets totaled \$130.7 million.

Liabilities totaled \$122.9 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the twelve months ended December 31, 2015 was \$14.04 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 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 4 new service connections and 3 terminations in December.

Motion #011603 made by Kahler, seconded Becker to introduce and accept financial statements. Motion passed. No dissenting.

Coats Wastewater Rates

Motion # 011604 made by Kahler, seconded by Becker to increase the wastewater rate for the Coats subdivision to a base rate of \$30.00 and a variable rate of \$2.05 for each 1,000 gallons over the 2,000 gallon base and authorize staff to provide notification. Motion passed. No dissenting.

Waukee Pump Station Improvements – Change Order #5

Motion #011605 made by Jensen, seconded by Schrum to approve Waukee Pump Station Improvements Change Order No. 5 with C.L. Carroll Co, Inc. in the amount of \$3,000. Motion passed. No dissenting.

Waukee Pump Station Improvements – Partial Pay Request #8

Motion #011606 made by Jensen, seconded by Becker to approve Waukee Pump Station Improvements Partial Pay Request Estimate #8 for C.L. Carroll Co., Inc., in the amount of \$52,124.60. Motion passed. No dissenting.

Dallas Center Pump Station and Water Main – Change Order for Additional Engineering Design Services

Motion #011607 made by Wilson, seconded by Kahler to approve Change Order for Additional Services with Snyder & Associates in the amount of \$8,000 for Dallas Center Pump Station and Water Main. Motion passed. No dissenting.

Dallas Center Pump Station and Water Main

Lovett opened the Public Hearing regarding the Dallas Center Pump Station and Water Main project. Lovett asked for comments from the public regarding the form of contract, plans and specifications and estimated cost. No comments were made. Lovett then closed the Public Hearing.

Motion #011608 made by Jensen, seconded by Wilson to enter into an agreement with H&W Contracting, LLC in the amount of \$567,384 and authorize the Chair and CEO and General Manger to execute the contract. Motion passed. No dissenting.

Annual Meeting Update

Iben updated the Board on the upcoming letter that is being sent to customers requesting candidates for the Board of Directors. Three Director Positions will be up for reelection at the April Annual Meeting.

Manager’s Report

Updates were given on the following projects: total new customers in 2015, potential refinancing of 2006 Bonds, Audit Update, City of Stuart water service, West Des Moines service area, Des Moines River crossing, City of Gilbert water service and the Boxholm house fire.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #011609 made by Jensen seconded by Wilson to adjourn the meeting. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date