

**Resolution # \_\_\_\_\_**  
**XENIA RURAL WATER DISTRICT**  
**June 23, 2016 – 5:00 PM**  
**Regular Board Meeting Minutes**

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

Board Members Absent: None

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

Others Present: Michael Maloney, Bill Menner

Call to Order

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

Approve Agenda

Motion #061601 made by Jensen, seconded by Wilson to introduce and approve the June 23, 2016 Agenda.

Motion passed. No dissenting.

Approve Minutes

Motion #061602 made by Becker, seconded by Kahler to introduce and approve the May 11, 2016 minutes.

Motion passed. No dissenting.

Bill Menner – USDA State Director

Bill Menner, USDA's State Director, thanked Xenia's Board and Staff for all their hard work over the past several years in improving Xenia's financial and operational status.

Board Committee Assignments

Planning Committee – Mike Schrum (chair), Dan Lovett, Troy Wilson

Executive/Personnel Committee – Dan Lovett (chair), Troy Wilson, Jerry Carris

Finance Committee – Gary Becker (chair), Peter Jensen, Amy Kahler

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of May 31, 2016 assets totaled \$131.1 million. Liabilities totaled \$123.4 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the five months ending May 31, 2016 was \$5.76 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 July 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 14 new service connections and 2 terminations in May.

Motion #061603 made by Kahler, seconded Becker to introduce and accept financial statements. Motion passed. No dissenting.

2015 Audit

Motion #061604 made by Schrum, seconded by Carris to receive and file the 2015 audit report as released by the State Auditors. Motion passed. No dissenting.

2006 Bond Refinancing

Motion #061605 made by Becker, seconded by Kahler to receive and file Standard & Poor's rating report and to receive and file Snyder & Associates Rate Adequacy Assessment report. Motion passed. No dissenting.

Workers Compensation Coverage Renewal

Motion #061606 made by Wilson, seconded by Becker to accept IMWCA's renewal quote of \$17,596 for Workers Compensation Insurance Policy. Motion passed. No dissenting.

Waukee Pump Station Improvements

Motion #051606 made by Carris, seconded by Jensen to approve Waukee Pump Station Improvements Partial Pay Estimate #9 for C.L. Carroll Co., Inc., in the amount of \$4,465 and accept the Waukee Pump Station Improvements Contract with C.L. Carroll Co., Inc., in the amount of \$560,566. Motion passed. No dissenting.

Berkley Agreement

Berkley's Franchise Agreement is set to expire September 2016. Staff will be meeting with the City of Berkley to work on renewal of the agreement, which will be brought back to the board at a later date.

Property near Stratford Water Treatment Plant

Staff will work with the Planning Committee to explore the future use of Xenia's property surrounding the Stratford Water Treatment Plant.

Manager's Report

Updates were given on the following projects: City of Boone's nitrate levels, discolored water in the Boone System, Mid-American windfarm near Boxholm, Customer Newsletter, Bouton sewer system Inflow & Infiltration, Stuart Franchise Proposal, City of Adel's potential interest in water service from Xenia and Hayden's Crossing Subdivision near Ames.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #061607 made by Wilson, seconded by Jensen to adjourn the meeting. Motion passed. No dissenting.

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Xenia Rural Water District, Secretary

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Date