

**Resolution # \_\_\_\_\_**  
**XENIA RURAL WATER DISTRICT**  
**March 24, 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, Benjamin

Others Present: Michael Maloney

Call to Order

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

Approve Agenda

Motion #031601 made by Kahler, seconded by Jensen to introduce and approve the March 24, 2016 Agenda.

Motion passed. No dissenting.

Approve Minutes

Motion #031602 made by Becker, seconded by Carris to introduce and approve the February 18, 2016 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of February 29, 2016 assets totaled \$131.4 million.

Liabilities totaled \$123.4 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the two months ending February 29, 2016 was \$2.23 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 April 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 1 new service connections and 3 terminations in February.

Motion #031603 made by Kahler, seconded Jensen to introduce and accept financial statements. Motion passed. No dissenting.

Dental Insurance

Motion # 031604 made by Kahler, seconded by Becker to approve the renewal of dental insurance with Principal effective April 1, 2016. Motion passed. No dissenting.

#### Board Member Election

Board reviewed the proxies to be sent to membership.

#### 2006 Bond Refinancing- Set Public Hearing

Motion #031605 made by Jensen, seconded by Becker to authorize staff to set a public hearing for refinancing the Series 2006 bonds as the date of April 21,2016 Board Meeting . Motion passed. No dissenting.

#### Access to Bank Account Information

Motion #031606 made by Becker, seconded by Carris to allow Gary Andrews, Gary Benjamin or Corey Iben authorization to grant the Auditors of the State of Iowa, United States Department of Agriculture or Assured Guaranty Corporation access to ending account balance information of any account Xenia Rural Water District has at Vision Bank. Motion passed. No dissenting.

#### Mowing Contract

Motion #031607 made by Schrum, seconded by Becker to approve the mowing proposal from No Lawn Left Behind for mowing service for 2016 at an estimated cost of \$18,145. Motion passed. No dissenting.

#### Dallas Center Pump Station and Water Main – Partial Pay Request #1

Motion #031608 made by Wilson, seconded by Jensen to approve Dallas Center Pump Station and Water Main Partial Pay Estimate #1 for H&W Contracting, LLC, in the amount of \$494,677.75. Motion passed. No dissenting.

#### Dallas Center Pump Station - VFDs and Controls

Motion #031609 made by Carris, seconded by Wilson to authorize staff to accept the Micro-Comm, Inc. proposal in the amount of \$31,188 for the Dallas Center Pump Stations Modification as described in the attached proposal. Motion passed. No dissenting.

#### Glenwood Knolls – Bulk Water Purchase Agreement

Motion #031610 made by Jensen, seconded by Carris to approve the Bulk Water Purchase Agreement without Purchase Capacity Fee with Glenwood Knolls as amended. Motion passed. No dissenting.

#### CEO/GM 2016 Goals

Motion #031611 made by Becker, seconded by Wilson to approve CEO/GM 2016 Goals. Motion passed. No dissenting.

#### IRWA Seminars/Conferences Attendance

Motion #031612 made by Jensen, seconded by Kahler to approve reimbursement of registration fees for Board Members that attend IRWA seminars/conferences. Motion passed. No dissenting.

#### Manager's Report

Updates were given on the following projects: audit update, 2006 Bond Refinancing, New service installation costs, new subdivisions and a demo of new meters and radio read system.

#### Departmental Reports

Department updates were reviewed

#### Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #031613 made by Jensen seconded by Kahler to adjourn the meeting. Motion passed. No dissenting.

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Xenia Rural Water District, Secretary

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Date