

Resolution # _____
XENIA RURAL WATER DISTRICT
February 9, 2017 – 5:00 PM
Regular Board Meeting Minutes

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

Board Members Absent:

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

Call to Order

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

Approve Agenda

Motion #021701 made by Kahler, seconded by Becker to introduce and approve the February 9, 2017 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #021702 made by Jensen, seconded by Wilson to introduce and approve the December 22, 2016 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of December 31, 2016 assets totaled \$130.8 million. Liabilities totaled \$121.7 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the twelve months ending December 31, 2016 was \$14.627 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 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 8 new service connections and 2 terminations in December.

Motion #021703 made by Carris, seconded by Schrum to introduce and accept financial statements. Motion passed. No dissenting.

Request Authorization to Solicit Bids for Woodward Water Treatment Plant 2017 Improvements and Establish the Date of the Public Hearing of the March 2017 Board Meeting

Motion #021704 made by Kahler, seconded by Becker to authorize staff to solicit bids for Woodward Water Treatment Plant 2017 Improvements and establish the date of public hearing as the date of the March, 2017 board meeting and direct staff to publish notice as provided by law. Motion passed. No dissenting.

Annual Meeting Update

Benjamin updated the Board as it relates to the upcoming Board elections and the notices being sent out to membership.

Employee 2016 Compensation Review and Acknowledgement

Motion #021705 made by Kahler, seconded by Carris to receive and file the 2016 Employee Compensation Report. Motion passed. No dissenting.

2017 Employee Salaries

Motion #021706 made by Kahler, seconded by Becker to receive and file the 2017 Employee Compensation Report. Motion passed. No dissenting.

Coats Wastewater Rates

Board reviewed the Coats wastewater rate structure, and determined the rate increase enacted at the December Board Meeting was sufficient to cover the costs of operating the system and that no additional increase is needed at this time.

Garage Door Openers

Motion #021707 made by Wilson, seconded by Carris to authorize staff to purchase eight garage door openers from Overhead Door Co. for \$8,315 which will include installation. Motion passed. No dissenting.

Kelley, Slater, Xenia Agreement

Motion #021708 made by Wilson, seconded by Becker to authorize Chair and Secretary to execute the 28E Agreement For The Installation of A Shared Chlorine Analyzer Between City of Kelley, City of Slater and Xenia Rural Water District. Motion passed. Kahler abstained.

Manager's Report

Updates were given on the following projects: Development ground around the City of Adel, anticipated beginning date of the annual audit, new service installation fees, letters received from customers, recent main break in Xenia's system and Mr. Benjamins upcoming time out of the office.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #021709 made by Kahler, seconded by Carris to adjourn the meeting. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date