

Resolution # _____
XENIA RURAL WATER DISTRICT
July 20, 2017 – 5:00 PM
Regular Board Meeting Minutes

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

Board Members Absent:

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

Call to Order

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

Approve Agenda

Motion #071701 made by Carris, seconded by Becker to introduce and approve the July 20, 2017 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #071702 made by Becker, seconded by Jensen to introduce and approve the June 22, 2017 minutes. Motion passed. No dissenting.

Public Comments

Doug Romig from Polk County Conservation discussed with the Board the additional meters the County is requesting for service in the Jester Park area.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of June 30, 2017 assets totaled \$131.9 million. Liabilities totaled \$120.7 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the five months ending June 30, 2017 was \$7.237 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 12 new service connections and 1 termination in June.

Motion #071703 made by Wilson seconded by Carris to introduce and accept financial statements. Motion passed. No dissenting.

Financial Transaction Policy

Motion #071704 made by Jensen, seconded by Becker to amend the financial transaction policy to allow Xenia staff, currently approved to sign checks, to sign both signatures for payments in excess of \$75,000, when the payment has been approved via a Board motion, and as long as the check amount does not exceed 5% of the approved amount. Motion passed. No dissenting.

Berwick Purchased Capacity

Motion #071705 made by Wilson, seconded by Becker to authorize staff to work with Mike Schrum and Troy Wilson to submit a bid for Berwick's 250,000 gallons per day of purchased capacity at an amount deemed in the best interest of Xenia Rural Water District. Motion passed. No dissenting. Kahler abstained.

Woodward Water Treatment Plant 2017 Improvements – Payment Application No. 2

Motion #071706 made by Becker, seconded by Tenold to approve Woodward Water Treatment Plant 2017 Improvements Payment Application No. 1 for C.L. Carroll Co., Inc., in the amount of \$61,417.50. Motion passed. No dissenting.

Manager's Report

Updates were given on the following projects: Website survey, Briggs Woods park water service, Adel service area, connection for the City of Kelley, Waukee annexation area and a request for a reduction on an outstanding property lien.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #071707 made by Wilson, seconded by Becker to adjourn the meeting. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date