

Resolution # _____
XENIA RURAL WATER DISTRICT
November 16, 2017 – 5:00 PM
Regular Board Meeting Minutes

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

Board Members Absent: None

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

Call to Order

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

Approve Agenda

Motion #111701 made by Wilson, seconded by Becker to introduce and approve the November 16, 2017 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #111702 made by Becker, seconded by Schrum to introduce and approve the October 19, 2017 minutes. Motion passed. No dissenting.

Open Forum

A landlord for one of Xenia's Members discussed with the Board a question about a high water bill for their tenant, and would like to see a reduction of the bill. Board to discuss.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of October 31, 2017 assets totaled \$134.0 million. Liabilities totaled \$121.1 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the ten months ending October 31, 2017 was \$12.763 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 November 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 23 new service connections and 0 terminations in October.

Motion #111703 made by Becker seconded by Wilson to introduce and accept financial statements. Motion passed. No dissenting.

2018 Residential and Commercial Water and Wastewater Rates

Motion #111704 made by Carris, seconded by Becker to approve no rate increase or decrease for residential and commercial water consumption and no rate increase or decrease for the Bouton wastewater system until further notice. Motion passed. No dissenting.

2018 Budget

Motion #111705 made by Tenold, seconded by Jensen to approve the 2018 water system budget based on a 0.0% rate increase for residential and commercial water consumption and approve the 2018 Bouton Wastewater system budget based on a 0.0% rate increase. Motion passed. No dissenting.

Water Rates for Developments within Adel

Benjamin discussed with the Board a request from the City of Adel to review the water rates charged to Members within developments inside Adel's City limits. No change will be made to the existing rates.

New Electrical Service for Woodward Water Treatment Plant

Motion #111706 made by Becker, seconded by Wilson to authorize staff to approve Aliant Energy's proposal to complete installation of a new electrical service for the Woodward Water Treatment Plant at a cost of \$17,671.30. Motion passed. No dissenting.

Woodward Water Treatment Plant 2017 Improvements –Change Order No. 2

Motion #111707 made by Schrum, seconded by Carris to approve Woodward Water Treatment Plant 2017 Improvements Change Order No. 2 for C.L. Carroll Co., Inc., in the amount of \$31,173.00. Motion passed. No dissenting.

Woodward Water Treatment Plant 2017 Improvements – Payment Application No.6

Motion #111708 made by Becker seconded by Jensen to approve Woodward Water Treatment Plant 2017 Improvements Payment Application No. 6 for C.L. Carroll Co., Inc., in the amount of \$235,240.90. Motion passed. No dissenting.

IOWARN Agreement

Motion #111709 made by Becker, seconded by Wilson to authorize staff to sign up to become a member of IOWARN. Motion passed. No dissenting.

2018 Board Meeting Dates

Dates for 2018 meetings are as follows: January 18th, February 22nd, March 22nd, April 19th, May 24th, June 21st, July 19th, August 23rd, September 20th, October 18th, November 15th, December 20th

Manager's Report

Updates were given on the following projects: liability and health insurance renewals, Briggs Woods Agreement, City of Madrid water discussion, discussions with the City of Adel, Regional Utility for Central Iowa Metro, 2018 Audit, future use of the Clive BS, City of De Soto, painting quotes for the Woodward plant and future Board Packet deliveries.

Departmental Reports

Department updates were reviewed

Old Business

Discussed further regarding high water bill for customer and authorized staff to respond.

New Business

New complaints from Members regarding potential water line leaks were discussed. Board also discussed a tile repair bill received by staff.

Public Comments

None

Adjournment

Motion #111710 made by Becker, seconded by Tenold to adjourn the meeting. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date