

Resolution # _____
XENIA RURAL WATER DISTRICT
September 21, 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 #091701 made by Becker, seconded by Schrum to introduce and approve the September 21, 2017 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #091702 made by Carris, seconded by Wilson to introduce and approve the August 24, 2017 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of August 31, 2017 assets totaled \$133.0 million. Liabilities totaled \$120.9 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the eight months ending August 31, 2017 was \$10.086 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 September 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 18 new service connections and 0 terminations in August.

Motion #091703 made by Wilson seconded by Jensen to introduce and accept financial statements. Motion passed. No dissenting.

Xenia Funds Investment Strategy

Dan Zomeraand with PMA Financial Network discussed with the Board the investment options available to Xenia. Staff will look at options available and bring a recommendation to the Board at a future meeting.

Woodward Water Treatment Plant 2017 Improvements – Payment Application No. 4

Motion #091704 made by Wilson, seconded by Tenold to approve Woodward Water Treatment Plant 2017 Improvements Payment Application No. 4 for C.L. Carroll Co., Inc., in the amount of \$96,253.05. Motion passed. No dissenting.

SCADA Updates for Kelley Connection

Motion #091705 made by Jensen, seconded by Carris to authorize staff to retain the services of MicroComm to furnish and install SCADA equipment and complete the programming necessary to obtain and view the Kelley data through our SCADA system at a cost of \$29,365.00. Motion passed. No dissenting.

Lease of Metal Building at Stratford Treatment Plant

Motion #091706 made by Becker, seconded by Wilson to approve the renewal lease agreement with IDNR for the metal building at Stratford Treatment Plant for 2 years at \$9,000/year. Motion passed. No dissenting.

Briggs Woods Agreement

Motion #091707 made by Becker, seconded by Wilson to authorize the Chair and Secretary to execute the Water Service Territory Transfer Agreement once any USDA comments have been addressed and a final version is complete. Motion passed. No dissenting.

Manager's Report

Updates were given on the following projects: Website survey, Des Moines Water Works Cost of Service Study, 2018 budget, City of Adel and the City of DeSoto.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

Board discussed the leak credit policy along with requests from members.

Public Comments

None

Adjournment

Motion #091708 made by Schrum, seconded by Tenold to adjourn the meeting. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date