

Resolution # _____
Notice and Call of Public Meeting

Governmental Body: The Board of Directors of Xenia Rural Water District, State of Iowa.
Date of Meeting: Thursday, April 19, 2018
Time of Public Meeting: 5:00 p.m.
Place of Meeting: Xenia Rural Water District Office, 23998 141st Street, Bouton, Iowa

PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

Call to Order of the Public Meeting	Chairman of the Board
1. Approve Agenda	Board Members
2. Approve March 22, 2018 Board Meeting Minutes	Board Members
3. Review Financial Reports	Controller
• Statement of Net Assets	
• Income Statement Schedules	
• Statement of Cash Flows	
• Operating Checking Transactions (separately reviewed by Board Treasurer)	
• Bond Reserve and Sinking Fund Allocations	
4. Customer Service & Accounts Receivable	Controller
• Accounts Receivable Aging/Cut-offs/Reinstatements	
• New Customers/Water User Agreements/ Occupant Deposit Listing/Voluntary Terminations	
• Water Consumption Report	
5. 2017 Audit	CEO/GM
6. Woodward Water Treatment Plan 2017 Improvements Payment Application No. 11	CEO/GM
7. Interim Agreement – Navy Project	CEO/GM

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| 8. Manager's Updates | CEO/GM |
| <ul style="list-style-type: none">• Consumer Confidence Reports (CCRs)• Stratford Well #4• Engineering RFPs – New Stratford Well• Johnston• Kelley Water Service• Churdan | |
| 9. Departmental Reports | CEO/GM |
| 10. Old Business | Board Members |
| 11. New Business | Board Members |
| 12. Public Comments | Audience |
| 13. Next Board Meeting will be May 24, 2018 at 5:00 pm, Finance Committee meeting will be held May 24, 2018 at 4:00 pm. | |

Adjournment

This notice is given at the direction of the Chairperson pursuant to Chapter 21, Code of Iowa, as amended, and the local rules of said governmental body.

Secretary, Xenia Rural Water District,
State of Iowa

Xenia Rural Water District, State of Iowa



23998 141st Street
Bouton, IA 50039
BOARD OF DIRECTORS
AGENDA ITEM

Meeting Date: 4/19/2018
Agenda Item # 5

Subject: 2017 Audit Report Status

The 2017 audit fieldwork was completed in March, but the report itself is still being reviewed by the State Auditor's staff. It has been reviewed by the in-charge manager and a senior manager. There are no pending items holding the audit up and we anticipate the audit report to be released before the May Board meeting at a cost in line with the budget (\$28,000).

Budget 2018 Impact: Cost of audit should be within the amount budgeted for 2018.

Recommended Action: Information only, no action required

Motion from Board: No action required

Prepared By: Gary Andrews

Title: Controller

Reviewed By: _____

CEO/General Manager



23998 141st Street
Bouton, IA 50039
BOARD OF DIRECTORS
AGENDA ITEM

Meeting Date: 4/19/2018
Agenda Item # 6

Subject: Woodward Water Treatment Plant 2017 Improvements – Payment Application No. 11

The Board awarded the Woodward Water Treatment Plant 2017 Improvements contract to C. L. Carroll Co., Inc. at the March, 2017 Board meeting in the amount of \$1,800,696.00. The Board approved Change Order No. 1 in the amount of \$1,844.00 at the June, 2017 Board meeting, Change Order No. 2 in the amount of \$31,173.00 at the November, 2017 Board meeting and Change Order No. 3 in the amount of \$40,098.25 at the February, 2018 Board meeting for a revised contract amount of \$1,873,811.25.

The Board previously approved Payment Application Nos. 1 through 10 in the total amount of \$1,547,998.88. C.L. Carroll has submitted Payment Application No. 11 in the amount of \$98,927.58 to HR Green and they have reviewed and approved the application. A copy of Payment Application No. 11 is attached.

If the Board approves Payment Application No. 11, the total paid to date will be \$1,646,926.46.

Budget 2017 Impact – There is a total of \$2,450,000 in the 2017 and 2018 capital budgets for this project. Engineering fees will total \$339,000, Alliant Energy's work will total \$17,671.30 and painting the lime silo will total \$12,647 leaving \$2,080,681.70 for completion of this project.

Recommended Action: Approve Woodward Water Treatment Plant 2017 Improvements Payment Application No. 11 for C. L. Carroll Co., Inc., in the amount of \$98,927.58.

Motion from Board: Motion to approve Woodward Water Treatment Plant 2017 Improvements Payment Application No. 11 for C. L. Carroll Co., Inc., in the amount of \$98,927.58.

Prepared By: Gary Benjamin, P.E.

CEO/General Manager

Reviewed By: _____

CEO/General Manager



23998 141st Street
Bouton, IA 50039
BOARD OF DIRECTORS
AGENDA ITEM

Meeting Date: 4/19/2018
Agenda Item # 7

Subject: Interim Agreement – Navy Project

Xenia staff has had several meetings with City of Johnston staff regarding water service to the Navy Project. Xenia shows the Navy property as being in Xenia’s service territory but Johnston disputes that claim. To avoid any possible legal issues if the Navy’s contractor started installation of the water main, we began working with Johnston to develop an agreement where the Navy water main could be installed but neither Johnston or Xenia could take ownership of the main until an agreement was reached as to whose service territory the Navy property resided in.

We have been through several drafts of the agreement. In Johnston’s last markup, they wanted to defer the ownership transfer of the Navy water main beyond resolving whose service territory includes the Navy property. They want to include a requirement that water service to the “Serviceable Areas” is determined. The Serviceable Areas are areas that Johnston proposes to annex and a significant amount of the areas are currently in Xenia’s undisputed service area. Johnston wants to provide water service in these areas and that might not be in Xenia’s best interest financially, so I didn’t want to commit to a water service agreement to the Serviceable Areas as part of this interim agreement. Our response to Johnston’s last markup was “Once it is agreed or otherwise determined that the Navy Water Main is in Johnston’s or Xenia’s territory, ownership should then be vested and not deferred until other issues are resolved.”

Johnston agreed with all of Xenia’s comments on April 18 and the final version of the agreement is attached. Staff will recommend the Board approve the Interim Agreement – Navy Project.

Budget 2018 Impact: No impact on the budget as the Navy is paying for the water main project.

Recommended Action: Approve the Interim Agreement – Navy Project between Xenia Rural Water District and the City of Johnston and authorize the Chair and Secretary to execute the agreement.

Motion from Board: Motion to approve the Interim Agreement – Navy Project between Xenia Rural Water District and the City of Johnston and authorize the Chair and Secretary to execute the agreement.

Prepared By: Corey Iben

HR & Administration

Reviewed By: _____

CEO/General Manager