

**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, August 23, 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 June 21, 2018 Board Meeting Minutes	Board Members
3. Review Financial Reports Ended June 30, 2018	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 Ended June 30, 2018	Controller
• Accounts Receivable Aging/Cut-offs/Reinstatements	
• New Customers/Water User Agreements/ Occupant Deposit Listing/Voluntary Terminations	
• Water Consumption Report	
5. Review Financial Reports Ended July 31, 2018	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	
6. Customer Service & Accounts Receivable Ended July 31, 2018	Controller

- Accounts Receivable Aging/Cut-offs/Reinstatements
- New Customers/Water User Agreements/  
Occupant Deposit Listing/Voluntary Terminations
- Water Consumption Report

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| 7. Board Committee Assignments   | Board Members |
| 8. Reimburse Warren Water for New Analyzer   | CEO/GM        |
| 9. Manager's Updates   | CEO/GM        |
| <ul style="list-style-type: none"> <li>• Raccoon River Crossing</li> <li>• Adel Emergency Connection</li> <li>• Linden Leak</li> <li>• Stratford Aerator</li> <li>• Bagley</li> <li>• Jamaica</li> </ul> |               |
| 10. Departmental Reports   | CEO/GM        |
| 11. Old Business   | Board Members |
| 12. New Business   | Board Members |
| 13. Public Comments  | Audience      |
| 14. Next Board Meeting will be September 20, 2018 at 5:00 pm, Finance Committee meeting will be held September 20, 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

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Xenia Rural Water District, State of Iowa



23998 141<sup>st</sup> Street  
Bouton, IA 50039  
**BOARD OF DIRECTORS**  
**AGENDA ITEM**

Meeting Date: 8/23/2018  
Agenda Item #7

Subject: Board Committee Assignments

This is a place-holder for the Board to complete their annual committee assignments. Assignments are needed for the Planning Committee, Executive/Personnel Committee and Finance Committee. The assignments should include a Chair for each committee.

Budget 2018 Impact – No budget impact.

Recommended Action: Defer to Board for Committee assignments.

Motion from Board: Defer to Board for Committee assignments.

Prepared By: Corey Iben

HR & Administration Manager

Reviewed By: \_\_\_\_\_

CEO/General Manager



23998 141<sup>st</sup> Street  
Bouton, IA 50039  
**BOARD OF DIRECTORS**  
**AGENDA ITEM**

Meeting Date: 8/23/2018  
  
Agenda Item # 8

Subject: Reimburse Warren Water for New Analyzer

In 2000 Xenia and Warren Water District jointly designed and built a project along the south side of I-80. The project consisted of a pipeline, two booster stations and two elevated water storage tanks that would provide water service to customers in both water utilities. The capital cost for the project was split between the two utilities based on the capacity each utility reserved in the facilities. Xenia reserved 63% of the capacity and Warren Water reserved the remaining 37%.

The agreement between the two utilities to construct and operate the facilities calls for new or replaced capital items to be approved by both Boards and the cost to be split by the same 63%:37% ratio as the initial capital cost.

Warren Water is wanting to install a new Hach ammonia and monochloramine analyzer at the first booster station to better control their ammonia and chlorine feed system. The monochloramine residual they generate at this booster station is directly reflected in the chlorine residual we see at our Booster Station #8 at the west end of the combined facilities. We will realize a more consistent chlorine residual with the installation of this new analyzer.

The information we received from Warren Water is attached to this memo. The total cost of the new analyzer and modifications to their SCADA system to support the new analyzer is \$34,747.75. Xenia's share of the cost is \$21,891.09.

Budget 2018 Impact – There is no specific capital budget item for this expenditure. The cost will be absorbed in savings from other capital projects.

Recommended Action: Approve reimbursement to Warren Water to cover Xenia's cost of a new Hach ammonia and monochloramine analyzer and SCADA modifications in the amount of \$21,891.09.

Motion from Board: Motion to approve reimbursement to Warren Water to cover Xenia's cost of a new Hach ammonia and monochloramine analyzer and SCADA modifications in the amount of \$21,891.09.

Prepared By: Gary Benjamin, P.E.

CEO/General Manager

Reviewed By: \_\_\_\_\_

CEO/General Manager