

**Resolution # \_\_\_\_\_**  
**XENIA RURAL WATER DISTRICT**  
**February 22, 2018 – 5:00 PM**  
**Regular Board Meeting Minutes**

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

Board Members Absent:

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

Call to Order

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

Approve Agenda

Motion #021801 made by Becker, seconded by Carris to introduce and approve the February 22, 2018 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #021802 made by Becker, seconded by Jensen to introduce and approve the January 18, 2018 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of January 31, 2018 assets totaled \$133.0 million. Liabilities totaled \$119.3 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the one month ending January 31, 2018 was \$1.249 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 February 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 2 new service connections and 1 termination in January.

Motion #021803 made by Carris seconded by Wilson to introduce and accept financial statements. Motion passed. No dissenting.

Annual Meeting Update

Board and Staff discussed the upcoming annual meeting.

Adel Temporary Water Purchase Agreement

Motion #021804 made by Wilson, seconded by Carris to approve the Temporary Water Purchase Agreement between Xenia Rural Water District and the City of Adel and authorize the Chair and Secretary to execute the agreement once it has been approved by both parties. Motion passed. No dissenting.

Clive Booster Station & Feeder Main Capacity Sale

Benjamin updated the Board on communications with the City of Waukee and Des Moines Water Works on the potential sale of a feeder main and the Clive Booster Station.

Woodward Water Treatment Plant 2017 Improvements – Change Order No. 3

Motion #021805 made by Schrum, seconded by Wilson to approve Woodward Water Treatment Plant 2017 Improvements Change Order No. 3 for C.L. Carroll Co., Inc., in the amount of \$40,098.25. Motion passed. No dissenting.

Woodward Water Treatment Plant 2017 Improvements – Payment Application No. 9

Motion #021806 made by Tenold, seconded by Jensen to approve Woodward Water Treatment Plant 2017 Improvements Payment Application No. 9 for C.L. Carroll Co., Inc., in the amount of \$280,199.31. Motion passed. No dissenting.

Woodward Water Treatment Plant – Paint Lime Silo

Motion #021807 made by Wilson, seconded by Becker to approve proposal to complete surface preparation and painting of the Woodward Water Treatment Plant lime silo from Ginger Protective Coatings, Inc. in the amount of \$12,647.00 Motion passed. No dissenting.

Rates/Revenue Discussion

Discussion and demonstration with a spreadsheet that shows the impacts that changes in the minimum bill amount and volume water rates have on the District's revenue.

Manager's Report

Updates were given on the following projects: CIRDWC regionalization update, Audit update, Churdan Operating Agreement, Lohrville bulk rate proposal, tank mixers, De Soto Emergency Connection and Montana Street in Boone.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #021807 made by Becker, seconded by Wilson to adjourn the meeting. Motion passed. No dissenting.

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Xenia Rural Water District, Secretary

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Date