

Resolution # _____
XENIA RURAL WATER DISTRICT
January 18, 2018 – 5:00 PM
Regular Board Meeting Minutes

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

Board Members Absent: Tenold

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

Call to Order

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

Approve Agenda

Motion #011801 made by Becker, seconded by Carris to introduce and approve the January 18, 2018 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #011802 made by Becker, seconded by Jensen to introduce and approve the December 21, 2017 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of December 31, 2017 assets totaled \$132.6 million. Liabilities totaled \$119.2 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the twelve months ending December 31, 2017 was \$15.168 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 January 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 9 new service connections and 1 termination in December.

Motion #011803 made by Wilson seconded by Jensen to introduce and accept financial statements. Motion passed. No dissenting.

Annual Meeting Update

Board and Staff discussed the upcoming annual meeting and reviewed the request for candidates letter that is being mailed to Xenia’s Members.

Employee 2017 Compensation Review and File

Motion #011804 made by Schrum, seconded by Becker to review the budget to actual results and file the information. Motion passed. No dissenting.

2018 Employee Salaries

Motion #011805 made by Carris, seconded by Becker to review the 2018 employee salaries budget and file the information. Motion passed. No dissenting.

Woodward Water Treatment Plant 2017 Improvements – Payment Application No. 8

Motion #011806 made by Wilson, seconded by Carris to approve Woodward Water Treatment Plant 2017 Improvements Payment Application No. 8 for C.L. Carroll Co., Inc., in the amount of \$124,450.00. Motion passed. No dissenting.

Manager’s Report

Updates were given on the following projects: Total new customers in 2017, 2018 Winter Newsletter, Churdan Operating Agreement, Lohrville bulk rate proposal, Adel potential emergency connection, De Soto Emergency Connection, Waukee Service Territory and audit update.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #011807 made by Becker, seconded by Wilson to adjourn the meeting. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date