

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, June 21, 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 May 24, 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. Board Committee Assignments	Board Members
6. Worker's Compensation Coverage Renewal	CEO/GM
7. Woodward Water Treatment Plant 2017 Improvements Payment Application No. 13	CEO/GM
8. Johnston/Xenia Service Area Boundary Discussion	CEO/GM

9. Purchase New 1-Ton Truck CEO/GM
10. Manager's Updates CEO/GM
- Madrid Water Rates
 - 24" Water Main/Waukee Sewer Project
 - Adel Emergency Connection
 - Stratford Water Treatment Plant – New Raw Water Well
11. Departmental Reports CEO/GM
12. Old Business Board Members
13. New Business Board Members
14. Public Comments Audience
15. Next Board Meeting will be July 19, 2018 at 5:00 pm, Finance Committee meeting will be held July 19, 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: 6/21/2018
Agenda Item #5

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

Meeting Date: 06/21/2018
Agenda Item # 6

Subject: Worker's Compensation Coverage Renewal

Background:

Iowa Municipalities Workers Compensation Association (IMWCA) has provided worker's compensation insurance for the District for the past 7 years. Since enrolling with IMWCA, Xenia's premiums have decreased every year. The premium paid for the 2017-2018 policy was \$18,505.

However, this year's premium will be increasing.

This year's renewal quote is \$29,217, which is based on a payroll of \$1,437,092. Unfortunately, we had a significant claim within the last year, which has increased our Experience Modification Factor from 0.76 to 0.95, which is the primary reason for our increase in premium. We also had our Good Experience bonus increase from 0.82 to 0.92, while our rate decreased from 5.5% to 4.93%.

A copy of this year's quote is attached.

Budget 2018 Impact - Allowance in Budget: \$20,108

Renewal will put Xenia \$9,109 over budget. The budget overage will be covered by the \$42,980 savings in premiums from the property, casualty and surety insurance.

Recommended Action: Accept IMWCA renewal quote of \$29,217 for Worker's Compensation Insurance Policy.

Motion from Board: Motion to accept IMWCA renewal quote of \$29,217 for Worker's Compensation Insurance Policy.

Prepared By: Corey Iben

HR & Administration Manager

Reviewed By: _____

General Manager/CEO



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

Meeting Date: 6/21/2018
Agenda Item # 7

Subject: Woodward Water Treatment Plant 2017 Improvements – Payment Application No. 13

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, Change Order No. 3 in the amount of \$40,098.25 at the February, 2018 Board meeting and Change Order No. 4 in the amount of \$12,253.50 at the May, 2018 Board meeting. The result of these change orders is a revised contract amount of \$1,886,064.75.

The Board previously approved Payment Application Nos. 1 through 12 in the total amount of \$1,761,508.29. C.L. Carroll has submitted Payment Application No. 13 in the amount of \$12,682.50 to HR Green and they have reviewed and approved the application. A copy of Payment Application No. 13 is attached.

If the Board approves Payment Application No. 13, the total paid to date will be \$1,774,190.79.

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 totaled \$17,280.21 and painting the lime silo will total \$12,647 leaving \$2,081,072.79 for completion of this project.

Recommended Action: Approve Woodward Water Treatment Plant 2017 Improvements Payment Application No. 13 for C. L. Carroll Co., Inc., in the amount of \$12,682.50.

Motion from Board: Motion to approve Woodward Water Treatment Plant 2017 Improvements Payment Application No. 13 for C. L. Carroll Co., Inc., in the amount of \$12,682.50.

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: 6/21/2018
Agenda Item # 8

Subject: Johnston/Xenia Service Area Boundary Discussion

Staff has met numerous times with City of Johnston staff regarding the location of the boundary between Xenia's and Johnston's water service areas. We are close to determining the boundary. Once the boundary is set, Johnston wants to discuss how to provide water service to the service areas. Johnston is planning to annex approximately 550 acres of area – a significant portion of which will be located in Xenia's service area. Johnston's staff has voiced a strong desire to serve the customers that will lie within Johnston's city limits. They have mentioned an option where they would purchase water, wholesale, from Xenia and they would serve the customers in the area they annex. Their ultimate goal would be to eventually install their own water main to serve the area. Once they have their water mains in place, they would no longer purchase water from Xenia.

Staff desires to discuss possible options for providing water service in this area and obtain feedback from the Board for future discussions regarding water service with Johnston staff.

A map with the approximate service area boundary is attached to facilitate the discussion. Also attached is a small portion of federal law 1926(b) that provides protection to USDA debt holder from cities annexing into their service areas. This will be helpful information during our discussion.

Budget 2018 Impact – No budget impact.

Recommended Action: Discussion only at this time

Motion from Board: Discussion only at this time.

Prepared By: Gary Benjamin

CEO/GM

Reviewed By: _____

CEO/General Manager



23998 141st Street
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BOARD OF DIRECTORS
AGENDA ITEM

Meeting Date: 6/21/2018

Agenda Item # 9

Subject: Purchase New 1-Ton Truck

The 2018 capital budget includes replacing our current Ford F550 truck with a new 1-ton truck. The budget includes \$50,000 for this vehicle replacement. Based on previous repair/maintenance experiences we have had with the current Ford F550 and the fact that Chevrolet will not have a 1-ton vehicle for sale until 2019, we requested quotes from three Ram dealers for a new Ram 5500 truck. We selected dealers that had a truck on the lot so we can get the vehicle right away. We received three quotes as follows:

	<u>Pritchard</u>	<u>Deery</u>	<u>New Glarus</u>
	<u>Companies</u>	<u>Brothers of Ames</u>	<u>Motors</u>
Ram 5500	\$48,038	\$45,538	\$49,833.00

Based on the above quotes, staff will recommend purchasing a Ram 5500 truck from Deery Brothers of Ames, Inc. at a cost of \$45,538.

We previously asked for a trade-in value for the current Ford F550 and was given a figure of \$14,000. Shortly after that, a significant engine problem arose and we received a cost estimate of \$18,000 to repair the motor. With the high cost to repair the vehicle, we decided to sell the F550 as is and we received two quotes – one for \$1,900 from a salvage yard and one for \$5,000 from a private party. We sold the F550 as is for \$5,000.

Budget 2018 Impact - Allowance in the 2018 budget is \$50,000 and the recommended purchase cost is \$45,538. The recommendation would put us \$4,462 under budget and with the \$5,000 we received from the sale of the Ford F550, we will be \$9,462 under budget.

Recommended Action: Approve the purchase of a new Ram 5500 truck from Deery Brothers of Ames, Inc. for a cost of \$45,538.

Motion from Board: Motion to approve the purchase of a new Ram 5500 truck from Deery Brothers of Ames, Inc. for a cost of \$45,538.

Prepared By: Gary Benjamin
CEO/General Manager

Reviewed By: _____
CEO/General Manager