

Resolution # _____
XENIA RURAL WATER DISTRICT
March 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

Call to Order

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

Approve Agenda

Motion #031801 made by Wilson, seconded by Carris to introduce and approve the March 22, 2018 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #031802 made by Becker, seconded by Wilson to introduce and approve the February 22, 2018 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of February 28, 2018 assets totaled \$133.8 million. Liabilities totaled \$119.7 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the two months ending February 28, 2018 was \$2.392 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 March 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 February.

Motion #031803 made by Schrum seconded by Tenold to introduce and accept financial statements.

Motion passed. No dissenting.

Dental Insurance

Motion #031804 made by Wilson, seconded by Carris to approve the renewal of dental insurance with Principal Financial Group effective April 1, 2018. Motion passed. No dissenting.

Board Member Election

Benjamin Updated the Board on the status of the Annual Meeting and the Proxy mailing.

Central Iowa Regional Drinking Water Commission (CIRDWC)- Xenia Representatives

Motion #031805 made by Becker, seconded by Jensen to nominate Mike Schrum as Xenia's representative for the Central Iowa Regional Drinking Water Commission. Motion passed. No dissenting.

Motion #031806 made by Becker, seconded by Wilson to nominate Jerry Carris as Xenia's alternate for the Central Iowa Regional Drinking Water Commission. Motion passed. No dissenting.

Woodward Water Treatment Plant 2017 Improvements Payment Application No. 10

Motion #031807 made by Tenold, seconded by Becker to approve Woodward Water Treatment Plant 2017 Improvements Payment Application No. 10 for C.L. Carroll Co., Inc., in the amount of \$116,850.00. Motion passed. No dissenting.

Churdan Water Distribution System and Wastewater Lagoon System Operating Agreement

Motion #031808 made by Carris, seconded by Becker to approve the Churdan Water Distribution System and Wastewater Lagoon System Operating Agreement and authorize staff to execute the agreement. Motion passed. No dissenting.

Engineering Services – New Stratford Well

Motion #031809 made by Schrum, seconded by Tenold to authorize staff to produce and issue a Request for Proposal for engineering services to select a location and design a new well for the Stratford Water Treatment Plant. Motion passed. No dissenting.

Tank Mixers

Motion #031810 made by Carris, seconded by Jensen to authorize staff to produce bid documents for receiving bids to purchase and install tank mixers in the Woodward, Highway 169, Luther and Service Area 8 elevated water storage tanks. Motion passed. No dissenting.

Mowing Contract

Motion #031811 made by Jensen, seconded by Becker to approve the mowing proposal from PreciZion Lawn Care for mowing services for 2018 at an estimated cost of \$17,000. Motion passed. No dissenting.

Manager's Report

Updates were given on the following projects: Kelley water service, Audit update, City of Johnston discussions, City of Jamaica interest in water service and Stratford well #4.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #031812 made by Becker, seconded by Wilson to adjourn the meeting. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date