

Resolution # _____
XENIA RURAL WATER DISTRICT
May 24, 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, Lyons, Hayden

Call to Order

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

Approve Agenda

Motion #051801 made by Schrum, seconded by Becker to introduce and approve the May 24, 2018 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #051802 made by Becker, seconded by Jensen to introduce and approve the April 19, 2018 minutes. Motion passed. No dissenting.

Financial Reports

Statement of Net Assets

Andrews reviewed statement of net assets. As of April 30, 2018 assets totaled \$134.3 million. Liabilities totaled \$119.9 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the four months ending April 30 2018 was \$4.750 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 May 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 5 new service connections and 2 terminations in April.

Motion #051803 made by Becker, seconded by Carris to introduce and accept financial statements. Motion passed. No dissenting.

Election of Officers

Motion #051804 made by Tenold, seconded by Jensen to keep the officers unchanged. Chair – Kahler, Vice Chair – Wilson, Secretary – Schrum, Treasurer – Becker. Motion passed. No dissenting.

2017 Audit

Motion #051805 made by Wilson, seconded by Becker to receive and file the 2017 audit report as released by the State Auditors. Motion passed. No dissenting.

Woodward Water Treatment Plant 2017 Improvements Payment Application No. 12

Motion #051806 made by Tenold, seconded by Wilson to approve Woodward Water Treatment Plant 2017 Improvements Payment Application No. 12 for C. L. Carroll Co., Inc., in the amount of \$114,581.83. Motion passed. No dissenting.

Stratford Water Treatment Plant – New Raw Water Well Engineering Design Services

Motion #051807 made by Carris, seconded by Becker to approve selection of HR Green as the engineering consultant for the Stratford Water Treatment Plant – New Raw Water Well project and authorize staff to execute an agreement in the amount of \$48,200. Motion passed. No dissenting.

Woodward Water Treatment Plant 2017 Improvements Change Order No. 4

Motion #051808 made by Becker, seconded by Schrum to approve Woodward Water Treatment Plant 2017 Improvements Change Order No. 4 for C. L. Carroll Co., Inc., in the amount of \$12,253.50. Motion passed. No dissenting.

Manager's Report

Updates were given on the following projects: Consumer Confidence Reports for the water service areas, Stratford Well #4, City of Johnston water service boundary, City of Bagley potential connection and Adel Emergency Connection.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #051809 made by Tenold, seconded by Becker to adjourn the meeting. Motion passed. No dissenting.

Xenia Rural Water District, Secretary

Date