

**Resolution # \_\_\_\_\_**  
**XENIA RURAL WATER DISTRICT**  
**September 20, 2018 – 5:00 PM**  
**Regular Board Meeting Minutes**

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

Board Members Absent:

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

Call to Order

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

Approve Agenda

Motion #091801 made by Carris, seconded by Becker to introduce and approve the September 20, 2018 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #091802 made by Becker, seconded by Schrum to introduce and approve the August 23, 2018 minutes. Motion passed. No dissenting.

Financial Reports – August 2018

Statement of Net Assets

Andrews reviewed statement of net assets. As of August 31, 2018, assets totaled \$135.2 million. Liabilities totaled \$119.1 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the eight months ending August 31, 2018 was \$10.491 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 September 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 15 new service connections and 0 terminations in August.

Motion #091803 made by Becker, seconded by Jensen to introduce and accept the August 2018 financial statements. Motion passed. No dissenting.

Engineering Services – Boone East Chemical Feed Building

Motion #091804 made by Wilson, seconded by Becker approve staff negotiating with Snyder & Associates to provide engineering design services for a new Boone East Chemical Feed Building. Motion passed. No dissenting.

Purchase New Mini Excavator

Motion #091805 made by Tenold, seconded by Carris to approve the purchase of a new mini excavator with hydraulic breaker from Capital City Kubota and trading in the existing mini excavator at a final cost of \$36,230.00. Motion passed. No dissenting.

Woodward Water Treatment Plant 2017 Improvements Payment Application No. 14

Motion #091806 made by Schrum, seconded by Jensen to approve Woodward Water Treatment Plant 2017 Improvements Payment Application No. 14 for C. L. Carroll Co., Inc., in the amount of \$10,920.25. Motion passed. No dissenting.

Purchase New Pickup Truck

Motion #091807 made by Schrum, seconded by Tenold to approve the purchase of a new V6 pickup from Shottenkirk Chevrolet for a cost of \$25,900. Motion passed. No dissenting.

Hach 5500 Analyzers

Motion #091808 made by Becker, seconded by Tenold to approve the purchase of a five Hach 5500 analyzers with License Kit and WarrantyPlus Service Agreement for a total cost of \$107,511.35. Motion passed. No dissenting.

Manager's Report

Updates were given on the following projects: Water service to the City of Jamaica, discussions regarding territory between the City of Johnston and Xenia, Adel Emergency Connection status, 2019 Budget and the installation of 4 new fire hydrants in Boxholm.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #091809 made by Jensen, seconded by Becker to adjourn the meeting. Motion passed. No dissenting.

---

Xenia Rural Water District, Secretary

---

Date