

**Resolution # \_\_\_\_\_**  
**XENIA RURAL WATER DISTRICT**  
**February 28, 2019 – 5:00 PM**  
**Regular Board Meeting Minutes**

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

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 #021901 made by Schrum, seconded by Wilson to introduce and approve the February 28, 2019 Agenda. Motion passed. No dissenting.

Approve Minutes

Motion #021902 made by Becker, seconded by Wilson to introduce and approve the January 24, 2019 minutes. Motion passed. No dissenting.

Financial Reports – January 2019

Statement of Net Assets

Andrews reviewed statement of net assets. As of January 31 2019, assets totaled \$133.7 million. Liabilities totaled \$116.6 million.

Income Statement

Andrews reviewed the income statement. Total Operating Income for the one month ending January 31, 2019 was \$1.123 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 February 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 22 new service connections and 0 terminations in January.

Motion #021903 made by Wilson, seconded by Tenold to introduce and accept the January 2019 financial statements. Motion passed. No dissenting.

Annual Meeting Update

Benjamin updated the Board on the nominees for the 2019 election. No candidates were received and all 3 incumbents are running for re-election.

Coats Wastewater Rates

Motion #021904 made by Wilson, seconded by Jensen to increase the wastewater rate for the Coats subdivision effective with the March 2019 consumption to a base rate of \$38.00 and a variable rate of \$2.50 for each 1,000 gallons over the 2,000-gallon base and authorize staff to provide notification. Motion passed. No dissenting.

28E Agreement By and Between the City of Waukee, Iowa, Xenia Rural Water District and the Board of Water Works Trustees of the City of Des Moines, Iowa

Motion #012905 made by Wilson, seconded by Becker to approve the Chapter 28E Agreement By and Between the City of Waukee, Iowa, Xenia Rural Water District, and the Board of Water Works Trustees of the City of Des Moines, Iowa. Motion passed. No dissenting. Kahler Abstained.

New Electric Feed to Woodward Water Treatment Plant North and South Wells

Motion #021906 made by Schrum, seconded by Tenold to approve the quote from Luellen Enterprise Inc. to install new conduit and electrical cabling for the Woodward Water Treatment North and South wells for a total cost of \$28,500. Motion passed. No dissenting.

Woodward Water Treatment Plant North Well Repair

Motion #021907 made by Carris, seconded by Becker to approve the quote from The Cahoy Group to televise and clean the north well and install a new pump and motor for a total cost of \$31,995. Motion passed. No dissenting.

Demonstration of New Xenia Website

Iben reviewed the new website that staff hopes to launch in March.

Manager's Report

Updates were given on the following projects: City of Johnston, audit update and ISURP payment.

Departmental Reports

Department updates were reviewed

Old Business

None

New Business

None

Public Comments

None

Adjournment

Motion #021908 made by Carris, seconded by Becker to adjourn the meeting. Motion passed. No dissenting.

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Xenia Rural Water District, Secretary

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Date