

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, July 18, 2019
Time of Public Meeting: Public Meeting at 5:00 p.m. at District Office
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 | Board Chair |
| 1. Approve Agenda | Board Members |
| 2. Consent Agenda | Board Members |
| a. Approve June 20, 2019 Board Meeting Minutes | |
| b. Receive and File Financial Statements | |
| c. List of Payments for June, 2019 | |
| d. Purchasing and Expenditure Control Policy Report | |
| e. Customer Service & Accounts Receivable | |
| 3. Election of Officers | Board |
| 4. Bond Paying Agent | CEO/GM |
| 5. Permission to Bid Rippey Main Replacement | CEO/GM |
| 6. Temporary Water Purchase Agreement Between Xenia Rural Water District and the City of De Soto | CEO/GM |
| 7. Manager's Updates | CEO/GM |
| • Johnston | |
| • Bagley | |
| • Stratford Aerator Nozzles | |
| 8. Departmental Reports | CEO/GM |
| 9. Old Business | Board Members |

10. New Business

Board Members

11. Public Comments

Audience

12. Next Board Meeting will be August 22, 2019 at 5:00 pm, Finance Committee meeting will be held August 22, 2019 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: 7/18/2019

Agenda Item # 2

Subject: Consent Agenda

- A. June 20, 2019 Board Meeting Minutes
Recommended Action: Approve June 20, 2019 Minutes
- B. Financial Statements
 - a. As of June 30, 2019, assets totaled \$134.4 million and liabilities totaled \$115.9 million.
 - b. Total operating income for June was \$1.305 million and net income totaled \$299,595.
 - c. Net Increase in Cash and Cash Equivalents was \$582,834 for June.**Recommended Action:** Receive and file the June, 2019 Financial Statements.
- C. List of payments for June, 2019
Recommended Action: Approve June, 2019 payments.
- D. Purchasing and Expenditure Control Policy Report
Recommended Action: Approve the Purchasing and Expenditure Control Policy Report
- E. Accounts Receivable & Customer Service
 - a. Through June 30, 2019, total accounts receivable was \$780,652 and \$76,427 was past due.
 - b. District had 15 new service connections and 2 termination(s) in June. The District now has 10,211 active accounts as of June 30, 2019.

Budget 2019 Impact – No impact to budget.

Recommended Action: Approve Consent Agenda Items A, B, C, D and E.

Motion from Board: Motion to approve Consent Agenda Items A, B, C, D and E.

Prepared By: Gary Andrews

Controller

Reviewed By: _____

CEO/General Manager



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

Meeting Date: 7/18/2019

Agenda Item #3

Subject: Election of Officers

This is a place-holder for the Board to complete their annual election of officers. At last month's meeting the Board passed a motion to appoint Dan Lovett to fill the remainder of Amy Kahler's term after Amy resigned at the May Board meeting. The Board then passed a motion to delay election of officers to the July Board meeting. Xenia's By-Laws call for election of a chairperson, vice chairperson, secretary and treasurer after each annual meeting.

Budget 2019 Impact – No budget impact.

Recommended Action: Defer to Board for decision on Director opening and election of officers.

Motion from Board: Defer to Board for decision on Director opening and election of officers.

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: 7/18/2019

 Agenda Item # 4

Subject: Bond Paying Agent

On March 5th 2019, Bankers Trust sold its corporate trust department to United Missouri Bank. Initially, United Missouri Bank proposed raising their annual fee from \$500.00 that is currently charged to \$600.00. However, they have agreed to keep the annual fee unchanged at \$500.00. Xenia has also been provided quotes for the paying agent service from both Bank of Oklahoma and Wells Fargo Bank. Below are how the paying agent annual fees compare for the three banks that quoted service:

United Bank of Missouri	Bank of Oklahoma	Wells Fargo Bank
\$500.00 annual fee	\$450.00 annual fee	\$1,000.00 annual fee

The services provided by all three banks are essentially the same with no qualitative benefit from choosing one over the other. Quantitively, choosing Bank of Oklahoma over United Bank of Missouri will save Xenia \$1,650.00 over the remaining life of the Series 2016 bonds. The agreement drafted by our attorneys is identical to the agreement we currently have with Bankers Trust.

A copy of the resolution appointing substitute paying agent, bond registrar and transfer agent, terminating the existing agreement, and approving the new agreement is attached. A copy of the letter terminating our current agreement with Bankers Trust is also attached.

Budget 2019 Impact - Allowance in Budget: \$500.00. Choosing Bank of Oklahoma will result in \$50.00 savings compared to the year 2019 budget.

Recommended Action: Approve: Appointing substitute paying agent, bond registrar and transfer agent; Terminating existing paying agent, bond registrar and transfer agent agreements with Bankers Trust Company, N.A. and; Approving paying agent, bond registrar and transfer agent agreement with Bank of Oklahoma, N.A., and authorizing execution.

Motion from Board: Motion to approve: Appointing substitute paying agent, bond registrar and transfer agent; Terminating existing paying agent, bond registrar and transfer agent agreements with Bankers Trust Company, N.A. and; Approving paying agent, bond registrar and transfer agent agreement with Bank of Oklahoma, N.A., and authorizing execution.

Prepared By: Gary Andrews

 Controller

Reviewed By: _____

 CEO/General Manager



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

Meeting Date: 7/18/2019
Agenda Item # 5

Subject: Permission to Bid Rippey Main Replacement

We have had some water main breaks in the 200 block of Percival Street in Rippey. During the main break repairs, staff discovered the water main material is thin-walled steel and exterior corrosion has weakened the pipe. Our construction staff completed some vacuum excavation work and determined this steel pipe is only located in the one-block stretch of Percival Street.

Staff is working on construction plans for replacement of the steel water main. Once the plans are completed, they will be submitted to DNR for a construction permit. Once we have the DNR permit, we will obtain bids for completing the construction and the bids will be brought back to the Board for approval.

The engineer's estimate for this project is \$35,000.

Budget 2019 Impact – There is \$35,000 in the 2019 capital budget for the Rippey Main Replacement.

Recommended Action: Authorize staff to solicit bids for the Rippey Main Replacement.

Motion from Board: Motion to authorize staff to solicit bids for the Rippey Main Replacement.

Prepared By: Gary Benjamin

CEO/General Manager

Reviewed By: _____

CEO/General Manager



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

Meeting Date: 7/18/2019

Agenda Item # 6

Subject: Temporary Water Purchase Agreement Between Xenia Rural Water District and the City of De Soto

Xenia Staff attended a public meeting held by the City of De Soto in August 2016. At the time, the City was facing water quality issues and working towards the design of a \$3.2 million water plant. Staff had then presented the City with connection alternatives available from Xenia. After some time, the City decided to move forward with the design of their own plant, but utilize Xenia as an emergency connection.

Xenia provided information regarding the emergency connection with the City's engineers, which was never acted upon. Recently, Xenia staff met with the Mayor and Public Works Director to discuss the temporary connection agreement and potential timeline for a connection to the City.

It is our hope and expectation that the Temporary Water Purchase Agreement will be approved at the July 16th Council Meeting. If approved, the connection could potentially be completed yet this fall.

Budget 2019 Impact: A water main extension to De Soto was not included in the 2019 capital budget. All costs associated with this project will be included in the "Connection Fee" assessed to De Soto.

Recommended Action: Authorize Chair and Secretary to execute the Temporary Water Purchase Agreement Between Xenia Rural Water District and the City of De Soto, once the agreement is finalized.

Motion from Board: Authorize Chair and Secretary to execute the Temporary Water Purchase Agreement Between Xenia Rural Water District and the City of De Soto, once the agreement is finalized.

Prepared By: Corey Iben

HR & Administration Manager

Reviewed By: _____

CEO/General Manager