



Thurston County Rural Water Advisory Board Meeting Minutes

A meeting of the Thurston County Rural Water System Advisory Board was held at the Papio-Missouri River NRD Walthill Office on Wednesday, June 26, 2013. The meeting was called to order by Chairperson Harlan Witte at 7:00 p.m.

QUORUM CALL:

A quorum call was taken with following the following members in attendance:

Advisory Board Members Present:

Harlan Witte, Chairman
Bruce Paeper, Vice-Chairman
Billy Athey
Rod Bonderson

Advisory Board Members Absent:

Marvin Baker

NRD Staff Liaisons Present:

Zach Nelson, Project Manager
Dennis Piper, Water Supply Superintendent
Marlin Petermann, Assistant General Manager

ADOPTION OF AGENDA:

A motion was made by Harlan Witte to approve the agenda. Bruce Paeper seconded the motion.

Roll call was taken on the motion. The motion was passed with a vote of 4-0

Voting Yea: Witte, Paeper, Athey, Bonderson

Voting Nay: None

Abstaining: None

Excused Absent: None

Absent: None

WATER USE AND REVENUE REPORTS:

Agenda Item: 7.D.

Zach Nelson reviewed the water use report with the Board and noted that the percentage for the month of April (64.55%) was very poor and was a result of leaks. Dennis Piper also explained that many customers estimate their winter usage, which can lead to large fluctuations in the spring when actual readings are taken. The report is attached to these meeting minutes

Zach Nelson reviewed the financial report and summary of revenues for the FY 2013 to date. The system experienced numerous leaks, which is represented by going over budget on contract work. The reports are attached to these meeting minutes.

OPERATIONS REPORT

Dennis Piper provided a summary of the maintenance status of the system. He noted that there are three customers that are looking to connect to the system, which is more than normal. Usually the system adds only one customer a year

RECOMMENDATION ON THE DRAFT BUDGET FOR FY 2014

Zach Nelson reviewed with the Board line item by line item the proposed draft budget for the FY 2014. The budget had been reviewed with Dick Sklenar, prior to his retirement in April. There were relatively minor changes made from the previous budget for the FY 2013. Zach noted that the recent wholesale water rate increases from the City of Pender have increased operating costs. The budget for FY 2014 leaves very little room for an operations reserve. Most likely rates will need to be increased in the upcoming year.

A motion was made by Harlan Witte to approve the draft budget for the FY 2014. The motion was seconded by Bruce Paeper.

Roll call was taken on the motion. The motion was passed with a vote of 4-0

Voting Yea: Witte, Paeper, Athey, Bonderson

Voting Nay: None

Abstaining: None

Excused Absent: None

Absent: None

ADOURNMENT:

There being no further business, the Chairperson declared that the meeting be adjourned at 7:45 p.m.

**THURSTON COUNTY RURAL WATER
FINANCIAL REPORT**

May-13

Checking Account		
Balance Forward Aug 1, 2012		44,338.14
Revenue	July	12,916.26
	August	13,274.16
	September	10,025.63
	October	21,492.89
	November	9,033.65
	December	8,542.24
	January	12,534.40
	February	8,720.13
	March	10,862.99
	April	7,926.88
	May	23,008.12
	June	
	Total	<u><u>138,337.35</u></u>
Expenses	July	21,752.02
	August	8,097.76
	September	4,427.90
	October	6,273.01
	November	10,705.56
	December	13,384.02
	January	13,327.04
	February	9,571.06
	March	5,170.08
	April	5,367.30
	May	17,450.07
	June	
	Total	<u><u>115,525.82</u></u>
	Account Balance	67,149.67
Investments	Certificates of Deposit (1)	42,051.00
Savings Account		<u>1,003.74</u>
Total Funds		<u><u>110,204.41</u></u>

OBLIGATIONS/RESTRICTED FUNDS

Extension & Replacement Reserve Account	3,645.00
Bond & Interest Reserve	26,088.00
Junior Lien Reserve Account	15,963.00
Bond & Interest Account	<u>42,293.04</u>
Sub-Total	87,989.04
Unobligated Funds	<u>22,215.37</u>
TOTAL FUNDS	<u><u>110,204.41</u></u>

Sales For May, 2013

Water Sales	8,548.26
Late Charges	129.73
Sales Tax	439.24
Hookup/Rehook	0.00
Miscellaneous	0.00
Interest	4.94
Total Income	<u>9,122.17</u>

Collections on account	10,599.80	
Miscellaneous	12,408.32	(Trans MUD Bill from wrong acct.)
Interest	0.00	
Total Deposits	<u>23,008.12</u>	

Unpaid Bills (1,477.63)

Apr. Water Use Percentage - Payments Received In May.

Gallons Sold	1664
Gallons Purchased	2578
Percentage	64.55%

Recap of Investments

HOLDER	TERM	RATE	AMOUNT	MATURITY
PREMIER BANK	12 MOS.	0.5%	\$42,051.00	10/14/2013

THURSTON COUNTY RURAL WATER SYSTEM
FISCAL YEAR 2013 REVENUE

Month/Year	Water Sales	Late Charges	Hookup Fees	Sales Tax	Interest	Misc.	Monthly Total
Jul-12	\$ 10,804.47	\$ 168.23	\$ -	\$ 533.48	\$ 5.11	\$ -	\$ 11,511.29
AUG.	\$ 11,726.60	\$ 49.40	\$ (720.00)	\$ 598.42	\$ 5.94	\$ -	\$ 11,660.36
SEPT.	\$ 10,386.85	\$ 110.72	\$ -	\$ 532.35	\$ 6.67	\$ -	\$ 11,036.59
OCT.	\$ 9,742.20	\$ 118.89	\$ 10,875.00	\$ 506.75	\$ 6.05	\$ -	\$ 21,248.89
NOV.	\$ 8,560.70	\$ 163.82	\$ -	\$ 438.06	\$ 4.60	\$ 25.00	\$ 9,192.18
DEC.	\$ 7,991.68	\$ 131.22	\$ -	\$ 407.86	\$ 4.67	\$ 2,214.00	\$ 10,749.43
JAN. 2013	\$ 7,720.80	\$ 148.00	\$ -	\$ 396.31	\$ 4.34	\$ 400.00	\$ 8,669.45
FEB.	\$ 7,632.20	\$ 115.93	\$ 60.00	\$ 389.68	\$ 3.97	\$ -	\$ 8,201.78
MAR.	\$ 7,483.50	\$ 127.83	\$ -	\$ 384.62	\$ 4.58	\$ 3,050.00	\$ 11,050.53
APRIL	\$ 7,670.20	\$ 179.01	\$ -	\$ 392.34	\$ 4.65	\$ -	\$ 8,246.20
MAY	\$ 8,548.26	\$ 129.73	\$ -	\$ 439.24	\$ 4.94	\$ 12,408.32	\$ 21,530.49
JUNE							\$ -
TOTALS	\$ 98,267.46	\$ 1,442.78	\$ 10,215.00	\$ 5,019.11	\$ 55.52	\$ 18,097.32	\$ 133,097.19
MONTHLY AVE	\$ 10,918.61	\$ 160.31	\$ 1,135.00	\$ 557.68	\$ 6.17	\$ 2,010.81	\$ 14,788.58

Fund: 11 - THURSTON COUNTY RURAL WATER
 Budget Period: 7/1/2013 - 6/30/2014



Account Number and Description					FY2013 - BUDGET	FY2014 - YTD ACTUAL	MANAGER ESTIMATE	FY2014 - BUDGET
01 - GENERAL								
Cash on Hand	11	01	000	3000	\$ 85,385	\$ -		\$ 74,434
SALES	11	01	000	3091	\$ 115,000	\$ 98,267	\$ 105,000	\$ 110,000
HOOKUP FEES	11	01	000	3092	\$ 1,625	\$ 10,215	\$ 10,215	\$ 1,625
LATE CHARGES	11	01	000	3093	\$ 1,700	\$ 1,443	\$ 1,700	\$ 1,750
INTEREST INCOME	11	01	000	3110	\$ 500	\$ 56	\$ 200	\$ 200
MISCELLANEOUS INCOME	11	01	000	3130	\$ 500	\$ 6,089	\$ 6,200	\$ 500
Total Income					\$ 204,710	\$ 116,070	\$ 123,315	\$ 188,509
CUSTOMER CONTRACT COSTS	11	01	000	4080	\$ 2,500	\$ 9,710	\$ 10,000	\$ 5,000
WATER PURCHASES	11	01	000	4090	\$ 30,000	\$ 31,553	\$ 31,553	\$ 32,000
DUES & MEMBERSHIPS	11	01	000	4130	\$ 600	\$ 195	\$ 195	\$ 600
STAFF TRAVEL AND EXPENSES	11	01	000	4171	\$ 500	\$ -	\$ -	\$ 500
INFORMATION PROGRAMS & MATERIALS	11	01	000	4217	\$ 200	\$ -	\$ -	\$ 200
LIABILITY & AUTO INSURANCE	11	01	000	4250	\$ -	\$ -	\$ -	\$ -
BOND PRINCIPAL PAYMENTS	11	01	000	4280	\$ 31,000	\$ 31,355	\$ 31,355	\$ 31,000
INTEREST EXPENSE	11	01	000	4290	\$ 11,500	\$ 10,938	\$ 10,938	\$ 11,500
PUBLIC NOTICES	11	01	000	4311	\$ 150	\$ -	\$ -	\$ 150
OFFICE SUPPLIES	11	01	000	4331	\$ 750	\$ 1,074	\$ 1,250	\$ 1,250
POSTAGE	11	01	000	4370	\$ 300	\$ 135	\$ 150	\$ 300
ACCOUNTING FEES	11	01	000	4391	\$ 800	\$ -	\$ 800	\$ 800
PROFESSIONAL SERVICES	11	01	000	4400	\$ 5,000	\$ 4,423	\$ 4,500	\$ 5,000
LAND RIGHTS	11	01	000	4430	\$ 25	\$ -	\$ 25	\$ 25
MAINTENANCE MATERIALS	11	01	000	4477	\$ 1,000	\$ 92	\$ 150	\$ 1,000
CONTRACT WORK	11	01	000	4479	\$ 7,000	\$ 10,107	\$ 10,500	\$ 7,000
TELEPHONE	11	01	000	4520	\$ 1,350	\$ 984	\$ 1,200	\$ 1,350
UTILITIES	11	01	000	4530	\$ 4,600	\$ 5,292	\$ 5,300	\$ 5,500
SALARIES	11	01	000	4550	\$ 34,000	\$ 19,361	\$ 26,000	\$ 35,500
BUILDING MAINTENANCE	11	01	000	4630	\$ 200	\$ -	\$ 50	\$ 200
BAD DEBT EXPENSE	11	01	000	4900	\$ 300	\$ -	\$ 300	\$ 300
Bond & Interest Reserve	11	01	000	4996	\$ 26,088	\$ -		\$ 26,088
Junior Lien Bond Reserve	11	01	000	4997	\$ 15,963	\$ -		\$ 15,963
Replacement & Extension Reserve	11	01	000	4998	\$ 3,780	\$ -		\$ 5,400
Operations Reserve	11	01	000	4999	\$ 27,104	\$ -		\$ 1,883
Total Expense					\$ 204,710	\$ 125,219	\$ 134,266	\$ 188,509
Excess Revenue over (under) Expenditures								
for 11 - THURSTON COUNTY RURAL WATER					\$ -	\$ (9,149)	\$ (10,951)	\$ -