

**WARREN WATER DISTRICT**  
**Minutes of the meeting of the Board of Directors**  
**November 21, 2022**

**SECTION 1-1.** A regular meeting of the Board of Directors of Warren Water District was held pursuant to notice thereof duly given or waived on the 21st day of November, 2022, at the Warren Water District Conference Room, 1206 E. 2<sup>nd</sup> Ave., Indianola, Iowa.

**SECTION 1-2.** Chairman Heemstra called the meeting to order at 6:05 p.m., and served as Chairperson.

**SECTION 1-3.** Director Freeman served as Secretary of the meeting and kept the minutes.

**SECTION 1-4.** The following members of the Board of Directors were present at the meeting: X Benshoof, X Bussanmas, X Freeman, X Heemstra, X Nevins, \_\_\_ Steenhoek, X Smith, X Swedberg, and \_\_\_ Rankin. The Chairperson declared that a quorum existed for the conduct of business. Also present for at least a part of the meeting were: **Andy Fish, Lisa Coffman, and Sarah Hansen.**

**APPROVAL OF PRIOR MEETING MINUTES**

**SECTION 2-1.** Minutes of the meeting of the Board of Directors held on October 16th, 2022, were reviewed and an opportunity for discussion was allowed. The following corrections, (if any be set forth immediately below) were made to the aforesaid minutes of such meeting: **None**

**SECTION 2-2.** Upon motion duly made by **Director Swedberg**, seconded by **Director Bussanmas** and carried, the aforesaid minutes of which meeting were approved as presented (or as corrected if noted above).

**MANAGER'S REPORT**

**SECTION 3-1.** Stan Ripperger presented his written Financial Report relating to the recent activities of the District. The Chairperson directed the Secretary of the meeting to retain such written report of a business record and to incorporate such as part of these minutes. Such report was reviewed and an opportunity for discussion thereof was allowed.

**SECTION 3-2.** Upon motion duly made by **Director Swedberg**, seconded by **Director Freeman**, and carried, the prior activities portion of such Financial Report was approved, ratified and confirmed as being deemed the authorized acts and doings of the District to the extent expressly disclosed in such written report, EXCEPT: **None**

**SECTION 3-3.** Letters were sent to the towns last month to follow up on outstanding issues. River Oaks requested a meeting to discuss. Stan Ripperger will meet with them next week.

**SECTION 3-4.** The manager from Urbandale, Christina Murphy, and from West Des Moines requested a conversation regarding the regionalization and to discuss our decision. Stan Ripperger will meet with them on the 29<sup>th</sup>.

**SECTION 3-5.** The Hartford Tower will remain on until next year. In the spring will begin process to take it down.

**MOTIONS MADE / RESOLUTIONS ADOPTED**

**SECTION 4.** The following resolutions were presented upon motion made and either adopted or defeated as shown below:

Motion by **Director Bussanmas**: 2nd by **Director Freeman**

AYES 7: NAYS: 0

X Carried / \_\_\_\_Failed

Resolution Number **112122-A**

BE IT RESOLVED THAT: **The three CDs coming to maturity in December will be placed in three new CDs as follows: \$245,000 at State Savings Bank for 13 months, \$1,000,000 at Edward Jones for 12 months, and the remainder at Edward Jones for 9 months.**

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Motion by **Director Freeman**: 2nd by **Director Swedberg**

AYES 7: NAYS: 0

X Carried / \_\_\_\_Failed

Resolution Number **112122-B**

BE IT RESOLVED THAT: **The proposed 2023 Water Budget is approved.**

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Motion by **Director Freeman**: 2nd by **Director Bussanmas**

AYES 7: NAYS: 0

X Carried / \_\_\_\_Failed

Resolution Number **112122-C**

BE IT RESOLVED THAT: **Water rate 1 (and all other effected rates figured from rate 1) will increase over the minimum. Effective April 1, 2023.**

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#### **OTHER MATTERS REVIEWED AND DISCUSSED**

**SECTION 5-1.** At 6:58 pm, upon motion duly made by **Director Swedberg**, seconded by **Director Bussanmas**, and carried, the board entered closed session for the purpose of discussing employee reviews. The board returned to open session at 7:21 pm.

**Section 5-2.** Completed the Manager's Review.

**Section 5-3.** The policy committee is continuing its ongoing review of district policies.

**Section 5-4.** Discussed the importance of keeping the trucks as clean as is reasonable. Also discussed whether we should consider GPS tracking for the vehicles for safety concerns.

**Section 5-5.** Discussed the attendance policy for board members, including number of meetings that can be missed, and the importance of providing notification when board members will not be present at a meeting so that we can ensure we have a quorum. Board members should also notify the district in advance when they will be attending the meeting virtually.

#### **NEXT MEETING OF THE BOARD OF DIRECTORS**

The chairperson declared that, (unless a special meeting be sooner called or notice of change sooner be given), the next regular meeting of the Board would be held at the Warren Water District Conference Room, **January 16, 2022 6:00PM.**

**ADJOURNMENT:** There being no further business, and upon motion duly made by **Director Bussanmas**, seconded by **Director Benshoof**. The meeting was adjourned at **7:42 PM**.

**Respectfully submitted:**

A handwritten signature in cursive script that reads "Carol Butler Freeman". The signature is written in black ink and is positioned above a horizontal line.

**Carol Freeman, Secretary of the Meeting**