

WARREN WATER DISTRICT
Minutes of the meeting of the Board of Directors
October 16, 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 16th day of October, 2022, at the Warren Water District Conference Room, 1206 E. 2nd Ave., Indianola, Iowa.

SECTION 1-2. Chairman Heemstra called the meeting to order at 7:00 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 Benschhof, X Bussanmas, X Freeman, X Heemstra, X Nevins, X Smith, X Steenhoek, X Swedberg, and X 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, Stan Ripperger, Amy Skogerson, Erin Hardisty, and Houston Archer.**

APPROVAL OF PRIOR MEETING MINUTES

SECTION 2-1. Minutes of the meeting of the Board of Directors held on September 19th, 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 Bussanmas**, seconded by **Director Steenhoek** and carried, the aforesaid minutes of which meeting were approved as presented (or as corrected if noted above).

SECTION 3-1. Houston Archer, a representative for Mr. Ivan Archer, was in attendance to discuss the meter pit policy. Amy Skogerson and Erin Hardisty from The Law Shop explained their review of the board's policy regarding meter pits and the policy is clear regarding one pit per dwelling. Warren Water District staff will coordinate with the Archer's on signing a new water users agreement with a reasonable accommodation period for placement of the new pit.

MANAGER'S REPORT

SECTION 4-1. 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 4-2. Upon motion duly made by **Director Freeman**, seconded by **Director Bussanmas**, 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 4-3. Working on the 2023 budget including some long-range plan items. Overview of the proposed water and sewer budgets.

SECTION 4-4. Health insurance increase 8.8%.

SECTION 4-5. Central Iowa Water Works discussions still in progress with Des Moines, West Des Moines, and Urbandale. Xenia inquired about our decision not to join.

SECTION 4-6. Line install in 360th Street anticipated in late fall.

SECTION 4-7. Towers 4 and 5 cleaning pushed to 2023.

SECTION 4-8. Hartford Tower, fixed the valves and shut off the tower for three weeks. There were no water pressure issues. Therefore, contacted Hartford regarding next steps for decommissioning and ultimately demolishing the tower.

MOTIONS MADE / RESOLUTIONS ADOPTED

SECTION 5. The following resolutions were presented upon motion made and either adopted or defeated as shown below:

Motion by **Director Steenhoek**: 2nd by **Director Swedberg**
AYES 9: NAYS: 0
X Carried / ____ Failed
Resolution Number **101622-A**

BE IT RESOLVED THAT: The two CDs coming to maturity in October will be placed in a new 9-month CD at City State Bank. The CD coming to maturity in November will be placed in a new 13-month CD at City State Bank.

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Motion by **Director Swedberg**: 2nd by **Director Steenhoek**
AYES 9: NAYS: 0
X Carried / ____ Failed
Resolution Number **101622-B**

BE IT RESOLVED THAT: The 2023 sewer rates for Bevington will be a base rate increase of 2% up to \$38.52. The per thousand increase is from \$10.50 to \$11.00. The increase for Kum and Go and the Hitchin Post is 5% or \$45 and \$20 respectively. The sewer rate increase for Peru is a 1% increase to the base rate up to \$34.00. The new sewer rates will take effect January 1, 2023.

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Motion by **Director Steenhoek**: 2nd by **Director Benshoof**
AYES 9: NAYS: 0
X Carried / ____ Failed
Resolution Number **101622-C**

BE IT RESOLVED THAT: The 2023 bulk user rates will be increased to \$5.25 per thousand with the exception of River Oaks which will be increased to \$5.50 per thousand.

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Motion by **Director Smith**: 2nd by **Director Swedberg**
AYES 9: NAYS: 0
X Carried / ____ Failed
Resolution Number **101622-D**

BE IT RESOLVED THAT: **Warren Water District will establish a shared service agreement with Ivan Archer that a second meter pit and connection to the second dwelling will be complete by June 30, 2023. A standard water users agreement will be signed for the second dwelling and minimum payments for the second pit will begin January 1, 2023.**

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Motion by **Director Swedberg**: 2nd by **Director Smith**
AYES 8: NAYS: 0
X Carried / ____ Failed
Resolution Number **101622-E**

BE IT RESOLVED THAT: **The Warren Water District Board of Directors approve the regular meeting to recess at 8:44 pm to enter into a closed session for the purpose of discussing employee compensation and the manager's review.**

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Motion by **Director Swedberg**: 2nd by **Director Smith**
AYES 8: NAYS: 0
X Carried / ____ Failed
Resolution Number **101622-E**

BE IT RESOLVED THAT: **The Warren Water District Board of Directors approve the regular meeting to reopen at 9:38 pm.**

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OTHER MATTERS REVIEWED AND DISCUSSED

SECTION 6. The Preparedness Policy Committee will examine the water users agreement and other policies as part of their ongoing review.

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, **November 21, 2022 6:00PM.**

ADJOURNMENT: There being no further business, and upon motion duly made by **Director Bussanmas**, seconded by **Director Swedberg**. The meeting was adjourned at **9:39 PM.**

Respectfully submitted:



Carol Freeman, Secretary of the Meeting