

**WARREN WATER DISTRICT**  
**Minutes of the meeting of the Board of Directors**  
**July 17, 2023**

**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 17th day of July, 2023, 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 7:00 p.m. and served as Chairperson.

**SECTION 1-3.** Director Swedberg 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 Bussanmas, X Swedberg, X Steenhoek, X Heemstra, \_\_\_ Freeman, X Smith, \_\_\_ Rankin, X Nevins, and X Benshoof.** The Chairperson declared that a quorum existed for the conduct of business. Also present for at least a part of the meeting were: **Lisa Coffman, Andy Fish, Stan Ripperger, and Louis Funk and Adam Olson of Bartlett and West**

**APPROVAL OF PRIOR MEETING MINUTES**

**SECTION 2-1.** Minutes of the meeting of the Board of Directors held on June 19, 2023, 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 Swedberg**, and carried, the aforesaid minutes of which meeting were approved as presented (or as corrected if noted above).

Louis Funk and Adam Olson of Bartlett and West shared their thoughts on the CIWW agreement and discussed areas for potential wells.

**SECTION 2-3.** Minutes of the meeting of the Board of Directors held on June 1, 2023 need the following corrections, the date changed to June 1, 2023 and Director Nevins not being in attendance.

**SECTION 2-4.** Upon motion duly made by Director Swedberg, seconded by Director Bussanmas, and carried, the aforesaid minutes to the June 1, 2023 meeting were approved as corrected.

**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 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 3-3.** Lead and Copper sample bottles to go out soon.

**SECTION 3-4.** Starting to work on 2024 budget.

**SECTION 3-5.** Stan and Xenia met with DMWW to discuss CIWW on July 13, 2023.

**SECTION 3-6.** Stan and Lisa met with attorney Amy Skogerson to discuss and update the District's Rules and Regulations.

**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 Smith**: 2nd by **Director Nevins**  
AYES 7: NAYS: 0  
X Carried / \_\_\_\_ Failed  
Resolution Number 071723-A

**BE IT RESOLVED THAT: The Warren Water District Board of Directors approve Bartlett and West retaining a hydrogeologist to seek out water in the Martensdale Bevington area at a cost of no more than \$10,000 for desktop analysis.**

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**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 Steenhoek**: 2nd by **Director Nevins**  
AYES 7: NAYS: 0  
X Carried / \_\_\_\_ Failed  
Resolution Number 071723-B

**BE IT RESOLVED THAT: The Warren Water District Board of Directors approve Frank Smith Law Office and Bartlett and West putting together an amendment to the CIWW agreement with approval by the District Board and Xenia before sending it to CIWW.**

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**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 Nevins**: 2nd by **Director Steenhoek**  
AYES 7: NAYS: 0  
X Carried / \_\_\_\_ Failed  
Resolution Number 071723-C

**BE IT RESOLVED THAT: The Warren Water District Board of Directors approve renewing the Peoples Bank CD at Peoples Bank for 7 months at 5.2% and renewing the City State Bank CD at City State Bank for 17 months at 5.2%.**

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**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 Smith**: 2nd by **Director Swedberg**  
AYES 7: NAYS: 0  
X Carried / \_\_\_\_ Failed  
Resolution Number 071723-D

**BE IT RESOLVED THAT: The Warren Water District Board of Directors authorizes Customer Service Representative, Sarah Hansen, to be able to sign checks.**

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**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 Swedberg**: 2nd by **Director Smith**  
AYES 7: NAYS: 0  
X Carried / \_\_\_\_ Failed  
Resolution Number 071723-E

**BE IT RESOLVED THAT: The Warren Water District Board of Directors approve the hiring of a temporary part-time customer service representative for an undisclosed number of hours for an undisclosed amount of time.**

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**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 Benshoof**: 2nd by **Director Bussanmas**  
AYES 7: NAYS: 0  
X Carried / \_\_\_\_ Failed  
Resolution Number 071723-F

**BE IT RESOLVED THAT: The Warren Water District Board of Directors approve the addition of an Installation Delay Trip Charge to the Rules and Regulations Schedule of Charges. The trip charge amount can range from \$200-\$300.**

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**OTHER MATTERS REVIEWED AND DISCUSSED**

**SECTION 5.** In addition to those items shown on any attached meeting agenda or under resolutions noted above, the following other matters of business were reviewed/discussed at the meeting.


**5-A** A board meeting was scheduled for August 28, 2023 at 5:00 to review the amendments to the CIWW agreement.

**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, August 28, 2023, 5:00PM.

**ADJOURNMENT:** There being no further business, and upon motion duly made by Director Swedberg, seconded by Director Nevins. The meeting was adjourned at 9:25.

Respectfully submitted:

  
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Lacey Swedberg, Secretary of the Meeting