

WARREN WATER DISTRICT
Minutes of the meeting of the Board of Directors
May 20, 2024

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 20th day of March 2024, 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 PM 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, ___ 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: **Stan Ripperger, Lisa Coffman, Andy Fish, and Sarah Hansen.**

APPROVAL OF PRIOR MEETING MINUTES

SECTION 2-1. Minutes of the meeting of the Board of Directors held on March 18, 2024, 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).

CIWW

SECTION 3-1. **Director Freeman** summarized the inaugural CIWW Board of Trustees meeting. Executive Officers were elected. Terms were drawn from a hat for each trustee. **Director Freeman** will serve a three year term. Committees are being established. The first payment is due from each organization.

MANAGER SEARCH COMMITTEE

SECTION 4-1. Committee provided updates on information from the lawyer regarding things we must do throughout the process. After discussion Board passed a resolution authorizing the Manager Search Committee to either proceed with a temporary assistant or move forward with the manager search internally pending guidance from the lawyer.

BOARD MEETING DATE

SECTION 5-1. After discussion the Board decided not to make any changes in the regular board meeting schedule.

AMENDING THE BUDGET

SECTION 6-1. Stan Ripperger explained that he budgeted \$215,000 for the current year in salaries, IPERS, and insurance. After discussion the board determined there is not a need to amend the budget at this time.

MISSION STATEMENT

SECTION 7-1. After discussion the Board adopted the following Mission Statement: “At Warren Water District we are committed to providing safe, high quality, affordable water to our Members while maintaining a standard of excellence in customer service.”

BOARD COMPENSATION

SECTION 7-1. After discussion the Board determined there is no need to alter board compensation at this time.

MANAGER’S REPORT

SECTION 8-1. 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 8-2. Upon motion duly made by **Director Freeman**, seconded by **Director Smith**, 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 8-3. The Clark Tower Road capital improvement project tying together two lines is nearly complete.

SECTION 8-4. A new Norwood capital improvement project will be starting with test holes.

SECTION 8-5. Meter pit installations continue.

SECTION 8-6. Stan Ripperger, Andy Fish, and Lisa Coffman met with the engineers about the Long Range Plan. A few things are being shifted around in priority order based on current needs.

SECTION 8-7. Two towers will be painted in later summer with each being out of service briefly while that occurs per usual procedure.

MOTIONS MADE / RESOLUTIONS ADOPTED

SECTION 9. The following resolutions were presented upon motion made and either adopted or defeated as shown below:

Motion by **Director Freeman**: 2nd by **Director Smith**
AYES 7: NAYS: 0
X Carried / ____ Failed
Resolution Number **05202024-A**

BE IT RESOLVED THAT: The CD reaching maturity will be rolled into a new CD with People’s State Bank for 10 months at 5.25%.

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Motion by **Director Swedberg**: 2nd by **Director Nevins**
AYES 7: NAYS: 0
X Carried / ____ Failed
Resolution Number **05202024-B**

BE IT RESOLVED THAT: The Manager Search Committee is authorized to proceed with a temporary assistant or continuing the manager search internally pending legal guidance regarding the process for contracting a temporary assistant.

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Motion by **Director Bussamnas**: 2nd by **Director Benshoff**

AYES 7: NAYS: 0

X Carried / ____ Failed

Resolution Number **05202024-C**

BE IT RESOLVED THAT: **The Warren Water District Mission Statement shall be: “At Warren Water District we are committed to providing safe, high quality, affordable water to our Members while maintaining a standard of excellence in customer service.”**

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OTHER BUSINESS

SECTION 10-1. **Director Hemstra** asked if we have heard anything further from Martensdale. Manager Ripperger replied that we have not.

SECTION 10-2. General discussion regarding the need to review and update the bylaws and board policy.

NEXT MEETING OF THE BOARD OF DIRECTORS

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, **June 17, 2024 at 7:00 PM.**

ADJOURNMENT: There being no further business, and upon motion duly made by **Director Swedberg**, seconded by **Director Bussanmas**. The meeting was adjourned at **8:50 PM.**

Respectfully submitted:



Carol Freeman, Secretary of the Meeting