

**WARREN WATER DISTRICT**  
**Minutes of the meeting of the Board of Directors**  
**July 15, 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 15<sup>th</sup> day of July 2024, 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 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** Benshoof, **X** Bussanmas, **X** Freeman, **X** Heemstra, **X** Nevins,   
**X** Steenhoek, **X** Smith, **X** Swedberg, and **X** Rankin (phone). 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, and Andy Fish.

**APPROVAL OF PRIOR MEETING MINUTES**

**SECTION 2-1.** Minutes of the meeting of the Board of Directors held on June 17, 2024, are not available and will be provided prior to the next board meeting.

**CIWW**

**SECTION 3-1.** Director Freeman provided updates on the recent CIWW Board of Trustees and Finance Committee meetings. Andy Fish summarized the last Technical Committee Meeting and Executive Director Search Committee progress.

**MANAGER SEARCH COMMITTEE**

**SECTION 4-1.** Committee provided updates on progress. Job application deadline is today. Interview questions and protocol has been developed.

**EMERGENCY RESPONSE PLAN**

**SECTION 5-1.** Andy Fish continues to work on this emergency plan. No changes since last month. All technicians have a condensed version of the plan in their trucks. The new office employee has a version to review to provide input from someone less familiar with the system/process. All staff know where to find the full version.

**MANAGER'S REPORT**

**SECTION 6-1.** 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 6-2.** 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 6-3.** City of St. Charles asked about filing stations for Ragbrai and Stan Ripperger provided some input to them on how best to proceed.

**SECTION 6-4.** Tank painting should begin near the end of August and will be done this fall. Both towers will be completed at nearly the same time.

**MOTIONS MADE / RESOLUTIONS ADOPTED**

**SECTION 7.** The following resolutions were presented upon motion made and either adopted or defeated as shown below: **None.**

**OTHER BUSINESS**

**SECTION 8-1.** **Chairman Heemstra** asked about the Hartford tower. Stan Ripperger reported that the test demonstrated the tower is not needed.

**SECTION 8-2.** **Chairman Heemstra** asked Stan Ripperger to distribute GPS records for the district vehicles.

**CLOSED SESSION DISCUSSION OF MANAGER APPLICATIONS**

**SECTION 9-1.** At 7:20 PM **Director Freeman**, seconded by **Director Smith** moved to enter into closed session to discuss the Manager Applications.

**Section 9-2.** At 9:39 PM **Director Swedberg**, seconded by **Director Bussanmas**, moved to return to open session.

**AUGUST BOARD MEETING**

**SECTION 10-1.** Chairman Heemstra proposed holding a regular board meeting on August 26 at 7 pm. After discussion this meeting was scheduled.

**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, **August 26, 2024 at 7:00 PM.**

**ADJOURNMENT:** There being no further business, and upon motion duly made by **Director Nevins**, seconded by **Director Bussanmas**. The meeting was adjourned at **9:59 PM.**

Respectfully submitted:



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**Carol Freeman, Secretary of the Meeting**