

WARREN WATER DISTRICT
Minutes of the meeting of the Board of Directors
October 21, 2024

SECTION 1-1. A special 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 October 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 Benschhoof, 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: **Matt Van Wyk, Lisa Coffman, Andy Fish, DeDe Rankin, and Jill Gender.**

APPROVAL OF PRIOR MEETING MINUTES

SECTION 2-1. Minutes of the meeting of the Board of Directors held on August 26, 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 Swedberg**, seconded by **Director Bussanmas** and carried, the aforesaid minutes of which meeting were approved as presented (or as corrected if noted above).

SECTION 2-3. Minutes of the meeting of the Board of Directors held on September 9, 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 2-4. Upon motion duly made by **Director Smith**, seconded by **Director Swedberg** and carried, the aforesaid minutes of which meeting were approved as presented (or as corrected if noted above).

1208 E 2nd RENTAL LEASE

SECTION 3-1. DeDe Rankin and Jill Gender requested the Board consider renewal of the lease for the hair salon. Would like a 5-year lease if possible, a 3-year lease as they have had in past years would also be good. A 1-year lease would be difficult because of the challenges of finding another location with similar amenities in Indianola should they need to relocate.

SECTION 3-2. Upon motion duly made by **Director Freeman**, seconded by **Director Smith** and carried, Warren Water District will extend the salon a lease for 3 years at a rent of \$950 a month.

CIRDWC

SECTION 4-1. Upon motion duly made by **Director Freeman**, seconded by **Director Bussanmas** and carried, Warren Water District will sign the Acceptance and Approval of Termination of Central Iowa Regional Drinking Water Commission (CIRDWC) and of Amendment to 28E Agreement to Terminate.

2025 DRAFT BUDGET

SECTION 5-1. Lisa Coffman presented the 2025 Draft Water Budget. Andy Fish presented the Draft Sewer Budgets.

CIWW

SECTION 6-1. Director Freeman and Andy Fish provided updates on the recent CIWW meetings including the hiring of an Executive Director, CIWW budget discussions, and CIWW technical and long-range plans.

EMERGENCY LEAK PLAN

SECTION 7-1. Andy Fish continues to work on the emergency plan.

MANAGER’S REPORT

SECTION 7-1. Lisa Coffman presented the Manager’s written Financial Report relating to the recent activities of the District for the month of August. 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 7-2. Upon motion duly made by Director Swedberg, seconded by Director Bussanmas, and carried, the prior activities portion of such August 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 7-3. Lisa Coffman presented the Manager’s written Financial Report relating to the recent activities of the District for the month of September. 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 7-4. Upon motion duly made by Director Freeman, seconded by Director Nevins, and carried, the prior activities portion of such September 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 7-5. Water tower painting is in progress.

SECTION 7-6. Lead service line report was due October 16. Template letters will be sent to those addresses that were not checked this year. We will continue inspecting as we replace meters.

MOTIONS MADE / RESOLUTIONS ADOPTED

SECTION 8. 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; ABSTENTION: 1
X Carried / ____ Failed
Resolution Number **102124-A**

BE IT RESOLVED THAT: Warren Water District will extend a 3 year lease with a rent of \$950 per month to the Ziva Couture hair salon.



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

AYES: 8; NAYS: 0

X Carried / ____ Failed

Resolution Number **102124-B**

BE IT RESOLVED THAT: Warren Water District will sign the Acceptance and Approval of Termination of Central Iowa Regional Drinking Water Commission (CIRDWC) and of Amendment to 28E Agreement to Terminate.

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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, **November 18 at 6:00 PM.**

ADJOURNMENT: There being no further business, and upon motion duly made by **Director Swedberg**, seconded by **Director Bussanmas**. The meeting was adjourned at **8:44 PM.**

Respectfully submitted:



Carol Butler Freeman, Secretary of the Meeting