

**WARREN WATER DISTRICT**  
**Minutes of the meeting of the Board of Directors**  
**March 17, 2025**

**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 17<sup>th</sup> day of March 2025, 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 6:02 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 Bussanmas, X Swedberg, \_\_ Steenhoek, X Heemstra, X 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: **Matt Van Wyk, Lisa Coffman, Sarah Hansen, and Aaron Coffman (Zoom).**

**APPROVAL OF PRIOR MEETING MINUTES**

**SECTION 2-1.** Minutes of the meeting of the Board of Directors held on February 24, 2025, 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 Smith**, and carried, the aforesaid minutes of which meeting were approved as presented (or as corrected if noted above).

**FINANCIAL REPORTS**

**SECTION 3-1.** Matt Van Wyk 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 Freeman**, 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**

**CIWW**

**SECTION 4-1.** A new Water Usage Best Practices committee will be set up. The Technical Committee meeting was a closed meeting.

**MANAGERS REPORTS**

**SECTION 5-1.** Bid from Bendon for boiler work came in at \$7121.00. No contract was found for the boiler from Indianola Mechanical. Discussion was made to not go back on Indianola Mechanical and to just get the boiler working as it should be.

**SECTION 5-2.** Last new truck was delivered and in service.

**SECTION 5-3.** All of the GPS units were reinstalled in the new trucks last week.

**SECTION 5-4.** Matt and Andy met with River Oaks again. Gave him the breakdown of the buyout and costs we would incur to get the development up to par. Not sure if he will be in contact again.

**SECTION 5-5.** Interviews for service technician are finished. One was offered the job contingent on the background check.

**SECTION 5-6.** Evaluating purchasing water from other entities. Their cost per gallon vs. the buy-in cost with CIWW.

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**OTHER MATTERS REVIEWED AND DISCUSSED**

**SECTION 6.** 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.

**6-A** Audit committee was set up including Carol Freeman, Lacey Swedberg, and Merrill Heemstra. Draft audit committee meeting will be held April 10<sup>th</sup> at 5:30pm.

**6-B** Chairman Heemstra asked board members about having food at the board meetings. No food unless it is the annual meeting or we know the meeting will be long.

**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 will be held at the Warren Water District Conference Room, **April 21, 5:30PM and annual meeting at 6:00PM**

**ADJOURNMENT:** There being no further business, and upon motion duly made by **Director Bussanmas**, seconded by **Director Benshoof**. The meeting was adjourned at 6:57pm.

**Respectfully submitted:**



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**Carol Freeman, Secretary of the Meeting**