

**WARREN WATER DISTRICT**  
**Minutes of the meeting of the Board of Directors**  
**May 19, 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 19th day of May, 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 6:00 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, 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: **Andy Fish, Matt Van Wyk and Lisa Coffman.**

**APPROVAL OF PRIOR MEETING MINUTES**

**SECTION 2-1.** Minutes of the meeting of the Board of Directors held on April 21, 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).

**MANAGER'S REPORT**

**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 Freeman**, 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.** CIWW held the first best practices committee meeting. it went well. Main topic of discussion for conservation was lawn watering. Matt commented that watering is not a significant use of water within the rural water districts. They will have monthly meetings.

**SECTION 3-4.** Met with Bartlett and West on alternate water supply. Winterset would be our cheapest option. Also met with Winterset. No word from Indianola yet. Winterset would be interested, but they would have a staffing issue. However, if their water levels drop, they can't provide us with water. They also asked us about an emergency connection (this has been discussed in the past).

**SECTION 3-5.** Met with Xenia to look at upgrades at BPS 7, Xenia is responsible for part of the cost and they do have the funds in this year's budget to move forward. Need to work with Xenia to come up with a long-term CIP plan for shared cost assets as called out in our agreement.

**SECTION 3-6.** Have been meeting with two different suppliers for pressure monitoring on the 12" line in which we have had breaks.

**SECTION 3-7.** Met with Waterworth Financial, they are a company that specializes in utility financial forecasting with their computer programs. Meeting again in October.

**SECTION 3-8.** Attended an IRWA meeting last week on cyber security. Crowd Strike would be free for government entities.

**SECTION 3-9.** Will be attending IRWA manager meeting next week Wednesday and Thursday.

**SECTION 3-10.** Due to the service technicians inspecting end of contracts (EOC's) we will be making changes to the Rules and Regulations. Will be brought back to the board at a later meeting.

**SECTION 3-11.** Imeg Engerining has contacted us about the new county shop on Nevada St. They want a hydrant that provides 800 gal/min. Bartlett and West are saying this area, worst case 400 gal/min but typically 1000 gal/min. Due to not being able to provide 800 gal/min consistently, the board opted to not move forward with providing the county shop a hydrant on Nevada St.

**SECTION 3-12.** We haven't heard from Pat with River Oaks since the last meeting. Was able to find a 2<sup>nd</sup> amendment and letter to their agreement, but they were never signed.

### **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 Freeman**

AYES 7: NAYS: 0

X Carried / \_\_\_\_ Failed

Resolution Number 051925-A

BE IT RESOLVED THAT: **The Warren Water District Board of Directors approve to change the accounts receivable policy to read:** Three (3) occurrences of a User's payment being rejected for insufficient funds will result in the User being required to make all future payments by cash, card or money order for a period of six (6) months.

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

AYES 7: NAYS: 0

X Carried / \_\_\_\_ Failed

Resolution Number 051925-B

BE IT RESOLVED THAT: **The Warren Water District Board of Directors approve the performance-based increase to System Manager, Matt Van Wyk, as described in his signed employment letter. Increase is retroactive to last month (six months of service).**

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**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, **June 16, 6:00 PM.**

**ADJOURNMENT:** There being no further business, and upon motion duly made by **Director Bussanmas**, seconded by **Director Nevins**. The meeting was adjourned at **7:37pm.**

**Respectfully submitted:**

*Carol Butler Freeman*

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**Carol Freeman, Secretary of the Meeting**