

WARREN WATER DISTRICT
Minutes of the meeting of the Board of Directors
April 21, 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 21st day of April, 2025, at the Warren Water District Conference Room, 1206 E. 2nd Ave., Indianola, Iowa.

SECTION 1-2. Chairman Heemstra called the meeting to order at 5:30 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, X Rankin (end of board meeting), 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, Lisa Coffman, Eric Hensley from Forge Financial & Management Consulting and customers: Sarah Hansen, Roger Stalheim, Roger Landon, Pat Deveny, and Richard Gates.**

APPROVAL OF PRIOR MEETING MINUTES

SECTION 2-1. Minutes of the meeting of the Board of Directors held on March 17 and April 2, 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).

AUDIT

SECTION 3-1. Eric Hensley of Forge Financial & Management Consulting gave a review of the 2024 Warren Water District audit.

MANAGER'S REPORT

SECTION 4-1. 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 4-2. Upon motion duly made by **Director Freeman**, seconded by **Director Swedberg**, 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 4-3. Matt went to the Hartford council meeting last week after meeting with City, IRWA and WWD to check pressure in the areas of concern in the city of Hartford. Also, no pressure change with the Hartford water tower off.

SECTION 4-4. We will be doing hydrant flushing in Hartford over the next couple of weeks.

SECTION 4-5. Waiting on meeting dates with Winterset and Indianola to discuss extra capacity.

SECTION 4-6. Badger has sensors we can install on large lines to detect line breaks.

SECTION 4-7. Management had a meeting with the service line insurance company. They only cover from the pit to the house. For now, we are going to pass.

SECTION 4-8. We will be following past retiree bonuses for Ron Nelson.

MOTIONS MADE / RESOLUTIONS ADOPTED

SECTION 5. The following resolutions were presented upon motion made and either adopted or defeated as shown below:

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

AYES 7: NAYS: 0

X Carried / ____ Failed

Resolution Number 042125-A

BE IT RESOLVED THAT: The Warren Water District Board of Directors approve the 2024 audit.

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

AYES 7: NAYS: 0

X Carried / ____ Failed

Resolution Number 042125-B

BE IT RESOLVED THAT: The Warren Water District Board of Directors appoint Systems Manager, Matt Van Wyk, as Entity Administrator and Signatory for the Warren Water District, in regard to the System for Awards Management (SAM).

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Upon motion duly made by **Director Smith**, seconded by **Director Nevins**, and carried The Board Meeting went into recess at **5:59 pm**.

The following members of the Board of Directors were present at the reconvened meeting at 6:21 pm:

X Bussanmas, X Swedberg, __ Steenhoek, X Heemstra, X Freeman, X Smith, X Rankin, X Benshoof, and X Nevins

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 Swedberg:** 2nd by **Director Nevins**

AYES 7: NAYS: 0

X Carried / ____ Failed

Resolution Number 042125-C

BE IT RESOLVED THAT: **The Warren Water District Board of Directors approved electing Director Heemstra as Chairman.**

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

AYES 7: NAYS: 0

X Carried / ____ Failed

Resolution Number 042125-D

BE IT RESOLVED THAT: **The Warren Water District Board of Directors approved electing Director Nevins as Vice-Chair.**

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Motion by **Director Swedberg**: 2nd by **Director Heemstra**

AYES 7: NAYS: 0

X Carried / ____ Failed

Resolution Number 042125-E

BE IT RESOLVED THAT: **The Warren Water District Board of Directors approved the electing Director Freeman as Secretary/Treasurer.**

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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, **May 19, 6:00 PM.**

ADJOURNMENT: There being no further business, and upon motion duly made by **Director Smith**, seconded by **Director Bussanmas**. The meeting was adjourned at 7:15pm.

Respectfully submitted:



Carol Freeman, Secretary of the Meeting