

**BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
CITY OF WEST POINT COMBINED UTILITY SYSTEM  
WEST POINT, IOWA 52656  
Tuesday, March 11th, 2025, AT 5:00 P.M.**

CALL TO ORDER: The Board of Trustees of the West Point Combined Utility System of the City of West Point, Iowa, met in regular session at the West Point City Hall, 313 Fifth Street, West Point, Iowa, 52656, on Tuesday, March 11th, 2025. Utility Board Chairman William Ward presided and called the meeting to order at 5:00 p.m.

ROLL CALL: The roll was called by the Utility Director Randy Welding and the Board Members responded as follows: Board Chairman William Ward and Board Member Jacob Foecke were both present. Board Member Morgan Poole was absent. In attendance were Mayor Gary Peitz and Utility Billing Clerk Dawn Holtkamp. Also in attendance was Utility Director Randy Welding who reported that a quorum was present.

APPROVAL OF AGENDA: March 11<sup>th</sup>, 2025 was approved by consensus. Board Chairman William Ward approved, and Board Member Jacob Foecke seconded to approval of the agenda.

OPPORTUNITY FOR CITIZENS/CUSTOMERS TO ADDRESS THE BOARD: None Present.

UTILITY REPORTS: The following indicated utility reports were presented as follows for board information and consideration. No reports

DELINQUENT REPORTS: Board Members reviewed and discussed the status of delinquent accounts by reviewing the Aged Trial Balance report as prepared and submitted by the Billing & Collection Clerk. The Utility Board discussed the (50) twelve-day reminders profiting \$250.00 with the (10) 24-hour notices profiting \$750.00 in revenue.

FIELD REPORT: Utility Superintendent Mark Camby was absent. Field Report was discussed in detail by the Utility Board.

CHAIRMAN'S REPORT: No Report

UTILITY SUPERINTENDENT REPORT: Board Members reviewed, and Utility Superintendent discussed the report for February.

BOARD MEMBER'S REPORTS: No reports.

UTILITY DIRECTOR REPORT: Board Members reviewed, and Utility Director Randy Welding discussed the report in detail.

OLD BUSINESS: The following indicated Old Business was reintroduced, considered, and acted upon by the Board as follows:

- a) Trend Data Report

NEW BUSINESS:

MONTHLY REPORTS: The following indicated Minutes; Monthly Reports; and Monthly Warrants Payable were introduced, considered, and acted upon by the Board as follows.

- a) Board Member Jacob Foecke approved, and Board Chairman William Ward approved the ‘Contractor’s Application for Payment No.4’ payment in the amount \$6,165.50 to be paid to Wynn Company for the 2024 Water Main Replacement.
- b) Discussion was held on the storing/parking of the West Point police car now residing in the Utility Shed. Courtesy Door will be installing a door opener and keypad. A decision was made for the police department not to make any payment to the utility department for storage.
- c) Minutes of Prior Regular Meeting February 11th, 2025: Minutes of prior regular Board Meeting of February 11th, 2025. Motion made by Board Member Jacob Foecke and seconded by Board Chairman William Ward.
- d) Proceedings for February 2025: The Proceedings for the month of February 2025 was presented for Board approval and, after review and discussion, Board Member Jacob Foecke approved, and Board Chairman William Ward seconded the referenced proceedings.
- e) Treasurer’s Report for February 2025: The Treasurer’s Report for the month of February 2025 was presented for Board approval and, after review and discussion, Board Member Jacob Foecke moved that the referenced warrants payable be approved for payment as presented, which was seconded by Board Chairman William Ward and, after due consideration thereof by the Board, the Utility Director put the question upon the adoption of the motion and the Board Members voted unanimously in the affirmative. Whereupon the Utility Director declared the motion was duly adopted.
- f) Warrants Payable for March 2025: Warrants payable for the month of March 2025 were presented for approval consideration and, after review, discussion and due deliberation, Board Member Jacob Foecke moved that the referenced warrants payable be approved for payment as presented, which was seconded by Board Chairman William Ward and, after due consideration thereof by the Board, the Utility Director put the question upon

the adoption of the motion and the Board Members voted unanimously in the affirmative. Whereupon the Utility Director declared the motion was duly adopted.

- g) Discussion was held on Utility Chairman Willie Ward's upcoming schedule. Due to his absence the following meeting will be as such.

April 16<sup>th</sup>, 2025

May 13<sup>th</sup>, 2025 (Chairman Ward will be absent)

June 10<sup>th</sup>, 2025 (Chairman Ward will be absent)

OTHER BUSINESS:

Next Utility Board Meeting will be held on Wednesday, April 16th, 2025.

ADJOURNMENT: All known business having been conducted, Board Member Jacob Foecke moved that the Board Meeting adjourn which was seconded by Board Chairman William Ward and which carried unanimously.

Whereupon, Board Chairman William Ward declared the regular meeting of the Board of Trustees of the West Point Utility System of the City of West Point, Lee County, Iowa, adjourned at 5:50 p.m., March 11th, 2025.

WEST POINT UTILITY SYSTEM

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William Ward, Board Chairman  
West Point Municipal Utility Board

ATTEST: \_\_\_\_\_  
Randy Welding, Board Chairman  
West Point Municipal Utility Board