

**BATTLE GROUND**  
**CONSERVANCY DISTRICT MEETING**

**October 19, 2022**

Attendance: Chairman Rick Oliver, Vice Chairman Carol Watson, Andrea Agree, Philip Baer, David Bisher, Ron Holladay

Present via Zoom: Joe Kline

Also present: Dan Gemmecke (Superintendent), Georgia Jones (Financial Clerk).

Guests: Bill Jones, James Miller

Rick Oliver called the meeting to order at 6:00 p.m.

**Budget Adoption**

The 2023 Budget was advertised as required and a hearing was held September 21. After a final review of the appropriations, Philip Baer moved to adopt the budget as advertised. Second of David Bisher, motion carried with 5 Aye votes. Joe Kline could not vote and Andrea Agree was out of the room at that time.

**Minutes**

Ron Holladay moved to accept the minutes of September 21. Second of Philip Baer, motion carried with 6 Aye, one absent.

**Customer Service Report**

Joe Kline reported three calls in the last month; one for water quality after a meter was replaced, and two billing/usage questions from River Bluffs and north of CR 600N.

**Water Superintendent Report**

The fall hydrant flushing was completed except for private hydrants which will be scheduled soon.

Tower 2 was sanitized and passed inspection, expected to be online the last week of October.

The recent water main break on Winans Street was repaired however there is still a need to verify the existing lines and provide a written record of the results to account holders.

**Financial Clerk**

**Motion** by Carol Watson to approve the transfer of utility escrow \$62,799.16 and the register of claims Sept 22 to October 19 in the amount \$44,422.11. Second of Ron Holladay, motion carried with unanimous vote.

The 2023 director election was advertised and nominations are due by December 1. A tentative agenda for Annual Meeting was distributed for consideration, 6:00 p.m. on January 18 at the Tippecanoe Township Volunteer Fire Department Station #1 at 112 North Street.

New marketing materials from Invoice Cloud are now in use to promote online payments. The number of customers electing ebills instead of mailed invoices is up to 365. Use of online payments has been hampered the last two months by a problem Invoice Cloud has with Chase Bank Visa card processing.

### **Old Business**

District Plan Committee – Thank you to Mr. John Smith for his help contacting residents in River Bluffs to turn in their signed petitions. Carol Watson has personally contacted all the remaining households.


Revenue Committee – An analysis of consumption and water rates was presented to the Directors. The billing options that best cover the operating budget were reviewed. Capital projects needed in 2023 and forward are a major consideration in the plan to adjust water rates next year. Directors may bring any concerns to the November 16 meeting. The rate plan will be finalized at a committee meeting by November 30.

### **New Business**

Due to a change in Microsoft email, old versions of Outlook no longer work on desktop and laptop computers. Dan will need to update his programs in the superintendent's office.

To celebrate the Tomahawk Lane Reconstruction project, there will be a ribbon cutting celebration and pizza party provided by Butler, Fairman and Seufert on Thursday October 27 from 4 to 6 PM. Party tents will be located near the apartments.

Motion to adjourn at 7:21 p.m. by Philip Baer with second of David Bisher.

  
Georgia Jones, Financial Clerk  
Rick Oliver, Chairman of the Board

## Memorandum of Open-Door Law Compliance

Date: October 19, 2022

Time: 6:00 p.m.

Members Present in Person: Rick Oliver, Carol Watson, Andrea Agree, David Bisher, Ron Holladay, Philip Baer.

Member Present Virtually on screen: Joe Kline

Member Present by Telephone: none

Also Present in Person: Dan Gemmecke, Georgia Jones

Guest Present in Person: Bill Jones

Guest Present virtually: James Miller

Electronic Means of Communication Used For Members and Public: Zoom.us

Attest:

A handwritten signature in cursive script, reading "Georgia Jones", is written over a horizontal line.

Georgia Jones, Financial Clerk