

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

**September 21, 2022**

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

Also present: Georgia Jones (Financial Clerk). Dan Gemmecke was absent.

Guest: Bill Jones

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

**Public Hearing**

Ron Holladay moved to open a public hearing for the Conservancy District 2023 Budget. Second of David Bisher, **motion** carried with unanimous vote.

Now that financing is in place for both tower loans, it was determined to use property tax to cover budget line items for principal and interest. The maintenance reserve fund is budgeted for IDEM-imposed lead service line assessment. Operating reserve will be used for the expenses not covered by services revenue. Carol Watson moved to close the hearing, with second of Joe Kline. **Motion** carried with unanimous vote.

**Minutes**

Joe Kline moved to accept the minutes of August 17, with second of David Bisher. **Motion** carried with unanimous vote.

**Customer Service Report**

The August service report has five entries; one repair follow-up, two leak investigations and two low pressure reports, one of which was related to the water line work on Tomahawk Lane. Four reports were from the historic area and one from the area north of CR 600.

**Water Superintendent Report**

Information was provided by email as Dan could not attend today's meeting. During the month, a total of 21 meters were replaced. Dan attended education classes for mandatory CEU.

Water Tower 2 progress continued Monday September 19 with connections at the tower, and water main connections on Tuesday. Pipe between the 2 connection points should be installed Wednesday.

**Financial Clerk**

Carol Watson moved to approve the register of claims August 18 to September 21 in the amount \$83,616.55, and the Utility Escrow Transfer of \$64,464.38. Second of Joe Kline, **motion** carried with unanimous vote.

### **Old Business**

Easement documents for the property owner at 139 N Railroad Street have been signed and recorded.

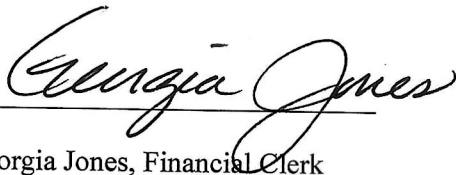
Carol Watson is working on the last documents needed from property owners to move forward with the District Plan update.

The Revenue Committee received a comprehensive report from Bill Jones detailing a financial study and revenue model which illustrates the effects of rate tiers on total revenue. The gallon rate at each tier must be high enough to cover costs of distribution and the current rate schedule does not meet this requirement. The committee will review various rate scenarios and provide a recommendation at the October meeting. Directors are invited to send the committee specific requests regarding rates and utility bill structure. The revenue model can project total revenue using different scenarios, to compare results.

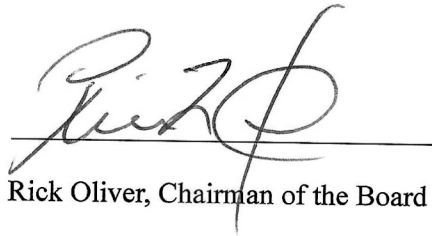
### **New Business**

David Bisher commented that the Conservancy might purchase a vac trailer to use for lead service line locating and assessment. Within two years all potential properties will need to be verified. Having equipment for this might expedite the process. Joe Kline proposed contacting the Town of Battle Ground to see if there is interest in co-ownership.

Motion to adjourn at 7:30 p.m. by Joe Kline with second of Phil Baer.



Georgia Jones, Financial Clerk



Rick Oliver, Chairman of the Board

## Memorandum of Open-Door Law Compliance

Date: September 21, 2022

Time: 6:00 p.m.

Members Present in person: Rick Oliver, Carol Watson, Andrea Agree, Philip Baer, David Bisher, Ron Holladay, Joe Kline

Members Present Virtually: None

Guests present in person: Bill Jones

Guests attending Virtually: None

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

Attest:

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

Georgia Jones, Financial Clerk