

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

**October 16, 2024**

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

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

Guest: Edward Mroosian

David Bisher called to order at 6:00 p.m. There were no changes to the agenda.

**Minutes**

Joe Kline moved to approve the meeting minutes of September 18, with second of Carol Watson. Motion carried with unanimous vote. Joe also moved to approved the minutes of October 2 budget hearing, with second of Rick Oliver. Motion carried with unanimous vote.

**Customer Service**

Joe Kline reported 15 customer service contacts for the month of September. Approximately 12 were water color, all North CR 600N District. There were two miscellaneous calls, one each for North CR 600N area and River Bluff/Yellow Knife area. There was one billing inquiry from North CR 600N. As of October 15, 2024 only one call is listed as closed.

**Water Superintendent Report**

Dan Gemmecke advised the board of apparent lightning damage to the pump motor at #3 well. He is working with insurance for expense reimbursement. The hydrant flush for fall went well. Changes in the process, plus advance notice signs and alerts seemed to be helpful as there were few calls to the utility office. The SCADA replacement items are completed and the Peerless invoice is ready to approve.

**Financial Clerk**

Carol Watson **moved** o approve the register of claims \$91,474.26. Second of Ron Holladay, motion carried with unanimous vote. Joe Kline **moved** to approve the utility escrow transfer \$79,070.60, with second of Rick Oliver. Motion carried with unanimous vote.

The HR committee presented the final version of the 2025 salary ordinance. The ordinance will be effective for the entire pay period that is primarily in the first two weeks of January, beginning December 29, 2024. **Motion** to adopt Ordinance 2024-21 by Phil Baer, with second of Ron Holladay. Motion carried with unanimous vote.

Ordinance 2024-22 was reviewed and a **motion** to approve offered by Joe Kline with second of Rick Oliver. Motion carried with unanimous vote.

The financial clerk advised the board of a planned vacation for the utility clerk, and office help will be needed in January-February. Rick Oliver recommended an employment agency to fill that need. There was additional discussion of staff needs if town hall were to move to Prophets Rock Road and be less accessible to walk/bike patrons.

### **Old Business**

Conservancy District Plan – Dan is working on the final version with DNR.

Town Hall – The town council is still investigating the feasibility of locating admin offices and community building at the sewer plant location.

Utility bill non-payment and shutoff policy statement is deferred to November.

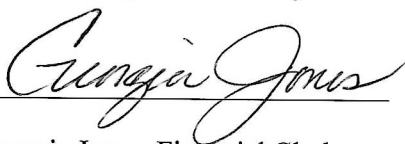
### **New Business**

Georgia Jones requested an addition to the work order process, to leave a copy of the signed work order with the homeowner whenever the service team does work inside a residence. A copy of the completed order is also filed in the utility office, which closes a customer call log entry.

### **Guest Comment**

David Bisher commented that the special districts, including Conservancies, do not received federal distributions like other government units. He brought this up with Jim Baird's staff at a recent listening session held at the fire station.

Ron Holladay **moved** to adjourn at 6:56 p.m. with second of Joe Kline.



Georgia Jones, Financial Clerk



David Bisher, Chairman of the Board

## Memorandum of Open-Door Law Compliance

Date: October 16, 2024

Time: 6:00 p.m.

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

Member Present Virtually on screen: none

Member Present by Telephone: none

Also Present in Person: Dan Gemmecke, Georgia Jones

Guest Present in Person: Edward Mroosian

Guest Present virtually:

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

Attest:

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Georgia Jones, Financial Clerk