

BATTLE GROUND
CONSERVANCY DISTRICT ANNUAL MEETING

January 15, 2025

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

Also present: Dan Gemmecke, Kevin Denny, Georgia Jones

Guest: Edward Mroosian, Bill Jones

David Bisher called the Annual Meeting of Conservancy District Freeholders to order at 6:00 p.m. with roll call of Directors.

Director Election

There was one nominee for the open director chair in Historic Battle Ground / River Bluff. In this case, an election is not required. Ron Holladay **moved** to approve Rick Oliver by acclamation to the new term, with second of Carol Watson. Motion carried with unanimous vote of the directors.

Oath of Office

The Director's Oath for Rick Oliver was administered by Georgia Jones, Clerk-Treasurer of the Town of Battle Ground.

Annual Financial Report

Financial Clerk Georgia Jones provided the Conservancy District 2025 Budget and estimated revenue. The state-approved operating budget total is \$1,032,581 and the estimated revenue is \$1,026,895. The property tax component of the budget remains allocated to capital projects. A copy of the handout information is attached to these minutes.

2024 Year in Review

Carol Watson commented on major accomplishments for the year.

- Meter upgrades to radio read for upcoming software upgrade.
- Locate residential valves and reset to ground level
- Well #2 cleaned and pump rebuilt
- Sanitary Survey complete with the well headers painted
- Hydrant flush of systems, including Woods Edge and the State Park.
- Hydrant Maintenance
- Had an increase in 811 locates
- District Plan finalized
- Estimates for Booster pumps
- Leap Project
- Battery Storage in White County

Projects for 2025:

- Booster Bldg. upgrade
- Cleaning and rebuilding of one well and pump

Future Projects:

- Remediation for lead /copper to review 10% of system services per year for 10 years.
- Completion of the larger diameter water main on Main Street

Adjourn

Hearing no questions or comments from guests, Rick Oliver moved to close the Annual Meeting. Second of Joe Kline, motion carried with unanimous vote.

January Directors Meeting

David Bisher opened the business meeting at 6:16 p.m. There were no additions to the agenda. As outgoing chairman, he mentioned the good working relationship among current board members.

Election of Board Officers

Carol Watson nominated Ron Holladay for the Chairman seat. Second of Rick Oliver, motion carried with unanimous vote. Ron received the gavel and thanked David for his service to the District.

Nominations were then open for Vice Chairman. David Bisher nominated Carol Watson, with second of Phil Baer. Hearing no other nominations, call for the question and the motion passed with unanimous vote.

Affirm Staff Positions

These positions were approved to serve in 2025:

Dan Gemmecke, Superintendent
Kevin Denny, Assistant Superintendent
Georgia Jones, Financial Clerk
Viki Rogers, Billing Clerk

Customer Service

Joe Kline reported four customer service calls for December and gave a 2024 year end summary of the distribution by type of call:

<u>Location and number of calls</u>		<u>Type of request</u>	
North of CR 600N	92	Quality	38
Historic town	21	Leaks/Breaks	37 (Woods Edge)
River Bluffs	8	Billing	24
South of CR600 N	5	Miscellaneous	14
Woods Edge	2	Pressure	7
		Shut off request	6 (Irrigation)
		Meter question	4

Water Superintendent Report

Dan Gemmecke advised the board the lease agreement with Tipmont is complete for 2025. There will be credit to offset the monthly expense of three internet connections used by the SCADA system.

The department is ready to post a full time (30 hours) assistant or trainee position.

Minutes

Dave Bisher **moved** to approve the meeting minutes of December 18, with second of Joe Kline. Motion carried with unanimous vote.

Financial Clerk

Rick Oliver **moved** to approve the registers of claims. There are three documents, the escrow transfer (\$86,377.50), Dec 19 – 31 (\$ 73,700.70), and Jan 1 – 15 (\$7,644.52). Second of Carol Watson, motion carried with unanimous vote.

The financial clerk advised the board of a new utility office schedule for winter, open weekdays from Noon to 4 PM and other times by appointment as needed.

Old Business

Conservancy District Plan – The court appearance was Monday January 13, and the judge requested additional information which the attorney will provide.

Town Hall – No additional information

Utility bill non-payment and shutoff policy statement is deferred to February. The position description for the billing clerk vacancy has been reviewed by committee and will be discussed with the clerk.

New Business

Director - After the District Plan is fully enacted and adopted, there will be a posting for a director from the area north of CR 600N. The vacancy will be advertised per statute, and nomination forms presented to the clerk on or before February 17, 2025. The nominee will complete the term vacated by Andrea Agree, covering the years 2024 to 2027.

Insurance – Phil Baer commented there will be a document from Brad Chesterman, a broker letter of record, which the Conservancy will sign indicating acceptance that he will represent the district in matters of hazard and liability insurance. Brad met with James Miller to determine if the town of Battle Ground will also have Brad as their broker.

Guest Comment

Carol Watson thanked Dan and Kevin for a good year, Bill Jones for his assistance with data and computer needs, and David Bisher for his leadership as chairman. Also Georgia Jones for putting together the summary information for the annual meeting reports.

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



Georgia Jones, Financial Clerk



Ron Holladay, Chairman of the Board

Memorandum of Open-Door Law Compliance

Date: January 15, 2025

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

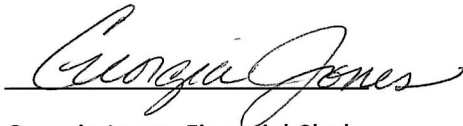
Also Present in Person: Dan Gemmecke, Kevin Denny, Georgia Jones

Guest Present in Person: Edward Mroosian, Bill Jones

Guest Present virtually: none

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

Attest:

A handwritten signature in cursive script that reads "Georgia Jones". The signature is written in black ink and is positioned above the printed name of the signatory.

Georgia Jones, Financial Clerk