

BATTLE GROUND
CONSERVANCY DISTRICT MEETING

July 17, 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).

Guests: Karen Hood, James Miller, Mary Jo Totten, Edward Mroosian, Andrea Agree, and Kristy Millen (virtual)

David Bisher opened the meeting and invited guests to speak.

Request for lawn restoration - Karen Hood presented information and requests lawn restoration at two residences on Flintlock where Rock n Dirt repaired a main break in March 2024. Photos of the area and a timeline of events was provided to the directors for review. Karen and Kristy Millen are owners of the properties where repairs are needed. Kristy has already contacted Rock n Dirt, and the company indicated that restoration would be done by the Conservancy. The directors believe the contractor needs to “own up” to the damage caused. At this time, any new grass seeding would be done in September, to have the best chance at growth. Rick Oliver was nominated to talk with Rock n Dirt about the repair. The directors will touch base with Karen and Kristy in about a week.

There was general agreement that every contract for main break repairs should stipulate the contractor is responsible also for damages they cause in the course of repairs.

Land Development - Jim Miller advised the Conservancy Board of plans to develop the vacant land adjacent to the Sewage Plant. An architect will be contacted to provide concept plans for a new town hall on undeveloped land south of the water barn. There was general agreement that the Board and Council would find a mutually beneficial path forward for this idea.

Minutes

Rick Oliver moved to accept the minutes of the May 15 meeting. Second of Ron Holladay, motion carried with unanimous vote (6 Aye). The June meeting was postponed, as it happened to occur on Juneteenth, a Federal holiday.

Customer Service

Joe Kline reported 13 customer service entries for the month of May 2024 with 4 listed open as of July 9.

Pressure-related	2 in North CR 600N District, both closed
Miscellaneous	2 in North CR 600N District, closed
Meter	1 North CR 600N District, closed
Billing/usage	3 North CR 600N District, 2 remain open 1 River Bluffs District, open
Leak/break	2 North CR 600N District, closed 1 Historic District, closed
Shutoff request	North CR 600N District, open

For the month of June, there were 8 customer service reports, with 2 remaining open.

Water Quality	2 North CR 600N District, 1 open 1 South CR 600N District, all closed
Miscellaneous	3 Historic District, all closed
Meter	1 River Bluffs District, open
Billing	State Road 43 Area, closed

Water Superintendent Report

Dan Gemmecke reported rebuilding a hydrant at UMH Woods Edge. The Conservancy would like to have the parts vendor bill UMH directly for their materials. If this is not possible, an invoice for expenses incurred will be sent to UMH for reimbursement to the Conservancy.

The annual water sample for TThm and HAA5 were sent on schedule but suffered late delivery and had to be re-sampled. Lead and Copper sampling was also completed.

Financial Clerk

Joe Kline **moved** to approve the register of claims for two months, \$147,284.79, and the June and July utility escrow transfers. Second of Rick Oliver, motion carried with unanimous vote. The second quarter audit may be completed now.

Old Business

District Plan – The Department of Natural Resources has requested additional information prior to approving revisions to the District Plan. It is believed that another 45 days extension is needed.

New Business

The Budget Committee met to outline a two-year budget plan for projects and anticipated rate adjustments. This will be provided to Directors at the August meeting.

The Billing Clerk would like to have a statement of policy created by the Directors and Superintendent to guide the shutoff process. A written policy can be communicated to customers and help them understand when they will be shut off for non-payments. It has been the custom for the utility office to extend grace a couple days for people whose income misses the payment due date, but there is increasing request for up to two weeks.

Rick Oliver moved to adjourn at 7:25 p.m. with second of Ron Holladay. Motion carried.



Georgia Jones, Financial Clerk



David Bisher, Chairman of the Board

Memorandum of Open-Door Law Compliance

Date: July 17, 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: N/A

Member Present by Telephone: N/A

Also Present in Person: Dan Gemmecke, Georgia Jones

Guest Present in Person: Karen Hood, James Miller, Mary Jo Totten, Edward Mroosian, Andrea Agree

Guest Present virtually: Kristy Millen

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

Attest:

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

Georgia Jones, Financial Clerk