

Battle Ground Town Council

Meeting Minutes, November 17, 2025

Attending: Councilors Steve Hahn, Chad Lohmeyer, Mary Jo Totten, Matt Coppock.
Council President James Miller was absent.

Also attending: Attorney Eric Burns, Municipal Advisor Robert Reynolds, Clerk Treasurer Georgia Jones

Chad Lohmeyer called the meeting to order at 6:31 p.m.

UMH / Town of Battle Ground Utility Service Agreement

Eric Burns presented a draft service agreement to update and replace an expired sewer utility service agreement between the town and UMH (Woods Edge) mobile home community.

The service agreement incorporates phases of the town's Regional Sewer Project which are dedicated to serve Woods Edge, providing structure for reimbursement of construction expense as well as utility service. The community uses 100% of one lift station and force main (project phases 1 and 2), and about half the current capacity of the sewer plant. Anticipated future growth of the UMH community has been a consideration in project planning and engineering decisions.


There is documentation for the costs associated with the final project design, which correspond to 52% of total project capacity which is utilized by Woods Edge. The costs are allocated to Woods Edge with Phase 1 lift station at 100%, Phase 2 force main at 100%, while costs for the Phase 3 regional lift station are reduced to 4.95%. Phase 2 does have potential to attract additional development, which could reduce the percentage use by UMH.


The final agreement will detail how the reimbursement will be structured, and when it will be due. There was discussion of terms the town would need and what factors might be important to UMH. Robert Reynolds, municipal advisor with London Witte Group, provided four updated cost allocation scenarios to evaluate. Scenario #4 allocates 100% of Phase 1 and 2 to Woods Edge, which corresponds to the use of the infrastructure. Mary Jo Totten moved to approve using Scenario #4, which matches percentage of total use to costs for the first two construction phases, while minimizing near-term rate increases for all residential customers. Second of Steve Hahn. **Motion** carried with 4 Aye, one absent.

Action items going forward:

- 1) Dave Buck and Chris Limiac are communicating with UMH to execute the agreement for Phase 1 construction, which will begin in early December.
- 2) Eric Burns and Kyle Epperson will communicate with UMH for Phase 2, which is in final engineering now. Construction will begin in spring 2026. The terms desired will incorporate Scenario #4 as outlined by Robert Reynolds.

Motion to adjourn by Mary Jo Totten, with second of Matt Coppock.


Georgia Jones, Clerk Treasurer


Chad Lohmeyer, Acting Council President

Memorandum of Open-Door Law Compliance
Battle Ground Town Council

Date: November 17, 2025

Time: 6:30 p.m.

Members Present


in Person: Steve Hahn, Chad Lohmeyer, Mary Jo Totten, Matt Coppock
Via Zoom.us:

Also Present in Person: Eric Burns, Robert Reynolds, Georgia Jones

Guest Present in Person:

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

Attest:

A handwritten signature in cursive script that reads "Georgia Jones". The signature is written in dark ink and is positioned above a horizontal line.

Georgia Jones, Clerk-Treasurer, Financial Clerk