



COUNTY WATER DISTRICT OF BILLINGS HEIGHTS

Board of Directors Meeting Minutes

September 23rd, 2025 at 9:00 AM

County Water District of Billings Heights 1540 Popelka Dr., Board room

The meeting is open to any interested member of the public. Agendas are prepared for the meetings; agendas may be requested from the General Manager and are available at <https://heightswaterdistrict.com/agendas-and-minutes>. Agenda packets, due to their size, will not be printed off for the meetings or at the public's request. The public can access and view the agenda packet online and can download them or print them at their own expense.

Pledge of Allegiance

CALL MEETING TO ORDER: President Jeff Essmann called the meeting to order a 9 AM Welcome and Introductions

Board members present: Doug Kary, Greg Erpenbach, Frank Ewalt, David Graves, Pam Ellis, Jeff Essmann

Also present: Evelyn Pyburn and Carolyn Bakker

PRESIDENT'S REMARKS

During the course of the meeting the Public may be heard before a vote is cast by the Board. The President will acknowledge the Public once a motion has been made and discussed by the board for their input, The President will recognize speakers who raise their hand. Once recognized, the Speaker should move to the side of the board table so comments may be heard, please identify yourself by name and please spell your last name. You will be allowed to comment for up to three minutes. Each speaker will have one opportunity to speak on the agenda item. Once the public comment period is over there will be no additional comments unless specifically requested by the President or presiding officer of the meeting.

PRESIDENT'S REPORT TO BOARD

President Essmann reported that he has submitted a request to have the email provider forward messages from the old Board email address to the new Board

members email address to ensure that messages from the public are being delivered. Additionally, he requested that arrangements be made that group messages to the Directors group that the sender receive confirmation that the emails were received by group members.

Public Comment on non-agenda items: None

Agenda Approval: Director Kary moves to accept agenda as printed, Director Graves seconds. Agenda approved unanimously.

Old business:

Discussion of Consideration of Resolution 039-25

Motion was made to put Resolution 039-25 be put on the floor for discussion by Director Kary and 2nd by Director Ewalt.

Redrafted by Director Essmann, the new draft includes a history of the issues involving the proposed rate increase from the City of Billings. The resolution includes how communication is to occur to ensure all parties are informed of the back-and-forth communications between district representatives, the board, the city and public. The Directors discussed the resolution.

When terms of the revised contract are approved, the consultant will be directed to proceed with the contract and the process with the city. The Board was reminded that if an agreement does not occur, they would need to consider reviving Resolution 032-25 that specified arbitration, which will be suspended by this resolution 039-25.

Director Ellis brought up that the cost of the depreciation charges is already built into the current rate structure.

She questioned the purpose of spending more money for the rate consultant if the depreciation charge is addressed in the manual. Further study won't change that.

In the resolution, rate consultant is required to report to the board and provide more detail in billing so Board is aware of how the money is being spent.

Director Ellis questioned if detail was provided for the Raftelis bill of \$16,000. The President indicated he would ask the GM to make that inquiry.

President Essmann called for a voice vote to adopt Resolution 039-25. It was approved unanimously.

Discussion of compensation of Carolyn Bakker for her service as the acting secretary for today's meeting. A motion made by Director Graves and 2nd by Director Ewalt and approved to compensate her for \$100.

ADJOURNED at 9:45 AM

**Board Secretary, Jennifer
Burnside**

Board President, Doug Kary