

Battle Ground Town Council

Meeting Minutes, December 12, 2022

Attending: Council President James Miller, Councilors Matt Coppock, Steve Hahn, Greg Jones, Mary Jo Totten. Also attending: Attorney Eric Burns, Town Supervisor Ron Holladay, Town Marshal Jerry Burk, Clerk Treasurer Georgia Jones.

Guests: Colin Sullivan, Chris Limiac, and via zoom; Joe Kline, Dave Buck, Bill Jones

James Miller called to order at 6:00 p.m. and there were two additions to the agenda: minutes of December 5 and Resolution 22-127 Transfer of Funds.

Minutes

Steve Hahn moved to approve the minutes of November 14 and December 5. Second of Greg Jones, **motion** carried with unanimous roll call vote.

Attorney

Motion to approve Ordinance 2022-622 Certification of Election Districts on first reading by Mary Jo Totten, with second of Steve Hahn. Motion carried with unanimous roll call vote. Mary Jo moved to suspend the rules and consider the ordinance on second reading. Second of Matt Coppock, motion carried with unanimous roll call vote. Greg Jones moved to adopt Ordinance 2022-622 Certification of Election Districts on second reading. Second of Steve Hahn, motion carried with unanimous roll call vote.

The 2023 salary ordinance and benefits were discussed. Jerry Burk and Georgia Jones will work on a personnel policy document for the police department. No changes to the current policies at this time.

Motion to approve Ordinance 2022-623 Wages and Salaries for 2023 by Mary Jo Totten, with second of Steve Hahn. Motion carried with unanimous roll call vote.

Eric Burns responded to questions regarding utility easement encroachment relative to the Hawk's Nest project. The contractor is not able to install the service road until internet and cable lines are moved. At the end of discussion, Eric was excused from the meeting.

Clerk-Treasurer

Mary Jo Totten **moved** to approve the Register of Claims, Nov 15 to December 12 in the amount \$344,482.19. Second of Matt Coppock, motion carried with unanimous roll call vote.

The general fund has sufficient funds to transfer at year end to the Rainy Day fund. Greg Jones **moved** to approve Resolution 22-127 Transfer of Funds. Second of Steve Hahn, motion carried with unanimous roll call vote.

Outstanding checks written prior to Jan 1, 2021 may now be cancelled and removed from the bank reconciliation. Mary Jo Totten **moved** to approve cancelling check 13096 in the amount \$3.54 and check 13541 in the amount \$.64. Second of Steve Hahn, motion carried with unanimous roll call vote.

The year end bonus for non-elected employees was considered. Mary Jo Totten **moved** to approve the bonus in the budgeted amount of \$100.00 per individual. Second of Greg Jones, motion carried with unanimous roll call vote.

All payments for Hawks Nest project easements and settlement amounts have been distributed. The third quarter audit by town council will be conducted by Mary Jo Totten on December 14. Year-end transfers will be within category and no council action is needed.

Police

The intersection of CR 600 and Prophets Rock Road is an area of concern as the traffic detour shifts from North 9th Street to Prophet's Rock. More signs are needed to alert drivers to the hill and stop sign. There are reasons why a barricade at the bottom of the hill is not the best solution. Jerry Burk and Ron Holladay will investigate what it would take to install a sand trap on the east side of Prophets Rock. In the event someone is unable to stop at the bottom of the hill, the sand would slow the vehicle and possibly keep it from going all the way down the embankment.

Utilities and Street Department

Ron Holladay is organizing a meeting with UMH engineers to review their needs as planning goes forward for the replacement lift station at Woods Edge. The current lift was purchased by the owner and there may be advantages to set up a similar arrangement. The expansion of the park and capacity of station pumps is a concern.

Storm water outlet work on Main Street is not yet complete and Ron is gathering estimate information from companies interested in this work. The new easement is now recorded and the project can be quoted and scheduled.

There is a desire to add a third salt spreader to better serve Prophets Rock, CR 600N and the hill during winter ice/snow events. The department has a truck that can be fitted for use if a new spreader can be located soon.

Steve Hahn **moved** to approve up to \$7,000 for purchasing a new spreader. Second of Matt Coppock, motion carried with unanimous roll call vote.

Foul odor inside town hall is still a problem for staff working in the office, and for the police department. The vent pipes and sewer line were inspected, and roots were cleaned from the sewer. The odor was less obvious for a day or so but returned. The next step may be to seal the floor in the police storage room to prevent gases from coming up through cracks in the concrete. Sections of floor are shifting and heaving, making it likely that any gases underneath are more easily able to collect in the enclosed areas.

Redevelopment Commission – No report

Area Plan – No report

Committees and Old Business

President Miller opened the floor for any reports or discussion from committees. A location for a community center/town hall is still a priority. The property at 101 North Street may be available.

Jim Miller reported a discussion with the property real estate agent for Tecumseh Land Corp, to understand the intentions of the property owner. The council is interested in how the Area Plan Land Use advisory committee may affect the planning for that property.

New Business

Jerry Burk asked the council to consider a project using the memorial gifts remembering Chuck Molter, previous town marshal and long-time resident in the Battle Ground area. Part of the funds will be used for a plaque at town hall, and Jerry recommends using the balance to purchase "challenge coins" with Chuck's badge number 7965. The coins are a popular item in law enforcement and the Molter family supports the idea. Jerry will obtain a sample coin for the January meeting.

Guest Comment

Motion to adjourn 7:40 p.m. by Steve Hahn, with second of Mary Jo Totten.



Georgia Jones, Clerk Treasurer



James Miller, Council President

Memorandum of Open-Door Law Compliance
Battle Ground Town Council

Date: December 12, 2022

Time: 6:00 p.m.

Members Present in Person: James Miller, Steve Hahn, Greg Jones, Matt Coppock, Mary Jo Totten

Member Present Virtually on screen: none

Member Present by Telephone: none

Also Present in Person: Georgia Jones, Jerry Burk, Ron Holladay, Eric Burns

Guest Present in Person: Colin Sullivan, Chris Limiac

Guest Present virtually: Joe Kline, Bill Jones, Dave Buck

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

Attest:



Georgia Jones, Clerk-Treasurer, Financial Clerk