

Battle Ground Town Council

Meeting Minutes, December 13, 2021

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

Guests: Dave Buck, Colin Dale, Colin Sullivan, Joe Kline, Phil Baer.

James Miller called the meeting to order at 6:00 p.m. and there were no additions to the agenda

Minutes

Mary Jo Totten **moved to accept the minutes** of November 8, 2021. Second of Steve Hahn, motion carried with unanimous roll call vote (4 Aye).

Attorney

The replat to vacate and re-establish a utility easement at Northgate was reviewed. The current easement will not be vacated until the new easement is built out with services and there is no need for access to serve other properties in the area.

An ordinance to address landscape and sidewalk requirements will be ready for the January meeting.

As development is considered for the northwest corner at 600 N and SR 43, the Pet Cemetery location is often a question. Research reveals there is no legal requirement for the owner of the property however public opinion regarding how the interments are treated might become important.

A collapsed storm sewer on Cibuta was investigated, and two illegal taps were discovered. Ron Holladay will have the repair estimated, and the owner of the property will be notified as well as the insurance carrier.

Clerk-Treasurer

Motion by Matt Coppock to approve the Register of Claims Nov 19 to Dec 13, in the amount \$227,762.97. Second of Steve Hahn, motion carried with unanimous roll call vote, 4 Aye.

Year end transfers were reviewed. Mary Jo Totten **moved to adopt** Resolution 21-118, to transfer up to \$80,000 from General Fund to Rainy Day at the end of 2021. Second of Matt Coppock, motion carried with unanimous roll call vote.

The Council approved a year-end bonus as allowed in the salary ordinance for 2021. Mary Jo Totten **moved to approve** \$100 per employee. Second of Steve Hahn, motion carried with unanimous roll call vote, 4 Aye.

A wage increase for the part time clerk was approved. Mary Jo Totten **moved to approve** \$14.50 per hour for Kim Ross, effective January 2, 2022. Second of Steve Hahn, motion carried with unanimous roll call vote, 4 Aye.

The 2022 salary ordinance was discussed and changes verified. Section 1: town council member base salary is \$3900.00 The stipend for president is unchanged. The area plan rep stipend is increased to \$500 and the vice president remains the same at \$400.00 per year. Section 2; the clerk-treasurer longevity pay will be increased to \$100.00 per week. Section 3; town supervisor new wage is \$25.00 per hour. Section 4; part time wages, scheduled up to 29 hours per week. The assistant to town supervisor, \$18.50 per hour. Section 5; maximum annual budget of \$145,000 from General Fund per town marshal and department policy. Town Marshal wage is increased to \$24.00. Section 6; the billing clerk reimbursement is removed. Section 7; the contribution for spouse/dependent premium is 40% of premium. Section 8; non-cash benefit, no change. Section 9; holidays no change. Section 10; no change. Section 11; no change.

Mary Jo Totten **moved to adopt Ordinance 2021-604** Salary Ordinance for 2022. Second of Steve Hahn, motion carried with unanimous roll call vote, 4 Aye.

Council members will sign and submit the disclosures for nepotism and contracting by December 31.

Police

Repairs to the 2020 Durango will be close to \$16,000 and are expected to be complete by mid-December if the needed parts are available.

Utilities and Street Department

The waste hauler will be working this week, about 50,000 gallons to remove from the plant. A recent storm caused damage to the back fence, sampler and refrigerator at the treatment plant. Ron will report the damage to insurance.

Redevelopment Commission – no report

Area Plan – no report

Committees

Transportation – North Railroad Street crack seal application is not good, Ron would like an investigation of the bid process to know if there is a remedy for the substandard application. The sidewalk/storm grate repairs at 116 Main Street appear to be working as intended.

Public Relations / Communication – no report

Strategic Planning – no report

Citizen Advisory Groups – no report

Contracted Services

1. Hawks Nest project costs are estimated to increase by 25%. There should be a guaranteed maximum price available at the January meeting, to move forward with bidding. Work continues to acquire easements and make decisions regarding access to the new lift station. Research revealed a town utility easement overlapping the pipeline easement that is now under review.
2. There will be a Tomahawk Lane project meeting in December to work out bid specifications, anticipating construction in summer/fall of 2022.

3. Final plan approval for development on Northgate requires a development agreement for costs covered by the Town of Battle Ground. This could be structured by the attorney. The builder has been advised the project is moving forward. Dave Buck recommends the documentation be provided early to direct the development as they initiate the project.
4. The replat of Northgate lots west of SR 43 is moving forward.

New Business

There is an opportunity to change web site hosts, now that the State of Indiana provides this service. Mary Jo Totten will help evaluate the option and give a recommendation to the council. James Miller asked if the council would review this at a future meeting.

The council agrees to a year end administrative meeting on December 20 at 6:00 p.m.

James Miller would like to have a representative from the Indiana Office of Community and Rural Affairs present information about grants and funding that would be available to Battle Ground. Planning for another employee in waste treatment and a fulltime police presence in the future is an important consideration for next year. Jerry Burk will have a comparison of wages ready for the December 20 meeting.

Motion to adjourn 7:51 p.m. by Matt Coppock, second of Mary Jo Totten.



Georgia Jones, Clerk Treasurer



James Miller, Council President

Memorandum of Open-Door Law Compliance

Date: December 13, 2021

Time: 6:00 p.m.

Members Present in person: none

Also Present Virtually: Georgia Jones (Financial Clerk), Attorney, Eric Burns, Town Supervisor Ron Holladay, Town Marshal Jerry Burk.

Members Present Virtually: Council President James Miller, Councilors Matt Coppock, Steve Hahn, Mary Jo Totten.

Guest Present virtually: Dave Buck, Colin Dale, Colin Sullivan, Joe Kline, Phil Baer.

Absent: Greg Jones

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

Attest:


Georgia Jones, Clerk Treasurer