

Battle Ground Town Council

Meeting Minutes, February 14, 2022

Attending Virtually: Council President James Miller, Councilors Matt Coppock, Steve Hahn, Greg Jones, Mary Jo Totten. Also attending: Attorney Patrick Jones, Town Supervisor Ron Holladay, Town Marshal Jerry Burk, Clerk Treasurer Georgia Jones. **Guests attending virtually:** Angela Bisher, David Hittle, Doug Poad, Phil Baer, Joe Kline, Colin Dale, Dave Buck, Colin Sullivan, Bill Jones.

James Miller called to order at 6:00 p.m. and there was one addition to the agenda for a special event request.

Area Plan Commission, Big Four Trail and Long-Term Trail Plans

Doug Poad, Senior Planner – Transportation with Tippecanoe County Area Plan Commission, spoke to the council about plans for trails in this area. Creating safe paths and trails is important to develop and improve sustainable community living. Tippecanoe County has determined to invest resources to assist small communities, including Battle Ground, that want to participate in designing and funding opportunities for local trails. The first step is to review the current plan and provide council and community feedback on the project(s). Area Plan is working to complete an update to its long-range plans by early June. Trail maintenance would be a town budget responsibility.

Battle Ground Conservancy District Grant Application

Phil Baer requested the council review a Memorandum of Understanding that establishes a means for The Battle Ground Conservancy District to be a sub-recipient of grant funds through a Community Development Block Grant for water and wastewater. A conservancy may not apply directly, however application from Town of Battle Ground would be on behalf of the community and the grant would pass to the Conservancy. The goal is to replace oldest water mains and hydrants and address lead service abatement. Improving the hydrants will affect the fire protection class rating and effect better insurance rates for property owners. Street surface replacement could be included in the projects. Patrick Jones will review the document prior to Council deliberation in March. The Conservancy will move forward with requirements for the grant application.

An ordinance to request commercial properties be included in the updated Conservancy District Plan is in review with the town attorney and will be on the agenda in March.

Town Attorney

The town council has agreed to provide up to \$80,000 for water and sewer infrastructure to serve the commercial investment planned by developer Battle Ground LLC, for a parcel on Northgate Drive. An agreement was prepared by Eric Burns and reviewed by James Miller and Georgia Jones. Dave Buck indicated there is some urgency to approve the agreement as the developer would like the property purchase closing in February. Greg Jones moved to approve the agreement with Battle Ground LLC (the developer) for public funding for utility work. Second of Matt Coppock, motion carried with unanimous roll call vote.

A draft of the “tree ordinance” will be out in March for public comment.

An Executive Session will be held February 21.

Patrick Jones left the meeting at 7:00 p.m.

Minutes

Mary Jo Totten moved to approve the minutes of January 10 and January 25 meetings, with a second by Steve Hahn. Motion carried with unanimous roll call vote.

Clerk-Treasurer

Two register of claims documents were presented for approval, one for a previously approved expense that changed appropriation numbers as of Dec 31, 2021 and the second register for all claims from January 1 to February 14. Mary Jo Totten moved to approve both registers of claims in the amounts \$1716.00 and \$442,748.73, with second of Matt Coppock. Motion carried with unanimous roll call vote.

Phil Baer has offered to work with Heiny Insurance Agency to review carriers and competitive quotes for hazard and liability insurance for the Conservancy and town.

Police Department

The department would like to have all the separate ordinances that address vehicles and parking combined to one new ordinance. This would make it easier for the public to find all the needed information.

The United Methodist Church is seeking approval for a weekly Farmers Market in Battle Gound was brought to the council by Mary Jo Totten. There was general approval that this would be acceptable and the Town Marshal offered a reminder there is no parking on Railroad Street. This will be on the March agenda to address how the permit ordinance applies in this situation.

A citizen asked if the department tags homes that don't bring their trash totes in off the street, or for failing to clean the sidewalks after snowfall. The recent storm has created problems where people don't move their trash cans and the department will address these locations. The problem with clearing snow on some sidewalks is that not all residents are physically able, and the sidewalks are in poor repair making clearing a challenge. A community effort may be needed to provide help with clearing these sidewalks.

Steve Hahn asked about placing signs around the school to alerting drivers to watch for children playing. Jerry will price the reflective green signs for approval.

Utilities and Street Department

The estimate for repairs to the Street Barn was reviewed by Ron Holladay, Jerry Burk, Greg Jones and James Miller. The scope of work was modified and Jerry will contact the construction company for a new estimate. Ron Holladay said it is important to have additional storage because the leaf vac and chipper really should be under roof when not in use.

Angela Bisher had a question about snow plowing routes during storm events. She is a nurse and needs to know what to expect for road conditions in her subdivision. The council and street supervisor have created a training list for drivers to keep everyone on target with clearing and expect future weather events to be better with respect to plowing and also communication.

Redevelopment Commission

The RDC met in January, there was no new information for the council.

Area Plan

The February Area Plan meetings were cancelled due to weather

Committees

Transportation - The sidewalk ordinance for matching funds and identifying primary corridors will be on the March agenda.

Public Relations / Communication - The Indiana Office of Technology will have the town’s web site transferred to their host platform in about a week. Mary Jo Totten and Kim Ross will have login credentials along with Georgia Jones to add content to the community calendar. There are 300 documents, including ordinances, resolutions and meeting minutes that will move to the new host

Strategic Planning - deferred

Citizen Advisory Groups – deferred

Contracted Services – Butler, Fairman & Seufert

CCMG 2022-1 application is in review with INDOT

The final review fee for Starbucks development was received and conditional approval was provided, pending the infrastructure agreement with Town of Battle Ground.

The replat of utility easement on Northgate Court is still pending.

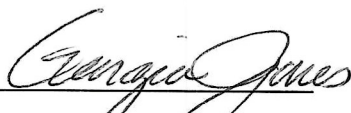
Hawks Nest lift and force main project is awaiting the return of right of way agreements with property owners. The utility easement on Munsee will be surveyed and staked, and geotechnical bores need to be completed. There will be a contract addendum for \$6,000 to cover the electrical design necessary to work with utility available from Tipmont. A decision about inspection services as outlined in the project budget is needed at this time. The estimate is \$110,000 for a 30 week construction period.

A pre-bid meeting for Tomahawk Lane project will be held February 16 and the date for bid opening is February 28. The council will have two or three days to select a winning bidder and execute contract documents. The deadline to submit the contacts to INDOT is March 4.

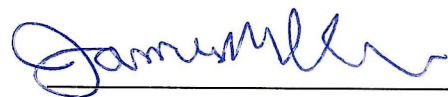
The council discussed the option to have BFS provide project inspection services. The estimate is \$95,000 for approximately 6 months of construction. Council members felt the design ownership and in-house communication available to an inspector from BFS would be critical to the success of this complex project. The concurrent inspection for Hawks Nest would be efficient use of time on site. Mary Jo Totten moved to approve inspection services by Butler Fairman and Seufert, with second of Matt Coppock. Motion carried with unanimous roll call vote.

Other agenda items not addressed will be on the March agenda.

Motion to adjourn by Mary Jo Totten, with second of Matt Coppock, 8:15 p.m.



Georgia Jones, Clerk-Treasurer



James Miller, Council President

Memorandum of Open-Door Law Compliance

Date: February 14, 2022

Time: 6:00 p.m.

Members Present in person:

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

Also Present Virtually: Attorney Patrick Jones, Town Supervisor Ron Holladay, Town Marshal Jerry Burk, and Clerk Treasurer Georgia Jones.

Guests attending Virtually: Angela Bisher, David Hittle, Doug Poad, Phil Baer, Joe Kline, Colin Dale, Dave Buck, Colin Sullivan and Bill Jones

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

Attest:



Georgia Jones, Clerk Treasurer