

Battle Ground Town Council

Meeting Minutes January 9, 2017

Attending: Steve Egly, Council President; Mike Bird, Greg Jones, James Miller, Greg Schroeder, Clerk Treasurer Georgia Jones, Town Attorney Eric Burns, Street Supervisor Ron Holladay, Town Marshal Jerry Burk.

Guests: Carol Watson, Mike Turchi, Mike Mang, Will Ellis, Joanne Kuhn Titolo

Eric Burns opened the meeting at 7 PM with election of officers for 2017. Greg Schroeder nominated Steve Egly for council president. Second of Mike Bird, motion carried. 5 Aye, 0 Nay

Greg Schroeder nominated Greg Jones for Area Plan Representative. Second of Mike Bird, Motion carried. 5 Aye 0 Nay.

President Steve Egly called for additions to the agenda. Old Business: Shawnee Outlot A; New Business, School Choice Week proclamation.

Directors from the BG Water Conservancy district attended to request Council agreement that the well fields would be used as a site for the water tower which will replace the structure on North Street. After the creation of the Conservancy the Town remained the deed holder of the well field property, which also is the site of the Street Department salt storage barn and utility barn. Ron Holladay presented general information on the project and requested agreement to pursue this location as a site for tower construction. **Motion** by Greg Jones to table the request pending more information. Second of Greg Schroeder. Motion carried. 5 Aye 0 Nay. Eric Burns recommends the council arrange to meet with conservancy board representatives to discuss the situation. Options are a joint session with both boards or two people from each board. Monday January 16 at 7:00 p.m. is agreeable for the council to discuss this topic in detail.

Mike Turchi of Butler Fairman & Seufert provided final information from engineering and rate studies for the storm water utility. **Motion** by Jim Miller to go forward with utility creation and rate ordinance. Second of Greg Jones. Motion carried, 4 Aye, 0 Nay, 1 Abstain.

Street and Sewage Departments

Supervisor Ron Holladay requested purchase of a wearable gas meter to detect harmful gases in underground work sites. Mike Bird requested more information on the model and the update fee referenced on the specification sheet.

The gate valve on the digester needs repaired, \$1200 for new gear box and related supplies.

The salt barn is not sufficient storage for annual tonnage required and Ron encourages the council to develop a plan for a new barn at a central location. The current barn holds 125 tons, but the use per year is higher. Currently the 2016 salt contract purchase is held in two other locations.

Pot holes in Prophet's Rock Road are a hazard, and requests to the county highway to repair them have not been successful.

Police

Recent criminal mischief reports covered 9 separate instances of property damage.

Jerry thanked the council for moving to purchase a new police vehicle. Town of Oxford is interested in purchasing the current cruiser.

Motion by Steve Egly to declare the 2010 Crown Victoria surplus to be offered for sale to another government unit for \$4500 or more. Second of Greg Jones, motion carried. 5 Aye, 0 Nay.

Town Attorney

The town will use the receiver process to enforce the unsafe building statute.

Motion by Steve Egly to authorize Withered Burns to review the conservancy district plan and requirements for merging with town government again. Second of Mike Bird, motion carried. 5 Aye, 0 Nay. Mike Bird recommends this be completed prior to a joint meeting with the Conservancy Board.

Clerk-Treasurer

Motion by James Miller to approve the minutes of meetings held December 12, December 19 and December 27. Second of Greg Schroeder, motion carried. 5 Aye, 0 Nay.

Steve Egly requested documents to support the payment of excise tax allocated to the Fire Protection Territory. This tax is calculated by the county auditor and distributed to all participating units in the fire territory. The share calculated this year for Battle Ground is \$24,001. **Motion** by Greg Schroeder to approve the register of claims, second of Mike Bird. Motion carried, 5 Aye, 0 Nay.

The topic of data security was withdrawn.

The clerk offered an option for insurance coverage for council members who are doing work for the town that is not part of their responsibilities as council member. **Motion** by Steve Egly to submit the names of council members for Rostered Volunteer coverage option. Second of Greg Jones, motion carried. 4 Aye, 0 Nay. Greg Jones left the meeting prior to the vote.

Internal Controls policy requires the Town Council to implement a program of monitoring office activity and records. The monitoring must be documented. The areas that need haphazard checks include billing receipts, vouchers and checks, payroll and cash. A form will be needed to document the name, date, time and extent of review.

Additional appropriations for grant funds can be started after we receive the 2017 budget order.

Committee Reports

Communications – January 20 is the installation date for PayGOV. There will be a period of testing prior to any advertising of the new service. The web site is updated with 2017 calendar dates for holidays, council and conservancy meetings. Trash and recycling schedules are also updated. Nixle notification service is still pending review of their service via web training.

Streets and Roads –North Street project bid letting is next week. Community Crossings Matching Grant project bid specs are the next priority.

Old Business

Parking ordinance is not ready, still needing research to determine what is appropriate and necessary.

Motion by Greg Schroeder to assign the Town Marshal and Clerk-Treasurer to be Nixle representatives. Second of Mike Bird, motion carried. 4 Aye, 0 Nay.

Motion by Steve Egly to accept a quit claim deed for Shawnee Ridge Outlot A, transferred to Town of Battle Ground by Shawnee Ridge Homeowners Association. Second of James Miller, motion carried. 4 Aye, 0 Nay. Outlot B is still under consideration, easements have not been settled.

New Business

Committee assignments: Communications, Greg Schroeder; Streets and Roads, Greg Jones; Sidewalks and Paths, Greg Jones, James Miller; Human Resources, Mike Bird.

MS4 Representative - Motion by Steve Egly to retain Ron Holladay as MS4 Representative with Steve Egly as alternate.

Second of Greg Schroeder, motion carried. 4 Aye, 0 Nay.

ERC and ADA - Motion by Steve Egly to appoint Steve Egly the Employee in Responsible Charge for 2017, and Georgia Jones to be the ADA Coordinator. Steve will sign documents and Ron Holladay will retain his certification as ERC. Second of Mike Bird, motion carried. 4 Aye, 0 Nay.

Motion by Greg Schroeder to proclaim January 22-28 as School Choice Week. Second of Mike Bird. Following discussion, call for question. Motion failed by lack of majority vote. 1 Aye, 2 Nay, 1 Abstain.

Steve Egly will review the ordinance book to offer a quote for digitizing recent years' activity.

Motion to adjourn 9:50 p.m. by Mike Bird.

Georgia Jones, Clerk Treasurer

Steve Egly, Council President