

Battle Ground Town Council

Meeting Minutes, January 14, 2019

Attending: Steve Egly, Council President; Councilors Mike Bird, Greg Jones, Zach Raderstorf; Clerk Treasurer Georgia Jones, Attorney Elliot McKinnis, Town Supervisor Ron Holladay, Town Marshal Jerry Burk. Not present: James Miller.

Guests: Carol Watson, Dave Buck, Buffy Rogers, Ron Evans, Joanne Kuhn Titolo, Pat Navarre

At 6:00 p.m. Steve Egly announced the meeting would be opened with officer elections. Elliott McKinnis opened the floor for nominations for President of the Council. Steve Egly **moved** to nominate Zach Raderstorf. Second of Mike Bird. Hearing no other nominations, Elliott called for the question. Motion carried, 3 Aye, 0 Nay. Greg Jones was late and did not participate in the vote.

Zach assumed the duties of President and called for nominations for Area Plan representative. Steve Egly **moved** to nominate Greg Jones. Second of Mike Bird, motion carried. 3 Aye, 0 Nay. Greg Jones did not vote.

Zach called for nominations for Council Treasurer. Steve Egly **moved** to nominate Zach Raderstorf. Second of Mike Bird, motion carried. 4 Aye, 0 Nay.

Guest Comment

Pat Navarre, 177 Tomahawk Lane, brought photos of a sewer line repair at his home, requesting reimbursement for project overrun expense due to inaccurate locate marks for the position of his sewer laterals. Pat said he consulted with Dan Gemmecke for information about location of the sewer lines. Mike Bird asked what might have happened that caused the locate to be inaccurate, and why Dan is involved in a sewage locate request.

Ron Holladay reported that all the 811 locate requests are sent to Dan's email and they routinely go out together to mark water and sewer lines, unless there is an operations circumstance where only one person is available. Tomahawk Lane is a challenge, because the service there is designed with two homes on each tap connection and the contractor did not provide accurate "as built" maps. Hawks Nest is another area without good maps.

Motion by Steve Egly to reimburse the requested amount, \$2,965.00. Second of Mike Bird, motion carried. 4 Aye, 0 Nay. The check will be payable to Mr. Navarre and mailed to 177 Tomahawk.

Dave Buck of Butler Fairman and Seufert reported on the proposed schedule for the South Railroad Street pavement project that is coordinated with Tippecanoe County Highway. The County Commissioners will have a February bid opening, and accomplish advertising by the March 1 deadline. Dave will have bid specs for the Harrison Meadows project ready to advertise for bid opening at the Town Council's February meeting. There may need to be a special meeting to award the contracts and meet the response deadline.

Dave Buck presented the council a supplemental agreement from Butler Fairman and Seufert to provide assistance for Phase III of the grant contract process, totaling \$18,800.

Motion by Steve Egly to approve the supplement, with second of Greg Jones.
Motion carried, 4 Aye, 0 Nay.

The coordinated project with Tippecanoe County Highway would benefit from a memo of understanding, specifying the scope of the joint project on Railroad Street and North 9th Street Road.

Motion by Steve Egly to authorize Withered Burns to provide the memo. Second of Mike Bird, motion carried. 4 Aye, 0 Nay.

Carol Watson reported for the Conservancy, verifying that the tower lease was executed and there is progress to create the new land parcel for the street barn.

Department Reports

Police

Police – Jerry Burk received the three tasers purchased by the County Prosecutor, and reports the grant application for computers has passed Phase I of the process. It looks hopeful and the award announcement should be made before the February meeting.

The 2014 Durango sustained damage to the right front headlight. The town insurance policy paid part of the cost to repair body damage presumed to be caused by hitting a pothole.

Sewage

Ron Holladay found a company that would provide surge protection for the lift station pumps at Woods Edge. Tipmont did not have an appropriate solution but Huston Electric could install the additional protection needed.

Motion by Steve Egly to approve \$1650 for a surge protector.
Second of Greg Jones, motion carried. 4 Aye, 0 Nay.

Town Attorney

Elliott McKinnis reviewed the Interlocal Agreement which provides a loan of \$145,000 to pay demolition costs for the unsafe building. The court appointed receiver, KB Asset Management LLC, has requested the first draw to start the project. There is a second draw at 90% completion and the final draw at 100% complete.

Steve Egly will represent the town on the joint committee to oversee the loan.

Fox paving requested to postpone the joint meeting on the 600 Hill paving report until after the holidays. The meeting will be held in a neutral location such as Butler Fairman Seufert offices. The purpose is to negotiate a settlement and avoid court expenses.

Clerk-Treasurer

Minutes - The requested revisions to the minutes of October 8 are presented for approval along with the December regular meeting and the special meeting for 2019 salary ordinance.

Motion by Greg Jones to approve minutes of October 8, December 10 and December 18. Second of Mike Bird, motion carried. 4 Aye, 0 Nay.

Claims - The register of claims was presented in two parts, December 11 to December 31 and January 1 to January 14. The previously approved transfer of funds to Rainy Day was reduced to \$66,000 due to a lower remaining balance in General Fund at the end of 2018. There is a voucher to record the transfer out and a receipt to the Rainy Day Fund.

Motion by Greg Jones to approve claims from Dec 11 - 31, 2018 and Jan 1-14, 2019.
Second of Mike Bird, motion carried. 4 Aye, 0 Nay.

Fund 702 was created for the Interlocal loan distribution received in December.

Motion by Steve Egly to approve payment of the draws as invoiced from the court appointed receiver. Second of Greg Jones. After discussion the motion was amended to make the second and third draws subject to approval by the joint board. Second of Greg Jones, motion carried. 4 Aye, 0 Nay.

The 1782 Notice for budget year 2019 was provided to the Council, along with the adjusted budget for 2019. The General Fund budget total approved is \$443,600. Adjustments to the operating budget include wages and benefits set out in the 2019 salary ordinance. A new position for Town Manager is planned with salary up to \$60,000 plus fulltime benefits. This eliminates appropriations for capital projects and reduces expenditures in legal fees and other appropriations.

The sewage utility 2018 revenue report shows collections and penalties of \$575,517.00. The proposed 2019 budget allocates this amount to expense categories for planning purposes. The 6 month sewage bond payment \$84,549.65 was made January 1. It is recommended that an asset management plan be implemented by March 29, to use as a basis for re-activating payments to a maintenance reserve fund.

Implementation plans for ADA and Title IV were discussed. Steve Egly suggested that the word "Coordinator" be used instead of an individual's name when referring to the responsibilities of that position, with a reference document to name the current coordinator. The plan needs to be adopted by resolution to meet INDOT requirements for grant eligibility. The topic was tabled until the February meeting.

Town Hall has an odor that was thought to be sewer gas. Ron Holladay arranged for vendors to check the lines and mains. A blockage in the main under Jewett Street was cleared, the vent stack was checked and the men's room toilet was re-sealed. The next step is to test the air quality inside Town Hall.

Council meetings in 2019 will be held the second Monday of each month at 6:00 PM at Town Hall.

Area Plan— no report

Committees- no reports

Zach Raderstorf recommended creating a new Storm Water committee. Steve Egly will be the chairman. He also recommended combining two committees, Streets and Roads and Sidewalks and Paths will become one committee "Streets and Sidewalks" in 2019.

Old Business

Council members signed the salary ordinance document that was approved on December 18.

Motion by Steve Egly to affirm the current allocation of wages for part time labor, 50% MVH and 50% Sewage. Second of Greg Jones, motion carried. 4 Aye, 0 Nay.

New Business

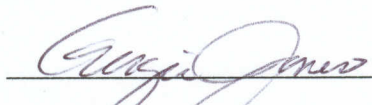
Zach Raderstorf appointed committee chairmen for 2019. Personnel chair is Mike Bird, Storm Water chair is Steve Egly, Streets and Sidewalks is Greg Jones, and Communication is Zach Raderstorf.

The council appoints Ron Holladay as the 2019 MS4 representative and Steve Egly as alternate.

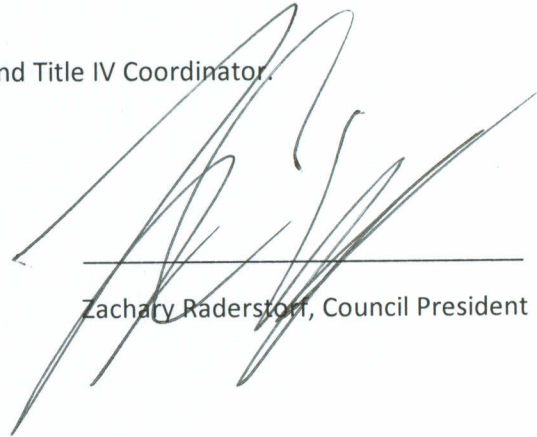
The council recognizes Greg Jones as the INDOT Employee in Responsible Charge (ERC) for purposes of grant application and administration.

The council appoints Georgia Jones the ADA Coordinator and Title IV Coordinator.

Motion to adjourn 8:00 p.m. by Steve Egly.



Georgia Jones, Clerk Treasurer



Zachary Raderstorf, Council President