

Battle Ground Town Council

Meeting Minutes, April 8, 2019

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

Guests: Joanne Kuhn Titolo, Carol Watson, Colin Sullivan, Angela Bisher, Buffy Rogers, Ron Evans, Gary Younker, Brad Chesterton, Dave Buck.

Zach Raderstorf called the meeting to order at 6:00 p.m.

Guest Comment:

Heiny Insurance - Brad Chesterton reviewed town liability and hazard insurance considerations. There is a suggestion to use third party asset appraisal values for insured value instead of agreed value. Heiny Insurance has contacts but does not recommend any one company for appraisals.

It is recommended to update the Street Cut Permit to reflect industry practice issuing Right of Way bonds instead of maintenance bonds. The bond is applicable to parties not covered by commercial liability insurance, such as a homeowner.

Council members received renewal summary information used to quote 2019 premiums. The policy is written on a blanket basis with agreed value for buildings and structures, and a separate value for business personal property.

Butler, Fairman & Seufert - Dave Buck offered the council a blanket agreement for continued work related to the CR600N pavement issue, and an On-Call Engineering Services Task Order to authorize assignments responding to emergency events.

Motion by Greg Jones to approve the CR600N Additional Repairs Task Order, compensation to be invoiced on an hourly basis not to exceed \$3,300. Second of Steve Egly, motion carried. 5 Aye, 0 Nay.

Motion by Steve Egly to approve the On-Call Engineering Services Task Order, compensation to be invoiced on an hourly basis not to exceed \$5,000. Second of Greg Jones, motion carried. 5 Aye, 0 Nay.

Battle Ground Conservancy District - Carol Watson reported the tower construction contractors met April 2 for the project kickoff meeting. Winter repairs pavement patches will be completed this week.

Alley repair - Gary Younker requested the alley between Tippecanoe and Sherman be graded to remove deep potholes. Ron Holladay mentioned some grading work was accomplished recently but it did not correct the problem. He will try a different method.

Police

The Spring Spruce-Up Day was successful, 19 residents called for assistance from the department. Most pick-up work was done by noon, and the compost area was staffed until 4 PM.

Jerry Burk received a request from the United Methodist Church to close one block of Tipton Street on two dates for community and church events.

Motion by Steve Egly to allow closing Tipton Street between Winans and College for the period 2:00– 7:30 PM on June 2 and again July 13, 2019. Second of Greg Jones, motion carried. 5 Aye, 0 Nay. The church is asked to notify neighbors of the intended closure.

Street Department

Ron Holladay obtained 23 tons of gravel free from the demolition contractor. The department started leaf vac pickup a week early as many residents were working on yard cleanup the first week of April.

Sewage Department

There is a problem with the Elementary School sewer line on Tippecanoe Street. The repair is in the same location as an abandoned water line from the old high school that was leaking for awhile but proved difficult to identify the source. If Ron completes the sewer line repair this week he can take advantage of the asphalt contractor already booked by the Conservancy for the water line patch, and share the cost of Tippecanoe Street repair for some savings on that work site.

Steve Egly asked if we have quotes yet for the device for sewer line locates. Ron is still looking for vendors. Mike Bird asked about the plan for stormwater structures. Ron knows of one repair on Battleview North and two in Hawks Nest. Ron mentioned this is the year to clean all the catch basins.

Town Attorney

Eric Burns commented that the final section of the hotel is down. The work appears to be under the \$135,000 estimate. Steve Egly and Tom Murtaugh will approve the final draw to complete the demolition contract.

Fox Paving is currently participating in solutions for CR600 N damages. The council requests a hold-harmless document for use with the street cut permit.

Minutes

Motion by Steve Egly to approve minutes of the March 11 meeting. Second of Greg Jones, motion carried. 5 Aye, 0 Nay

Clerk-Treasurer

Motion by Steve Egly to approve the register of claims March 12 to April 8. Second of Greg Jones, motion carried. 5 Aye, 0 Nay.

The board treasurer reviewed the March 31 fund report and bank reconciliation.

Georgia Jones asked the council to consider repairs to town hall to correct the uneven floor in the office, which is off level by 1.5 inches under the deputy's work station. Greg Jones will review options for repair.

Council members received a document outlining shared expenses allocated by the clerk to General Fund, Sewage, Motor Vehicle Highway, Storm Water Utility and Conservancy based on each unit's participation in the benefits of the separate expenses.

The asset management requirement previously discussed now has a target completion date. After December 31, 2019 the State Board of Accounts will include assets in periodic unit audits. The town will need to provide documentation supporting asset values reported to begin the January 2020 budget year.

Area Plan

Motion by Greg Jones to adopt Ordinance 2019-575, Amendment #95 of Ordinance 349-97 Known as the Unified Zoning Ordinance of Tippecanoe County, Indiana. Second of Steve Egly, motion carried. 5 Aye, 0 Nay.

Committees

Communication – Newsletters will be printed this week. James Miller asked Eric Burns if there is any issue with the promotion of the Lafayette Aviators baseball team in the town's newsletter. Eric sees this case as a public service activity. As a policy for the newsletter, the same courtesy should be available for others to request.

Personnel – No report

Streets and Sidewalks – No report.

Wastewater and Storm Water – No report.

Old Business

Information Technology (IT) companies have been contacted to provide quotes for maintenance, backup and recovery needs of the various workstations.

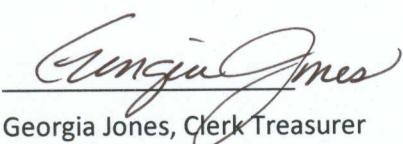
New Business

Ordinances to approve Fund 203 Motor Vehicle Highway Restricted and Fund 301 Federal and State Grants with the intended purposes were discussed. Ordinance documents will be finalized and presented May 13. The Clerk-Treasurer requests an addition to Internal Controls regarding use of electronic funds transfer. This will also be approved May 13.

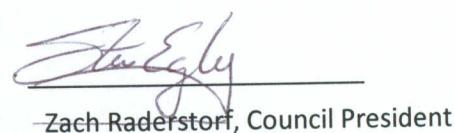
There was a suggestion from Ron Evans to provide for street signs in the street cut permit.

James Miller would like to schedule a presentation by Accelerate Indiana Municipalities or AIM (previously IACT) to share the advantages of membership in the AIM organization. Time will be provided in the May meeting agenda.

Motion to adjourn 7:50 p.m. by Mike Bird.



Georgia Jones, Clerk Treasurer



Zach Raderstorf, Council President