

Battle Ground Town Council

Meeting Minutes, September 9, 2019

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

Guest Register: Ron Evans, Buffy Rogers, Colin Sullivan, Rich Starkey, Greg Balsano, Dave Buck, Randy Ticen, Colin Dale, Bill Jones, Carol Watson, Heather Roby, Donald McKee

Zach Raderstorf called the meeting to order at 6:00 p.m. with the public hearing for Battle Ground Civil Town 2020 budget. Clerk Georgia Jones made comments regarding the funds represented in the advertised budget. No comments or questions were received from the council or from the public. The budget is scheduled to be adopted by ordinance on October 14.

The regular September meeting of the council commenced at 6:05 p.m.

Guest Comment

Colin Dale presented a recommendation for stormwater improvements on Tomahawk Lane, pointing out existing deficiencies and suggesting a solution that could be accomplished in two phases if needed. No action was taken.

Dave Buck reports the task order for sewer extension specifications is 90% complete. He will coordinate with Eric Burns to finalize an agreement with Fox Paving concerning CR600 N pavement.

The CCMG project on Battlevue and Warrior moved into the milling and paving phase this week. The contractor, Midwest Paving LLC, has exceeded the original timeline for completion, creating additional cost for construction inspection.

Motion by Steve Egly to approve 2018 CCMG Application Assistance Phase 3 Supplement No. 1 which increases inspection fees to Butler, Fairman and Seufert by \$7,400.00. Second of James Miller, motion carried. 4 Aye, 0 Nay

Tippecanoe County Highway will inspect and approve the retainage for South Railroad Street paving. Town Marshal Jerry Burk asked if anything else would be done with the stone shoulder on S Railroad Street. The new road has a steep drop-off about 12 inches deep, which will be hazardous if a driver needs to use the road shoulder. If someone accidentally drops a tire off, it may cause the car to roll. In addition, the project has eliminated parking along the road. This will affect the Fiddler's Gathering. Dave Buck said he does not believe the area is on the inspection punch list (for correction).

Dave Buck has researched the sidewalk/trail study recalled by Mike Bird, and believes it may have been a project with Area Plan. Dave would like to have input from the council regarding the level of detail desired in the town sidewalk inventory they requested.

Carol Watson asked if anyone on the council or their vendors gave permission to Midwest Paving to use water from the fire hydrant at 6121 Battlevue. They were observed at 7:30 a.m. attaching a hose to the

hydrant to take water. Only the water superintendent or the fire department are authorized to use the hydrants, and vendors are asked to use a water meter and pay for their use. As nobody on the council or BFS responded with information, the Conservancy will pursue it with the contractor.

The new water tower is up and painted but not in service yet. New controls will be installed this week, to be in service by mid-September.

Randy Ticen spoke on behalf of the owner of the Beauty Walk, requesting the town remove the picnic table on the sidewalk at North and Railroad St intersection. Ron Holladay will make arrangements.

Heather Roby requested a closure of North Street for a special event at the township fire station on November 2. The closure would be 1:00 – 8:00 p.m. Jerry Burk will help the department obtain permission from Indiana Department of Transportation.

Ron Evans commented that the council minutes are a legal record. He suggested that a neutral party transcribe council meeting minutes. Zach commented that he believes it is required by statute to have the clerk-treasurer prepare council minutes.

Department Reports

Town Marshal - Jerry Burk recommended the council adopt a golf cart ordinance and include a fine for non-compliance. James Miller and Steve Egly will help locate information from other towns. Jerry encouraged the town to review the situation with the road shoulder on South Railroad to determine if it is acceptable.

The department has increased presence at the 5-way stop and will continue as often as possible.

Wastewater - Ron Holladay commented on his research for a locating device for sewer lines. Cost may be around \$4,000.

There was a force main break in the Woods Edge line on August 27 and the repair area was 49" long. The homeowner in the easement requested something be done to avoid future breaks, as this was the second major spill in a year. Ron mentioned there are 200-300 trees that have been allowed to grow up over the easement that will continue to affect the main.

Product and pump repair parts for the CCMG crack sealing project have been received. Additional product will be needed. He anticipates completion in September.

A catch basin on Battleview was repaired, and Hawks Nest and Shawnee Ridge are planned next.

Town Attorney

Patrick Jones mentioned the old hotel property (5500 SR 43 North) is moving through the "holding pattern" for sheriff sale in the spring.

Minutes

The minutes of August 12 were distributed late and some members have not had time to review them. Approval is deferred to a future meeting. James Miller responded to Ron Evans' comment that the town council needs a transcription of meetings. He pointed out that the minutes are a compilation or summary and five council members have a chance to review the accuracy prior to approval.

Clerk-Treasurer

Motion by Steve Egly to approve the register of claims August 13 to September 9. Second of James Miller, motion carried, 4 Aye, 0 Nay.

At the previous meeting Georgia Jones had recommended a professional service contract with New Focus to develop a compliant HR manual, with the \$4500 cost to be shared with the Conservancy. The council requested a second quote brought to the September meeting. HR Unlimited responded with a quote for the same work, \$5500. Each company could also provide compliant job descriptions and anti-harassment/antidiscrimination training for the council and employees. Steve Egly commented that he is not opposed to updating, but is not sure the current manual is that out of date. The current manual is from 2009. No decision was made.

A complaint was received from a business on Railroad Street that the sidewalk is sinking and caused a customer to trip and fall. A claim for injury has not been received. Ron Holladay questioned if motorcycles are being parked on that area.

Any changes to the budget expense lines needs to be received by the clerk in time to print the budget ordinance for October 14 adoption. James Miller asked about upgrading office computers. Georgia has contacted a consultant for a quote for the billing office and clerk computer that will be ready for October meeting. The office floor will be done the week of September 16. Tipmont provided materials to secure a street cut permit that will be reviewed by Steve Egly.

Area Plan – No report

Committees

Communication – No report

Streets and Sidewalks – No report

Personnel - No report

Wastewater, Storm Water – A service agreement has been reached with Waste Management for Battle Ground to dispose of bar screen waste directly at Liberty Landfill at a cost of \$30 per ton, 3 ton minimum plus \$24.00 environmental fee. (\$114 per trip). A trailer might be needed to hold the waste between trips. The agreement requires Battle Ground to take the waste to the landfill.

Motion by Steve Egly to accept the service agreement with Waste Management for bar screen waste at \$30 per ton, \$114.00 minimum per trip. Second of Mike Bird, motion carried. 4 Aye, 0 Nay

Old Business

Storm Water Loan – The start-up costs for the Storm Water Utility are to be reimbursed to the Sewage Operating Fund. Eric Burns supplied a resolution to formalize the transfer.

Motion by Steve Egly to adopt Resolution 19-104 providing for repayment of a temporary loan in the amount \$49, 736.00 from Storm Water Fund 626 to Sewage Utility Fund 606. Second of Mike Bird, motion carried. 4 Aye, 0 Nay

Asset Management – Zach commented about the asset management project. A motion was recorded at the previous meeting to accept a vendor. Zach tabled discussion pending more information.

New Business

Economic Development – Zach Raderstorf would like to create a Redevelopment Commission (RDC) for Battle Ground. Greg Balsano of Baker Tilly Municipal Advisors distributed a handout and presented information on forming a Battle Ground Tax Increment Financing district (TIF), which is viewed as an incentive for economic development. To use the incentive, the town must establish a Department of Redevelopment and a committee is appointed by the Town Council. The process includes a public meeting to explain the impact on taxpayers and local budget, approval of an ordinance, and appointment of RDC members. It is mandatory to annually inform other government units overlapping the TIF of the effect on revenue distribution.

The total startup and annual costs associated with meetings, legal counsel, financial reports, statutory annual reporting and other RDC expenses are not known at this time. The town would cover all costs until commercial development creates an increase in assessed value with associated property tax collection inside the TIF area.

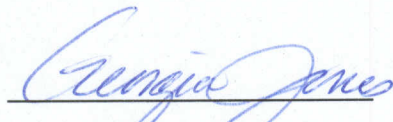
Richard Starkey of Barnes Thornburg LLP provided the council a document titled “Handbook for Redevelopment Commission Members and Their Attorneys.” Zach mentioned that the ordinance he distributed could be adopted now. Mike Bird said he would prefer a second opportunity to talk about the information presented and know what area is proposed for the TIF. He and Jim Miller requested a second meeting to ask questions after having time to look at the information presented.

Georgia Jones asked Zach if there is a statement supporting the TIF concept that would help residents of Battle Ground understand why it is needed. Steve Egly commented that new infrastructure within a TIF district could be paid for using the revenue generated. It could also be used for repairs to existing roads and sewers or used as a match for grants or secure a loan. Another use is to encourage and promote desirable development.

There was no action by the council. A meeting date for further discussion will be determined.

Rain Barrel Grant – Ben Wegleitner has information about a grant from Tipmont to purchase rain barrels for use by Battle Ground residents. There is potential for a joint project with Tippecanoe County or it could be developed for Battle Ground alone. More information will be available in October.

Motion to adjourn 8:15 p.m. by Steve Egly.


Georgia Jones, Clerk Treasurer


Zachary Raderstorf, Council President