

Battle Ground Town Council

Meeting Minutes, September 14, 2020

Attending: Councilors Matt Coppock, Steve Hahn, Greg Jones, Mary Jo Totten. Also attending: Attorney Eric Burns, Town Supervisor Ron Holladay, Town Marshal Jerry Burk, Clerk Treasurer Georgia Jones.

Not Present: James Miller

Guests: Colin Sullivan, Colin Dale, Dave Buck, Joe Kline, Ron Evans, Steve Egly

Motion by Mary Jo Totten to appoint Matt Coppock to preside in the absence of James Miller. Second of Steve Hahn, motion carried with unanimous vote.

Public Hearing for Proposed 2021 Budget

Motion by Matt Coppock to open the public hearing on advertised budget for 2021. Second of Steve Hahn, motion carried with unanimous vote. The budget is advertised as required on Indiana Gateway website and the council reviewed a document comparing proposed appropriation amounts to the current budget. At the end of discussion, **motion** to close the hearing was offered by Matt Coppock, with second of Mary Jo Totten. Motion carried with unanimous vote.

Contracted Services – Butler Fairman & Seufert

- 1) Hawks Nest Lift Station - Colin Dale created a map of potential routes through Shawnee Ridge that a new sewer force main could use. Some alternatives have lower cost for easement, some have shorter pipe run. Colin will work with Ron Holladay to locate the current main route to the plant. Colin also shared a map of collection areas with manholes that could be used to capture flow rates. Dave Buck commented that one needed action item is to coordinate with other utilities and ensure the routes provide separation from other utilities (gas and water) and also verify the recorded easements.
- 2) Development Manual – Colin will meet with Ron Holladay and Matt Coppock to verify construction standards and testing responsibilities for the manual. Then he will address administrative items such as utility service agreements, permits, and fees. The work flow of requesting and processing forms will be documented. The Conservancy superintendent will be included in the discussions.
- 3) CR 600N Paving – Dave Buck reviewed the work by Rieth-Riley. There are issues with uneven surface, particularly in the eastbound lane. Dave believes the roller operator sat idle too long in several places. Inspectors walked the project and marked problem areas with pink paint. Ron Holladay marked scars and other issues with white paint. Ron is also not satisfied with the stone shoulder and soil placement. The contractor has a plan to correct as much asphalt as possible and redo some of the shoulder work prior to re-inspection by BFS.
- 4) ADA and sidewalk quotes – The bid package was offered to several companies and quotes were received from two contractors. Dave Buck and Georgia Jones opened the quotes on Thursday, September 10 at 4:00 p.m. The lowest quote for all projects combined is from Dixon Construction, \$38,656. The second quote is from Heartland Excavating, \$41,230.

Motion by Mary Jo Totten to accept the quote of \$38,656 from Dixon Construction for all projects combined. Second of Steve Hahn, motion carried with unanimous vote. Dave Buck will prepare a confirming agreement and notice to proceed. The project may start at any time and the completion date is November 6.

Motion by Mary Jo Totten to authorize the Council President to sign the agreement. Second of Greg Jones, motion carried with unanimous vote.

Motion by Greg Jones to approve a supplement to a previous Butler, Fairman and Seufert task order, to provide utility inspection and coordination of the ADA ramp replacement project not to exceed \$2,000. Second of Steve Hahn, motion carried with unanimous vote, 4 aye.

Contracted Services – Withered Burns

1. The revised Memorandum of Understanding (MOU) was discussed. Eric Burns reviewed the development and purpose of the document, to outline the areas of mutual cooperation without limiting the rights or responsibilities of either entity.

Motion by Mary Jo Totten to accept the Memorandum of Understanding and direct the Council President to sign on behalf of the Town Council. Second of Matt Coppock, motion carried with unanimous vote.

2. Sidewalk matching funds – the council discussed a draft document provided by Eric Burns that would formalize a property owner's request for reimbursement of 50% of the cost to repair/replace a residential sidewalk. Addendums for construction specifications and approved contractors will be created and included in the Development Manual. The council will determine a maximum award that any property may receive.

Minutes

Motion by Mary Jo Totten to approve the minutes of four prior meetings: July 13, July 20, August 10 and August 18. The August 10 meeting was suspended due to power outage and resumed on August 11. Second of Greg Jones, motion carried with unanimous vote.

Clerk-Treasurer

Motion by Greg Jones to approve the register of claims August 11 to September 14 in the amount \$98,465.18. Second of Steve Hahn, motion carried with unanimous vote.

Georgia Jones responded to a question about current fund balance of the Storm Water utility. The recently announced call for CCMG 2020-2 projects might provide opportunity to make progress on the Tomahawk Lane project. The council needs to have a cost estimate from BFS for the Storm Water improvements and the paving project to meet the October 23 application deadline.

Police

Marshal Jerry Burk has a deputy, BJ Moyars, in the advanced instructor training program for two weeks. The department is working with some residents on property cleanup. Jerry expects the auto dealer to find a patrol car for a late September or early October purchase. The computer has not been purchased, waiting to see if we can find a model with faster processor within the current approved budget. He mentioned the speed control devices that were tabled at the August meeting. Mary Jo Totten spoke in support of the devices which would capture traffic count and speed, to help the department plan patrols.

Motion by Steve Hahn to approve the purchase of speed control signs with solar battery, not to exceed \$5,500. Second of Mary Jo Totten, motion carried with unanimous vote.

Utilities and Street Department

The south aeration tank will be drained the week of September 15 for cleaning. After the summer storms there is a lot of brush and chipping at the compost area.

Area Plan

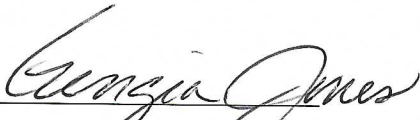
Greg Jones introduced an ordinance from Area Plan, amending Ordinance No. 349-97 of the Unified Zoning Ordinance. The amendment #97 would amend the sign section of the UZO and would add a new category of signage: business park signs and gateway directory signs.

Motion by Greg Jones to adopt Town of Battle Ground Ordinance 20-585 and UZO Amendment # 97. Second of Steve Hahn, motion carried with unanimous vote.

Steve Hahn mentioned an agenda item deferred from the August meeting, an appointment to the Redevelopment Commission. There is a vacancy on the RDC that is to be appointed by the Town Council. Mary Jo Totten asked if she could offer a motion to accept an appointment to the Redevelopment Commission. Hearing no dissention, Mary Jo Totten **moved** to appoint Bill Jones to the Battle Ground Redevelopment Commission. Second of Steve Hahn, motion carried with 3 Aye and 1 Nay vote. Greg Jones voted against, and James Miller is absent.

Georgia Jones reported the Tippecanoe Township Advisory Board signed the transfer agreement for the vacant lot at the tower.

Motion to adjourn by Mary Jo Totten at 8:05 p.m.


Georgia Jones, Clerk Treasurer


James Miller, Council President