

Battle Ground Town Council

Meeting Minutes, January 11, 2021

Attending: Council President James Miller, 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. Greg Jones arrived at 6:35 from a previous commitment.

Guests: Joe Kline, Colin Sullivan, Dave Buck, Colin Dale

James Miller called to order at 6:00 p.m. and there were no additions to the agenda. Nomination of Officers is postponed until Greg Jones arrives.

Contracted Services

Hawks Nest Lift Station and Force Main - Dave Buck provided an ordinance adopting state code which enables the council to advertise for requests for proposals, to enter into a public-private partnership. The proposals will be scored against a predetermined set of criteria to select a developer to negotiate an agreement. **Motion** by Mary Jo Totten to adopt Resolution 21-113 Adopting State Code 5-23. Second of Steve Hahn. Motion passed, 4 Aye, 1 Absent.

A committee is desired to review the proposals and complete the scoring process. **Motion** by Mary Jo Totten to appoint the following members to a scoring committee: Jim Miller, Ron Holladay, Georgia Jones, Dan Gemmecke and Colin Dale. Second of Steve Hahn, motion carried. 4 Aye, 1 Absent.

Development Manual -Colin Dale provided the final manual version a which updates the pavement cut permit section, to include a \$5,000 bond requirement for single cut and \$25,000 blanket bond for an annual permit. The manual also specifies tap fees, connection fees, cost recovery and impact fees, which are to be set out in an ordinance revision.

Motion by Mary Jo Totten to adopt, on first reading, Ordinance 21-591 Rates and Fees for Sewage and Storm Water. Second of Steve Hahn, motion carried 4 Aye and 1 Abstain.

The second reading will be held after a rate study verifies multiple aspects of rate development and future planning needs.

Tomahawk Lane -Dave Buck presented a combined cost estimate for pavement replacement, storm water improvements, sewage pipe replacement, tap improvements, and water line replacement. Timing of project phases is important and is best suited for winter bidding and summer construction. For this reason, the council favors holding this project for the second call for CCMG applications in the fall of 2021.

CCMG - The council desires to address some pavement preservation needs in the summer of 2021.

Motion by Mary Jo Totten to approve an application for CCMG 2021-1 pavement preservation not to exceed \$30,000 in local match. Second of Greg Jones, motion carried with unanimous vote, 5 Aye.

Development Guide -The Butler Fairman and Seufert team responded to a request from the council for a task order to develop a 5-year development plan.

Motion by Matt Coppock to accept the task order contract, with total cost not to exceed \$5,000. Second of Steve Hahn, motion carried with unanimous vote.

Motion by Matt Coppock to accept the Development Manual ver. 01062021. Second of Steve Hahn, motion carried with unanimous vote. The manual will be updated with rates after the new ordinance is adopted on second reading.

Attorney

Officer Election - Eric Burns received the gavel from James Miller and opened the floor for nominations for 2021 Council President. Steve Hahn nominated James Miller. Second of Mary Jo Totten. Hearing no other nominations, Burns closed the nominations. Miller was elected by acclamation, and resumed chairing the meeting.

There was a discussion whether a vice president would be a good idea for the council. The office was included in the salary ordinance for 2021.

Mary Jo Totten nominated Matt Coppock for vice president. Second of James Miller. Hearing no other nominations, Miller closed the nominations. Coppock was elected by acclamation.

Burns commented on the potential for selecting a vendor for a rate study. The request for quotes should provide for a basic rate study and an alternate for including the five year plan soon to be developed.

Motion by Mary Jo Totten to contact at least three vendors for rate study quote. Second of Steve Hahn, motion carried with unanimous vote.

Eric Burns left the meeting at 7:37 p.m.

Minutes

Motion by Steve Hahn to approve the minutes of the December 14 meeting. Second of Matt Coppock, motion carried with unanimous vote.

Clerk-Treasurer

Motion by Greg Jones to approve the Register of Claims Nov 10 to Dec 14, 2020 in the amount \$317,173.17. Second of Matt Coppock, motion carried with unanimous vote.

Motion by Matt Coppock to approve the Register of Claims Jan 01 to Jan 11, 2021 in the amount \$64,367.66, Second of Steve Hahn, motion carried with unanimous vote.

Police

Radar speed signs for the school zone are installed and operating. The units can count traffic by time segment to show what time of day patrols will be most effective. Replacement radios are ordered, the grant will cover \$39,000 of the total cost around \$42,000.

Jerry Burk may need to hire limb and tree removal for a residential property which has significant storm damage. The property caretaker has not been able to reach the owner, who is out of town, and the storm damage is significant. Eric Burns advised sending a 10-day notice to the property owner of record, and if no response, file a lien for the amount of the violation and vendor fees.

The council discussed PTO for deputies. The employment handbook and job descriptions need to be reviewed and updated. This topic is deferred to February.

Utilities and Street Department

Ron Holladay requested purchasing a rotary positive blower for the waste treatment plant. The closest available is in Noblesville. He also needs a new volute installed in the Main Lift Station.

Motion by Mary Jo Totten to approve \$3,500 for a rotary positive blower. Second of Matt Coppock, motion carried with unanimous vote.

Motion by Matt Coppock to approve \$5500 for Lift Station #1 new volute. Second of Steve Hahn, motion carried with unanimous vote.

Ron has made preparations for his surgery recovery, setting up Larry's phone in all the emergency contact locations including Missions alarms and county sheriff dispatch.

Redevelopment Commission – No December meeting

Area Plan

Greg Jones reports the search for a new executive director is ongoing and that Eric Burns will be legal counsel going forward.

Committees

The council agreed to meet for a work session to talk through rate study, sidewalks, HR concerns and other items, to set priorities. Saturday January 16 was agreed, at 9:00 a.m.

Old Business

Steve Hahn has a meeting set up with Keystone Architects to talk about the process of building a new public building (town hall).

Guest Comment - none

Motion to adjourn 8:08 p.m. by Greg Jones, second of Jim Miller.



Georgia Jones, Clerk Treasurer



James Miller, Council President