

Battle Ground Town Council

Meeting Minutes, September 11, 2023

Attending: Council President James Miller, Councilors Matt Coppock, Steve Hahn, Greg Jones, Mary Jo Totten. Also attending: Attorney Patrick Jones, Town Supervisor Ron Holladay, Town Marshal Jerry Burk, Clerk Treasurer Georgia Jones.

Guests: Joe Kline, Bill Jones, Dave Buck, Chris Limiac

James Miller called the meeting to order at 6:00 p.m. There were no additions to the agenda.

Minutes

Mary Jo Totten moved to accept the minutes of July 17, August 14, August 17 and August 31. Second of Steve Hahn, motion carried with four aye, one absent.

Attorney

Patrick Jones advised the council to meet in Executive Session to discuss the recent bid on 107 Railroad Street. The meeting will be September 13 at 6:00 p.m.

Bids for the sidewalk replacement on Winans Street were opened. Each company responded to the request for values for three options; all work, and section separately.

<u>Company</u>	<u>Items 1&2</u>	<u>Item 1 only</u>	<u>Item 2 only</u>
Pour Boys	\$57,446.00	\$41,506.00	\$15,940.00
Heartland	\$44,325.00	\$33,225.00	\$11,100.00

Bids are taken under advisement and will be approved on or before September 18.

Patrick Jones left the meeting at 6:16 p.m.

Contracted Services

Hawks Nest lift station replacement construction phase is now underway. A residential communication service line previously requested to be moved was discovered not moved. It will be protected as much as possible however work must continue. James Miller will contact the utility again.

The task order from BFS to investigate replacing the Woods Edge sewer main was discussed. After consideration, the council opted to move to design phase on a stand-alone project agreement. Chris Limiac will estimate project cost for financing purposes. This will affect the Sewer Master Plan and regional lift station concept.

Dave Buck commented on the revised site plan for QuikTrip fueling station. The council has concerns that the revision does not address all the items mentioned by INDOT as important considerations for that intersection. Future development on Northgate Court are in the near term now and must be included in the design.

Clerk-Treasurer

The register of claims in the amount \$ 97,741.16 was reviewed. Greg Jones moved to approve the claims, with second of Matt Coppock. Motion carried with unanimous vote.

The 2024 budget was reviewed. A public hearing will be advertised for October 9 at Town Hall. Budget adoption will be October 23. Any projects that required budget consideration need to be submitted to the Clerk-Treasurer by September 25 to allow time for advertising.

Mary Jo Totten and Georgia Jones will meet with representatives from AFLAC and Globe Life to consider insurance products of interest to part time employees who do not qualify for group coverage.

Police

Town Marshal Jerry Burk presented the council a letter of intent to step down from his role as Marshal while he is on light duty assignment due to injury. He has plans to retire soon. Mary Jo Totten moved to accept the letter, with second of Steve Hahn. Motion carried with unanimous vote.

Mary Jo moved to appoint Deputy BJ Moyars to serve as interim Marshal. Second of Matt Coppock, motion carried with unanimous vote. BJ will notify the other deputies and meet with Georgia Jones to be sworn in the new role. There will be a revision of the Marshal job description and a position posting later in the year.

Mary Jo also moved to upgrade Deputy Moyars' salary while in the Marshal role. Second of Matt Coppock, motion carried with unanimous vote. Mary Jo moved to retain Jerry's salary level while on light duty. Second of Matt Coppock, motion carried with unanimous vote.

Jerry was advised to be prepared for a recognition ceremony at the time of his retirement, to present his duty weapon and honor his service to the town.

Utilities and Street Department

Ron Holladay brought a request to the council from a property owner who wanted a stump removed from the utility easement in location near his sidewalk on Railroad Street. The council declined to respond, and considers stump removal outside the council's purview.

There was a suggestion to add angle parking to the first one or two blocks of Jewett Street west of Railroad Street. This would provide a few additional spaces when there is activity on North Street, such as voting at the fire station or special events held by business owners. Ron will work with the police department to create a plan which would be submitted to the council for approval.

The yellow paint purchased for curb painting was defective and many places in town have substandard application. Ron has a plan to go out an additional day with the line painter to correct these and catch any locations that were not included the first time.

Maintenance on the air relief valve on SR 43 at 225 continues to be a problem requiring constant attention. The 4" pump is repaired and ready for service when cleaning the aeration tank begins.

Area Plan

Greg Jones reported there was committee work this month. Locally, there is conversation with two developers for the Northgate area that look very promising for the near future, 1-2 years. The council is working with Area Plan to implement a form-based overlay for the historic town, to guide renovation and construction projects.

Committees

Transportation – Greg Jones mentioned looking at CCMG for 2024, adding a micro-surfacing project for Jefferson and possibly Sherman streets.

Public Relations/Communications – no report

Strategic Planning – no report

Citizen Advisory Groups – no report

Old Business

Opioid Distribution – Tippecanoe Township Volunteer Fire Department is willing to accept a donation of the settlement amount that is restricted to medical and training costs for opioid response. The unrestricted amount will be used by the Battle Ground Police Department expenses for the same activities.

Street Barn and Salt Barn – Ron is evaluating construction methods and location of potential new structure.

New Business

Overhead sign – James Miller gathered information for potential placement of temporary overhead banners on North Street downtown. The poles used in prior years were removed with the North Street sidewalk project.

School Crossing – Council discussed a suggestion to purchase new crossing guard signs and possibly a camera for the railroad crossing area. Deputy Moyars would like an opportunity to implement additional training for the current guards before any new equipment is purchased. Mary Jo Totten moved to approve a company purchasing card for Deputy Moyars. Second of Matt Coppock, motion carried with unanimous vote. Moyars will meet with the Clerk-Treasurer on September 12 for the Interim Marshal oath of office.

Motion to adjourn 7:45 p.m. by Steve Hahn with second of Matt Coppock.



Georgia Jones, Clerk Treasurer



James Miller, Council President

Memorandum of Open-Door Law Compliance
Battle Ground Town Council

Date: September 11, 2023

Time: 6:00 p.m.

Members Present

in Person: James Miller, Steve Hahn, Mary Jo Totten, Greg Jones, Matt Coppock

Also Present in Person: Patrick Jones, Jerry Burk, Ron Holladay, Georgia Jones,
BJ Moyars

Also Present virtually:

Guest Present in Person: Dave Buck, Colin Sullivan

Guest Present virtually: Bill Jones, Joe Kline

Electronic Means of Communication Used For Members and Public: Zoom.us

Attest:

A handwritten signature in cursive script that reads "Georgia Jones". The signature is written in black ink and is positioned above a horizontal line.

Georgia Jones, Clerk-Treasurer, Financial Clerk