

Battle Ground Town Council

Meeting Minutes, January 8, 2024

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

Guests: Sooyeon Shin, Mark Gosney, Fredrick Townsend, Joe Kline (virtual)

Patrick Jones called the meeting to order at 6:04 p.m. with attendance roll call. The first item on the agenda is election of council president. Mary Jo Totten **moved** to elect James Miller for the office of Council President. Second of Steve Hahn. Mr. Miller abstained from voting. Motion carried with 4 Aye.

Miller continued the meeting with changes to the agenda. The Reserve Officer Ordinance will be discussed, Clerk Georgia Jones requested consideration of resolutions for fund transfers and Unified Zoning, and Greg Jones has a real estate topic for New Business.

Minutes

James Miller advised there is a date correction needed on page 1, the meeting date listed should be December 18. Mary Jo Totten **moved** to accept the amended minutes of December 11, 2023. Second of Steve Hahn, motion carried with unanimous vote.

Attorney

The council recognized the individuals who would continue in appointment to these roles:

ADA and Title IX Coordinator: Georgia Jones

INDOT Employee in Responsible Charge: Ron Holladay

Tippecanoe County MS4 representative: Ron Holladay

Area Plan Representative: Greg Jones

Indiana Local Technical Assistance Program (LTAP): Greg Jones

A draft ordinance to reinstate reserve officer status for the police department needs to be reviewed for statute citations and be advertised for a public hearing and two readings prior to adoption.

Access to the Woods Edge force main easement from SR 225 needs to be secured. Ron Holladay will determine three potential access routes and provide GIS maps for the attorney to review.

There was a discussion to clarify Conflict of Interest for elected officials, and how to avoid improper or illegal action. For example, if the town would rent a property owned by a council member, the fair market rent could be established by obtaining two appraisals.

The council requested a legal opinion of certain actions that could be taken when a town resident uses foul language or other abusive behavior toward employees.

The council requested a legal opinion of liability exposure with regard to the police department.

Contracted Services

Hawks Nest Lift and force main – Midwest Mole has mobilized for drilling, this is weather dependent and will pause when temperatures are too low.

Quicktrip is working on final approvals for storm water and sanitary. The town needs to work with INDOT for a traffic light installation.

A developer requested a meeting with BG Utilities to discuss sewer and water connections for a potential residential subdivision

Colin Sullivan offered BFS services to write and submit an application for a \$25,000 planning grant to create a bike/pedestrian trail master plan for the town. The deadline is January 18. James Miller and Greg Jones are willing to help provide information for this purpose.

Clerk-Treasurer

Mary Jo Totten **moved** to accept the Register of Claims Dec 12 to December 31, 2023 in the amount \$482,450.87. Second of Greg Jones, motion carried with unanimous vote.

Per state statute, unused and uncommitted budget funds may be moved to the Rainy Day Fund. The process begins with a resolution for the approved amount. Matt Coppock **moved** to adopt Resolution 24-129. It identifies \$155,950.00 (15%) of the 2023 Budget transferred to Rainy Day, and at the same time approve the transfer of \$417,763.18 from 6201 Sewage Operating to 6203 Sewage Maintenance Reserve. Second of Greg Jones, motion carried with unanimous vote.

Signatures of councilors who voted on the 2024 Salary ordinance on December 11 were collected.

State Revolving Fund financing for the Woods Edge force main relocation requires a financial review. Four municipal advisors were contacted, and the responses will be provided to the council for consideration during a work session at 6 PM on January 15. One of the contacts, Steve Brock, advised that the deadline for submitting applications for 2025 financing is in April.

Police

A major re-write of the Police Department General Orders was distributed in December for council approval. Mary Jo Totten **moved** to accept the document, with second of Greg Jones. Motion carried with unanimous vote.

The draft of an ordinance reinstating reserve officer status was referred to the town attorney.

The interim marshal would like to have online access to the town credit card information.

The council was presented a grant award letter from the Indiana Criminal Justice Institute, for \$29,212.74 in equipment for the department. This a reimbursement grant. The expenditure will require an additional appropriation from funds used for the police department and the award will be received as a refund. Mary Jo Totten **moved** to approve the purchase of an evidence locker \$7,126.74 and two radar units total \$22,801.00. Second of Steve Hahn. Motion carried with unanimous vote.

Quotes were presented to the council from Axon Enterprises, for tasers, body cameras, and car cameras. The quotes represent three separate 5-year maintenance contracts which create a technology based operating environment for the department. The total cost commitment is \$128,713.00

Steve Hahn **moved** to approve the purchase of Tasers, \$27,233.00. Second of Matt Coppock. BJ Moyars stated the total cost can be paid in installments. Following discussion, call for the question, motion carried with unanimous vote.

BJ Moyars suggested that an award from the Byrne Justice Assistance Grant might cover part of the expense. Discussion on purchasing body cameras and car cameras was deferred to the January 15 meeting.

Moyars made a request for funds to modify the police vehicles, in the amount \$26,992.07. James Miller questioned if this was a good investment considering the age of the vehicles. No action was taken.

The council received summary reports of the quantity and type of calls made by the department and by the county sheriff in Battle Ground in 2023.

Utilities and Street Department

The lighted "stop ahead" sign was received and will be installed following utility locates. The flashing light school zone sign at Pretty Prairie is damaged, possibly by lightning. A new control box and wiring is needed.

Wealing Brothers has scheduled waste hauling from the plant. The blue tank will be drained and cleaned, then the blowers will be turned off for the winter.

Area Plan and Redevelopment

Greg Jones **moved** to adopt Resolution 24-130, an amendment to the Multi-hazard Mitigation Plan. Second of Steve Hahn, motion carried with unanimous vote.

Committees

Transportation – The CCMG 2024-1 call for projects deadline is Wednesday, January 31. Greg Jones **moved** to allocate \$50,000 for the town's 25% match and submit applications for crack seal and cape seal on Shawnee Ridge streets, and crack seal on several segments in historic town. Second of Steve Hahn, motion carried with unanimous vote.

Sidewalk replacement on Winans street is good quality work however the progress is slow.

Public Relations/Communications - James Miller spoke in favor of finding a way to have more consistent messaging to town residents. Hiring a professional, or finding a PR intern were suggested as options.

Strategic Planning – Land use committee- There will be a second open house for the land use proposals, held 4-7 PM at Harrison High School on January 25.

Citizen Advisory Groups – Trail master plan was previously addressed under Contracted Services.

Old Business


James Miller asked the council if there is interest in moving to purchase the vacant lot and parking lot from the Methodist Church. This topic and discussion of a replacement for the salt barn is deferred.

New Business

BJ Moyars mentioned the Crossing Guard training program was completed.

Greg Jones received a call regarding allowed use of a vacant lot on Northgate Court that is currently offered for sale. The caller asked if a storage facility could be approved for that location. There was no support for a variance from any council member.

Motion to adjourn 8:05 p.m. by Mary Jo Totten with second of Steve Hahn.



Georgia Jones, Clerk Treasurer



James Miller, Council President

Memorandum of Open-Door Law Compliance
Battle Ground Town Council

Date: January 8, 2024

Time: 6:00 p.m.

Members Present

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

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

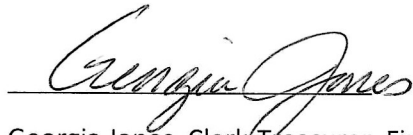
Also Present virtually: Joe Kline

Guest Present in Person: Sooyeon Shin, Mark Gosney, Fred Townsend

Guest Present virtually:

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

Attest:

A handwritten signature in cursive script, appearing to read "Georgia Jones", written over a horizontal line.

Georgia Jones, Clerk-Treasurer, Financial Clerk