

Battle Ground Town Council

Meeting Minutes, February 12, 2024

Attending: Council President James Miller, Councilors Matt Coppock, Steve Hahn, Greg Jones, Mary Jo Totten. Also attending: Attorney Eric Burns, Interim Marshal BJ Moyars, Clerk Treasurer Georgia Jones. Guests: Kathy Vernon, Colin Sullivan, Chris Limiac, Fred Townsend, Joe Kline (virtual).

James Miller called the meeting to order at 6:00 p.m.

Minutes

Mary Jo Totten moved to accept the minutes of January 8 and January 18, with second of Steve Hahn. Motion carried with unanimous vote.

Attorney

Eric Burns presented a document to reinstate police reserve officers in Ordinance 2024-635. After discussion, Mary Jo Totten moved to accept the ordinance on first reading, with second of Steve Hahn. Motion carried with unanimous vote.

The purchase of police equipment was reviewed and the clerk requested sole source documentation to comply with purchasing requirements. Benjamin Moyars will bring the appropriate documents to the March council meeting to be read into the minutes.

A worker compensation situation needs to be addressed by the council either in executive session or by committee. An ad hoc committee comprised of the interim marshal, town clerk and two council members could meet to determine a recommendation and report to the council.

The police department requested a description of legal steps to take if the police department would lease a facility that is owned by a council member, including: list of facts pertaining to the selection, two appraisals to establish a fair market lease, pre-emptive notification to the State Board of Accounts, and discussion of arrangements without the landlord/council member present. The final step is to file a conflict of interest statement within 60 days after a lease document transaction. Making the process transparent within the community would also be important and expected.

Contracted Services

Chris Limiac reported that the Hawks Nest force main project is on hold due to rough field conditions. Warmer weather and no frost in the ground makes it impossible to navigate the terrain with heavy equipment. So far, 600 feet of pipe has been installed.

Dave Buck will host a meeting with INDOT and property owners on Northgate Court to work out a solution for the anticipated new traffic signal and pedestrian crossing on SR 43. Virtual attendees will meet at Town Hall and others will be present at the BFS meeting room on 2/24 at 10:30 AM.

Woods Edge lift station planning is moving ahead with the State Revolving Fund application on April 1. Chris Limiac presented an agreement in the amount \$29,000 to add technical reporting, asset plan and application assistance to the project.

Greg Jones moved to approve \$29,000 for Supplemental Agreement #1, which makes the total project not to exceed \$96,000. Second of Matt Coppock, motion carried with unanimous vote.

Colin Sullivan will assist with the TEAMS interview for a trail planning grant on February 13 at 2:00 PM at Town Hall.

Clerk-Treasurer

The register of claims January 1 – February 12 in the amount \$ 430,670.42 was reviewed. This amount includes the Hawks Nest BOT loan payment to Horizon bank. Motion to approve by Mary Jo Totten with second of Steve Hahn, motion carried with unanimous vote.

Mary Jo Totten moved to approve voiding outstanding check # 13956 written for \$60.00 on November 3, 2021. The check was reported lost in the mail however the payee has not provided a valid mailing address to replace the warrant.

Clerk Georgia Jones requested approval for purchase of LED light bulbs to repair the snowflake holiday pole decorations. Mary Jo Totten moved to approve the purchase not to exceed \$510.00. Second of Steve Hahn, motion carried with unanimous vote.

The council reviewed a town event for “spring clean-up” and chose a week in April to coincide with a planned e-waste recycle event at the county fairgrounds on April 6 and the Waste Management large item pickup on April 9. Persons with mobility restrictions may call Town Hall for an appointment to have twigs and brush picked up at the curb. For all others, the Town will provide extended Saturday hours at the compost area on April 14 and have the leaf vac running curb-side pickup that week. The web site and utility bills will be used to communicate the plans.

Police

The department will provide council members with a quote for security cameras for town hall, and requested additional appropriations for evidence equipment and a new digital camera. Evidence equipment consists of evidence bags, drug test materials, and a secure locker. Mary Jo Totten moved to approve the requested \$3000.00 for equipment, with second of Matt Coppock. Motion carried with unanimous vote. Greg Jones offered to donate a digital camera if it is suitable for department use.

The council asked if the unsafe building on Prophet Street had been addressed. The owner has 3 weeks to remedy the situation.

Crossing guard lighted STOP signs are in use now.

The marshal will attend one-week Chief Executive Officer training in April. The course may not have a registration cost however hotel and meal expense will be incurred.

Utilities and Street Department

The lighted “stop ahead” sign for CR 600 hill will be installed after the utilities are located at the site. The IUCC truck was seen parked in the area today. The flashing light on the school zone sign is repaired.

Ron Holladay requested replacement of diffusers damaged by ice during sludge removal. Greg Jones moved to approve the expense \$2,500.00 with second of Steve Hahn. Motion carried with unanimous vote.

Area Plan

The next Battle Ground land use open house will have a sign-up sheet to invite community members to be involved in future planning activities.

Redevelopment Commission – Next meeting February 26

Old Business

James Miller would like to investigate the options for a unified web site, combining town, township, fire department, Conservancy and other information. Joe Kline had expressed interest in working with this. Mary Jo mentioned that we might contact the units first to gauge interest. Georgia Jones would like to know what the council would like the web site to do for communication. A lot can be accomplished with links, for example the Conservancy site could be used solely for utility information and linked to the town site.

The appraisal for the vacant lot on South Railroad Street has not been ordered yet. Purchasing the land is one consideration, having a construction plan that will work on that space is also important. Georgia has contacted an individual at Arkor architects to begin a conversation for workable town hall solutions. Greg Jones moved to allow for consulting fees up to \$1500.00 to begin planning. Second of Matt Coppock, motion carried with unanimous vote.

New Business

Greg Jones moved to approve an ad hoc HR committee comprised of Mary Jo Totten, Steve Hahn, BJ Moyars and Georgia Jones. Second of Matt Coppock, motion carried with 3 Aye, Steve and Mary Jo did not vote. The committee will make a timely decision about a current worker compensation claim and report to the council in March.

The 2024 edition of the AIM Municipal Handbook is available to review at town hall or purchase a single copy if desired.

There was consideration to move the April meeting to another date due to the local activities surrounding the total solar eclipse. No decision was made.

Guest Comment

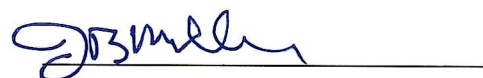
Joe Kline offered a comment about police department expenditures. The public does not see data about frequency of calls or needs of the business, making it difficult to understand the expenses.

Kathy Vernon advised the council of local office hours for the U.S. Congressman for Battle Ground and thanks the town and fire department for use of the fire station for this purpose.

Motion to adjourn 8:03 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: February 12, 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: Eric Burns, Georgia Jones, Benjamin Moyars

Also Present virtually:

Guest Present in Person: Fred Townsend, Colin Sullivan, Chris Limiac, Kathy Vernon

Guest Present virtually: 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