

Battle Ground Town Council

Meeting Minutes, January 12, 2026

Attending: Councilors Steve Hahn, Chad Lohmeyer, Mary Jo Totten, Matt Coppock.

Also attending: Marshal BJ Moyars, Clerk Treasurer Georgia Jones

Guests: Chris Limiac, Dave Buck, Kathleen Carter, Samantha Groce, Edward Mroozian

Chad Lohmeyer asked if there are additions to the agenda, the following were added:
election of 2026 council president, ordinance to update promotion expenses, Spring Cleanup Day 2026.

Bill Jones commented he would give a report for the RDC. This will be added to future agenda also.

Election of Officer

Attorney Eric Burns opened the meeting with a call for nominations for Council President. Steve Hahn nominated Chad Lohmeyer. Hearing no other nominations, call for the question. Chad was confirmed with a voice vote 4 Aye, 0 Abstain, 0 Opposed.

Minutes

The minutes of December 8 were reviewed. Mary Jo Totten moved to accept the minutes with second of Steve Hahn. Motion carried with unanimous vote.

Town Attorney

Selection of Council member – The appointment of a new member is on hold until February.

Woods Edge Agreement – The new agreement is requested to cover 1100 lots and contain assurances that service rates will not increase over other payers for reasons associated with funding the infrastructure they are contributing to. A committee meeting will be called to craft a response.

Jewett Street Abandoned Property – The town council desires to seek a judgement in order to gain control of the property as a means to alleviate the issues with safety and security. All documentation of expense and fines is requested from the town to assist the case.

RDC and TIF area - Bill Jones commented on potential development in the commercial TIF area, which is necessary to support infrastructure improvements without affecting residential service rates. He would like to meet with the town council and the property owners comprising Tecumseh Land Corporation to find the best option to overcome restrictions to development. The date is January 22 at the Tippecanoe Township Fire Station in Battle Ground.

Contract Services

London Witte Group – deferred until the UMH agreement is complete.

Bowen Construction – Pumps for Woods Edge are scheduled to arrive January 19. Bowen is ready to go when the delivery is made.

Rock n Dirt – Hawks Nest project needs a valve vault and the electrical work. Restoration work will occur along the force main and air relief valve.

Butler Fairman Seufert – A task order to study and recommend restoration of drainways and storm water retention for Shawnee Ridge was offered to the council at a cost of \$9200.00. Samantha Groce provided an overview of the process and services included. Mary Jo Totten moved to accept the task order for \$9200 with second of Matt Coppock. Motion carried with unanimous vote. Dave Buck mentioned the scope of work includes a meeting with the Shawnee Ridge HOA to ensure there is mutual understanding of the limits of town responsibility to maintain the pond functionality rather than appearance.

With regard to the Gateway project, design work is progressing to allow Bowen Engineering to provide a Guaranteed Maximum Price (GMP) for the three phases of Gateway Regional construction.

Clerk-Treasurer

A **motion** to approve the Register of Claims December 9 to December 31, 2025 in the amount \$102,553.78 and January 1 to January 12 in the amount \$134,072.15 was offered by Mary Jo Totten, with second of Steve Hahn. Motion carried with unanimous vote.

An update to the ordinance allowing town promotions and economic development expenses was considered. Mary Jo Totten **moved** to adopt Ordinance 2025-658 “Revisions to the general fund promotions budget”, with second of Matt Coppock. Motion carried with unanimous vote.

Mary Jo Totten **moved** to approve Resolution 25-135 for transfer of \$16,513.00 from General Fund to Rainy Day as of December 31, 2025. This represents 10% of unobligated General Fund budget. Second of Steve Hahn, motion carried with unanimous vote.

The clerk is reviewing costs and benefits of taking the Boyce systems ledger program upgrade to cloud-based software and data storage. The first quote for license and training is very high, over \$40,000, and would need to be reduced before it would be feasible for Battle Ground. Georgia Jones will review other options before making a recommendation. Chad offered to help evaluate options.

The HR committee will meet January 16 at 10:00 AM to consider changes to handbook policy for PTO payout at separation from employment, to align with updates made by the Conservancy.

Police Department

Marshal Moyars distributed an annual activity report for the police department and discussed the highlights. He was pleased to report achieving a personal goal to increase visibility and traffic patrol while also requiring less assistance from other agencies. In 2025, total calls in Battle Ground increased by 19.2% over prior year however the county’s assistance only increased about 8.4%, and the balance of the total was assumed by the local department.

The department is functioning with four paid employees. One deputy is still on mandatory medical leave. Steve Hahn reminded the council that no action had been taken on the request to move a reserve officer to paid employment. This is deferred again.

Utilities and Street

Ron Holladay could not attend due to a scheduled training event for pipeline emergency management. At the January meeting he provided a quote to fully refurbish the leaf vac. An additional quote was requested. He obtained a second quote compared to the original and provided that via email prior to the meeting: Brown Equipment \$49,500 and Jet-Vac Equipment \$65,000. The lower of the quotes is also his preferred provider company. After discussion, Mary Jo Totten moved to approve the quote from Brown Equipment Company \$49,500 with second of Steve Hahn. Motion carried with unanimous vote.

Ron needs to restock inventory to prepare for traffic sign updates in Shawnee Ridge. He orders from Hall signs for a uniform appearance in town and there is a minimum order for shipping. The amount requested for approval at this time is \$3,294.09. There will be a reimbursement of \$330.15 from an uninsured motorist to replace a sign on CR 600N, and TC's requested a directional sign which will also be reimbursed. Matt Coppock said he could get a better price and there was no action taken at this time.

The recent sludge removal for the winter was 156,000 gallons, hauled by Wealing Brothers. Jantzen and Ron cleaned the tank for the winter. They will complete some repairs to the blower building and change out UV bulbs, preparing that system for the next season.

Ron said he no longer trusts the 2011 Ford 350 for safe operation and wants to select a replacement vehicle. It was suggested that QPA would be a good first look. Matt and Steve volunteered to assist.

Area Plan/ Development – The importance of development in the Battle Ground TIF area was discussed.

Committees

Transportation – The vendor approved in 2025 to install a sidewalk on High School Street has agreed to honor the same quote if the council will refresh the commitment to the work in 2026.

Public Relations – Discussion of social media for town communications is deferred to February. Chad is still reviewing a recorded webinar offering ideas for local government.

Old Business

Architect drawings – An invoice for work was received however there was no mention of plans received. The town hall would be an invoice separate from 107 N Railroad. Chad Lohmeyer will contact the architect for an update. Questions were raised what elements would be required for safety and accessibility of public spaces in repurposed buildings.

Snow removal – A template form to suggest how people could submit requests for assistance with snow removal was distributed to council members by email for a first look. There is general agreement that a community volunteer effort would be good, however there was no solid plan how to get the idea rolling. Distribution in utility bills was suggested. The designated school corridor is considered a primary focus. Council members will consider options and develop ideas.

New Business

Spring cleanup – February 20 is the target date to have plans set for Spring Cleanup, to have the details included with the next utility bill.

Interfund loan – The council has the option to draw upon unobligated funds in the form of a loan to the sewer project, to pay engineering and other costs prior to obtaining a bond. This will be brought to the council at the February meeting.

Conservancy request – Mary Jo Totten mentioned a request from Dan Gemmeck to have the Wastewater budget purchase half the meters (\$17,000) for installation in 2026. More information is needed, and most likely a review of other shared expenses such as the facilities at town hall. No action was taken.

Guest Comment

Utility minimum bill – Kathleen Carter addressed the council requesting that utility billing started in November for her rental unit on Main Street be waived since the intended tenant did not come in to start an account. Clerk Georgia Jones recommended the council take the request under advisement until all circumstances could be reviewed and enable a policy going forward. The question is whether a landlord is responsible for utility minimum bills for the period of time between tenants. Kathleen refers to an unwritten agreement from long ago with the Conservancy District, however the Conservancy does not intend to continue that agreement.

Pavement preservation application – Edward Mroozian comment that the pavement top coat applied in Shawnee Ridge is not wearing well, showing abrasion of pebbles and a lot of reflective cracking down to the asphalt underneath. Others agree the surface treatment does not appear to be holding up and may not be the right treatment type or the correct application.

Motion to adjourn 8:08 p.m. by Mary Jo Totten with second of Steve Hahn. Motion carried.


Georgia Jones, Clerk-Treasurer


Chad Lehmyer

Memorandum of Open-Door Law Compliance

Battle Ground Town Council

Date: January 12, 2026

Time: 6:00 p.m.

Members Present

in Person: Chad Lohmeyer, Mary Jo Totten, Steve Hahn, Matt Coppock

Via Zoom.us:

Also Present in Person: BJ Moyars, Georgia Jones

Guest Present in Person: Edward Mroozian, Kathleen Carter, Samantha Groce, Chris Limiac, Dave Buck

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

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