

# Battle Ground Town Council

Meeting Minutes, June 13, 2022

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

Not present, Councilor Greg Jones

Guests: Joanne Titolo, Charles Hilderbrand, Trisha Hilderbrand, Amanda Parker, Larry Bickett, Colin Sullivan, Dave Buck, and Bill Jones. Attending virtually; Joe Kline, Greg Martz, Colin Dale.

James Miller called to order at 6:00 p.m. and opened the meeting with comments from guests in attendance.

Charles Hilderbrand requested that more information be shared in writing by the contractor as the Tomahawk project enters construction phases that affect the residents. Using door hangers or social media were two methods suggested.

Charles asked about the golf cart ordinance, and animal ordinance, commenting on loose dogs and what remedy there is to enforce fence and leash requirements and noise.

Amanda Parker asked about mowing around locate flags. It is necessary that the flags not be moved after they are placed by the utilities.

Joanne Titolo requested specific street signs be replaced by the Street Department and asked about the damaged radar speed monitor on CR 600 North. Jerry Burk said that item was turned in to the insurance company for replacement.

## Minutes

Motion by Mary Jo Totten to approve the minutes of May 9 as presented. Second of Matt Coppock, motion carried with unanimous vote, 4 Aye.

## Attorney

Bid Opening - Eric Burns received two timely bids in response to the advertisement for CCMG 2022-1 Pavement Preservation Project. Both bids include 9 street segments in the base bid and a quote for one alternate. The segment prices and base bids were read aloud for these bidders:

Microsurfacing Contractors LLC, base bid \$327,417.45 and Alternate "A" \$12,570.20.

Pavement Solutions, Inc. base bid \$217,722.00 and Alternate "A" \$7,898.00.

Burns recommended the bids be taken under advisement with a review of details prior to award.

A discussion of Ordinance 2022-608 "Tree Ordinance" resulted in a change to the text on page 3, section (c) to be a 30-day payment period rather than a 60-day period. Mary Jo Totten moved to adopt the revised ordinance on second reading, with second of Matt Coppock. Motion carried with unanimous vote.

The Build-Operate-Transfer project for Hawk's Nest lift station project is now ready for the resolution to authorize the construction and installation of improvements. Mary Jo Totten **moved** to approve

Resolution 22-120 "Authorizing the Construction and Installation of Improvements to the Sewage Works of the Town Through a Build-Operate-Transfer Transaction, and taking Certain Other Related Actions" Second of Steve Hahn, motion carried with 3 Aye, and 1 Abstain by Matt Coppock.

Following the resolution to commence the project, comes Ordinance 2022-614 "Pledging Revenue Source to Payments Under Build-Operate-Transfer Lease and Taking Certain Other Related Actions". The ordinance details lease terms and timelines. **Motion** by Mary Jo Totten to adopt, on first reading, Ordinance 2022-614. Steve Hahn offered a second and motion carried with 3 Aye. Matt Coppock abstained.

In order to pay initial project draws for the Tomahawk Lane project, Clerk Georgia Jones requested the council approve a temporary loan to utilize other funds until the lease financing is complete. Mary Jo Totten moved to approve Resolution 22-121 "A Resolution for Temporary Interfund Loan from 2236 Economic Development to 6201 Sewage Utility". If utilized, the loan would be repaid on or before December 31, 2022. Second of Matt Coppock, motion carried with 4 Aye.

There was discussion of the current draft parking ordinance update. Potential revision is extended to July.

Eric Burns left the meeting at 7:00 pm.

### **Contract Services**

Tomahawk Lane - The project will have regular meetings to discuss project timelines and needs. The residents on the street will get regular updates. There will be more truckloads of material from construction than originally estimated. The contractor bid does not cover moving the material farther than the street barn property. There is an additional expense to purchase water meters. The original records from the Conservancy regarding shared meters was inaccurate, and more single meters are needed to complete the installations.

Hawks Nest – After financial close, the drawings are ready for the construction phase. All but two easements are secured. The pre-construction meeting date will be set with the involved parties and the pipeline company will be notified if they wish to attend.

Arby's – BFS provided four options for connecting to sanitary at that property. The town has a positive view of the project and is flexible to accommodate the development. At this time the town is not in a financial position to commit funds for infrastructure.

Development Guide -BFS presented a task order to update several items in the Battle Ground development guide. One change is the 2022 revision to the county building permit process. Another is updating standards for water specific to Battle Ground to replace notated drawings borrowed from another municipality. Mary Jo Totten **moved** to approve the task order to update the Battle Ground Development Guide for diagrams and correcting sections with regard to changes in the county building permit process, not to exceed \$7500.00. Second of Steve Hahn, motion carried with 4 Aye votes.

### **Clerk-Treasurer**

**Motion** by Mary Jo Totten to approve the Register of Claims May 10 to June 13 in the amount \$139,579.87. Second of Matt Coppock, motion carried with unanimous vote.

The 2022-2023 Worker's Compensation policy was moved to Indiana Public Employer's Plan (IPEP). The policy is less expensive for the same number of employees. Mary Jo Totten **moved** to approve Resolution 22-122 confirming the council agreement to this change. Second of Matt Coppock, motion carried with unanimous vote.

A refund of education fees is due to Mary Jo Totten, for a Stormwater seminar at Purdue University that she and Steve Hahn attended.

Matt Coppock **moved** to reimburse the fee of \$125.00, with second of Steve Hahn. Motion carried with 3 Aye, Mary Jo abstained from this vote.

Three accounts with uncollectable debt and three accounts with adjustments to charges were presented to the council. The debt amounts remain after the accounts were partially paid from the Indiana Tax Refund Exchange and Compliance System (TRECS). The total Stormwater debt is \$24.34 and Wastewater debt is \$288.63. The total reduction in fees due to errors in migrating to the new billing software are \$42.91 in wastewater and \$1.00 in Storm water penalty. Two accounts are owed less than a dollar in deposit refund but have no current contact information to return it.

Matt Coppock **moved** to approve the write-off and the adjustments, with second of Steve Hahn. Motion carried with unanimous vote.

### **Police**

Jerry Burk suggested to the council they consider posting snow route signage, to inform residents of penalty for street parking during winter storms. He estimates 45 signs would be needed.

Sixteen citations for grass height were issued. The department recommends increasing the fine for second notice of mowing violation. There was a discussion of liens filed for mowing, and changing the current ordinance to reduce the time allowed for payments to 30 days prior to lien filing date.

The Fiddler's Gathering has not requested any parking assistance at this time. James Miller will reach out to verify their volunteer status.

### **Utilities and Street Department**

The Main Lift Station replacement is complete. Ron will attend a class for Gorman pump repair in July. Woods Edge pump #1 has a hole in the volute, similar to last year. The part was removed, repair will be made and re-installed. Matt asked if the pump needs to be replaced.

Storm water repair on Cibuta is complete and the damage appears to be caused by fiber installation.

Four replacement truck tires were purchased with favorable pricing due to a state purchasing bid with Pumps Tire.

Joanne Titolo asked about replacement of the decorative pole street light on Railroad Street that was damaged this year. Ron Holladay contacted the vendor, now waiting for a response.

Joanne asked if the signs at the intersection of CR 600 and Prophet's Rock Road could be replaced. Ron Holladay will follow up with County Highway, who picked up the signs at that time. She would like to see the street signs straightened so they don't look shabby.

Joanne wanted to know if the town could do anything to repair the cracks in the sidewalk on North Street. Ron will evaluate that area for sealer or epoxy repair.

Ron Holladay commented that mosquito misting will be ready for the Fiddler's gathering.

**Redevelopment Commission - No report**

**Area Plan**

Motion by Mary Jo Totten to adopt Ordinance 2022-613 UZO Amendment #104 "Haven Homes", with second of Steve Hahn. Motion carried with 4 Aye, one absent.

**Committees**

**Transportation** – Bid opening for CCMG 2022-1 is under advisement. Mary Jo Totten moved to accept a quote for crack seal on Prophet's Rock Road, between CR 600 North and the bridge, \$3,630.50. Second of Matt Coppock, motion carried with 4 Aye.

**Public Relations / Communication** – deferred

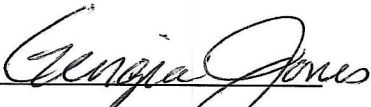
**Strategic Planning** – no report

**Citizen Advisory Groups** – no report

**Old Business**

Support Fiddler's 50th year gathering – Mary Jo Totten **moved** to donate \$250.00 to the 50<sup>th</sup> anniversary of the gathering. Second of Matt Coppock, motion carried with 4 Aye.

**Motion** to adjourn 8:00 p.m. by Matt Coppock with second of Steve Hahn.

  
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Georgia Jones, Clerk Treasurer

  
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James Miller, Council President

## Memorandum of Open-Door Law Compliance

Date: June 13, 2022

Time: 6:00 p.m.

Members Present in Person: Council President James Miller, Councilors Steve Hahn, Mary Jo Totten, Matt Coppock

Also Present in Person: Attorney Eric Burns, Town Supervisor Ron Holladay, Town Marshal Jerry Burk, and Clerk Treasurer Georgia Jones.

Guest Present in Person: Joanne Titolo, Charles Hilderbrand, Trisha Hilderbrand, Amanda Parker, Larry Bickett, Colin Sullivan, Dave Buck, and Bill Jones

Guest Present virtually: Joe Kline, Greg Martz, Colin Dale

Absent: Greg Jones

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

Attest:

  
Georgia Jones, Clerk Treasurer