

Battle Ground Town Council

Meeting Minutes, May 10, 2021

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

Guests: Colin Sullivan, Dave Buck, Colin Dale, Bill Jones, Joe Kline, Mike Piggott

James Miller called the meeting to order at 6:00 p.m. Guest comment was addressed first.

Guest Comment

Mike Piggott requested the Sewage Board consider adding 2 additional months to the summer sewage credit term. Currently the policy includes 3 months of credit from June 15 to September 15. There was general agreement to offer Mike relief for lawn watering with the knowledge that any arrangement would need to be available to other customers as well.

Attorney

Eric Burns talked about the new rules for electronic meetings effective June 1. Public meetings must include a “memo of compliance”, which can be a separate page or a footnote in the approved minutes. The memo details all virtual participation in the public meeting. Virtual attendance by elected officials is limited to three meetings per year. The public is allowed to attend in-person to the extent space is available, and to listen to all virtual meetings.

Motion by Mary Jo Totten to pay \$875 on the invoice presented by Kyle Rottler for grading on his property needed after work was done in the utility easement that crosses his land. Second of Greg Jones. During discussion it was asked if the payment could be contingent upon retaining access to the easement. A question was raised concerning the amount of claim, is there evidence that amount is a fair value. Georgia Jones previously requested invoices for the rental expense claimed, and has not received any information from Rottler. Ron Holladay said if he had been able to finish the grading it would not have taken that many hours.

Motion by Mary Jo Totten to amend the previous motion and change the amount of reimbursement to \$562.50, which is half the amount requested. Second of Steve Hahn, motion carried by unanimous vote. Matt Coppock will speak with Mr. Rottler. The situation might have been handled better, however Council feels this is a fair settlement for the work. It has been stated that no further access to the easement will be allowed and Ron Holladay has another route if needed.

Contracted Services

1. CCMG task order – The town was awarded the CCMG-1 grant for Crack Sealing. Butler Fairman Seufert submitted a task order for the application assistance, quote specification package and construction inspection of the 23 street segments identified in the award. Greg Jones suggested removing the inspection service, he plans to be available when the vendor is working.

Motion by Greg Jones to approve a task order from BFS for CCME 2021-1 Crack Sealing for a total amount not to exceed \$6,950. Second of Matt Coppock, motion carried with unanimous vote.

2. Hawks Nest Project – BFS hosted a kickoff meeting for the Hawks Nest project with GM Development, London Witte Group and town representatives. The goal is to advance the design phase in order to develop bid and financing. There is an option to advance the expenses to start now and develop the information needed for bid and financing phases. An immediate need is the geotechnical survey, and the procuring of right of way. Dave Buck shared a schedule for right of way appraisal and mentioned it was a time-consuming part of the initial project needs. Buck presented a Supplemental Agreement in the amount \$182,683.00 that covers several phases of engineering and project development.
Motion by Mary Jo Totten to approve Hawks Nest Lift Station Supplemental Agreement #2 subject to a limited notice to proceed on selected items in Table #2 (Right of Way Engineering, Utility Coordination, Preliminary Sanitary Design and Geotechnical Investigation) with up-front cost of \$91,263 paid from wastewater budget. Second of Steve Hahn. Motion carried with 4 Aye and Matt Coppock abstaining.
3. Northgate development – no new information.
4. Harrison Meadows drainage report deferred to Street Department report.
5. A task order from BFS for inspections on 600 N pavement replacement was discussed. The unanticipated additional hours were previously agreed to but not presented for signatures.
Motion by Mary Jo Totten to approve CCMG 2020-1 Supplement #2 in the amount \$2100.00. Second of Greg Jones, motion carried with unanimous vote.
6. Application for CCMG 2021-2 has been approved by the council. July is the anticipated submission date. The associated projects in Storm Water and wastewater would be beneficial to find a source for financing at least the sanitary component.

Clerk-Treasurer

Motion by Steve Hahn to approve the minutes of two meetings, April 12 and April 19. Second of Matt Coppock, motion carried with unanimous vote.

Motion by Mary Jo Totten to approve the Register of Claims, April 13 to May 10 in the amount \$137,857.79. Second of Steve Hahn, motion carried with unanimous vote.

The Muni-Link conversion is on schedule. Georgia Jones compared the online capabilities in the Muni-Link customer portal with a third-party vendor, Invoice Cloud, which offers a software as a service which offers more payment options for customers, including digital pay. The quote for expense items for Invoice Cloud services was received late in the day Monday and council has not fully reviewed it. A major feature of Invoice Cloud is the ability for customers to make digital payments and see the result in their account immediately. There is a bill pay reminder feature that is automatically sent on certain days in the bill cycle. The utility can send a custom email message at any time. James Miller, Greg Jones, Steve Hahn and Joe Kline attended a webinar to view the Invoice Cloud options and pricing overview.

Motion by Mary Jo Totten to approve the software service of Invoice Cloud if the Conservancy also votes to approve it. Second of Greg Jones, motion carried with unanimous vote.

Police

New radios purchased on a grant are in service and working very well. The department is working on ordinance violations with some leniency for the amount of rain lately. A resident requested a speed limit sign on Wappo Court. The department does not recommend this, since the street segment is actually a private drive. The council concurs.

Jerry Burk requested a replacement for his bullet-proof vest which is several years beyond the recommended replacement date. The department needs to purchase one more handgun, and at this time Jerry recommends changing the department to a smaller caliber weapon for all personnel. He would use the Public Safety fund budget.

Motion by Mary Jo Totten to approve the department purchases of one vest and 5 handguns not to exceed \$5,000.00, including trade-in value. Second of Steve Hahn, motion carried with unanimous vote.

Utilities and Street Department

The cost to repair the pavement on College Street after sewer repairs is \$6,750.00 Greg would like to have the vendor provide additional pavement repair on the east approach to the bridge on Prophets Rock Road while they are set up on that street.

Motion by Mary Jo Totten to approve \$6,750.00 for additional pavement replacement. Second of Steve Hahn, motion carried.

The sewer main at the North Street railroad crossing was cleaned, the blockage removed and no cracks were observed. Slip-lining is not needed at this time.

Ron talked with Zach Beasley and Dale Snipes about clearing the county ditch at Harrison Meadows for better drainage in the subdivision. They have one area to clear which may improve the entire line. The project is out for bid at this time.

The discussion of Woods Edge sewer bills was clarified to mean that the months of higher customer fees due to I & I would be placed in escrow for repairs to the pumps.

Replacement parts for the damaged salt spreader have been ordered. The bed of the 2001 F350 needs to be replaced, and the new one can be modified to carry the repaired equipment next winter.

Ron has investigated the cost to replace the important main lift station on Prophets Rock Road with a model that can handle the increasing instance of personal wipes in the waste stream. This location is critical and the new model pump can shred items avoiding any possibility of accidental discharge at that low site on the creek.

After discussion it was determined the manufacturer recommendation should be reviewed by BFS to be sure it fits within the town's master plan for wastewater. The vendor would be onsite to place the unit and stay during the initial startup of operation. It is desired to add this project to the public-private partnership funding, subject to any quote requirements.

Motion by Greg Jones to move forward with procurement and replacement, subject to coordination with BFS, in amount not to exceed \$95,000. Second of Steve Hahn, motion carried with unanimous vote.

Redevelopment Commission

Greg Jones reported Todd Starr is the newest RDC member. The revised commercial development plan for Northgate west re-locates a road easement and looks like a good move for all. There was a brief discussion of signage for the town, and the concept of a town brand.

Area Plan

No report at this time.

Committees

Transportation – James and Greg continue to work on sidewalk plans, and plan to meet with Steve Hahn and BJ Moyers to talk about grant possibilities for sidewalks. A question was asked if the state highway would post a bridge weight limit sign at the North Street intersection for trucks that come through town.

Public Relations / Communication - no report

Strategic Planning – no report

Citizen Advisory Groups – no report

Old Business

Sidewalk matching funds – A document is in development. Greg Jones would like to have an article in the newsletter explaining the current ordinance and the decisions that need resolution to make the replacement options a reality.

Interstate signage – Greg Jones provided a link to a website that offers a lot of information about interstate signs. Attractions and establishments can pay for signs. Wolf Park may upgrade their signs this year, and ask for new sign locations along Main Street. Steve Hahn asked INDOT for a 12 ton limit sign at the 5-way stop, to alert drivers before they get all the way over to the Wabash bridge.

Motion to adjourn 8:38 p.m. by Steve Hahn.

Georgia Jones, Clerk Treasurer

James Miller, Council President