

Battle Ground Town Council

Meeting Minutes, May 28, 2024

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

Guests: Bill Jones, Joe Kline (virtual)

James Miller called the meeting to order at 6:00 p.m. One addition to the agenda to consider the Sidewalk Grant application form.

Sidewalk Matching Grant Application

In 2022, the Town Council adopted Ordinance 2022-616, which authorized a reimbursement grant to property owners who replace residential sidewalks to current specifications for quality and dimension. The grant requires an application and inspection process. Greg Jones updated a draft application form and presented it to the council for review. Following discussion, Greg **moved to accept the application** and begin approving grant requests in 2024. Second of Steve Hahn, **motion carried** with unanimous vote.

Approve Emergency Repairs

The Town Hall air conditioning unit failed on May 21. After inspection, it was determined that repair is not advised due to the extent of damage and the age of the unit. A quote for emergency repair was obtained from Sietsma Heating and Air, and the replacement unit will be installed on May 30. Mary Jo Totten moved to **approve the repair quote \$4,550**, with second of Steve Hahn. **Motion carried** with unanimous vote. Cost to be allocated, one-third part to Conservancy District.

Town Hall location

The council reviewed a document provided by ARKOR Architects listing pros and cons of available building sites for a new Town Hall.

There was general agreement that 107 Railroad Street could be sold. March Jo Totten **moved to approve up to \$9,000 for two appraisals** to establish the minimum sale price. Second of Steve Hahn, **motion carried** with unanimous vote. Matt Coppock will contact two appraisers and start the process.

After discussion of the remaining lots, the consensus was to pursue construction information for the vacant land adjacent to the water barn and sewage plant. There are some challenges to this location that should be addressed prior to finalizing the decision: Elevation, maximum building footprint, parking, proximity to current and planned utilities infrastructure, participation of Tippecanoe County Parks Department, line of sight on Prophet's Rock Road for traffic ingress and egress. Greg Jones will investigate zoning with Area Plan. The site has elevation challenges and some flood plain that will affect lot and parking layout and building design. The group was advised to contact design-build companies and make site visits to see firsthand what quality and construction methods are used at different price points.

Town Hall construction financing

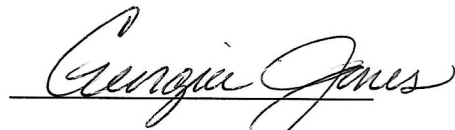
The town has reserves sufficient to start land acquisition if needed, and initial site and architect expense. A significant amount could be financed using a debt rate, a levy in addition to the current General Fund and Motor Vehicle Highway. The concept of design-build is very much a consideration, also the Build-Operate-Transfer process that includes the general contractor role in addition to financing. After additional site evaluations are completed, a more detailed presentation of development costs will be reviewed.

Garage Door repair

BJ Moyars mentioned the police garage door failed and Steve's Overhead Door was called for repair, estimated at \$1,000. To access the police office, he replaced the meeting room door lock with a code operated deadbolt. Greg Jones worked on the door frame, which was binding on the door and making it difficult to open.

The next meeting is June 3, and includes bid opening for CCMG 2024-1 contractors.

Motion to adjourn 7:57 p.m. by Mary Jo Totten with second of Steve Hahn. Motion carried.



Georgia Jones, Clerk Treasurer



James Miller, Council President

Memorandum of Open-Door Law Compliance
Battle Ground Town Council

Date: May 28, 2024

Time: 6:00 p.m.

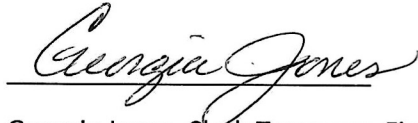
Members Present in Person: James Miller, Steve Hahn, Mary Jo Totten, Greg Jones, Matt Coppock

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

Guest Present in Person: Bill Jones
Guest Present virtually: Joe Kline

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

Attest:



Georgia Jones, Clerk-Treasurer, Financial Clerk