

Battle Ground Town Council

Meeting Minutes, August 12, 2024

Attending: Council President James Miller, Councilors Steve Hahn, Greg Jones, Mary Jo Totten, Matt Coppock. Also attending: Attorney Eric Burns, Marshal BJ Moyars, Clerk Treasurer Georgia Jones, Town Supervisor Ron Holladay
Guests: Sooyong Shin, Chris Limiac, Bill Jones

James Miller called the meeting to order at 6:00 p.m. There was an addition to the agenda for a request to close Liberty Street for an event at the Elementary School.

Minutes

The minutes of July 8 were reviewed. There was a question regarding content and approval was deferred to the next meeting.

Town Attorney

Matt Coppock presented a document signed by Chris Rottler which provides perpetual right of entry across his property to access the Woods Edge sewer force main utility easement. Eric Burns will review and follow up.

Ordinance violation for abandoned vehicle

Revisions to the draft code book are due August 19. Minor corrections to the ordinances in the code book may be made with one ordinance to update all. If there is no change to fines, the ordinance does not need to be advertised.

Brief discussion of noise ordinance.

James Miller asked questions about conflict of interest as it applies to elected town council members. State law requires disclosure of potential conflict of interest. Eric Burns commented that local ordinance may be more strict in requirement. No action was taken.

Contract Services

Chris Limiac reported the Trail Master Plan is in process, the next meeting is August 29 open house to share results of the community survey. Location is the Battle Ground Bible Church, 4:30 - 7:30 PM.

A Task Order for final plan review of QuikTrip lot and structure documents was submitted to the council for approval. QuikTrip needs to provide the final review fee prior to work going forward. Chris will assist with a template letter to request the review fee. Mary Jo Totten moved to approve the task order, not to exceed \$3,000. Second of Matt Coppock, motion carried with unanimous vote. Greg Jones expressed frustration that the plan does not appear to include Electric Vehicle charging stations.

The application for financing with the State Revolving Fund was not approved for this year. Alternative financing options will be discussed with the financial consultant.

The Hawks Nest Lift Stations and force main project is on hold again. Midwest Mole hit the existing main as they were drilling, and stopped work. They have de-mobilized for now.

The council was advised of a potential grant for a traffic conflict warning system. The grant does not cover the application process and the total project is not affordable for the town at this time. No action was taken.

Clerk-Treasurer

A **motion** to approve the Register of Claims July 9 -August 12 in the amount \$254,513.56 was offered by Mary Jo Totten, with second of Steve Hahn. Motion carried with unanimous vote.

A separate meeting will be held Tuesday August 20 at 6:00 PM to work on the 2025 budget.

Police Department

BJ Moyars reported that Jerry Burk has transitioned all his cases and is “retired”. The recognition plaque listing all Battle Ground Marshals will be ready in 1-2 weeks.

The tornado warning siren at town hall does not work and will be replaced by Tippecanoe Emergency Management.

Utilities and Street

Ron Holladay reported several repair and maintenance items:

Main Lift station’s transducer (level indicator) was damaged in the last storm.

Woods Edge Missions motherboard and transducer was also damaged.

Midwest Mole hit the sewer force main and six to seven feet of pipe was replaced.

Vehicle repairs were needed for the Dixie Chopper and the 2011 F-350 needed a new gas tank.

The crosswalks have been painted for the start of school.

He reported a storm water cleanup at McDonalds caused by a contractor who dumped frying oil into the storm sewer. A separate incident was noted at Taco Bell, where erosion is a problem at the west property line.

Area Plan – no meetings to report. Developer Mark Petty was referred to the town council by Area Plan, with a request for height variance to build a seven-story hotel, 70 feet. The request was tabled to request more information, no action was taken.

Committees

Transportation – Now that work has stopped in Shawnee Ridge, Greg Jones and Matt Coppock will talk with Chris Oakes of Pavement Solutions to see if the CCMG project microsurface application can be moved ahead.

Strategic Planning – brief discussion of the potential for a town manager. No action was taken.

Old Business

Asset Management Software Options for annual report of assets were reviewed. The annual fee to have a consultant update the information and create a report for the state is \$3200. The purchase cost of Boyce Systems software to manage assets for all departments is \$4,538.00 with annual maintenance fee of \$1000. The Conservancy District would share the software cost and has already approved the

expenditure. Mary Jo Totten **moved** to purchase the Boyce Systems software product, with second of Greg Jones. Motion carried with unanimous vote.

Commercial appraisal

Jim Miller requests contact information for commercial appraisal companies who would provide an estimate of value for the 107 N Railroad Street property.

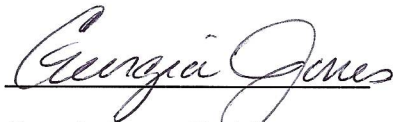
New Town Hall

James Miller has contacted ARKOR to schedule a meeting regarding site and facility design for a town hall located on the vacant land at the utility plant. At this time a date has not been set.

New Business

The Elementary School PTO sent a letter to request closing Liberty Street for "Trunk or Treat" event on October 29. Greg Jones moved to approve the request, with second of Steve Hahn. Motion carried with unanimous vote.

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: 8/12/2024

Time: 6:00 p.m.

Members Present

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

Members Present Virtually: N/A

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

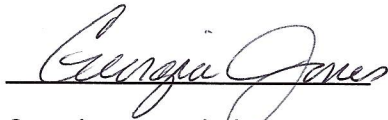
Also Present virtually:

Guest Present in Person: Sooyong Shin, Chris Limiac, Bill Jones

Guest Present virtually:

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

Attest:



Georgia Jones, Clerk-Treasurer, Financial Clerk