



TOWN COUNCIL SPECIAL MEETING

Monday, July 08, 2024 at 4:00 PM

Council Chamber Bristol Municipal Complex

MINUTES

CALL MEETING TO ORDER: Council President Jeff Beachy called the Special Meeting to order at 4:02pm on Monday, July 8, 2024.

ROLL CALL:

Members present: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski

Others present: Legal Counsel Alex Bowman, Clerk-Treasurer Cathy Antonelli, Town Manager Mike Yoder

APPROVAL OF AGENDA: stands as published

REPORTS

TOWN MANAGER

Open Bids for CCMG 2024-1 Elkhart/St.Joseph Street project: three grand total base bids presented for review

Niblock Excavating \$639,627.00

C & E Excavating \$910,382.40

Rieth Riley \$855,464.86

- **Motion to accept the bids and pass on to JPR for review and recommendation** made by Dean Rentfrow, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Cathy Antonelli requested to have Approval of the Invoices be added to the Town Manager report.

- **Motion to amend the agenda (adding invoices to the Town Manager section, Letter K)** made by Cathy Burke, Seconded by Dean Rentfrow. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Salary Ord amendment: 07.08.2024-17

New police officer consideration: Jeff Beachy, Dean Rentfrow met with Lt. Lundgren, Corporal Hamood and interviewed Riley Arvanitis. Jeff shared with Council that the interview went well and everyone present at the interview feel he is a good candidate. He has experience and is a Drug Recognition Expert.

- **Motion to extend a job offer to Riley Arvanitis as an addition to our police department** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Would like to hire summer help for our street department. Keeps current employee at \$18.00 per hour and adds a second position at \$21.00 per hour.

- **Motion to adopt the amended Salary Ordinance No. 7.8.2024-17** made by Dean Rentfrow, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**
- **Motion to enact the new salary ordinance as amended on first reading** made by Cathy Burke, Seconded by Dean Rentfrow. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Watershed Study \$44,000, using MS-4 funds

Mike recommends a watershed study needed due to future development. He recommends paying for the study with MS-4 monies. Possible two-stage ditch, considering a retention pond with drainage to Menjes Ditch or other ditch (that is closer to County Road 19) flowing into the St. Joseph River. Neighbors to be notified next week with a neighborhood meeting.

- **Motion to move forward with the watershed study for \$44K using MS-4 money** made by Gregg Tuholski, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Fire District study.

Baker Tilly tax payer impact study on tax bills and opportunity to ask additional questions, not to exceed \$3500.

- **Motion to move forward with a fire district tax study by Baker Tilly, not to exceed \$3500** made by Jeff Beachy, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

CCMG 2023-1 Pay app #3 \$347,076.90 Maple Street project

- **Motion to approve pay application #3 CCMG 2023-1 \$347,076.90** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

CCMG 2023-2 Pay application #1 \$174,389.85 Indiana project

- **Motion to approve pay application #1 CCMG 2023-2 \$174,389.85** made by Dean Rentfrow, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Niblock Contract documents for water main project - main street

Mike Yoder introduced Jenny Fogelson of JPR who presented a Notice of Award and proceed for signature of a signed agreement by Niblock and reviewed by our Legal Counsel Alex Bowman. Contract A is all of the linear work, new well and new chemical building at the wellfield, everything except for the water tower itself.

- **Motion to award Contract A for water** made by Dean Rentfrow, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Developer agreement – developer funds a public project and gets reimbursement from TIF funds.

Adoption of the form of the Reimbursement Agreement to be used now and going forward.

- **Motion to adopt a reimbursement agreement** made by Dean Rentfrow, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski. **Motion carries.**

Additional Appropriation first reading and request to publish

Water main project on Indiana unexpected and therefore need to ask for additional funds. We currently have \$300K set aside for St. Joe/Elkhart. Unrestricted MVH - asphalt.

- **Motion to approve publishing a Notice to taxpayers and advancing to second reading an additional appropriation of \$260K** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**
- Motion to approve the invoices made by Doug DeSmith, Seconded by Dean Rentfrow. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Mike Yoder - suggests creating an apartment code for upcoming housing. Legal Counsel Alex Bowman briefly spoke to that and fair housing standards.

Award CCMG 2024-1 project

JPR recommends awarding the CCMG 2024-1 contract to Niblock Excavating

- **Motion to award the CCMG 2024-1 contract to Niblock Excavating** made by Dean Rentfrow, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

TOWN COUNCIL DISCUSSION ITEMS – no comments this evening

NEXT MEETINGS:

July 16 - Work Session

July 18 - Council meeting

Homecoming this weekend

- **MOTION TO ADJOURN** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy, Meeting adjourned at 4:45pm.

Jeff Beachy, Council President

Cathy Antonelli, Clerk-Treasurer