



TOWN COUNCIL REGULAR MEETING

Thursday, February 20, 2025 at 7:00 PM
Council Chamber Bristol Municipal Complex

MINUTES

CALL MEETING TO ORDER

Council President Jeff Beachy called the regular council meeting to order at 7:00pm on Thursday, February 20, 2025

PLEDGE OF ALLEGIANCE led by Dean Rentfrow

ROLL CALL

Members in attendance: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy
Others in attendance: Town Marshal Steve Priem, Legal Counsel Alex Bowman, Clerk-Treasurer Cathy Antonelli, Town Manager Mike Yoder, Fire Chief Nik Kantz

APPROVAL OF AGENDA - stands as published

APPROVAL OF INVOICES

- **Motion to approve the 2024 and 2025 invoices that were presented** made by Cathy Burke, Seconded by Dean Rentfrow. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

APPROVAL OF MINUTES

- **Motion to approve the regular council meeting minutes of January 16, February 6, & February 18, 2025 and Executive Session minutes of February 6, 2025** made by Doug DeSmith, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

REPORTS

TOWN MANAGER Mike Yoder

This plan will be managed through Elkhart County Emergency Management (EMA). FEMA requires that the County, Cities, and Towns adopt this plan. Approval will make Bristol eligible for certain FEMA assistance that can fund natural hazards. Jen Toby, EMA Director was to present and answer questions, but unable to attend.

Jill Swartz spoke to the Resolution No. 2.20.2025-5 a Resolution of the Town of Bristol Adopting Multi-Hazard Mitigation Plan xxxx

- **Motion to adopt Resolution No. 2.20.2025-5 a Resolution of the Town of Bristol Adopting Multi-Hazard Mitigation Plan** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

CF-1 for Lippert PP phase-in Mike recommended approval based on the following: Commitments :
New employees- 100 Actual – 213 / New salaries - \$4,187,000 Actual - \$ 9,958,997, New investment equipment - \$29,700,000 Actual - \$ 40,188,513

- **Motion to approve the Lippert CF-1 request on personal property** made by Dean Rentfrow, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

CF-1 for Lippert Real Estate Mike recommended approval based on the following: Same commitments as PP for employees and wages, Real estate improvements : commitment : \$10,000,000 RE improvements Actual - \$ 19,649,148

- **Motion to approve the Lippert CF-a request on real estate** made by Doug DeSmith, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Renew contract with Humane Shelter/ County interlocal agreement. Bristol's share \$4,840

- **Motion to approve the interlocal agreement between Elkhart County and the animal control shelter** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Pay app 21 & 22

1. SRF disbursement request # 21 for \$39,701 to Commonwealth Engineering

- **Motion to approve pay app #1 in the amount of \$39,701 for Commonwealth** made by Dean Rentfrow, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

2. SRF disbursement request # 22 to Crosby Construction

a. payment to contractor \$422,687.38

b. payment to retainage \$ 22,246.70

- **Motion to approve pay app #7 SRF #22** made by Jeff Beachy, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

CCMG 2024-1 Elkhart / St Joseph St. Change order number 1 reduction of \$2,082.50

- **Motion to approve CCMG 2024-1 Change order number 1, a reduction of \$2,082.50** made by Cathy Burke; Seconded by Gregg Tuholski. Voting Yea: Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy.

Borden Waste Away contract extension

Motion to approve the solid waste disposal contract with Borden Waste Away made by Dean Rentfrow, Seconded by Gregg Tuholski. Voting Yea: Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

NIPSCO hold harmless agreement for use of town streets

NIPSCO > INDOT present for detours, avoiding any hard closures.

- **Motion to approve the NIPSCO hold harmless agreement** made by Gregg Tuholski, Seconded by Doug DeSmith. Brief discussion with legal counsel. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

CLERK-TREASURER Cathy Antonelli

Cancellation of warrants - outstanding checks

- **Motion to cancel all outstanding checks as listed** made by Cathy Burke, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

TOWN MARSHAL Steve Priem

Marshall Steve Priem reviewed the January Operations report and spoke to the new format. Council likes the layout of the new format.

Steve noted that part of the overtime that the department currently has is from officers driving to Academy training and will resolve itself shortly.

K9 Donation Letter

Steve spoke to the K9 program and wanting to have a fundraiser opportunity for Council's input. Goal of \$50K to enhance the program. Council President asked that Steve share hard care cost numbers before we send out the letter. (car set up, vet bills, the animal purchase itself, training, food) Steve will review cost with other departments and share with the Council. Steve suggests adding those costs to the letter, and suggested to share the benefits as well.

FIRE CHIEF Nik Kantz

Chief Nik Kantz reviewed the fire department Operations report

- Still short one fulltime firefighter/paramedic, losing a fulltime firefighter/EMT to Elhart City as of March 10.

PSA - use caution when using space heaters at home, keep them away from walls and do NOT use a power strip, plug directly into the wall. Please call the fire station if any questions.

PARK BOARD Linda Powell

- Park Board - new meeting dates, so as not to occasionally conflict with the Council work sessions. The Park Board will now meet the first Tuesday of the month at 6:00pm
- Election of Officers will be in March due to recent board member illness.
- Hermance Park – working on getting quotes for floor cleaning and general cleaning. Council member Gregg Tuholski questioned rental rates and if an increase might be warranted to help cover the increase in cleaning costs.
- Congdon and Cummins Parks – looking into mats in place of mulch by the playground equipment, but due to the high cost, considering mats around the perimeter of the equipment with mulch inside the mat areas. Trying to stay ADA compliant.
- Congdon Park – the park board now has a template for the electric which will come in handy for festivals and events.

UPCOMING PARK EVENTS:

June 14 Library will have Summerfest in Congdon and Cummins parks. Cummins Park will have a kids zone, food truck, splash pad, possibly a pickleball tournament and Congdon Park will be more for adults/young adults and have artisans, programs, music, and food trucks.

Homecoming is scheduled for July 10,11,12 at Congdon Park

August 16 will be the library's car show and September will be the corn dog festival.

Council member Gregg asked when the last rate increase was. \$187 for Hermance, \$50 for Congdon & Cummins.

TOWN ATTORNEY Alex Bowman

preview Resolution to authorize purchase of real estate RDC property instead of Town Council.

PRIVILEGE OF THE FLOOR (Public Comments to Council) - no public comment this evening

TOWN COUNCIL DISCUSSION ITEMS: no items to discuss this evening.

NEXT MEETINGS:

March 6 : 7:00 pm Council meeting

March 18: 7:00 pm | work session - town development standards

March 20 : 7:00 pm Council meeting

MOTION TO ADJOURN made by Gregg Tuholski, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Meeting adjourned 7:55pm.**

These minutes are a summary of actions taken at the Bristol Town Council meetings. The full video archive of the meeting is available for viewing at <https://bristol-in.municodemeetings.com/> for as long as this media is supported.

Jeff Beachy, Council President

Cathy Antonelli, Clerk-Treasurer