



JULY 20 2023 TOWN COUNCIL REGULAR MEETING

Thursday, July 20, 2023 at 7:00 PM
Council Chambers – Bristol Municipal Complex and Via Zoom
MINUTES

This meeting can be accessed via Zoom. Virtual attendance for the public is encouraged however, the Bristol Municipal Complex is open for in-person participation.

JOIN ZOOM MEETING

<https://us02web.zoom.us/j/2011667863?pwd=ZkJKG2ZMcTZGNHBCaW9adUgvdUtYZz09>

Dial in to 312-626-6799 / Meeting ID: 201 166 7863 / Passcode: 1czEDo

Call in any time after 6:30 / meeting will begin at 7:00PM

CALL MEETING TO ORDER by Council President Jeff Beachy at 7:00pm.

PLEDGE OF ALLEGIANCE was led by Town Marshal Mike Albin.

ROLL CALL:

Council members in attendance: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy

Additional Staff in attendance: Assistant Fire Chief Jimmy Hanes, Town Manager Mike Yoder, Clerk-Treasurer Cathy Antonelli, Legal Counsel Alex Bowman, Town Marshal Mike Albin

APPROVAL OF AGENDA - will stand as published

APPROVAL OF INVOICES

- **Motion to approve the invoices** was made by Gregg Tuholski, Seconded by Andrew Medford. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

APPROVAL OF MINUTES

- **Motion to approve the July 6, 2023 meeting minutes** was made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

PRIVILEGE OF THE FLOOR (AKA Public Comment)

Linda Powell 223 E Vistula St. We had a good homecoming.

REPORTS

TOWN MANAGER

Mike Yoder

Approve Iverson Grove and Appraisal services for appraising services for easement acquisition
Mike Yoder requests a motion to approve the second appraiser which is needed for the easement acquisition, as we need to have two appraisals on each property. Iverson Grove was approved at the last meeting.

Appraisal Services Inc. proposes \$2500 for two appraisal reports for the water line project, with no other fees and \$5500 for the road project, which will require three reports and will include six parcels.

- **Motion to approve the Appraisal Services proposal** made by Cathy Burke, Seconded by Andrew Medford. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Library board appointment - nomination is Laura Elliott

Carol Reeves, Director of the Bristol Library library presents and asks that Laura Elliott be added to the Library Board

- **Motion to accept Laura Elliott to the library board** made by Cathy Burke, Seconded by Andrew Medford. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy.

Blakesley final pay application \$68,718.97

- **Motion to approve the final pay application for the Blakesley Parkway project in the amount of \$68,718.97** to Niblock made by Jeff Beachy, Seconded by Andrew Medford. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

CLERK-TREASURER

Cathy Antonelli

Permission to seek additional appropriation TIF #171 GGT allocation area \$104,087.92

Clerk-Treasurer Cathy Antonelli presents a proposal to pursue an additional appropriation for the GGT reimbursement from appropriation number 2565-001-500 GGT in the amount of \$104,087.92.

- **Motion to approve the first reading of Ordinance 8-17-2023-19** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Fireworks summary was provided.

Total bill for the fireworks this year was \$16,445.00. This was an increase from last year. Council had budgeted \$15,000.00 towards the fireworks and the Homecoming Committee will offset the difference by contributing \$1,445.00.

Audit update - the audit covered the 2020, 2021 and 2022 calendar years.

The final comments and results will be submitted and a final report will then be available to us. The cost of the audit will be approximately \$22,000-\$25,000.00. The general fund was \$10K and the utilities were \$12K, plus the additions of the auditors final notes and comments, technology and processing fees to be added in.

Notification to the Council that our exit interview for our 2020, 2021, 2022 Audit was completed. Gregg Tuholski and Mike Yoder were in attendance at the auditor's review meeting. Final comments and results will be sent out by September. The cost of the audit bill be approximately \$25,000. The general fund was \$10K and the utilities were \$12K, plus the additions of the auditors final notes and comments, technology and processing fees to be added in.

Any future Federal or State borrowing will generate an audit automatically. Look for an audit in 2025.

TOWN MARSHAL

Mike Albin

Operations report shared by Marshal Albin.

New policy request for review before implementation: A company called Lexipol currently handles policy & procedure in policing. Marshal Albin has 639 pages to be distributed for review on thumbdrive to each Council member and asks for them to review it within a two month timeframe once received. Keep a log of any questions and he offered an individual one-on-one opportunity to answer any those questions. Short time frame, but he would like to get it implemented as soon as possible.

2023 vehicle purchase - current bidding process to possibly open in August, 2023 and the number of vehicles are limited so he would like to be prepared for it, as he missed out on it last year and is

in need of a newer vehicle. Bid + Build + outfitting = 2024 delivery. City Ford has a 2023 not eco boost, \$45,285

Council President Jeff Beachy suggested budgeting \$55K next year for a vehicle. Council member Andrew Medford suggested checking out other dealers for options. Chevy (Tahoe & Durango) and Dodge. Maybe consider leasing?

Radar sign on Division St has been hit and twisted it, bending the mount. Working on getting it repaired, under a \$200 repair.

Beachy & Albin to work on **State Highway poles for radar signs** taken care of.

ASSISTANT FIRE CHIEF

Jimmy Hanes

Fire Chief Jimmy Hanes reviewed the **operations report**.

Homecoming went well. Thanks to the homecoming committee for all their hard work. The fire department had very few calls this year.

Thanks to the Town for the approval of the property for the training facility. The trailer has been moved and staged until the end of August, as they have to ask the zoning board for a special permit on August 17. Big visions for training facility with joint use for both the fire and police departments.

PARK BOARD

Linda Powell

Linda Powell gave the park board report.

Thanks to the homecoming committee for leaving the park very nice following the festival. Jill Swartz attended the last meeting and will look into concerns with changes and codes in the electrical with the plugs. She also spoke to the pedestrian bridge in the park.

Congdon Park will host a car show August 19 (sponsored by library and park board), July 30 - paint the rock (girl scout event) inspirational rock garden

Kristen our summer programs director - reported on summer program progress. Next year's summer program will be 3rd - 6th grade children.

The job description for park director was reviewed, changes and recommendations made and a new Parks Coordinator was hired in - Kristen Ploeger. She will begin August 1 at \$17/hour.

Scott Dreamer reported that he reduced the price of the boat launch from \$35K to \$25K and add handrails to both sides of the rail \$682/ea, need DNR approval.

Safety concern about the park swing set and the rubber mulch needing to be added in. Linda said bags of mulch are to be added.

Jeff Beachy commented that Food truck Fridays have been great, but no where to sit. Addition of picnic tables to be considered for Congdon Park. This is planned to talk about at the next park board meeting. Concerns about them being locked down so not stolen or dumped in the river.

TOWN ATTORNEY

Alex Bowman

Resolution 07-20-2023-16 Approving special purchase of equipment from Peerless Midwest
RE: water improvement project in Town, Peerless Midwest (Exhibit A) JPR consultation, allows the Town to forego the public bidding process, for consistency of equipment

Motion to approve Resolution No. 7-20-2023-16 made by Doug DeSmith, Seconded by Andrew Medford. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

TOWN COUNCIL DISCUSSION ITEMS

Doug DeSmith-TextMyGov question about residents not being able to ask questions via text /brief discussion followed. Asking due to limited notification of Agriflight/mosquito spraying. more discussion about the preparation and notification of mosquitos spraying.

Andrew Medford -no comments this evening.

Cathy Burke -no comments this evening.

Gregg Tuholski -no comments this evening.

Jeff Beachy -A resident requested turtle crossing signs on Trout Creek. Discussion followed.

NEXT MEETINGS:

August 3 ,2023 Council meeting

* Public hearing annexation phase 2 apartment complex

* Voluntary annexation request farmland south of Valmont (this may be pushed out further on the calendar)

* Rezoning request for apartment complex

August 15 Work Session

August 17 Council meeting

MOTION TO ADJOURN - made by Andrew Medford, Seconded by Cathy Burke.

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy

Jeff Beachy, Council President

Cathy Antonelli, Clerk-Treasurer