



TOWN COUNCIL REGULAR MEETING

Thursday, January 16, 2025 at 7:00 PM

Council Chamber Bristol Municipal Complex

MINUTES

CALL MEETING TO ORDER

Town Council President Jeff Beachy called the regular council meeting to order on Thursday, January 16, 2025 at 7:00pm

PLEDGE OF ALLEGIANCE led by Chief Deputy Dustin Lundgren

ROLL CALL

Members present: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy

Members absent: Dean Rentfrow

Others in attendance: Clerk-Treasurer Cathy Antonelli, Town Manager Mike Yoder, Assistance Fire Chief Jim Hanes, Town Marshal Steve Priem, Legal Counsel Alex Bowman

APPROVAL OF AGENDA – addition of the Spendbridge agreement to section 8 for the Clerk-Treasurer, the agenda will stand as modified.

APPROVAL OF INVOICES

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

APPROVAL OF MINUTES

- **Motion to approve meeting minutes of December 5 and December 19, 2024 and of January 2, 2025 and work session minutes of January 14, 2025** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

REPORTS

TOWN MANAGER Mike Yoder

WWTP Project: Commonwealth has reviewed and recommends paying:

- Motion to approve SRF Disbursement Request #19 Commonwealth Engineering fees \$48,667 made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**
- Motion to approve SRF Disbursement Request #20 Crosby Construction Pay App #6
- (\$746,978.18 > Contractor and \$39,314.64 > retainage) made by Doug DeSmith, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Water Project: JPR has reviewed and recommends paying:

1. SRF Disbursement Request #13 Niblock Excavating 140,468 (\$133,779 to the Contractor and \$6,689 for retainage) - worksheet doesn't match disbursement form, tabled until next meeting

- Motion to approve SRF Disbursement Request #14 JPR engineering fees \$50,372 made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

PD Holiday compensation discussion

Policy change discussion with a goal to eliminate the holidays from the police department work schedule (currently built up as comp time). Would like to consider a stipend for holidays pay one time per year in December. (consider an average of all salaries for a flat rate) Current policy reviewed with two additional options presented.

- **Motion to accept Option #2 for holiday pay for the police department** made by Cathy Burke, Seconded by Doug DeSmith. Discussion: does not eliminate comp time, but eliminates the holiday time. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Note: 2025 will

In lieu of holiday pay, full-time sworn in non-exempt police officers and a eligible civilian police dept employees be provided with a stipend as: option 2 details

Salary Ordinance amendment 1-16-2025-2

Two changes: 1) language change to establish the holiday stipend for the police department and 2) correcting Kaitlyn's salary from \$29.25 to \$29.65 to be effective as of the date of adoption. Thorough discussion on the language followed.

- **Motion to amend the new salary ordinance amendment no. 1.16.2025-2 that includes the language for the new holiday stipend for the police department, as well as the correction to Kaitlyn's hourly rate that includes In lieu of holiday pay, full time non-exempt sworn in police officers will be provided with a stipend, as in the paragraph defined by Option 2, eligible civilian full time non-exempt employees will receive holiday pay plus wages, at a rate of time and one half for the hours worked on the holiday** made by Cathy Burke, Seconded by Doug DeSmith. For clarity, legal counsel Alex Bowman noted that this is an amendment to amended Salary Ordinance No. 1.16.2025-2. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**
- **Motion to suspend the rules and enact on first reading as amended Salary Ordinance No. 1.16.2025-2** made by Jeff Beachy, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**
- **Motion to enact on first reading Salary Ordinance NO. 1.16.2025-2, as amended** made by Cathy Burke, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Project updates provided by Mike Yoder on the water project and the water tower project. A time lapsed video of 15 hours worth of work of the concrete pour at the WWTP.

CLERK-TREASURER Cathy Antonelli

- Update on the Spendbridge agreement. Council has previously approved to move forward after legal counsel reviewed the agreement. The agreement was amended and approved by both parties and will move forward with Council's signature this evening.

TOWN MARSHAL Steve Priem

Marshal Priem reviewed the Operations report and Randy's code enforcement report.

FIRE CHIEF Nik Kantz currently on duty

Assistant Fire Chief Jim Hanes shared the monthly operations report with Council

- The BFD has hired a certified Firefighter/EMT and are still short one fulltime firefighter/paramedic.
- Discussion about calling 911 instead of the fire station directly. Note to residents, if you have an emergency, PLEASE call 911 to avoid any unnecessary delays. Thoughts to add a 911 note to the next newsletter.

- Public Service Announcement in preparation for cold weather, please plug heaters directly into the outlet and not into an extension cord and do not set the heater by a wall. Please contact the fire department for more details and why these are good tips.

PARK BOARD no report this evening but the Park Board meeting minutes from December 10, 2024 were included in the packet.

TOWN ATTORNEY Alex Bowman

Resolution No. 1.16.2025-2 Resolution Approving an Amending Declaratory Resolution of the Bristol Redevelopment Commission and Order of the Elkhart County Plan Commission. Alex recommended adoption as proposed.

- **Motion to adopt Resolution No. 1.16.2025-2** made by Gregg Tuholski, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Second reading and Adoption of Ordinance No. 1.16.2025-1 Amending Chapter 76 of the Town of Bristol, Indiana Code of Ordinance to Prohibit Parking along a Certain Portion of Commerce Drive in the Town of Bristol, Indiana

- **Motion to enact Ordinance No. 1.16.2025-1 on second reading** made by Cathy Burke, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

PRIVILEGE OF THE FLOOR (Public Comments to Council) – no one appeared for comment this evening

TOWN COUNCIL DISCUSSION ITEMS

Doug DeSmith - none

Dean Rentfrow -absent

Cathy Burke -Would be in agreement to modify the building. Jeff explained he was talking about the HUB moving into that space as we are overextended on what our needs are.

Gregg Tuholski - no items

Jeff Beachy -no items

NEXT MEETINGS:

February 6 | Council meeting - BT analysis of main street property options

Cathy Burke's 75th birthday

MOTION TO ADJOURN made by Gregg Tuholski, Seconded by Cathy Burke, all in favor.

Meeting adjourned at 8:09pm

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