



TOWN COUNCIL REGULAR MEETING

Thursday, September 18, 2025 at 7:00 PM

Council Chamber Bristol Municipal Complex

MINUTES

CALL MEETING TO ORDER – Council President Jeff Beachy called the Bristol Town Council regular meeting to order at 7:13pm.

PLEDGE OF ALLEGIANCE was led by Gregg Tuholski

ROLL CALL

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

Members absent: Dean Rentfrow

Others present: Town Marshal Steve Priem, Legal Counsel Alex Bowman, Clerk-Treasurer Cathy Antonelli, Town Manager Mike Yoder, Assistant Fire Chief James Hanes.

APPROVAL OF AGENDA - stands as published

APPROVAL OF INVOICES

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

APPROVAL OF MINUTES

- **Motion to approve the Council, and work session meeting minutes of August 21, September 4, and September 16, 2025 and Executive session memorandum from September 16, 2025** made by Doug DeSmith, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

PLANNING AND DEVELOPMENT ITEMS presented by Danny Dean, Planning & Development
Town Ordinance No. 9.18.2025-20 a county development ordinance amendment

- **Motion to approve Ordinance No. 9-18-2025-20 An Ordinance Of The Town Of Bristol, Indiana Approving The Amendments To The Elkhart County Development Ordinance PC 2024-04 As Further Identified In Ordinance PC 2025-09** made by Doug DeSmith, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy.
- **Motion carries.**

REPORTS

TOWN MANAGER Mike Yoder

Amber Nielsen of Baker Tilly reviewed the Comprehensive Financial Plan with Council and spoke to the Petition for the three-year growth levy appeal and that it is the last year we can apply for it.

- **Motion to move forward with the levy appeal petition** made by Gregg Tuholski, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Annual Certification of Title VI implementation plan was presented. This is an ADA requirement.

- **Motion to accept the 2025 Title VI Implementation plan** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**
- **Motion to approve Resolution No. 9.18.2025-16 ADA transition plan** made by Doug DeSmith, Seconded by Cathy Burke. Voting Yea: Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

(Alex noted that Mike Yoder needs to update his email address in the packet)

Water Project disbursement requests

1) SRF disbursement form #34 for Phoenix Fabricators and Erectors - \$307,823, with retainage of \$16,201

2) SRF disbursement form #35 - \$31,934

3) SRF disbursement form #36 Lori Shipman Consulting - \$3,531

and 4) SRF disbursement form #37, which is pay app #8 for Niblock - \$106,005, with retainage of \$5,579

- **Motion to approve SRF disbursements #'s 34, 35, 36 and 37** made by Gregg Tuholski, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Wastewater disbursement requests:

1) SRF disbursement #35 Commonwealth Engineers - \$36,017

2) SRF disbursement #36, pay app #14 for Crosby Construction - \$1,563,784, with retainage of \$82,304

- **Motion to approve SRF disbursement #'s 35 and 36** made by Doug DeSmith, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Cathy Burke, Jeff Beachy. **Motion carries.**

Project updates

Mottville road apartment complex agreement signed and will be moving forward.

Water/Sewer project photos were shared.

Cummins Park paving has begun, St. Joseph street paving to start next week, CR 8 line fully tested everything in service. Phoenix crew on the water tower is going well. Sept 30 large crane to be removed. WWTP plans to be up and running mid-December, deconstructing the lab and the maintenance building and other parts of the old building. Elkhart St water main next Spring to be replaced.

CLERK-TREASURER

The first reading of the 2026 budget was presented to Council. A public hearing was opened to take comment at 7:54pm. Hearing none, the public hearing was closed at 7:54pm.

- **Motion to advance the 2026 Budget Ordinance No. 10.2.2025-19 to second reading** made by Doug DeSmith, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion passes.**

Additional Appropriation request \$59,285.49 Annual distribution as previously approved by Council May 4, 2023 for distribution of opioid funds to Oaklawn for the Mental Health Crisis Center \$9,285.49 and \$50K from park non-reverting fund for the Cummins parking lot project.

- **Motion to publish and advance to second reading Additional Appropriation Ordinance No. 10.16.2025-22** made by Doug DeSmith, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion passed.**

Council member Gregg Tuholski asked if an update on how those monies have been utilized could be shared with the Council. Mike Yoder may have a contact and will reach out.

TOWN MARSHAL Steve Priem

Marshal Priem reviewed the monthly operations report.

Older Impala to have equipment removed by local mechanic, along with \$750 of service credit and will then take possession of the car, purchase agreement to be signed.

FIRE CHIEF

Assistant Fire Chief James Hanes reviewed the monthly operations report.

Still short one fulltime firefighter/EMT

BFD now partnering with Northridge High School and a work base learning program to train, observe, educate and certify local youth in the field of firefighting. (Certification won't be granted until age 18)

PARK BOARD Linda Powell

Park Board monthly meeting report

Council member Gregg Tuholski attended the park board meeting to share information about Raber golf course.

Congdon Park: car show to be continued. Concerns with wasps in the park.

Library Summer Fest considering moving the event to the fall, but need to coordinate with the other events in the community.

\$50K for new parking lot project

Will be power washing the splash pad and pickle ball courts, basketball court project will find out tomorrow if moving forward, concerns with cleaning supplies disappearing in Hermance park pavilion

TOWN ATTORNEY Alex Bowman

Alex reviewed with and made a recommendation to Council to adopt Resolution 9-18-2025-17 approving the property transfer of the Raber Golf Course to the Bristol Redevelopment Commission

- **Motion to adopt Resolution No. 9.18.2025-17 A Resolution of the Town council of the Town of Bristol, Indiana Approving The Transfer of Real Property** made by Gregg Tuholski, Seconded by Cathy Burke. Voting Yea: Cathy Burke, Gregg Tuholski. **Motion carries.**

He then introduced Resolution No. 9.18.2025-15 A Resolution of the Town Council for the Town of Bristol, Indiana Adopting Provisions of Indiana Code 5-23 (Build Operate Transfer construction method) method considered for the street department garage

- **Motion to adopt Resolution 9.18.2025-15** made by Gregg Tuholski, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Lastly Attorney Bowman asked for a motion to approve the Request For Proposals and Qualifications (RFPQ) process for the street garage project using the aforementioned BOT (Build Operate Transfer) statute.

- **Motion to approve the RFPQ process for the street garage project** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

PRIVILEGE OF THE FLOOR (Public Comments to Council) – no comments this evening

TOWN COUNCIL DISCUSSION ITEMS – no discussion items by Council this evening

NEXT MEETINGS:

October 2: Council meeting

October 14: work session

October 16: Council meeting | AWT rezoning

MOTION TO ADJOURN

- **Motion to adjourn** made by Gregg Tuholski, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy.
- **Meeting adjourned at 8:45p**

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