



TOWN COUNCIL REGULAR MEETING

Thursday, June 20, 2024 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 on Thursday, July 20, 2024 at 7:00pm

PLEDGE OF ALLEGIANCE was led by Cathy Antonelli

ROLL CALL

Members present: Doug DeSmith, Dean Rentfrow, Cathy Antonelli, Gregg Tuholski, Jeff Beachy

Others in attendance: Fire Chief Nik Kantz, Town Manager Mike Yoder, Clerk-Treasurer Cathy Antonelli, Legal Counsel Alex Bowman, Sergeant Adam Dernay

APPROVAL OF AGENDA – the agenda stands as published.

APPROVAL OF INVOICES –

- **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.**

APPROVAL OF MINUTES

- **Motion to approve the June 18th work session minutes** made by Gregg Tuholski, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

REPORTS

TOWN MANAGER Mike Yoder

Requesting approval of proposal from Lori Shipmen Consulting to be independent Davis Bacon Administrator for the water infrastructure project, not to exceed \$28,250. Cost falls within the project budget. Jenny Fogelsong from JPR spoke to the proposal. Lori Shipmen Consulting is a labor wage rate administrator; verifies that the hourly workers are being paid the correct amounts during these projects.

- **Motion to approve the proposal from Lori Shipmen Consulting** made by Cathy Burke, Seconded by Dean Rentfrow. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy.

Reappoint Laura Elliot to the Bristol Library Board – Laura filled Tammy Delucenay's position last year.

- **Motion to reappoint Laura Elliott to the Library Board** made by Cathy Burke, Seconded by Dean Rentfrow. Legal Counsel Alex Bowman noted a Point of Order and made sure that we were following the statutes. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy.

Consider **relocating Town Clock** to Memorial Park or Town Hall or another location.

Town clock saved and is now in storage pending Council's decision to relocate. After some discussion, the Council agreed to **add it to water main project and place between the two driveways in front of Town Hall**. Everyone agreed.

Committee recommendation for new Commerce Drive sign - Commerce Drive design team liked proposal #104 scored #2. Contract to be drawn up \$62K estimated cost. Council agreed that TIF dollars will be used to pay for this and it can be added to the 2025 budget.

- **Motion to move forward with proposal #104**, details to be determined, made by Doug DeSmith, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Agreements and Notice of Award for waterworks projects Jenny Fogelsong, JPR engineer on the water project confirmed that the loan closed last week. Agreements to be sent to the contractor, will gather bond info to be signed at next council meeting July 18, 2024. This project will help with stronger, more consistent pressure and reliability for the Town.

Ken Jones, JPR spoke to the replacement of a water main at Indiana and asked the Council to declare an emergency repair. Two bids will be requested. Project to be in excess of \$100K, removing a 4" main and replacing it with an 8" main. Improvements for the school and local residents. Asset management plan created per SRF.

- **Motion to declare an emergency to repair to the water main and authorization for quotes** made by Gregg Tuholski, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy.

Brief report on projects

CCMG project discussion and how to pay for some of it. Spring application for next CCMG project will be for Elm Street from Vistula down to Michigan and Twin River Trails. We will have a LOT of construction going on next year.

July meeting - Jason Auvil from planning commission will speak to an amendment to county zoning ordinance that allows us to design standards for Downtown. Possibly use Abonmarche for this project. Mike meeting with them next week.

Drug free partnership is putting together a meeting for next year to discuss what if marijuana is legalized? And we should be considering how might this come into play for the Town?

Residential project on Mottville Road, beginning to work thru PUD and hiring engineers, location is just south of Cop'r Canyon on the East side of the road. Land has already been purchased.

Downtown clean-up project- complications, DNR permit needed. May not be cleaned up before Homecoming or corndog festival.

Moving forward on an ORV (off-road vehicle) ordinance. Middlebury just adopted one.

WWTP preconstruction meeting today. Options for Council to look at in the future to possibly save money on the project.

CLERK-TREASURER Cathy Antonelli

Permission to convert the existing 84m Certificate of Deposit at \$300K to a 7-month CD at First State Bank at 4.74% and put towards the water main project when matures. Bank will waive \$15K early withdrawal penalty. An approximate earning of \$8,300 in interest.

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

TOWN MARSHAL Sergeant Dernay

May operations report reviewed.

Jeff Beachy noted that resumes are being reviewed for a new Marshal and hope to have a decision soon. He also thanked Sergeant Dernay for what he and the department does for us and offered prayers for safety.

FIRE CHIEF Nik Kantz

BFD June, 2024 Operations Report, False Alarm & Call Report and Fireworks Safety Tips

Chief Kantz reviewed the reports, noting that they are short one FF/EMT and one FF/paramedic. They had one resign.

They are working towards the finalization of the new truck construction.

Reminder for the upcoming holiday to be safe. Safety tips for fireworks are included in the online packet for review.

Looking forward to the Bristol Homecoming and expressed sincere thanks to the community for the donations and support that were given during the fire on May 27. (bottled water, Gatorade, snacks, pizza) Very kind gestures.

Jeff Beachy suggests putting fireworks info added to Our Town Bristol app and thanked Chief for what they do and that they stay safe.

PARK BOARD Linda Powell

Hermance Park - Kayak launch is moving forward, warranted design changes will cost \$33,166.00. The funds are available in the park budget. Jill Swartz has applied for a \$10,000 grant to one of Monogram's programs. We will know by Sept. 1 if we will receive the grant to help offset the cost of this program.

Cummins Park: There was a request for reserving all the Pickleball courts for all day, sometime in July. This request was denied because it was no benefit to the Park or any charitable group in Bristol. However, there will be a Pickleball Tournament on the Saturday of Homecoming and it will benefit the HUB. Eric Funkhouser, Street Department Superintendent, will be working on finding solutions to the trash issues in this park.

Congdon Park: Mike Yoder and Eric toured Congdon Park and determined that there are some issues with the stage that needs to be repaired. At one point last year, Monogram asked if they could build/replace the entire structure. Eric will ask them if that is a program they would like to fund for 2025. Eric is looking at options for additional picnic tables, and placing a fence around the parking area. We also have another kayak business interested in renting out kayaks in Bristol. Mike Yoder gave permission for the second rental business to locate in Bristol as well.

At this point we are not charging these two kayak rental companies, but we may want to look into this situation for next season.

General Park information: Mosquito control seems to be working well in the Parks and the Cemetery.

Eric has met with Wendy from Play World. She is a professional consultant on playground layout. By using this vendor, we will have one source for mulch, borders, tables, benches, and other equipment. During their tour at the parks, Wendy's initial thoughts were that we need to focus on bringing the existing equipment areas up to playground standards. Most of our issues are exposed concrete which can be remedied with new borders and rubber mulch. Some of our borders consist of wood timbers, which is not an approved method for containing mulch. Eric will have a quote for bringing these areas up to standards, and also quotes for tables. Wendy will also bring suggestions for layout for toddlers play area.

The slippery surface at the Splash Pad continues to be a issue. We do not have a good remedy for the situation, outside of daily power washing which is not feasible. It is posted that all users are to be wearing shoes and not run. Mike and Eric have discussed options that include a new epoxy surface with grit included to create a slip-resistant surface.

5-year Plan -Mikel Ropp will work on a layout plan for Hermance Park, which will include parking areas, wet land gardens, and a path. A public meeting was discussed to be held at the Bristol Library for all residents to come and answer our surveys, and give suggestions and advice as what they would like to see in our parks. The timing for this public meeting could be the third week in September. The exact date to be determined.

Next Park Board Meeting is July 9, 2024 at 6pm at Town Hall.

TOWN ATTORNEY Alex Bowman

Two complete annexation packets were received. Ordinances 07.18.2024-15 and 16 for Mottville Road and CR 10 properties. Tonight's Council actions to include acknowledgement and advance to first reading, with the first reading being July 18 and the adoption date to be August 1, 2024.

- **Motion to acknowledge receipt of the voluntary annexation petition and advance to first reading (Ordinance 7-18-2024-15)** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**
- **Motion to acknowledge receipt of the voluntary annexation petition and advance to first reading (Ordinance 7-18-2024-16)** made by Jeff Beachy, Seconded by Dean Rentfrow. Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

NEW BUSINESS – none this evening

PRIVILEGE OF THE FLOOR (Public Comments to Council)

Scott Leiby, 101 E Elkhart Street - shared his concern about the signage for the alternate truck route and not being able to see the signs if in a big rig truck, as the signs sit too low. Would like to see improved signage. Mike Yoder noted some of the larger signage and locations.

Lester Otto, 18686 CR 23 - down on SR 120 new road by MJB, weeds are getting so high, in a car can't see the traffic coming from the East. SR 120 is maintained by INDOT and Mike Yoder will send a message to them and suggested he call INDOT as well.

TOWN COUNCIL DISCUSSION ITEMS – no items this evening

NEXT MEETINGS:

July 8, 2024 3:00 special meeting to open bids and award project for 2024-1 CCMG

July 16, 2024 Work Session

July 18, 2024 Council meeting

Executive session dates to be emailed to Council members by Jeff.

Homecoming July 11,12,13, 2024.

MOTION TO ADJOURN

- **Motion to adjourn** made by Gregg Tuholski, Seconded by Doug DeSmith.
Voting Yea: Doug DeSmith, Dean Rentfrow, Cathy Burke, Gregg Tuholski, Jeff Beachy.

Meeting adjourned at 8:12pm

Jeff Beachy, Council President

Cathy Antonelli, Clerk-Treasurer