



NOVEMBER 16, 2023 TOWN COUNCIL REGULAR MEETING

Thursday, November 16, 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=ZkJKZ2ZMcTZGNHBCaW9adUgvdUtYZz09>

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

MEETING CALLED TO ORDER Thursday, November 16, 2023 by Council President Jeff Beachy at 7:00pm.

PLEDGE OF ALLEGIANCE was led by Dean Rentfrow.

ROLL CALL:

Council members present: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski and Jeff Beachy

Other members present: Town Marshal Mike Albin, Legal Counsel Alex Bowman, Fire Chief Nik Kantz, Clerk-Treasurer Cathy Antonelli, Town Manager Mike Yoder

APPROVAL OF AGENDA: Stands with the following revisions:

12b. confirmatory for the abatement will require public hearing

Forego discussion and the vote of the MOU at this time.

APPROVAL OF INVOICES:

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

PRIVILEGE OF THE FLOOR (AKA Public Comment): no public comments this evening

REPORTS:

TOWN MANAGER Mike Yoder

- Pay Application No. 1 \$379,743.75 Community Crossing Project Maple Street has been completed.
- **Motion to pay Pay Application #1** made by Cathy Burke, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

CLERK-TREASURER Cathy Antonelli

- First Reading of Salary Ordinance amendment 12/07/2023-29, this is an amendment to include our new street department employee, Eric Funkhouser
- **Motion to approve the first reading of Amended Salary Ordinance No. 12-7-2023-29** made by Andrew Medford, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

- First Reading 2024 Salary Ordinance 12/07/2023-30
Alex noted correction of a few typos within the Ordinance (that were addressed before second reading)
- **Motion to advance on First Reading the 2024 Salary Ordinance 12/7/2023-30** made by Andrew Medford, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

TOWN MARSHAL Mike Albin

- Review of BPD October operations report, with a note of high number of illegally parked vehicles and complaints of enforcement
- Randy Cripe has been working on the recodification process and has completed his first pass.
- A Flock Safety program was introduced in Tuesday night's meeting with an overview of the 2-year contract. (\$18,250 first year, annual recurring \$15,000, contract total \$33,250.00) to be paid out of the Public Safety LIT Fund.
- **Motion to approve the flock contract total amount of \$33,250.00** was made by Andrew Medford, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Mike Albin will let the company know to move forward tomorrow, with hopes to be up and running by January/February of 2024.

- New vehicle: Just a note to Council that the 2023 vehicle that was purchased earlier this year was just finally received today from the outfitter. The wait time and delay is adding up to be several months, due to the current supply issues.

FIRE CHIEF Nik Kantz

- Review of BFD October Operations Report
 - o Short one fulltime firefighter/EMT, currently filling that position with parttime staff
 - o Tower 83 and all ground ladders have passed inspection and been recertified.
 - o Training facility is working out well.
 - o Toys for Tots drive is ongoing until December 1.
 - o Christmas Tree Lighting for the Town is also December 1.
 - o December 2, Toys will be delivered to Grand Design (distribution center for the program) after the parade of lights from the RV Hall of Fame! (with high hopes to maintain the trophy!)

Legal Counsel Alex Bowman shared that the 411 St. Joseph St deed has been recorded.

PARK BOARD Linda Powell

- Oct Park Board report
- Park Board vote to pay for the cocoa bar and the cookies for the tree lighting.
- Problem with the Hermance plumbing bathroom remodel, toilet drains were not capped off and the street department has since corrected this.
- Kristen is no longer working for the Parks Dept and the Street Department has been helping out with the Park rentals.
- Kayak lockers (for rentals) may be coming soon
- Community Garden donated 790 lbs of food to the food pantry this year.
- Also produced enough gourds and pumpkins for the fall Town decorations
- Food trucks for events (ie. movie in the park) but probably not for lunchtime.
- Reviewed some new building plans for a new park building next to the community garden. Possible use the old building for storage.
- port-a-potties moved to the kayak launch area, hoping for less vandalism
- the Park Board is looking for a new board member

TOWN ATTORNEY Alex Bowman

- Adoption of Resolution 11/16/2023-26 approving Elkhart County Plan Commission order amending Economic Development plan (addition of a single parcel of property to consolidated SR 15 EDA)
- **Motion to adopt Resolution 11/16/2023-26** was made by Gregg Tuholski, Seconded by Andrew Medford. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

- Confirmatory Resolution 11-16-2023-27 Personal and Real property tax abatement for LT Aluminum Confirmatory Resolution 11/16/2023-27.

Council President Jeff Beachy opened a public hearing to hear any concerns or questions regarding a tax abatement for LT aluminum. Hearing no comments the public hearing was closed.

- **Motion to approve Confirmatory Resolution 11/16/2023-27** made by Doug DeSmith, Seconded by Andrew Medford. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.** Tax Abatement granted.

MOU (Memorandum of Understanding) with St Joe River Basin Commission to install water level monitoring equipment on Little Elkhart River, utilizing Monsanto settlement funds. Project cost not to exceed \$17,000. Legal points to be made with the Commission and is not yet ready for approval.

TOWN COUNCIL DISCUSSION ITEMS

Doug DeSmith - no items this evening

Andrew Medford - no items this evening

Cathy Burke - Happy Thanksgiving to everyone

Gregg Tuholski - no items this evening

Jeff Beachy - no items this evening

NEXT MEETINGS:

December 7 council meeting

December 19 work session - no agenda items yet (possibility of cancellation of no items need to be reviewed)

December 21 Council meeting

MOTION TO ADJOURN

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

Meeting adjourned at 7:33pm

Jeff Beachy, Council President

Cathy Antonelli, Clerk-Treasurer