



# JULY 6, 2023 TOWN COUNCIL REGULAR MEETING

Thursday, July 06, 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=ZkJGK2ZMcTZGNHBCaW9adUgvdUtYZz09>

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** by Cathy Burke at 7:00pm.

**PLEDGE OF ALLEGIANCE** was led by Jill Swartz.

### ROLL CALL:

In attendance: Doug DeSmith, Andrew Medford, Cathy Burke, Legal Counsel Alex Bowman, Clerk-Treasurer Cathy Antonelli, Town Manager Mike Yoder, Fire Chief Nik Kantz

Absent: Jeff Beachy, Gregg Tuholski

### APPROVAL OF AGENDA

- Motion by Andrew Medford was made to approve the agenda, Seconded by Doug DeSmith.

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

### APPROVAL OF INVOICES

- Motion to approve the invoices was made by Doug DeSmith, Seconded by Andrew Medford.

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

### APPROVAL OF MINUTES

Motion to approve the minutes was made by Cathy Burke, Seconded by Andrew Medford.

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

## **PRIVILEGE OF THE FLOOR (AKA Public Comment)**

Mikki Taylor, 412 Turnberry - concerns with the noise from the Solomon Fowler mansion during a wedding reception, Thursday, June 29. Town Manager Mike Yoder to talk to Marshal Albin & the Rush's tomorrow.

## **REPORTS**

### **TOWN MANAGER Mike Yoder**

#### **WorkOne presentation**

Lesliefaye Gogins, business consultant of WorkOne gave an overview of some services that they provide, such as: help to build resumes, help to teach computer skills, mock interviews, facilitate apprenticeships for businesses at no cost to the business.

#### **BT contract for services related General Obligation Bond**

- Motion to approve Baker Tilly's contract for services in regards to the General Obligation bond was made by Andrew Medford, Seconded by Doug DeSmith.

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

#### **General services contract with JPR. Water project. Reviewed by Alex.**

- Motion to approve JPRs general services contract in regards to work on the water project was made by Andrew Medford, Seconded by Doug DeSmith.

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

**2023-1 CCMG change order no. 1, no contract price change**, replaces thermo-plastic lane markings with paint

- Motion made by Cathy Burke, Seconded by Andrew Medford.

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

#### **Letter of support for Next Levels Trail grant application. Town Council is ready to move forward with project and is committing additional \$250,000 toward the match**

Discussion: many letters of support for this project. conversation regarding the bridge/sidewalk and possible removal of the sidewalk. \$4M grant application submitted, to be decided in October. with possibility of having it completed by next October. (EDIT or TIF Funds to be used)

- Motion to approve the letter of support and \$250K commitment from the Town towards the project made by Andrew Medford, Seconded by Doug DeSmith.

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

**United Task Order #3 Pedestrian bridge, survey, utility coordination, permitting, right of way engineering, project design (DT real estate acquisition) \$171,000**

Cathy Burke motions to table this until the next meeting. Cathy rescinds her motion to table this until the next meeting.

- Andrew Medford motions to approve Task Order #3 for United consulting, Seconded by Doug DeSmith.

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

**Contract for services, right of way acquisition appraisals for both water infrastructure project and business route**

Quote from **Appraisal Services**: water \$2,500 and bypass \$ 5,500

Quote from **Iverson Grove**: water \$2,000 and bypass \$4,500

Town Manager recommends Council accept Iverson Grove for the work. SR 15/CR 10 intersection

- Motion made by Cathy Burke, Seconded by Doug DeSmith.

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

**Toxicity Reduction evaluation proposal - Tim McCandless**

Water is treated at WWTP and discharged into the river. Three consecutive tests were completed, with one of three components failed in each test, thus resulting in IDEM requiring us to complete a toxicity reduction evaluation proposal (\$17,785.95)

- Motion to approve completing a toxicity reduction evaluation proposal made by Doug DeSmith, Seconded by Andrew Medford. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

**Niblock pay application 1 for RR crossing**

- Motion to approve Niblock's pay application no. one in the amount of \$65,529 made by Cathy Burke, Seconded by Andrew Medford.

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

**Resolution 07-06-2023-15 purchase equipment through Sourcewell.**

no open bid process required due to the quote through Sourcewell. This is in regards to the trailer vac for the WWTP. Sourcewell is a cooperative purchasing organization pursuant to IC Code 5-22-10-5 and 5-22-10-12.

- Motion made to accept Resolution No. 7-6-2023-15 by Cathy Burke, Seconded by Doug DeSmith.

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

**CLERK-TREASURER** Cathy Antonelli

**Request a motion to approve Ordinance No. 7-6-2023-13 additional appropriation of \$115,773.28 for the purchase of a new trailer vac.**

Public notice was provided for an additional appropriation of \$115,773.28 for the purchase of a new trailer vac through Vermeer. Cathy Burke opened a public meeting, hearing no comment, the public meeting was closed.

- Motion to approve Ordinance No.7-6-2023-13 for an additional appropriation in the amount of \$115,773.28 made by Cathy Burke, Seconded by Andrew Medford.

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

**TOWN ATTORNEY** Alex Bowman

**Resolution 7/6/2023-14 Transfer town property to Fire Department**

Last month we discussed moving a structure to the nearby property for training purposes. Town to donate property to the Fire Department for additional space to be used for their training complex. 12x60' structure to be donated, contemplate getting a second one to double the facility. They will add a concrete pad to the front for more stable training and possibly sharing the training space with the Police Department.

- Motion to approve Resolution 7-6-2023-14 transferring Town property to the Bristol Fire Department made by Doug DeSmith, Seconded by Andrew Medford. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

Town Attorney Alex Bowman to work on transfer documents. Mike Yoder said that the BZA will needs all three parcels at one time. (deed to be signed)

**TOWN COUNCIL DISCUSSION ITEMS**

**Doug DeSmith**- no comments

**Andrew Medford**

Packages delivered to wrong addresses resulting in uncovering GIS inaccuracy. Mike Yoder shared that there is a Charles/Charles Street and Charles Avenue. Charles Street in Bristol and Charles Avenue in Timberbrook. Primary problem is in GIS. Mike stated that we are in the first steps of the process to make sure all of the addresses are correct in Elkhart County GIS, dispatch and the post office and then we will have to correct the signs. They should all be street, not avenue, court or blvd.

Mike suggested possibly making up a step-by-step sheet for the resident to use to correct Google.

**Cathy Burke** - no comments

**Gregg Tuholski** -not present

**Jeff Beachy** - not present

**NEXT MEETINGS:**

July 18 work session cancelled. Council will have a tour of street department and the wastewater treatment plant (regarding future remodel plans)

Next Council meeting - July 20 at 7:00p

**MOTION TO ADJOURN**

Motion to adjourn made by Doug DeSmith, Seconded by Andrew Medford.

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke

**Meeting adjourned at 8:06p**

---

Cathy Burke, pro tem

---

Cathy Antonelli, Clerk-Treasurer