



TOWN COUNCIL REGULAR MEETING

Thursday, March 21, 2024 at 7:00 PM

Council Chambers - Bristol Municipal Complex and live
streamed Town of Bristol YouTube channel

MINUTES

CALL MEETING TO ORDER

Council President Jeff Beachy called the Regular Council meeting of March 21, 2024 to order at 7:00pm.

PLEDGE OF ALLEGIANCE was led by Marshal Albin

ROLL CALL:

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

Others in attendance: Fire Chief Nik Kantz, Marshal Mike Albin, Town Manager Mike Yoder, Clerk-Treasurer Cathy Antonelli and via zoom-legal counsel Alex Bowman

APPROVAL OF AGENDA will stand as published.

APPROVAL OF INVOICES

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

APPROVAL OF MINUTES

- Motion to approve the meeting minutes from February 15, 2024 made by Dean Rentfrow, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy, Dean Rentfrow.
Motion carries.

REPORTS

TOWN MANAGER Mike Yoder

Open bids for water infrastructure improvement project

Bid packets were opened for the following four contractors:

Phoenix Fabricators & Erectors LLC	182 S County Road 900 E, Avon, IN 46123	Contract B	\$5,750,000.00
Landmark	1665 Harmon Rd, Ft. Worth, TX 76177	Contract B	\$6,127,000.00
Niblock Excavating, Inc.	906 Maple St Bristol, IN 46507	Contract A	\$5,987,307.00
Selge Construction	2833 S 11 th St Niles, MI 49120	Contract A	\$7,214,790.75

Contract A a linear watermain work - extension of water tower site to existing well 5 and from fox chase across the river > also includes all well improvements, well 6, and upgrades to wells 3 & 4

Contract B proposed water tower and demolition of the existing tower. Highly specialized project.

- **Motion to acknowledge receipt of the bids and give to JPR for review and recommendations** made by Cathy Burke, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Lippert CF-1's for RE and PP tax phase-in

Commitment: PP investment \$27,950,000 | Actual: \$38,988,513

Commitment: RE investment \$10,000,000 | Actual: \$19,649,148

Commitment new Payroll: \$4,187,000 | Actual \$6,687,671

Mike recommends approving CF-1 PP and CF-1 RE as they are substantially compliant.

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

Street lighting along Rail Park, Stonemont, and Lakota entrance. Considering a total of five decorative poles with LED solar powered lighting. Options - SEPCO solar lighting: \$28,538.60 - Street Department to install or ClearWorld solar lighting: \$38,450.00 plus shipping- Street Department also would install. Discussion around cost, design, where manufactured, damage due to hail, battery life. TIF monies to be used. The Clear World solar panel wraps around the pole and can grab the light from all angles. A cement pad is to be poured to attach the light to in hopes of protecting it from damages.

- **Motion to accept the \$38,450 plus shipping Clear World option** made Cathy Burke, Seconded by Dean Rentfrow. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy, Dean Rentfrow. **Motion carries.**

Consideration for creating a Bristol phone app to improve communication, transparency, and connection with Bristol, and Bristol area residents.

Option 1: create our own app cost is \$1,004 per year

Option 2: GoNotify from GOGOV. A government designed template and eliminate Text My Gov subscription (\$1,500 per year). Brief idea discussion on how best to get the app info out to the community, included possibly a QR code on the water bill.

- **Motion to approve the move to GoNotify from GoGov** made by Gregg Tuholski, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Gregg Tuholski, Jeff Beachy, Dean Rentfrow. **Motion carries.**

RFP for Commerce Drive sign project / replacement of industrial sign using TIF dollars.

- **Motion to proceed with the Commerce Drive sign project** made by Dean Rentfrow, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy, Dean Rentfrow. **Motion carries.**

Elkhart Dam project and St Joe water levels

Mike Yoder received a call from AEP sharing that the water level of the St. Joseph River will remain at low levels while the hydro-electric dam in Elkhart is being repaired. Comment cards will be dropped off to be shared with the public. AEP wants to handle any questions and concerns.

Other items/Questions:

- EV grant was not awarded to Bristol. No reason given but maybe due to not offering matching dollars.

CLERK-TREASURER Cathy Antonelli

Ordinance No. 4/18/2024-9 Permission to advertise for an additional appropriation for \$9,000.00 -

Redevelopment Giveback Fund

FUND #	Appropriation #	Amount	Reason
2545	2545-001-315	\$4,000.00	Elkhart County Economic Development Corporation annual payment

2545	2545-001-315	\$1,000.00	Business Leaders Spring Luncheon
2545	2545-001-315	\$4,000.00	Bristol mobile app set up

Grand total: \$9,000.00

- **Motion to advance Ordinance No. 4/18/2024-9 to second reading** made by Gregg Tuholski, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy, Dean Rentfrow. **Motion carries.**

TOWN MARSHAL Mike Albin

February operations report reviewed.

Department may lose an officer for higher wages. An application for employment was received, but disqualified due to history. Consider adding topic of personnel to an Executive Session.

Marshal Albin spoke to purchasing vehicles via a state bid process. There is a potential for vehicles to be manufactured by Chevy in June or July, but no vehicle until winter after the outfitting is completed. He will read more into the process and present to Council at a later date with an approval request to spend. Funds are available in the budget.

Council President Jeff Beachy thanked the Marshal for what they do and for keeping us safe.

FIRE CHIEF Nik Kantz

February operations report was reviewed

New paramedic on staff, Brett Smith giving the department seven full time paramedics. The most ever! State fire class in April.

A second trailer was donated by Dynamic Packaging for the training facility. Niblock and Smith Ready mix donated and poured a concrete approach and pad. Chief Hanes and Andy Evans will finish off all the dirt work.

Council President Jeff Beachy thanked the Chief for what you do to keep us safe and prayers that they stay safe as well.

PARK BOARD Linda Powell

Looking for a new park employee. Anyone interested may contact Town Manager Mike Yoder.

Due to the cost of a summer program and providing transportation, the parks department has decided not to host a summer program this year.

Jill Swartz has created a new EVENTS application. A fee of \$100 is being considered.

Pickleball nets to be up soon. Court reserve will be up by late April/May and Debbie George will be monitoring that.

Still working on handicap kayak launch. DNR adding new requirement, starting Jan. 1 floating dock – need to consider whether or not to move forward; may be in flood plain.

TOWN ATTORNEY Alex Bowman

Alex noted purposes of the Executive Session and will review content of Marshal Albin's topics and the proper open door notice that may be needed if it moves forward.

NEW BUSINESS

Clerk-Treasurer Cathy Antonelli took a head count in order to register those interested in attending the AIM Roundtable meeting in Middlebury on Wednesday, April 10, at 5 pm.

UNFINISHED BUSINESS – no topics for this evening

PRIVILEGE OF THE FLOOR (AKA Public Comment)

Maxine Foster, 105 County Road 104 – asked about the Towns plans to address purple house.

Legal Counsel Alex Bowman responded, stating that an eminent domain legal process was currently in motion.

TOWN COUNCIL DISCUSSION ITEMS

Doug DeSmith – no items this evening.

Dean Rentfrow – no items this evening.

Cathy Burke - Thankful for Randy Cripe and the job that he is doing in Town. She spoke to the recent passing of a resident and that Randy had given them a notice, but due to the circumstances is working with them during this time.

Gregg Tuholski -also thankful that we have code enforcement.

Jeff Beachy – no items this evening.

NEXT MEETINGS:

March 22 Cassopolis streetscape visit

April 4 Council meeting

Jeff Beachy will be absent April 4 – Council member Doug DeSmith to act as pro tempore for this meeting

April 8 Executive Council meeting 4:00pm

MOTION TO ADJOURN

- **Motion to adjourn** made by Cathy Burke, Seconded by Doug DeSmith.
Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy, Dean Rentfrow.
Meeting adjourned at 8:14pm.

These minutes are a summary of actions taken at the Bristol Town Council meeting. The first 35-minute archive of the meeting is available for viewing at <https://www.youtube.com/@bristolindiana8385/streams> for as long as this media is supported. Due to some technical problems, the video was unable to resume.

not present
Jeff Beachy, Council President

Cathy Antonelli
Cathy Antonelli, Clerk-Treasurer

Doug DeSmith
Doug DeSmith, pro tempore on date these minutes were approved 4.4.2024