



JUNE 15 2023 TOWN COUNCIL REGULAR MEETING

Thursday, June 15, 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=ZkJKGK2ZMcTZGNHBCaW9adUgvdUtYZz09>

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, Council member at 7:00pm.

PLEDGE OF ALLEGIANCE was led by Andrew Medford.

ROLL CALL: Council members present: Andrew Medford, Doug DeSmith, Gregg Tuholski, and Cathy Burke. Jeff Beachy was unable to attend.

Also present were Cathy Antonelli-Town Clerk, Mike Yoder-Town Manager, Alex Bowman-Town Attorney, Nick Kantz-Fire Chief and Adam Dernay-Chief Deputy

APPROVAL OF AGENDA - the agenda will stand as written.

APPROVAL OF INVOICES

- **Motion to approve the invoices** in the amount of \$1,257,132.46 made by Andrew Medford, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski. **Motion approved.**

APPROVAL OF MINUTES

- **Motion to approve the meeting minutes from June 1, 2013 and June 13, 2013** made by Doug DeSmith, Seconded by Andrew Medford. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski. **Motion carried.**

PRIVILEGE OF THE FLOOR (AKA Public Comment)

Linda Powell 223 E Vistula St, Bristol - shared concerns about the Charles Harker Memorial in the cemetery and that it needs some attention. Dean Rentfrow was at the meeting and commented that this is already on someone's radar and quotes and funding are currently being worked on.

PLANNING AND DEVELOPMENT ITEMS - no items this evening.

REPORTS:

TOWN MANAGER – Mike Yoder

Commonwealth Engineering - waste water project update and USDA funding opportunity.

Amy Mendoza of Commonwealth - they are designing new WWTP project and gave an overview. Preliminary design meeting end of this month with Tim McCandless and Mike Yoder.

Gabrielle Taber of Commonwealth – discussed the USDA grant and the next step recommendation to submit an application to see what kind of funding could be obtained. October, 2023 is the next fiscal year for USDA and that it would be good to get the application turned in before that date.

Jeff Rowe of Baker Tilly, was present and noted this could be a 40 year term if awarded funding, that could be prepaid if desired. Noting that we wouldn't want to be in need of another loan and have had the existing loan outlive the life of the equipment. He mentioned that the SRF (State Revolving Fund) max term is 20-35 years and we have an application submitted, we would partake in the SRF pool program that has tiered ratings (AAA rated competitive rate). Jeff recommended applying for the USDA to see what kind of rate could be obtained and there is no cost to apply or submit an application. He did reference that the SRF is still the most viable option.

- **Motion to pursue the USDA funding** by Commonwealth made by Andrew Medford, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski.
Motion carries.

CLERK-TREASURER – Cathy Antonelli

Currently under a State Board of Accounts audit, which is common practice every few year to make sure we are following procedures and in compliance. They have time blocked to be here through the end of July, but may be done earlier.

It has been explained that our practice of having the docket of invoices signed by Council may cease as long as the full dollar amount of the invoices is recorded in the meeting minutes and matched the docket summary. We will begin this practice today.

TOWN MARSHAL report – Chief Deputy Adam Dernay

Operations report reviewed

Russ Holman Scholarship was awarded to Allison Wojtysiak

FIRE CHIEF – Nik Kantz

Operations report read

still short one full time firefighter.

PSA: (public service announcement) cautions the public with the extreme dry weather and 4th of July fireworks coming up, please be safe and have a water source available.

A request for a special use permit will be asked of the County BZA and the Chief asked for a letter of support from the Bristol Town Council. Dynamic Package would like to donate one of their mobile offices to the fire department for training purposes. They have a parcel of land to place the unit on but will require a special use permit.

- **Motion for Mike Yoder to create a letter of support** for the fire department to present to the BZA made by Cathy Burke. Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski.

Cathy Burke suggests PSA on town website and town sign.

PARK BOARD – Linda Powell

Deb George was present and gave an update on the pickleball courts at the last Park Board meeting-2nd Sunday of the month buffet, open to all.

Cummins Park – There was parent/child pickleball tournament this past weekend with another one planned during Homecoming -proceed to be donated to the HUB (Hearts United for Bristol).

Congdon Park - July 30 Jill Swartz and the girl scouts are hosting a community rock painting party from 4-6p to spread kindness and help their inspirational garden grow. Supplies & FREE dinner provided, please bring a lawn chair.

Jen Robertson, former Parks Coordinator was at the last meeting to finalize a few items. She presented a thank you letter for the lending library and presented a quote for resurfacing of the basketball courts.

Kristin Ploegher, is our new summer parks program director, running with a new program titled 7 Weeks of Sustainability. The programs fun Monday – Friday 9:00am – 1:00pm, June 5-30 is for grades K-2 and there are still openings for the second session July 10-28 for ages program for grades 3-6. Please see the Town facebook page or Instagram page for photos.

Park Board is to have an executive session to discuss a more permanent employment position for Kristen.

Hermance Park still working on handicap accessible kayak launch, contractor agreed to compensate loss of revenue.

Cummins Park - benches now placed by pickleball court, quote from Arndt for \$6K for the basketball court tabled

The next park board meeting is scheduled for July 11.

TOWN ATTORNEY – Alex Bowman

Second reading of Ordinance 6-15-2023-12 Water and Sewer rates was presented.

Cathy Burke opened a public meeting to discuss Ordinance 6-15-2023-12 and ask for public comment. Mike Yoder stated that letters were sent to all large volume users with no comments or calls. Rate changes to take effect with the July billing. Hearing no public comment, the public hearing was closed.

Motion to approve Ordinance No. 6-15-2023-12 made by Andrew Medford, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski. **Motion carried.** Alex noted that remonstrators have five days from the date of the process to come forward.

NEW BUSINESS – none presented this evening.

UNFINISHED BUSINESS – none referenced this evening.

TOWN COUNCIL DISCUSSION ITEMS – no discussion items this evening.

NEXT MEETINGS: July 6 at 7:00 pm Council Meeting

July 18 at 7:00 pm Work Session

July 20 at 7:00 pm Council Meeting

MOTION TO ADJOURN made by Andrew Medford, Seconded by Gregg Tuholski. All in favor. Meeting adjourned at 7:46pm.

Cathy Burke, pro tem

Cathy Antonelli, Clerk-Treasurer