



# TOWN COUNCIL REGULAR MEETING

Thursday, April 04, 2024 at 7:00 PM

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

## MINUTES

---

---

### CALL MEETING TO ORDER

Thursday, April 4, 2024 Regular Council Meeting was called to order by Doug DeSmith, pro tempore at 7:00pm.

**PLEDGE OF ALLEGIANCE** led by Gregg Tuholski.

### ROLL CALL:

**Members in attendance:** Dean Rentfrow, Cathy Burke, Gregg Tuholski, Doug DeSmith

**Absent:** Jeff Beachy

**Others in attendance:** Fire Chief Nik Kantz, Town Manager Mike Yoder, Clerk-Treasure Cathy Antonelli, Legal Counsel Alex Bowman

**APPROVAL OF AGENDA** stands 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, Dean Rentfrow. **Motion carries.**

### APPROVAL OF MINUTES

- **Motion to approve the meeting minutes from the Fire Territory public hearings (January 26, 2024, February 9 & 23, 2024 and Fire Territory Adoption meeting of March 4, 2024 and Council Meetings from March 7, 21 and 27, 2024** made by Dean Rentfrow, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Dean Rentfrow. **Motion carries.**

### PLANNING AND ECONOMIC DEVELOPMENT ITEMS

Presentation from David Damerow of the Elkhart County EDC and Silvia Hansell, CEO of Consolidated Metals Inc. (CMI). CMI is looking to expand operations in Bristol and are requesting a 5-year tax abatement at 20% until expiration.

David Damerow gave a brief history of CMI, located at 1151 Bloomingdale Drive and reviewed the specifics of the CF-1 requests tax phase-in and expansion project. Dave then introduced Silvia Hansell to speak and answer any questions.

### Resolution 4/4/2024-4 Declaratory Resolution for the CMI tax abatement

Alex gave an overview of the details for the project. Public Hearing will be on April 18, 2024, if the Resolution is adopted today.

- **Motion to adopt the Declaratory Resolution No. 4/4/2024-4 Declaring the Preliminary Designation of an Economic Revitalization Area and Qualifying Certain Proposed Real Estate Improvements and Personal Property for Tax Abatement** made by Cathy Burke, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Dean Rentfrow. **Motion carries.**

## REPORTS

### **TOWN MANAGER** Mike Yoder

Ken Jones and Jenny Fogelsong of JPR were present to share their recommendations for the water infrastructure bids, subject to funding.

Ken noted that all bids were qualified. Recommendation to award Contract A (water main network improvements) to Niblock \$5,987,307 and Contract B be awarded to Phoenix Fabricators \$5,750,000.

- **Motion to award the water infrastructure bids, subject to funding, as JPR recommended** made by Gregg Tuholski, Seconded by Dean Rentfrow. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Dean Rentfrow. **Motion carries.**

### **TIF annual management report**

Heidi Amspaugh of Baker Tilly attended via Zoom to go over the 2023 TIF management report. Provide and note the report in the minutes for the RDC and Cathy Antonelli will upload to Gateway.

### **Ember CF- 1 report for RE and PP investment.**

Town Manager Mike Yoder reviewed the CF-1s for Ember RV, Inc personal property and B-Three Development Co., LLC (operating entity is Ember RV, Inc. fka Element RV, Inc.) real property and recommend approving both as they are substantially compliant.

- **Motion to approve personal property and real estate CF-1s for Ember RV, Inc** made by Dean Rentfrow, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Dean Rentfrow. **Motion carries.**

**Illustration and discussion on new water and sewer rate ordinance** was presented and reviewed by Ian Stull from Baker Tilly. Gabe Hartzler of Baker Tilly was also in attendance. Ian reviewed the Water/Sewer cost of service rates increases (2024, 2025, 2026). If approved, these will take effect as of May 1, 2024. This will assist in the operations and maintenance expenses, as well as updating aged infrastructure.

Tim McCandless, Utility Superintendent was present and answered questions for Council member Dean Rentfrow. The new plant will be more efficient and we will have less problems with treatments. New businesses will buy into the infrastructure going forward.

### **Surplus property - permission to sell at auction.**

A portable generator at the WWTP is inoperable. Mike Yoder asks permission to sell it.

- **Motion to sell the portable generator** made by Cathy Burke, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Dean Rentfrow. **Motion carries.**

### **CLERK-TREASURER** Cathy Antonelli

#### **Additional appropriation request \$10,615.14 > Mental Health Crisis Center**

Council approved the opioid settlement funds be given to Oaklawn for the Mental Health Crisis Center in May, 2023. This will be an annual ask for additional appropriation until the funds have been fully distributed.

- **Motion to advance Ordinance No. 5/2/2024-10 for an additional appropriation request \$10,615.14 to second reading** made by Gregg Tuholski, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Dean Rentfrow. **Motion carries.**

### **TOWN ATTORNEY** Alex Bowman

**First reading Ordinance No. 4/16/2024-7 Waste Water Treatment Plant and Infrastructure Improvement Bond Amending Ordinance No. 10/20/22B.** (replaces the amount of \$12,400,000 with \$31,092,000 based on recent bids received for the anticipated costs of the project)

- **Motion to advance to second reading Ordinance No. 4/16/2024-7 amending 10.20.2022.b amendments to replace the dollar amounts of anticipated cost of sewer project** made by Dean Rentfrow, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Dean Rentfrow. **Motion carries.**

**First reading ordinance 4/16/2024-8 Water Infrastructure Bond Amendment.** (replaces the amount of \$13,700,000 with \$17,280,000 based on recent bids received for the anticipated costs of the project)

- **Motion to advance to second reading Ordinance No. 4/16/2024-8 amending 10.20.2022.a amendments to replace the dollar amounts of anticipated cost of sewer project** made by Dean Rentfrow, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Dean Rentfrow. **Motion carries.**

### **First reading Ordinance No. 4/16/2024-9**

Alex reviewed Ordinance No. 4/16/2024-9 Amending Chapters 51 and 52 of the Town of Bristol, Indiana Code of Ordinances Relating to Increases in Water and Sewer Utility Rates. This will advance the rates to a level that will satisfy the SRF (state revolving funding) requirements and is set in the next eight exhibits:

Exhibit A phase in of metered rates.

Exhibit B identifies minimum water charges, based on meter size, particular flows

Exhibit C hydrant rentals beginning May 1

Exhibit D sprinkler and public drinking fountains

Exhibit E sewage rate schedules based upon meter size and usage, implemented over three years. (we currently have 41 unmetered users)

Exhibit F surcharge fees for pollutants

Exhibit G is the water system development charge (public buy in (one time charge against future users)

Exhibit H is for sewage connections.

Procedure will go as follows: Public Notice for a hearing at the April 16, 2024 work session. Statute provides a five-day remonstrance period to petition to object to the rate ordinance. The Ordinance could be adopted on the 16<sup>th</sup>, but not effective until the 21<sup>st</sup>, if no remonstrance. Alex recommends Council advance this Ordinance to second reading.

- **Motion to advance Ordinance No. 4/16/2024-9 to second reading** made by Cathy Burke, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Dean Rentfrow. **Motion carries.**

**NEW BUSINESS** – none this evening

**PRIVILEGE OF THE FLOOR (Public Comment)** – no comments this evening

### **TOWN COUNCIL DISCUSSION ITEMS**

Doug DeSmith – no items this evening

Dean Rentfrow – no items this evening

Cathy Burke – no items this evening

Gregg Tuholski - pothole concerns/road cut out (one on N River Rd and one on SR 120) Dean Rentfrow to call Eric at the street department.

Jeff Beachy – not present

### **NEXT MEETINGS:**

April 8 Executive session 4:00 pm. litigation matters.

April 16 Work session - second reading /public hearing for bond amendments and rate ordinance

April 18 Regular Town Council meeting

**MOTION TO ADJOURN** made by Gregg Tuholski, Seconded by Cathy Burke. All in favor. Meeting adjourned at 8:17pm

These minutes are a summary of actions taken at the Bristol Town Council meeting. The full video archive of the meeting is available for viewing at <https://www.youtube.com/@bristolindiana8385/streams> for as long as this media is supported.

---

Doug DeSmith, President pro tempore

---

Cathy Antonelli, Clerk-Treasurer