



DECEMBER 21, 2023 TOWN COUNCIL REGULAR MEETING

Thursday, December 21, 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=ZkJK2ZMcTZGNHBCaW9adUgvdUtYZz09>

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

The December 21, 2023 meeting of the Bristol Town Council was called to order by Council President Jeff Beachy at 7:05pm.

PLEDGE OF ALLEGIANCE was led by Rodney Moran

ROLL CALL: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, and Jeff Beachy

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

APPROVAL OF AGENDA: accepted as published

APPROVAL OF INVOICES:

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

APPROVAL OF MINUTES:

December 7, 2024 Executive Session, December 7, 2024 Council Meeting, December 15, 2024 Special Council Meeting and December 19, 2024 work session

- **Motion to approve all minutes presented** made by Doug DeSmith, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

PRIVILEGE OF THE FLOOR (AKA Public Comment)

Lauren Howard, 110 E Vistula, asked if the Resolution get voted on before the meeting started. After clarifying which Resolution was in question, Council President Beachy explained that it was voted on during the Redevelopment Commission meeting that was held just prior to the Council Meeting.

Ali Daugherty from the office of OCRA (Office of Community and Rural Affairs) would like to present flyers relative to connectivity for broadband, digital copy to be sent to Town Manager Mike Yoder.

REPORTS:

TOWN MANAGER Mike Yoder

Presentation from Scott Franko, SURF Internet, fiber broadband – Mr. Franko presented the Council with a special framed fiber map. Scott will be working with OCRA to meet the same rural area goals beginning in January.

2024 BFD services agreement \$654,659

- **Motion to approve the 2024 BFD Contract** made by Cathy Burke, Seconded by Andrew Medford. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Water project easements – approval for the four property acquisition

Landowner	Amount	Damage Claim
17196 State Road 120 Bristol, LLC	\$9,365.00	None
1667 Commerce Drive Bristol, LLC	\$9,186.80	None
Mahlon Bontrager	\$4,421.00	None
Barbara Currier	\$3,371.20	None

- **Motion to approve the acquisition of all four properties** was made by Andrew Medford, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Request permission to advertise for bids on Waste Water Treatment plant improvements.

Plans to request bids the first part of January 25 and open bids at a special meeting in January. Project is now estimated to be about \$19M and could impact our second half rate increase. Town Manager Mike Yoder suggested getting bids in first before having Baker Tilly do work without knowing the costs.

- **Motion to grant Mike Yoder permission to advertise for the bids** made by Andrew Medford, Seconded by Doug DeSmith. open for discussion/add'l infrastructure to be updated/no further discussion. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Review of Town ordinances and Council policy when addressing planning and zoning decisions and streamlining our activity for 2024 on these decisions. Suggested one reading and one meeting versus two readings and two meetings. Indiana Code and Town's Ordinance provide for an ordinance to be approved in one meeting. Consider using the first Thursday of each month for planning and zoning items and to read and approve at the same meeting. If it's extremely controversial, consider a second meeting on that case by case item and per recommendation and/or approval from the planning commission.

If Council unanimously agrees and with 2/3 majority, the rules may be suspended and approved in one reading, per Legal Counsel Alex Bowman. Further discussion about procedure followed. This will be a case-by-case basis going forward.

Misc items:

Stonemont – a sign has been ordered for the end of Stonemont to help people avoid driving into Menges ditch. Modifications made on Maple St and more signs planned to help avoid congestion.

Commerce Drive Business sign project update- the project is being tables for now and will start fresh in 2024 and ask about three companies to bid on the project.

Fire Territory: Mike Yoder spoke with a member of the Township Trustee board and is looking into answers to questions. Conversations building in the community, ask residents to come to one of the three public hearings about the fire territory to ask questions and get accurate information.

CLERK-TREASURER Cathy Antonelli

Resolution 12/21/2023-31 Year-End Appropriation transfer approval

- **Motion to adopt Resolution No. 12/21/2023-31** made by Cathy Burke, Seconded by Andrew Medford. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Anti-Nepotism Policy annual certifications completed by the Town Council members during this meeting.

Public Safety LIT agreement with Bristol Fire Department

- Motion to approve the agreement for Public Safety Local Income Tax for the fire department was made by Andrew Medford, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Offer was made to Denese Thornburg for our open utility clerk position. Looking to start January 2, 2024. Background checks still need to be completed.

Invoice to approve \$18K payable to BAM! Tree Service for the removal of ten trees nine stumps, including clean up and hauling debris away.

- Motion to pay the \$18K invoice was made by Gregg Tuholski, Seconded by Andrew Medford. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

TOWN MARSHAL Mike Albin

- Review of the Operations report
- Review of the code enforcement report – Randy Cripe, our code enforcement officer is working hard to get things cleaned up
- Officer Phillip Danley has graduated from the academy. Officer Dylan Mosher leaves for the academy on January 2, 2024.
- Thanks to Mike Yoder and the Street Dept for updating our signs.
- Thank you to Council member Andrew Medford for connecting with the police department and attending the local activities with his daughter.
- Thanks to the Council for productive year and the community growth.
- Council President Beachy thanked Marshal and the department for what they do, congratulations to Officer Danley on graduating, with hopes that we will see Officer Mosher on the list next!

FIRE CHIEF Nik Kantz

- Review of the operations report
- Thanks to the community, Grand Design, and Jarisa’s Fun Zone for helping to donate the most toys in the Toys for Tots drive again this year!
- Merry Christmas and Happy New Year to everyone.
- Council President Beachy thanked Chief and staff for a great year and for protecting us and wishes to stay safe.

PARK BOARD Linda Powell

- Chad Tinsley visited the park board meeting to discuss small business and mini bikes. Looking to schedule an event or two (car show type/swap meet event). The Board asked him to put a program together and present it to the park board.

- Mike Yoder discussed new building (meeting room? Community center?) by community garden-Monogram interested in the building, possible assistance. Also spoke to the elevated bridge) plans across the St. Joseph River. approx 10-15ft wide.
- Mike Ropp, park board member talked about doing some native planting behind Hermance park where the flooding takes place by April 30.
- Hermance Park is being rented out again. The bathrooms have been fixed.
- Congdon park - holding off buying six more picnic tables until Spring, so don't have to store them. concrete pads will be built under them.
- Linda Powell's board member term ends 12/2023. Would the Council like to reappoint her?
- Motion to reappoint Linda Powell to the Park Board was made by Gregg Tuholski, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**
- Motion to appoint Andrew Medford to the Park Board as of January 1, 2024 was made by Cathy Burke, Seconded by Jeff Beachy. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. Andrew Medford – abstained. **Motion carries.**
- Council President thanked Linda for redoing the wreaths.

TOWN ATTORNEY Alex Bowman

Alex gave a brief overview of the **HTIW Properties, LLC & W & A Properties LLC Phase II Annexation fiscal plan** that was developed by Baker Tilly and complies with statute. He recommends approval of the Resolution No.12/21/2023-30 to adopt the plan as described.

- **Motion to approve Resolution No. 12/31/2023-30** the annexation fiscal plan made by Gregg Tuholski, Seconded by Andrew Medford.opened for discussion/no further discussion/Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Ordinance 12-21-2023-31 to approve the voluntary annexations. Legal Counsel again recommends adopting the ordinance on this second reading.

- **Motion to adopt Ordinance No. 12/21/2023-31** made by Andrew Medford, Seconded by Gregg Tuholski.open for disucssion/no further discussion/Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Alex thanked the Council for a wonderful year and the opportunity to work with them.

Council President Beachy appreciates the guidance that he and George Lepeniotis bring to the Council.

NEW BUSINESS introduced by Legal Counsel Alex Bowman

- **Resolution No. 12/21/2023-32 appoint commissioners to the redevelopment commission.** These are one-year terms, by statute Town Council President selects three members and a non-voting member (already in place until 2025)

Council President Jeff Beachy selects Doug DeSmith, Dean Rentfrow and Gregg Tuholski and the Council members appoint Cathy Burke and Jeff Beachy.

- **Motion to adopt Resolution No. 12/21/2023-32** made by Andrew Medford, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Resolution is passed.**

UNFINISHED BUSINESS - none

TOWN COUNCIL DISCUSSION ITEMS:

Doug DeSmith – no items this evening

Andrew Medford shared sentiments to commemorate his time as a Council member. He spoke to each council member, Dean Rentfrow, Marshal Albin, Alex Bowman, Fire Dept Chief Nik Kantz and Assistant Chier Jimmy Hanes, Jill Swartz, Cathy Antonelli, Mike Yoder individually. This is Andrew's last regular council member meeting of the year.

Cathy Burke thanked Andrew for his service to the Town of Bristol.

Gregg Tuholski – gave thanks and appreciation to Andrew.

Jeff Beachy – reflected on 2023 and gave his appreciation to the community members, our police and fire department, Mike Yoder, Jill Swartz, Cathy Antonelli, Linda Powell and the Park Board, Chris Garner and the HUB and what they are bringing to the community, Alex and the team at Krieg DeVault, Doug DeSmith, Gregg Tuholski, Cathy Burke, Dean Rentfrow and street department, our water and sewer departments, and Andrew Medford and a look to the future.

NEXT MEETINGS:

December 29 5:15 pm approve additional appropriation.

January 4 Regular meeting

January 16 work session

- United Engineering - pedestrian bridge presentation
- CR 8 Town House development presentation

January 18 Regular Council meeting - new annexations (Jeff Beachy will be out of town on January 18)

- **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 8:20pm

Jeff Beachy, Council President

Cathy Antonelli, Clerk-Treasurer