



MAY 18, 2023 TOWN COUNCIL REGULAR MEETING

Thursday, May 18, 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=ZkJKG2ZMcTZGNHBCaW9adUgvdUtYZz09>

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 Council President Jeff Beachy at 7:00pm.

PLEDGE OF ALLEGIANCE led by Marshal Albin.

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

Also present: Town Marshal Mike Albin, Legal Attorney Alex Bowman, Clerk-Treasurer Cathy Antonelli, Town Manager Mike Yoder, and Fire Chief Nik Kantz joining via zoom.

APPROVAL OF AGENDA-The agenda will stand as published.

APPROVAL OF INVOICES:

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

APPROVAL OF MINUTES:

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

PRIVILEGE OF THE FLOOR (Public Comment): Gary Lambright, 103 N Apollo.

Main Street business owner. Asked if the streets could be swept sometime soon. Remove the salt and sand from the winter. Town Manager Mike Yoder to look into it.

PLANNING AND DEVELOPMENT ITEMS

- Preliminary discussion with Abonmarche on apartment complex site design -Chris Godlewski of Abonmarche presented location and general information about the proposed 72-unit two-story apartment complex and possible restaurant.

A public open house is being planned for Wednesday, May 24 at 6:00pm in the upstairs meeting room in the old Town Hall for residents that are close to the proposed location to come and ask questions.

- **Public hearing on voluntary Annexation Ordinance 6-1-2023-10** – Attorney Alex Bowman

A public hearing was opened to review a petition for Voluntary Annexation of property where the proposed apartment complex is being planned. This is listed as Ordinance No. 6-1-2023-10. Hearing no comment the public hearing was closed.

- **Motion to approve the first reading of Ordinance No. 6-1-2023-10 Voluntary Annexation** was made by Gregg Tuholski, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion approving the first reading carries.**

REPORTS:

TOWN MANAGER Mike Yoder

- **Introduction of new rate ordinances for water and sewer utilities** – Alex Bowman and B/T representative

Attorney Alex Bowman introduced Ordinance No. 6-15-2023-12 regarding the water and sewer utility rate increases. Jeff Rowe from Baker Tilly gave an overview of the specific rates and charges. Krieg Devault will publish the Notice of a public hearing on June 15.

- **A motion to acknowledge on first reading and advance to a second reading on Ordinance No. 6-15-2023-12** was made by Andrew Medford, Seconded by Cathy Burke. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

- **Satellite Industries, Inc. RE and PP CF-1 phase-in has expired**

Mike Yoder shared with Council that the real and personal property CF-1s were submitted by Satellite Industries. After review, it was determined that the phase-in had expired. This was

confirmed with the County. Cathy Antonelli sent notice via email to two representatives at Satellite that resulted in no reply. Council acknowledged receipt of the CF-1s and the expiration. Council President Jeff Beachy will sign off and the documents will be sent to the County and filed.

- **CCMG 2022-2 pay application for \$8,211.60 for sidewalk and curb work**

First pay application presented on the CCMG 2022-2 sidewalk/curb work done by Niblock in the amount of \$8,211.60.

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

Synergy Gateway Aluminum letter of support for rezoning

A **motion to approve a letter of support for Synergy Gateway Aluminum for rezoning** was made by Andrew Medford, Seconded by Doug DeSmith

Andrews suggests language change of smelting to remelt. Debra Hughes, civil engineer was present on behalf of the company

Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy

CLERK-TREASURER – Cathy Antonelli

Salary Ordinance Amendment No. 5.18.2023- 11 to reflect the hiring of seasonal/summer employees at \$15 per hour and \$17 per hour depending upon position. Up to 4 employees for Street and Cemetery work and 2 summer program positions with Park Department. Consider suspending the rules to pass on one reading.

Proposal of an amended Salary Ordinance No. 5-18-2023-11, this is to add a Parks program director and an assistant program director, as well as possibly four part-time employees to help cover absences in the street and cemetery departments with salaries ranging between \$15 and \$17 per hour.

Note: the cemetery is looking to computerize and digitize the cemetery information soon. An added employee to help work on that will be warranted.

- **Motion to suspend the rules** and adopt Ordinance No. 5-18-2023-11 on second and final reading was made by Cathy Burke, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy.
- **Motion to approve on second and final reading Amended Salary Ordinance No. 5-18-2023-11** made by Andrew Medford, second by Doug DeSmith. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy.

TOWN MARSHAL Mike Albin

April Operations report reviewed

Marshal Albin was in-person for an introduction of two new officers Dylan Mosher and Cody Simon. He went on to review the operations report and commented on the high volume of calls.

Notes: 1) with the weather getting nicer, please take the time and pay attention to children outside playing. 2) be extremely cautious, there are sophisticated scams with AI (artificial intelligence) out there that can be made to look and sound like someone you know.

Training: additional training coming for Code Enforcement Randy Cripe and Officer Cody Simon

FIRE CHIEF Nik Kantz

BFD Operations report reviewed

Chief Kantz reviewed his operations report via zoom. Calls were lower this month, but still high volume.

Staffing - still short one Firefighter/EMT, but currently filling the position with part time help.

Chief made note of a new timer being installed for the noon whistle, it is only 30 seconds long, as opposed to 60 seconds.

NOTE: Please use caution when burning as the weather changes. Follow the burning requirements and if unsure what those are, please stop by the fire station to ask for details.

PARK BOARD – Linda Powell

- Park Board meeting guests included Girl Scout Troop #377. They want to do a painted rock project in Congdon Park and will use approximately 600 rocks to paint and form a river from under the staircase to memorial garden. Second visitor was Kristen Polgur. She has applied to be the summer program director and has several great ideas!

Congdon Park- still waiting on DNR permit approval, but did receive a new quote regarding the handicapped kayak launch in the amount of \$39K. June 13 is Neighbors Make A Difference Day at KeyBank and their employees will be replacing the mulch by the colorful art bird.

Hermance Park- the remodel is still not done. The Board voted that 36" ADA doors could be used instead of the original order in hopes that product could be obtained sooner. Vendor offered to subtract lost revenues from the total project cost. Signs for the new kayak launch are to be placed soon. Wetlands planting moving forward and a walking path would be a nice addition.

Cummins - work to eliminate the rain and dirt from the pickleball courts, John Young working to trench and bring in rock.

Memorial Park- irrigation to be turned on in June.

Next Park Board meeting June 13 at 6pm.

TOWN ATTORNEY Alex Bowman

- **Purchase easement from Helping Hands Ministry \$10,000.00**
- **Water System Project** - easement this can be paid for from TIF, but waiting to hear if the SRF is able to be used to reimburse the purchase. Site Market Value is \$604 / Total cost to cure is \$9,396 for a total of \$10K for the price of purchasing the easement.
 - **Motion to approve the purchase in the amount of \$9,396** was made by Doug DeSmith. clarification ensued to note the total cost to cure of \$9,396 and the site market value of \$604 for a total purchase price of \$10K. **Doug amended his motion** to approve the purchase in the amount of \$10K, Seconded by Andrew Medford. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy.
motion carries.
- **Work session vs Council meeting discussion**

Review and discussion related to addressing public meetings vs the work session purposes and the open door law. The work session is an actual public meeting and Council may choose to use it as an educational session and votes may or may not be made during that meeting. Council discussion leaned towards continuing it as a non-voting session, unless timing of processing an item deems it necessary to take care of official action. Council was in agreement of awareness of the ability to vote but not making it a regular practice at the Tuesday night meeting.

NEW BUSINESS -no new business tonight

UNFINISHED BUSINESS -no unfinished business to discuss tonight

TOWN COUNCIL DISCUSSION ITEMS -no Council comments this evening

NEXT MEETINGS:

Tuesday, May 30, 2023 at 7:00pm / public meeting to open bids

Thursday, June 1, 2023 at 7:00pm / regular council meeting

MOTION TO ADJOURN

- **Motion to adjourn** made by Andrew Medford, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Andrew Medford, Cathy Burke, Gregg Tuholski, Jeff Beachy.

Meeting adjourned.

Jeff Beachy, Council President

Cathy Antonelli, Clerk-Treasurer