



TOWN COUNCIL REGULAR MEETING

Thursday, February 06, 2025 at 7:00 PM

Council Chamber Bristol Municipal Complex

MINUTES

CALL MEETING TO ORDER

Council President Jeff Beachy called the Regular Council meeting to order at 7:08pm on Thursday, February 6, 2025. (This meeting immediately followed an RDC meeting)

PLEDGE OF ALLEGIANCE led by Cathy Burke

ROLL CALL

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

Members absent: Dean Rentfrow

Other members in attendance: Clerk-Treasurer Cathy Antonelli, Town Manager Mike Yoder, Legal Counsel Alex Bowmen, Town Marshal Steve Priem, Denny Swartz of the Bristol Fire Department

APPROVAL OF AGENDA stands as published

Jeff presented council member Cathy Burke with cupcakes and flowers in honor of her 75th birthday!

APPROVAL OF INVOICES

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

APPROVAL OF MINUTES – the January 16 meeting minutes will be tabled until the February 20th meeting, so that Council has time to review, as the minutes were sent out just prior to tonight's meeting.

REPORTS

TOWN MANAGER Mike Yoder

SRF Disbursement Request form #13 Niblock Excavating \$140,468 (\$133,779 to the contractor, with \$6,689 for retainage)

- **Motion to approve the SRF disbursement request form #13 Niblock Excavating \$140,468 (\$133,779 to the contractor, with \$6,689 for retainage)** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Mike shared that the Congdon family reached out to the Town to donate property that is next to Memorial Park. They were not able to attend tonight's meeting. The Council made initial steps to accept the donation and will then follow up with the acquisition steps needed.

Council President Jeff Beachy took a moment to acknowledge Earl Congdon's recent passing and to publicly thank the Congdon family for their donation and all that they have done in the community for many, many years. Council member Cathy Burke thanked the family as well and mentioned Earl's father too.

- **Motion to adopt Resolution No. 2.6.2025-3 Approving the Acquisition of Real Property** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

EV Charging Station host agreement – Jill Swartz

Electric Vehicle Charging Station Host Site Agreement between the Town and MACOG. The Town was awarded a grant last year for a charging station to possibly be located in the southwest corner of the Municipal Complex parking lot off of Elkhart Street. The agreement has been reviewed by legal counsel and meets all expectations. Request for proposal to go out in the Spring with hopes of installation by December of this year.

- **Motion to adopt the Electric Vehicle Charging Station Host Site Agreement** made by Doug DeSmith, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Employee Handbook update – Jill Swartz

Amended the employee handbook to make the changes for the PD holiday pay change. Council approved police department holiday pay changes last meeting, but reconfiguration was needed.

- **Motion to approve the changes for the police holiday pay in the employee handbook** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Approve Salary Ordinance Amendment 2/6/2025-3

Changes to include:

Increase Officer Dibley's hourly rate to \$30.76

Page 4 – Remove the heading "Civilian Employees" under the "Overtime/Compensatory Time/Flextime" section

Pages 4-5 - Remove the Police Department hiring bonus section.

Page 5 – Removed the heading "Police Department Employees and the subsequent paragraph

Page 9 – Add a total cost amount per employee, for life and STD insurance, to the paragraph under the bullet point

Page 12 – Under the heading "Holidays", change "eligible employees" to "eligible civilian employees"

Page 12 – Remove the final line of the table with the 2026 New Year's Day holiday

Page 13 – Change the wording to state, "Police officers will receive holiday pay at a rate of time and one-quarter the police officer's regular rate of pay and will receive straight-time pay for all hours worked on the holiday."

- **Motion to approve Amended Salary Ordinance No. 2.6.2025-3** made by Gregg Tuholski, Seconded by Doug DeSmith. Discussion followed. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**
- **Motion to suspend the rules to adopt on first reading the amended salary ordinance no. 2.6.2025-3** made by Cathy Burke, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

- **Motion to adopt the Amended Salary Ordinance No. 2.6.2025-3 on first reading** made by Gregg Tuholski, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Adoption of Town of Bristol Section 125 Plan – Jill Swartz

Jill presented Adoption of Town of Bristol Section 125 Plan. This is a cafeteria type plan to allow eligible employees benefit choices.

- **Motion to adopt the Town of Bristol Section 125 Plan** made by Jeff Beachy, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Project update report Mike Yoder

Mike shared some photos from the water/water tower project sites and spoke to some of the current state legislature that is in session and impact it could have on our revenue and projects.

CLERK-TREASURER Cathy Antonelli

Bank notes: Interest rates raised on sewer CD from .46 to 4.16% and on our checking accounts from 1.00% to 1.50%

Request for Jill and Cathy to become members of the IIMC (International Institute of Municipal Clerks) in order to extend their network and have additional options for continuing education and certifications. Annual membership cost \$310

- **Motion to approve the IIMC membership in the amount of \$310** made by Cathy Burke, Seconded by Doug DeSmith. all in favor. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

Additional Appropriations requested

FUND #	Appropriation #	Amount	Reason
2410 ARP	2410-001-421	\$121,634.37	Water structure improvements
2599 ALT ROUTE	2599-001-450	\$117,639.55	Business route expenses
4651-GO BOND	4651-001-316	\$1,128,482.59	Fire truck and street lights

Grand total: \$1,367,756.51

- Motion to advance the additional appropriation request to second reading and publish the Notice to the Taxpayers made by Gregg Tuholski, Seconded by Doug DeSmith. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Motion carries.**

TOWN ATTORNEY Alex Bowman - Happy birthday wishes to Cathy Burke!

PRIVILEGE OF THE FLOOR (Public Comments to Council) – no one appeared for public comment this evening.

TOWN COUNCIL DISCUSSION ITEMS

Doug DeSmith – none this evening

Dean Rentfrow - absent

Cathy Burke - Thanks to all for cupcakes and flowers.

Gregg Tuholski – none this evening

Jeff Beachy – Happy birthday again to Cathy B.

NEXT MEETINGS:

February 18: Work Session-main Street property discussion

February 20: Council meeting

MOTION TO ADJOURN

- **Motion to adjourn** made by Cathy Burke, Seconded by Gregg Tuholski. Voting Yea: Doug DeSmith, Cathy Burke, Gregg Tuholski, Jeff Beachy. **Meeting adjourned at 7:52pm.**

These minutes are a summary of actions taken at the Bristol Town Council meetings. The full video archive of the meeting is available for viewing at <https://bristol-in.municodemeetings.com/> for as long as this media is supported.

Jeff Beachy, Council President

Cathy Antonelli, Clerk-Treasurer