

**SPECIAL MEETING MINUTES**  
**July 11, 2023**

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Members present (In person): Dennis Jordan, Ben Horvath, Joe Layne, Richard Pfeil

Staff present: Frank Fotia, Terry O'Brien, Shelley Marker, and Phil Garrett, counsel.

Members absent: Josh Gobel

Staff absent: Bill Schalliol

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Dennis Jordan called the meeting to order at 9:00 a.m.

1. Meeting Called to Order
  - a. Administration of Oath

*(Audio position: 0:00:20.2)*

Dennis Jordan: We have already conducted the Oath of office prior to the meeting.

As an item not on the agenda I would like to recognize Larry Beehler who resigned his non-voting position on the board. He had been on the commission for at least 15 years and offered valuable insight particularly in the Penn Harris area and was valuable to us over the years. Wanted to recognize him for all the efforts he had made over the years and thank him for them.

2. Approval of Minutes
  - a. June 6, 2023 – Meeting of the Redevelopment Commission

*(Audio position: 0:00:57.0)*

**Upon a motion by Joe Layne, being seconded by Richard Pfeil and unanimously carried 4-0, the June 06, 2023, Special Meeting minutes of the Redevelopment Commission were approved.**

Ben Horvath	Aye	Dennis Jordan	Aye
Joe Layne	Aye	Dick Pfeil	Aye

- b. June 9, 2023 – Meeting of the Redevelopment Commission

*(Audio position: 0:01:26.7)*

**Upon a motion by Joe Layne, being seconded by Ben Horvath and unanimously carried 4-0, the June 09, 2023, Special Meeting minutes of the Redevelopment Commission were approved.**

Ben Horvath	Aye	Dennis Jordan	Aye
Joe Layne	Aye	Dick Pfeil	Aye

3. Economic Development Area Updates
  - a. General Redevelopment Commission
    - i. Budget Information (May / June/ Jan-June report)

*(Audio position: 0:01:50.4)*

Frank Fotia: Commissioners you will find in your packet today there are three financial statements one is the balance by fund for the months of May and June and a third one is the first six months of the calendar year January through June. We are working on putting together at Mr. Pfeil's request some more detailed financial information

**COMMISSION MEMBERS**

**Dennis Jordan | Joe Layne | Josh Gobel | Richard Pfeil | Benjamin Horvath | Larry Beehler**

**PLANNING & ZONING | PUBLIC WORKS | SURVEYOR | DRAINAGE | ENVIRONMENTAL | ECONOMIC DEVELOPMENT**

to present at these meetings as a break down by each of the TIF Districts. That will be forthcoming.

1. Wyatt EDA – Fund 4300
2. New Carlisle EDA – Fund 4301 (AA #2)
3. New Carlisle EDA – Fund 4302 (AA #1)
4. New Carlisle EDA – Fund 4303 (Special Taxing District)
5. AM General EDA – Fund 4401
6. Northwest Cleveland Road EDA – Fund 4402
7. Solar Project EDA – Fund 4405
8. General Redevelopment Commission – Fund 4403
9. Double Track Bond – Fund 4404

3. b. New Carlisle Economic Development Area (NCEDA) *(Audio position: 0:02:39.5)*
  - i. Professional Services Agreement
    1. Project Management Contract – Christopher B. Burke Engineering

Frank Fotia: Before you is a Professional Services Agreement proposal from Christopher Burke Engineering to provide Project Management, Utility Coordination, and Construction Management for the development of Project Armstrong located on IEC Site #1, which is the GM Fund. This is an agreement not to exceed \$275,000 for the period beginning July 1 going through the end of this year. Once we had a chance to review the hours worked from July through December, we can adjust the contract for 2024. The Staff recommends you approve this proposal.

Richard Pfeil: Is there an hourly rate on this contract?

Frank Fotia: There is an estimated fee by tasks summary.

Dennis Jordan: There is one by position.

Phil Garrett: There is one by position and a general not to exceed amount.

Dennis Jordan: I have no issue Christopher Burke is a tremendous firm. I do think going into the 2024 year given the number of years and the amount of money that we are going to be spending. We do have to look to see if there is an alternative, particularly if there are other projects that have come their way. Nothing against the company at all, we just have to represent the constituents and spend our money correctly.

**Upon a motion by Joe Layne, being seconded by Ben Horvath and unanimously carried 4-0, the 2023 Project Management, Utility Coordination, and Construction Management for Project Armstrong located on the IEC Site #1, of the Redevelopment Commission were approved.**

Ben Horvath	Aye	Dennis Jordan	Aye
Joe Layne	Aye	Dick Pfeil	Aye

- ii. Property Demolition (56150 Larrison Boulevard) *(Audio position: 0:04:46.6)*
  1. **RES 2023-09** – RESOLUTION OF THE ST. JOSEPH COUNTY REDEVELOPMENT COMMISSION APPROVING FUNDS (56150 Larrison Boulevard)

Terry O’Brian: Commission before you is Resolution to authorize the Redevelopment Commission to appropriate funds so that a demolition contract can be awarded by the Board of Commissioners. For the property that is located at 56150 Larrison Blvd, the property was purchased in January 2023, by the Board of Commissioners on behalf of the Redevelopment Commission. Staff solicited bids for this project and a low bid for the demolition was \$53,080.00. Staff recommends approval of this request.

Phil Garrett: This is to anticipation the Commissioners awarding this quote on this project and the resolution is contingent on that. So, should that not be awarded then the funds would be transferred.

Dennis Jordan: Are these the bids we opened two meetings ago?

Phil Garrett: I believe so.

**Upon a motion by Joe Layne, being seconded by Richard Pfeil and unanimously carried 4-0, the Resolution 2023-09, a Resolution of the St. Joseph County Redevelopment Commission approving Funds (56150 Larrison Blvd. demolition) of the Redevelopment Commission were approved.**

Ben Horvath	Aye	Dennis Jordan	Aye
Joe Layne	Aye	Dick Pfeil	Aye

- 3. c. AM General Economic Development Area (AM General EDA) *(Audio position: 0:06:18.8)*
  - i. Property Demolitions (14402 and 14380 Douglas Road)
    - 1. **RES 2023-10 – RESOLUTION OF THE ST. JOSEPH COUNTY REDEVELOPMENT COMMISSION APPROVING FUNDS (14402 and 14380 Douglas Road)**

Terry O’Brian: This is also a demolition proposal. This is for property located at 14402 and 14380 Douglas Road. Staff solicited bids to demo these two buildings for a future road improvement project along Douglas Road. From the Mishawaka City limits to Capital Ave. The low bid to demo these two properties was \$88,780.00.

Joe Layne: Is this the same kind of contingent on ...

Phil Garrett: Same kind of contingent that the Commissioners awarding the quotes, yes.

**Upon a motion by Joe Layne, being seconded by Richard Pfeil and unanimously carried 4-0, the Resolution 2023-10, a Resolution of the St. Joseph County Redevelopment Commission approving Funds (14402 and 14380 Douglas demolitions) of the Redevelopment Commission were approved.**

Ben Horvath	Aye	Dennis Jordan	Aye
Joe Layne	Aye	Dick Pfeil	Aye

- 3. d. Wyatt Economic Development Area No. 1 (Wyatt EDA)
  - i. No update
- 3. e. Northwest Cleveland Road Economic Development Area (NWCR EDA)
  - i. No update
- 3. f. Solar Project Economic Development Area (SP EDA)
  - i. No update

4. Additional Business

No additional business.

- 5. Public Comment (3-minute limit) *(Audio position: 0:07:44.6)*

Dan Caruso, 305 Compton Street, New Carlisle: Good morning. I just have a couple of questions, where did the name Project Armstrong come from? How did we decide on the name Project Armstrong for the GM project.

Frank Fotia: It was Project NorthStar under the original partnership with LG when they linked the new partnership the state assigned them a new name. It is just from the state’s Economic Development agency.

Dan Caruso: We are not recognizing somebody by naming the project after them?

Frank Fotia: No, they have a list of names, and they randomly pick.

Dan Caruso: On Larrison Road there is one more property north of this 56150 Larrison Road. Are there plans...do we not if there are plans to purchase that property also.

Terry O’Brian: We have had conversations with the landowner about the possibility of acquiring the property. Nothing has been finalized at this moment, but we have had conversations about potentially also acquiring that property and demo the property.

6. Adjournment

*(Audio position: 0:09:12.0)*

**Upon a motion by Joe Layne, being seconded by Richard Pfeil and unanimously carried 4-0, the meeting of the e Redevelopment Commission was adjourned at 9:09 a.m.**

Ben Horvath	Aye	Dennis Jordan	Aye
Joe Layne	Aye	Dick Pfeil	Aye

Next Meeting Dates: **Tuesday, August 8, 2023**, at 9:00 am – Regular Meeting

The Title VI Coordinator has made available at this meeting/hearing a voluntary Public Involvement Survey to collect demographic data to monitor and demonstrate St. Joseph County’s compliance with its non-discrimination obligations under Title VI and Federal Regulation 23CFR 200.9(b)(4), and more importantly, ensure that affected communities and interested persons are provided equal access to public involvement. Compliance is voluntary. However, in order to demonstrate compliance with the federal regulation, the information requested must be documented when provided. It will not be used for any other purpose, except to show that those who are affected or have an interest in proceedings, or the proposed project have been given an opportunity to provide input throughout the process.