

Burns Harbor Redevelopment Commission Minutes of February 12, 2020

The Redevelopment Commission of the Town of Burns Harbor, Porter County, Indiana met in a regular session on Wednesday, February 12, 2020 in the Town Hall. The meeting was called to order by Redevelopment Commission Vice President, Brad Enslen at 6:00 p.m.

The Pledge of Allegiance to the American Flag was recited.

Roll Call:

Commissioner Biancardi (Toni).....	Present
Commissioner Bozak (Roseann)	Present
Commissioner Enslen (Brad)	Present
Commissioner Hull (Eric)	Absent
Commissioner Loving (Nick)	Present
Commissioner Stone (Ronald) (non-voting member)....	Present

Additional Officials Present

Attorney-Clay Patton
Attorney-Michael Brazil
Burns Harbor Clerk-Treasurer Jane Jordan
Karnerblue Era-Consultant-Tina Rongers
Chesterton Tribune-Lily Rex
Recording Secretary-Marge Falbo

Others Present

Sarah Oudman

Approval of Minutes

Commissioner Loving makes a motion to the approve the January 8, 2020 and the January 29, 2020 meeting minutes. Commissioner Bozak seconded the motion. Commissioner Biancardi–Aye, Commissioner Loving–Aye, Commissioner Bozak–Aye, Commissioner Enslen–Aye. Motion passed.

Reports

Commissioner Biancardi says Commissioner Loving and I will continue to work on the Duneland School Agreement. Commissioner Loving says we are still considering grant applications but don't want to burden the teachers with it during the 2020-2021 school year. We will continue to make donations as we have done in the past for this school year and then come up with something in the Spring of 2021 for the 2021-2022 school year.

RDC Attorney

Attorney Patton says most of you but perhaps not all of you have met the new attorney in my office, Michael Brazil. He is here tonight. Mike has come to Plan and BZA meetings in the last couple of weeks and eventually I will be turning over those two Boards to him completely. I wanted him to meet the members of the RDC and the Town Council this evening.

RDC Engineer

None

RDC

Consultant-Karnerblue

Rongers says we continue to advance the Marquette Greenway Trail. We do have a tree clearing and that was awarded earlier in January, so we are able to proceed with that process. Tomorrow we are meeting with INDOT to review the CMAC grant as part of our quarterly reporting process. We continue to advance the land acquisition with Arcelor Mittal – the sixty-acre donation that supports the Next Level Trails grant – and we are coordinating with Westport Development with respect to trail alignment through that section. We are also keeping track of expenses and reporting for those two grants as well as at the State level. In terms of Westport, the PUD application was sent to the Plan Commission and is currently under review. That concludes my report of this evening.

Commissioner Loving says just one question, can you give a timeline update, if any, on the sixty-acre donation from Arcelor Mittal. Is there any known date as to when it's going to be done, or are we still working on it? Rongers says I would defer to Attorney Patton to speak to that because he was in correspondence with Arcelor Mittal's legal team. Attorney Patton says I have been in touch with them because there is an issue with the legal description which reflected 187 acres and that needs to be corrected. We will go through a Title search and have a traditional closing.

Duneland School Board Representative

Commissioner Stone says we had a vacancy in Jackson and Mr. Tom Schnabel, a retired teacher will fill the vacancy until the election. Also, I don't know if people look at the Duneland School web page, but we had 12 CHS Seniors advance to finalists in National Merit Scholarship Program:

Chesterton High School announced that its 12 seniors semifinalists have advanced to FINALISTS in the 2020 National Merit Scholarship Corporation (NMSC) program. Chesterton High School has had 30 NMSC finalists in the last four years.

These students are now among some 15,000 secondary finalists throughout the United States vying for 7,500 National Merit Scholarships. Merit Scholars will be selected in March or April. Those students are

Joseph Adcock	Jenna Aguilar	Calvin Anders	Gavin Dooley
Dylan Draves	Ryan Herr	Gabriel Kroeger	Aidan Li
Reagan Morton	Zachary Mullins	Xavier Pittman	Joshua Sweet

The donation money is going to good use. Chesterton High School had more finalists than most school corporations had all together.

Correspondence

Falbo says the only correspondence is from Homer Tree Service for the tree clearing. Commissioner Loving says which are signed agreements, their certificates of liability insurance and the contract executed by them. Commissioner Hull will need to sign them and return them to Homer after Attorney Patton reviews them.

Commissioner Loving makes a motion to authorize Commissioner Hull to sign the contract once Attorney Patton approves it. Commissioner Biancardi seconded the motion. Commissioner Loving-Aye, Commissioner Bozak-Aye, Commissioner Biancardi-Aye, Commissioner Enslin-Aye. Motion passed.

Old Business

Marquette Greenway Trail Update

Rongers says we did receive an SEH contract for construction services. This contract is being presented to the RDC in part to support the oversight of the tree clearing project. That construction agreement is separate from the design engineering work that they are currently under contract for. What this contract does is begin to initiate the construction phase for the Next Level Trails who are looking to start construction this year. Commissioner Loving says can you just clarify for everyone that this does fall under the Next Level Trails grant program. Rongers says this does and we will have construction management grants from SEH for the other two grants as well when those near that stage. Commissioner Biancardi says I just noticed on the cover that it says estimated at a "\$" amount and not a "not to exceed." Commissioner Loving says we are going to authorize a "not to exceed." Commissioner Biancardi says that is for oversight of the tree clearing project, Phase III and the Next Level Trails construction. Rongers says if you look under the Project D schedule, February 2020 for tree clearing work to begin and through mid-2020 trail construction to conclude at the end of the year. That will cover from now until the end of the year. The Next Level Trails portion is from State Road 149 over to the town border of Portage.

Commissioner Biancardi makes a motion to approve the contract that reflects a "not to exceed" dollar amount. Commissioner Bozak seconded the motion. Commissioner Bozak-Aye, Commissioner Biancardi-Aye, Commissioner Loving-Aye, Commissioner Enslin-Aye. Motion passed.

Westport PUD Update

Commissioner Biancardi says the Concept Plan for the PUD was presented at Plan Commission. It is now in review by the Board for any questions that would be forwarded to our Master Developer. They will address those questions at our March meeting and if the Board is satisfied then it would move forward to an application process approving them to submit an application.

New Business

Commissioner Loving says I have one that is not on the agenda for tonight. We knew at the end of last month's meeting that the Non-Reverting Ambulance Fund was going to go into negative when we hit payroll at the beginning of this month and it did. So what we did in the planning for budget last year was we allocated \$100,000 for Town requests. In the past this Board has assisted in the funding of the ambulance service, so the money has to come out of tax abatement funds and I would ask Clerk-Treasurer Jordan to make sure it comes out of the right fund as we discussed.

Commissioner Loving makes a motion to transfer \$50,000 of tax abatement funds from the RDC to the Ambulance Fund which should cover us through June (give or take) with what is coming in and what is going out and then we have the other \$50,000 in reserve if we need to do anything after that. Commissioner Biancardi seconded the motion. Commissioner Loving-Aye, Commissioner Bozak-Aye, Commissioner Biancardi-Aye, Commissioner Enslin-Aye. **Motion passed.**

Approval of Claims Register

Commissioner Loving makes a motion to approve the Claims Register. Commissioner Bozak seconded the motion. Commissioner Bozak-Aye, Commissioner Biancardi-Aye, Commissioner Loving-Aye, Commissioner Enslin-Aye. **Motion passed.**

Approval of Financial Report for the Month of January 2020

Commissioner Biancardi makes a motion to approve the Financial Report for the Month of January 2020. Commissioner Loving seconded the motion. Commissioner Biancardi-Aye, Commissioner Loving-Aye, Commissioner Bozak-Aye, Commissioner Enslin-Aye. **Motion passed.**

Commissioner Loving says for the record on the financial report. Thank you to Rongers for fixing the Sources and Uses Workbook. It flows perfectly now, and I really appreciate it.

Good of the Order

Clerk-Treasurer Jordan says Rongers claim as not included in the claim book. If you want her to receive her check today, I will need a motion that that claim is also in order and can be paid. Commissioner Loving says is it for the regular monthly amount and it's not in here. Clerk-Treasurer Jordan says correct, the claim book was prepared prior to receiving Ronger's invoice. Rongers says I understand that Clerk-Treasurer Jordan needs it much closer than what I did and part of that is just where the month ends.

Commissioner Biancardi makes a motion to approve Ronger's claim. Commissioner Bozak seconded the motion. Commissioner Bozak-Aye, Commissioner Loving-Aye, Commissioner Biancardi-Aye, Commissioner Enslin-Aye. **Motion passed.**

Commissioner Biancardi says we are going to talk about the March meeting. Commissioner Loving says the thought was we are going to have the RDC be standard on the second week and then move the Town Council to the third week. Commissioner Biancardi says what about Sanitary. Commissioner Loving says Town Council and then Sanitary afterwards. Attorney Patton says so RDC will be on March 11. Commissioner Loving says, yes, just to stay on the timeline. Then March 18 would be the Town Council meeting from 6:00 PM to 7:00 PM and Sanitary immediately following.

Adjournment

Commissioner Loving makes a motion to adjourn. Commissioner Bozak seconded the motion. Commissioner Loving–Aye, Commissioner Bozak–Aye, Commissioner Biancardi–Aye, Commissioner Enslin–Aye. Motion passed.

The meeting concluded at 6:57 p.m.

APPROVED on March 11, 2020

REDEVELOPMENT COMMISSION
FOR THE TOWN OF BURNS HARBOR

Eric Hull, President

Brad Enslin, Vice President

Toni Biancardi, Secretary

Roseann Bozak

Nick Loving

ATTEST:

Marge Falbo, Recording Secretary