

# Burns Harbor Redevelopment Commission

## Minutes of August 11, 2021

The Redevelopment Commission of the Town of Burns Harbor, Porter County, Indiana met in a regular session on Wednesday, August 11, 2021 in the Town Hall. The meeting was called to order by Redevelopment Commission Vice President, Brad Enslen at 6:00 p.m.

This meeting was made available to the public in accordance with Governor Holcomb's Executive Orders and was streamed on Zoom and Facebook Live.

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) .....	Via Zoom
Commissioner Loving (Nick) .....	Present
Commissioner Schnabel (Tom) (non-voting member)..	Absent

### Additional Officials Present

Attorney-Clay Patton  
Burns Harbor Clerk-Treasurer-Jane Jordan  
SEH of Indiana-Glenn Peterson  
Recording Secretary-Marge Falbo

### Also Present

Jack McGraw  
Sarah Oudman

Falbo: Commissioner Schnabel is absent this evening. He is attending the DSC Community Forum regarding the construction project of the Yost Elementary School. He indicates that it is more and more likely that the new Yost school will be built on the same site as the current Yost school.

### Approval of Minutes

Commissioner Biancardi makes a motion to the approve the July 14, 2021 meeting minutes. Commissioner Bozak seconded the motion. Commissioner Biancardi-Aye, Commissioner Loving-Aye, Commissioner Bozak-Aye, Commissioner Hull-Aye, Commissioner Enslen-Aye.  
**Motion passed.**

### Reports

#### Commissioners

None

#### Clerk-Treasurer

Clerk-Treasurer Jordan: In your June meeting the Redevelopment Commission made two motions. One to purchase two bikes for the Police Department and the second to purchase cages for the transport of prisoners for the Police Department. Instead of purchasing two bikes, they purchased five and they purchased less cages, but the motions are very specific of the dollar amounts and for what. If the Redevelopment Commission would like that changed they would need to make a motion to change that so I can pay for those items out of Redevelopment Funds And secondly, the South Shore Clean Cities "SSCC" sent the subscription or dues for the next year. The Redevelopment Commission had a Gold Level subscription last year and that is up for renewal if you're interested in doing that. I would need some direction on that as well.

Commissioner Hull: On the bikes and the cages, Police Chief Heckman and Corporal Haynes both contacted me and said if we can spend less money and get more stuff will you be ok with that. I said I don't think that's going to be a problem.

Commissioner Hull makes a motion to change the specific purchases for the Police Department and pay the invoices on the items they did purchase. Commissioner Loving seconded the motion. Commissioner Loving-Aye, Commissioner Bozak-Aye, Commissioner Biancardi-Aye, Commissioner Hull-Aye, Commissioner Enslen-Aye. **Motion passed.**

Commissioner Loving: On the second one, Clerk-Treasurer Jordan, can you please clarify what is the cost for SSCC?

Clerk-Treasurer Jordan: The "Gold" level is all I have documentation on.

Commissioner Biancardi: That's the South Shore Clean Cities, correct?

Clerk-Treasurer Jordan: Correct

Commissioner Biancardi: If I remember...the Gold level gave some additional exposure at the time. I feel like you were the one, Commissioner Loving, that said let's do that. I'm not saying I wouldn't want to renew...

Commissioner Hull: That's the one that helped us get the Volkswagen charger grant. So that exposure did help us.

Commissioner Biancardi: Yes, but if there are options in level of membership...

Commissioner Loving: Do you have all of the levels Clerk-Treasurer Jordan?

Clerk-Treasurer Jordan: The levels are:

Associates	\$250
Bronze	\$500
Silver	\$1,000
Gold	\$2,000
Platinum	\$3,500
Diamond	\$5,000

It's due in August. It says August 2021 to August 2022.

Commissioner Biancardi: Here are the minutes of when we did the first one. Commissioner Loving said the difference between the Silver and Gold is the promotional on our behalf through their social media platforms. So, we would be promoted on social media websites, get our logo added to their monthly newsletter and all their marketing materials... Rongers mentioned in the minutes that at a minimum they were requesting that we become a Silver member. So that was their starting point.

Commissioner Hull: We were Gold last year?

Commissioner Biancardi: Yes.

Commissioner Loving: It looks like it's the same as it was last year. The difference between the Silver and Gold levels is Gold gets the organization logo and link on the member's tab on the website. The organization logo added to their monthly newsletter and marketing materials and promotion on our behalf through their social media platforms. That's the difference between Silver and Gold.

Commissioner Biancardi makes a motion for a Gold membership with the South Shore Clean Cities for a 12-month yearly membership. Commissioner Hull seconded the motion. Commissioner Bozak-Aye, Commissioner Biancardi-Aye, Commissioner Hull-Aye, Commissioner Loving-Aye, Commissioner Enslin-Aye. **Motion passed.**

#### **RDC Attorney**

None

#### **RDC Engineers**

None

Commissioner Hull: I have a request out to Global for the Plan Commission on some traffic information that has been requested by the BZA. The Redevelopment Commission was requested as well as Plan Commission. There is nothing for anyone to do other than know that they asked for some information.

#### **RDC Consultant-Karnerblue**

None

## **Duneland School Board Representative**

None

## **Correspondence**

None

## **Old Business**

### *Marquette Greenway Trail Update*

Peterson of SEH: Phase III is done. We're still waiting on Indiana American Water about the Trail at Haglund and Boo Road. I did send another request last week for that repair. I was told by a third party that if we didn't get a response here soon that they will get in contact with whoever does Indiana American's repairs and then I will contact them.

Commissioner Biancardi: I guess I don't understand why they are the ones who created it and yet we had to go back and request for it to be repaired.

Commissioner Loving: I know that Bill Arney would have that contact information.

Peterson of SEH: Other than that, just an update on Phase II. We're waiting on some formalization or coordination with Abonmarche on the Westport Development before we can finalize the plans. On our end the plans are ready, we're just waiting for the final environmental with INDOT.

Commissioner Biancardi: Say that again.

Peterson of SEH: We made a request to Abonmarche for some data about the road crossing that ties into the Trail closest to Westport Road and Haglund. That request was made last week.

Commissioner Biancardi: So your request is in regard to the Trail.

Peterson of SEH: Correct. The interaction of the Trail. So I'm waiting on that information from Abonmarche. I will follow up with them this week.

On Phase I, we are starting to push our deadline with the environmental and being able to use the Federal funding while still constructing the Federal funding in the current fiscal year. What INDOT and NIRPC have suggested is that Town consider pursuing or moving forward with the right-of-way services for the project using local funds. INDOT uses an "except" fee schedule for acquisition. I just ran through calculations, it's about \$7,700 total to get the appraisals and review of appraisals for the acquisition. We have one parcel to acquire there which is the McCauley. I did speak with Pete McCauley last week. He had some questions and wanted a status update. No issues with the project or anything like that. I let him know that we're working to get towards the right-of-way phase so we can get things figured out.

Commissioner Hull: Do they need to see action or movement in environmental? There has to be a status update otherwise there's no update in that field.

Peterson of SEH: That's kind of where we're at is that environmental and there were some things that have changed with this document so that's where that's at. What they requested is that in order for us to wait to the very end we would be finalizing that environmental document in December and needing to then take the two to three months to acquire the property which doesn't give us enough time let the project in fiscal year 2022. So what they're requesting is Town consider moving forward on the right-of-way with local funds.

Commissioner Biancardi: So if the environmental is not December then two to three months to acquire, are we in jeopardy of losing the money?

Peterson of SEH: Correct.

Commissioner Biancardi: How much is it going to cost to purchase their property?

Peterson of SEH: So we are looking at one half acre of acquisition. I will say if something were to happen and we were able to accelerate the environmental to be done sooner there is potential that we could use Federal funds to actually purchase the property and we can kind of wait that

out. What I'm saying here is this would be the cost to start the right-of-way acquisition services to get that parcel.

Commissioner Biancardi: I understand what you're saying but we need to prepare for the cost to get the acquisition and purchase the property in case. Do you have an estimate of the cost of the property?

Peterson of SEH: The number that we have as a placeholder is \$40,000.

Commissioner Biancardi: What is your estimate on all the work to get there?

Peterson of SEH: \$7,710.00 for right-of-way services. What INDOT does when you're acquiring property they basically set it out on an average rate. So if you're buying one or a hundred it's the same price. There is a \$1,230.00 project management fee for each parcel which is part of the \$7,710.

Commissioner Biancardi: You had said earlier that we had a savings in one of contracts and so that would basically be picked up.

Peterson of SEH: Yes, so in Phase I when we did not include the work underneath the bridge there was a cost savings associated with that project. We haven't formalized that or sent a number to you guys, but it was \$31,700 or something in that range. What we would request is that we reallocate that fund and then we can also issue a formal credit for the remaining funds if that is what you would like at this point.

Commissioner Hull: Yes.

Commissioner Biancardi: Would we also have to be prepared to purchase that property if we need to?

Commissioner Hull: We should have the Federal funds in time for the purchase. But the thing is, it's going to take them forever once they do the appraisal, review it and go through all of the steps...by that time the Federal funds should come through.

Commissioner Biancardi: We have to plan if "should" and "we're going to" doesn't happen in time. That's all I'm asking is I want the number, so we're prepared and understand...

Peterson of SEH: It's a difference of \$32,000. When that time comes.

Commissioner Biancardi: Attorney Patton can we authorize SEH to do work like that or do we need a scope of work or contract first? They're going to give us a credit and then...

Attorney Patton: It's not a change order.

Peterson of SEH: It's a modification scope.

Attorney Patton: Does this involve an existing contract?

Peterson of SEH: Correct. I will also say that some municipalities have their Town Attorneys (vs hiring a sub-consultant) assist with the right-of-way acquisition side of things. I don't know if that would save the Town money one way or the other, but I know that's been done in the past. I will say that the hold up with the environmental is a state-wide issue. The INDOT review process is causing the delays state-wide.

Commissioner Loving makes a motion not to exceed \$80,000. Commissioner Bozak seconded the motion. Commissioner Biancardi–Aye, Commissioner Loving–Aye, Commissioner Bozak–Aye, Commissioner Hull–Aye, Commissioner Enslin–Aye. **Motion passed.**

#### *Westport PUD Update*

Commissioner Hull: I did talk with Micka of Holladay Properties to begin negotiating the Development Agreement. We anticipated having a Fact Sheet for everyone prior to the meeting however some additional grant opportunities popped up last week. One is the Ready grant so that

derailed some of the hard numbers. It looks pretty favorable and we have a pretty good chance of possibly getting some additional funds which will change everything. The Development Agreement is on the back burner. The same thing with the other grant, it's the SWIF grant (drinking water, stormwater, and wastewater projects) and that has changed the numbers as well. So the bonds are all in place, everything is there. I did talk with Clerk-Treasurer Jordan just a little bit about some rough numbers and she was trying to get her questions answered financially to see if we are still on track. Hopefully this week coming up we'll get some harder numbers. I know she talked with Baker Tilley so hopefully she got some of the information she was looking for too. Everything is kind of on hold.

Clerk-Treasurer Jordan: Baker Tilley recommended reviewing the reports they submitted earlier since the data is stale. We're waiting for some more current information.

Commissioner Hull: We need some more harder numbers.

#### *Street Names*

Commissioner Biancardi: Here are the street names that we have committed to:

Road A	Community Drive	(North-South)
Road B	Poparad Drive	(East-West)
Road C	Trailhead Crossing	(East-West)
Road D	Steelhead Drive	(North-South)

RDC Commissioners were in agreement with the street names shown above.

#### **New Business**

None

#### **Approval of Claims Register**

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

#### **Approval of Financial Report for the Month of July 2021**

Commissioner Bozak makes a motion to approve the Financial Report for the Month of July 2021. Commissioner Loving seconded the motion. Commissioner Bozak-Aye, Commissioner Biancardi-Aye, Commissioner Hull-Aye, Commissioner Loving-Aye, Commissioner Enslin-Aye. Motion passed.

#### **Good of the Order**

Assistant Chief of Police McHargue: Chief Heckman is busy talking with someone right now.

I would like to thank you on behalf of myself as well as the entire department for helping us out with the bikes. We just got them Friday and put them together. This is the second shift that I've already worked physically on the bike. It's a completely different atmosphere and without your support we wouldn't have been able to do anything with this. I have talked to about 12 to 16 people today and found that I'm less approachable in the car than when I'm on the bike. It's easier to have conversations with citizens. It's a completely different atmosphere for the citizens as well as me as an officer. I would like to personally thank everybody on that Board that helped us. I probably got seven miles in today so it's a workout.

It's amazing.

That's all I have.

Thank you!

Commissioner Enslin: Thank you.

**Adjournment**

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

The meeting concluded at 6:42 p.m.

**Approved on September 8, 2021**

REDEVELOPMENT COMMISSION  
FOR THE TOWN OF BURNS HARBOR

\_\_\_\_\_  
Eric Hull, President

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Brad Enslin, Vice President

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Toni Biancardi, Secretary

\_\_\_\_\_  
Roseann Bozak

\_\_\_\_\_  
Nick Loving

ATTEST:

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Marge Falbo, Recording Secretary