

JOHN R. MCNAMARA, P.E., L.S.  
County Surveyor  
JESSICA J. CLARK, P.E.  
County Engineer  
WILLIAM S. SCHALLIOL, ESQ.  
Director of Economic Development  
LAWRENCE P. MAGLIOZZI  
Director of Area Plan Commission



**ST. JOSEPH COUNTY**  
ESTABLISHED 1830

DEPARTMENT OF INFRASTRUCTURE, PLANNING & GROWTH

BOARD OF COMMISSIONERS  
ANDREW T. KOSTIELNEY  
District 1  
DAVE THOMAS  
District 2  
DEBORAH A. FLEMING, D.M.D.  
District 3

## ST. JOSEPH COUNTY REDEVELOPMENT COMMISSION MINUTES

June 9, 2020, at 9:00 a.m.  
Virtual Meeting

Join Zoom Meeting  
[Click to join Redevelopment Commission Meeting](#)  
Meeting ID: 999 1976 2839  
Password: 423850  
Dial by your location  
+1 312 626 6799 US (Chicago)

Members Present: Brian Pawlowski, Jessica Clark, Dennis Jordan, Jason Critchlow, Thomas Gryp (by video)

Staff Present: Bill Schalliol, Christian Brown, Jamie Woods, Samantha Keultjes

1. Meeting Called to Order at 9:00 a.m.
  - a. Administration of Oath – Jessica J. Clark, P.E.

Jamie Woods began the meeting by administering the Oath to Jessica Clark.

2. Approval of Minutes (Audio Position: 2:00)

- a. March 10, 2020 – Regular Meeting of the Redevelopment Commission

After careful consideration, the following action was taken: Upon a motion by Dennis Jordan, being seconded by Jason Critchlow and unanimously carried, the March 10, 2020 Redevelopment Commission minutes were approved.

3. Opening of Bids (Audio Position: 2:25)

- a. Bendix Woods/Navistar Drainage Project (NCEDA)

Unable to open at this meeting.

- b. East Jefferson Sidewalk Project (CAEDA)

Jessica Clark stated that three bids were received:

Walsh & Kelly at \$155,000  
Premuim Concrete Services at \$204,309  
Reith Riley Construction at \$154,400

PLANNING AND ZONING | PUBLIC WORKS | SURVEYOR | DRAINAGE | ENVIRONMENTAL | ECONOMIC DEVELOPMENT

After careful consideration, the following action was taken: Upon a motion by Jason Critchlow, being seconded by Dennis Jordan and unanimously carried, the Redevelopment Commission accepts the opening and reading of these bids and turns them over to Public Works for review. Project to be awarded at Board of Commissioners meeting on June 16, 2020.

4. Economic Development Area Updates (Audio Position:4:05)

a. General Redevelopment Commission

i. Budget Information (March, April, and May reports)

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. Capital Avenue EDA – Fund 4401
6. Northwest Cleveland Road EDA – Fund 4402
7. General Redevelopment Commission – Fund 4403
8. Double Track Bond – Fund 4404

Bill Schalliol stated that the budget information for March, April, and May are provided in the packet for the Commission members to review.

ii. **Resolution 2020 - 03** – Resolution of the St. Joseph County Redevelopment Commission Concerning the 2021 Budget Year Determination for Tax Increment for the St. Joseph County Redevelopment Commission Allocation Areas (Audio Position: 5:17)

After careful consideration, the following action was taken: Upon a motion by Dennis Jordan, being seconded by Jessica Clark and unanimously carried, Resolution 2020-03 was approved.

iii. Authorization for the President of the Redevelopment Commission to sign documents related to the filing of the annual report. (Audio Position: 6:40)

After careful consideration, the following action was taken: Upon a motion by Jessica Clark, being seconded by Jason Critchlow and unanimously carried, the authorization for the President of the Redevelopment Commission to sign documents related to the filing of the annual report was approved.

iv. Annual Report of the St. Joseph County Redevelopment Commission for Fiscal Year Ending December 31, 2019 (Audio Position: 7:00)

No action was needed on this agenda item.

b. New Carlisle Economic Development Area (Audio Position: 7:45)

i. **Resolution 2020 – 04** – Transfer of Inland Parcel from Board of Commissioners

After careful consideration, the following action was taken: Upon a motion by Dennis Jordan, being seconded by Jason Critchlow and unanimously carried, Resolution 2020-04 was approved.

ii. Farm Leases / Release and Indemnification Agreement (Audio Position: 11:40)

1. Farm Lease - Inland Parcel

After careful consideration, the following action was taken: Upon a motion by Jessica Clark, being seconded by Dennis Jordan and unanimously carried, the Farm Lease for the Inland Parcel was approved.

After careful consideration, the following action was taken: Upon a motion by Tom Gryp, being seconded by Jessica Clark and unanimously carried, Farm Lease for the Inland Parcel approval was amended to include a fair market rental evaluation for any subsequent extensions of the lease.

2. Farm Lease - 31917 State Road 2

After careful consideration, the following action was taken: Upon a motion by Tom Gryp, being seconded by Jessica Clark and unanimously carried, the Farm Lease for 31917 State Road 2 was approved with an amendment to include a fair market rental evaluation for any subsequent extensions of the lease.

3. Release and Indemnification Agreement - 31991 Edison Road

After careful consideration, the following action was taken: Upon a motion by Jason Critchlow, being seconded by Dennis Jordan and unanimously carried, the release and indemnification agreement for 31991 Edison Road was approved.

iii. Demolition of RDC/BOC Properties (Audio Position: 20:20)

- 31917 State Road 2 (House)
- 56458 Willow Road (House)
- 56340 Willow Road (House)
- 30233 Edison Road (House)
- 494 E Michigan Street (Trailer Park)
- 496 E Michigan Street (House)

1. PSP – Preparation of Demolition Specifications (CBBEL)

After careful consideration, the following action was taken: Upon a motion by Brian Pawlowski, being seconded by Jason Critchlow and unanimously carried, the proposal for Christopher B. Burke Engineering, LLC to prepare demolition quotes was approved.

iv. Request permission to rezone three RDC Owned properties (Willow Rd/SR 2 Parcels) (Audio Position: 24:00)

- 31917 State Road 2
- 56458 Willow Road
- 56340 Willow Road

1. Authorization for the President of the Redevelopment Commission to sign documents related to the rezoning process

After careful consideration, the following action was taken: Upon a motion by Dennis Jordan, being seconded by Jason Critchlow and unanimously carried, the request to rezone the three RDC Owned properties and the authorization for the President of the Redevelopment Commission to sign documents related to the rezoning process was approved.

- v. Property Options (Audio Position: 26:20)

1. **Resolution 2020-05** - Option A

After careful consideration, the following action was taken: Upon a motion by Dennis Jordan, being seconded by Jessica Clark and unanimously carried, Resolution 2020-05 - Option A was approved.

2. **Resolution 2020-06** - Option B

After careful consideration, the following action was taken: Upon a motion by Dennis Jordan, being seconded by Jason Critchlow and unanimously carried, Resolution 2020-06 - Option B was approved.

3. **Resolution 2020-07** - Option C

After careful consideration, the following action was taken: Upon a motion by Brian Pawlowski, being seconded by Jessica Clark and unanimously carried, Resolution 2020-07 - Option C was approved.

- vi. Indiana Enterprise Center update (Audio Position: 39:05)

1. Area Management Plan – update
2. Property Rezoning
3. OCRA Site Certification Project

Bill Schalliol gave a general update on the Indiana Enterprise Center. No action was needed or taken.

- c. St. Joseph County Economic Development Area No. 3 (Capital Avenue EDA) (Audio Position: 41:50)

- i. Update on Penn Township Fire Station Project

1. PSP – Candace Lane Design Project (Danch, Harner & Associates)

After careful consideration, the following action was taken: Upon a motion by Brian Pawlowski, being seconded by Jason Critchlow and unanimously carried, the design service proposal with Danch, Harner & Associates was approved.

2. PSP – Candace Lane Design Project (Kent Schumacher, P.E.)

After careful consideration, the following action was taken: Upon a motion by Brian Pawlowski, being seconded by Jason Critchlow and unanimously carried, the design service proposal with Kent Schumacher, P.E., was approved.

- ii. Agreement with Elkhart & Western Railroad (Audio Position: 46:00)

After careful consideration, the following action was taken: Upon a motion by Brian Pawlowski, being seconded by Jessica Clark and unanimously carried, the agreement with Elkhart & Western Railroad was tabled until the next Redevelopment Commission meeting on July 14, 2020.

- iii. East Jefferson Sidewalk Project (Audio Position: 47:08)
  - 1. PSP – Additional Design Services (CBBEL)

After careful consideration, the following action was taken: Upon a motion by Brian Pawlowski, being seconded by Jason Critchlow and unanimously carried, the additional design service proposal with Christopher B. Burke Engineering was approved.

- iv. Northwest Gateway Corridor Study (Audio Position: 48:20)
  - 1. Partnership Agreement with Elkhart County RDC

After careful consideration, the following action was taken: Upon a motion by Brian Pawlowski, being seconded by Dennis Jordan and unanimously carried, the partnership agreement with Elkhart County RDC was approved.

- v. Environmental Legal Services (Audio Position: 52:22)
  - 1. PSP – Environmental Legal Services (Plews, Shadley, Racher & Braun LLP)

After careful consideration, the following action was taken: Upon a motion by Tom Gryp, being seconded by Jason Critchlow and unanimously carried, the Environmental legal services with Plews, Shadley, Racher & Braun LLP was approved with a not to exceed amount of \$10,000.

- d. Wyatt Economic Development Area No. 1 (Wyatt EDA)

No update at this time.

- e. Northwest Cleveland Road Economic Development Area (NWCR EDA)

No updates at this time.

- 5. Additional Business (Audio Position: 57:26)

- a. Dixie Highway EDA (proposed)
  - i. Corridor Study update
    - 1. PSP – Corridor Study – Supplemental #1 (Abonmarche)

After careful consideration, the following action was taken: Upon a motion by Jessica Clark, being seconded by Brian Pawlowski, and unanimously carried, the proposal with Abonmarche for additional work to complete the State Road 933 corridor study was approved.

- b. COVID-19 Update - To discuss what impacts are expected along with future risks and mitigation strategies as it relates to economic development. (Audio Position: 1:00:14)

Jason Critchlow asked that the Redevelopment Commission keep this topic as a standing agenda item to continue to discuss the impacts of COVID-19 on economic development projects.

- c. Quality of Life Projects - To discuss what have been some of the previous plans for quality of life projects (trails, green spaces, etc) and what are some possibilities for the future

Jason Critchlow asked that the Redevelopment Commission keep this topic as a standing agenda item to continue to discuss the plans for quality of life projects.

- 6. Public Comment (3 minute limit) (Audio Position: 1:06:00)

Dorris Portolese, residing at 528 W 14<sup>TH</sup> St. Mishawaka, IN thanked the Redevelopment Commission for their time on behalf of Penn Township.

- 7. Adjournment

Upon a motion by Brian Pawlowski, being seconded by Jason Critchlow and unanimously carried, the Redevelopment Commission meeting adjourned at 10:11 a.m.

Next Meeting Date: July 14, 2020 at 9 am (4th Floor – Council Chambers)

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.