

2017 GOSHEN REDEVELOPMENT COMMISSION

Minutes for the Regular Meeting of January 17, 2017

The Goshen Redevelopment Commission met in a regular meeting on January 17, 2016 at 3:00 p.m. in the City Annex Conference Room 204 East Jefferson Street, Goshen, Indiana. **(Please note that the meeting was conducted in the Annex Conference Room and at the time there was no proper recording device or microphones.)**

CALL TO ORDER/ROLL CALL

The meeting was called to order by President Thomas Stump. On call of the roll, the members of the Goshen Redevelopment Commission were shown to be present or absent as follows:

Present: Adam Scharf, Thomas Stump, Vince Turner and Brett Weddell

Absent: Laura Coyne

ELECTION OF OFFICERS

Commissioner Turner nominated Commissioner Stump for President of the Goshen Redevelopment Commission and Commissioner Weddell seconded. There being no objections, Commissioner Stump was elected as President of the Goshen Redevelopment Commission for the 2017 calendar year.

Commissioner Weddell nominated Commissioner Turner for Vice President of the Goshen Redevelopment Commission and Commissioner Scharf seconded. There being no objections, Commissioner Turner was elected as Vice President of the Goshen Redevelopment Commission for the 2017 calendar year.

Commissioner Turner nominated Commissioner Coyne for Secretary of the Goshen Redevelopment Commission and Commissioner Weddell seconded. There being no objections, Commissioner Coyne was elected as Secretary of the Goshen Redevelopment Commission for the 2017 calendar year.

APPROVAL OF MINUTES

A motion was made by Commissioner Weddell and seconded by Commissioner Turner to approve the minutes of the December 13, 2016 regular meeting. The motion was adopted unanimously.

PRESENTATIONS:

Staff informed the Commission that Resolution 08-2017 would be presented as a discussion item only and that a vote would not be requested.. Staff noted that the resolution was prepared requesting a recommendation for either approval or denial of the request for a Special Use Permit for the development of a Gravel Pit adjacent to the Goshen Municipal Airport to be heard by the County Board of Zoning Appeals. Due to the audience present for this agenda item, it was agreed that it would be moved to the beginning of the meeting.

Mark Brinson, Redevelopment Director, presented a packet of materials for discussion, which included letters from the airport management, Mayor Jeremy Stutsman, Zoning Administrator Rhonda Yoder, Director of Public Works Dustin Sailor and a memo from Mark Brinson. The packet detailed the various concerns related to development of a gravel pit adjacent to the municipal airport property.

Tim Miller, 66657 US 33, Goshen, spoke on behalf of his father who owns the subject property. He stated that his family desires to sell the property to Yellow Creek Gravel to develop the gravel pit He briefly explained the

various development hurdles they've encountered in the past when they have attempted to sell the land and explained that this is the only use that appears feasible for their land due to the land restrictions based on the airport.

The Commission discussed the various opinions presented and, after looking at the various issues being discussed, it was decided that the Redevelopment Commission would not take a position on this matter and decided there was no action that the Commission would take at this time. No vote was taken.

NEW BUSINESS

1. Resolution 01-2017 – Authorize Negotiation and Execution of Contract with John Ward Concrete, Inc. for Lincoln Avenue (SR4) & Steury Avenue Intersection Improvements and Stormwater Basin – Phase I

Becky Hershberger, Brownfield Coordinator, presented information on the bids received for the project. Ms. Hershberger discussed the handout with bid tabulations and a map of the proposed detention basin that is highlighted in yellow and a proposed parking lot highlighted in green. The base bid tabulations represent the cost for the detention basin highlighted in yellow. John Ward Concrete, Inc. was the lowest bid at \$386,275.00. A request was made for approval to negotiate and execute the contract with John Ward Concrete and to move forward with the project at the base bid amount of \$386,275.00. She indicated that they were working towards an agreement regarding the alternate bids for the parking area and anticipated bringing it back to the Commission in February.

A motion was made by Commissioner Scharf and seconded by Commissioner Turner to approve Resolution 01-2017.

The motion was adopted unanimously.

*** at approximately 4:05 p.m. Commissioner Coyne was present at the meeting**

2. Resolution 02-2017 - Approve Agreement with Goshen Brewing Company to Amend Lease

City Attorney Larry Barks explained that the two previous amendments to the original contract with Goshen Brewing Company have been incorporated into one agreement that was made a part of the packet. There were some recent additions to the contract including the proposed expansion of the Goshen Brewing Company. The option to purchase is still included in the new agreement. Surveys should be completed in the next week and will be submitted to Goshen Brewing Company.

A motion was made by Commissioner Turner and seconded by Commissioner Weddell to approve Resolution 02-2017.

The motion was adopted unanimously.

3. Resolution 03-2017 - Authorize Negotiation and Execution of a Contract for Demolition of 311 East Kercher Road

Becky Hershberger, Brownfield Coordinator, presented four (4) bids for the demolition of 311 East Kercher Road and Jerry Reed Excavating was the lowest bid at \$6,300.00. A request was made for permission to move forward with the demolition of 311 East Kercher Road with Jerry Reed Excavating.

A motion was made by Commissioner Weddell and seconded by Commissioner Scharf to approve Resolution 04-2017.

The motion was adopted unanimously.

4. Resolution 04-2017 - Approve Extension of Downtown Vault Closure Program

Mark Brinson, Redevelopment Director, updated the Commission on the Downtown Vault Closure Program. He explained that this program started in 2012 and City Staff and Engineering have inspected and inventoried the vaults and completed an analysis utilizing ground penetrating radar. Once the initial assessment was completed, a program was created to encourage the property owners to fill in the vaults. The cost to fill in the vaults is a shared cost of 50/50 between Redevelopment and the property owners. Since the program began in 2012 until the first of this year (2017), the program has only spent \$25,000.00 of the initial investment of \$60,000.00. The recommendation to the Commission is to extend the Vault Closure Program through 2017.

A motion was made by Commissioner Weddell and seconded by Commissioner Turner to approve Resolution 04-2017.

The motion was adopted unanimously.

5. Resolution 05-2017 - Amendment to the Cooperative Loan Agreement between City and the Redevelopment Commission for the USEPA Brownfield Revolving Loan Fund

Becky Hershberger, Brownfield Coordinator, updated the Commission on the Loan Agreement between the City and the Redevelopment Commission from the USEPA Brownfield Revolving Loan Fund. In 2011 the City was awarded one million dollars from the EPA. In 2014 an agreement was executed between the City and Redevelopment to allow for the City to loan funds to Redevelopment for the salvage yard project. At that time the loan was \$650,000.00. There are new costs involved in the remediation of the former salvage yard due to the presences of polynuclear aromatic hydrocarbons that have been confirmed at the site along with underground storage tanks. Due to the increased scope related to the tank and soil impacts, she indicated that an additional \$188,500.00 of the available Petroleum grant funds is now able to be added to the existing loan for a total loan amount of \$838,500.00. Redevelopment is requesting that the Commission approve the amendment to include the additional \$188,500.00 for the remediation of the site.

A motion was made by Commissioner Weddell and seconded by Commissioner Scharf to approve Resolution 05-2017.

The motion was adopted unanimously.

6. Resolution 06-2017 - Execution of Contract with Abonmarche for Waterford Commons Business Park Tract 2

Dustin Sailor, City Engineer, reported that the Waterford Commons Business Park Tract 2 requires two left turn lanes on Dierdorff Road. Redevelopment agreed to pay a portion of the cost for the turn and has been waiting for the cost from HRP who was the contractor selected for the initial project. To date, he indicated that HRP has not responded to the requests for the amount it will cost to add the turn lanes. In addition, he noted that the original survey did not include utilities or infrastructure work. The Engineering Department is requesting that the Commission consider execution of a contract with Abonmarche for professional services for the work necessary to complete the Waterford Commons Business Park Tract 2.

A motion was made by Commissioner Turner and seconded by Commissioner Weddell passes 4-1 to approve Resolution 05-2017.

Commissioner Scharf abstained from the vote. The motion was adopted by a vote of 4-1.

7. Resolution 07-2017 - Approve issuance of Creative Arts Coordinator

Mayor Jeremy Stutsman explained that the City was awarded a CVB Live/Work/Play Grant last year and the initial \$50,000.00 was designated to the Goshen Theatre Project. For the second two years of the grant, an Arts

Council was formed and the current request is to use that money for a Coordinator to keep the Arts Council running and two move forward two identified projects. Becky Hershberger explained that the current request is for permission to use the grant funds for this new position. It would be a consulting position for \$50,000.00 per year for two years. Becky explained how the money would be spent, how the efforts will assist in bringing business into the City and that the selected Coordinator will have the ability to write grants to increase the available funds for arts initiatives. Administrative costs would be included and there would be no financial cost to the City.

A motion was made by Commissioner Weddell and seconded by Commissioner Coyne to approve Resolution 07-2017.

The motion was adopted unanimously.

9. Resolution 09-2017 - Execution of Agreement for Construction Engineering Services with Lochmueller Group for Kercher Road Reconstruction from the Railroad Crossing to Dierdorff Road

Dustin Sailor, City Engineer, explained that the reconstruction project for Kercher Road from the railroad crossing to Dierdorff Road is being designed and the project cost will be close to \$5,000,000.00. He noted that INDOT will not be able to confirm funding amounts until there are signed contracts. Lochmueller has submitted a contract with a cost not to exceed \$4,999,000.00. At this time the request is for the Commission to approve the agreement with the Lochmueller Group.

A motion was made by Commissioner Scharf and seconded by Commissioner Weddell to approve Resolution 09-2017.

The motion was adopted unanimously.

10. Resolution 10-2017 - Execution of Agreement Amendment with Environmental Consulting & Technology, Inc.

Becky Hershberger, Brownfield Coordinator, explained that in 2012 the Commission hired ECT to be the consultant for the revolving loan fund grant. It was intended to loan the money to a private company and the Commission and their consultant would take on the role of grant administration. Now that Redevelopment is overseeing the project there is a need to have environmental professionals present at different phases of the project. She explained that Redevelopment is requesting a contract amendment in an amount not-to-exceed \$77,500.00 for a total contract cost of \$161,000.00 which has already been accounted for in the grant budget.

A motion was made by Commissioner Turner and seconded by Commissioner Weddell to approve Resolution 10-2017.

The motion was adopted unanimously.

Discussion:

A. Additional office space for Redevelopment Staff:

Mark Brinson, Redevelopment Director, explained that with the recent additions to Redevelopment staff, there is a need for office space and suggested that we look into renovating the space in the basement of the Annex for an additional office and conference room. Mark requested that the Commission consider funding the project with a ten (10) year lease agreement between the City and Redevelopment. He noted that additional information will be brought back to the Commission as the options are further explored.

B. 9th Street Trail:

Dustin Sailor, City Engineer, explained that City Engineer Leslie Biek is working on securing a space for a public meeting regarding the 9th Street Trail. The trail project was planned but there hasn't been a lot of Commission involvement since January or February of last year. The final plan came out at that time and has the multi-use path on both the east and west side of 9th Street. At this time we need to make sure that we have concusses from property owners. He explained that the main concern is there may be a need for changes from the original plan, but they will know more after public meeting. There will be a public meeting in February. He noted that the main obstacle is the 5 foot utility easement on Norfolk's property and not sure how to secure that easement or if they will give the City an easement on to their property. Engineering had a meeting with utilities back in October. NIPSCO said that it would be a big project and they would need a year advance notice to relocate the lines in the easement.

C. Keystone Facility Expansion:

Dustin Sailor, City Engineer, stated that Engineering received an original submittal from JPR for the off-site utilities plan and it was not complete. He explained that there was a miscommunication internally and, as of last week, they resubmitted the plans to be reviewed by Engineering. Based on the schedule and assuming that there will be bids opened at the February 20, 2017 Board of Public Works & Safety meeting, he stated that there may need to be a special meeting on February 21, 2017 with Redevelopment. The earliest the contractor could start would be March 13, 2017. He stated that they are making good progress on Building One and a foundation has been started on Building Two. There is a construction gap with the timing and the earliest the sewer could be installed is April 28th and that we currently have it in the contract that they start with that component first.

D. Traffic Study:

Dustin Sailor, City Engineer, explained that a representative from Abonmarche will be at the February meeting to explain the findings of the traffic study. He noted that the handout circulated was just informational and he gave a brief overview of the handout. The two intersections reviewed, being Fairfield/US 33 and Plymouth/US 33, preliminarily do not have enough traffic congestion to warrant a trafficsignal. At the intersection of Plymouth and US 33 there was barely enough to warrant a signal. INDOT originally did not have a consistent answer for this intersection or a recommendation. Mr. Sailor explained that one proposal to INDOT is a round-about at that intersection. He noted that more information and discussion will be held at the February meeting.

APPROVAL OF REGISTER OF CLAIMS

A motion was made by Commissioner Weddell and seconded by Commissioner Turner to approve payment of the Register of Claims totaling \$1,258,1396.83.

The motion was adopted unanimously.

MONTHLY REDEVELOPMENT STAFF REPORT

Community Development Director Mark Brinson offered to answer any questions about the monthly report; however, the Commission did not have any questions.

OPEN FORUM

Tom Stump had a comment on the previously discussed gravel pit. He wanted to make sure that people were better informed of the work that was being done in that area and, when there are changes, that the public was informed of what was being done so that there was not a miscommunication on infrastructure that might change the possibility of development in the area.

ANNOUNCEMENTS

It was announced that the next regular meeting is scheduled for February 14, 2017 at 3:00 p.m.

ADJOURNMENT

The regular meeting was adjourned at 5:15 p.m.

APPROVED on February 14, 2017.

GOSHEN REDEVELOPMENT COMMISSION

Thomas W. Stump, President

Laura Coyne, Secretary