

**August 17, 2020, Regular Meeting Minutes**  
**HOBART REDEVELOPMENT COMMISSION**

President Carla Houck called the August 17, 2020, regular meeting of the Redevelopment Commission (RDC) to order at 8:33 a.m. The meeting was held in the City Council Chambers at City Hall and also via Zoom with the public issued a dial-in number to allow listening and participation capabilities. The Pledge of Allegiance was recited. Members present: Carla Houck, Shawn Kelly, Marsha Plesac, Matthew Claussen, Pam Broadaway, and Judy Dunlap (*via Zoom*). Also present: Beth Jacobson, Director of Development; Heather McCarthy, City Attorney; Anthony DeBonis, RDC Attorney (*via Zoom*); Deborah Longer, Clerk-Treasurer; Phil Gralik, City Engineer; Brandon Towle, Butler Fairman & Seufert (BF&S); Jake Dammarell, BF&S; Toni Chitwood, 619 E. 3rd Street; and Dawn Hostetler, RDC Recording Secretary.

Under **Approval of Agenda**, a motion was made by Ms. Plesac to approve the agenda as presented; seconded by Ms. Broadaway. All ayes; motion carried. (5-0)

Regarding the **Minutes of July 20, 2020, Regular Meeting**, a motion was made by Mr. Claussen to approve the July 20, 2020, Regular Meeting minutes as presented; seconded by Ms. Plesac. All ayes; motion carried. (5-0)

Regarding the **Treasurer's Report**, the July investment statements for Fund 406 and Fund 410, plus the fund & appropriation reports for Fund 406, Fund 410, and Fund 250 were distributed in the RDC meeting packet. There were no questions regarding the reports.

Under **Old Business**, the first item was **Resolution 2017-01: A Resolution Approving an Interagency Agreement Between the Hobart Sanitary District and the Hobart Redevelopment Commission for the Repayment of RDC Funds Expended on Behalf of the District for the Downtown Sewer Improvement Project to RDC Fund 406**. This item remains tabled.

Under **New Business**, the first item was **Request for Façade (lighting) Grant Payment - 313 Main Street, Warren & Helen Engstrom**. Ms. Hostetler stated that the Engstroms have submitted all the necessary reimbursement paperwork including the grant request form, proof of payment in the form of cancelled checks, and final waiver of lien from Continental Electric. A motion was made by Ms. Broadaway to approve the façade grant payment in the amount of \$574.78; seconded by Ms. Plesac. All ayes; motion carried. (5-0)

The next item of business the **Request for Signage Grant – 619 E. 3<sup>rd</sup> Street, John & Toni Chitwood**. The grant application is for signage for Wild Wood's at 619 E. 3<sup>rd</sup> Street. Ms. Chitwood stated that she is requesting \$1,000.00, which is the maximum under the grant guidelines. The proposed signage is 15 feet wide by 30 inches high made of an aluminum composite material (alupanel) with a black background and gold lettering. A Certificate of Appropriateness (COA) has been received from the Historic Preservation Commission (HPC) for the signage. Ms. Houck asked what type of business Wild Wood's will be. Ms. Chitwood stated that Wild Wood's is a small banquet hall that will accommodate up to 100 people. She explained that the name Wild Wood's was derived from a combination of the last name of the gentleman who built the building, Alwin Wild, and her last name of Chitwood. Ms. Houck asked Ms. Chitwood if she will be seeking a Riverfront Liquor License since the business is

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located within the City's Riverfront District. Ms. Chitwood stated that she may pursue this liquor license in the future. Ms. Hostetler stated that she has discussed the program with Ms. Chitwood and has provided her with the information needed to pursue the Riverfront Liquor License. A motion was made by Ms. Broadaway to approve the signage grant for 619 E. 3<sup>rd</sup> Street in the amount of \$1,000.00 for 3<sup>rd</sup> Street; seconded by Ms. Plesac. All ayes; motion carried. (5-0)

The next item of business was the **Request for Façade Grant – 619 E. 3rd Street, John & Toni Chitwood**. The grant application is for new paint on the façade of Wild Wood's at 619 E. 3<sup>rd</sup> Street. The applicant is requesting \$2,375.00, which is half of the \$4,750.00 total estimated cost of improvement for the façade. Ms. Chitwood stated that the building is currently painted white with red trim. The proposed work includes all elements that are currently red to be painted black (*Tricorn Black*), and all areas that are currently white to be painted taupe (*Shiitake*). Additionally, the front doors will be painted Blue (*Dutch Tile Blue*). Ms. Hostetler stated that the previous owners of the building received a façade grant in 2012 for lighting, glass replacement, and paint. She said that the façade grant agreement states that no changes can be made to the approved work for a period of ten (10) years unless the changes are approved by the RDC. She explained that the previous grant agreement will be voided upon the RDC's approval of this new grant agreement.

Ms. Hostetler asked Ms. Chitwood when Wild Wood's is anticipated to open. Ms. Chitwood stated that she would like to open as soon as possible. However, she was just recently made aware of an issue with fire code that involves the doors swinging in, so she is waiting to find out what options are available to rectify the problem. A motion was made by Ms. Broadaway to approve the façade grant for 619 E. 3<sup>rd</sup> Street in the amount of \$2,375.00; seconded by Ms. Plesac. All ayes; motion carried. (5-0)

Regarding the **Approval of Education & Workforce Training Grant Report (#5-2019) – School City of Hobart**, Ms. Jacobson stated that this is the final report from the School City of Hobart (SCOH) for their 2019 grant (*Brickies Tynker with Spheros*). She said this report was received belatedly due to the schools being closed at the time the report was due. They have indicated in this report that students have worked on over 1,600 projects in Tynker. They have also been able to expand the program to more teachers and students including first graders. A motion was made by Mr. Claussen to approve the Education & Workforce Training Grant Report (#5-2019) from the SCOH; seconded by Mr. Kelly. All ayes; motion carried. (5-0)

The next item of business was the **Approval of Education & Workforce Training Grant Report (#5-2019) – Merrillville Community School Corporation**. Ms. Jacobson stated that this is the final report from the Merrillville Community School Corporation (MCSC) for their 2019 grant (*Union Construction Trades in the Real World with Technologies*). She indicated that this report covers the first quarter of 2020, but was received belatedly because the school system was closed at the time it was due. The report includes a statement from the Industrial Technology Department Head thanking the RDC for the grant. MCSC indicated in the report that students have learned basic wiring skills and were able to use the simulator software via an

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e-learning platform during the school shutdown. A motion was made by Ms. Plesac to approve the Education & Workforce Training Grant Report (#5-2019) from the MCSC; seconded by Ms. Broadaway. All ayes; motion carried. (5-0)

Regarding the **69<sup>th</sup> Avenue Improvement Project – Status Report (Projects A & B)**, Mr. Towle reminded the Commission that the two projects on 69<sup>th</sup> Avenue are the road improvement (Project A) and the sanitary sewer extension (Project B). He said that G.E. Marshall has started construction of the roadway. The subgrade treatment is expected to begin next week, followed by the installation of the concrete. Mr. Towle stated that the sanitary main and all the laterals to west of Wyoming Street have been installed. He said Grimmer is now working on the lateral installations east of Wyoming Street as well as vacuum testing the man holes. Once all the lateral lines have been installed, a final pressure test will be performed to determine if there are any leaks. Additionally, NIPSCO is in the process of relocating and burying their electrical lines within Phase 2 of 69<sup>th</sup> Avenue. NIPSCO Gas will then relocate the gas lines, followed by Comcast relocation of utilities.

The next item of business was the **Approval of Audiss Landscape Agreement**. Ms. Jacobson stated that this reimbursement agreement includes an amount not to exceed \$9,500.00 to allow this property owner to install a landscape buffer between his property and the Colorado Street and 69<sup>th</sup> Avenue roundabout. The agreement states that the property owner shall obtain a written quote and landscape plans from a licensed landscape architect. The plans will need to be approved by the City Engineer, the Parks Director, and the RDC. Upon completion of the landscape work, a field check will be conducted by the City Engineer, the Parks Director, and a designated representative of the RDC. If the completed work conforms to the approved plan, the property owner shall submit the necessary documentation for reimbursement by the Board of Works. The RDC will then reimburse the Board of Works from Fund 410, which will subsequently be reimbursed through the 2020 Lease Rental Bonds. Ms. Houck pointed out that the amount is a not-to-exceed figure, so the expense to the RDC could potentially be less than \$9,500.00. She also indicated that the RDC will only be paying for the material and labor, not the landscape architecture services. A motion was made by Ms. Broadaway to approve the Audiss Landscape Settlement Agreement in an amount not to exceed \$9,500.00; seconded by Ms. Plesac. All ayes; motion carried. (5-0)

The next item of business was the **Approval of Change Order #3 – 69<sup>th</sup> Avenue Improvement Project (A – Road)**. Mr. Towle stated that several drain tile pipes and sump pump lines were discovered on site which were previously tied into an existing storm system. Change order #3 is for the contractor to connect these residential storm lines to the new storm sewer system. He said that four connections have been made so far, in which the contractor's time was tracked in order to determine a fair price to continue making these connections. An amount of \$800.00 for each connection was calculated based on labor and materials needed. Mr. Towle said he has estimated that about eight connections are needed, so the total for change order #3 is \$6,400.00. He said the total amount will be settled up at the end of the project based on actual number of connections made. A motion was made by Mr. Claussen to approve Change Order #3 (Project A) in the amount of \$6,400.00; seconded by Ms. Plesac. All ayes; motion carried. (5-0)

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The next item of business was the **Approval of Change Order #4 (Ratification Action) - 69<sup>th</sup> Avenue Improvement Project (A – Road)**. Mr. Towle reminded the RDC that a decision was made to extend the left-turn lane into the Becknell property on the north side of 69<sup>th</sup> Avenue. This extension required several storm sewer laterals to shift to the north, which are now in conflict, horizontally and vertically, with the gas main. NIPSCO Gas provided an estimate of \$25,000.00 to relocate the gas main. Mr. Towle stated that a decision was made to shift the storm structures about 16 inches to the north so they are no longer within the horizontal alignment. Since the structures were already made, 16 inch riser rings will be attached to the existing structures in order to drop the storm crossings down below the gas main. There are four modifications needed at \$1,035.00 each, so the total for the storm sewer structure modification is \$4,140.00. He pointed out that this is the most cost-effective solution. Additionally, change order #4 includes the construction engineering required to add the left-turn lane to the contractor's GIS system because the survey work was done before the turn lane extension was added to the plan. The cost of this construction engineering is \$1,782.00, so the total for change order #4 is \$5,922.00. A motion was made by Ms. Plesac to approve Change Order #4 (Project A) in the amount of \$5,922.00; seconded by Ms. Broadway. All ayes; motion carried. (5-0)

Regarding the **Approval of Pay Estimate #2 - 69<sup>th</sup> Avenue Improvement Project (B – Sanitary Sewer)**, Mr. Towle stated that this pay estimate from Grimmer Construction is primarily for the installation of the sewer main and a couple of lateral lines east of Colorado Street. The total for pay estimate #2 after the retainage deduction is \$143,780.28. Ms. Hostetler stated that this pay estimate must also be approved by the Merrillville Conservancy District (MCD) at their meeting on Monday, August 24<sup>th</sup> before it is submitted for payment. A motion was made by Mr. Claussen to approve Pay Estimate #2 (Project B) in the amount of \$143,780.28; seconded by Ms. Broadway. All ayes; motion carried. (5-0)

The next item of business was the **Approval of Pay Estimate #1 - 69<sup>th</sup> Avenue Improvement Project (A – Road)**. Mr. Towle stated that Pay Estimate #1 includes road improvement work completed by G.E. Marshall in April. He said that his initial understanding was that the Regional Development Authority (RDA) would be paying the contractor directly. Ms. Jacobson explained that there was some miscommunication as to how the payments related to the \$2.5 million grant would be processed. She said that she recently learned that the RDC is required to pay the contractor directly since they are the contract holder with G.E. Marshall, and the RDA will pay the City directly. She said her understanding is that the payment to the contractor and the submittal to the RDA can be done simultaneously so there is no delay in receiving payment from the RDA. Ms. Jacobson said that after discussion with the Clerk-Treasurer, it was determined that it would be best to have the RDC approve all three pay estimates that have been received to date (Pay Estimates #1, #2, and #3), but only submit Pay Estimates #1 and #2 for payment to G.E. Marshall at this time. She explained that Pay Estimate #3 will be submitted for payment to G.E. Marshall once payment from the RDA is received for Pay Estimates #1 and #2. Ms. Hostetler indicated that Pay Estimate #3 will likely be included on a pre-paid register of claims at the September RDC meeting. She reminded the RDC that they already approved Pay estimates #1 and #2 for payment by the RDA, but re-approval is needed since the process has changed. Mr. Towle stated that the amount due for Pay Estimate #1 after retainage is \$60,400.71. A motion was made by Ms. Broadway to approve Pay Estimate #1 in the amount of \$60,400.71; seconded by Ms. Plesac. All ayes; motion carried. (5-0)

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Regarding the Approval of Pay Estimate #2 - 69<sup>th</sup> Avenue Improvement Project (A – Road), Mr. Towle stated that the total amount for Pay Estimate #2 after the retainage deduction is \$63,010.84. Pay Estimate #2 includes road improvement work completed by G.E. Marshall in May. A motion was made by Ms. Plesac to approve Pay Estimate #2 in the amount of \$63,010.84; seconded by Mr. Kelly. All ayes; motion carried. (5-0)

The next item of business was the Approval of Pay Estimate #3 - 69<sup>th</sup> Avenue Improvement Project (A – Road). Pay Estimate #3 includes road improvement work completed by G.E. Marshall in June and July. Mr. Towle stated that the total amount for Pay Estimate #3 after the retainage deduction is \$241,761.42. Payment to G.E. Marshall for Pay Estimate #3 will be delayed until after payment for Pay Estimates #1 and #2 are received from the RDA. A motion was made by Mr. Claussen to approve Pay Estimate #3 in the amount of \$241,761.42; seconded by Ms. Plesac. All ayes; motion carried. (5-0)

The next item of business was the Conduit Burial Change Order Discussion. Mr. Towle reminded the Commission that they previously authorized BF&S to seek a change order price from G.E. Marshall to bury conduit on the north side of 69<sup>th</sup> Avenue between the Meadows subdivision and Mississippi Street to accommodate future electrical services. He said that G.E. Marshall has provided a change order amount; however, it needs to be revised because the price was calculated using an incorrect sweep size for the conduit. He stated that the preliminary change order has been provided to NIPSCO for review to ensure the materials are acceptable and the quantities and sizes are accurate. Mr. Towle recalled that the engineer’s estimate was around \$90,000.00 and indicated that the preliminary change order price from G.E. Marshall was about \$47,000.000. He said that as long as NIPSCO does not find any issues, the revised change order amount is anticipated to remain under \$50,000.00. The change order will likely be presented to the Commission for their consideration at the September meeting. Ms. Jacobson asked Mr. Gralik if he would like to discuss the City’s vision for utility burial in this corridor. Mr. Gralik stated that this was discussed in detail at a prior RDC meeting, and there have been no changes to the reasons for wanting the utilities buried. Ms. Houck said that Mr. Gralik’s explanation at the previous meeting was sufficient.

Ms. Jacobson reviewed the invoices on the Register of Claims. Invoice 7559 from Grimmer will be submitted for payment after MCD approves this payment. A motion was made by Mr. Claussen to approve the register of claims in the amount of \$267,766.61; seconded by Ms. Broadaway. All ayes; motion carried. (5-0)

<u>Invoice Date</u>	<u>Invoice Number</u>	<u>Claimant</u>	<u>Amount</u>
7/30/20	7559	Grimmer Const.	\$143,780.28
5/8/20	Pay Est. #1	G.E. Marshall	\$60,400.71
6/5/20	Pay Est. #2	G.E. Marshall	\$63,010.84
8/4/20	N/A	Warren Engstrom	\$574.78
<b>Total:</b>			<b>\$267,766.61</b>

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Regarding the Approval of 2020 Bond Register of Claims, Requisition No. 11 includes a payment to BF&S (Invoice 89768) in the amount of \$4,820.00 for engineering related to the 69<sup>th</sup> Avenue project, and another payment to BF&S (Invoice 89869) in the amount of \$11,937.62 for inspection services related to the 69<sup>th</sup> Avenue project. A motion was made by Mr. Kelly to approve Requisition No. 11 in the amount of \$16,757.62; seconded by Ms. Plesac. All ayes; motion carried. (5-0)

**Staff Report** – Ms. Jacobson reported that a payment of \$53,500.00 was received from MCD for the engineering fees related to the 69<sup>th</sup> Avenue sewer extension project. She explained that this amount for sewer engineering was agreed to be paid by MCD, but was not included in their deposit which is being held in escrow by the Clerk-Treasurer.

Ms. Jacobson called attention to a receipt for reimbursement received from the bonds for eligible expenses related to 69<sup>th</sup> Avenue including preliminary engineering and right-of-way services from 2017 to April of 2020. She said these reimbursement payments were referenced in Resolution 2020-07. The total amount reimbursed was \$1,118,848.00

Ms. Hostetler reported that the fund number for the US 30 & 69<sup>th</sup> Avenue TIF district has been issued as Fund 412. She reminded the RDC that there will be no revenue received into this fund until June of 2021.

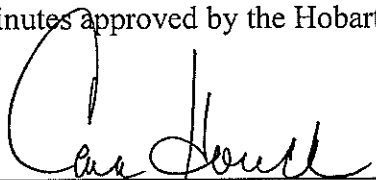
Ms. Hostetler stated that she and Ms. Jacobson have been working on planning calendars for the rest of this year and all of next year. She noted that the RDC’s regular meeting in February will need to be shifted since President’s Day also falls on the third Monday of that month.


Ms. Jacobson expressed her appreciation for Ms. Denarie Kane’s many years of service with the City of Hobart. Ms. Houck stated that the RDC has enjoyed working with Ms. Kane throughout her time with the City, and they all wish her well in her future endeavors. She relayed a message from Ms. Kane thanking the RDC members for the flowers and expressing her pleasure of working with all of them. Ms. Houck welcomed Ms. Jacobson in her new role as Director of Development. She said she is looking forward to continuing to work with and support Ms. Jacobson and Ms. Hostetler. Ms. Jacobson thanked the Commission and said she is looking forward to working with them also.

**Adjournment** - The meeting was adjourned at 9:10 a.m.

Minutes were prepared by Dawn Hostetler, RDC Recording Secretary.

Minutes approved by the Hobart Redevelopment Commission on 9/21/2020.

  
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Carla Houck, President

  
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Attest: *MARSHA PLESAC, SECRETARY*