



**MIDDLEBURY REDEVELOPMENT COMMISSION
MEETING MINUTES
January 26, 2023, at 7:45am**

Members Attending: Chuck Teall, Scott Miller, Gary Cripe, and John Mansfield

Members Absent: Don Anderson and Don Shuler

Guests: Town Attorney Jackson Beck and Craig Buche with Yoder, Ainlay, Ulmer & Buckingham, and Jeff Palmer with Middlebury Community Schools

Minutes Prepared By: ChaLi' Kuiper, Administrative Assistant and Mary Cripe, P.E., Town Manager

President Chuck Teall opened the meeting at 7:45am.

The Election of Officers for 2023 were presented. Oaths of office were signed by Chuck Teall, Gary Cripe, John Mansfield, and Scott Miller. Scott Miller made a motion to keep Chuck Teall as President, Gary Cripe as Vice President, and Don Shuler as Secretary. John Mansfield seconded the motion. The motion was approved 4-0.

The meeting minutes from the meeting on November 17, 2022, were presented. John Mansfield made a motion to approve the meeting minutes. Gary Cripe seconded the motion. The motion was approved 4-0.

Old Business

a. Public Hearing for Resolution for the Elroy TIF Expansion

Jackson Beck presented the Resolution for the Elroy TIF Expansion to include the new Jayco campus expansion on approximately 100 acres (previously owned by the Hochstelter's) into the Elroy TIF district. It was stated the this was the final step as it had been to the County Plan Commission and Town Council. Chuck Teall opened the public hearing. There were no comments. Scott Miller motioned to close the public hearing. Gary Cripe seconded the motion. The motion was approved 4-0.

b. Consideration of Approval of Confirmatory Resolution for the Elroy TIF Expansion

Gary Cripe motioned to approve the Confirmatory Resolution for the Elroy TIF Expansion. Scott Miller seconded the motion. The motion was approved 4-0.

c. Update of the Easement Acquisition for the Hardwoods Lift Station

Mary Cripe updated how the easement acquisition for the Hardwoods Lift Station has been going. Jayco and Freehawk easements have been acquired. She stated they had been struggling with finalizing the MFS, property. Some of this is due to the future expansion of SR 13 and it has been explained that those are 2 separate projects, and the easement is for the Hardwoods Lift Station whereas INDOT would be purchasing land separately for the right-of-way for the expansion of SR 13. It was asked if a council member speaking to the owner would help as it seems to mostly be a misunderstanding. Mary stated that it was best to let the purchaser handle it as he is well versed in this.

d. Interlocal Agreement with Elkhart County for Design Services on the East Warren Street Sanitary Sewer Extension

Mary Cripe presented the Interlocal Agreement. This outlines additional design services. Elkhart County Redevelopment has agreed to pay up to \$60,000.00 from the Middlebury East TIF. This has been passed by the Elkhart County Redevelopment, Elkhart County Council, and Middlebury Town Council. This is the final approval in the process. Gary Cripe motioned to approve. John Mansfield seconded the motion. The motion was approved 4-0.

- e. Amendment No. 1 to the Interlocal Agreement for Design Engineering for Intersection Improvements at CR 22/CR 37, CR 37/CR 20, and CR 20/SR 13
Jackson Beck presented Amendment No. 1 to the Interlocal Agreement. This is for additional design costs with Lochmueller and acquisition of additional land parcels. Scott Miller motioned to approve. Gary Cripe seconded the motion. The motion was approved 4-0.
- f. Interlocal Agreement for Right-of-Way and Construction for the Intersection Improvement at CR37/CR 20 and CR20/SR 13
Jackson Beck presented the Interlocal Agreement. This will also be funded by the Major Moves Loan from Elkhart County. Redevelopment would reimburse up to \$1,400,000.00. The County would pay \$1,750,000.00. Gary Cripe motioned to approve the agreement. John Mansfield seconded the motion. The motion was passed 4-0.

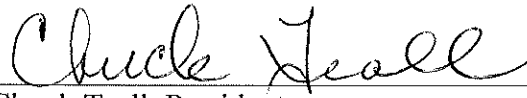
New Business

- a. Agreement with Donohue & Associates for Construction Inspection on the Hardwoods Lift station Project
Mary Cripe presented the agreement. Donohue would inspect as needed possibly on a weekly basis depending on the work being done at the time. It is not to exceed \$395,200.00. Mary is requesting support funding of \$395,200.00 from the Elroy TIF. The project would last a little more than 1 year. Gary Cripe motioned to approve. John Mansfield seconded the motion. The motion was passed 4-0.
- b. Agreement with MACOG for the Administration of the Grant from EDA
Mary Cripe brought the MACOG Agreement. There is currently a revision on the amount pending. Due to this, Chuck Teall moved to table this item.
- c. Consideration for Funding a Portion of the Bore & Jack Across SR 13 for Jayco Project
Mary Cripe presented the Jayco Project. She prefaced by stating that the original line had not been put in properly and had a lot of bends and did not have any trace wire. The bore & jack requires asphalt removal along SR 13 and Jayco had been quoted \$88,000.00 for the work. Further south on SR 13, there is another bore & jack being done for a separate project by another contractor. Mary has asked to see if it would be possible for them to complete the work instead potentially for cheaper as they already have the equipment nearby. Jayco has also verbally agreed to sell land to the Town for a future relocation of the Water Tower that is currently on US 20. It was mentioned to get the verbal agreement into writing which is planned to be grouped into the agreement as part of funding the bore & jack. Chuck Teall motioned to table this item until the cost formally quoted and is finalized.

At this time, Gary Cripe had to leave
- d. Change Order No. 2 for CR 37, CR 20, and SR 13 Infrastructure Project
Mary Cripe presented change order number 2 for a cost of \$14,061.60. This is to add tracer wire on the sewer and water lines. This was an overlook in the initial design and JPR will pay half. Scott Miller motioned to approve the change order. John Mansfield seconded the motion. The motion was passed 3-0.
- e. Summary of TIF Revenues
Mary Cripe presented a summary of the TIF current balances as well as estimated costs and ear-marked costs for the upcoming year's projects.

The next Redevelopment Commission meeting is scheduled for Thursday, February 23, 2023, at 7:45am at Town Hall.

Adjourn.

A handwritten signature in cursive script that reads "Chuck Teall". The signature is written in black ink and is positioned above a horizontal line.

Chuck Teall, President
Middlebury Redevelopment Commission