

**COMMON COUNCIL
REGULAR SESSION
DECEMBER 16, 2024
7:00 P.M.**

The Common Council of the City of Warsaw met in a Regular Session on Monday, December 16, 2024 at 7:00 P.M. in the Council Chambers at City Hall. Mayor Jeff R. Grose presided, and the following persons were noted as present or absent:

PRESENT: Council members Cindy Dobbins, Jack Wilhite, Juergen Voss, Josh Finch, Mike Klondaris, and Jerry Frush. Also present were Mayor Grose, Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, Fire Territory Chief Joel Shilling, Donny Ritsema from MACOG, Executive Director of Fellowship Missions Eric Lane, Resident Nathan Underneath, Resident Brenna Goshert, Resident Beau Goshert and Times-Union reporter David Slone. The meeting was also presented live over the City's website at <https://www.warsaw.in.gov>.

ABSENT: Council member Diane Quance.

The meeting was called to order by Mayor Grose followed by the Invocation and the Pledge of Allegiance.

MINUTES-

The minutes from the December 2, 2024 Regular Session were presented for approval. Motion made by Councilor Frush to approve the minutes as presented, seconded by Councilor Dobbins, carried by unanimous vote.

REPORTS/ORAL AND WRITTEN COMMUNICATION-

-November 2024 Fund Report
-Review of 1782 Notice.

UNFINISHED BUSINESS-

None noted.

NEW BUSINESS-

PUBLIC HEARING FOR OCRA-CDBG BLIGHT CLEARANCE GRANT-

On October 7, 2024, Resolution #2024-10-02 was approved during a Public Hearing on the matter. The Resolution identified and declared two real estate parcels, located in the 1600 block of East Winona Avenue, as a blighted area. This is the second public hearing on the matter and Donny Ritsema from MACOG requested that the following be included in the minutes of the meeting:
No action was required.

Donny Ritsema with MACOG was authorized by Mayor Grose with a signing of a 3rd Party Authorization Letter to transcribe the minutes during the portion of the meeting for the Public Hearing for the City's Blight Clearance grant. Donny began transcribing the minutes that involved the first item under New Business, Planning - Public Hearing-Blight Clearance Program.

Donny thanked the Mayor and the Council for the opportunity to speak. Donny began the public hearing by providing an overview of the City's blight clearance grant to the Indiana Office of Community and Rural Affairs (OCRA). He mentioned that he gave similar presentations from the first attempt and again during the October 7th Public Hearing. He stated that for a construction grant, there are two stages in preparing an application and we are required to hold two public hearings prior to submission of the

grant. We held the first public hearing during the October 7th Common Council Meeting and tonight serves as the second public hearing.

Next, Donny gave an overview of the proposed project and the purpose and need for the grant application. Donny stated the goal and objective of the Blight Clearance grant is to meet one of three national objectives and for this project, the national objective we are seeking to achieve is the prevention or elimination of slum or blight conditions in a designated blighted area. This designation was approved by the Council at the October 7th Meeting.

Donny stated the need for the blight clearance grant is to help fund the demolition of the blighted buildings and the abatement of the asbestos of the former Jomac site owned by Fellowship Missions at 1600 East Winona Avenue and 1624 East Winona Avenue in Warsaw. Donny went over the history of the site. He stated the properties were originally owned by Jomac Products, Inc., which was a coated glove manufacturing business. Operations ceased in the early 2000s and the properties continues to deteriorate.

Donny stated the other need is Fellowship Missions is not considered a direct recipient of CDBG funds and needs to partner with the City which is an eligible direct recipient to sponsor this project. For this project, the City would serve as the lead applicant with Fellowship Missions being a sub-recipient. The City will be the direct recipient to administer the grant funds and oversee the proposed work. Donny mentioned that we've been able to obtain 11 letters of support from residents with one indicating he had to swerve into oncoming traffic to avoid being hit by falling debris. He mentioned he hopes that OCRA sees this urgent need for the buildings to come down.

Next, Donny stated that the construction grant will help fund the demolition and asbestos abatement. There are storage tanks present and will need to be removed before demolition. Donny stated that local source funds will be used from first seeking acceptance to the Indiana Brownfields Program Petroleum Orphan Site Initiative. If additional funds are needed or if the state does not accept the site then the other source will use the Regional Brownfields Assessment Grant Award that MACOG received from the U.S. EPA in May 2024. We did receive approval from EPA that these funds can be used but we'll need to first assess soil samples to determine if contamination is present.

Donny shared that with these proposed activities the total estimated project cost is approximately \$694,943. The maximum grant award is up to \$500,000 and we are applying for the full amount of \$500,000. Donny said this program requires, at minimum, a 10% local match commitment and that is a percentage of the total project cost, not the grant award. We are committing 28% of local match or \$194,943 from the following three sources. Fellowship Missions is committing \$77,896 from either their Operating, Savings, or Investment Accounts. The City received OCRA's approval to use the City Engineer's professional services as force account services for \$22,247.10 as In-Kind match contribution. As I mentioned, the City will use state funds from the Indiana Brownfields Petroleum Orphan Site Initiative or use the grant funds from the MACOG Regional Brownfields Assessment grant award received from EPA in the amount of \$94,800 to remove the tanks.

Donny concluded his presentation by highlighting the amount of CDBG funds that could benefit low-to-moderate-income people (LMI) if awarded. Donny proceeded by stating that although we are not required to demonstrate that the City has a low-to-moderate income population of at least 51%, in the spirit of OCRA's mission to award projects that benefit low to moderate income populations, we still have to show what the City's LMI percentage is and how much of the grant award will benefit this population. A benefit is that the removal of these blighted conditions, will help minimize the impacts on residents in the project's service area. The service area for our project is the city limits and the City's LMI is approximately 49.40%. So approximately \$245,500 of the grant award will be used to benefit low-to-moderate-income individuals in the service area. Lastly, he mentioned that this project will not result in the displacement of individuals or businesses. He also mentioned he'll be passing around a sign-in sheet and asked those in attendance to sign it.

Donny asked if any council members or members of the public in attendance had any questions.

Councilor Mike Klondaris said that's a lot to unpack and asked Donny to clarify that regardless of the local source used for the tanks removal they will be removed correct? Donny replied yes they will be

removed regardless of the source used. Again those sources are either from the Indiana Brownfields Petroleum Orphan Site Initiative or the Regional Brownfields Assessment grant award MACOG received from EPA earlier this year. Council Klondaris said thank you. He followed up with another question asking what the timeline was for this grant. Mayor Grose answered the first step is to receive the grant funds and Donny added that the grant application is due by Friday, December 20th. OCRA will review the submitted applications through the end of January or beginning of February. About mid-February, an announcement of awards will be made. If the City is awarded the grant, Ritsema said there are a number of administrative procedures that will need to take place before bids can even be issued for the demolition. Councilor Voss asked a question to Mr. Ritsema if we know of the chemicals present and Donny said he knows that there has been two Environmental Site Assessments done but is not aware at this time of what those contaminants are. Donny said we will need to assess soil samples because of the tanks and will know what those contaminants are if present.

Mayor Grose asked if the Council had any other questions, seeing none, he asked members in the public present if they had any questions or comments. The only person who spoke on the grant application was Fellowship Missions Executive Director and founder Eric Lane, who spoke in favor of the grant and praised Mr. Ritsema for his work.

Seeing no other questions or comments, the Mayor closed the public hearing and proceed onto the next item of the agenda.

This concluded Donny Ritsema with MACOG with transcribing the minutes for agenda item one under New Business, Planning - Public Hearing-Blight Clearance Program. The minutes for the regular session were continued to be recorded by the Clerk-Treasurer.

RESOLUTION/TRANSFER OF FUNDS-

Resolution **#2024-12-02** was presented for approval. The Resolution transfers a total of \$10,035.09 from the Fire Territory Operating Budget to the Grant Fund. Motion made by Councilor Wilhite to approve the transfer, seconded by Councilor Finch, carried by unanimous vote.

RESOLUTION/TRANSFER OF FUNDS-

Resolution **#2024-12-01** was presented for approval. The Resolution transfers a total of \$6,898.06 from the Grant Fund to the Fire Territory Operating Fund. Motion made by Councilor Dobbins to approve the transfer, seconded by Councilor Frush, carried by unanimous vote.

RESOLUTION/TRANSFER OF FUND-

Resolution **#2024-12-03** was presented for approval. The Resolution transfers a total of \$600,000.00 from the General Fund to the Rainy Day Fund. Motion made by Councilor Finch to approve the transfer, seconded by Councilor Voss, carried by unanimous vote.

AMERICAN RESCUE PLAN ACT (ARPA) FINAL SPENDING PLAN-

The final spending plan for funds from ARPA was presented for approval. Spending plans and funding were updated from the previous spending plan that was approved in March. The remaining funds need to be committed by December 31, 2024 with all funds spent by December 31, 2026. After discussion, Councilor Wilhite made a motion to approve the finalized plan, seconded by Councilor Dobbins, carried by unanimous vote.

MEMORANDUM OF UNDERSTANDING (MOU)/FELLOWSHIP MISSIONS-

A MOU between the City and Fellowship Mission was presented for approval. The MOU outlines agreements if the Community Development Block Grant (CDBG) Blight Clearance is awarded to the City with Fellowship Missions being the subrecipient. Motion made by Councilor Frush to approve the MOU, seconded by Councilor Voss, carried by unanimous vote.

RESOLUTION/AUTHORIZING GRANT-

Resolution #2024-12-04 was presented for approval. The Resolution authorizes the submittal of a construction grant application to the Indiana Office of Community and Rural Affairs (OCRA) in regard to a Community Development Block Grant (CDBG) Blight Clearance Program. If awarded the funds will go toward the demolition of buildings at 1600 and 1624 East Winona Avenue. Fellowship Missions will commit a local match and the City will commit to several "In-Kind" contributions. Motion made by Councilor Finch to approve the Resolution seconded by Councilor Klondaris, carried by unanimous vote.

COUNCIL APPOINTMENT TO BOARD OF ZONING APPEALS(BZA)-

Mayor Grose turned the meeting over to Council President Jack Wilhite for a nomination and Council appointment to the BZA. Discussion was held and Duane Huffer was the lone nominee. Councilor Dobbins made a motion to nominate Duane Huffer to the BZA, seconded by Councilor Klondaris carried by unanimous vote.

ADJOURNED-

There being no further business to come before the Council by a motion duly made and seconded, the meeting was adjourned at 8:00 p.m.

ATTEST:

Lynne Christiansen, Clerk-Treasurer