

REGULAR SESSION, COMMON COUNCIL, APRIL 27, 2020

Be it remembered that the Common Council of the City of Plymouth, Indiana, met in regular session on April 27, 2020. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana and was called to order at 6:52 p.m.

Mayor Senter led the Pledge of Allegiance and Councilman Ecker offered prayer.

Senter presided for Councilmen Greg Compton, Duane Culp and Don Ecker. As allowed by Governor Holcomb's Executive Orders #20-04 and 20-09, Council Members Jeff Houin, Robert Listenberger and Shiloh Milner attended the meeting electronically. Councilman Randy Longanecker was absent. City Attorney Sean Surrisi and Clerk-Treasurer Jeanine Xavier were also present.

Members Ecker and Compton moved and seconded to approve the minutes of the regular and executive Common Council meetings on April 13, 2020 as presented. The motion carried.

Members of the Redevelopment Commission were also in attendance for a joint meeting to discuss the COVID-19 Relief plan. Those in attendance included Nancy Felde, Mike Miley (electronically), Craig Hopple (electronically), and Melissa Christiansen (electronically).

City Attorney Surrisi said that he and Mayor Senter were contacted several weeks ago by the Stellar Marshall County Crossroads Committee regarding COVID-19 relief. There is a local effort to raise funds for those in need called the Fund the Essentials Campaign. Funding would be through the Marshall County United Way's COVID-19 Emergency Relief Fund and would be distributed to various local charities that already partner with United Way. The goal is to raise \$400,000 for immediate relief to help residents with food, utilities, and housing assistance.

In addition, at their April meeting, the Plymouth Redevelopment Commission voiced concerns about relief aid for local small businesses and have invited the Plymouth Economic Development Corporation, the not-for-profit division of PIDCO, to be part of this discussion to aide in helping local small businesses. Redevelopment Commission President Mike Miley asked the council members what their thoughts are regarding the COVID-19 relief plans.

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Councilman Houin said he fully supports the fundraising efforts of Marshall County United Way. He would like to see the city contribute; however, city donations typically go towards not-for-profit organizations. A donation to help small businesses would be aiding for-profit businesses.

Jack Davis, PEDC representative, and Linda Yoder, United Way representative, were present electronically to discuss options. Davis suggested that if funds are collected to help small businesses, that they be in a separate fund specifically named for this campaign so that they are separate from regular PEDC funds. He also suggested that a committee be established so parameters for the funds can be set ahead of time, applications can be reviewed, and the committee can delegate funds according to the predetermined parameters. There was discussion regarding whether or not the funds could be channeled through United Way, as they would be going to help for-profit businesses, or if they must go through PEDC. The United Way guidelines are not clear on whether this is possible.

Councilman Compton added that there are avenues currently in place through SBA for small businesses to apply for loans through the federal government. He would like to see businesses use this avenue first before applying for additional assistance. Davis agreed that applicants should provide documentation that they have tried to apply for this assistance first.

Mayor Senter stated that the Redevelopment Commission is present because funds to help with the cause are being asked to come from TIF revenue. He suggested funds come from TIF #2 because the only commitment for this fund is towards the River Park Square bond. Miley stated that he wants to make sure there is enough money in the fund to support this bond before deciding to move forward. Clerk-Treasurer Xaver stated that the current fund balance is \$573,000 and the bond payment for River Park Square is \$130,000 per year. She added that there are two Stellar projects on the horizon that could potentially use TIF #2 funds: phase II of River Park Square and phase III of the Greenway Trail Project. The funds needed for these two projects is approximately \$200,000 and the River Park Square bond payments will continue annually.

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Houin asked the normal anticipated revenue for TIF #2, aside from the current economic condition. Surrisi said he has not done extensive research but did look at the year-end totals for 2018 and 2019 and it appears the balance grew \$40,000 to \$50,000 so he is guessing the annual revenue for this fund to be \$170,000 to \$180,000. He added that the \$200,000 for Stellar would be a one-time payment and it is also not already committed. They are part of the Stellar plan, but pending the economic ramifications of the COVID-19 virus, it is possible that not all of the Stellar projects will be done in the next several years.

Houin asked how many years are left on the current River Park Square bond. Surrisi said the bond was taken out in 2012 and has a 15-year term, so seven more years.

Felde said it appears that there are funds available in TIF #2 that can be directed towards this relief fund. She is in favor of including businesses within the Plymouth corporate boundaries.

Miley asked if the unused funds would be returned to the city. Davis said he does not see why not. He stated that the fund would probably need a minimum amount or a certain percentage just to cover the accounting costs. There was discussion about whether the funds would be loan money or grant money. Davis added that there could be stipulation that if funds are used a certain way, it could start out as loan money but become a grant if they use the dollars in a positive way.

Houin stated that there are programs in place to help with immediate, emergency needs, such as the United Way funds and SBA loans. He feels the city should consider having funds available to help with the long-term effects of the pandemic and that an immediate decision on how funds will be distributed is unnecessary. Felde agreed.

Councilman Ecker asked Surrisi if the city has the authority to use these funds under the current state of emergency act. Surrisi said yes.

Councilman Ecker made a motion to transfer \$100,000 from TIF #2 into the COVID-19 relief fund to be used for businesses within the City of Plymouth and with allocations to be

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determined later by a committee. Houin asked about designating a portion of it to go directly into the COVID-19 relief fund to be used immediately by United Way and the remaining portion be set aside to determine parameters. It was discussed to split the amount in half with \$50,000 going towards United Way's immediate relief fund and the other \$50,000 going towards small business relief in the future.

After Councilman Ecker's motion, it was determined that the Redevelopment Commission needed to make the motion. Commissioners Felde and Hopple moved and seconded to transfer \$100,000 from TIF #2 to the COVID-19 Relief Fund.

Miley voiced concern over spending that much out of TIF #2 when they have obligations. Xavier noted that the Stellar money is not obligated at this time. It would need to be voted on by the Redevelopment Commission once the project comes around. Surrisi detailed the plans for TIF #2 in regards to the Stellar project. He added that Stellar funds have been designated by the state for COVID-19 relief funding, which is putting our local Stellar projects on hold at the moment. The hope is that the term for completing Stellar projects will be pushed out as well.

Felde said she understands Miley's concerns, but feels they have enough money for several years to cover the bond payments, even after making this donation.

Councilman Ecker said he is very comfortable with making the contribution.

Linda Yoder discussed the development of the United Way campaign and the short-term and long-term use of the funds. She reviewed the local fundraising efforts as well as the application to try and receive grant funding.

The motion from the Redevelopment Commission to approve payment of \$100,000 from TIF #2 to the United Way COVID-19 Relief fund passed.

Xavier said she understands that there are families struggling to pay bills and citizens who have lost jobs. She knows there is a need for the city to offer assistance but recommends that the city

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does this carefully as the effects have not yet started to hit our funds. Xavier said that much of the state's funding is based on a per capita rate based on the 2010 census. This includes Motor Vehicle Highway Funding, Local Road and Street Funding, Cigarette Tax for both the General Fund and the Cumulative Capital Improvement Fund, the AGC Gallonage Tax and the Community Crossings Matching Grant Fund from INDOT. The Marshall County census in 2010 was 47,051 people and the City of Plymouth was 10,033 people. She recommended that the city cap their donations at the same per capita rate as the county and to have a something in place to ensure that the citizens and taxpayers of the city are receiving the funds donated from the city. She said at \$100,000, that is \$9.97 per city resident. If the county matched that per capita, their donation would be \$469,098. Xavier said she would like the council and commission to consider the effects per person.

Redevelopment Commission members Hopple and Felde moved and seconded to adjourn their meeting. The meeting adjourned at 7:55 p.m.

Council Members Milner and Houin moved and seconded to affirm the Redevelopment Commission's approval to use \$100,000 from TIF #2 for the COVID-19 Relief Fund. The motion carried.

Xavier asked if the donation is at all based on a per capita rate and the mayor said it is not.

City Attorney Surrisi provided an update on the Stellar Communities Grant. He said the committee has been meeting virtually. Projects are put on hold at this time; however, the state representatives are still scheduled to come to Plymouth in June to tour the sites which are slated to use Stellar funding. As of April 15th, the Marshall County Crossroads Regional Planning Team, Inc. was approved as a 501(c)(3) entity.

Council Members Culp and Ecker moved and seconded to approve the following CF-1 submissions:

- Hoosier Racing Tire Corp, Personal Property (Res 2019-857)
- AK Industries

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- Personal Property (Res 2019-876)
- Real Property (Res 2019-876)

The motion carried.

Mayor Senter offered the privilege of the floor. Councilman Ecker thanked everyone for their support since the passing of his father.

Members Ecker and Compton moved and seconded to accept the following communications:

- Minutes of the Board of Public Works and Safety meeting of April 13, 2020
- Minutes of the Technical Review Committee meeting of February 25, 2020
- Minutes of the February and March Redevelopment Commission meetings of February 11, 18, 26 and March 12 and 17, 2020
- Minutes of the Plan Commission meeting of January 7, 2020
- IDEM Letter Dated 04.07.2020 RE AK Industries, Inc. Permit Modification
- March 2020 Clerk-Treasurer's Financial Reports and Depository Statement/Cash Reconciliation
- Baker Tilly's Financial Management Report for the Municipal Wastewater Facility for the Calendar Year Ended December 31, 2019 (hard copies)
- Baker Tilly's Financial Management Report for the Municipal Water Utility for the Calendar Year Ended December 31, 2019 (hard copies)
- Ball State Study Preliminary Fiscal Effects of COVID-19 on Indiana's Local Tax Revenues
- USA Today: State, City Workers Could Be Next Wave of Layoffs as Tax Revenue Dries Up

The motion carried.

There being no further business to come before the Council, Members Compton and Milner moved and seconded to adjourn the meeting. The meeting adjourned at 8:03 p.m.

Jeanine M. Xaver, IAMC, CMC
Clerk-Treasurer

APPROVED

Mark Senter, Mayor