

**HEBRON TOWN COUNCIL
HEBRON UTILITY REGULATORY COMMISSION
MINUTES OF FEBRUARY 19, 2008**

The Hebron Town Council and Hebron Utility Regulatory Commission Meeting of February 19, 2008 was called to order at 7:00 p.m. by President Donald Ensign. In attendance were Councilmen Donald Ensign, Jeffery Grogan; Councilwomen Joyce Kaczmariski and Kelly Teel; Clerk-Treasurer Terri Waywood; Town Marshall Steve Sibbrell; Attorney Brian E. Less; and Recording Secretary Joanne Garrett-Hansen. President Ensign reported that Councilman Pete Breuckman was at an awards banquet and Public Work Director Steve Martin was attending a seminar.

Following the Pledge of Allegiance to the Flag, on motion of Councilman Grogan, seconded by Councilwoman Teel, and duly carried 4-0, the minutes of the January 22, 2008 were approved with a noted correction to the Out of Town Function section.

Docket - President Ensign read the docket totals for February 19, 2008: Total Disbursed \$1,171,559.72; Transfers \$956,481.80; and Net Disbursed \$215,077.92. On motion of Councilman Grogan, seconded by Councilwoman Teel, and duly carried 4-0, the Docket was approved as presented.

Clerk's Report - Clerk-Treasurer Waywood reported that a transfer of \$7000.00 was made from sewer surplus to sewer operating in order to pay salaries for the month. She further stated that a large bill, \$10,440.00 for payment of the Remco pump machine for the sewer plant which was approved for purchase last year, however the invoice was just received and paid. A property tax draw was received on February 5th in the amount of \$152,546.31 of which \$145,555.04 was placed into the General Fund and \$6,991.27 was placed into CCD. She further reported that according to the Porter County Treasurer the final tax payment should be received the beginning of April. She noted that the \$400,000.00 CD (Major Moves funds) which was earning interest at 4.5% was cashed in and she has received three bids to reinvest the funds at 3.3%. She noted that the funds were reinvested for another 30 days. She noted that the Town did earn \$1,479.45 in interest from the Major Moves money which will be placed into the MVH account. She reported that \$300,000 was taken from CEDIT and invested it for a 30 day period at 3.3%. She reported that Tax Anticipation Warrant attorney fees expenses of \$5,000.00 (taken from the General Fund) were paid to Petry, Fitzgerald & Less, P.C. and \$3,860.00 (taken from CEDIT) were paid to Bingham and McHale for the bond council fees. Mrs. Waywood noted that it the Council should monitor the Tax Anticipation Warrant and pay it off as soon as possible. She noted that County Treasurer stated they are hoping to have the first tax bills to the Town on time this year and, if so, the Town should be getting draws on time.

Mrs. Waywood asked for approval to set a deadline for the return of the old garbage tags. On motion of Councilwoman Teel, seconded by Councilman Grogan and duly carried 4-0, the Council approved this request and directed Mrs. Waywood to put a notice on the water bills indicated April 1 would be the last day to accept unused tags for reimbursement.

Mrs. Waywood informed the Council that her office would be closed February 26th as she and her staff will be attending seminar.

Utility Adjustments - None

Old Business - None

New Business

Hebron Fire Department - Greg Hoagland thanked the Council for the recent purchase of the light tower. President Ensign reported on a recent workshop and he noted that one of the topics was additional man power for the Fire Department. He stated that the Fire Department asked if the Town could help purchase equipment at the cost of \$2,350.00 for two volunteer positions. Mr. Hoagland that they have been staffed with 30 guys for the past number of year, but the amount of calls handled by the Department continues to raise. Jason Bell informed that Council that the Department is requesting a increase to their roster from the current maximum number of 30 volunteers to 35 volunteers. They are staffed with 28 firefighters now. Councilwomen Teel made a motion to approve the equipment purchase at the cost of \$2,350.00 per two volunteer positions and the cost of insurance (this cost is not know as of this meeting) and to “expand” the Department’s roster from 30 volunteers to 35 volunteers, seconded by Councilman Grogan and duly carried 4-0. When questioned as to which line item the funds would come from, President Ensign stated the cost would be taken from CEDIT.

Street Paving - President Ensign noted that it was time to start assembling a list of streets in need of repairs. He as Councilman Grogan to work with Public Works Director Martin to determine the streets to be added to the list. He noted once the list is compiled, a bid package can be prepared and bids can be let.

Beautification Committee - President Ensign reported that the Main Street Committee has recommended the purchase of 12 black courtyard benches and 12 black 32 gallon trash cans with lids at a cost of \$12,532.40. He noted the funds will come from the First National Bank donation. On motion of Councilwoman Kaczmariski, seconded by Councilwoman Teel and duly carried 4-0, the Council approved the purchase.

Purchase of Police Vehicle - President Ensign announced that a request for the purchase of a new police vehicle was submitted by Chief Sibbrell. Mr. Ensign noted that the Town currently has a 2002 Impala that has over 90,000 miles and the front end is “shot”. Mr. Sibbrell noted that the cost to fix the front end is \$2,000.00. President Ensign stated that the cost of a new car from Thomas Dodge would be \$20,282.00 which assumes Thomas Dodge would take the old Impala in trade at the price of \$800.00. President Ensign stated the funds would come from CEDIT. On motion of Councilwoman Teel, seconded by Councilman Grogan and duly carried 4-0, the Council approved the purchase of a 2008 Dodge Charger from Thomas Dodge in Highland at the cost of \$20,282.00.

Resolution 2008-02-19 - Town Appointments - President Ensign noted that the reasons for

the change was to add Joanne Garrett-Hansen as Executive Secretary and Sandra Meeks to cleaning. On motion of Councilman Grogan, seconded by Councilwoman Teel and duly carried 4-0, this Resolution was passed and adopted.

Resolution 2008-02-19A - Transfer of Appropriation Resolution - President Ensign read the Resolution. On motion of Councilwoman Kaczmarek, seconded Councilwoman Teel and duly carried 4-0, this Resolution was passed adopted.

Out of Town Function - On motion of Councilman Grogan, seconded by Councilwoman Teel and duly carried 4-0, the Council approved the following request: Anthony Dandurant, Plainfield Test Research and Police Training and School in Indianapolis; Terri Waywood, Pat Fry, and Susan Alyea, for the Valparaiso State Board of Accounts workshop; Terri Waywood for ILMCT Institute Clerk-Treasurer Classes; and George Harness for training for Indiana Association of Building Officials in Indianapolis and South Bend training Indiana Building.

CEDIT Ordinance - President Ensign stated that this was last prepared in 2003 and now the ordinance needs to be revised, changed or reinstated. Discussion ensued. Clerk-Treasurer Waywood stated that the Council must submit a two year CEDIT plan or the CEDIT funds will not be released to the Town. On motion of Councilman Grogan, seconded by Councilwoman Teel and duly carried 4-0, this matter was tabled for 30 days.

Department Reports

Parks - Mike Spicer reported that the Board is getting ready for the Easter Egg Hunt. He noted that the Hunt will take place at Cohen Park on March 22, 2008 and the egg count was increased from 3,000 to 5,000.

Brookwood Park - President Ensign noted that the Parks Department has not heard anything from the Developer.

Ice Rink - Mike Spicer reported that the rink is opened and that the Board was approached by an Eagle Scout about installing lights at the rink. They are gathering additional information.

Police Department

Resignations - Chief Sibbrell reported that William Schrider resigned effective today, and David Wilks is leaving to join the Crown Point Police Department in March, and Tracey Chestnut is on maturity leave. He asked for conditional approval to hire Randy Witcamp, from the Indiana State Police, pending approval from the Police Hiring Board and a favorable drug screen. Chief Sibbrell noted that Mr. Witcamp has an appointment with the Hiring Board on Monday at 10:00 a.m. On motion of Councilman Grogan, seconded by Councilwoman Teel and duly carried 4-0, the conditional hiring was approved.

Monthly stats - Chief Sibbrell reported that 26 citations, 246 warnings, 119 citizen requests, 26 suspicious vehicles, 85 assist to other jurisdictions for a total of 629 calls for January.

IECP Conference - Chief Sibbrell noted that he was recently attended this conference and he was awarded a plaque for his accomplishments.

Reserve Officer of the Year Award - The 2007 award went to Dan Winn.

Officer of the Year Full Time - The 2007 award went to Chief Sibbrell.

Portable Radio - Chief Sibbrell reported that in 2009 the radio the Department has will not work during the transition. He noted that we will not need to purchase radios until next year and the cost should be around \$250.00 per radio.

Public Works - No report

Hebron Redevelopment Commission - President Shawn Ensign reported that next month the Commission will be submitted a Comprehensive Plan to the Council.

Main Street Update - President Ensign reported that the work will resume in the Spring at Rt. 231 and Rt. 2 and will continue to Alyea Street. He noted that the manhole covers on Rt. 2 will be corrected this Spring.

Wish List - President Ensign noted that the Council did put in a wish list to Pete Viscloski for a new town hall/town complex and requested a \$1.5 million appropriation which will, if approved, be a 2009 appropriation. He noted that the last appropriation received by the Town was \$400,000.00. He noted that if the Town doesn't ask, it would get anything.

Public Comments - None

There being no further business before the Council, on motion of Councilman Grogan, seconded by Councilwoman Teel, and duly carried 4-0, the meeting was adjourned.

Respectfully submitted,

Terri Waywood, Clerk-Treasurer

Approved:

Donald Ensign, President