

**HEBRON TOWN COUNCIL
HEBRON UTILITY REGULATORY COMMISSION
MINUTES OF MARCH 18, 2008**

The Hebron Town Council and Hebron Utility Regulatory Commission Meeting of March 18, 2008 was called to order at 7:00 p.m. by President Donald Ensign. In attendance were Councilmen Donald Ensign, Peter Breuckman, Jeffery Grogan; Councilwomen Joyce Kaczmariski and Kelly Teel; Clerk-Treasurer Terri Waywood; Public Works Director Steve Martin; Town Marshall Steve Sibbrell; and Attorney Theodore A. Fitzgerald. President Ensign noted that Recording Secretary Joanne Garrett-Hansen was attending her grandson's school program.

Following the Pledge of Allegiance to the Flag, on motion of Councilman Breuckman, seconded by Councilman Grogan and duly carried 5-0, the minutes of the Executive Session of March 6, 2008 were approved as presented. On motion of Councilman Grogan, seconded by Councilwoman Teel and duly carried, the minutes of the February 19, 2008 meeting were approved as presented.

Docket - President Ensign read the docket totals for March 18, 2008: Total Disbursed \$419,646.67; Transfers \$256,835.80; and Net Disbursed \$162,810.87. On motion of Councilwoman Teel, seconded by Councilman Breuckman, and duly carried 5-0, the Docket was approved as presented.

Clerk's Report - Clerk-Treasurer Waywood reported that her office was in receipt of a check for the excess CEDIT funds of \$91,806.69. She noted that these funds were placed in the Rainy Day Fund.

She further reported that two CDs will be due on March 19, 2008: CEDIT funds of \$300,000.00 and Major Moves Fund of \$400,000.00. She noted that she will reinvest these funds for an additional 30 days at 3.3% interest. She asked for Council direction regarding the amount of money to be invested in the new CD. She indicated that she would like to take \$200,000.00 from CEDIT, \$100,000.00 from the Rainy Day Fund and \$400,000.00 from Major Moves and reinvest them in a 30-day CD at the interest rate of 3.3%. Mrs. Waywood reported that she would like to pay off the Tax Anticipation Warrant as soon as possible and she noted that the Town should get a tax draw in June. The Council agreed with Mrs. Waywood's suggestion for reinvesting.

Mrs. Waywood reported that the Census Report should be mailed March 18, 2008, and she thanked Councilwoman Teel for all of her help.

She further reported that it appears on April 1st the tax rate on the water bills will be increased to 7% and that she is waiting for the official notification letter. She noted that this should not affect the software currently being used.

Jamie Uzelac asked the Council for their plans if the budget is not certified by November. She noted that in 2007 the Council had to cut \$329,000.00 from the budget by October which penalized the Park Department and Fire Department due to the required cuts. President Ensign

noted that the Council has taken some steps and, he noted, that in 2007 they did utilize CEDIT money to help these Departments and they were able to reimburse the Park Department for some expenses and they also contributed to the Fire Department. He further noted that approximately \$300,000.00 of CEDIT funds are being invested along with Major Moves money. Mrs. Uzelac stated that these funds have nothing to do with the General Fund. President Ensign noted that all department heads have been asked to be fugal in their needs/spending and to watch their expenses. Councilwoman Teel asked the public to refrain from asking questions until the public comment portion of the meeting.

Utility Adjustments - Joel Hickman - President Ensign read from the Utility Adjustment request noting that Mr. Hickman had broken pipe connector from January 29, 2008 to January 31, 2008. Mr. Hickman stated that he was out of town during this time. Following a discussion, on motion of Councilman Breuckman, seconded by Councilman Grogan, and duly carried, the Council approved the reduction in the sewer portion of Mr. Hickman's bill to an average of the past 12 months of usage.

Old Business

Street Paving - Public Works Director Steve Martin presented the Council with his list of street for street paving. President Ensign suggested a workshop to discuss the potential streets. Mr. Martin and Attorney Fitzgerald suggested purchasing a video camera to document the present condition of the street prior to repair. Chief Sibbrell noted that he has an extra video camera in his office that he is willing to give to the Public Works Department.

Main Street - Construction is to resume the last week of March. Discussions continue on how to detour traffic around Town. Councilman Breuckman noted that due to the construction, vote polling places will be changed. Mr. Fitzgerald reported that he is working with the State on the detour issue. Mr. Fitzgerald also noted that the State has requested the Town's help in vacating an alley between McAlpin and Wilson Street. Mr. Fitzgerald asked for the Council permission to vacate the alley if not already vacated. Discussion ensued. Council permission was given.

Antique Street Lights - Attorney Fitzgerald reported that INDOT agreed to purchase the lights and to pay for the installation of the lights; however, the company who makes the street lights offers a 15% discount for municipalities, but not to the State Highway department. After a lengthy discussion with the State, it was agreed that if the Town would sign the purchase order and Welsh and Kelly would reimburse the Town. On motion of Councilman Grogan, seconded by Councilwoman Kaczmariski and duly carried, the Council authorized Clerk-Treasurer Waywood to sign the purchase order for 72 lights at \$3,015.95 each (purchase and installation costs) for a total of \$217,148.40, and to retain enough funds in the Major Moves Fund to cover this cost until it is reimbursed to the Town.

Additional Street Lights - President Ensign asked for approval to order five extra lights, two single arm and three double arms with the costs coming from the CEDIT funds. He noted that total cost will be \$15,178.00. On motion of Councilman Grogan, seconded Councilwoman Teel and duly carried, the Council approved the purchase of five additional lights with the funds coming from CEDIT.

New Business

Resolution 2008-03-18 - Transfer of Appropriations - President Ensign read the transfers. On motion of Councilwoman Teel, seconded by Councilman Grogan and duly carried 5-0, Resolution 2008-03-18 was passed and adopted.

Hiring of full time Office Clerk Waste Water - On motion of Councilman Grogan, seconded by Councilman Breuckman and duly carried 5-0, Pat Fry was hired as full time Office Clerk Waste Water effective March 17, 2008.

Ordinance 2008-03-18 - Salary Ordinance - President Ensign announced that this Ordinance will give raises to the Public Works Department, Police Department and a one time merit pay to personnel. He noted that the Council knows there will be budget cuts and tax caps coming, but the employees have not had a raise in the past few years. He said that by giving this raise, especially to the Police Department, the Town can keep officers on its payroll instead of officers accepting positions from other communities at a higher rate of pay. On motion of Councilman Grogan, seconded by Councilwoman Teel and duly carried, Ordinance 2008-03-18 was passed and adopted. This ordinance is affected with the first pay in April, 2008.

Ordinance 2008-03-18A - Ordinance Adopting the Capital Improvement Plan for the Use of Hebron's Economic Development Income Tax - It was noted that this is something the Council must adopt every couple of years. On motion of Councilman Breuckman, seconded by Councilwoman Kaczmarek and duly carried, Ordinance 2008-03-18A was passed and adopted.

Ordinance 2008-03-18B - Ordinance Adopting Written Commitments - Attorney Fitzgerald explained the Ordinance and the Written Commitments. He said that is the agreement between the Town and Suman Das for 30 acres of her property north of Town. On motion of Councilman Breuckman, seconded by Councilman Grogan and duly carried, Ordinance 2008-03-18B was passed and adopted.

Fire Department - Greg Hoagland asked for the Council's help in purchasing gas meters which will detect the presence of gas at a cost of \$1,688.50. On motion of Councilman Breuckman, seconded by Councilwoman Teel and duly carried, the Council approved this purchase. President Ensign noted that the Fire Department has a line item for this type of expense.

Proclamation 2008-03-18 - President Ensign read a letter submitted by Jack Hansen regarding ABATE's Motorcycles Awareness Proclamation. On motion of Councilman Grogan, seconded by Councilwoman Kaczmarek and duly carried, the Council proclaimed May, 2008 as Motorcycle Awareness Month.

Storm Water Drainage Board Appointment - President Ensign announced that with the resignation of Dan Winn, there is an opening on this Board. On motion of Councilman Grogan, seconded by Councilwoman Kaczmarek and duly carried, Frank Stalbaum was appointed to the Storm Water Drainage Board. Councilman Grogan noted that this appointment is on recommendation of Steve Sibbrell.

Department Reports

Parks - Mike Spicer reported that the Easter Egg Hunt will be held at Cohen Park on March 22, 2008 at 9:00 a.m. He further reported that the egg count was increased from 3,000 to 5,000.

Police Department

DARE - Chief Sibbrell reported that DARE started Monday and approximately 80 kids were there.

Purchase of Vests - Chief Sibbrell reported that the Department secured the vest grant this year. He noted that the Department of Justice will pay for ½ of the cost of a vest and the Town needs to supply the balance which will amount to approximately \$2,800.00. He further noted that the Department has received the following donations: John Martin, \$685.00, Geisen Funeral, \$500.00 and CA Auto is planning on making a donation. Chief Sibbrell asked for approval to sell old light bars to a towing company for the price of \$200.00. He asked for permission to sell old cages that do not fit in the new squads for scrap. He noted that he will apply all of these funds to the vest purchases. He asked for approval to purchase the new light bars, which were discussed at a Council Workshop, at a cost of \$1,400.00 each (\$2,800.00). Councilman Breuckman asked the Chief to look into obtaining advertising for the cars in order to help defray costs. On motion of Councilman Breuckman, seconded by Councilwoman Kaczmariski and duly carried, the Council approved purchasing the light bars at the cost not to exceed \$2,800.00. These funds will be taken from CEDIT.

New Hire - Chief Sibbrell reported that Officer Randy Whitkamp will start April 1, 2008. The Chief noted that to get Officer Whitkamp outfitted it should cost \$795.00; however, Dan Winn was able to take care of a “bunch of stuff” by getting donations from Middlebury. He noted that Middlebury donated \$6,800.00 in equipment which can be used by the Reserves and Regular Officers. He noted that due to this, the Town was able to save \$355.00 on equipment. The Chief further stated that the Town had uniforms that fit Officer Whitkamp.

Donations from John Martin - Chief Sibbrell reported that John Martin has become a friend to the Department and that he has donated gas masks and suits for each officer. Chief Sibbrell said Mr. Martin wants to donate monthly to the Department and he has asked for the Department’s wish list. The Chief said that next month Mr. Martin is purchasing cameras for each officer. On motion of Councilman Grogan, seconded by Councilwoman Kaczmariski and duly carried, the Council directed Clerk-Treasurer to write a letter to Mr. Martin thanking him for his generosity.

Chief Sibbrell reported that Homeland Security purchased two new police radios which are to be used only for emergencies.

Part-time Help - Chief Sibbrell reported that he will be interviewing for part-time help. He stated he needs to hire four part-timers and the Police Advisory will meet on this issue.

Rebuilding Hebron Roadblock- Brent Harding asked for Council permission to hold a roadblock at the 4-way stop on Saturday from 10:00 a.m. to 12:00 p.m. On motion of Councilman Breuckman, seconded by Councilman Grogan and duly carried, this request was approved.

Public Works

Purchase Orders - Director Martin asked for Council approval for the following purchase orders: Blue Ruier Technology - \$6,125.00 for 10 sludge bags

UV Bulbs - \$3,820.00

All Signs - \$1,053.94 signs for the Main Street Project - Mr. Martin asked if these funds could come from CEDIT. On motion of Councilman Grogan, seconded by Councilwoman Teel and duly carried, this request was approved.

Dumpster Days - Mr. Martin stated that with the current garbage pickup, he did not believe there is still a need for dumpster days. Discussion ensued. It was agreed that unless the community called to inquire about dumpster days, nothing will be scheduled.

Picnic Tables - Mr. Martin reported that a steel picnic table was placed on top of the monkey bars at McMillen Park. He noted that two picnic tables have been stolen. Discussion ensued.

Storm Water Drainage Board - Public Works Director Martin stated that he was advertising to hire seasonal help. Councilman Breuckman suggested that they hire four people at 20 hours per week. Councilman Grogan stated more people fewer hours which would help with unemployment issues. Mr. Martin stated that candidates must be 18 years of age.

Hebron Redevelopment Commission - Hebron Redevelopment Commission President Shawn Ensign distributed a new incentive policy which was read by Mr. Ensign. On motion of Councilman Breuckman, seconded by Councilwoman Kaczmariski and duly carried, this matter was tabled until the next meeting.

Mr. Ensign informed the Council that he will be speaking at the "Meet the Chamber Night" at the Gathering on April 21 or April 22, 2008.

Website - Mr. Ensign reported that the website is up and updates are appearing. Chris Stalbaum reported that website stats were: 50,000 daily requests, news letters have been requested from various areas around the world, and all the minutes are finally up. He noted that some pictures are missing, but he is working on it. Discussion ensued.

Historical Society Light - Mr. Martin reported that his department fix the light in the middle of the parking lot, fixed the light on the northwest corner of the parking lot, and checked the lights around the depot building which are hooked to a switch inside the building. According Kathryn Wiltfang everything is now okay.

Councilman Grogan asked that a light be installed at the back door of Town Hall. Mr. Martin stated a motion light was purchased for this area, but it has not been installed. Discussion ensued. Mr. Martin was directed to install the light.

Public Comments - Mike Spicer stated with regard to the picnic tables, do not file insurance. Clerk-Treasurer Waywood said she would check with the insurance company and if the Town's rates are not affected, she would file a claim.

Chris Stalbaum reported that the speed bump at the Christian Church has been removed. Discussion ensued.

There being no further business before the Council, on motion of Councilman Breuckman, seconded by Councilman Grogan and duly carried 5-0, the meeting was adjourned.

Respectfully submitted,

Approved:

Donald Ensign, President