

**HEBRON TOWN COUNCIL  
HEBRON UTILITY REGULATORY COMMISSION  
MINUTES OF MAY 20, 2008**

The Hebron Town Council and Hebron Utility Regulatory Commission Meeting of May 20, 2008 was called to order at 7:00 p.m. by President Donald Ensign. In attendance was 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; Attorney Theodore A. Fitzgerald; and Recording Secretary Joanne Garrett-Hansen.

Following the Pledge of Allegiance to the Flag, President Ensign noted that April minutes will be e-mailed to the Council shortly and available for approval in June.

**Docket** - President Ensign read the docket totals for May 20, 2008: Total Disbursed \$1,160,709.43; Transfers \$709,467.19; and Net Disbursed \$451,242.24. On motion of Councilman Breuckman, seconded by Councilman Grogan and duly carried 5-0, the Docket was approved as presented.

**Utility Adjustments - None**

**Clerk's Report** - Clerk-Treasurer Waywood reported that her office transferred \$14,000.00 from Sewer Surplus to Sewer Operating in order to make the three payrolls this month.

She further reported that she spoke with Antique Street Lights regarding the 350 lbs. of refractor received by the Town and was also informed that the Town would not receive the street lights until sometime around June 6<sup>th</sup>.

Mrs. Waywood indicated that the CDs of \$600,000.00 (\$200,000.00 Major Moves; \$75,000.00 Rainy Day; \$25,000.00 Community Center; \$200,000.00 CEDIT; and \$100,000.00 Waste Water Surplus) currently invested at the rate of 2.5% are up for renewal. She noted that the new rate of interest is 2.35% and she asked approval to reinvest the same funds and amounts for an additional 30 days. On motion of Councilman Grogan, seconded by Councilman Breuckman, and duly carried 5-0, the Council approved this request.

After speaking to the County Auditor, Mrs. Waywood was informed that provisional tax bills will be out in July, but that the Town should receive any funds until September at the earliest. She noted that the County Auditor is hoping to give the Town 75% of the funds collected. She noted that our last check of 2007 should be \$22,000.00.

Mrs. Waywood announced that effective Tuesday, June 3<sup>rd</sup>, her office will be opened on Tuesdays until 6:00.

**Old Business - None**

**New Business**

**Donations** - Chief Sibbrell reported that donations were received from Gilbert & Sons (Walgreens) and Don Martin. He further reported that Gilbert & Sons matched Mr. Martin for the purchase of the radios. He noted that Gilbert & Sons has donated approximately \$4880.00 to the Gift Fund and Mr. Martin has donated approximately \$2000.00. Attorney Fitzgerald noted that the Gilbert & Sons' donations were made after all the permits were approved for Walgreens. On motion of Councilwoman Teel, seconded by Councilman Grogan and duly carried 5-0, the Council accepted the donations.

**Road Blocks**

**Call-A-Ride** - Gene Rust requested a permit to have a fund raiser road block. He requested May 24 or June 7 from 8:00 a.m. to 12:00 p.m. at the corner of Sigler and Main Streets.

Hebron Lions' club - Requested a permit to conduct a road block on August 23<sup>rd</sup> from 8:00 a.m. to 12:00 p.m.

On motion of Councilman Grogan, seconded by Councilwoman Kaczmariski and duly carried 5-0, approvals of these road blocks were given.

**Resolution 2008-05-20A - Transfer of Appropriations** - President Ensign read the Resolution. On motion of Councilwoman Teel, seconded by Councilman Breuckman and duly carried 5-0, Resolution 2008-5-20A was approved and adopted.

**Out of Town Functions** - The out of town function request for Terri Waywood to attend the Annual Budget Workshop in Plymouth, Indiana (\$95.00 for tuition and \$42.00 for gas) was approved on motion of Councilman Grogan, seconded by Councilwoman Teel and duly carried 5-0.

**Utility Service** - Dwayne Dobson informed the Council that due to a recent move on his behalf, he was billed for two drainage fees and garbage fees. He suggested that the Council consider a better way to handle this type of situation. He further noted that he was not asking for a credit, but just bringing it to the Council's attention. Discussion ensued. Clerk-Treasurer Waywood stated that her office will review the matter.

**Town of Hebron Continuity Plan Regarding Disasters Affecting the Computer** - On motion of Councilman Grogan, seconded by Councilwoman Teel and duly carried 5-0, the Continuity Plan was adopted. Mrs. Waywood will be taking the backup discs off the site.

**Resolution 2008-05-20 and Credit Card Use Form** - President Ensign read the Resolution. On motion of Councilman Grogan, seconded by Councilwoman Kaczmarski and duly carried 5-0, Resolution 2008-0520 and Credit Card Use Form were passed and adopted.

**Health Insurance Contract Renewal** - President Ensign noted that the Town's health insurance is up for renewal. Clerk-Treasurer Waywood noted that the rates went up 18%, but also pointed out that one employee is coming off the plan in June which will keep the rates about the same. She noted that this is a one year contract. On motion of Councilwoman Teel, seconded by Councilman Grogan and duly carried 5-0, the Council approved Starmark Health Insurance Contract.

**Ordinance 2008-05-20B - Change in Fees for Garbage** - President Ensign read this ordinance indicating that the change in fees is due to administrative costs. President Ensign noted that the ordinance will become effective July 1<sup>st</sup>. On motion of Councilman Grogan, seconded by Councilman Breuckman and duly carried 5-0, Ordinance 2008-05-20B was passed and adopted.

**Ordinance 2008-05-20 - Moving Violation** - President Ensign read this ordinance. On motion of Councilman Breuckman, seconded by Councilwoman Teel and duly carried 5-0, Ordinance 2008-05-20 was passed and adopted.

**Ordinance 2008-05-20A - Tax Anticipation Warrant** - Attorney Fitzgerald explained this renewal of the existing Tax Anticipation Warrant. He further noted that the Bond Counsel will take care of this matter for a fee less than \$1000.00 and the interest rate should be less. On motion of Councilman Grogan, seconded by Councilwoman Kaczmarski and duly carried 5-0, Ordinance 2008-05-20A was passed and adopted.

## **Department Reports**

**Parks** - Steve Sibbrell reported that the Department will be meeting shortly to discuss the Soap Box Derby Race. He further reported that the museum is in need of paint and the Department is attempting to locate the funds to accomplish this.

## **Police Department**

**Stats Report** - Chief Sibbrell reported that Department issued or responded to the following: traffic citations 43, 213 warnings, 106 citizen request assistance, 33 suspicious persons, and 57 assist to County.

**Recommendation for Hire** - Dispatch - Chief Sibbrell asked for permission to hire Erin Haney, former Hebron dispatcher from 1996 to 1998, and Christina Williamson, resident of Hebron currently working for Crown Point, to fill the two open part time slots. On motion by

Councilwoman Teel, seconded by Councilwoman Kaczmariski and duly carried 5-0, the Council approved the hiring of the two part time dispatchers pending passing the drug screen.

Hiring of Officers - Chief Sibbrell announced that Tracey Chesternut has moved to a part time position and he requested permission to change Paul McKamey's status to full time. He also asked to approval to hire Anthony Frencl for a full time position. He noted that it was the recommendation of the Hiring Board, that the effective date should be retroactive to May 12, 2008.

With an effective start date of May 25, 2008, Chief Sibbrell asked for approval to hire Steve Spurr as a full time officer, and Kyle Sopko as a part-time officer. He further noted that he will be requesting part-time hiring for Joe Pollock, but Mr. Pollock will not be placed on the roster until next month.

On motion of Councilman Breuckman, seconded by Councilwoman Teel and duly carried 5-0, all Chief Sibbrell's recommendations were approved as submitted by the Council.

Porter County Substance Abuse Grant - Chief Sibbrell reported that the Department signed up for a grant application for tazers. He noted that the request is for \$2,021.50 for Tasers and Taser related equipment. He further noted that the radios have been ordered.

Trade of a gun - Chief Sibbrell reported that recently the Department received a H&K hand gun from the Court; however, the Department uses only Glock. Chief Sibbrell traded the H&K for a Glock at Jerry's Gun Shop in Rensselaer.

Reserve Department - Chief Sibbrell reported that Dan Winn has returned to the position of Captain of the Reserve Program and Rob O'Dea took back his former position as Lieutenant. He further noted that the Reserve Department will be hiring four new reserves.

Legislative Update - Chief Sibbrell noted that this was very informative and that the Department will loose revenue as they will no longer be doing VIN checks.

Use of Squad Cars - President Ensign reported that all out of Town squad cars are to be parked and to remain at the station overnight, no personal usage further notice. He further noted that all in Town cars no longer have off duty mileage.

Academy - Officers Steffel and Spurr will be attending the academy June 2, 2008.

### **Public Works**

Change in Employee Status - Public Works Director Steve Martin asked for Council approval to promote Branden Carden from probationary employee to a full time labor position effective May 21, 2008. On motion of Councilman Grogan, seconded by Councilwoman Kaczmariski and duly carried 5-0, Branden Carden was promoted to a full time labor position.

Dumpsters - Mr. Martin informed the Council of the Town's need to purchase three dumpsters to be used for sludge removal. Mr. Martin presented the Council with quotes: Wastequip \$3,850.00 each and Galfab, Inc. \$5,382.00 each. He noted that Allied Waste will continue to pick-up the dumpster for a monthly dump fee. Discussion ensued. On motion of Councilwoman Kaczmariski, seconded by Councilwoman Teel and duly carried 5-0, the Council approved Mr. Martin's recommendation of Wastequip with the funds coming from the Sewer line item and if the funds are not available, the money will be taken from CEDIT.

Street Sweeper - Mr. Martin presented the quote from Brown Equipment at \$1950.00 per week. He noted that he believes all street in Town should be swept. Discussion ensued. On motion of Councilman Grogan, seconded by Councilwoman Kaczmariski and duly carried 5-0, the Council approved the rental of a Johnston 3000 street sweeper from Brown Equipment at the cost of \$1950.00 per week with the funds to be taken from 50% street and 50% CEDIT.

Hiring - Mr. Martin asked for approval to hire Larry Worley as full time seasonal employee for the Street Department. He noted that Mr. Worley is currently working as a part-time drainage employee. Mr. Martin said that he has the salary dollars to handle this employee. Discussion ensued. On motion of Councilman Grogan, seconded by Councilman Breuckman and duly carried 5-0, Mr. Worley was approved as a full-time seasonal employee for the Drainage and Public Works Departments.

Monroe Street Force Main Update - Mr. Martin reported that the specs have been advertised and the pre-bid meeting will be held on May 21<sup>st</sup>. Bids are due back by June 17<sup>th</sup> at 4:00 and they will be opened at the next Council meeting. John Phipps of Nies Engineer will pick up the bids at that time and make recommendation to the Council.

Street Spec. - Mr. Martin reported that the specs can be advertised next week and the bids can be accepted at the June meeting. Streets to be advertised include: Crest Knoll - Birch from Ryan to Beverly and Beverly; Snake Flats - North Ben Butler; Old Town- Church Street, South Jefferson, North Adams, Mussman Drive and Alley by Ted's office; Park Place - Butternut Court, Pear Court, Pine Court, Boardwalk, Entrance on Park Place to Ventnor, Locust from south side of 209 to stop sign at Aspen, Marvin Gardens, Pacific Court, Mediterranean, Walnut, Maple Court and Willow Circle. He further noted that Madison Street needs to be added to the Specs. On motion of Councilman Grogan, seconded by Councilwoman Kaczmariski and duly carried 5-0, approval to let out the bids as submitted was given.

Lawn Mower - Discussion ensued regarding the need to repair or replace the 1980 John Deere lawn mower which appears to have a short in the system. This matter was tabled until next meeting in order for Mr. Martin to obtain additional information regarding the repair of this mower and to obtain quotes for replacement.

Reports - President Ensign asked Mr. Martin to submit his reports to the Council a couple of days prior to the Council meeting. Mr. Ensign said that this would give the Council time to review these matters prior to the meetings.

**Hebron Redevelopment Commission** - President Ensign announced that the Hebron Redevelopment Commission was recently presented with the Porter County Tourism Board Rose Award for helping businesses within the Town during the Main Street project. Mr. Ensign reported that Richway plans on returning to the Town. He further encouraged people to shop in Town as much as possible.

**Fire Department** - On motion of President Ensign, seconded by Councilman Breuckman and duly carried 5-0, the Council approved the expense of a ladder inspection of \$950.00. The funds are in the Fire Department's line items.

**Main Street Project** - Mr. Martin reported that letters have been received from Dyer Construction and John Howard that they will be pulling out of Hebron as soon as this portion is completed as no further plans are available with regard to the drainage on the south end of Town. Attorney Fitzgerald will attempt to get a meeting with the INDOT personnel in LaPorte and Mr. Ensign stated that he would take the day off of work if need be.

**Public Comments** - John Hansen informed the Council of a new National Highway and Transportation Department teenage safety program and he noted the information can be obtained at [www.fastlane.gov](http://www.fastlane.gov).

Councilman Grogan thanked the Community for their cooperation during the Detours around Town.

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

Respectfully submitted,

Terri Waywood, Clerk-Treasurer

Approved:

Donald Ensign, President