

**HEBRON TOWN COUNCIL  
HEBRON UTILITY REGULATORY COMMISSION  
MINUTES OF AUGUST 17, 2010**

The Hebron Town Council and Hebron Utility Regulatory Commission Meeting of August 17, 2010 was called to order at 7:00 p.m. by President Donald Ensign. In attendance was Councilmen Jeff Grogan, David Peeler and Donald Ensign; Councilwoman Joyce Kaczmariski; Public Works Director Jim Shelhart; Clerk-Treasurer Terri Waywood, Attorney Theodore A. Fitzgerald and Recording Secretary Joanne Garrett-Hansen. President Ensign noted that Councilman Breuckman was not in attendance due to the fact he was taking his child to college.

Following the Pledge of Allegiance to the Flag, on motion of Councilman Peeler, seconded by Councilman Grogan and duly carried 4-0, the minutes of July 20, 2010 regular meeting and the minutes of the Special Meeting of August 10, 2010 were approved as presented.

**Docket** - President Ensign read the docket totals for August 17, 2010: Total Disbursed \$398,750.88, Transfers \$248,673.68 and Net Disbursed \$150,077.20. On motion of Councilman Grogan, seconded by Councilman Peeler and duly carried 4-0, the Council approved the docket as presented.

**Clerk-Treasurer's Report** - Clerk-Treasurer Terri Waywood reported that the Community Center new tile will be installed on Friday and Saturday of this week and it has a twenty-five-year warranty.

**Utility Adjustments** - Lenee DeYoung informed the Council that they recently moved to Hebron and were unaware of the Town's procedure to fill a swimming pool. Clerk-Treasurer Waywood stated that the Town did not have a history on this account as it is new, but a meter reading was performed on August 12<sup>th</sup> and that bill will be for 8,000 gallons. On motion of Councilman Grogan, seconded by Councilman Peeler and duly carried 4-0, the Council approved to this request and approved an adjustment to average sewer rate. Councilman Grogan reminded the Community to contact the Clerk's office or Public Works to get a reading of their meter prior to filling pools.

**Methodist Church** - President Ensign read a letter from the Church which indicated a valve on the boiler was broken and it didn't shutoff. On motion of Councilman Peeler, seconded by Councilwoman Kaczmariski and duly carried 4-0, the Council approved this request to an average of the last twelve months of usage.

**Old Business**

**Town Hall Windows and Doors** - Clerk-Treasurer Waywood reported that she was able to get only a of couple of bids for the windows and only one for the doors. She noted that Larry Miller Doors and Glass from Valparaiso gave the best price for the windows: Town Hall 3 units

\$951.17, Police Station windows \$1,271.20; Doors - Town Hall \$1,865.00 ( no drop slot) and Police Station side door \$875.00. She noted that these funds will come from CCI. She further noted that a payment box, similar to the one used by NITCO, could be installed and that Public Works Director Jim Shelhart is gathering the information regarding this type of box. On motion to Councilman Grogan, seconded by Councilwoman Kaczmariski and duly carried 4-0, the Council approved the window replacements at a cost of \$2,237.00 and the door replacements at a cost of \$2,730.00.

### New Business

**Street Bids** - President Ensign opened the sealed street bids.

Reith Riley    \$214,951.79 (12 streets)  
                  \$ 47,980.95 NITCO parking lot  
                  \$ 30,207.03 Old Heritage Inn parking lot  
                  \$144,281.28 Industrial Park  
                  Total proposal \$437,421.05

Walsh & Kelly - Streets quotes which were listed individually were read by Councilman Grogan.  
                  \$230,000.00 Streets  
                  \$ 45,000.00 patching for various street  
                  \$ 38,000.00 NITCO parking lot  
                  \$ 27,000.00 Old Heritage Inn parking lot  
                  \$189,000.00 Industrial Park Streets

Town & Country    \$151,796.00 streets  
                  \$ 32,725.00 NITCO parking lot  
                  \$ 18,658.00 Old Heritage Inn parking lot  
                  \$ 30,000.00 patch work  
                  \$119,975.00 Industrial Drive Streets  
                  Total proposal \$353,154.00

Attorney Fitzgerald noted that the bids appear to be in order and he recommended that the Council take them under advisement. On motion of Councilman Grogan, seconded by Councilman Pecler and duly carried 4-0, the Council took the bids under advisement.

**Bowen Payment** - President Ensign noted that the Bowen payment was tabled from last month in order to resolve some of the issues with the ultraviolet light. He further noted that Nies Engineering has signed off and certified on the UV lights and now the Town needs to pay Bowen as the required work has been completed. On motion of Councilman Pecler, seconded by Councilman Grogan and duly carried 4-0, the Council approved the Bowen invoice of \$151,110.29.

**Nies Engineering Payment** - President Ensign stated that there is a bill for \$14,466.35 from Nies Engineering that needs to be paid. He further noted that \$1,000.00 was removed from the billing for the work billed due to a leak on the Sigler Street line. On motion of Councilman Grogan, seconded by Councilman Peeler and duly carried 4-0, the Council approved this billed. Mr. President stated that Mr. Phipps, Nies Engineering, met with the Council to order to remedy the existing problems with the system. Mr. Ensign stated a gate must be installed, and a mini lift station needs to be installed and a valve needs to be changed. He noted the approximate cost of paying this bill and do the installation of the needed repairs will be \$68,000.00.

**Ordinance 2010-08-17 - Comprehensive Plan** - President Ensign read Ordinance 2010-08-17. He stated that this is a positive move for the Town and that approximately a year to time has been devoted to this project. On motion of Council Peeler, seconded by Councilwoman Kaczmariski and duly carried 4-0, Ordinance 2010-08-17 was passed and adopted.

**Ordinance 2010-08-17A - An Ordinance Amending Chapter 3 Section 3-2 of Hebron Police Department Rules and Regulations** - President Ensign read Ordinance 2010-08-17A. On motion of Councilman Peeler, seconded by Councilman Grogan and duly carried 4-0, Ordinance 2010-08-17A was passed and adopted.

**Ordinance 2010-08-17B - Ordinance Amending Ordinance 2002-06-18A** - President Ensign read Ordinance 2010-08-17B. On motion of Councilman Grogan, seconded by Councilman Peeler and duly carried 4-0, Ordinance 2010-08-17B was passed and adopted.

**Resolution 2010-08-17 - Transfer Resolution** - President Ensign read Resolution 2010-08-17. On motion of Councilman Grogan, seconded by Councilman Peeler and duly carried 4-0, Resolution 2010-08-17 was passed and adopted.

**Boy Scouts - Troop 926** - Dominic Melchak stated he is working on improving the scout cabin making it ADA accessible by removing the sidewalk and installing a ramp, installing a new sidewalk, refreshing the flower bed and installing lights on the flag pole. Mr. Melchak asked the Council to approve his project. On motion of President Ensign, seconded by Councilman Grogan and duly carried 4-0, the Council approved this request.

**Out of Town Function Request** - On motion of Councilman Grogan, seconded by Councilman Peeler and Councilwoman Kaczmariski and carried 4-0, the Council approved the request for Jim Shelhart and Jeff Ploughe to attend schooling for 12 weeks in Valparaiso. It was noted that Jeff Ploughe will receive his certification and Jim Shelhart will be receiving the CU needed to renew his license. The cost of the school is \$1,413.20 and the funds will be coming from water.

Steve Sibbrell's request to attend the Anti-Terrorism Training in South Bend on August 17 and August 18 was approved on motion of Councilwoman Kaczmarek, seconded by Councilman Grogan and duly carried 4-0. It was noted that Steve is already attending the training and he is staying at the Holiday Inn.

**MDA Roadblock** - Greg Hoagland asked for approval for the Fire Department to conduct a roadblock on September 11, 2010 at the intersection of Main Street and State Road 8. He noted that the collected funds will be going to MDA and that the Department has been conducting this roadblock for more than twenty years. Discussion ensued regarding safety issued. On motion of Councilman Grogan, seconded by Councilman Peeler and duly carried 4-0, the Council approved the MDA Roadblock on September 11, 2010 between the hours of 8:00 a.m. and 12:00 p.m.

**Clock Tower** - President Ensign announced that the HRC successfully negotiated a contract with Porter Health System to purchase and sponsor the Clock Tower to be installed at the corner of State Road 8 and Main Street. He noted that the cost of the Clock Tower is \$18,000.00 and the Town will purchase it and Porter Health System will make five annual payments of \$3,650.00. President Ensign said the funds will come from CEDIT and the Porter Health System payments will go back into CEDIT. The Clock Tower is to be installed prior to the Block Party on October 2<sup>nd</sup>. President Ensign read the contract which was prepared by Attorney Fitzgerald. On motion of Councilman Peeler, seconded by Councilwoman Kaczmarek and duly carried 4-0, the Council approved the signing of the contract.

President Ensign stated that next Monday RLM is presenting a proposal to the Main Street Committee for bricking around the Clock Tower and the HRC will be paying these costs from their TIF funds. He noted that the Main Street Committee will be selling memorial bricks at the Block Party. He further noted that the Town will be purchasing 21 memorial bricks to replace the memorial plants they removed from the Community Center during the paving. President Ensign stated that a memorial plaque will be placed in the green area next to Petry, Fitzgerald & Less' building for Charles and Marie Steinberg. Mr. Fitzgerald stated Charles and Marie Steinberg noted the area that is now a parking area.

### **Department Reports**

**Parks** - Mike Spicer reported that the last Chateaugua will be held in Alyea Park on August 27, 2010.

**Alyea Park** - Mr. Spicer stated that the Park Board voted to purchase new equipment for the park. He further noted that he has not ordered the equipment as of yet. He noted that there are major renovations planned for park which will aid in erosion control, drainage and the play area will be reconstructed.

### Police Department

Tony Frencl gave the report due to Chief Sibbrell's absence. Mr. Frencl noted that on September 3, 2010 the Department will conduct a GY check point within Hebron town boundaries with Indiana State Police.

Drug Box - Officer Frencl reported that the drug box has been ordered. He noted that this is a secured box that will be available for citizens to bring in unused prescription medication for disposal.

### Fire Department

Greg Hoagland reported that the painting of the station should begin in a week or two.

Mr. Hoagland noted that the Fire Department Open House will be held on October 2, 2010 between 12:00 p.m. to 4:00 p.m.

Mr. Hoagland asked for a meeting with the Council before next meeting to go over the 2011 budget. Clerk-Treasurer Waywood stated that the budget has already been advertised. President Ensign stated that a copy of the 2011 budget will be available next week and it has already been approved.

Public Works - Public Works Director Jim Shelhart reported that although his department is short-handed they are keeping up with the mowing, mosquitos spraying, street patching and have completed a few more drainage projects.

Employee Issues - Mr. Shelhart recommended that he be allowed to move a part-time Ddrainage employee to full-time, to hire a part-time Drainage employee, and to hire a full-time employee. Discussion ensued. Councilman Grogan stated that this matter should be tabled to allow for more discussion. President Ensign recommended that Councilman Grogan and Public Works Director Shelhart start interviews and to make a recommendations for a Special Meeting to held on August 20, 2010.

Street Repair - Officer Frencl stated that North Washington and West Alyea Streets are in need of a patch job or regrade. Mr. Shelhart stated that this repair is scheduled for August 18<sup>th</sup>.

Dwayne Dobson, Storm Water Drainage Board, stated that the drainage issues at Washington Street south of Sigler and Oak Court needs to be remedied before the streets are paved.



Mr. Shelhart praised his employees for working extremely hard.

Projects accomplish - Mr. Shelhart reported that the Crestknoll project has been completed.

Jack Hansen asked about the possibility of installing no parking signs in front of the liquor store. Officer Fencil stated that is a state highway and it is up to the State to put up the signs. Discussion ensued regarding contacting INDOT about applying yellow paint on the curb. It was determined that the Town would paint "no parking" on the curb in front of the liquor store.

#### **Town Information**

President Ensign stated the Block Party notice has been advertised and that Pav's has agreed to sponsor a car show. He stated that application for a booth are available at the Clerk's office.

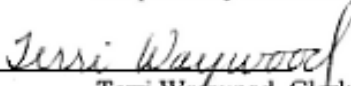
Lions Club is sponsoring a Circus on September 3, 2010.

Marilyn Johns, Porter County Council, asked for community input regarding the spending of the hospital interest money. She stated her cell phone number is 477-0951.

Greg Hoagland, Fire Department, asked the Council to notice the Department prior to budget approval. President Ensign stated that the Department will be notified.

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

Respectfully submitted,

  
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Terri Waywood, Clerk-Treasurer

Approved:

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Donald Ensign, President