

**HEBRON TOWN COUNCIL
HEBRON UTILITY REGULATORY COMMISSION
MINUTES OF FEBRUARY 16, 2010**

The Hebron Town Council and Hebron Utility Regulatory Commission Meeting of February 16, 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; Clerk-Treasurer Terri Waywood; Town Marshall Steve Sibbrell; Public Works Director Jim Shelhart; Attorney Theodore A. Fitzgerald and Recording Secretary Joanne Garrett-Hansen. President Ensign noted that Councilman Breuckman was attending Senior Night at the high school.

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 January 19, 2010 meeting were approved as presented.

Docket - President Ensign read the docket totals for February 16, 2010: Total Disbursed \$421,762.99; Transfers \$246,665.51 and Net Disbursed \$175,097.48. 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 Waywood reported that the Town received its budget for the year and it is right on target as to what the Council assumed it would be. She stated that Departments can now begin spending conservatively.

Census - Mrs. Waywood stated that notification cards are being mailed out to the Community beginning in March, that a notice is on the website, the school is putting notice in its newspaper and website and DeMotte State Bank is running a notice on its marquee. She stated that hopefully we can get everyone in Town accounted for and, if not, the Town could loose anywhere from \$1000.00 to \$4000.00 if not everyone is counted. She invited anyone with questions to call her office.

CEDIT Settlement - Mrs. Waywood reported that \$139,129.15 was received from last year and was placed into the Rainy Day Fund. She noted that the Town will now be receiving a little more than \$22,000.00 per month which can be used for economic development.

Utility Adjustments

George Green - Mr. Green stated that an outside garden house was left on, the hose froze, thawed and then ruptured. He noted that he had no problem paying for the water, but that 35,000 gallons of water did not go down the sewer. It was noted that his average usage is 3,000 to 4,000 gallons. On motion of Councilman Grogan, seconded by Councilwoman Kaczmariski and duly carried 4-0, the Council approved an adjustment to the past twelve months of usage on the sewer portion of the bill.

New Business

Boy Scout Troop 926 - President Ensign introduced Troop 926 noting that they are working on their merit badge, Citizenship in the Community. He welcomed Troop 926.

Ordinance 2010-03-16 - An Ordinance to Revise the Schedule of Monthly Water Rates and Minimum Monthly Charges to be Collected by the Town of Hebron, Indiana from Customers Served by the Town's Water Utility - President Ensign read and introduced Ordinance 2010-03-16. He noted that Town must undertake this action because the State of Indiana requires the Town maintain a minimum 125% in revenue coming back to the Town when the Town has bonded against the new water plant. If the revenue doesn't meet the 125%, the Town must increase the rate. He said the proposal is for a 15% increase in water rates. Attorney Fitzgerald stated that this was brought about because of the sewer grant and that the Town doesn't have a choice. He further stated that the Town hired the firm of London Witte Group to review the situation and the 15% is their number. Discussion ensued. On motion of Councilman Peeler, seconded by Councilman Grogan and duly carried 4-0, the Council accepted the introduction of Ordinance 2010-03-16 and directed Clerk-Treasurer Waywood to place a public meeting notice to the newspapers.

UV Project Payment - Clerk-Treasurer Waywood reported that her office received notification from Nies Engineering giving approval for the first payment to Bowen Engineering for 20% completion. She said that \$18,655.11 will be paid from the State Revolving Fund. On motion of Councilman Grogan, seconded by Councilman Peeler and Councilwoman Kaczmariski and duly carried 4-0, the Council authorized this payment. President Ensign noted that the project will be completed by April 1st.

Debit Cards/Credit Cards for payment of Water bills - President Ensign announced that this project is spearheaded by the Clerk's office in an attempt to help cut costs. Clerk-Treasurer Waywood stated that this will be handled by Paygov with no charges to the Town. The utility customers will be charged a percent fee. She said that customers can come into the Clerk's office and pay via a debit card, use the Town website Paygov button, or by telephone. She said this is an immediate payment that can be used for water bills, tap fees, contractor license or building permits. On motion of Councilman Grogan, seconded by Councilwoman Kaczmariski and duly carried 4-0, the Council approved this pending legal review of the contract.

Ordinance 2009-12-15 - Revised Salary Ordinance - Chief Steve Sibbrell stated that a study was conducted regarding Police Department's extended office hours and it determined that there is very little activity during these hours. He further stated that the Department did not believe extended hours were was beneficial or needed. President Ensign reported that Ida will assume additional duties with the elimination of this position saving the Town \$10,000.00. He said Ida will be given a \$1,000 yearly raise. On motion of Councilman Grogan, seconded by Councilwoman Kaczmariski and duly carried 4-0, the Council approved the elimination of the

extended office hours. On motion of Councilman Grogan, seconded by Councilman Peeler, and duly carried 4-0, the Council passed and adopted the Revised Salary Ordinance.

Ordinance 2010-02-16 - Change Cash - Clerk-Treasurer Waywood stated approval of this Ordinance would allow her office to retain additional cash on hand. On motion of Councilman Grogan, seconded by Councilman Peeler and Councilwoman Kaczmariski and duly carried 4-0, the Council passed and adopted Ordinance 2010-02-16.

Habitat for Humanity Fees - President Ensign read a letter from Habitat for Humanity asking for waiving or reduction of fees, ie., building permit fees, tap fees, etc. associated with the construction of a house on 116 Fir Court. On motion of Councilman Grogan, seconded by Councilman Peeler and duly carried 4-0, the Council approved waiving all fees associated with the construction of this home.

Resolution 2010-02-16 - Transfer Resolution - President Ensign read Resolution 2010-02-16. On motion of Councilman Peeler, seconded by Councilwoman Kaczmariski duly carried 4-0, Resolution 2010-02-16 was passed and adopted.

Events Committee - President Ensign asked for authority to form an Events Committee. He noted that committee will be all volunteers who's function will be to plan community events. He said the first project would be organize a carnival to be held the last weekend in June in the Middle High School parking area, He further said the funds obtained for this event would be used for the 4th of July and the Hebron Chamber of Commerce. He said he is hoping to have an event once a quarter. He further stated that there are plans to have a July 2 and July 3 event at the Community Center with BINGO, games, and turtle derby. On motion of Councilman Grogan, seconded by Councilman Peeler and duly carried 4-0, the Council authorized President Ensign to form an Events Committee.

Public Works Truck Purchase - Public Works Director Jim Shelhart asked for Council approval to purchase a 1999 1 ton Chevy truck with a 15-foot boom for the price of \$13,000.00. He noted that the Department can use this to safely pull out pumps and for other projects at the water plant. He noted that the truck has new brakes and a new front end. On motion Councilman Grogan, seconded by Councilman Peeler and duly carried 4-0, the Council approved the purchase of this truck at a price of \$13,000.00.

Department Reports

Parks - Mike Spicer reported that the Easter Egg Hunt is scheduled for March 27, 2010 at 9:00 at Cohen Park. He said 8,000 eggs will be used. The rain date will be the Saturday before Easter.

Mr. Spicer announced that the ice rink contract with RLM has been signed at the cost of approximately \$16,200.00 which includes the pump.

Mr. Spicer noted that plan was still in the works for three Satchawaii events this summer.

Aylea Park - Mr. Spicer reported that the Department is still looking at upgrading the equipment in this park. President Ensign asked for a projection on the costs associated with the upgrade.

Snow removal on sidewalks - Mr. Spicer inquired as to who is responsible for snow removal at the Stage Coach Inn. President Ensign stated that we need to make sure the sidewalks are cleaned.

Police Department

Chief Sibbrell reported that cameras are running in the squad cars.

Chief Sibbrell presented Attorneys Fitzgerald and Less with a plaque thanking them for their donation for the purchase of shotguns for the officers.

Fire Department

Greg Hoagland announced the Department's Chili Supper scheduled for March 20th from 4:00 to 7:00. He noted that this is an "all you can eat" event.

Mr. Hoagland informed the Council that the Fire Department would like to assist the Town during the upcoming carnival. He noted that the Department will have an EMT available.

Public Works - Public Works Director Jim Shelhart reported that his department has put a lot of salt on the roads. He stated everything is going pretty well. Mr. Shelhart asked the Community to observe the no parking signs in front of the Community Center except for loading and unloading. President Ensign thanked the Department for the wonderful job in snow plowing, clearing fire hydrants and for cleaning out drains.

Storm Water Drainage Board- Steve Sibbrell noted that Dwayne Dobson recently talked with Kevin Breitzke from Porter County. Mr. Breitzke informed Mr. Dobson that the County recently had a topographic map completed and that the Town can use this map. Mr. Sibbrell reported that the Storm Water Drainage Board is going to discuss the possibility of a workshop with Mr. Breitzke to discuss the drainage issues at Hawk Lake and various other areas.

Hebron Redevelopment Commission - President Ensign reported that the Winterfest event was wonderful. He further noted that the HRC is working on Hawk Bucks in an attempt to spur more business in the Community.

Town Information

President Ensign noted that a new business, Anytime Fitness, is coming to Town and that it will be opened 24 hours per day.

President Ensign then turned the meeting over to Troop 926 for a question and answer period.

President Ensign stated that he met with Congressman Visclosky on February 10th regarding 2011 appropriations. He noted that Congressman Visclosky give the Town 1 ½ hours to listen to the wants and need of the Community

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,

Terri Waywood, Clerk-Treasurer

Approved:

Donald Ensign, President