

HEBRON REDEVELOPMENT COMMISSION (HRC) MEETING MINUTES 6:00 PM – Monday - December 12, 2011 – HRC Conference Room

Call to Order: HRC President Shawn Ensign called the Redevelopment Commission meeting to order with the interior HRC office temperature at 49 degrees F. and attendees recited the Pledge of Allegiance.

Attendees: one guest: Bill Sopko

Comment [JM1]: Guest not identified

HRC members present: Shawn Ensign (**SE**), Mike Reick (**MR**),
Mike Mantai (**MM**); Alan Kirkpatrick (**AK**)

Liaisons present: Don Ensign, Hebron Town Council President (**Town**)
Jim Shelhart, Hebron Public Works (**HPW**)
Jim Mooney, HRC Consultant (**DeSCo**)

Administrative Approvals:

- 1. Approval of the Agenda.** An item was added to confirm the second Monday schedule and single meeting of the month was added to the agenda.
2012 meeting schedule: Monthly meetings will continue to be held on second Mondays @ 7:00 PM with an optional 6:00 PM executive session if called by the HRC President.
 - (**MM**) motioned to approve; (**MR**) seconded; motion passed (4-0).
- 2. Approval of Minutes. October 11, 2011 meeting minutes:** The October meeting minutes were not reviewed. October minutes were previously transmitted to the webmaster, but not posted to website.
- 3. Payment of Financials. Treasury Expenditures:** HRC reviewed (18) invoices from the Town Treasurer:
 - (**MR**) motioned to approve (17 of 18 invoices, HVAC invoice at the Community Center needs further explanation);
 - (**MM**) seconded; motion passed (4-0).

Agenda - Strategic Business:

- 1. Strategic Plan Priorities/Budgets (SE/DeSCo)**– 2012 budget for Town/HRC will have additional TIF Fund and Business License Fund line items with separate full individual breakdowns of all line items. The 2012 Strategic Plan should also be placed on the budget for tracking. HRC president and Town treasurer will verify this itemization content.
- 2. North End Infrastructure (DeSCo)**– RFP's were issued to 6 regional civil engineering firms. There were four (4) responses. After review of the proposals, three (3) firms will be contacted for consecutive interviews in a 3-hour workshop on Saturday, January 7, 2012.
 - (**MM**) motioned to approve interviews with McMahon Engineers/Architects of Valparaiso, DVG Inc. of Crown Point, and Wessler Engineering of West LaFayette; (**MR**) seconded; motion passed (4-0).
 - An interview committee of HRC Consultant Jim Mooney of DeSCo, HRC members: Mike Reick and Alan Kirkpatrick, Public Works Director Jim Shelhart, and Town Councilman/Plan Commissioner Dave Peeler were recommended by the (**Town**). DeSCo was asked to coordinate the meetings. (**MM**) motioned to approve; (**MR**) seconded; motion passed (4-0).

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3. Christmas Street Lights/Decorations (SE) –

1. The HRC formally thanked Veach Trucking and Vista Cielo Farm for donating and installing the wreaths on the gateway signs.
2. Invoice for banners and wreaths is \$5,275. After discussion, \$5000 will come from TIF funds and \$275 will come from Main Street Beautification funds.
 - **(MM)** motioned to approve; **(AK)** seconded; motion passed (4-0).
 - Next year's wreath lights should be colors rather than white.
 - Seasonal banner standards should be removed when there are no banners.
 - Lease with Hap Industries should be reviewed for 2012.

4. Wayfinding Signage – (MR) 10 wayfinding signs are fabricated and ready for final locates and installation. Jim Shelhart and Mike Reick will meet with installer on Wednesday, December 21 @ 1:00 PM for locates to install signage before Christmas.

5. Network Development (SE) – Beginning in January 2012, Shawn Ensign will be scheduling one meeting per quarter with 4 key regional contacts

Old Business:

1. **Residential Housing Replacement (DE)** – Targeting abandoned and foreclosed properties that reduce the Town's tax base and growth potential. Researching funding and construction management options for purchasing, rehabbing, and selling said properties..
2. **Branding – (AK)** Results and recommendations of this group will be made at the next mtg.
3. **Land Options (DeSCo)**– DeSCo will continue to send letters to local landowners. An Economic Development "Summit" for Hebron and the south county will be planned for 2012 in order to draw emphasis on the need for land to support economic development efforts.
4. **Business Licenses – (MM)** 4 licenses are still outstanding. HPD will be sent to deliver invoices.
5. **HRC Board Member Replacement (DE)** – Bill Sopko is the newly appointed commissioner to be sworn in at the January 2012 meeting.
6. **Rate Studies - (DeSCo)** The Treasurers office has approached the HRC for information regarding rate comparison and missing revenue for the town. This assignment will be moved from the previous intern to the HRC's financial consultant; Cender and Associates.
 - **(DeSCo)** is to coordinate the study with Cender and Associates.
 - **(AK)** motioned to approve; **(MR)** seconded; passed (4-0)
7. **WinterFest 2012 – (MR)** After discussion, WinterFest will be held at the middle school on Saturday, February 11, 2012. Pav's, Little OB, Boone Twp MSD, sponsors, parks, county and other officials will be contacted.
8. **Project Milwaukee** - appears to not be moving forward.
9. **Project Green Start** – looking for land. Concerns were expressed about potential externalities associated with the project.

New Business: None

Comment [JM2]: Not on the agenda.

Next meeting: Monday, January 9, 2012 @ 7:00 PM.

Adjournment: **(AK)** motioned to adjourn; **(MR)** seconded; passed (4-0)

Shawn Ensign, HRC President

Alan Kirkpatrick, HRC Secretary