

# HEBRON REDEVELOPMENT COMMISSION (HRC) MEETING MINUTES

## 7:00 PM – Monday - September 12, 2011 – HRC Conference Room

**Call to Order:** HRC President Mike Reick called the Redevelopment Commission meeting to order and attendees recited the Pledge of Allegiance.

**Attendees:** two guests: Town Councilmen

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

HRC Intern absent: Kathy Ceperich (**KC**)

Liaisons present: Don Ensign, Hebron Town Council President (**Town**)  
Jim Shelhart, Hebron Public Works, (**HPW**)  
Dr. John Felton, Chamber of Commerce (**CofC**);

### **Administrative Approvals:**

- 1. August 8, 2011 meeting minutes** were reviewed:
  - (**MM**) motioned to approve; (**MR**) seconded; motion passed (4-0)
- 2. Treasury Expenditures:** HRC reviewed (6) invoices from the Town Treasurer:
  - (**MM**) motioned to approve; (**MR**) seconded; motion passed (4-0)

### **Agenda - Strategic Business:**

- 1. Web page** – on hold until use, need and upkeep is determined.
- 2. Gateway Sign landscaping and lighting RFP's** – Final half payment of \$3600 was approved tonight. Weed control using Roundup is the only issue raised.
- 3. North End Infrastructure** – Wessler Engineering qualification statement was distributed to board members.
  - Action tabled until next meeting.
  - Town Attorney researching legal strategies to finance this expansion.
- 4. Parking Lot Management** – tabled until next meeting. Intern and Shawn.
- 5. Christmas Street Decorations** – (**MR**) to contacted HAP Industries. Needs direction on purchase and HAP stores or rent and HAP stores option. After discussion – renting will be the likely option.
- 6. Wayfinding** – (**MR**) Content and locations were finalized and presented at this meeting.
  - Decisions were based on cost, recommendations by the Beautification Committee and HRC. Signs and standards will be ordered based on final decisions made at this meeting.
    - (**AK**) motioned to approve purchase; (**MR**) seconded; motion passed (4-0)
  - Recommend purchasing reflective lettering to comply with new 2012 INDOT signage requirements. Sign: red field with white “reflective” lettering.
  - Recommend to purchase the maximum of 10 signs.
  - Recommend to purchase 2 additional posts for back-up.
  - Need to finalize font size on sign face, basing the content on established graphic standards for distance and speed of viewer.
  - Town suggested using a full size mock-up with 2x4's and cardboard template to locate final locations.
- 7. Network Development** –Follow-up to be performed by Shawn Ensign. One meeting per quarter will be scheduled.
- 8. Economic Development Director**– tabled until next meeting.

### **Old Business:**

- 1. Business Retention Interviews** – 7 interviews are completed. Summer is taking toll on scheduling the interviews. New intern (**KC**) will help with scheduling.
- 2. PCEDA (Alliance) update:** Reviewed via emailed meeting minutes.

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- 3. Branding** – First meeting with 6 townspeople is September 13 – 2 business people, 2 town leaders and 2 young adults.
- 4. 2011 Zoning Map Update** - 2010 zoning map corrections are incorporated in a working map and final version of Zoning Maps. Final map changes to revert the municipal zones back to the original R-1 classifications are complete.
  - **(AK)** to get this approval on the Planning Commission agenda.
  - **(HRC)** Recommends that the Town consider all future land annexation automatically changes the land use classification to R-1 unless otherwise specified by the Town.
- 5. Farmer's Market** – **(MM)** Reported Thursday Farmer's Market is slow now. Only one of the 3 printed advertisements seemed to have been carried.
- 6. Land Options** – Tabled.
- 7. Business Licenses/ Renewals** – **(MM)** reported that about 80% renewal notices issued were responded to thus far. Second notices will be issued.
  - The Town Attorney was consulted about a new local business applying for a license. Discussion was held in regards to that business requiring state and federal licensing. License will be granted as all paperwork is completed.
- 8. Project Milwaukee** – **(DeSCo)** is to pursue all land options for this potential business.
- 9. New HRC commissioner** – Will be up for Town Board approval this month.

**New Business:**

- 1. Capital and Operational Budgets** – No business
- 2. Commission Member/ Liaison Comments:**
  - a. Block Party – October 1 – Town requested funds to pay for advertizing event -
    - **(MM)** *motioned to approve;* **(MR)** *seconded;* *motion passed (4-0)*
  - b. WinterFest – Feb 2012 - MM to assist in applying for grant due Sept. 30, 2011.
  - c. Review of a bill from Cender & Co., LLC will be tabled until next meeting.
- 3. Public Comments:** None

**Next meeting: Monday, October 10, 2011 @ 7:00 PM.**

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

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Shawn Ensign, HRC President

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Alan Kirkpatrick, HRC Secretary