

**HEBRON TOWN COUNCIL
HEBRON UTILITY REGULATORY COMMISSION
MINUTES OF NOVEMBER 22, 2011**

The Hebron Town Council and Hebron Utility Regulatory Commission Meeting of November 22, 2011 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 Kaczmarek; Chief of Police Steve Sibbrell; Public Works Director Jim Shelhart; Clerk-Treasurer Terri Waywood, Attorney Theodore A. Fitzgerald and Recording Secretary Joanne Garrett-Hansen. Councilman Peter Breuckman was not in attendance due to a family emergency.

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 October 18, 2011 approved as presented.

Docket - President Ensign read the docket totals for November 22, 2011: Total Disbursed \$798,881.18, Transfers \$250,603.40 and Net Disbursed \$548,277.78. Clerk-Treasurer Terri Waywood asked for approval to remit payment of \$2,400.00 to G&L Construction. On motion of Councilman Grogan, seconded by Councilwoman Kaczmarek and Councilman Peeler and duly carried 4-0, the Council approved the docket as presented and the \$2,400.00 payment to G&L Construction.

Clerk-Treasurer's Report - Clerk-Treasurer Terri Waywood announced the Christmas Tree lighting ceremony which is scheduled for 6:00 p.m. on November 25th. She further reported that Santa Claus will be arriving at his "house" by a fire truck and that cookies along with hot chocolate will be served in the Community Center.

Utility Adjustments - None

Old Business

Stop Sign at Washington & Church Streets - Attorney Fitzgerald reported that the Traffic Committee's recommendation is to post a "10 mile per hour while children are present" sign. The Council asked Jim Shelhart to purchase and post such a sign and the Police Department to patrol the area.

New Business

Ordinance 2011-11-22A - Leaf & Limb Pickup - Attorney Fitzgerald explained the necessity of this Ordinance. On motion of Councilman Peeler, seconded by Councilman Grogan and duly carried 4-0, Ordinance 2011-11-22A was passed and adopted.

Ordinance 2011-11-22 - Exterior Maintenance - Attorney Fitzgerald explained that this is being presented this evening in a draft format. The Ordinance is scheduled for a public

hearing in front of the Plan Commission on December 12, 2011 at 7:00 p.m. and he encouraged the public to attend the Plan Commission meeting.

Transfer Resolution 2011-11-22 - President Ensign read Resolution 2011-11-22. On motion of Councilman Grogan, seconded by Councilman Peeler and duly carried 4-0, Resolution 2011-11-22 was passed and adopted.

Resolution 2011-11-22A - Resolution Appointing Michael Mantai to the Porter County Visitors & Recreation Commission for 2012 - President Ensign read Resolution 2011-11-22A. On motion of Councilman Peeler, seconded by Councilman Grogan and duly carried 4-0, Resolution 2011-11-22A was passed and adopted.

Resolution 2011-11-22B - Resolution Transferring Funds from CEDIT Fund to General Fund - President Ensign read Resolution 2011-11-22. On motion of Councilman Grogan, seconded by Councilwoman Kaczmariski and duly carried 4-0, Resolution 2011-11-22B was passed and adopted.

Working Well Clinic - Clerk-Treasurer Waywood asked for permission to change carriers for testing and workers' comp. issues to the Working Well Clinic which is associated with St. Anthony's Hospital. Discussion ensued. On motion of Councilman Peeler, seconded by Councilman Grogan and duly carried 4-0, this request was granted.

Hiring Temporary Public Works Employees - On motion of Councilman Grogan, seconded by Councilman Peeler and duly carried 4-0, the Council approved the hiring of three (3) temporary public works employees.

Hiring Mechanic - Public Works Director Shelhart asked for Council approval to explore the possibility of hiring a part-time mechanic for the police department and public works department. On motion of Councilman Peeler, seconded by Councilman Grogan and duly carried 4-0, this request was granted.

Out of Town Function Request - Clerk-Treasurer Waywood's request to attend the Human Resource Conference in Merrillville, Indiana was approved on motion of Councilman Grogan, seconded by Councilman Peeler and Councilwoman Kaczmariski and duly carried 4-0.

Department Reports

Parks - Steve Sibbrell reported that next month the Parks Department will name the Friend of the Parks honoree.

Alyea Park - He reported that the sign has been installed and that it looks really nice. He further reported that bleachers and grills will be installed in the Spring. He noted that the

Department is waiting for bids on the gazebo. He stated that the Department is looking for donations for the rails from the Lions Club.

Police Department

Chief Steve Sibbrell asked the Council for permission to add a donation of \$4,285.00 to the Department's Gift Fund. Mr. Sibbrell stated that this donation came from various Town business owners, Petry, Fitzgerald & Less, P.C., Precision Turbo, Pav's and Geisen's Funeral Home, to be used for the replacement of outdated hand guns. On motion of Councilwoman Kaczmariski, seconded by Councilman Grogan and duly carried 4-0, this request was granted.

Chief Sibbrell reported that the Department is working on the hummers getting the spotlights and infrared lights installed.

Fire Department

Fire Chief Chad Franzman reported that there have been 390 calls year-to-date.

Chief Franzman announced that December 11, 2011 from 10:00 a.m. to 2:00 p.m. is the "Stop, Drop and Donate" food drive. He noted that the Department will be coming through the neighborhoods to collect food items and that if anyone wishes to donate, just bring the food items out to the truck or leave the bag at the end of the drive. He said all donated food will be given to the Methodist Church Food Pantry.

Chief Franzman announced that Department received a \$2,250.00 matching grant from the Dept. Of National Resources which will be used to update hoses and nozzles.

Public Works - Public Works Director Jim Shelhart reported on the following projects

Washington Street is almost complete. He stated the top coat will be installed next Spring.

Harrison Street and Quincy Street still require some work.

Monroe Lift Station is half way finished.

Oak Court is still in a waiting mode. NIPSCO needs to connect the electric.

Mr. Shelhart reported that Tom Kennedy is retiring in January and Mr. Shelhart asked for permission to start looking for a full time employee to replace Tom.

Bike Racks - President Ensign informed Mr. Shelhart that the bike racks are to be installed before December 31, 2011.

HRC - President Ensign reported that HRC was awarded a \$3,000.00 grant which will be used for the Winter Fest and Block Party.

Code Red - Councilman Peeler reported that an ad will be appearing in the Hebron Advertiser regarding Code Red and informing the Community how to access it.

Heather Wilson - Ms. Wilson asked for a utility adjustment stating she only had 14 days of water usage, but that she received an estimated bill. Clerk-Treasurer Waywood explained that the next billing will reflect the actual usage.

Councilman Jeff Grogan read the following letter:

“ I would like to take this opportunity to thank all of the citizens of Hebron for the true honor and privilege of serving as a Hebron Town Councilman for the last eight years. I would also like to congratulate Mr. Travis Gearhart on his newly elected position and finally to my fellow Councilmen, Councilwoman and Clerk-Treasurer, I thank each of you for your love and support of me in the years we have all served together. I pray that the new Council will work together for the continued effort of the economic growth, safety and that beautification of Hebron, Indiana.”

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

Respectfully submitted,

Terri Waywood, Clerk-Treasurer

Approved:

Donald Ensign, President