

**HEBRON TOWN COUNCIL
HEBRON UTILITY REGULATORY COMMISSION
MINUTES OF APRIL 20, 2021**

The Hebron Town Council and Hebron Utility Regulatory Commission meeting of April 20, 2021 was called to order at 7:00 p.m. by President Dave Peeler. In attendance were Councilmen Todd Adamczyk, Dave Peeler, Kevin Joseph, Justin Albright, and John Spinks, Jr.; MCO Representative Randy Decker; Clerk-Treasurer Jamie Uzelac; Marshall Josh Noel and Officer Scott Sejda; Josh Carter, Hebron Fire Department; Park Board President Linda Brebner; Town Attorney Theodore A. Fitzgerald; and Recording Secretary Joanne Hansen. This meeting was held virtually via Zoom.

Following the Pledge of Allegiance, the following business was conducted.

Public hearing for Additional Appropriations, Land Use - Fence Ordinance, Zone Map Ordinance, and Driveway Ordinance - President Peeler opened the public hearing and presented the Additional Appropriations, Land Use - Fence Ordinance, Zone Map Ordinance, and Driveway Ordinance for review and comments. There being no Public comments nor Council comments, President Peeler closed the public hearing and noted that a vote would be conducted later in the meeting.

Utility Adjustments - 302 S. Harrison - Reverse Osmosis system was leaking. The homeowner was not in attendance. On motion of Councilman Joseph, seconded by Councilman Albright, and duly carried 5-0, this adjustment request was tabled to next month's meeting.

21 Maxwell Street, Apartment 2 - Clerk-Treasurer Uzelac noted that this apartment is rented by a State Police Officer and apparently his outside faucet was running. He was unaware of the issue until the Town called because he had used 43,000 gallons. The officer was not in attendance. On motion of Councilman Albright, seconded by Councilman Adamczyk, and duly carried 5-0, this adjustment request was tabled to next month's meeting.

Approvals of Minutes - On motion of Councilman Spinks, seconded by Councilman Albright, and duly carried 5-0, the March 16, 2021 Town Council Minutes, March 22, 2021 Town Council Special Meeting Minutes, and the April 13, 2021 Workshop Minutes were approved as presented.

Docket - President Peeler read the docket totals for April 20, 2021: Total \$780,837.97, Transfer \$354,324.89 and Net \$426,513.08. On motion of Councilman Joseph, seconded by Councilman Adamczyk, and duly carried 5-0, the Docket was approved as presented.

Approval of Bills to be paid from Wastewater SRF

McMahon & Associates, Inc. - \$9,311.93 - On motion of Councilman Joseph, seconded by Councilman Spinks, and duly carried 5-0, the Council approved the payment of \$9,311.93.

Ordinances and Resolutions

Ordinance 2021-04-20 - ARP Fund/Plan - Ordinance 2021-04-20 was read by President Peeler. On motion of Councilman Adamczyk, seconded by Councilman Spinks, and duly carried 5-0, Ordinance 2021-04-20 was passed and adopted.

Ordinance 2021-04-20-1 - Land Use - Fence - On motion of Councilman Spinks, seconded by Councilman Albright, and duly carried 5-0, Ordinance 2021-04-20-1 was passed and adopted.

Ordinance 2021-04-20-2 - Zone Map - On motion of Councilman Joseph, seconded by Councilman Adamczyk, and duly carried 5-0, Ordinance 2021-04-20-2 was passed and adopted.

Ordinance 2021-04-20-3 - Driveways - On motion of Councilman Spinks, seconded by Councilman Joseph, and duly carried 5-0, Ordinance 2021-04-20-3 was passed and adopted.

Resolution 2021-04-20 - Additional Appropriation - \$10,000 Law Enforcement Continuing Education and Equipment Repair - On motion of Councilman Albright, seconded by Councilman Adamczyk, and duly carried 5-0, Resolution 2021-04-20 was passed and adopted.

Resolution 2021-04-20-1 - Transfer Resolution - On motion of Councilman Albright, seconded by Councilman Joseph, and duly carried 5-0, Resolution 2021-04-20-1 was passed and adopted.

OLD BUSINESS: None

NEW BUSINESS:

Railroad Property - Attorney Fitzgerald noted that this is a request for money to be set aside in case the Town has to pay taxes on the property which is \$4,300.00 and \$1,000.00 to procure the deed for a total of \$5,300.00. He further noted that there is a possibility that the Town can get these fees waived by the County. On motion of Councilman Joseph, seconded by Councilman Albright, and duly carried 5-0, the Council approved up to \$5,300.00 for these costs.

Community Garden Lease (Girl Scouts) - President Peeler noted that the lease rental amount is \$1.00 per year and that the Girl Scouts plant and maintain the garden, and donate the vegetables to the food pantry. On motion of Councilman Spinks, seconded by Councilman Albright, and duly carried 5-0, the Council approved the Community Garden Lease.

London Witte Group Contract for Rate Study - On motion of Councilman Joseph, seconded by Councilman Albright, and duly carried 5-0, the Council approved the London Witte Group Contract up to \$25,000.00 for the water rate study. Attorney Fitzgerald was directed to notify Ted Sommer of the contract approval.

Invoice Cloud - Clerk-Treasurer Uzelac requested Council approval to add Paypal as an option for paying utility bills. She stated that the dollar amount will be raised to \$300.00 at no cost to the Town. On motion of Councilman Adamczyk, seconded by Councilman Joseph, and duly carried 5-0, this request was approved.

Internal Controls - Clerk-Treasurer presented the Town's Internal Controls. On motion of Councilman Joseph, seconded by Councilman Spinks, and duly carried 5-0, the Council approved the Internal Controls.

Roof Repairs for Fire Station and Community Center - Clerk-Treasurer Uzelac reported that two estimates were received. Rogers Roofing's estimate of \$1,741.00 was the lowest estimate. On motion of Councilman Spinks, seconded by Councilman Adamczyk, and duly carried 5-0, the Council approved the estimate from Rogers Roofing of \$1,741.00 for the Community Center.

Fire Department Roof Quote - On motion of Councilman Joseph, seconded by Councilman Adamczyk, and duly carried 5-0, the Council approved the quote received from Roger's Roof in the amount of \$4,180.00.

MCO Contract - President Peeler stated that the proposed contract reflects an increase of 5% which is due to the extra time spend for the sewer plant. The contract total is \$162,078.00. On motion of Councilman Joseph, seconded by Councilman Spinks, and duly carried 5-0, the Council approved the proposed Contract subject to legal approval.

Department Reports

Public Works - A copy of MCO Representative Randy Decker's report is attached to and made a part of these minutes. In addition to this report, Mr. Decker reported as follows:

Mr. Decker gave a brief synopsis of the status of the new waste water plant. He noted there was a water main break at Madison and Jackson.

Township Park - Attorney Fitzgerald stated that a legal description is needed for this property. Randy Decker will see if he can find a surveyor to prepare the legal.

HRC - Councilman Joseph reported that they are waiting for Wessler to get the engineering completed so that it can be given to the gentleman who wants to do the subdivision.

Police Department - A copy of the Police Report submitted by Josh Noel is attached hereto and made a part of these minutes. Chief Noel further reported as follows:

Use of Force Policy - The Town's Use of Force policies were submitted to the Indiana Federation Law Enforce Accreditation Commission and they got back to the Department stating our policies were approved.

Hiring of Officer - On motion of Councilman Albright, seconded by Councilman Spinks, and duly carried 5-0, the Council approved the hiring of Cody Haywood effective May 4, 2021

as a full time officer. On motion of Councilman Albright, seconded by Councilman Spinks, and duly carried 5-0, Officer Haywood's annual salary will be that of 1st Class Officer, \$45,000.00.

Fire Department - Josh Carter reported that the Department has responded to 210 calls this year with 33 calls for the month. The Department should have a new engine and truck coming within the next month.

Parks - President Brebner reported that an inspection of the Parks was completed and that there are maintenance issues that need to be addressed. She stated that the Department will be focusing this year on taking care of the park's maintenance issues and the installation of equipment which was purchased last year. She said she has contacted CES Dustless regarding the repainting of the swirl slides and is waiting for an estimate. Also she noted that painting needs to be done on wood surfaces, benches, and pavilions, etc. She has contacted PACT and PACT is sending people to work on these projects. John Spinks inquired about painting of the benches on Main Street. Linda stated that there is a bench in Buchanan Park. She noted that the arms are peeling because they are aluminum based. Linda will get an estimate from CES Dustless for stripping and repainting the arms.

Town Comments - President Peeler reminded the Council that everyone need to make an effort to sign documents after meetings.

There being no further business before the Council, on motion of Councilman Albright, seconded by Councilman Joseph, and duly carried 5-0, the meeting was adjourned.

Respectfully submitted,


Jamie Uzelac, Clerk-Treasurer

Approved


Dave Peeler, President



**Town of Hebron
Report of Operations
Prepared By: Randy Decker
March 2021**

Water Plant

- The 2020 Budget has been completed and is projected to have a substantial shortfall.
- Peerless Midwest was onsite for the annual well and pump maintenance. The only issue is Transfer Pump B, which needs to be overhauled. We are working with Tim Hill on getting a quote.
- Iron Filter #1 has been put back offline. Both Iron Filter #1 and #2 will need to be overhauled. We are working with Tim Hill on getting a quote.
- Sherri Winters is working on the Wellhead Protection Plan-5. It is due May 16, 2021.
- America's Water Infrastructure Act (AWIA) of 2018 requires all Water Utilities to complete Risk and Resilience Assessments and Emergency Response Plans by the end of the year. Wessler has set up a kick-off meeting the week of April 5th.
- Tier II for the 2021 year has been summited.

Water Distribution

- We had a main break on Chicago Street. It was a two bolt main which pulled apart.
- Hydrant flushing will be April 19-30.
- The DNR water withdrawal for 2020 was submitted.
- We are in the process of getting BSI information regarding customers who have backflow devices.
- We are working with the Clerk's Office to update the list of customers that have sprinklers for fire protection.
- Hydrant 33 was hit by a car and sheared off. Bob ordered the parts and an invoice will be made up. When the weather warms, it will get repaired.
- The Town was not selected for the EDA Grant. The Town will need to explore other options to replace the 1911 2-bolt water main and address the water tower issues.
- We did receive approval from IDEM on the new RTCR site sampling plan. The Clerk's Office will help contact customers that would be willing to become a sample site.

Wastewater

- The Wastewater Plant is running very well. The UV system was started up on March 28, 2021 with no issues.
- We are experiencing some issues with the Drying Beds not draining. We have taken two of them offline and as soon as they dry out we will clean them.
- Bob and I met with Jake from Bowen and a Landscape Contractor on March 31, 2021. Some grading is needed along with top soil, seeding, fertilizer and mulching. Several loads of stone will need to be hauled in.

- The roof is supposed to be repaired the week of April 12th.
- Bob and I received a rough draft of the Collection System PER.
- I am working with Chris from Milestone to get a quote for some additional paving that was cut from the Wastewater Project.
- Bob and I met with Chip from Abonmarche about the Asset Management Plan. We are very close to finishing it.
- Wessler has been contracted to look at the possible subdivision expansion. They were able to cut the timeline from 90 to 60 days.
- The Preventive Maintenance schedule will be completed by April 17th.

Storm Water

- Catch basins have been cleaned.

Streets

- We have started patching pot holes.
- As time allows, we are still moving into the new Public Works building.
- We spoke with Chris from Milestone about setting a paving timeline. We are going to shoot for the last week of May or early June.
- We have taken 2 saltboxes out of the plow trucks for now.
- Yard repair from plow damage will begin as soon as we complete limb and leaf pick up for the month.
- Matt and I met with Linda from the Park Board in regards to the new park equipment installation. We might need some additional help.
- The Preventive Maintenance logs for the mower and truck are ready.
- The Preseason Park Inspection was completed. Report is attached.

Completed Work Orders

Water/Sewer – 69

Drainage – 2

Streets – 2

Locates – 24

Code Enforcement – 0

Comp Time

Robert Paajanen – 36

Dustin Lindsay – 29.5

Josh Dilbeck – 18.5

Matt Garlach – 39.5

Town of Hebron - Operational Summary

Wastewater Treatment Plant - Influent

2021	Flow				BOD		TSS		Ammonia	
	Total Gallons	Max. Daily	Min. Daily	Monthly Avg.	mg/l	#'s	mg/l	#'s	mg/l	#'s
January	9,380,000	770,000	190,000	269,300	250	513.22	144	286.8	44.6	
February	8,920,000	1,100,000	160,000	318,600	204	371.62	277	545.6	38.7	
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										

Wastewater Treatment Plant - Effluent

2021	Total Gallons	Flow			BOD		TSS		Ammonia	
		Max. Daily	Min. Daily	Monthly Avg.	Monthly Avg.	% Removed	Monthly Avg.	% Removed	Monthly Avg.	% Removed
January	9,380,000	770,000	230,000	302,600	7.1	97.2	18.5	87.1	1.3	97
February	9,370,000	1,000,000	210,000	334,600	5.0	97.6	10	96.4	.295	99.2
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										

Water Treatment Plant

Month Ending	Total Monthly Flow	Maximum Daily Flow	Minimum Daily Flow	Average Daily Flow	Chlorine Usage (pounds.)
01/31/21	6,613,730	288,440	167,080	213,346	125.0
02/29/21	6,196,400	287,740	194,940	221,300	115.6
03/31/21	6,896,020	283,870	208,720	222,452	132.5
04/30/21					
05/31/21					
06/30/21					
07/31/21					
08/31/21					
09/30/21					
10/31/21					
11/30/21					
12/31/21					

HEBRON
POLICE



JOSHUA NOEL
CHIEF OF POLICE
SCOTT SEJDA
ASSISTANT CHIEF

611 N. Main Street - Hebron, IN 46341-0038 - Phone (219) 996-2747 - Fax (219) 996-2144

Hebron Police Department
Monthly Report
Town Board Meeting
April 20th, 2021

**Police Department Stats
March 2021**

	Traffic Stops	Citations	Arrest Misd.	Arrest Felony	Calls of Service
Total	213	93	9	1	103

Hebron Police Department

Vehicle Report

February 15th, 2021

Vehicle Number	Officer Assigned	Model & Year	VIN: Number	Current Mileage	Mechanical Issues
1	J. Noel	2021 Ford Explorer	1FM5K8AC7MNA0687	1,207	No Issues
2	S. Sejda	2020 Ford F150	1FTEW1P45LKE443737	8,878	No Issues
3	Pool Car	2016 Ford Explorer	1FM5K8ARGGA04479	104,503	No Issues
4	Pool Car	2013 Dodge Charger	2C3CDXAG3DH604184	119,079	No Issues
5	C. Robinson	2015 Ford Explorer	1FM5K8AR2FGA94504	85,831	No Issues
6	S. Hawkins	2017 Ford Explorer	1FM5K8ARXHGA35946	65,494	No Issues
8	H. Williamson	2017 Ford Explorer	1FM5K8AR3HGB94095	72,878	No Issues
9	B. Swaney	2019 Ford Explorer	1FM5K8AR9KGB44034	20,880	No Issues
11	---	2018 Ford Explorer	1FM5K8AR3JGA83343	37,433	No Issues



INDIANA LAW ENFORCEMENT ACCREDITATION COMMISSION

Dear Chief Noel,

On behalf of The Indiana Law Enforcement Accreditation Commission, this letter confirms we are certifying that Hebron Police Department meets certain eligibility requirements, set forth by the U.S. Department of Justice, for discretionary federal grants. Hebron Police Department is qualified to receive federal grants for three years from the date of this letter.

Pursuant to Section 2 of the Presidential Executive Order on Safe Policing for Safe Communities, dated June 16, 2020, Executive Order No. 13929 (the "Executive Order on Safe Policing"), the U.S. Department of Justice's discretionary grant funding is only available to state, local, and university or college law enforcement agencies that have obtained (or are in the process of seeking) credentials certifying that they meet certain standards on use of force. The Executive Order on Safe Policing empowers the U.S. Attorney General to designate independent credentialing bodies — including The Indiana Law Enforcement Accreditation Commission — to certify that a law enforcement agency meets the conditions of eligibility for federal grants.

Following our review, we have determined that Hebron Police Department meets the conditions for certification. Accordingly, The Indiana Law Enforcement Accreditation Commission will include your agency going forward within our database of certified law enforcement agencies. On or before January 31 each year, we will provide the name of each certified law enforcement agency to the U.S. Department of Justice.

Please download this email, as it will serve as your official certification letter when applying for federal grants. If you would like to discuss further or would like to request a PDF copy of this letter, please do not hesitate to contact me either by email at office@ileac.org or by phone at 317-816-1619. Thanks very much.

Sincerely,

Lane Velayo
Executive Director, ILEAC