

**HEBRON TOWN COUNCIL
HEBRON UTILITY REGULATORY COMMISSION
MINUTES OF SEPTEMBER 21, 2021**

The Hebron Town Council and Hebron Utility Regulatory Commission meeting of September 21, 2021 was called to order at 7:05 p.m. by President Dave Peeler. In attendance were Councilmen Todd Adamczyk, Justin Albright, Dave Peeler, Kevin Joseph, and John Spinks, Jr.; MCO Representative Randy Decker; Clerk-Treasurer Jamie Uzelac; Marshall Josh Noel; Park Board President Linda Brebner; Interim Town Attorney Brett Galvan; and Recording Secretary Joanne Hansen. Building Inspector Ken Caravana and Fire Chief Franzman were not in attendance. This meeting was conducted via Zoom.

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

Theodore A. Fitzgerald - President Peeler noted the recent passing of the Town's Attorney Theodore A. Fitzgerald and asked for a moment of silence in remembrance.

Public Hearing - Wastewater Collection System Odra Round 2 Grant - 1st public hearing - President Peeler opened the public hearing. Mary Jane Thomas explained the scope of the proposed project noting total cost is \$847,000 and that \$600,000 will be paid via the grant and the balance of \$247,000 is a local match. President Peeler noted that the \$247,000 is already available. Ms. Thomas reported that the Town received support letters from people who responded to letters sent out during the summer 2021, 58 Willow Circle, 646 W St. Road 8, 702 W. Sigler, and 603 & 606 E. Bates. The proposal is due October 15, application due November 15, announcements will be early 2022. There being no one remonstrating for or against the project, President Peeler closed the public hearing.

Public Hearing - Annexation of the future Windy Hill - Steve Kil, on behalf of Windy Hill, submitted proof of publication of the notice of Annexation. President Peeler opened the public hearing. Steve Kil presented a brief explanation of the Annexation (north on State Road 2 and the Town's property), and submitted the Introduction to the Fiscal Plan (a copy of which is available for review at the Clerk-Treasurer's office). No Council nor public comments were made. President Peeler closed the public hearing. President Peeler presented the Fiscal Plan reading the title and first paragraph of the Plan. On motion of Councilman Spinks, seconded by Councilman Albright, and duly carried 5-0, **Ordinance 2021-10-19** on first reading was approved.

Utility Adjustments - 208 Locust Avenue - Damage to pool liner. On motion of Councilman Adamczyk, seconded by Councilman Joseph, and duly carried 5-0, the Council approved an adjustment to the sewer portion of the bill to the average of the past 12 months of usage.

202 W. Church Street - Leak in water supply line to toilet. On motion of Councilman Spinks, seconded by Councilman Albright, and duly carried 5-0, the Council approved an adjustment to the sewer portion of the bill to the average of the past 12 months of usage.

501 Ryan Road - Hole in Liner of Pool - Homeowner was not in attendance. On motion of Councilman Albright, seconded by Councilman Joseph, and duly carried 5-0, this request was denied.

216 Locust Avenue - Hole in pool liner - On motion of Councilman Spinks, seconded by Councilman Albright, and duly carried 5-0, the Council approved an adjustment to the sewer portion of the bill to the average of the past 12 months of usage.

82 Maple Court - Toilet Leaking - Homeowner was not in attendance. On motion of Councilman Albright, seconded by Councilman Adamczyk, and duly carried 5-0, the Council tabled this request to next month.

Approvals of Minutes - On motion of Councilman Joseph, seconded by Councilman Adamczyk, and duly carried 5-0, the minutes of the August 17, 2021 Council Meeting and the minutes of the September 14, 2021 Council Workshop were approved as presented.

Docket – President Peeler read the docket totals for September 21, 2021: Total \$637,172.18, Transfer \$323,545.14 and Net \$313,627.04. On motion of Councilman Albright, seconded by Councilman Joseph, and duly carried 5-0, the Docket was approved as presented.

Ordinances and Resolutions

Ordinance 2021-09-21- 2022 Budget Ordinance - Clerk-Treasurer Uzelac read the Budget totals of \$1,806,104.00. There was a lengthy discussion on this topic with Councilman Spinks requesting a workshop for review. On motion of Councilman Joseph, seconded by Councilman Adamczyk, and duly carried 4-1 (Councilman Spinks voted nay). Ordinance 2021-09-21 was approved at the second reading.

Ordinance 2021-09-21-1 - BAN for Construction of additions and improvements to the waterworks - President Peeler read Ordinance 2021-09-21-1 and noted that this was the 1st reading of this Ordinance. On motion by Councilman Joseph, seconded by Councilman Adamczyk, and duly carried 5-0, the Council voted to suspend the rules. On motion of Councilman Adamczyk, seconded by Councilman Joseph, and duly carried 5-0, the Council passed and adopted Ordinance 2021-09-21-1.

Ordinance 2021-09-21-2 - An Ordinance Establishing Fund 296 Comprehensive Highway Injury Reduction Program - President Peeler read Ordinance 2021-09-21-2. On motion Councilman Albright, second Councilman Spinks and duly carried 5-0, Ordinance 2021-09-21-2 was passed and adopted.

Ordinance 2021-09-21-3 - COVID 19 Voluntary Vaccination Incentive Policy - Ordinance 2021-09-21-3 was read by President Peeler. On motion of Councilman Albright, seconded by President Peeler, and duly carried 4-1 (Councilman Joseph voted nay) Ordinance 2021-09-21-3 was passed and adopted.

Resolution 2021-09-21-- Transfer Resolution - Resolution 2021-09-21 was read by President Peeler. On motion of Councilman Joseph, seconded by Councilman Adamczyk, and

duly carried 5-0, Resolution 2021-09-21 was passed and adopted.

Resolution 2021-09-21-1 - A Resolution of the Town of Hebron Council, Authorizing the Local Match Commitment and Submission of the 2021 EDA Public Works and FY 2021 American Rescue Plan Economic Adjustment Assistance Programs Including Funding to the Economic Development Administration (EDA) - Resolution 2021-09-21-1 was read by President Peeler. On motion of Councilman Adamczyk, seconded by Councilman Joseph, and duly carried 5-0, Resolution 2021-09-21-1 was passed and adopted.

Resolution 2021-09-21-2 - Resolution Authorizing Application Submission and Local Match Commitment - Resolution 2021-09-21-2 was read by President Peeler. On motion of Councilman Spinks, seconded by Councilman Joseph, and duly carried 5-0, Resolution 2021-09-21-2 was passed and adopted.

OLD BUSINESS:

Wessler Agreement for Professional Services for North End of Town - \$63,500.00 - Clerk-Treasurer Uzelac stated that the Developer agreed to pay one-half of the bill. President Peeler stated that this is a not to exceed \$31,750 to the Town. Clerk-Treasurer Uzelac noted that this was last month, she asked President Peeler to sign a second copy of the Agreement.

NEW BUSINESS:

Out of Town Function - Scott Sejda to attend EUOC Training and Certification in Planfield, Indiana - Total Cost \$1,025.00. On motion of Councilman Albright, seconded by Councilman Adamczyk and duly carried 5-0, this Out of Town Function request was approved.

Out of Town Function - New officer to attend SRO School total cost \$1,017.00. On motion of Councilman Adamczyk, seconded by Councilman Albright, and duly carried 5-0, this Out of Town Function request was approved.

Resignation of Kenneth Caravana, Building Inspector - President Peeler read the letter of resignation submitted by the Building Inspector. On motion of Councilman Albright, seconded by Councilman Spinks, and duly carried 5-0, the Council accepted Mr. Caravana's resignation and thanked him for his service to the Town.

Animal Control Contract - \$6,393 - Five year Contract - On motion of Councilman Albright, seconded Councilman Spinks, and duly carried 5-0, the Council approved this five-year contract.

Abonmarch Agreement - \$5,000 - Attorney Galvan noted that this agreement had his approval. On motion of Councilman Joseph, seconded by Councilman Adamczyk, and duly carried 5-0, the Agreement was approved.

Department Reports

Public Works - A copy of MCO Representative Randy Decker's report is attached to

and made a part of these minutes.

Superior Pump \$37,128.380 which be taken from the Sewer Improvement Fund. On motion of Councilman Joseph, seconded by Councilman Albright, and duly carried 5-0, this request was approved.

Snake Flats - Chip has rough draft of the drainage and the goal is to pick what roads in November and will bring the information to the Council in December.

HRC - No report.

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:

Vehicle 11- 2018 Explorer - Chief Noel reported that matter was just assigned to an insurance adjuster.

Casey Robinson - Chief Noel reported that Officer Robinson submitted his letter of resignation and will leave in two weeks. Chief Noel asked for permission to proceed with reviewing applications. The Council approved this request.

Fire Department - No Report.

Parks - President Brebner reported the following:

1. Received official Right of Way Permit for tree planting on Front Street which should sometime in October.
2. Placed two benches and garbage cans on the trail, however, they have not been secured as of yet.
3. New toddler equipment McMillian Park - There is an issue with not enough timber, one piece of equipment was not placed inside the timber. The Company was emailed and they are looking at installation of the benches and the timber. Randy Decker stated he would like to take responsibility on this project and asked President Brebner to meet with him to discuss the matter.

Building Department - No report.

Town Comments - President Peeler announced a Road Block on September 25th to be held by Call-A-Ride.

Election - November 2nd. Early Voting will be at the Community Center October 25 - November 1. On motion of Councilman Adamczyk, seconded by Councilman Joseph, and duly carried 5-0, the Council approved the use of the Community Center.

President Peeler noted that Porter County is now in orange due to COVID. He noted that everyone should practice social distancing and wear a mask.

Shared Ethics - Merle Foresman reported a training session is to be held October 29, at 8:00 a.m. to 11:00 a.m. and all elected officials and department heads are invited to attend.


There being no further business before the Council, on motion of Councilman Joseph, seconded by Councilman Albright, 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 August 2021**

Water Plant

- We have received a proposal from Wessler Engineering to evaluate both the Water and Wastewater Facilities as well as the Collection and Distribution Systems for the proposed new subdivision.
- The Emergency Response Plan is being developed for the Risk Resilience Assessments.
- We are still waiting for Peerless to rebuild Transfer Pump #2.

Water Distribution

- We will be flushing hydrants the week of October 25th.
- All 20 lead and copper samples have been collected and delivered to the Lab.
- Hydrant #136 is out of service. We needed assistance from Mueller to remove the bottom seat. Parts have been received.
- Hydrant #33 will be rebuilt and replaced when all the parts are in.
- Hydrant #150 is out of service. This is a Traverse City that is obsolete, and it has no auxiliary valve. It needs to be replaced.
- Fire hydrant painting has stopped due to lack of manpower.

Wastewater

- The Wastewater Plant is running very well.
- We have received the final O&M manuals from McMahon. Bob is in the process of marking them up and he will get them back to McMahon for final corrections.
- We received a Quote from Superior Pumping Service to install a pump and piping system in both Digester #1 and #2. This will correct the problem of not being able to transfer from 1 to 2 to 3.
- All seven (7) drying beds have been cleaned and sand replaced.
- The grass seeding seems to be acceptable at the wastewater plant. Some spots will need to be reseeded in the Fall.
- The South Lift Station's tile was rerouted. Once this has time to settle, we will grade and put grass seed

down.

- ☐ We have had a couple of heater issues which Bowen and Sweeny are working out.
- ☐ Bypass fittings parts for South, Jackson and Brookwood Lift Stations have been ordered. This will allow us to run a trash pump if we have a prolonged power outage instead of purchasing a generator for each station.
- ☐ November 1, 2021, will begin the six-month compliance portion of the Agreed Order. This will last until May 1, 2022.

- Wessler has completed the Park Ridge portion of the subdivision expansion and will now focus on the North end of Town.
- We have received a draft copy of the Sewer Use Ordinance and need to have the Town Attorney review it.
- The Preventive Maintenance schedule has been completed and is now in use.

Storm Water

- We spoke with Chip from Abonmarch, and he wants to schedule a progress meeting the week of September 20, 2021.
- I spoke with Bob of Greenline Landscape to try and schedule the tile replacement on Park Place to Hawk Lake.

Streets

- Chipping has been completed for the month and it took 5 loads .
- The Work Order Monthly Report is attached.
- As time allows, we are still moving into the new Public Works building.
- Mosquito spraying has been suspended for the year.
- The swing at the Community Center has been installed.
- The Preventive Maintenance Logs for the mower and truck are ready.
- The Salt Bin roof replacement has started but have run into problems with parts and the manpower to finish. They are scheduled to be here September 20-21 to complete this.

Completed Work Orders

Water/Sewer – 75

Drainage – 2

Streets – 12

Locates – 34 Code

Enforcement – 0

Parks – 2

Comp Time

Robert PaaJanen –

24.25 Dustin Lindsay –

18.5 Jami Norris – 17

Alan Kosinski – 6.5

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	12,860,040	830,000	270,000	414,840	170	586.961	118	416.10	23.13	
April	9,720,000	860,000	240,000	324,000	205	496.6	122	320.67	32.4	
May	13,593,000	1,300,000	260,000	450,300	112.8	413.9	76.7	281.5	20	
June	15,323,300	1,600,000	250,000	494,000	123	509.1	193	726.3	21.5	
July	9,340,300	610,000	230,000	301,300	158	340.5	115	239.78	27	
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	12,200,000	810,000	270,000	393,550	7.2	97.5	22.5	93.9	.233	99
April	9,350,000	850,000	240,000	311,700	5.8	97.2	10.5	91.4	.294	99.1
May	16,760,000	1,800,000	250,000	540,600	3.4	97.7	9.4	90.8	.338	98.7
June	16,570,000	2,200,000	294,300	552,300	4.8	96.1	15.4	92.0	.216	99.0
July	9,190,000	610,000	210,000	296,500	3.4	97.9	8.8	94.6	.2	99.4
August										
September										
October										
9November										
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	7,130,480	287,800	209,560	237,683	117.7
05/31/21	7,464,910	305,330	211,640	240,804	110.0
06/30/21	7,354,710	275,150	210,510	245,157	108.9
07/31/21	7,472,780	267,500	209,940	241,057	114.7
08/31/21	7,323,740	273,360	203,910	233,314	108.2
09/30/21					
10/31/21					
11/30/21					
12/31/21					

HEBRON POLICE

JOSHUA NOEL
CHIEF OF POLICE



Hebron Police Department
Monthly Report
Town Board Meeting
September 21st, 2021

**Police Department Stats
August 2021**

	Traffic Stops	Citations	Arrest Misd.	Arrest Felony	Calls of Service
Total	146	60	8	2	154

Hebron Police Department

Vehicle Report

September 5th, 2021

Vehicle Number	Officer Assigned	Model & Year	VIN: Number	Current Mileage	Mechanical Issues
1	J. Noel	2021 Ford Explorer	1FM5K8AC7MNA0687	5,756	No Issues
2	S. Sejda	2020 Ford F150	1FTEW1P45LKE443737	18,131	No Issues
3	Pool Car/Hayworth	2016 Ford Explorer	1FM5K8ARGGA04479	105,920	No Issues
4	Pool Car	2013 Dodge Charger	2C3CDXAG3DH604184	119,214	No Issues
5	C. Robinson	2015 Ford Explorer	1FM5K8AR2FGA94504	89,586	No Issues
6	S. Hawkins	2017 Ford Explorer	1FM5K8ARXHGA35946	71,590	No Issues
9	B. Swaney	2019 Ford Explorer	1FM5K8AR9KGB44034	26,886	No Issues
11	--	2018 Ford Explorer	1FM5K8AR3JGA83343	40,880	*wrecked*
12	Montelone	2017 Ford Explorer	1FM5K8AR3HGB94095	73,184	No Issues

HEBRON POLICE



JOSHUA NOEL
CHIEF OF POLICE

Hebron Police Department
Monthly Report
Town Board Meeting
October 19th, 2021

**Police Department Stats
September 2021**

	Traffic Stops	Citations	Arrest Misd.	Arrest Felony	Calls of Service
Total	126	54	3	1	102

Hebron Police Department Vehicle Report

October 11th, 2021

Vehicle Number	Officer Assigned	Model & Year	VIN: Number	Current Mileage	Mechanical Issues
1	J. Noel	2021 Ford Explorer	1FM5K8AC7MNA0687	7,255	No Issues
2	S. Sejda	2020 Ford F150	1FTEW1P45LKE443737	20,534	No Issues
3	Pool Car/Hayworth	2016 Ford Explorer	1FM5K8ARGGA04479	107,199	No Issues
4	Pool Car	2013 Dodge Charger	2C3CDXAG3DH604184	119,323	No Issues
5	C. Robinson	2015 Ford Explorer	1FM5K8AR2FGA94504	90,185	No Issues
6	S. Hawkins	2017 Ford Explorer	1FM5K8ARXHGA35946	72,972	No Issues
9	B. Swaney	2019 Ford Explorer	1FM5K8AR9KGB44034	27,876	No Issues
11	--	2018 Ford Explorer	1FM5K8AR3JGA83343	41,207	*wrecked*
12	Montelone	2017 Ford Explorer	1FM5K8AR3HGB94095	74,586	No Issues