

**HEBRON TOWN COUNCIL
HEBRON UTILITY REGULATORY COMMISSION
MINUTES OF FEBRUARY 15, 2022**

The Hebron Town Council and Hebron Utility Regulatory Commission meeting of February 15, 2022 was called to order at 7:08 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; Building Commissioner Ernie Snow; Clerk-Treasurer Jamie Uzelac; Marshall Josh Noel; Fire Chief Chad Franzman; Park Board President Linda Brebner; Interim Town Attorney Brett Galvan; and Recording Secretary Joanne Hansen. This meeting was conducted via Zoom.

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

Public Hearing - Increase of Water and Sewer Tap Fees - Clerk-Treasurer Uzelac stated that this hearing will be heard at the March 2022 meeting and, if approved, new homes will have to pay higher water and sewer tap fees.

Utility Adjustments -

606 Sunset Road - Leaking pipe in crawl space. This request was tabled from the January 2022 meeting. The homeowner fixed the problem in November 2021 and he is asking for an adjustment to the October, November and December 2021 utility bills. On motion of Councilman Spinks, seconded by Councilman Adamczyk, and duly carried 5-0, the Council approved an adjustment to the October, November and December 2021 utility bills using an average of the past 12 months of usage which appears to be 3,000 gallons.

304 S. Main Street - The homeowner stated that he didn't know why water was running or from where, stopped mysteriously as it started. On motion of Councilman Albright, seconded by Councilman Spinks, 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.

507 North Main Street - Problem was a leaking toilet. The homeowner was not in attendance. On motion of Councilman Albright, seconded by Councilman Adamczyk, and duly carried 5-0, the Council tabled this request until next month's meeting.

Approvals of Minutes - On motion of Councilman Joseph, seconded by Councilman Albright, and duly carried 5-0, the minutes of the January 18, 2022 Council Meeting, Workshop Meeting Minutes of February 8, 2022, and Executive Session minutes dated February 9, 2022, were approved as submitted.

Docket - President Peeler read the docket totals for February 15, 2022: Total \$761,443.05, Transfer \$300,988.68 and Net \$460,454.37. On motion of Councilman Adamczyk, seconded by Councilman Joseph, and duly carried 5-0, the Docket was approved as presented.

Ordinances and Resolutions

Resolution 2022-02-15 - Transfer Resolution - President Peeler read Resolution 2022-02-15. On motion of Councilman Spinks, seconded by Councilman Adamczyk, and duly carried 5-0, Resolution 2022-02-15 was passed and adopted.

Resolution 2022-02-15-1 - Authorizing a Fund Balance Transfer - President Peeler read Resolution 2022-02-15-1. Clerk-Treasurer Uzelac stated that since the Town doesn't receive the CCD funds this early in year, this is a loan from CEDIT (LIT) to CCD which will be used for the purchase of a new police vehicle. On motion of Councilman Albright, seconded by Councilman Spinks, and duly carried 5-0, Resolution 2022-02-15-1 was passed and adopted.

Ordinance 2022-02-15 - 2022 Salary Ordinance - This Ordinance is effective January 1, 2022. On motion of Councilman Joseph, seconded by Councilman Albright, and duly carried 5-0, Ordinance 2022-02-15 was passed and adopted.

Ordinance 2022-02-15-1 - Amended 2022 Salary Ordinance - This Ordinance is effective on February 13, 2022. On motion of Councilman Spinks, seconded by Councilman Albright, and duly carried 5-0, Ordinance 2022-02-15-1 was passed and adopted.

Ordinance 2022-02-15-3 - Ordinance Amending Holidays - President Peeler read Ordinance 2022-02-15-3. On motion of Councilman Albright, seconded by Councilman Adamczyk and duly carried 5-0, Ordinance 2022-02-15-3 was passed and adopted.

Ordinance 2022-02-15-4 - Zone Change Ordinance for Windy Hill - There was a lengthy discussion on the various issues: the proposed lot sizes which are smaller than the Town's existing lot sizes; asking why the Developer was not following the existing town codes; and whether or not this Ordinance will be recorded prior to final plat approval. On motion of Councilman Joseph, seconded by Councilman Spinks, and duly carried 4-1 (President Peeler voted nay), Ordinance 2022-02-15-4 was passed and adopted.

OLD BUSINESS: None

NEW BUSINESS:

Williamson Agreement - President Peeler stated that former Police Officer Heather Williamson filed a lawsuit against the Police Department which has now been settled. He noted that one of the terms of the settlement was that the settlement offer was to be read at a public meeting. President Peeler then proceeded to read the settlement agreement into the record noting that Williamson will be receiving \$70,000.00.

Economic Development Commission Appointment - On motion of Councilman Albright, seconded by Councilman Adamczyk, and duly carried 5-0, Danielle Roeske was appointed to the Commission.

Department Reports

Public Works - A copy of MCO Representative Randy Decker's report is attached to and made a part of these minutes.

Mr. Decker asked for Council approval to hire a fifth public works' employee. On motion of Councilman Joseph, seconded by Councilman Albright, and duly carried 5-0, this request was approved.

OCRA Grant for Collection System - Mr. Decker noted that the Town didn't get this grant and that he has a meeting set up with Wessler to discuss.

ISO - Mr. Decker noted that they were able to upload hydrant maintenance data from 2013.

Vactor Truck - On motion of Councilman Joseph, seconded by Councilman Spinks, and duly carried 5-0, the Council approved the repair cost of \$8,366.93 which will be split by water, sewer, drainage, and MVH.

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:

2021 Ford Explorer is in service, but currently will be unmarked for the next two weeks as the department is waiting on the sign company.

Out of Town Function Request - Chief Noel asked for permission to attend the ICGI conference for re-certification of sobriety training scheduled for April 25, 2022 and April 26, 2022. Total expenses will be \$175.00. On motion of Councilman Albright, seconded by Councilman Adamczyk, and duly carried 5-0, this request was approved.

Marathon Run scheduled for March 6, 2022 from 9:00 to 10:30 a.m. benefitting MS. - Chief Noel asked for permission to restrict traffic on Jefferson, Jackson and Harrison Streets during the run. On motion of Councilman Albright, seconded by Councilman Adamczyk, and duly carried 5-0, this request was approved.

Fire Department - Fire Chief Franzman report is attached hereto and made a part of these minutes.

In addition Chief Franzman reported that in February the Department responded to 13 calls: 9 in Town, 1 Boone Township, 1 Eagle Creek and 2 Mutual Aid.

Parks - President Linda Brebner reported the following:

The Department has contacted DNR regarding types of plants for the trail. DNR is sending a representative for a site visit next week. They will be doing a soil analysis giving the

Department their recommendation for the type of trees and other plants. Working on grants and have discovered that sweat equity can be used as match. She noted that the Front Street tree project will also be reviewed.

Building Department - No report.

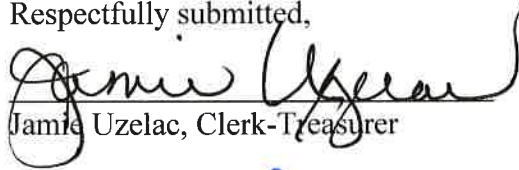
Town Comments - President Peeler informed the Community that the County Health Department and the National Guard will be using the Community Center on February 16th through the 19th from 2:00 p.m. to 6:00 p.m. for Covid testing and vaccinating.

President Peeler reminded the Councilmen to get up to Town Hall to sign all necessary documents from the meetings as quickly as possible.

Hiring of Plan Commission Recording Secretary - On motion of Councilman Spinks, seconded by Councilman Albright, and duly carried 5-0, the Council approved the hiring of Sarah Bushsell.

There being no further business before the Council, on motion of Councilman Adamczyk, 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
January 2022**

Water Plant

- Wessler was onsite to evaluate the plant capacity to verify if expansion is needed for the projected added users to the system.
- The DNR Water Withdrawal Report has been submitted.

Water Distribution

- Hydrants #150, #65 and #144 are out of service. These are Traverse City hydrants which are obsolete. As of now, the plan for funding to replace them will be to wait for grants.
- We had a watermain break at Madison and Sigler. It was a blowout on a 4" two bolt main.
- We had a watermain break at Chicago and Alyea. This was a bad seal on an old repair clamp.

Wastewater

- The Wastewater Plant is running very well.
- We had a backed-up sewer on Mediterranean on January 14th. The work order is attached. Accu-dig was onsite January 28th to camera the main and back on January 31st to cut out a major root mass.
- We had an infrared heater go out at the Public Works building. A new control board was ordered and installed.
- November 1, 2021, began the six-month compliance portion of the Agreed Order. This will last until May 1, 2022.
- Wessler was onsite to look at the Wastewater Plant to evaluate necessary capacity because of the added users.
- The Preventive Maintenance Schedule has been completed and is now in use.

Storm Water

- Attached is the PER for Snake Flats drainage improvements with budget cost.
- We received a complaint about water in the alley off Washington Street to Main Street near Goodbyes. We found a sump pump discharging water from 110 W Sigler. We shut the water off for an hour and the sump never stopped running. We changed the meter on January 4, 2022, and found that the house has 2 cisterns and 4 pumps running. The first time we checked the water sample we had no chlorine in it but the second time we did. We will keep investigating.

Streets

- All benches have been removed for painting.
- Attached is two quotes for Jack Doheny for Vac-truck parts.
- The 2022 Community Crossing application has been submitted.
- Alan Kosinski has given the Town notice that his last day will be April 1, 2022.
- The Work Order Monthly Report is attached.
- We are in the process of looking to replace Truck #1, #2 and #3. They are all 2012.
- The Preventive Maintenance Logs for the mower and truck are ready.

Completed Work Orders

Water/Sewer – 41

Drainage – 1

Streets – 11

Locates – 14

Code Enforcement – 0

Parks – 0

Comp Time

Robert Paaajanen – 27

Dustin Lindsay – 29.5

Jami Norris – 37

Alan Kosinski – 18.75

Town of Hebron - Operational Summary

Wastewater Treatment Plant - Influent

2021	Total Gallons	Flow			BOD		TSS		Ammonia	
		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	8,711,000	630,000	200,000	281,000	289	654.79	235	540.6	30.4	
September	7,011,000	440,000	200,000	233,700	274	536.14	188	367.02	64.8	
October	18,389,000	1,710,000	250,000	593,200	176	736.85	97	384.32	11.7	
November	9,150,000	490,000	250,000	305,000	275	709.37	194	491.87	22.58	
December	13,109,900	1,200,000	429,000	240,000	272	893.64	229	769.18	21.3	

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	8,420,000	560,000	211,400	271,600	7.4	97.4	14.9	93.7	.221	99.3
September	6,630,000	410,000	160,000	221,000	7.0	97.4	12.6	93.3	.213	99.7
October	19,170,000	618,400	190,000	618,400	6.7	96.2	10.5	89.2	.208	98.2
November	8,470,000	460,000	230,000	282,300	4.8	98.3	7.0	96.4	.2	99.1
December	12,650,000	1,100,000	230,000	408,100	5.8	97.9	7.8	96.6	.2	99.1

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	7,062,900	267,880	208,490	235,430	105.2
10/31/21	7,098,400	301,890	197,360	228,981	104.8
11/30/21	6,532,890	264,230	170,450	217,763	99.5
12/31/21	6,324,560	238,650	167,050	204,018	94.5

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
February 15th, 2022

Police Department Stats
January 1st, -- January 31st, 2022

	Traffic Stops	Citations	Arrest Misd.	Arrest Felony	Calls of Service
Total -- Jan.	228	67	7	3	117
<i>Total 2021</i>	<i>1,529</i>	<i>609</i>	<i>69</i>	<i>27</i>	<i>1,423</i>

Hebron Police Department Vehicle Report

February 11th, 2022

Vehicle Number	Officer Assigned	Model & Year	VIN: Number	Current Mileage	Mechanical Issues
1	J. Noel	2021 Ford Explorer	1FM5K8AC7MNA0687	9,987	No Issues
2	S. Sejda	2020 Ford F150	1FTEW1P45LKE443737	24,900	No Issues
3	Hayworth	2016 Ford Explorer	1FM5K8ARGGA04479	109,950	No Issues
4	Pool	2013 Dodge Charger	2C3CDXAG3DH604184	121,348	No Issues
5	Pool	2015 Ford Explorer	1FM5K8AR2FGA94504	91,246	No Issues
6	S. Hawkins	2021 Ford Explorer	1FM5K8ABXMGC41250	293	No Issues
9	B. Swaney	2019 Ford Explorer	1FM5K8AR9KGB44034	31,581	No Issues
12	Montelone	2017 Ford Explorer	1FM5K8AR3HGB94095	79,724	No Issues
13	A. Wood	2017 Ford Explorer	1FM5K8ARXHGA35946	76,150	No Issues

January 2022

Location	Structure Fire	Vehicle Accident	Good Intent	EMS Assist	Total
In Town	0	0	6	15	21
Boone Twp	0	0	7	9	16
Eagle Creek Twp	0	0	2	6	8
Mutual Aid	1	1	7	3	12
Total	1	1	22	33	57
TOTAL manpower hours spent on calls for service			255	Hours	
Training, Community Service, and Fire Prevention Hours			105	Hours	
TOTAL time dedicated to Serving the Community for 2022			360	Hours	