

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

The Hebron Town Council and Hebron Utility Regulatory Commission meeting of March 15, 2022 was called to order at 7:05 p.m. by President Dave Peeler, who appeared via Zoom. In attendance were Councilmen Todd Adamczyk, who was physically present at the Community Center, Justin Albright, who appeared via Zoom, Dave Peeler, who appeared via Zoom, Kevin Joseph, who was physically present at the Community Center, and John Spinks, Jr., who was physically present at the Community Center; MCO Representative Randy Decker, who appeared via Zoom; Clerk-Treasurer Jamie Uzelac, who appeared via Zoom; Marshall Josh Noel, who appeared via Zoom; Park Board President Linda Brebner, who appeared via Zoom; Town Attorney Brett Galvan, who appeared via Zoom; and Recording Secretary Joanne Hansen, who appeared via Zoom. Not in attendance at the meeting were Building Inspector Ernie Snow and Fire Department Chief Chad Franzman.

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

President Peeler introduced John Cannon, a representative from Todd Rokita's Attorney General Office. Mr. Cannon appeared via Zoom. Mr. Cannon gave a brief explanation of some of the things the Attorney General's Office does for the citizens of Indiana. He explained the following divisions that are handled by the AG office: an advisory division, unclaimed property division, consumer protection division, and medicaid fraud unit. He noted that in 2021 the department collected more than Eight Million Dollars in medicaid fraud and Two Hundred Ten Million Dollars in fraud and waste in government.

Public Hearing - Increase of Water and Sewer Tap Fees - President Peeler opened the Public Hearing and read into the record the following: Ordinance No. 2022-03-15, An Ordinance Amending Ordinance No. 2008-07-15A and Increasing Tapping or Connection Charges for Water and Sewer Services. He noted that if this Ordinance is approved, the Water Tap Fee would be \$2,400 and the System Development Charge would be \$1,369.00; the Sewer Tap Fee would be \$775.00 and the System Development Charge would be \$2,170.00. President Peeler stated that these fees have not been increased since 2008 and Clerk-Treasurer Uzelac stated that these increases will only affect new home construction. There being no further discussion from the Council or the Community, President Peeler closed the public hearing. He noted that a vote would be taken later in the meeting.

Public Hearing - Wastewater Collection Grant - President Peeler opened the Public Hearing and read into the record the following: Resolution Number 2022-03-15-1, Resolution Authorizing Application Submission and Local Match Commitment, Resolution of the Hebron Town Council, Porter County, Indiana, Authorizing the Submittal of the Wastewater Collection System Grant Application to the Indiana Office and Rural Affairs and Addressing Related Matter. President Peeler introduced Mary Jane Thomas of Thomas & Associates. Ms. Thomas gave a brief explanation of the Waste Water Collection OCRA grant stating that if approved the Council would be authorizing the submission an application for grant funding in an amount not to exceed \$465,850.00. She further noted that the Council would authorize the submission of requisite local funds of not less than \$381,150.00 with \$247,000 coming from the Wastewater

Improvement Fund and \$134,150.00 from the ARPA Funds. There being no further discussion from the Council or the Community, President Peeler closed the public hearing. He noted that a vote would be taken later in the meeting.

Utility Adjustments

507 North Main Street - Problem was a leaking toilet. This request was tabled from the February 2022 meeting. The homeowner was not in attendance. On motion of Councilman Albright, seconded by Councilman Spinks, and duly carried 5-0, roll call vote: Councilman Albright - yea, Councilman Adamczyk - yea, Councilman Joseph - yea, Councilman Spinks - yea, and President Peeler - yea, this request was dismissed.

106 N. Madison Street - Toilet running. The homeowner appeared via Zoom. On motion of Councilman Spinks, seconded by Councilman Joseph, and duly carried 5-0, roll call vote: Councilman Albright - yea, Councilman Adamczyk - yea, Councilman Joseph - yea, Councilman Spinks - yea, and President Peeler - yea, the Council approved an adjustment to the sewer portion of the utility to an average of the past twelve months of usage.

Approvals of Minutes - On motion of Councilman Spinks, seconded by Councilman Adamczyk, and duly carried 5-0 (no roll call taken), the minutes of the February 15, 2022 Council Meeting, February 22, 2022 and March 2, 2022 Executive Session, and March 8, 2022 Workshop Meeting, were approved as submitted.

Docket – President Peeler read the docket totals for March 15, 2022: Total \$641,878.29, Transfer \$329,449.71 and Net \$312,428.58. On motion of Councilman Joseph, seconded by Councilman Albright, and duly carried 5-0 (no roll call taken), the Docket was approved as presented.

Ordinances and Resolutions

Ordinance 2022-03-15 - Public Hearing referenced above. On motion of Councilman Joseph, seconded by Councilman Spinks, and duly carried 5-0, roll call vote Councilman Albright - yea, Councilman Adamczyk - yea, Councilman Joseph - yea, Councilman Spinks - yea, and President Peeler - yea, Ordinance 2022-03-15 was passed and adopted.

Ordinance 2022-03-15-1 - Bond Ordinance Introduction - Brenda DeVries stated that this Ordinance is merely being introduced to the public and will be up for final consideration at the April Council Meeting. She noted that the Hebron Redevelopment Committee and the Economic Development Committee will consider the proposed Bond Ordinance at their April meetings. Discussion ensued.

Ordinance 2022-02-15-2 - Amendment to Town of Hebron 2022 Salary Ordinance Effective January 1, 2022 and February 15, 2022 and March 15, 2022. President Peeler stated that the only change in this Ordinance is the addition of a full-time Building Inspector's hourly rate. On motion of Councilman Albright, seconded by Councilman Adamczyk, and duly carried 5-0, roll call vote Councilman Albright - yea, Councilman Adamczyk - yea, Councilman

Joseph - yea, Councilman Spinks - yea, and President Peeler - yea, Ordinance 2022-03-15-1 was passed and adopted.

Resolution 2022-03-15-01 - Public Hearing referenced above. On motion of Councilman Spinks, seconded by Councilman Albright, and duly carried 5-0, roll call vote: Councilman Albright - yea, Councilman Adamczyk - yea, Councilman Joseph - yea, Councilman Spinks - yea, and President Peeler - yea, Resolution 2022-03-15-01 was passed and adopted.

Resolution 2022-03-15-02 - On motion of Councilman Joseph, seconded by Councilman Adamczyk and duly carried 5-0, roll call vote: Councilman Albright - yea, Councilman Adamczyk - yea, Councilman Joseph - yea, Councilman Spinks - yea, and President Peeler - yea, Resolution 2022-03-15-02 was passed and adopted.

OLD BUSINESS: None

NEW BUSINESS:

HWC Engineering Contract Amendment - MCO Representative Randy Decker reported that this contract amendment of \$24,702.00 is due to offsite inspections not being covered under the initial contract. Councilman Spinks noted the cost is covered under the Developer Agreement with the Town and is at no cost to the Town. On motion of Councilman Spinks, seconded by Councilman Joseph, and duly carried 5-0, roll call vote Councilman Albright - yea, Councilman Adamczyk - yea, Councilman Joseph - yea, Councilman Spinks - yea, and President Peeler - yea, the Council approved the amendment at a not to exceed cost of \$24,702.00.

Hiring of Town Attorney - President Peeler noted that since the passing of the former Town Attorney Theodore A. Fitzgerald, Attorney Brett Galvan has been the interim Town Attorney. He asked for a motion to make Attorney Galvan the Town's Attorney. Councilman Albright requested that the minutes reflect that a hiring/interviewing process was conducted. On motion of Councilman Albright, seconded by Councilman Joseph, and duly carried 5-0, roll call vote Councilman Albright - yea, Councilman Adamczyk - yea, Councilman Joseph - yea, Councilman Spinks - yea, and President Peeler - yea, Attorney Galvan's contract for employment was approved.

Board Appointments - HRC - On motion of Councilman Adamczyk, seconded by Councilman Albright, and duly carried 5-0 (no roll call vote taken), Danielle Roeske was appointed to the HRC. President Peeler noted that this is yearly appointment.

BZA - On motion of Councilman Spinks, seconded by Councilman Albright, and duly carried 5-0, (no roll call vote taken) Brittany Hescher was appointed to the BZA.

Dixon Engineering - North Water Tower - Mr. Decker reported that the North Tower has a hole in it and it needs to be inspected so that it is usable again. He stated that Dixon Engineering submitted a bid in the amount of \$5,050.00. On motion of Councilman Spinks, seconded by Councilman Joseph, and duly carried 5-0, roll call vote Councilman Albright - yea,

Councilman Adamczyk - yea, Councilman Joseph - yea, Councilman Spinks - yea, and President Peeler - yea, the Council approved the expenditure of \$5,050.00.

New Trucks for Public Works - Mr. Decker asked for Council approval to order three trucks from Fieldhouse Ford, 2 F250 and 1 F350. Councilman Albright questioned the purchase of three trucks at one time as opposed to purchasing every year as the police department does with its vehicle. He noted that the interest would be more costly in purchasing three trucks at one time. Discussed ensued regarding pending interest rates and Clerk-Treasurer Uzelac was asked to check with the Indiana Bond Bank. On motion of Councilman Joseph, seconded by Councilman Albright, and duly carried 5-0, (no roll call taken), the Council approved the ordering of the three trucks.

New Meter Reading Equipment - Mr. Decker noted that the Town's current equipment is outdated and needs to be replaced. He stated that Utility Supply Company has submitted a bid for \$10,000 for the equipment and \$3,500 annually for maintenance for a total of \$13,500. On motion of Councilman Spinks, seconded by Councilman Joseph, and duly carried 5-0, (no roll call taken), the Council approved the expense of \$13,500.

Wessler Water Loss Audit - Mr. Decker noted that this is an unfunded mandated audit. The proposal submitted by Wessler, who prepared the 2020 audit, is \$3,000. On motion of Councilman Spinks, seconded by Councilman Joseph, and duly carried 5-0, (no roll call taken), the Council approved the \$3,000.

Fireworks - President Peeler stated that he received a quote for 2023 of \$12,000 which includes a three-year contract. He noted that the contract was unavailable for approval at this meeting, so it will be addressed at next month's meeting.

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 informed that Council that Public Works Employee Alan has withdrawn his resignation and that the Town has received five applications for the labor position. It was agreed that Councilman Joseph would meet with Mr. Decker on Friday to review the applications.

Mr. Decker announced that Jami Norris has received her WD3 license.

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:

2022 Ford Explorer will be put into service in mid April.

Chief Noel asked for Council approval to put the 2011 Crown and 2013 Charger up for silent bid. The bid will run through March 25th and he would like to sell the vehicles to the top

bidder(s) on March 26th. There was a discussion as to which fund the money would go back into after the sale. Clerk-Treasurer Uzelac stated that moneys need to be replaced in the fund it was purchased from. On motion of Councilman Albright, seconded by Councilman Spinks, and duly carried 5-0, (no roll call taken) this request was approved.

Fire Department - No report.

Parks - President Linda Brebner stated she was contacted by a person wanting to use the pavilion at the Community Center for a birthday party which will include a bounce house. There was a discussion regarding liability issues. It was agreed that Clerk-Treasurer Uzelac would check with Anton insurance to see if this is possible.

President Brebner then gave the following Department report:

Easter Egg Hunt will be held at the Community Center on April 16, 2022 from 10:00 a.m. to 12:00 p.m. She announced that the ladies at Town Hall have volunteered, on their lunch hour, to fill the Easter eggs and the Boone Township Trustee Amy Cunningham has left over Christmas presents to donate to the egg hunt.

DNR - She reported that the entire Park Board met with DNR people and toured the Veterans' Memorial Trail. DNR will be getting back to the Department with suggestions for the types of plants and trees that are best suited for this area. There was also a discussion regarding grants.

Building Department - No report.

Utility Adjustment - 507 N. Main Street - President Peeler noted that the property owner had been trying to log into the meeting and was unable to connect. He asked for approval to have her resubmit her adjustment request for the April meeting. On motion of Councilman Joseph, seconded by Councilman Adameczyk, and duly carried 5-0, this request was approved.


Town Comments - President Peeler informed the Community of Early Voting hours at the Community Center April 5th through May 2nd.

There being no further business before the Council, on motion of Councilman Spinks, seconded by Councilman Albright, and duly carried 5-0, (no roll call taken) the meeting was adjourned.

Respectfully submitted,


Jamie Uzelac, Clerk-Treasurer

Approved


Dave Peeler, President



**Town of Hebron
Report of Operations
Prepared By: Randy Decker
February 2022**

Water Plant

- Bob and I have received a rough draft of the Plant Capacity Study and will meet with Wessler to discuss our comments.
- Tim Hill and Curtis Kent from Peerless Midwest were onsite to pull well water samples for analyses.

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 West Sigler. It was a shear break at a service connection.
- We had a watermain break on Wilson. This was a shear break that we had Von Excavating do.
- Attached is a quote from Wessler to complete the 2022 Water Loss Audit.
- All fire hydrant inspection sheets since the last ISO inspection have been uploaded to the Town's GIS.
- Attached is a quote from Utility Supply company for the new hand-held and software to read meters. The hand-held we have is old and obsolete.

Wastewater

- The Wastewater Plant is running very well.
- A Compliance Update letter has been sent to both Eunice Okhifo and Eddie Depositar of IDEM.
- 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 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. .
- 401 Birch Dr. had a plugged catch basin that required hiring Green line landscaping to dig and expose the main line while we jetted to get it open. The yard will be repaired later this spring.
- 309 S Van Buren has a sinkhole that is scheduled to be dug on March 10th.

Streets

- Cleaned street drains between snowstorms and moved snow piles.
- I have a meeting with INDOT on March 9th in regards to Professional Ct. & Rt 2 road culvert. ,
- We have started patching roads as the weather allows.
- Attached is a quote from Fieldhouse Ford for 3 new trucks that would replace Trucks 1, 2 and 3.
- Attached is a quote from Terry's Truck for a service bed.
- The 2022 Community Crossing application has been submitted.
- At this time, we have only 2 applications for the Laborer position.
- The Work Order Monthly Report is attached.
- The Preventive Maintenance Logs for the mower and truck are ready.

Completed Work Orders

Water/Sewer – 36

Drainage – 2

Streets – 12

Locates – 12

Code Enforcement – 0

Parks – 0

Comp Time

Robert Paajanen – 29.5

Dustin Lindsay – 21

Jami Norris – 33

Alan Kosinski – 45.75

Town of Hebron - Operational Summary

Wastewater Treatment Plant - Influent

2022	Flow			BOD		TSS		Ammonia		
	Total Gallons	Max. Daily	Min. Daily	Monthly Avg.	mg/l	#'s	mg/l	#'s	mg/l	#'s
January	9,269,000	430,000	240,000	299,000	254	619.81	211	504.76	29.2	
February										
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										

Wastewater Treatment Plant - Effluent

2022	Total Gallons	Flow			BOD		TSS		Ammonia	
		Max. Daily	Min. Daily	Monthly Avg.	Monthly Avg.	% Removed	Monthly Avg.	% Removed	Monthly Avg.	% Removed
January	8,750,000	510,000	220,000	282,300	9.1	96.4	20.5	90.3	.308	98.9
February										
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.)
01/31/22	6,217,380	279,120	173,910	207,246	98.6
02/28/22	5,255,330	261,070	159,080	194,640	83.1
03/31/22					
04/30/22					
05/31/22					
06/30/22					
07/31/22					
08/31/22					
09/30/22					
10/31/22					
11/30/22					
12/31/22					

HEBRON POLICE

JOSHUA NOEL
CHIEF OF POLICE



Hebron Police Department

Monthly Report

Town Board Meeting

March 15th, 2022

Police Department Stats
February 1st, -- February 28th, 2022

	Traffic Stops	Citations	Arrest Misd.	Arrest Felony	Calls of Service
Total -Feb.	229	70	11	2	156
Total - Jan.	228	67	7	3	117
Total - YTD	457	207	18	5	273
Total 2021	1,529	609	69	27	1,423

Hebron Police Department Vehicle Report

March 11th, 2022

Vehicle Number	Officer Assigned	Model & Year	VIN: Number	Current Mileage	Mechanical Issues
1	J. Noel	2021 Ford Explorer	1FM5K8AC7MNA0687	10,829	No Issues
2	S. Sejda	2020 Ford F150	1FTEW1P45LKE443737	25,076	No Issues
3	Hayworth	2016 Ford Explorer	1FM5K8ARGGA04479	112,572	No Issues
--	---	2013 Dodge Charger	2C3CDXAG3DH604184	122,632	Decommissioned
5	Pool	2015 Ford Explorer	1FM5K8AR2FGA94504	91,246	No Issues
6	S. Hawkins	2021 Ford Explorer	1FM5K8ABXMGC41250	1,937	No Issues
9	B. Swaney	2019 Ford Explorer	1FM5K8AR9KGB44034	31,581	No Issues
12	Montelone	2017 Ford Explorer	1FM5K8AR3HGB94095	82,715	No Issues
13	A. Wood	2017 Ford Explorer	1FM5K8ARXHGA35946	76,150	No Issues
--	--	2022 Ford Explorer	1FM5K8AB4NGA42695	10	Being Equipped