

**HEBRON TOWN COUNCIL
HEBRON UTILITY REGULATORY COMMISSION
MINUTES OF MAY 17, 2022**

The Hebron Town Council and Hebron Utility Regulatory Commission meeting of May 17, 2022 was called to order at 7:20 p.m. by President Dave Peeler. In attendance were Councilmen Todd Adamczyk, Justin Albright (Councilman Albright wasn't in attendance until 7:28 p.m.), Dave Peeler, Kevin Joseph, and John Spinks, Jr.; MCO Representative Randy Decker; Park Board President Linda Brebner; Town Attorney Brett Galvan; and Recording Secretary Joanne Hansen. Not in attendance at the meeting were Clerk-Treasurer Jamie Uzelac, Building Inspector Brad Ladwig, Marshall Josh Noel, and Fire Chief Chad Franzman.

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

Public Hearing - State Community Development Block Grant (CDBG) - President Peeler opened the public hearing and asked Mary Jane Thomas, Thomas & Associates, to explain the grant. Ms. Thomas stated as follows: The program is funded by Title I of the federal Housing and Community Development Act of 1974, as amended. These funds are to be used for a wastewater collection system improvement project that will include the following activities: rehabilitation of existing sanitary sewers and manholes focusing on the reduction of inflow and infiltration. The total amount of CDGB funds to be requested is \$423,500.00.

The amount of CDGB funds proposed to be used for activities that will benefit low and moderate income persons is \$233,772.00. The Town will be also proposed to expend an estimated \$423,500 in non-CDBG funds on this project. These non CDBG funds will be derived from the following sources: Hebron Wastewater Improvement Funds (\$176,500) and Hebron ARP Fund (\$247,000). Ms. Thomas stated that she had received three letters from property owners at 72 Maple Court, 58 Willow Circle, and 101 Poplar Court in Support of Wastewater OCRA grant. President Peeler called for input in favor or against from the Community and the Council, there being none, President Peeler closed the Public Hearing.

Utility Adjustments

507 North Main Street - Problem was a leaking toilet. This adjustment request was tabled from the April 2022 meeting. The homeowner was not in attendance. On motion of Councilman Kevin Joseph, seconded by Councilman Adamczyk, and duly carried 5-0, this request was denied.

Approvals of Minutes - On motion of Councilman Spinks, seconded by Councilman Joseph, and duly carried 3-1 (Councilman Adamczyk abstained as he was not in attendance for the April meeting), the minutes of April 27, 2022 Special Meeting and May10, 2022 Workshop Meeting, were approved as submitted.

Docket – President Peeler read the docket totals for May 17, 2022: Total \$608,242.60, Transfer \$299,046.27 and Net \$309,196.33. On motion of Councilman Adamczyk, seconded by Councilman Joseph, and duly carried 4-0, the Docket was approved as presented.

Ordinances and Resolutions

Ordinance 2022-02-15-2 - Town of Hebron 2022 Salary Ordinance Effective January 1, 2022, Amended 2-15-22. Amended 3-15-22, Amended 4-19-22, and Amended 5-17-22 - President Peeler noted that the only change to this Ordinance is the removal of the Part-Time Building Inspector. On motion of Councilman Joseph, seconded by Councilman Albright, and duly carried 5-0, Ordinance 2022-02-15-2 was passed and adopted.

Resolution 2022-05-17 - Resolution of the Hebron Town Council, Hebron Indiana Concerning Authorization for Execution of INDOT Agreements - On motion of Councilman Joseph, seconded by Councilman Spinks, and duly carried 4-0 (Councilman Albright was not in attendance for this vote), Resolution 2022-05-17 was passed and adopted.

Resolution 2022-05-17-1 -A Resolution Providing for the Additional Appropriation of the Law Enforcement Continuing Education Fund for the Year 2022 - On motion of Councilman Spinks, seconded by Councilman Joseph, and duly carried 4-0 (Councilman Albright was not in attendance for this vote), Resolution 2022-05-17-1 was passed and adopted.

Resolution 2022-05-17-2 - A Resolution Providing for the Transfer of Appropriations for the Town of Hebron, Porter County, Indiana for 2022 For the Action and Passage by the Hebron Town Council, Pursuant to IC 6-1.1-18-6 - On motion of Councilman Spinks, seconded by Councilman Adamczyk, and duly carried 4-0 (Councilman Albright was not in attendance for this vote), Resolution 2022-05-17-2 was passed and adopted.

Resolution No 2022-05-17-3 - A Resolution of the Town Council of the Town of Hebron, Porter County, Indiana Requesting the Department of Development & Storm Water Management, Porter County, Indiana, Relinquish Jurisdiction Over a Portion of Dog Leg Ditch and Upon Such Relinquishment, Accepting Jurisdiction Over Such Relinquished Area, and All Matters Related Thereto - On motion of Councilman Spinks, seconded by Councilman Albright, and duly carried 5-0, Resolution 2022-05-17-3 was passed and adopted.

OLD BUSINESS: None

NEW BUSINESS:

Hebron Water Department Emergency Response Plan - A copy of this Plan is available for review at the Hebron Town Hall. On motion of Councilman Joseph, seconded by Councilman Albright, and duly carried 5-0, the Hebron Water Department Emergency Response Plan was approved as presented.

Ernie Snow Payment - Following a discussion, on motion of Councilman Joseph, seconded by Councilman Albright, and duly carried 4-1 (Councilman Spinks abstained), Mr. Snow will be paid 20 hours per week from February 9, 2022 to his last day of employment.

Carpet for the Community Center - On motion of Councilman Spinks, seconded by Councilman Joseph, and duly carried 5-0, the Council approved the expenditure of \$3,673.46 to

Thomas' Floor and Wall Coverings, Inc.

Out of Town Functions Requests

Clerk-Treasurer Uzelac's Request to Attend State Board of Accounts School - On motion of Councilman Spinks, seconded by Councilman Albright, and duly carried 5-0, the Council approved \$400.00 and mileage.

Attorney Galvan's request to attend the Municipal Law Seminar - On motion of Councilman Spinks, seconded by Councilman Adamczyk, and duly carried, 5-0, the Council approved mileage of \$106.16, lodging for two nights \$300.00, tuition of \$300.00, and meal expenses of \$48.00 for a total of \$774.16,

Sarah Bushell's request to attend the Municipal Law Seminar - On motion of Councilman Spinks, seconded by Councilman Adamczyk, and duly carried 5-0, the Council approved mileage of \$106.16, lodging for one night \$150.00, tuition of \$150.00, and meal expense of \$24.00 for a total of \$600.16.

Gateway Signs - Recording Secretary Hansen informed the Council of Clerk-Treasurer Uzelac's request to add the cost of updating the Gateway Sign to the Budget. On motion of Councilman Albright, seconded by Councilman Spinks, and duly carried 5-0, the Council voted to table this matter until further discussion with the Clerk.

Republic Services Contract Renewal - It was noted that in 2023 the monthly cost will be \$20.15 and in 2024 the monthly cost will be \$21.06. On motion of Councilman Albright, seconded by Councilman Adamczyk, and duly carried 5-0, the Contract Renewal was approved.

MCO Contract Renewal - President Peeler stated that the renewal is \$170,182.00 which is a 5% increase. He further noted that Attorney Galvan had reviewed the contract. A discussion ensued, after which, on motion of Councilman Albright, seconded by Councilman Adamczyk, and duly carried 5-0, the matter was tabled for further legal review.

Department Reports

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

Mosquito Spray - On motion of Councilman Joseph, seconded by Councilman Albright, and duly carried 5-0, the Council approved the Clarke's invoice of \$7,927.80 for Aqua Duet 30 gallons of spray.

Street Sweeper - On motion of Councilman Spinks, seconded by Councilman Joseph, and duly carried 5-0, the Council approved the renting of a street sweeper at the cost of \$4,500.00. The street sweeping will be done the last week of June.

Grants - Mr. Decker stated that we need to sit down and discuss possible grants. He suggested setting up a meeting with the Council, Mary Jane Thomas and Associates, and a team

of engineers. Following a discussion, it was determined that Mr. Decker would arrange such a meeting.

HRC - No report.

Police Department - No report.

Fire Department - No report.

Parks - President Linda Brebner reported that the trees on Front Street will be planted on May 18, 2022 and movie night is Friday, May 20th weather permitting (rain date is May 24th).

Panhandle Depot Repair - President Brebner noted that a quote was received from Roger Roofing in the amount of \$1,908.00 and it has been accepted.

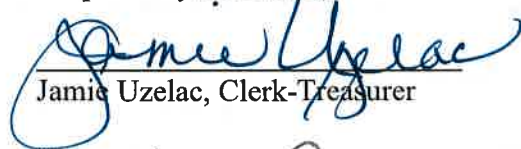
Benches - Mr. Decker stated that the Department will begin reinstalling the benches this week.

Building Department - No report.

Town Comments - None

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 April 2022**

Water Plant

- The brine pump failed at the water plant. Bob installed the spare pump.
- The Hebron Water Department Emergency Response Plan will need to be adopted by the Town Board.
- Tim Hill and Curtis Kent from Peerless Midwest were onsite to pull well water samples for analyses.
- Attached is a price increase from Midwest Salt due to the Price of fuel.

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.
- 2021 CCR has been completed and is attached.
- The North Water tower inspection has been completed we are just waiting for the report.
- Several of the water main break spots in yards have been repaired.
- Meter change out has started again with just a little under 150 left.
- Hydrant flushing was completed, and maintenance will continue until completed.
- Backflow questionnaires and inspections have been completed. This information will be given to BSI and will make the Town compliant with IDEM.
- Information has been given to Wessler to complete the 2022 Water Loss Audit.

Wastewater

- The Wastewater Plant is running very well.
- On November 1, 2021, the six-month compliance portion of the Agreed Order began. This will last until May 1, 2022.
- The Preventive Maintenance Schedule has been completed and is now in use.

Storm Water

□ We received a complaint regarding 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.

- 309 S. Van Buren had a sinkhole that we ran our camera through and found that it had a small hole in the top of the tile. This tile is roughly 12ft deep so digging is not an option. We will explore getting this section of the pipe lined.
- Lawn repair has been completed at Jackson and Jefferson as well as Birch Street.
- Bob and I met with Chip Thompson of Abonmarche in regard to Olive, Orange and Aspen Street drainage upgrades before paving begins.

Streets

- We met with Abonmarche for a kickoff meeting for the 2022 paving project.
- The street sweeper is scheduled for the last week of June.
- The Vac truck is still in the shop.
- We have graded all of the alleys and will put gravel down as needed.
- 150 tons of road salt has been delivered.
- We have started patching roads as the weather allows.
- The mosquito sprayer is ready for the upcoming season and calibrated. Attached is a quote from Clarke for more Aqua Duet.
- Chipping has been completed for the month.
- All salt boxes and plows have been cleaned and stored.
- All flags and banners have been installed.
- On March 31, 2022, we received an email from Field House Ford that they are no longer taking orders for 2022 F250 and F350 trucks. We are back to the beginning in finding a new truck.
- The new salt boxes and plows will have to be picked up and stored until we find new trucks.
- Sod damage from plowing has been repaired.
- The Work Order Monthly Report is attached.
- The Preventive Maintenance Logs for the mower and truck are ready.

Town of Hebron - Operational Summary

Wastewater Treatment Plant - Influent

2022	Total Gallons	Flow			BOD		TSS		Ammonia	
		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	14,198,800	2,120,000	250,000	507,100	146	551.17	222	645.54	22.3	
March	13,309,850	1,230,000	280,000	429,350	247	788.35	173	550.80	15.84	
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	13,610,000	1,400,000	240,000	486,100	7.9	94.6	19.6	91.2	.243	98.9
March	13,100,000	1,560,000	260,000	422,580	7.5	97.0	8.3	95.2	.357	97.7
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

Completed Work Orders

Water/Sewer – 90

Drainage – 1

Streets – 11

Locates – 37 Code

Enforcement – 0

Parks – 1

Comp Time

Robert Paajanen –

8.75 Dustin Lindsay –

14 Jami Norris – 13

Alan Kosinski – 29

02/28/22	5,255,330	261,070	159,080	194,640	83.1
03/31/22	5,669,560	231,130	155,280	188,895	88.9
04/30/22	5,820,000	262,270	159,350	200,690	89.4
05/31/22					
06/30/22					
07/31/22					
08/31/22					
09/30/22					
10/31/22					
11/30/22					
12/31/22					

