

**HEBRON TOWN COUNCIL
HEBRON UTILITY REGULATORY COMMISSION
MINUTES OF DECEMBER 27, 2022**

The Hebron Town Council and Hebron Utility Regulatory Commission meeting of December 27, 2022 was called to order by President Dave Peeler. In attendance at the Community Center were Councilmen Kevin Joseph, Dave Peeler, Todd Adameczyk; Clerk-Treasurer Jamie Uzelac; Park Board President Linda Brebner; Fire Chief Chad Franzman; Town Marshall Josh Noel; and Recording Secretary Joanne Hansen. Appearing via Zoom were Councilman John Spinks, Jr.; Councilman Justin Albright; Building Commissioner Brad Ladwig; and Town Attorney Brett Galvan.

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

Utility Adjustments

70 Mediterranean Ave. - High usage for unknown reason - The homeowner, who was physically in attendance at the meeting, stated that two people live in the house and they have no idea what happened. The leak stopped on December 13. Following a discussion, on motion of Councilman Adameczyk, who was physically in attendance at the meeting, seconded by Councilman Joseph, who was physically in attendance at the meeting, and duly carried by roll call of 5-0, the Council approved an adjustment to the sewer portion of the utility bill to an average of 3,000 gallons of usage.

Approvals of Minutes - On motion of Councilman Joseph, who was physically in attendance at the meeting, seconded by Councilman Adameczyk, who was physically in attendance at the meeting and duly carried by roll call of 5-0, the minutes of November 15, 2022 Council meeting, minutes of November 20, 2022, and December 13, 2022 Workshop meetings were approved.

Docket - President Peeler, who was physically in attendance at the meeting, read the docket totals for December 27, 2022: Total \$1,886,866.89, Transfer \$387,514.93 and Net \$1,499,351.96. On motion of Councilman Adameczyk, who was physically in attendance at the meeting, seconded by Councilman Joseph, who was physically in attendance at the meeting, and duly carried by roll call of 5-0, the Docket was approved as presented.

Ordinances and Resolutions

Updated Internal Controls Policy and Manual - Clerk-Treasurer Uzelac, who was physically in attendance at the meeting, stated that the only change is the way it is uploaded to Gateway. She noted that every financial document uploaded need to have a second set of initials. On motion of Councilman Joseph, who was physically in attendance at the meeting, seconded by Councilman Adameczyk, who was physically in attendance at the meeting, and duly carried by roll call of 5-0, the Updated Internal Controls Policy and Manual were approved.

Resolution 2022-12-27 - Resolution Providing for the Transfer of Town Dormant Funds to the General Fund - President Peeler, who was physically in attendance at the

meeting, read Resolution 2022-12-27. On motion of Councilman Adameczyk, who was physically in attendance at the meeting, seconded Councilman Joseph, who was physically in attendance at the meeting, and duly carried by roll call of 5-0, Resolution 2022-12-27 was passed and adopted.

Resolution 2022-12-27-1 - A Resolution Providing for the Encumbrance of Appropriations for the Town of Hebron, Porter County, Indiana from the Budget Year 2022 into the Budget Year 2023 for the Action and Passage by the Hebron Town Council - President Peeler, who was physically in attendance at the meeting, read Resolution 2022-12-27-1. On motion of Councilman Adameczyk, who was physically in attendance at the meeting, seconded by Councilman Joseph, who was physically in attendance at the meeting, and duly carried by a roll call of 5-0, Resolution 2022-12-27-1 was passed and adopted.

Resolution 2022-12-27-2 - A Resolution Providing for the Transfer of Appropriations for the Town of Hebron, Porter County, Indiana for the 2022 for the Action and Passage by the Hebron Town Council Pursuant to IC 6-1.1-18-6 - On motion of Councilman Joseph, who was physically in attendance at the meeting, seconded by Councilman Adameczyk, who was physically in attendance at the meeting, and duly carried by roll call of 5-0, Resolution 2022-12-27-2 was passed and adopted.

Ordinance 2022-12-27 - An Ordinance Establishing Fund 6607 Public Works Vehicle Replacement Fund - President Peeler, who was physically in attendance at the meeting, read Ordinance 2022-12-27. On motion of Councilman Joseph, who was physically in attendance at the meeting, second by Councilman Adameczyk, who was physically in attendance at the meeting, and duly carried by roll call of 5-0, Ordinance 2022-12-27 was passed and adopted.

Ordinance 2022-12-27-1 - Town of Hebron 2022 Salary Ordinance, Effective January 1, 2023, Amended 2-15-22, 3-15-22, 4-19-22 and 5-17-22 - Clerk-Treasurer Uzelac, who was physically in attendance at the meeting, noted that this Ordinance is for all the hours worked in 2022 being paid 2023. On motion of Councilman Albright, who appeared via Zoom, seconded by Councilman Joseph, who was physically in attendance at the meeting, and duly carried by roll call of 5-0, Ordinance 2022-12-27-1 was passed and adopted.

OLD BUSINESS:

Refund for Lotton for Park Ridge - Clerk-Treasurer Uzelac, who was physically in attendance at the meeting, stated that \$10,000 is for plan review. Discussion ensued after which no vote was taken.

NEW BUSINESS:

Harry Hruska - Mr. Hruska, who was physically in attendance at the meeting, reported that there is a pending sale on his former business and he stated that it would be beneficial if a 6" water line was installed on this property that would connect to Fairlane Court. He noted that in the past the Town has seemed willing to help with the installation of this line and he projected the estimate material cost to be approximately \$20,000. MCO Representative Randy Decker,

who was physically in attendance at the meeting, stated that the Town has not received the EDA Grant/Mrvan Grant as of yet and hopefully the Town will have an answer within the next month or so and that would benefit the Town if a hydrant was installed at this location. Mr. Decker further stated that engineering would have to be completed and then quotes would be obtained from local contractors. President Peeler, who was physically in attendance at the meeting, stated that the Town is not opposed to helping.

Susan Alyea Contract - Clerk-Treasurer Uzelac, who was physically in attendance at the meeting, asked for permission to sign the contract with Susan Alyea. Discussion followed and the Council tabled this matter until next month.

Board Appointments - On motion of Councilman Joseph, who was physically in attendance at the meeting, seconded by Councilman Adameczyk, who was physically in attendance at the meeting, and duly carried by roll call of 5-0, the following appointments were approved: Josh Carter, Plan Commission; Frank Stalbaum, Storm Water; Thomas Cichocki, BZA; and Dorothy Michalack, Park Board.

HRC Appointments - On motion of Councilman Joseph, who was physically in attendance at the meeting, seconded by Councilman Adameczyk, who was physically in attendance at the meeting, and duly carried by roll call of 5-0, the following individuals were appointed the HRC: Mike Reich, Don Ensign, Danielle Roeske, and Dave Peeler.

Department Reports

Public Works - Public Works report is attached to these minutes and made a part hereof. Randy Decker further reported that on Christmas Eve there was a main break at Casey's and a hydrant at Oak Court broke a week before the main break, but the Department survived the cold weather.

Police Department - A copy of the report is attached to these minutes. Town Marshall Josh Noel, who was physically in attendance at the meeting, reported that an officer had left the Department and he recommended the hiring of Russell Green as a full time officer. On motion of Councilman Albright, who appeared via Zoom, seconded by Councilman Adameczyk, who was physically in attendance at the meeting, and duly carried by roll call of 5-0, approval was given to hire Russell Green with a start date of January 2, 2023. Clerk-Treasurer Uzelac swore in Officer Green, who was physically in attendance at the meeting and Officer Reeder, who was physically in attendance at the meeting.

Fire Department - Chief Chad Franzman, who was physically in attendance at the meeting, reported that a crew of four spent the night at the station on Thursday and Friday and that the Department had responded to 518 calls in 2022.

Parks Department - President Linda Brebner, who was physically in attendance at the meeting, thanked Public Works for their help during a small emergency at the Stage Coach. She noted that the sump pump had stopped working.

Beginning in January the Department will start working on a five-year plan and will be sending questionnaires out to the public. Mrs. Brebner stated that the Department is looking forward to 2023 and new projects.

Building Department - Building Commissioner Ladwig, who had appeared via zoom, left the meeting prior to his report. Councilman Albright, who appeared via zoom, reported that Building Commission Ladwig is working on violations and that eighty contractors have renewed their licenses.

Public Comments - President Peeler, who was physically in attendance at the meeting, thanked the police department, fire department, public works, and clerk's office for weathering the storm.

Councilman Spinks, who appeared via zoom, stated that the Plan Commission will be considering the final plat approval in January for the Park Ridge Development.

There being no further business before the Council, on motion of Councilman Joseph, who was physically in attendance at the meeting, seconded by Councilman Adamczyk, who was physically in attendance at the meeting, and duly carried by roll call of 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
November 2022**

Water Plant

- We received the report from DN Tanks. The cost to rehabilitate the tank is \$250,000 not \$700,000.
- Wessler is working on budget numbers for equipment replacement and/or rehabilitation of existing water plant equipment.

Water Distribution

- Hydrants #150, #65 and #114 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.
- Bob and I met with Darrel from JR Machine Shop as well as Harry Hruska regarding the water line on Costin Drive. They are having continuing issues with their line and asked what it would take to install a Town water line. I shared with them that the Town has applied for a couple of Grants that would run a water line down Costin Drive and connect it to Fairlane, which were unsuccessful. We let them know that at this time it was placed on a list of priorities; however, because we have so many 1911 water mains to replace, it is not high on the list. I encouraged them to attend a Town Board meeting to discuss.
- We had training and installed the Neptune 360-meter reading system. This should save time and fuel to read the meters.
- Hydrant 116 at the entrance of Brookwood has been raised. This hydrant was buried by the Contractor during final grade. The Contractor will be billed for the hydrant extension but not for the labor to install. We will use this as training.
- The meter change-out program continues with just less than 15 remaining. We had to repair 4 shutoffs at the curb to change out those meters.
- The 2021 Water Loss Audit has been completed and filed with IFA. I will set up a meeting with Nancy Cho of Wessler to discuss her findings.

Wastewater

- Bob and I are working on a 20-year Capital Plan for the Wastewater Plant and the Collection System.
- The UV system has been removed for the season. One bank of bulbs will be changed out before the Spring.
- The Preventive Maintenance Schedule has been completed and is now in use.
- We had a seal fail on the lagoon pump. Flygt pulled the pump, and the repairs are under warranty.
- Manhole inspection of all dead ends will continue as time allows.
- We are running one clarifier due to low flow. We have seen the flow stop early in the morning.

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 12 ft. deep so digging is not an option. We will explore getting this section of the pipe lined.
- The Storm Water Board met and began developing a 20-year Capital Project Plan. Chip with Abonmarche will start putting cost to each project.
- The Drainage Board may want to evaluate the budget and consider increasing tapping fees.
- During the construction of the turn lane of Park Ridge Subdivision, the contractor hit two 10" field tiles that had tremendous head pressure on them. Once drained down, they connected them to Park Ridge's storm system. We did notice that Mr. Taylor's property was drained as well as the County Ditch along West 750 South.

Streets

- All Christmas lights and banners have been hung.
- Park equipment has been removed for the season.
- We are seeing an incredible amount of vandalism at McMillan Park.
- Limb pickup is completed for the month.
- Leaf collection is complete for the season with a record setting 33 loads.
- Park leaf collection is done.
- Attached is the 5-year replacement plan as well as a copy of the vehicle ID list.
- Paving is complete. We would like to apply for the Spring round of the CCMG. We have scheduled a meeting with Matt Kiser and Chip Thompson. This application period ends on January 30, 2023, so we have some work to do.
- The Town buildings under the South water tower need some attention.
- All plow trucks are ready for winter and Alan held training for the part-time drivers.
- The Work Order Monthly Report is attached.
- The Preventive Maintenance Logs for the mower and truck are ready.

Subdivision

- Wessler has the off-site water preliminary prints finished.
- With the possibility of expanding the number of homes in the US 231 area, some changes are being considered to the Monroe Lift Station as well as the developer's lift station.
- Paving and curb work has been completed.
- All storm, water and sewer has been completed for Phase 1.
- Two 10" tiles were discovered while digging along US 231. They were rerouted to Park Ridge Storm System.

Completed Work Orders

Water/Sewer – 41

Drainage – 0

Streets – 13

Locates – 22

Code Enforcement – 0

Parks – 0

Comp Time

Robert Paajanen – 2.25

Dustin Lindsay – 12.75

Jami Norris – 26

Alan Koslinski – 35

Kevin Pierce – 22.5

After Hour Calls – 1

After Hour Callouts – 1

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	799,000	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	12,950,100	1,060,000	270,000	431,670	196	631.88	271	881.842	27.06	
May	12,790,600	1,070,000	250,000	412,600	248	752.2	201	616.1	24.3	
June	6,561,000	310,000	190,000	218,700	224	411.9	315	589.94	32.54	
July	7,359,400	420,000	190,000	237,400	337	636.81	332	649.46	35.67	
August	6,949,890	300,000	200,000	224,190	410	779.22	255	480.3	36.07	
September	6,410,100	260,000	160,000	213,670	399	726.48	282	515.05	44.92	
October	7,368,700	650,000	180,000	237,700	275.6	732.85	227.8	607.95	44.52	
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	12,580,000	1,010,000	250,000	419,330	7.1	96.4	11.1	95.9	.227	99
May	11,850,000	1,030,000	230,000	382,200	6.6	97.3	9.1	95.5	.202	99.2
June	6,000,000	280,000	160,000	200,000	9.1	95.9	14.4	95.4	.207	99.4
July	6,860,000	390,000	160,000	221,300	8.7	97.4	11.9	96.4	.333	99.1
August	6,110,000	270,000	160,000	197,100	7.6	98.2	12.5	94.9	.4	99.2
September	5,610,100	220,000	160,000	187,000	6.5	98.4	8.3	97.1	.208	99.5
October	6,740,000	720,000	150,000	217,400	6.3	98.2	10.0	96.7	.223	99.5
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	5,669,560	231,130	155,280	188,895	88.9
04/30/22	5,820,000	262,770	159,350	200,690	89.4
05/31/22	6,516,440	265,110	162,610	217,215	100.1
06/30/22	6,515,860	286,860	189,610	224,685	101.7
07/31/22	6,753,586	488,320	186,530	275,120	105.9
08/31/22	6,487,820	349,510	191,020	215,961	98.3
09/30/22	6,047,710	238,660	181,460	208,547	93.9
10/31/22	6,202,170	279,360	163,400	206,739	94.9
11/30/22	5,695,640	239,750	158,710	196,401	84.9
12/31/22					

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 December 27th, 2022

Police Department Stats
November 1st – November 30th, 2022

	Traffic Stops	Citations	Arrest Misd.	Arrest Felony	Calls of Service
Total-November	79	47	7	2	144
Total-October	24	8	5	2	166
Total-September	41	24	6	2	147
Total -- August	47	25	5	4	131
Total -- July	73	37	3	2	148
Total -- June	121	33	7	2	174
Total -- May	220	64	15	2	171
Total -- April	244	81	12	2	161
Total -- Mar.	324	137	18	2	135
Total --Feb.	229	70	11	2	156
Total -- Jan.	228	67	7	3	117
Total - YTD	1,630	593	96	25	1,650
Total 2021	1,529	609	69	27	1,423

Hebron Police Department Vehicle Report

December 27th, 2022

Vehicle Number	Officer Assigned	Model & Year	VIN: Number	Current Mileage	Mechanical Issues
1	J. Noel	2021 Ford Explorer	1FM5K8AC7MNA0687	18,555	No Issues
2	S. Sejda	2020 Ford F150	1FTEW1P45LKE443737	36,195	No Issues
3	Pool	2016 Ford Explorer	1FM5K8ARGGA04479	116,032	No Issues
5	Pool	2015 Ford Explorer	1FM5K8AR2FGA94504	94,653	No Issues
6	S. Hawkins	2021 Ford Explorer	1FM5K8ABXMGC41250	10,838	No Issues
9	B. Swaney	2019 Ford Explorer	1FM5K8AR9KGB44034	43,885	No Issues
11	C. Hayworth	2022 Ford Explorer	1FM5K8AB4NGA42695	5,645	No Issues
12	Montelone	2017 Ford Explorer	1FM5K8AR3HGB94095	96,637	No Issues
13	A. Wood	2017 Ford Explorer	1FM5K8ARXHGA35946	94,931	No Issues