

UTILITY IMPACT BOARD MINUTES

April 21, 2014

NAME	AREA REPRESENTED	PRESENT	ABSENT
Greg York	New Castle Mayor	X	
Dave Barker	Director of Public Works	X	
Don Tichenor	Special Projects Manager	X	
Dave Copenhagen	City Attorney	X	
Kenny Melton	Building Commissioner	X	
Melvin Watson	Superintendent Waterworks	X	
Ed Hill	GIS/MS4 Coordinator	X	
Janice Burns	Manager Utilities Office	X	
Fred Duvall	Superintendent Non-Certified Wastewater	X	

This meeting was called to order by Dave Barker at 9:33 am.

PREVIOUS MINUTES: Dave B. asked if there were any corrections or additions to the previous minutes. Dave C. made the motion to approve the minutes as submitted, Janice seconded. Motion carried.

PUBLIC COMMENT: None

OLD BUSINESS: None

NEW BUSINESS: Janice requested approval and made a motion to approve an adjustment in the utility office in the amount of (\$11,956.94). Melvin seconded. Motion carried.

BOARD MEMBERS BUSINESS: Melvin asked if it would be possible to recover costs associated with sending follow-up notices to businesses that fail to submit required inspection documents for their back flow devices. Dave C. asked if it was an administrative fee for all businesses, or just a fine for those not sending the required reports. Melvin indicated he would like to see both. Dave C. told the board that an administrative fee would be included in the rate structure, and would require IURC approval. He recommended, in that case, to wait until the city was ready to ask for a rate increase and include it then. If a fine was requested for non-compliance Dave C. thought that could be accomplished through the Council. Mayor York asked that a decision wait until it could be further investigated to determine if the fees and/or fine were already included in the policy. All agreed. Fred asked that utility inspection documentation be improved. The building commissioner currently uses their standard inspection form for utility inspections. It was suggested that the completed inspection forms be held at the building commissioner's office.

Permit fees were discussed as they pertain to in-house utility inspections. It was felt that there may be a discrepancy in the way fees are collected. Also, it was suggested the inspection fee charged to the utilities, as a part of the building permit, be waived. It was agreed to further study the issues.

Meeting adjourned at 9:54 am

Minutes submitted by: Ed Hill

Next meeting will be Monday, May 5, 2014 at 9:30 am