

UTILITY IMPACT BOARD MINUTES

January 17, 2017

NAME	AREA REPRESENTED	PRESENT	ABSENT
Greg York	New Castle Mayor	X	
Dave Barker	Director of Public Works & Safety	X	
Dave Copenhagen	City Attorney	X	
Kenny Melton	Building Commissioner	X	
Greg Phipps	Superintendent Waterworks	X	
Ed Hill	GIS/MS4 Coordinator	X	
Mark Stacey	Utility Office Manager	X	
Fred Duvall	Superintendent Non-Cert. Wastewater	X	

The meeting was called to order by Mr. Barker at 9:32 a.m.

Mr. Barker asked if there were any corrections or additions to the minutes from the previous meeting.

Mr. Phipps made the motion to approve them as presented, with Mr. Copenhagen seconding. Motion passed unanimously.

CITIZENS APPEARING BEFORE THE BOARD: None

OLD BUSINESS: An update on Lisa Dibisceglie of 1425 S. 17th was given by Mr. Stacey. Ms. Dibisceglie's was sent a letter explaining the Board's decision by Mr. Copenhagen. She contacted Clerk/Treasurer York and presented a letter requesting a sewer adjustment to the bill. The letter was accepted, and Ms. Dibisceglie will pay the remaining balance.

NEW BUSINESS: The Board received a letter from Cheryl Miller-York concerning an unusual usage charge at 1612 N Avenue. She explained the account had been closed in November 2015. It was subsequently activated in May of 2016, for one day, to allow for a home inspection. She complained that the city procedure for locking out the meter had not been followed, and didn't feel she was responsible for the charges. Mr. Phipps' investigation found that to be correct, and in addition the meter had not been read between May 2016 and November 2016. Mr. Duvall pointed out this was the fault of the Utilities and not the property owner, and they should not be held responsible. Mr. Phipps agreed. Mr. Copenhagen made a motion to forgive the bill, and suggested further training of meter reading personnel may be in order. Mr. Duvall seconded. The motion passed unanimously. Mayor York told Mr. Phipps to stress the importance of following established protocol with his employees. Mr. Stacey made a motion to approve utility adjustments in the amount of -\$215.09 from Dec. 19, 2016 to Jan. 13, 2017. Mr. Copenhagen seconded. Motion passed unanimously.

BOARD MEMBERS BUSINESS: Mr. Phipps informed the board of a possible request for water and sewer at a garage located at 702 N. 24th Street. He advised collecting a tap fee for both because no previous service had been provided to the property.

Mr. Stacey was welcomed as the new Utility Manager, and member of the board.

The meeting was adjourned at 9:48.

Minutes submitted by Ed Hill

Next meeting: Monday, February 6, 2017 at 9:30 a.m.