

## UTILITY IMPACT BOARD MINUTES

# November 4, 2013

NAME	AREA REPRESENTED	PRESENT	ABSENT
Greg York	New Castle Mayor	X	
Don Tichenor	Special Projects Manager	X	
Dave Barker	Director of Public Works	X	
Dave Copenhaver	City Attorney	X	
Harold Frame	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

**Facilitator:** Dave Barker

This meeting was called to order by Dave Barker at 9:30 am

**PUBLIC COMMENT:** None.

Dave B. made the motion to approve the previous meeting minutes. Dave C. seconded. Motion carried.

**OLD BUSINESS:** None

### NEW BUSINESS:

**902 White Dr.:** Janice reported on situation concerning the property located at 902 White Dr. The owner, Matt Hill, while connecting sewer at this location had illegally turned his water service on. Melvin reported that a work order dated Nov. 16, 2012 indicated that 1 unit had been used. He ordered that the property owner (M. Hill) be charged for the usage. On January 22 it was discovered that an additional 6 units had been used. The additional usage was also billed to the owner. The present tenant, Hank Cecil, signed a lease in December and began moving in at the end of December, but did not take full possession until March 8 due to ongoing work of the sewer system. This is also the same month he opened his account with the Utility. When Mr. Hill was told of the past charges, he insisted they were the responsibility of the tenant and the charges were transferred to Mr. Cecil's account. Mr. Cecil has maintained a good payment record but felt the added charges were not his responsibility. Dave C. advised that the dispute was not the city's to decide and recommended a letter be drafted for both parties stating that fact as well as letting both parties know that the bill is expected to be paid in a

timely manner, or legal action would be taken. Janice will gather information for Dave, and he will send letters.

**ADJUSTMENTS:** Janice made a motion to approve a utility billing adjustment for the period 10-22 to 11-1-13, in the amount of (\$596.53). Dave C. seconded. Motion carried.

**SEWER APPLICATION:** No new applications.

**BOARD MEMBERS BUSINESS:** None

Meeting adjourned at 9:47 am

Minutes submitted by: Ed Hill

Next meeting: **Tuesday, November 18, 2013** at 9:30 am