

**UTILITY ADVISORY BOARD MEETING
June 9, 2014
CITY COUNCIL CONFERENCE ROOM
5:30 P.M.**

MEMBERS PRESENT

Daniel Peterson
Arthur Hoffman
Shawn Libby
Tom Willis
Sharon Parshley

STAFF PRESENT

Blaine Cox, Deputy City Manager

OTHERS PRESENT

Mr. & Mrs. McMaster - Appellants
Heather Ricard - Appellant

MINUTES

1. Call to Order.

Daniel Peterson called the meeting to order at 5:30 P.M. All Board members were present.

2. Acceptance of May 12, 2014 Minutes

Daniel Peterson **MOVED** to accept the May 12, 2014 minutes as written. The motion was seconded and was **ADOPTED** by a unanimous voice vote.

3. Old Business

No old business was discussed.

4. Appeals

4.1 McMaster Appeal

Mr. and Mrs. McMaster were present and explained the basis of their appeal. A new water meter was installed after which a leak occurred at the meter.

The recommendation of Deputy City Manager Cox is that no abatement be granted.

The above recommendation is based upon the following findings:

- a. The higher than normal usage is the result of a leak and is confirmed by the response of the Water Department and replacement of the water meter.
- b. The leaked usage was received at the residence and the meter was working accurately.

After a lengthy discussion, Sharon Parshley **MOVED** to abate 183.5 units of water fees valued at \$856.95 plus abate the charges for the meter installation of \$175.00 for a total of \$1,031.95. The motion received a second and the motion was **ADOPTED** on a unanimous voice vote.

4.2 Boucher Appeal

The customer seeks abatement of \$2,340.00 in sewer fees due to a toilet that froze and broke. The water ran onto the floor and down to cellar.

Deputy City Manager Cox's recommendation is to abate 375 units of sewer fees valued at \$2,340.00 provided the customer supplies positive proof of the leak, where the leaked usage went and proof of the repair.

The above recommendation is based upon the following findings:

- a. The higher than normal usage is the result of a leak. However, the customer has not supplied positive proof (photographs, repair invoices, other).
- b. The removal of the leaked water and where it went is not addressed in the abatement request application other than it went "down to the cellar."

The amount of leaked usage was estimated as follows:

| | |
|------------------------|--------------|
| Current Usage | 406.0 Units |
| Average Usage * | - 31.0 Units |
| Estimated Leaked Usage | 375.0 Units |

Sharon Parshley **MOVED** to abate 375 units of sewer fees valued at \$2,340.00 provided the customer supplies positive proof of the leak, where the leaked usage went and proof of the repair. The motion received a second and the motion was **ADOPTED** on a unanimous voice vote.

4.3 MacKie Appeal

The customer seeks an abatement of \$68.64 in sewer fees due to a leaking pipe.

The recommendation of Deputy City Manager Cox is that no abatement be granted upon this request.

The above recommendation is based upon the following findings:

- a. The appellant seeks 11 units of sewer fees valued at \$68.64. It is not clear at all how the appellant arrived at this amount.
- b. An analysis of the usage from April 2009 through October 2013 shows an average quarterly usage of 38.95 units. This is above the current usage of 37 units.

Tom Willis **MOVED** that no abatement be granted. The motion received a second and the motion was **ADOPTED** on a unanimous voice vote.

4.4 Norwood Appeal

The customer seeks an abatement of \$54.20 due to a leaking outside water spigot.

Deputy City Manager Cox recommends abatement of 6.75 units of sewer usage fees valued at \$42.12, provided the customer supplies proof of the leak and the repair.

The above recommendation is based upon the following findings:

- a. The higher than normal usage is the result of a leak. However, the customer has not supplied positive proof (photographs, Home Depot receipt, other).
- b. The amount of leaked usage was estimated as follows:

| | |
|------------------------|--------------|
| Current Usage | 11.00 Units |
| Average Usage | - 4.25 Units |
| Estimated Leaked Usage | 6.75 Units |

$$6.75 \text{ units} \times 6.24 \text{ per unit} = \$42.12.$$

Arthur Hoffman **MOVED** to abate 6.75 units of sewer fees valued at \$42.12 provided the customer supplies proof of the leak and the repair. The motion received a second and the motion was **ADOPTED** on a unanimous voice vote.

4.5 Ricard Appeal

The customer seeks an appeal of \$4,249.08 in both water and sewer fees due to a pipe burst below the shut off valve in her winterized home.

Heather Ricard was present and she explained the reasons for requesting an abatement. Her property was vacant for the winter and the water was thought to be turned off at the curb by the City.

Deputy City Manager Cox's recommendation is to abate 407.75 units of sewer usage fees valued at \$2,544.36, provided the customer supplies evidence or attest that the leaked water did not enter the sewer system.

The above recommendation is based upon the following findings:

- a. The higher than normal usage is the result of a leak and is confirmed by the response to the residence by Water Department personnel as well as Fire Department personnel.
- b. The removal of the leaked water and where it went is not addressed in the abatement request application.

The amount of leaked usage was estimated as follows:

| | |
|------------------------|--------------|
| Current Usage | 409.00 Units |
| Average Usage | - 1.25 Units |
| Estimated Leaked Usage | 407.75 Units |

$$407.75 \text{ units} \times \$6.24/\text{unit} = \$2,544.36.$$

Sharon Parshley **MOVED** to grant an abatement of 409 units of water fees plus 409 units of sewer fees valued at a total of \$4,249.08. The motion received a second and the motion was **ADOPTED** on a unanimous voice vote.

4.6 Reddington Appeal

The customer seeks abatement of 29 units of water and sewer for a total of \$316.39.

Deputy City Manager Cox's recommendation is to abate 30.25 units of sewer fees valued at \$188.76.

The above recommendation is based upon the following findings:

- a. The higher than normal usage is the result of a leak as verified by plumber's repair invoice.
- b. The amount of leaked usage was estimated as follows:

| | |
|------------------------|---------------------|
| Current Usage | 41.00 Units |
| Average Usage * | <u>-10.75</u> Units |
| Estimated Leaked Usage | 30.25 Units |

$$30.25 \text{ units} \times 6.24/\text{unit} = \$188.76$$

Tom Willis recused himself from the Board's handling of this abatement request due to personal knowledge.

Daniel Peterson **MOVED** to abate 30.25 units of sewer fees valued at \$188.76. The motion received a second and the motion was **ADOPTED** on a unanimous voice vote.

5. Financials

Tom Willis noted that the expense budgets appear low for being eleven months into the fiscal year.

6. Other

Mr. Cox announced that the City has hired a new Chief Operator at the Water Treatment Plant. His name is Ian Rohrbacher.

7. Adjournment

Sharon Parshley **MOVED** to adjourn the meeting. The motion received a second and the motion was **ADOPTED** on a unanimous voice vote.

The meeting adjourned at 6:33 P.M.

Respectfully,

Blaine M. Cox
Deputy City Manager

BMC: sam