

**Utility Advisory Board
September 12, 2016 5:30 P.M.
City Hall Council Conference Room**

MEMBERS PRESENT

Dan Peterson, Chairman

Shawn Libby

Thomas H. Willis, Jr

OTHERS PRESENT

John B. Storer, PE Director of City Services

Robert Lemoine, 504 Oakridge Condo

Norbert Hamann, 189 North Main St.

MINUTES

1. Call to order:

Chairman Peterson called the meeting to order at 5:30 PM.

2. Appeals -

2.1 504 Oakridge Condo - Robert Lemoine

The appellant, Robert Lemoine was present. Mr. Lemoine stated that he had no additional documents to provide as requested at last month's meeting and has no explanation for the usage. The meter test came back normal. New tenants moved in on 2/1/2016 and the property had set vacant for a couple of months before that. Mr. Lemoine stated they did not see any leaks. After a discussion on the new Water & Sewer Adjustment policy, the board made the following motions.

Mr. Willis made a motion to abate 50% of the above average water & sewer use per the new policy. The motion stipulated that the water abatement is \$420.88 (87.5 units). The sewer abatement is \$546.00 (87.5. The motion also stipulated the abatement of all accrued interest. Mr. Libby seconded the motion. The motion passed unanimously.

2.2 83 Brock Street, Holy Rosary Cemetery – Norby Haman

The appellant Mr. Hamann was present. Mr. Hamann explained that there are two meters on the cemetery property, one for outside watering and one for a locked bathroom for two employees only. The high usage was in the bathroom meter. Mr. Hamann stated that the meter has been pulled to be tested by the city.

Chairman Peterson made a motion to table the appeal until the meter test result comes back. Mr. Willis seconded the motion. The motion passed unanimously.

2.3 665 Portland Street – Matthew Cheney

The appellant was not present for the meeting. This appeal was tabled last month to allow further information to be given by the homeowner. Mr. Cheney informed the Billing Office Staff that he found a toilet running intermittently in his home and that it was repaired. The board discussed the abatement request. The water was used, it did enter the sewer system, and the usage does not meet the criteria for new Water and Sewer Adjustment policy. The following motions were made.

Mr. Willis made a motion to deny the requested abatement. Chairman Peterson seconded the motion. The motion passed unanimously.

2.4 29 Park Street – Courtney Morgridge

The appellant was not present for the meeting. Director John Storer explained that he was unable to establish an average use due to fluctuations in new owners meter readings so he determined an abatement amount based on the dimensions of the foundation and assumed the 4 inches of standing water as indicated on Ms. Morgridge's appeal.

Chairman Peterson made a motion to abate 3 units of sewer at \$6.24 each for a total of \$18.72 plus all accrued interest. Mr. Libby seconded the motion. The motion passed unanimously.

2.5 30-32 Common Street – Kenneth Powers

The appellant was not present for the meeting. The abatement requested was for \$60 for on/off charges for non-payment. Mr. Libby referenced the pertaining City Ordinances and the Board made the following motions.

Mr. Libby made a motion to deny the requested abatement. Mr. Willis seconded the motion. The motion passed unanimously.

2.6 13 Jacobs Drive – Robert Roper

The appellant was not present for the meeting. The board discussed the appeal which noted that both toilets at the property were leaking and were repaired by a plumber.

Mr. Willis made a motion to deny the requested abatement. Chairman Peterson seconded the motion. The motion passed unanimously.

3. Approval of the July 18, 2016 Minutes

Mr. Willis made a motion to accept the July 18, 2016 meeting minutes as presented. The motion was seconded by Mr. Libby. The motion passed unanimously.

4. New Water and Sewer Adjustment Policy

The Board had a brief discussion regarding this policy. The Board noted the one time

in a ten year period for adjustment. They stressed that property owners will need to be made clear on that portion of the policy.

5. **October 2016 Meeting Date**

The Board discussed availability for October's meeting as the next scheduled meeting falls on Columbus Day. The Board agreed on a new date of Tuesday, October 11th, 2016 at 5:30PM pending availability of the City Council Conference Room.

6. **Resignation**

Chairman Peterson gave his resignation beginning January 2017. The board wished him well.

7. **Adjournment:**

Chairman Peterson made a motion to adjourn at 6:17PM. The motion was seconded by Mr. Willis. The motion passed unanimously.

*Minutes respectfully submitted by Samantha Juneau,
City of Rochester Utility Billing Administrator*