

**TOWN OF NEWBURGH
STORM WATER MANAGEMENT BOARD
MINUTES OCTOBER 20, 2014**

MEMBERS PRESENT: Dana Grace, Greg Bailey, J.T. McCarty

ADMINISTRATIVE PRESENT: Bill Kavanaugh, Town Council Liaison; Alonzo Moore, Streets Commissioner; Chris Wischer, Town Attorney; Lori Buehlman, Town Manager; David Hynes, Town Engineer

CALL TO ORDER

Mr. Grace called the meeting to order at 6 p.m.

MINUTES

Mr. Bailey moved to adopt the minutes as presented. Mr. McCarty seconded and the motion carried.

REPORTS

Town Council Liaison

Mr. Kavanaugh asked Ms. Buehlman to report on the street crew's finding on the drain which Mr. Keelor has complained about several times in the past months. She said the street crew checked the drain at Treelane and found it completely clear and needed no maintenance. She said she was not aware if the drain had previously been cleaned, but the ditches and the drain at that location in Forest Park for which the town is responsible are all clean.

NEW BUSINESS

Safe Routes to School Sidewalk Project

Ms. Buehlman displayed photos of the sidewalk construction on the south side of West Jennings Street and said the curbs are in and drains have been upgraded. Mr. Hynes noted that much of the drainage pipe that has been replaced has been corrugated metal that was popular for such projects in the 1920s. He said there is old boilerplate still under the streets in drainage pipes.

Ms. Buehlman said the West Jennings part of the Safe Routes to School Sidewalk Project will be completed this week if the weather holds. She said they are keeping property owners happy in most instances.

Bids will be opened Wednesday for the north side of West Jennings Sidewalk Project.

Mr. Hynes said the paving is being done in waves and the first part is nearly complete. He said Forest Park paving, from the entrance through the left loop, should be finished this week and that probably will be the end of paving for 2014. Patch plants close about December 1 in this area, he said, and will stay closed during the cold months. The contracts that have been let are being completed, he said.

He said in Forest Park, there has been a lot of pavement cutting and repair to sub grade failures.

Storm Water Fee Liens

Ms. Buehlman asked for authority to write off late fees for less than \$10 and to sign the lien application for late fees over the write off minimum. She said the utility office collects the monthly storm water fee along with the sewer bill. However, through an agreement with Indiana-American Water, water service may be shut off if a sewer bill is in arrears. So when customers come in to pay the late sewer bill in order to get service restored, the sewer and trash fees are not necessarily collected.

Currently to get a lien put on property for the storm water fee takes the signature of a member of the Storm Water Management Board. Mr. Wischer said the ordinance currently calls for a board member's signature but a motion to give the Town Manager or her staff the authority to sign is appropriate.

At this time, there are two unpaid sewer fee bills for \$5 each. The people who owe these bills have sold their property and left no forwarding addresses. Liens are not placed on property after it is sold for outstanding debts. They must be lodged before the property is sold. The amounts she intends to file liens on property for are \$5.50 and \$7.11 respectively.

Ms. Buehlman said it has arisen only in the last two years after the town assumed sewer, storm water and trash fee billing and collecting payments. Prior to that the bills were collected by Indiana-American Water.

She said the Clerk Treasurer signs the lien claims for the sewer department for unpaid bills. Mr. Wischer said liens are tacked on to the property owner's tax bills. If the liens are not cleared, the property may go up for tax sale.

Ms. Buehlman said it is all right with the State Board of Accounts to authorize her to sign the lien claims. Mr. McCarty moved to authorize the Town Manager to pursue collection of storm water fees, sign lien claims for storm water fees up to \$100 and to periodically report those amounts to the board; and to set the write off amount to \$25. Lien fees higher than \$100 should be reviewed by a Storm Water Management Board member. Mr. Wischer said he agreed with the \$25 write off amount.

Mr. Bailey seconded the motion and it carried.

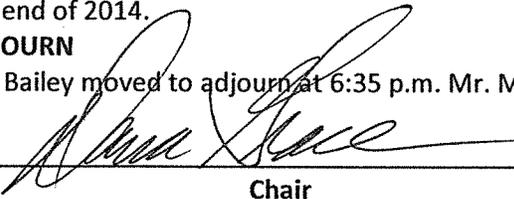
ANNOUNCEMENTS

Ms. Buehlman said November 17 is the next meeting and the board may want to consider cancelling its December meeting.

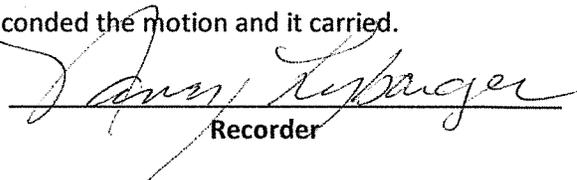
Mr. Kavanaugh said he will nominate for reappointment the board member whose term is expiring at the end of 2014.

ADJOURN

Mr. Bailey moved to adjourn at 6:35 p.m. Mr. McCarty seconded the motion and it carried.



Chair



Recorder

01-26-2015