

**Village of Thomasboro
Water & Sewer Committee
August 12, 2013**

*Thomasboro Village Hall
101 W. Main Street, Thomasboro, Illinois*

A Meeting of the Water & Sewer Committee of the Village of Thomasboro was held on Monday, August 12, 2013, Chairman Jeff Robertson presiding. Chairman Robertson called the meeting to order at 8:00am.

Roll Call

The Village Clerk called the roll, finding the following members physically present: Jeff Robertson and Fred Meek.

Other Village officials present: Leon Albers, Treasurer; Jay Arnold, Public Works; and Jeremy Reale, Village Clerk.

Discussion/Recommendation on changes to Chapter VII (Utilities) of the Thomasboro Village Code regarding delinquent billing accounts

Mr. Albers distributed copies of the current ordinance, water service applications, and disconnect notices as well as proposed revisions to those documents. He noted that the existing language of the Village Code established a delinquency threshold of \$200.00 unpaid balance or two months of non-payment in order to begin the disconnection process. He stated that his interpretation of the ordinance was that any outstanding balance must be paid prior to reconnecting the water service to a delinquent customer; however, he acknowledged that past practices had allowed customers to make smaller payments toward their delinquent balances in order to keep the total under the \$200.00 and thus avoid remaining disconnected. Any payment arrangement would be made at the discretion of the Public Works Superintendent or Water & Sewer Committee Chairman. He informed the Committee that there were approximately ten accounts which were chronically problematic and required additional recordkeeping time for the Treasurer.

Chairman Robertson stated that he believed the Village should hold firm to the language of the ordinance and require full payment to be made prior to reconnecting services. The Committee members generally felt that Village policies should be applied consistently to all customers, and that the Treasurer should not be required to spend such a significant portion of his time managing these delinquent accounts. Those in attendance also expressed a preference for using a whole dollar amount as the threshold for determining turn-offs rather than by date, as Mr. Albers had reported that roughly twenty percent of customer accounts paid after the due date had passed in any given billing cycle.

Following discussion, the Committee directed that the following changes be submitted to the Village Attorney for preparation of an ordinance amending the Village Code:

- 1) adjust the delinquent account balance total required to initiate the disconnection process from \$200.00 to \$150.00;
- 2) require that any delinquent balance be paid in full prior to reconnection;
- 3) strike all language referencing payment schedules for delinquent accounts;
- 4) provide that customers receiving a disconnect notice be given ten days from the date of notice to pay prior to disconnection; and
- 5) include language specifying that the Village would recognize any written policies contained in lease agreements for rental properties that might include more stringent requirements as to the payment of utility bills, and that such lessors would be required to file a copy of those agreements with the Village.

Mr. Meek moved to forward to the Village Board with recommendation for approval of an ordinance amending the Village Code as directed by the Committee. Mr. Robertson seconded the motion. Motion carried, all voting "aye".

Adjournment

There being no further business to come before the Committee, Mr. Meek moved to adjourn the meeting. Mr. Robertson seconded the motion. Motion carried viva voce vote.

The meeting was adjourned at 8:51am.

Respectfully submitted,

Jeremy A. Reale, Village Clerk