

**CHAPTER 919**  
**Water and Sewer Internal Review Board**

<b>919.01 Organization.</b>	<b>919.04 Limitations.</b>
<b>919.02 Jurisdiction.</b>	<b>919.05 <del>Report to Council</del> <u>Separability of Provisions.</u></b>
<b>919.03 Appeal review procedure.</b>	<b>919.06 <u>Report to Council.</u></b>

CROSS REFERENCES

Department of Public Service - see ADM. Ch. 135  
Sewer rental rates - see S. & P.S. Ch. 921  
Water rates - see S. & P. S. Ch. 929

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**919.01 ORGANIZATION.**

There is hereby created a Water and Sewer Internal Review Board which shall be organized by the Director of Public Service, who shall serve as Chairman, and shall consist of two additional members to be appointed by the Chairman.  
(Ord. 7-84. Passed 2-7-84.)

**919.02 JURISDICTION.**

The Water and Sewer Internal Review Board shall have the power to hear and decide appeals for the waiver of penalties on water and sewer bills, adjustments on water and sewer bills and to review any complaints or problems which cannot be resolved at division or departmental levels. (Ord. 7-84. Passed 2-7-84.)

**919.03 APPEAL REVIEW PROCEDURE.**

(a) In order to have an appeal or complaint reviewed by the Water and Sewer Internal Review Board, a request shall be submitted to the Board stating the name, address, account number, the nature of the appeal and the reason. Such request shall be submitted on a form furnished by the Department of Public Service. Forms for appeals or complaints can be acquired at the ~~Division of Water and Sewer~~ Utility Billing office.

(b) Each appeal or complaint received by the Water and Sewer Internal Review Board shall be acted upon by the Board within ~~thirty-ninety (90)~~ thirty-ninety (90) days of receipt of the request ~~or at the next meeting of the Board—whichever comes first.~~ Person or persons making such appeal or complaint may attend the meeting of the Water and Sewer Internal Review Board at the time their request is reviewed.

(c) Meetings of the Water and Sewer Internal Review Board shall be held at the call of the Chairman and at such other times the Board may determine.

(d) Notifications shall be made to person or persons making such appeal or complaint at least five days prior to Board review.  
(Ord. 7-84. Passed 2-7-84.)

**919.04 LIMITATIONS.**

(a) Waiver of penalty charge may be granted by the Water and Sewer Internal Review Board if, in the Board's opinion, such waiver is deemed to be appropriate and justified, but not more than one time for any one ~~account~~ property owner/tenant per address.

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(b) The Water and Sewer Internal Review Board may grant adjustments to water and sewer bills if, in the Board's opinion, such adjustments are appropriate and justified. (Ord. 7-84. Passed 2-7-84.)

(c) Adjustments will not be made further than one calendar year from the date of the applicant's appeal form.

**919.05 SEPARABILITY OF PROVISIONS.**

Each section and each part of each section of this chapter is hereby declared to be an independent section or part of a section and, notwithstanding any other evidence of legislative intent that if any such section or part of a section, or any provision thereof, or the application thereof to any person or circumstances, is held to be invalid, the remaining sections or parts of sections and the application of such provisions to any other person or circumstances, other than those as to which it is held invalid, shall not be affected thereby.

It is hereby declared to be the legislative intent that these sections or parts of sections would have been adopted independently of such sections or parts of a section so held to be invalid.

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**919.056 REPORT TO COUNCIL.**

The Water and Sewer Internal Review Board shall submit a written report to Council on or before December 31 of each year or at the request of Council, stating the following information: name and address of person or persons filing, nature of appeal or complaint, decision rendered by the Water and Sewer Internal Review Board, and the total amount of adjustments granted in each case. (Ord. 7-84. Passed 2-7-84.)