

WASHINGTON SUBURBAN SANITARY COMMISSION

Subject: RESOLUTION AMENDING DELEGATION OF AUTHORITY BY ADDING ITEM NO. 2 TO SECTION ENTITLED "DELEGATED BY THE COMMISSION TO THE SECRETARY" IN ACCORDANCE WITH COMMISSION APPROVAL OF STANDARD PROCEDURE, SP NUMBER CUS 06-03.

WHEREAS: Maryland Annotated Code, Article 29, Section 6-111 provides, *inter alia*, that a written claim for a refund may be filed with WSSC by any person who pays a fee or charge exceeding that which is properly and legally payable and that, upon the claimant's request, the WSSC or its designee "shall hold a hearing on the claim for the refund;"

WHEREAS: WSSC's Standard Procedure (CUS 2001-01) had set forth specific procedures regarding customer requests for refund hearings where the amount claimed was less than \$1,000;

~~WHEREAS: The Commission has approved a new Standard Procedure (CUS 06-03), which supersedes CUS 2001-01 and which provides *inter alia* that, for refund hearings where the amount claimed equals or exceeds \$1,000 but is less than or equal to \$25,000 and for which an individual Commissioner is unavailable, then the Corporate Secretary shall hear and decide the matter, and issue the final WSSC decision;~~

WHEREAS: The Commission's Delegation Of Authority ("DoA"), effective April 2, 2001 and as amended from time to time, sets forth specific delegations of authority from the Commission to: the General Manager; the Corporate Secretary; the Chief Financial Officer; the Retirement Group Leader; and the Regulatory Group Leader. The DoA further sub-delegates authority from the General Manager to Team Chiefs and other WSSC senior managers;

WHEREAS: The Commission has not previously delegated authority to the Corporate Secretary to hear, decide and issue the final decision in a refund hearing.

NOW, THEREFORE BE IT RESOLVED, that

The Commission's Delegation Of Authority ("DoA"), effective April 2, 2001 and as amended from time to time, shall be and is hereby amended as of the date hereof to delegate authority from the Commission to the Corporate Secretary to hear and decide the claim, and issue the final decision in refund hearings where an individual Commissioner is unavailable and where the amount claimed equals or exceeds \$1,000 but is less than or equal to \$25,000.

Attest:

Chair

DELEGATED BY THE COMMISSION TO THE SECRETARY

1. To act as Commission Parliamentarian and Custodian of the Commission's official files and records, minutes of open and closed sessions.
 2. For refund hearings where an individual Commissioner is unavailable and where the amount claimed equals or exceeds \$1,000 but is less than or equal to \$25,000, to hear and decide the claim, and issue the final decision.
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