

Record of Communication basic form

Case #

699

npid: AR0022381

Facility: Heber Springs Water and Sewer Commi

from: 2:34

to: 2:38

date: 6/6/2017 2:35:07 PM

summary:

I spoke with Mr, Kent Latch and I told him I was calling him to follow up with the letter that was sent from the Permits' Branch on June 2, 2017. I explained to him that he must have a complete Permt Renewal Application in house by that date or he would not be able to discharge past the expiration. I also told him I would try and submit a few weeks prior to in order to make sure the engineers have time to review and make sure it is complete. If he was missing something, they would have time to contact him and he would still have time to submit it before the deadline. I also told Mr. Latch if he could not get that submitted on time, he could request an extension but he must do so before the due date. He told me he would contact their engineers and make sure they are on top of that and that they know the due date. I told him if he had any questions to contact us.