

ORDINANCE 15-01 WD

AN ORDINANCE SUPERCEDING ORDINANCE 11-02 WD BEING A WATER SERVICE DISCONNECTION AND STAGGERED PAYMENT POLICY FOR THE ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT.

Whereas, it is the responsibility of the Arch Cape Domestic Water Supply District (the “Water District”) to collect monies owing to both the Water District and the Arch Cape Sanitary District (the “Sanitary District”),

And, it has been determined that it would be to the advantage of customers to have the option of staggering their payments for services as well as having additional time to pay before an account becomes delinquent,

IT IS HEREBY RESOLVED AND ORDERED that the Water District adopts the following policy for the non-payment of bills.

- 1) The Water District will use its right to disconnect water service to a property having amounts owing to the Water District or Sanitary District.
- 2) Payment on Water District bills is due within thirty (30) days from the invoice billing date. Monthly late fees are assessed of \$5.00 or two percent (2%) of the outstanding balance whichever is greater for accounts with balances owing beyond sixty (60) days from the invoice billing date. Water District accounts become delinquent after non-payment in full fifty (50) days from the invoice billing date and are then subject to water service disconnection.
- 3) Payment on Sanitary District bills is due within sixty (60) days from the invoice billing date. Monthly late fees are assessed of \$5.00 or two percent (2%) of the outstanding balance whichever is greater for accounts with balances owing beyond ninety (90) days from the invoice billing date. Sanitary District accounts become delinquent after non-payment in full eighty (80) days from the invoice billing date and are then subject to water service disconnection.
- 4) The Water District may disconnect water service upon or at any time after the delinquency date. Established quarterly charges for both the Water District and Sanitary District shall continue during the period of time there has been a disconnection of water service.
- 5) The owner of the property (the “User”) will be notified in writing at least seven (7) days in advance of the specified disconnect date. The property subject to disconnection will further be given a twenty-four (24) hour notice at the subject property prior to disconnection the following day and incur a \$25.00 posting fee.

- 6) There shall be a \$75.00 fee for service disconnection and a \$75.00 fee for reconnection of water service.
- 7) The User may defer disconnection of water service by requesting in writing a hardship payment agreement. Requests on combined water and sanitary balances outstanding at or below \$500.00 may be approved in writing by the Administrative Assistant. Requests above \$500.00 must be approved in writing by the Board. If entered into, the agreement becomes void upon non-compliance with the terms of the agreement, returning the User to a delinquent account status and subject to disconnection of water service as described in 4) above.

Adopted and signed this 9th day of October 2015, this policy shall take effect on the 1st day of December 2015.

Attest

Virginia Birkby
[Signature]

Virginia Birkby
Virginia Birkby, President