

Whereupon, Water Board Member \_\_\_\_\_ moved that the following resolution be adopted:

**RESOLUTION W-2014-01**  
**A RESOLUTION ESTABLISHING THE POLICIES AND**  
**PROCEDURES AND FEES FOR THE WATER SYSTEM**

WHEREAS; Chapter 90 of the Eagle Grove Municipal Code establishes a Water Board and acknowledges the Board's duties to manage and control the municipally owned water utility, and

WHEREAS; the City Code of Ordinances was recently updated, and due to State regulations, the sections on the water operations were left out of the new City Code of Ordinances;

WHEREAS; in order to ensure fairness between all water customers and for the financial well-being of the water system the following regulations are established;

NOW THEREFORE BE IT RESOLVED that the Water Board of the City of Eagle Grove, Iowa does hereby approve and adopt the "Water Board Book of Policies", as its official set of guidelines and policies:

BE IT FURTHER RESOLVED that the Water Board approves the following additional policies and fees. If there are discrepancies between these policies and any other resolution that may be made, the "Book of Policies" will rule. The "Book of Policies" may be amended at any time, by resolution of the Water Board.

1.01 TAPS AND CONNECTIONS. All taps and connections to the mains of the municipality shall be made by and/or under the direction and supervision of Public Works Director and constructed in accordance with the provisions of Chapter 90, Title III of the Eagle Grove Municipal Code. According to Ordinance 90.14, the Water Board must first grant written permission to the customer requesting to tap into the main. There is a one hundred dollar (\$100) charge when the city completes a water tap.

1.02 BILLING. Bills and notices relating to the conduct of the business of the municipality will be mailed to the customer at the address listed on the application, unless a change of address has been filed in writing at the business office of the municipality; and the municipality shall not otherwise be responsible for delivery of any bill or notice, nor will the customer be excused from nonpayment of a bill or from any performance required in said notice.

- 1) Bills for water service are due and payable at City Hall on their date of issue. The past due date shall be the fifteenth (15th) day after the date of issue. Bills will be dated and mailed on the first of each month.
- 2) All bills not paid on or before the past due date shall be termed delinquent, and a 10% late fee penalty will be applied to the account. If a delinquent bill is not paid within 3-5 business days from due date, a disconnect notice will be mailed to delinquent account holder's home notifying them of disconnection within 5 days. A "\$15.00 delinquent account PROCESSING FEE will be applied to the account receiving a disconnect notice.
- 3) FEE TO RESTORE WATER SERVICE TO DELINQUENT CUSTOMER  
A fee in the amount of \$50.00 will be paid by the customer along with payment to bring the account current before service may be restored.

1.03 PAYMENT AGREEMENT. Under extraordinary circumstances, when a customer cannot pay their delinquent bill the Deputy Clerk will set up a payment plan with the customer.

1.04 DEPOSITS. The Board requires all customers to pay a meter deposit, with the amount set by resolution.

1.05 CONNECTION PERMIT. No unauthorized persons shall uncover, make any connections with or opening into, use, alter, or disturb the waterworks or appurtenances thereof without first obtaining a written permit.

1.06 RESIDENTIAL RENTAL PROPERTY. For residential rental property where a charge for water services is separately metered and paid directly by the tenant, the rental property is exempt from a lien for delinquent charges.

A change in tenant shall require a new written notice. When the tenant moves from the rental property, the City shall return the meter deposit to the tenant, provided that all water services charges are paid in full. The lien exemption for rental property does not apply to charges made by the City for repairs to a water service if these repair charges become delinquent.

1.07 COIN HANDLING FEE. There shall be a coin handling fee establish for when customers pay their bill with a large amount of coins. The fee of \$10 will be added onto the customer's bill.

1.08 RETURNED CHECK POLICY. In the event a check is returned to the City for water services the account will be considered delinquent. A \$35 fee will also be applied to the account for processing a check returned to the City.

1.09 FILLING SWIMMING POOLS. The city may choose to fill a swimming pool for residential customers, but are under to obligation to do so. If filling the pool would require special conditions, outside of the normal procedures to do so, the water superintendent is discouraged from doing so unless specific arrangements and associated fee are mutually agreed upon. Under normal conditions, a \$100 fee will apply.

**1.10 Water Maintance Service fee** A fee in the amount of \$50.00 per hour, per employee will apply for any emergency non-scheduled service call. This charge will increase to the amount of \$100.00 if after regular business hours or If disconnection falls between the following months: January or February.

1.11 RATES ESTABLISHED. There shall be and there are hereby established rates and charges for the use and for the service supplied by the Municipal Water Utility. The rates are established as follows (a 10% penalty on all accounts not paid after the 15<sup>th</sup> of each month will be assessed):

<b>WATER</b>	<u>Rate</u>
Minimum Charge (Monthly) - 3/4" Meter	\$11.00
Minimum Charge (Monthly) - 1" Meter	\$12.72
Minimum Charge (Monthly) - 1 1/2" Meter	\$14.43
Minimum Charge (Monthly) - 2" Meter	\$15.47
Minimum Charge (Monthly) - 3" Meter	\$18.91
Minimum Charge (Monthly) - 4" Meter	\$25.13
Minimum Charge (Monthly) - 6" Meter	\$41.61
Minimum Charge (Monthly) - 10" Meter	\$62.81
<b>0 - 1500</b> Cubic Feet (Per 100 CF)	\$2.62
<b>Above 1500</b> Cubic Feet (Per 100 CF)	\$2.42
Capital Project Improvement Fee	\$8.00

Miscellaneous Fees

Type of Fee	Amount
Deposit - Renter	\$200.00
Deposit - Senior Citizen	\$80.00
Remove/Install Meters – Under 1”	\$25.00
Remove/Install Meters – over 1”	\$100.00
Reconnection Fee	\$50.00
Meter Testing	\$30.00
Sewer Locating	\$25.00
Trip Charge/Processing Fee	\$15.00
EMERGENCY Non-Scheduled service call	\$50.00/man/hour
EMERGENCY Non-Scheduled service call WINTER	\$100.00/man/hour
Coin Handling Fee	\$10.00
Returned Check Fee	\$35.00
Pool Filling Equipment	\$100.00
Main Tap – ¾” or Smaller	\$100.00 + parts
Main Tap – 1”	\$125.00 + parts
Main Taps – 1” or larger	\$300.00 + parts
Main Taps - Yoked	\$300.00 + parts
Annual Well Renewal Permit	\$10.00
Sand Point or Shallow Well	\$25.00
New Well (Potable Water)	\$50.00

Monthly Water Usage Rate increase per 100CF: first year 2015) increase by 5 % and every year after increase by 3%.

The motion was seconded by water board member Peterson and after due consideration thereof, the roll was called and the following members voted:

AYES:

NAYS:

Whereupon, the Chairman declared said Resolution duly passed and adopted this 8th day of January, 2014

  
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 Tom Peterson, Chairperson

ATTEST:  
  
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 Mike Boyd, City Administrator