

ORDINANCE NO. 94-1

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF SILVER LAKE, INDIANA, AUTHORIZING THE PRACTICE OF ESTABLISHING EFFECTIVE PROCEDURES TOWARD ANY UTILITIES CUSTOMER DISCONNECT, AND TO ESTABLISH ACCEPTABLE ACTIVITIES FOR TOWN EMPLOYEES OF SAME.

WHEREAS, the Town Council members have jointly agreed to establish policy and procedure for acceptable disconnection of water and sewer utility services whenever a customer fails to satisfy a proper billing for said services; and

WHEREAS, the Silver Lake Utilities, through the Council of the Town of Silver Lake, Indiana, have legal responsibility to demand payment for said utility services; and

WHEREAS, the Town of Silver Lake, Indiana has experienced certain situations where specific policy and procedure require clarification of such policy and procedure;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF SILVER LAKE, INDIANA, AS FOLLOWS:

Section 1. Commencing _____, 1994, the set time for receipt of payment for utility services provided to a customer be considered properly paid in full if received by the Town of Silver Lake, Indiana offices on, or before the 20th day of the month due with billing distributed by the Town Clerk.

Section 2. A utility billing will be considered past due and delinquent, subject to penalties, if received after the next working day from it's due date.

Section 3. A utility billing will be considered as subject to disconnection action, plus penalties and service charges, if a billing for one month is shown as past due on the next month regular billing and not received by the Town office within the next working day after due date.

Section 4. When a billing is considered past due, as shown in Section 3., a past due notice and notice of discontinued or termination of services will be attached to the second billing.

Section 5. When a customer has received a disconnection or shut off notice, the customer shall pay all charges in full to the utility office by the next working day from the date set to terminate services or services shall be discontinued that day unless that day falls on a Friday or Holiday.

Section 6. Restoration of services shall be provided after receipt of full payment plus all service charges and penalties by the Town offices.

Section 7. Service restoration charges, as established in Resolution 89-2, dated February 14, 1989, in the amount set as Twenty-Five and No Dollars (\$25.00).

* 100 L.M.

Section 8. Payment agreements may be issued by the Town Clerk in proper form between a residential customer for terms of scheduled partial payments in order to accommodate receipt of a proper utilities billing with understanding only one of said agreement may be in force before another is accepted.

Section 9. For the sanitary protection of customer water service connection, water meters shall not be removed unless said property served is scheduled to be abandoned. Disconnect shall be by use of available meter shut off valve or use of a proper lock-out device.

Section 10. The Council body of the Town of Silver Lake, Indiana, is hereby authorized to establish rules governing the payment of utility services and to establish policy thereof.

PASSED by the Council of the Town of Silver Lake, Indiana, by a vote of all members present and voting; this 12 day of April, 1994.

ATTEST:

Fern Strong
Clerk-Treasurer

Thomas R. Eubank
Council President

James R. Anderson
Council Member

James R. Anderson
Council Member