

Wayne Public Works Authority

Resolution # 2011-01

A Resolution Amending Resolution # 2004-001 and Ordinance #126 Office Policy and Procedure Utility Department

Approved by the Board of Trustees July 3, 2011

Whereas, the Board of Trustees of the Wayne Public Works Authority, for the purpose of amending Office Policy and Procedures do hereby set and amend policy as follows :

Be it resolved, Utility bills shall be payable on the 1st day of the calendar month following the service month when the service was rendered. Bills shall become past due after the 12th day of the month and a 10% penalty shall be assessed to the past due amount. If the 12th day of the month falls on a holiday or weekend, the 10% penalty shall be assessed on the 2nd business day following the weekend or holiday.

Be it resolved, Utility bills not paid by the 20th day of the month shall be disconnected on the 21st day of the month. Disconnections shall begin on the 21st of the month as soon as the utility clerk can process the disconnection list. If the 21st falls on a weekend or holiday disconnections shall occur on the 2nd business day. No service disconnections shall occur on Fridays, if the 21st falls on a Friday, disconnections will occur the following business day.

Be it resolved, A \$50 service fee shall be assessed if service is disconnected and shall be payable along with the past due balance before service shall be reconnected.