

# **City of Fertile Water Bill Policy**

## **Application and Deposit**

Application for water and sewer service is to be made with the City of Fertile at the City Office located in the Duane Knutson Community Center located at 101 S. Mill St. All residential hook-ups are subject to payment of a \$50 deposit which will be held until such time that service is discontinued. The deposit will be applied to the final bill and any remaining deposit will be refunded to the customer.

## **Billing date and due date**

Water bills are mailed out on the first of each month and reflect the charges for the prior month's service. Included on the billing statement are the charges for water, sewer, plus a flat rate City Service Charge and State Mandate Fee. Some accounts with recently installed sewer are also charged a flat rate for Sewer Hook-Up.

Water bills are due on the 21<sup>st</sup> of each month. Any bills not paid in full by the due date will be charged a 10% late fee on all outstanding water and sewer charges. Furthermore, any bills not paid in full within 20 days of the due date will be subject to termination of water service. (City Code – Title 5, Chapter 52, Section 52.50.)

## **Delinquent accounts and shut offs**

If your water is shut off due to lack of payment, your outstanding bill will have to be paid in full in order to have your water service restored. You will also be charged a \$25 turn on fee.

## **Meter reading**

Since water is metered and billed out on the basis of actual usage, customers are expected to provide a meter reading each month. Space is provided on the bill payment card to fill in the meter reading, and customers can also call or email the City Office to give their meter reading.

Readings will be estimated for those accounts with no readings submitted and will be based on prior usage. Customers may be subject to an estimate charge for failure to submit a reading. After three months of estimating usage, City Maintenance staff will read your meter for you and you will be charged \$10 for the service.

Please note that it is also important to read your meter at about the same time each month so that your readings and billing accurately reflect one month's usage. (For example, if you read your meter on the first of the month in January and then read it again on February 20<sup>th</sup>, your March billing will reflect seven weeks of water usage and as a result will be much higher than average.)

## **For further information, please contact:**

City of Fertile  
Terry Baumgartner, Billing Clerk  
Lisa Liden, City Administrator  
101 S. Mill St.  
(218) 945-3136  
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