

RESOLUTION 082019-02

A RESOLUTION AUTHORIZING STANDARD ADMINISTRATIVE POLICY AND PROCEDURES MANUAL FOR TEMPORARY WATER METER RENTAL AND SEWER CHARGE REFUND.

BE IT RESOLVED by the City Council of the City of Hartford in Warren County, Iowa approves the following procedure for Temporary Water Meter Rental and Sewer Charge Refund.

Title: Temporary Water Meter Rental/Sewer Charge Refund
Section: City Code Chapter 99 Sewer Service Charges

Section 1 - General Purpose

This policy explains the procedure(s) to be followed by the City of Hartford Employees and citizens with respect to issuing a temporary water meter for reimbursement of sewer charges.

Section 2 – Inspection

The City requires an inspection of all swimming pools to determine compliance of city codes and permits. Citizen will not be eligible to rent water meter or receive sewer charge refund without completed inspection.

Section 3 – Rental Form & Deposit

The temporary water meter is rented through City Hall after the citizen completes rental form and pays deposit. The deposit shall be the amount of purchasing a new water meter. The rental form must be completed by city employee and signed by citizen. The water meter becomes citizen's responsibility once possession takes place; citizen shall forfeit deposit if water meter becomes unusable.

Section 4 – Availability

The City owns two (2) water meters. If both meters are currently in use, city employee will add citizen to waiting list and call when a meter becomes available. Water meters are issued for three (3) days only. If citizen wishes to keep meter for longer than three (3) days, they must first contact City Hall to ensure no other citizen is on waiting list.

Section 5 – Determining Sewer Rate Refund

The sewer refund rate is based on per 1000 gallons of water used multiplied by the current sewer rate established in City Code Chapter 99.

Section 6 – Payment of Sewer Charge Refund

Refunds will be disbursed to citizen and not to the water company for payment on behalf of citizen.

BE IT FURTHER RESOLVED that all resolutions or parts of resolutions in conflict with this resolution are hereby repealed to the extent of such conflict.

This resolution is in full effect upon its adoption this 20th day of August, 2019.