

TOWN OF MISSION HILL

POLICY FOR UTILITY INVOICES

Any new resident to Mission Hill must complete an application for service and pay a water deposit of \$150.00 **PRIOR** to receiving service. Services must be scheduled at least 24 hours prior to turning water on. Water will be turned on between the hours of 8 a.m. & 5 p.m. Monday thru Friday. Water turned on after normal working hours (Saturday or Sunday) or on a holiday will be charged an additional, non refundable \$150.00.

Utility invoices are mailed on the 1st of each month and due on or before the 15th of each month – no exceptions. **When the 15th falls on a Saturday OR Sunday OR holiday – the invoice is still due on the 15th.** Residents may drop off their payment at the slot at the town hall. Any invoices received after the 15th of the month will receive a \$25.00 late fee which will be included on the next month's invoice. Each resident is entitled to a 1 (one) time removal of a late charge if they contact the Finance Officer. This is a one time deal - once you use it you cannot use it again. **If a resident does not pay monthly invoice in full by the 25th of the month – water WILL BE SHUT OFF ON THE 26TH – NO NOTICE WILL BE GIVEN.** If water is shut off, the resident must pay their past due bill in full PLUS a \$150.00 re-connect fee to regain water service (in accordance with the above statement).

Water deposits will be returned to the resident (or renter) once their final bill is paid in full – no exceptions. It is up to the resident (or renter) to provide the Finance Officer with an address to send the check for the returned water deposit. A water deposit CANNOT be used to pay the final bill. If a resident (or renter) fails to pay their final bill, a \$25.00 late fee will be added each month the bill is not paid and may be turned over to a collection agency if not paid in full. Renters are responsible to pay the water deposit, however, if a renter skips town, it is up to the property owner to pay any outstanding charges at a rental unit BEFORE a new renter is allowed to have water service in their name.

Garbage is collected on Fridays. Garbage must be placed on the street side of the house. Garbage will NOT be picked up in any alleys.

Mission Hill has dog tax, leash and barking ordinances. Any resident with a dog(s) must provide current proof of vaccinations and pay a yearly \$5.00 fee and provide current records– failure to provide current vaccination records may result in a fine. Yearly dog registration is in September each year. If you get a new dog(s) please contact the Finance Officer to make arrangements to register your dog(s). Failure to keep your dog(s) on a leash or in your yard or if your dog(s) are a nuisance (barking) may result in a fine.

Any questions on any town policy – please contact any board member.

Adopted January 1, 2008

Amended May 12, 2009 (signed water deposit agreement added)

Amended March 9, 2010 (garbage notice added)

Amended April 24, 2022 – increased fees and changed water shut off for non-payment