

Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

County City Town Village
(Select one.)

of Cape Vincent

Local Law No. 1 of the year 2013

A local law to adopt comprehensive regulations governing processes and procedures regarding meter
(Insert Title)
reading, billing, payment, late payments and shut offs for nonpayment of water bills.

Be it enacted by the Village Board of the
(Name of Legislative Body)

County City Town Village
(Select one.)

of Cape Vincent as follows:

Article 1. - Statement of Authority. The Board of Trustees in the Village of Cape Vincent pursuant to the authority granted it under Article 11 of the Village Law and Sections 10 and 20 of the Municipal Home Rule Law hereby enacts as follows:

Article 2. - Statement of Purpose and Findings. The Board of Trustees of the Village of Cape Vincent hereby finds that it is necessary to clarify the processes and procedures regarding meter reading, billing, payment, late payments and shut offs for nonpayment of water bills. It is the purpose of this local law to adopt comprehensive regulations governing the same.

Article 3. - Enactment. The Board of Trustees of the Village of Cape Vincent hereby enacts the following processes and procures with respect to the Village of Cape Vincent Water Distribution System:

METER READING BILLING, PAYMENT, LATE PAYMENT AND PENALTIES

1. Meter readings – Where applicable, meters will be read on or about the first week of October, January, April and July.
2. Water bills – Water bills will be mailed on or about the first of the month following the meter reading.

(If additional space is needed, attach pages the same size as this sheet, and number each.)

3. Payment of bills – All water bills are due and payable when prepared. All bills are payable at the Village Office without penalty, up to and including the due date indicated on the water bill. This due date shall be thirty (30) days from the billing date. If the due date falls on a weekend or a legal holiday, payment without penalty shall be extended to the next business day. Any payment received after the due date will be assessed a penalty of twenty percent (20%) and a second notice will be sent out. Failure to pay a water bill within sixty (60) days of the rendering of the original bill shall be cause for termination of water service and a shut off notice will be sent out via certified mail. The shut off date will be no sooner than seven (7) days of the date of the notice. Thereafter, additional penalties of two percent (2%) per month will be assessed on unpaid bills. The date of the check does not enter into the criteria of determination of penalty impositions. No partial payments will be accepted.
4. Additional readings and billing – Any request for additional readings separate from the regular scheduled readings will incur a charge of twenty-five dollars (\$25.).
5. Unpaid bills – Any water bills, including penalties more than sixty (60) days delinquent, shall be added onto the property owners Village Tax bill as a special assessment. (See #3 for shut off policies.)

TERMINATION OF SERVICE

1. Any termination of water services, either voluntary or non-voluntary will result in a fee of twenty-five dollars (\$25).

RESTORATION OF SERVICE

1. When service has been terminated due to nonpayment service will not be restored until all bills, penalties, and service charges are paid in full. The restoration of service must be performed by the Village and will incur a fee of twenty-five dollars (\$25). When service has been terminated per owner's request, the property owner may request that service be restored. This restoration will be done at no charge to the owner.

MEDICAL CONSIDERATIONS

1. Special consideration (to be determined) will be given for the benefit of seriously ill residents or those with life threatening illnesses or medical conditions. The medical condition must be certified to the Village by a duly licensed physician. The certification must be in writing and state the name, address, phone number and the nature of the medical condition and will protect a resident from water shut-off for a period of time not to exceed thirty (30) calendar days unless the certification is renewed for an additional time period at the discretion of the Village Board.

TRANSFER OF PROPERTY OWNERSHIP

1. It is the responsibility of the current property owner to notify the Village Office as to the impending date of transfer and request a meter reading for the final billing. There will be a service fee of twenty-five dollars (\$25) charged for this reading.
2. The Village Clerk's Office shall, upon notice of the impending transfer of property, make arrangements for reading the meter. Upon meter reading, a final bill will be prepared and mailed

to the owner. Final bills are due at the Village Clerk's office within seven (7) days. Upon receipt of payment, water records will be changed to reflect the new owner. It is the responsibility of the current property owner to request a final bill.

3. In the event that a property is to be sold at auction it is the responsibility of the bidders and purchasers to check on unpaid water bills before the purchase. Once purchased these debts assigned to the property become the responsibility of the new owner.

Connection to the village system

1. All users of the sewer system within the limits of the VCV are required to connect to the Village water system provided that they have reasonable access thereto.
2. All users wishing to have a new water hookup shall pay a hookup fee of \$400.00.

Other sources of water

Water disconnection and reconnection

1. No water service shall be initiated or terminated and no water meter shall be installed or removed except by employees of the Village of CV Water department.
2. No unauthorized persons shall be permitted to open and/or shut a fire plug, hydrant, gate, shutoff or stop cock attached to any Village water meter.
3. Meters will be installed or removed only during regular working days of the Water Department and will not be installed or removed on weekends or holidays.
4. Any meter that is tampered with or damaged by residents that cause the meter to be non-functional will incur a \$250.00 for replacement.

Article 4. - Severability. If any part of this Chapter shall be found to be void, voidable, or unenforceable for any reason whatsoever, it shall not affect the validity or enforceability of any remaining section or provision of this Chapter.

Article 5. - Effective Date. This local law shall take effect immediately upon filing with the Secretary of State.