

NAPOLEON TOWNSHIP
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Resolution Establishing Napoleon Township Municipal Sewer and Water Policy on Property Owner Requests for Cessation of Service and Cessation of Billing

Be it hereby resolved that the Napoleon Township Board of Trustees adopts the following policy on property owner requests for cessation of service and cessation of billing, effective on the date of this resolution:

General – Napoleon Township does not accept requests for short term (less than 12 month) cessation of service and billing. All requests must be in writing and originate from the property owner of record.

WATER

A property owner may request that municipal water service be turned off and billing halted if municipal water will not be required at the property for a period of at least 12 months. The water will be shut off by the Township water system operator and the then-current one-time charge for that action billed by Napoleon Township to the requesting property owner. After at least 12 months have elapsed the property owner may request that water service be turned back on. The Township water system operator will turn water to the property back on and the then-current one-time charge for that action will be billed to the property owner. If a property owner initiates shutoff of water service and requests that water be turned back on when less than 12 months have elapsed, water will be turned back on, the then-current one-time charge for that action billed, and water usage for all months during which water had been turned off will be back billed at the rate which would have been charged if the service had not been halted.

SEWER

A property owner may request that municipal sewer service be halted and billing stopped if municipal sewer service will not be required at the property for a period of at least 12 months. Any sewer special assessment being charged to the property must continue to be paid.

Sewer Pressure Connection The sewer connection valve will be shut off by the Township sewer system operator and the then-current one-time charge for that action billed by Napoleon Township to the requesting property owner. After at least 12 months have elapsed the property owner may request that sewer service be turned back on. The

Township sewer system operator will turn the valve back on and the then-current one-time charge for that action will be billed to the property owner. If a property owner initiates shutoff and requests that service be turned back on when less than 12 months have elapsed, service will be turned back on, the then-current one-time charge for that action billed, and sewer usage for all months during which service had been shut off will be back billed at the rate which would have been charged if the service had not been halted. Sitting unused for months is detrimental to grinder pumps and substantially increases the risk of mechanical or electrical problems during and after resumption of use. The property owner will be charged for all work the Township system operator must perform to bring the grinder system back into operation, as well as any parts or materials required. The property owner will also be billed for any repair or replacement necessary to keep the grinder pump and can operational in the future.

Sewer Gravity Connection There is no valve present to shut off at the sewer line with a gravity tap, only an open pipe. To ensure that nothing enters the system while service is not being paid for, it is necessary to cut and cap the sewer line from the property near where it enters the main sewer line. This cutting and capping may be done by the property owner or a hired contractor after consultation with and approval from a Township representative. The capping must be water tight so no seepage of water or mud from the surrounding soil can enter the collection system and no sewage can escape the collection system into the surrounding soil. The capping must be inspected by a Township representative and approved before being buried. The then-current one-time charge for that action will be billed by Napoleon Township to the requesting property owner. After at least 12 months have elapsed the property owner may request that sewer service be resumed. The property owner will be responsible for obtaining a plumbing permit, physical reconnection of the sewer line into the property, with inspection and approval by a Township representative before use is resumed. If service is reconnected when less than 12 months have elapsed, sewer usage for all months during which service had been shut off will be back billed at the rate which would have been charged if the service had not been halted.

Upon roll call, the following voted:

“Aye” : _____

“Nay” : _____

Absent : _____

The Supervisor declared the resolution adopted.

Dan Wymer, Napoleon Township Supervisor

Date

Chris Hawker, Napoleon Township Clerk

Date