

ORDINANCE 2024-8.5
REPLACES ORDINANCE 2023-1.4
VILLAGE OF PHILO
WATER DEPARTMENT POLICY
REVISION TO TAKE EFFECT JANUARY 1, 2025

1. Each residence or business in the Village of Philo shall have a separate water service connection. The owner of the property is legally responsible for all water service charges due to the Village of Philo Water Department, including all late charges and delinquent bills, and all service charges.

Therefore, all water bills will be sent to the rightful owner of the property for their action. It is recommended that the flat rate water charge be included in the rent agreement, this should eliminate delinquent accounts to be passed to the owner when the tenant vacates the property.

2. The new water rate will be \$70.00 per bi-monthly (\$35.00 month) for inside Village Residents and \$89.00 per bi-monthly (\$44.50 per month) for outside of Village Residents. This charge is for normal residential use and does not include any supply for kennels as described in the dog licensing law, or livestock such as horses, cattle, sheep, or swine, or any fowl in-excess of ten. All outside water outlets for watering troughs or open tanks shall be equipped with anti-syphon valves.

The water rate will increase at \$1.00 per year for (2026, 2027, 2028 and 2029).

All residents will be assessed a \$4.00 reserve fee bi-monthly.

Watering for purposes such as above or similar applications as determined by the Board of Public Affairs shall, at the property owner's cost, cause an approved meter to be installed at a point approved by the Board of Public Affairs. This unit shall be billed with the present bulk charge per 1000 gallons as charged to bulk haulers in addition to the \$70.00 or \$89.00 per bi-monthly.

3. Anyone found to be supplying another with water service such as filling tanks from their residence for a hauler or providing water to someone who is shut-off due to delinquency, shall have their water shut-off, and may, if repeat offenses occur, be required to comply with Section 2 above.

It is expected that a good neighbor connected to the water system would supply another resident with water if their line were broken. This paragraph is designed to eliminate long-term abuse of bill payment.

4. Any commercial account dependent on water for production such as a laundry, laundromat, or car wash shall be set up in compliance with Section 2 above.
5. Water will be billed to residents on a bi-monthly basis. The 1st billing (January & February), 2nd billing (March & April), 3rd billing (May & June), 4th billing (July & August), 5th billing (September & October), and 6th billing (November & December). Water postcards will be sent out on the 1st day of the billing period. Payments are due and shall be made or postmarked no later than the 1st day of the second month. Payments made or postmarked after the 1st day of the second month of the billing period are late and will be charged a 15% late fee. Accounts will be considered delinquent after the 2nd month of the billing period. The water service will be shut off on the last week of the 2nd month of the billing period. Since the water clerk and superintendent are part-time positions, the Board of Public Affairs will not guarantee restoration of service for at least 24 hours after account balance is received. A shut-off for delinquency will not be made on a Friday, a day before a holiday, or on a weekend. Before water can be restored a \$50.00 charge will be assessed to the water account to cover costs. Water services will not be restored until all delinquencies and the \$50.00 additional charge is paid. Village Employee

shutting water off is not authorized to accept payment, nor will payment at the time eliminate late charges or penalties. There is no restore charge if no delinquency is involved.

6. Should two or more homes be connected to one servicer with only one curb stop, the Board of Public Affairs reserves the right to shut off all connected customers should one fall delinquent.
7. As the Village is unmetered, any occupied residence will be assumed to be using water. Any month or part of month the building is occupied will be charged for the full month.

Written notification to the Water Clerk shall be an acceptable means to have water service terminated. Water will be shut-off between occupants free of charge if the Water Clerk has been notified. It is the sole responsibility of the owner to prove vacancy.

8. The Board of Public Affairs can and will exercise its due right to add delinquent bills to property taxes.
9. The Board of Public Affairs can and will shut-off the landlords' water if there is a delinquency against any properties owned by this owner. Water service will not be stored for a new customer until the existing account for that property is paid-in-full, or an acceptable payment agreement is in place.
10. Water will be shut off on the last week of the second month for all delinquent accounts.
11. Anyone who wishes to report a violator of rules, or abuse of the system, may remain anonymous if the acts are reported in writing, including dates, descriptions, name of the offender, and address of the offense.
12. If a house is vacant, but the water from the said house is used to sprinkle, irrigate, wash vehicles, construction or laundry, the said property shall be considered occupied for billing purposes. To be considered "vacant" for purposes of discontinuing water bill, the Water Clerk of the Board of Public Affairs or a Board Member must be notified. At such time, a shut-off shall be ordered and the Village Employees shall cause the water to be shut-off at the curb box. All properties shall be billed and deemed occupied until such notices are given by the owner. Village employees and tenants will not be part of the communication chain.

At such times, as a Village Official notices or is informed of a vacancy due to abandonment or foreclosure, reasonable attempts will be made to terminate service.

The final responsibility of all properties is the owner.

13. Pursuant to the Village of Philo Resolution 950A approval of new taps outside the Village shall be at the discretion of the Board of Public Affairs and the Village Council.
14. All properties existing with multiple units on one single tap will pay a water bill for each unit unless physically disconnected to the satisfaction of the Board of Public Affairs.

Before reconnection, a separate curb stop for the disconnected unit shall be installed on a line dedicated to that unit. The curb stop will be in the public right of way; all costs shall be borne by the owner.

In some cases, a separate water tap may have to be purchased with the approval of the Board of Public Affairs.

15. Water taps outside the corporation of the Village of Philo that have not been in use for a period of two years will be considered disconnected and out of service. These will not be allowed to be put back into service again. (See Section 13 above).
16. It will not be permissible to move a water tap to another lot or location outside the Village of Philo without the approval of the Board of Public Affairs.
17. Village employees are not permitted to be employed by any customer inside/outside the Village to repair or replace a water service on the customers' property side of the curb stop. The Board of Public Affairs may, in some instances, authorize a Village employee to connect or disconnect a customers' line from the curb stop.
18. The Water Department requires access to water taps and water lines for maintenance and repair and to discontinue service on delinquent accounts. Should vehicles be parked to impair the Water Department in those duties, the Board of Public Affairs may cause those vehicles to be moved or towed, at the expense of the vehicle owner, to accomplish those duties. In non-emergency situations, the owner or user of a vehicle shall be notified by written notice conspicuously posted on the vehicle of the Board's intention to move or tow an offending vehicle that remains 48 hours after posting of the written notice. In the event of emergency maintenance or repair no notice shall be made and a vehicle that prevents access to water taps and water lines shall be moved or towed and the vehicle owner may be subjected to expense of such moving or towing.

SWIMMING POOL

1. Private swimming pools may be filled once a year per season in the Village of Philo without additional charge. For this purpose, a pool shall be considered any unit over one foot deep, and over six feet in diameter.
2. Should discovery be made that a pool is being dumped and refilled, the Board may charge at the same rate per 1000 gallons as water haulers.
3. If a pool is pumped out during a fire emergency to which Harrison Township is responding, and said pool is in the Village, the pool may be refilled free unless another cause for not filling exists.
4. At no time may a pool be filled from a fire hydrant by anyone unless the Water Superintendent observes this action. Filling from a hydrant shall be made only after payment of a \$25.00 service charge is paid. \$15.00 of this charge will be donated to the Harrison Township Fire Department for the use of their Hoses, etc.

SAVING CLAUSE

THESE RULES AND REGULATIONS will apply unless superseded by the Ohio Administrative Code, the Ohio Environmental Protection Agency, Muskingum County Department of Health or any proper governing agency.

Failure of one part of any rule, or any rule, or any rule to be legally correct shall not void the entire content of this package.

Date: October 9, 2024, BPA Minutes

Board of Public Affairs:
Dennis Fraley, President
Jason Mitchell
Justin Mitchell

Water Board meetings are held at the Municipal Building on the 2nd Wednesday of each month at 7:00 pm unless otherwise posted.

1st Reading – Village Council: August 22, 2024, Village Council Minutes
2nd Reading – Village Council: September 19, 2024, Village Council Minutes
3rd Reading- Village Council: October 17, 2024, Village Council Minutes

Village Council meetings are held at the Municipal Building on the 3rd Thursday of each month at 7:00 pm unless otherwise posted.

PASSED IN COUNCIL THIS 17TH DAY OF OCTOBER 2024

APPROVED IN COUNCIL THIS 17TH DAY OF OCTOBER 2024

Troy Coen - Mayor

Mike Boysel, President of Council

ATTEST: _____
Melanie Smith
Fiscal Officer