



BOARD OF PUBLIC AFFAIRS
6701 GREENWICH ROAD
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SEWER SERVICE DESCRIPTION

Sewer bills are required to be in the name of the property owner(s). Sewer bills for rental property are required to be in the name of the property owner(s) and not the renter.

Sewer usage is billed every other month. The bill includes an amount to cover operating cost (**sewer**) including limited capital improvements.

Sewer charges are based upon water consumption. Water meters are read by Medina County Sanitary Engineers and entered into the Village utility billing program. (Note: Water bills are issued separately by Medina County Sanitary Engineers.)

Sewer bills are mailed out around the 2nd week of January, March, May, July, September and November. Payments are due the following months (around the 15th) of February, April, June, August, October and December.

Security Deposit: A \$200.00 deposit is required when you sign up for sewer service. The \$200.00 deposit does not earn interest and will be returned after six (6) complete, consecutive payments have been made on time. The deposit may be forfeited if an account becomes delinquent. If the deposit funds are applied to a delinquent account an additional security deposit will be required. In lieu of submitting a \$200.00 deposit, customers can enroll in our automatic payment program (see below).

Automatic Payments: Bi-monthly bills will still be mailed/mailed to customers who are enrolled in the automatic payment plan. The amount due will be deducted on the due date from the customer's account.

Please note there is a minimum charge for 1-4,000 gallons of water consumed. There is a discounted charge for "0" gallons consumed.

Any customer disputing the correctness of the sewer bill shall have a right to a hearing at which time he or she may be represented in person and/or by counsel and may present information either orally or in writing to the Board of Public Affairs.

Board of Public Affairs meetings are posted on the Village website and in the Post Office.

The Board of Public Affairs has specific policies in place regarding the collection of delinquent sewer bills.

The Village **does not offer** a “grace period”. If sewer bills are not paid on or before the due date a 10% late fee will be assessed and will be applied to the amount due. A late notice will be mailed to the customer. If a sewer bill remains unpaid, an additional service fee will be applied to the delinquent amount due.

The Board can file property liens with the Medina County Auditor in order to collect delinquent sewer bills.

The Board also has a set delinquent threshold amount when considering disconnection of sewer services. Should it become necessary to have sewer service disconnected for a delinquent account, sewer service will not be reinstated until the total amount due is collected, which would include sewer disconnection and reconnection charges.

The Village will add any additional costs incurred for a check that is returned for non-sufficient funds. If a check is returned for non-sufficient funds, the Village will request that for the following six (6) consecutive months the sewer bill has to be paid either by cash, cashier’s check or money order. The customer may also be required to submit an additional \$200.00 deposit.

Customers requiring a final meter reading should contact both Medina County Sanitary Engineers and the Village Hall. The final sewer bill will be based upon the higher of prorating the days of service and/or the actual water meter reading.

Per Board of Public Affairs Policy: Sewer charges are based upon water usage as metered by the Medina County Sanitary Engineer. All water flowing through the meter is presumed to have been subsequently processed through the Waste Water Treatment facility. Voluntary water consumption for purposes of filling swimming pools and spas, lawn and garden watering, and power washing of vehicles and structures, and any other voluntary water consumptive activity shall be billed as if the water were processed by the sanitary system.

Anyone interested in installing an additional meter should ask for a copy of Medina County Sanitary Engineers deduct meter installation policy. (A copy of the policy is also on the Village website.) It will be necessary to contact Medina County Sanitary Engineers at 330-723-9585 to have the meter installed.

Involuntary water consumption due to a casualty outside the control of the owner/occupant of the premises may be considered as cause for relief by the Board of Public Affairs. The Board may consider the circumstances giving rise to the extra-ordinary consumption and may allow relief from debt service charges if any and/or processing costs only for the extra-ordinary amount of water consumed. In no event shall the charges be reduced to an amount less than the minimum monthly charge as established by the Board of Public Affairs. **Per Board of Public Affairs approval**, credits may be offered. Anyone requesting a credit due to a casualty may present documentation to the Board either orally or in writing.

The waste water treatment plant cannot treat industrial waste or other deleterious materials such as motor oil, anti-freeze, etc. Therefore, discharge of these and similar materials is prohibited. Any persons discharging such materials into the sanitary sewer system will be responsible for the cost of repair and replacement of any equipment and be liable for any EPA fines resulting from such discharges.