

WATER LEAKAGE POLICY

1. A city employee should be contacted to verify the problem before it is repaired or the city employee must be given access to inspect and confirm any repairs made. Failed parts must be retained by the resident for inspection by a city employee.
2. A written request for adjustment stating the date and cause of leakage must be submitted to the Water and Sewer Commission. The Commission meets the 2nd Wednesday of every month.
3. No adjustment will be made to a bill if it is not in excess of \$50.00 of the average bill (last three quarters averaged).
4. No adjustment will be made to the water portion of the bill. Sewer usage from the previous year of the same quarter will be used (when available).
5. Only one adjustment per year per meter will be allowed.