

**RESOLUTION NO. 2554**

**EAST NORRITON TOWNSHIP  
MONTGOMERY COUNTY, PENNSYLVANIA**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF EAST  
NORRITON TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA  
REGARDING WATER SHUT OFF PROCEDURES FOR  
SANITARY SEWER DELINQUENT ACCOUNTS**

**WHEREAS**, East Norriton Township generates invoices for sanitary sewer rents on a quarterly basis; and

**WHEREAS**, East Norriton Township has accumulated a significant list of delinquent property owners who have repeatedly failed to pay their quarterly sanitary sewer bills and subsequently have been liened on an annual basis; and

**WHEREAS**, as a result of inequity, those property owners who faithfully pay their quarterly sanitary sewer invoices are subsidizing those property owners who do not pay their invoices; and

**WHEREAS**, an option for East Norriton Township to collect delinquent sanitary sewer invoices is to utilize the option of shutting off the water to the premises; and

**WHEREAS**, the Water Services Act and the Utility Service Tenants Rights Act govern the shut off of public water for unpaid sanitary sewer bills and pursuant to 53 PS 3102.502(a)(1), if the owner or occupant of a premises served by the water utility neglects or fails to pay, for a period of 30 days from the due date, a rental, rate or charge for sewer imposed by a municipality, the water utility shall, at the request and direction of the municipality, shut off the supply of public water to the premises until all overdue rentals, rates, charges and associated penalties and interest are paid.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of East Norriton Township authorizes the Township Manager to proceed with the process of shutting off the public water supply as required by the Water Services Act under the following conditions:

1. Only to those properties that have a total of \$2,000.00 or more in delinquent sanitary sewer charges, penalties, interest, lien fees, postage costs and attorney fees and multiple liens filed against the property for those sanitary sewer charges.
2. East Norriton Township will provide to the delinquent property owner a 30 day "Past Due Reminder" letter which notifies the property owner that water shut off procedures will commence if payment is not paid. This notice outlines that the account is currently past due and the penalties, interest, lien fee charges, postage costs and attorney fees that have been added to the account.

3. East Norriton Township will provide a 20 day final “Notice of Intent to Shut Off Water” letter mailed to the property owner and posted on the property 10 days prior to the water disconnect date. This letter and posted notice identifies the disconnect date and also outlines the additional disconnect/posting fee, turn-on fee and any loss of water revenues that is charged by the water company and will be passed on to the delinquent customer.
4. To summarize, the following procedures are performed prior to the actual action of the water company shutting off the water:

- (a). East Norriton Township mails (certified and regular mail) a lien letter to the property owner after the account has been delinquent for one year giving them 30 days to pay before the property is liened.

- (b). After the 30 day period, East Norriton Township liens the property for the delinquent charges.

*(the process in (a) & (b) is repeated each year the account is delinquent)*

- (c). Once an account has totaled over \$2,000 or more in sewer liens and has multiple liens filed against the property, East Norriton Township mails (certified and regular mail) a “Past Due Reminder” letter to the property owner (explained in No. 2 above).

- (d). Thirty (30) days after the past Due Reminder letter is mailed, a “Notice of Intent to Shut Off Water” letter is mailed to the property owner (explained in No. 3 above).

- (e). Ten (10) days after the “Notice of Intent to Shut Off Water” letter is mailed, this notice will be posted on the property by Township personnel and documented.

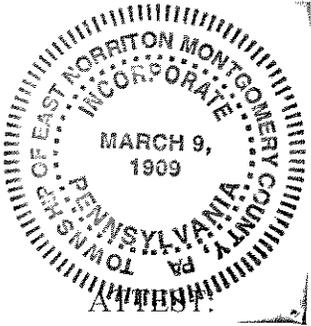
- (f). Ten (10) days after the “Notice” is posted on the property, the Township Manager will submit a request to the Pennsylvania American Water Company to shut off the water to the delinquent property.

- (g). On the following Wednesday after the request is received from the Township Manager, the Water Company will shut off the water to the delinquent property.

At any point during this entire process prior to the actual water being shut off by the Water Company, if the property owner pays off the delinquent amount and the water termination charges incurred by the Township or agrees to a payment plan in writing with the Township to pay off the delinquent amount, this process will be terminated. However, if the property owner fails to honor the agreed upon payment plan, this water shut off process will commence again and payment in full will be required at that time.

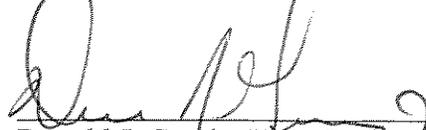
5. The Chairwoman and/or Township Manager are authorized to execute the appropriate agreement/documents with Pennsylvania American authorizing the water company to shut off water to properties in East Norriton Township at the direction of the Township Manager.

ADOPTED by the Board of Supervisors of East Norriton Township on the 23<sup>rd</sup> day  
of August, 2011.

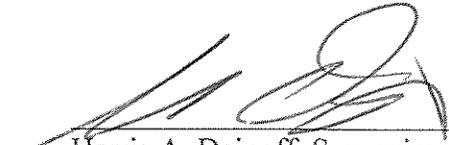


EAST NORRITON TOWNSHIP  
BOARD OF SUPERVISORS

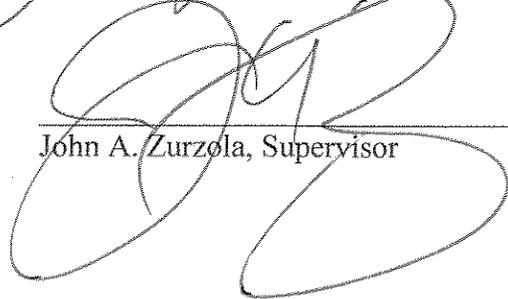
  
Kandy Heckman, Chairwoman

  
Donald J. Gracia, Vice-Chairman

  
Donald D. Delamater, Secretary

  
Harris A. Dainoff, Supervisor

  
James J. Serratore III, Supervisor

  
John A. Zurzola, Supervisor