



City of Hill City  
 243 Deerfield Road  
 PO Box 395  
 Hill City, SD 57745  
 605.574.2300

## APPLICATION FOR WATER/SEWER SERVICE

**NOTE:** All new accounts require proof of ownership or a lease/rental agreement. *ie. Insurance documents showing owner name and physical address.*

**Please check one:** Owner Occupied  Tenant Occupied  Commercial

### Please Print

Applicant Name - Last First M Initial Date of Birth Gender

Co-Applicant Name - Last First M Initial Date of Birth Gender

Service Address Start date of service

Mailing Address - Street, City, State, Zip

Home Phone Cell Phone Work Phone

"Get Copy" FEIN, Resident Card #, Other  
 Applicant - Driver's License State

"Get Copy" FEIN, Resident Card #, Other  
 Co-Applicant - Driver's License State

Business Name Landlord Name / Phone number

Emergency Contact - Name Phone Number Relationship

### Deposit Information

To guarantee payment for water &/or sewer services, a deposit per meter must be paid before services can be initiated. If you terminate your service, the deposit will be applied to your final bill. Any remaining credit balances will be refunded to you.

### Customer Acknowledgement

1. I hereby request & authorize the City of Hill City to supply water &/or sewer service to the above described property until receipt of notice from me for discontinuance of the service.
2. I hereby acknowledge responsibility for payment of service billings & agree to pay promptly for said water &/or sewer service at the rates established by the City of Hill City & within the set due date.
3. I hereby agree to abide by the rules & regulations set forth by the City of Hill City applicable to water &/or sewer services.
4. I have received information explaining all due dates, service rates & fees associated with having water &/or sewer services.
5. I hereby acknowledge if my account is delinquent, the City of Hill City shall terminate my service at my cost for a disconnection fee. I realize any unpaid account balance will be submitted to a collection agency which may affect my credit. I also understand the reconnection fee is an additional charge at my cost & I may have to pay additional monies for the meter deposit.

Applicant Signature Date

Co-Applicant Signature Date

### Office Use:

Account Number: \_\_\_\_\_

Deposit Amount: \_\_\_\_\_ Cash/Check #: \_\_\_\_\_ Date: \_\_\_\_\_



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## Water/Sewer Service Information Sheet

### Deposits

For **EACH** meter, there is a \$75.00 deposit due at time of starting service.

Deposits will be applied to your final bill; any remaining balance will be refunded to you.

### Meter Reading

Beginning in 2014, the City started installing radio read meters in which the City can read automatically.

You are required to submit your own meter reading unless you have a radio read meter.

Meter reads are **DUE** by the 11th of each month (Ordinance 8.10.00) or the following business day if the 11th falls on the weekend or holiday.

Failure to submit the meter reading timely will result in a penalty fee, see the Water/Sewer rate sheet.

### Water/Sewer Bills

Water bills are generated on or before the 23rd of each month.

Payments are **DUE** by the 11th of each month (Ordinance 8.10.00) or the following business day if the 11th falls on the weekend or holiday.

A 10% late fee is charged to any account past due.

Payments can be submitted by either of the following methods:

<b>Mail to:</b>	<b>Drop off at:</b>	<b>Drop off at:</b>
City of Hill City	City Hall	Drop box at the east end of the Post Office
PO Box 395	243 Deerfield Road	parking lot
Hill City, SD 57745		

### Disconnection/Reconnection Fees

**ANY** service disconnected by the customer or City of Hill City will incur a \$25.00 fee **paid by** the customer.

**ANY** service reconnected by the customer or City of Hill City will incur a \$25.00 fee **paid by** the customer.

### Delinquent Accounts

\* Accounts not paid by the 11th of each month are considered delinquent & subject to receive a termination of service notice, hand-delivered by the Sheriff's office. Service will not be continued until the balance is paid in full. In addition, the customer will incur a disconnection **and** a reconnection fee of \$25.00 each, a total of \$50 to turn the water back on.

Delinquent accounts are subject to an additional \$100.00 security deposit.

Unpaid accounts over 90 days will be submitted for collections.

\* Updated as of 2/29/2016



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## Water/Sewer Service - Charges, Fees & Fines

### **Water Service Deposit**

Initial water meter deposit - \$75.00 per meter

Deposits are refundable if account balance is paid in full at the time of terminated service.

Delinquent accounts are subject to an additional \$100.00 security deposit

### **Rates**

*Minimum of 1,000 gallons per month and each 1,000 gallons thereafter.*

Water usage fees	6.64
Water improvement fees	1.75
Sewer usage fees	11.00
Sewer improvement fees	<u>1.00</u>
	20.39

#### ***To calculate bill:***

Take the # of gallons consumed & multiply by .02039 (Example: 2,500 gallons x .02039 = \$50.98)

Bulk water (non-potable) is \$0.02 per gallon

### **Fees**

Initial tapping fees:

Residential/church - \$1000 for water & \$1000 for sewer

Commercial - \$2000 for water & \$2000 for sewer

Failure to read water meter & submit to City Hall by the 11th of each month:

1st offense - \$5.00

2nd & subsequent offenses - \$25.00 each offense

*Only applies to those without a radio read meter*

Disconnection/Reconnection - \$25.00 each occurrence

Leak related; incurs a fee of \$25.00 for both disconnection & reconnection

### **Fines**

Violation of emergency restrictions is \$100.00 per occurrence

Tampering, removing, failure to install water meter is \$100.00 per occurrence

Watering during scheduled/announced City water restrictions:

1st offense - \$50.00

2nd offense - \$100.00

3rd offense - \$200.00