Littlestown Borough

10 South Queen Street
Littlestown, PA 17340

Phone: (717) 359-5101 Fax: (717) 359-8441

Office Hours: M-F 7am-3:30 pm

Water/Sewer Shut off Policy

The Council at their April 28, 2015 meeting adopted a new Water/Sewer Ordinance. This ordinance institutes a water/shut off policy.

ORDINANCE SERIES: 2015
ORDINANCE NO: 671

BOROUGH OF LITTLESTOWN
ADAMS COUNTY, PENNSYLVANIA

AN ORDINANCE OF THE BOROUGH OF LITTLESTOWN, ADAMS COUNTY, AMENDING AND SUPPLEMENTING CHAPTER 70 OF THE LITTLESTOWN BOROUGH CODE, RELATING TO WATER SUPPLY AND USE

NOW THEREFORE BE IT ENACTED AND ORDAINED by the Borough of Littlestown, Adams County, Pennsylvania, by the Littlestown Borough Council, and it is hereby **ENACTED AND ORDAINED** by the authority of the same as follows:

Section I: TEXT AMENDMENT

The Sections 70-21, 70-22, 70-23, 70-23.1 and 70-24 are hereby repealed in their entirety. All of the Sections are replaced by the following, respectively:

70-21. Payment of fees and bills.

A. All connection charges shall be payable upon application for a permit to make such connection. Said application and connection charge shall be filed and paid at the time of issuance of the Building Permit. All obligations for metered and private fire protection service or water rent shall be due and payable upon receipt of a statement for the same. All bills for water rent will be rendered to the persons applying for water service, but failure to receive a bill shall not excuse any consumer from payment thereof or from any of the penalties herein provided. The presentation of a bill is a matter of accommodation only and not a waiver of the right to a payment thereof or to penalties.

B. Bills paid by checks with are subsequently returned by the bank due to insufficient funds or closed accounts shall bear an additional penalty of Thirty-Five Dollars ($35.00).

C. A fee of One Dollar ($1.00) may be charged for duplicated copies of any current water bill.

D. A fee of Fifteen Dollars ($15.00) may be charged for any request for calculation and preparation of an interim bill requested for a billing unit due to a change in tenants or ownership.

E. A fee of Fifteen Dollars ($15.00) per year may be charged for copies of previous year's billings.

70-22. Billing.

A. All bills for water and/or sewer rents/user charges (the "bill" or "bills") are due and payable immediately as of the billing date stated on the bill, and within no more than thirty (30) days of the billing date in order to avoid the imposition of a late payment penalty. Acceptance or remittance of bills on the last day of said thirty (30) day period shall be determined as evidenced by the postmark of the United States Post Office.

B. If bills are not paid within thirty (30) days of the billing date, a ten percent (10%) late payment penalty shall be added thereto, and a delinquent notice shall be served upon the owner(s) of the premises [in accordance with the "Municipal Claims and Tax Liens Act", 53 P.S. §7106.(a.3)(1) – (4), as amended], and service may be terminated [in accordance with the provisions of Chapter 5. of the "Water Services Act", Act of April 14, 2006, 53 P.S. §3102.501., *et seq.*, as amended, relative to owner-occupied premises, and the "Utility Service Tenants Rights Act", 68 P. S. §399.1, *et seq.*, as amended, relative to tenant-occupied premises], as hereinafter provided. If water and/or sewer service is thus shut off/discontinued/terminated, service shall not be restored until all unpaid bills, penalties, interest, costs and fees, including, without limitation, the reconnection fee specified herein, are paid in full or arrangements satisfactory to the Borough are made for such payment in full.

C. The Borough shall mail or deliver the bills and notices to the customer(s) at the address given in the application for service [or to such different address as shall have been specified in writing by the owner(s) of the premises], and the Borough shall not be responsible for said owner's(s') acceptance or receipt thereof. Every owner of any property which is connected to the Borough's public sewer and/or water system(s) initially shall provide the Borough with and thereafter shall keep the Borough advised of said owner's(s') correct current mailing address. Failure of any person to receive quarterly bills for sewer and/or water rentals or charges shall not be considered an excuse for nonpayment, nor shall such failure result in an extension of the period of time during which the bill shall be payable.

D. Sewer and water rentals and charges imposed by the Borough shall be payable quarterly. All bills with respect to sewer and/or water rentals and charges shall be rendered quarterly on or about the first (1st) days of January, April, July and October of each year for service during the preceding calendar quarter-year ending during the months of November, February, May and August, respectively.

E. If sewer and/or water rentals or charges are not paid unto and received by the Borough within thirty (30) calendar days after the billing date, an additional penalty sum of Ten Percent (10%) shall be added to such bill, which bill, plus such additional penalty sum, shall constitute the adjusted gross bill. If sewer and/or water rentals or charges are not paid within sixty (60) calendar days after the billing date, the adjusted gross bill shall bear interest, payable to the Borough, at the rate of One and one-half percent (1½%) per month, or fraction thereof, until paid in full and received by the Borough. Payment made or mailed and postmarked on or before the last day of such thirty (30) calendar day period shall

constitute payment within such period. If the end of such thirty (30) calendar day period shall fall on a legal holiday or on a Saturday or Sunday, payment made on or mailed and postmarked on the next succeeding business day which is not a legal holiday or Saturday or Sunday shall constitute payment within such period.

F. Whenever service to any property/premises shall begin after the first day or shall terminate before the last day of any quarterly billing period, sewer and/or water rentals or charges for such period shall be prorated on a monthly basis for that portion of the quarterly billing period during which such property/premises was served by the Borough's sewer and/or water system.

G. Payment Plan.

1. Monthly Payments.
   a. The Borough of Littlestown adopted a policy to allow customers to make payments, without accruing penalty and interest, over the course of the three subsequent months after their quarterly bill comes out.
   b. In order for penalty and interest to be avoided, customers must make all monthly payments prior to the last business day before the next quarterly bill will come out. Additionally, they must sign the water sewer payment plan policy document that is prepared by the Borough.
2. Payment Arrangements.
   a. The Borough, solely at the discretion of the Borough Office, shall enter into payment arrangements with customers regarding large, overdue balances.
   b. The payment plans shall be negotiated between the Borough Office and the customers.
   c. In no event shall any payment plan be stretched out for a period of more than one (1) year.
   d. Failure to comply with the material terms of a payment arrangement will subject the customer to termination of water and sewer service as provided in Chapter 70-23.

70-23. Shutoff procedures – Owner Occupied Termination Procedure

A. Authorized termination. The Borough may notify a customer and terminate service provided to a customer after notice as provided in subsection (b) for any of the following actions by the customer:

1. Nonpayment of an undisputed delinquent account.
2. Failure to comply with the material terms of a payment arrangement.
3. Failure to complete payment of a deposit, provide a guarantee of payment or establish credit.
4. Failure to permit access to meters, service connections or other property of the public utility for the purpose of replacement, maintenance, repair or meter reading.

B. Notice of termination of service. Prior to terminating service under subsection (A), the Borough:

1. Shall provide written notice of the termination to the customer at least ten days prior to the date of the proposed termination. The termination notice shall remain effective for 60 days.
2. Shall attempt to contact the customer or occupant to provide notice of the proposed termination at least three days prior to the scheduled termination, using one or more of the following methods:

    a. in person;
    b. by telephone. Phone contact shall be deemed complete upon attempted calls on two separate days to the residence between the hours of 8 a.m. and 9 p.m. if the calls were made at various times each day; or
    c. by email, text message or other electronic messaging format consistent with the commission's privacy guidelines and approved by commission order.
    d. In the case of electronic notification only, the customer must affirmatively consent to be contacted using a specific electronic messaging format for purpose of termination.
3. During the months of December through March, unless personal contact has been made with the customer or responsible adult by personally visiting the customer's residence, the Borough shall, within 48 hours of the scheduled date of termination, post a notice of the proposed termination at the service location.
4. After complying with paragraphs (ii) and (iii), the Borough shall attempt to make personal contact with the customer or responsible adult at the time service is terminated. Termination of service shall not be delayed for failure to make personal contact. Personal contact shall mean:
    a. contacting the customer by means other than writing; or
    b. contacting another person whom the customer has designated to receive a copy of any notice of disconnection; or
    c. if the customer has not made such designation, the Borough shall contact the Littlestown Borough Police Department, with a notice of disconnection and to attempt to contact the customer.

C. Grounds for immediate termination.

1. The Borough may immediately terminate service for any of the following actions by the customer:
    a. Unauthorized use of the service delivered on or about the affected dwelling.
    b. Fraud or material misrepresentation of the customer's identity for the purpose of obtaining service.
    c. Tampering with meters or other Borough's equipment.
    d. Tendering payment for reconnection of service that is subsequently dishonored, revoked, canceled or otherwise not authorized and

which has not been cured or otherwise made full payment within three business days of the utility's notice to the customer, made in accordance with the notice provisions of subsection B.2., of the dishonored payment.

2. Upon termination, the Borough shall make a good faith attempt to provide a post termination notice to the customer or a responsible person at the affected premises, and, in the case of a single meter, multiunit dwelling, the Borough shall conspicuously post the notice at the dwelling, including in common areas when possible.

D. Timing of termination.

1. The Borough may terminate service for the reasons set forth in subsection (a) from Monday through Thursday as long as the Borough can accept payment to restore service on the following day and can restore service consistent with subsection H.
2. The Borough shall not terminate service on the following days:
   a. On Friday, Saturday or Sunday.
   b. On a bank holiday or on the day preceding a bank holiday.
   c. On a holiday observed by the Borough or on the day preceding such holiday. A holiday observed by the Borough shall mean any day on which the business office of the Borough is closed to observe a legal holiday, to attend Borough meetings or functions or for any other reason.

E. Winter Termination. The Borough will not terminate water under subsection (A) between December 1st and March 31st.

F. Medical certification. The Borough shall not terminate service to a premises when a customer has submitted a medical certificate to the Borough. The customer shall obtain a medical certificate verifying the condition and shall promptly forward it to the public utility. The medical certification procedure shall be implemented as follows:

1. The initial medical certification, obtained in writing from a licensed doctor, shall extend the date for termination for 30 days.
2. The medical certification delay can be renewed for an additional two terms of 30 days. Thereafter, the Borough shall proceed with terminating service.

G. Dishonorable tender of payment after receiving termination notice. After the Borough has provided a written termination notice under subsection B.1. and attempted telephone contact as provided in subsection B.2., termination of service may proceed without additional notice if:

1. a customer tenders payment which is subsequently dishonored under 13 Pa.C.S. § 3502 (relating to dishonor);
2. a customer tenders payment with an access device, as defined in 18 Pa.C.S. § 4106(d) (relating to access device fraud), which is unauthorized, revoked or canceled; or
3. a customer tenders payment electronically that is subsequently dishonored, revoked, canceled or is otherwise not authorized and which has not been

cured or otherwise made full payment within three business days of the Borough's notice to the customer, made in accordance with the notice provisions of subsection B.2., of the dishonored payment.

H. Reconnection.

1. Fee. The Borough shall require a reconnection fee based prior to reconnection of service following lawful termination of the service. The fee shall be set by resolution, and amended from time to time by the Borough.

2. Timing. When service to a dwelling has been terminated and provided the applicant has met all applicable conditions, the Borough shall reconnect service as follows:

   a. Within 24 hours for erroneous terminations or upon receipt by the public utility of a valid medical certification.

   b. Within 24 hours for terminations occurring after November 30 and before April 1.

   c. Within three days for erroneous terminations requiring street or sidewalk digging.

   d. Within three days from April 1 to November 30 for proper terminations.

   e. Within seven days for proper terminations requiring street or sidewalk digging.

3. Payment to restore service.--

   a. The Borough shall provide for and inform the applicant or customer of a location where the customer can make payment to restore service.

   b. The Borough may require:

      i. Full payment of any outstanding balance incurred together with any reconnection fees by the customer or applicant prior to reconnection of service if the customer or applicant has an income exceeding 300% of the Federal poverty level or has defaulted on two or more payment arrangements. If a customer or applicant with household income exceeding 300% of the Federal poverty level experiences a life event, the customer shall be permitted a period of not more than three months to pay the outstanding balance required for reconnection. For purposes of this subparagraph, a life event is:

         a. A job loss that extended beyond nine months.

         b. A serious illness that extended beyond nine months.

         c. Death of the primary wage earner.

      ii. Full payment of any reconnection fees together with repayment over 12 months of any outstanding balance incurred by the customer or applicant if the customer or applicant has an income exceeding 150% of the Federal

poverty level but not greater than 300% of the Federal poverty level.

iii. Full payment of any reconnection fees together with payment over 24 months of any outstanding balance incurred by the customer or applicant if the customer or applicant has an income not exceeding 150% of the Federal poverty level.

c. Payment tendered by a customer to reconnect service that is subsequently dishonored, revoked, canceled or is otherwise not authorized and which has not been cured or otherwise made full payment within three business days of the Borough's notice to the customer, made in accordance with the notice provisions of subsection B.2., of the dishonored payment is grounds for immediate termination under subsection (C).

70-23.1 Shutoff procedures – Tenant Occupied Termination Procedure

A. If any sewer/water account for a tenant-occupied property/premises is not paid in full within thirty (30) days of the mailing date of the quarterly billing, sewer and/or water service(s) to the property/premises may be terminated in accordance with the procedures therefor set forth hereinbelow, as prescribed and required by the "Utility Service Tenants Rights Act", 68 P. S. §399.1, et seq. (hereinafter referred to as the "Act").

B. Definitions.: The following words and phrases when used in this Section 2. shall have, unless the context clearly indicates otherwise, the meanings given to them in this subparagraph, as follows

1. "Landlord ratepayer." One or more individuals or an organization listed on the Borough's records as the party responsible for payment of the water service provided to one or more residential units of a residential building or mobile home park of which building or mobile home park such party is not the sole occupant.

2. "Mobile home." A transportable, single-family dwelling unit in-tended for permanent occupancy and constructed as a single unit, or as two or more units designed to be joined into one integral unit capable of again being separated for repeated towing, which arrives at a site complete and ready for occupancy except for minor and incidental unpacking and assembly operations and constructed so that it may be used without a permanent foundation.

3. "Mobile home park." Any site, lot, field or tract of land, privately or publicly owned or operated, upon which three or more mobile homes, occupied for dwelling or sleeping purposes, are or are intended to be located.

4. "Municipal corporation." All cities, boroughs, towns, townships, or counties of this Commonwealth, and also any public corporation, Borough, or body whatsoever created or organized under any law of this Commonwealth.

5. "Public utility." A municipal corporation now or hereafter owning or operating within its corporate boundaries equipment or facilities for:
   a. Producing, generating, transmitting, distributing or furnishing natural or artificial gas, electricity, or steam for the production of light, heat, or power to or for the public for compensation.
   b. Diverting, developing, pumping, impounding, distributing, or furnishing water to or for the public for compensation.
6. "Residential building." A building containing one or more dwelling units occupied by one or more tenants, but excluding nursing homes, hotels and motels.
7. "Tenant." Any person or group of persons whose dwelling unit in a residential building or mobile home park is provided gas, electricity, steam or water, pursuant to a rental arrangement for such dwelling unit, mobile home or plot of ground within a mobile home park, but who is not the ratepayer of the company which supplied such gas, electricity, steam or water.

C. Notices before service to landlord ratepayer discontinued.
1. Except when required to prevent or alleviate an emergency or except in the case of danger to life or property, before any discontinuance of service within the Borough's service area, to a landlord ratepayer for nonpayment the Borough shall:
   a. Notify the landlord ratepayer of the proposed discontinuance in writing as prescribed in subsection E. hereinbelow at least thirty-seven (37) days before the date of discontinuance of service.
   b. Notify the following agencies which serve the community in which the affected premises are located in writing at the time of delivery of notice to the tenants of the proposed discontinuance of service: the Department of Health office responsible for Adams County, Pennsylvania.
   c. Notify each residential unit reasonably likely to be occupied by an affected tenant of the proposed discontinuance in writing as prescribed in subsection F. hereinbelow at least seven (7) days after notice to the landlord ratepayer pursuant to this section, and at least thirty (30) days before any such discontinuance of service. However, if within seven (7) days of receipt of the notice issued pursuant to this section, the landlord ratepayer files a petition with the court disputing the right of the Borough to discontinue service, such notice shall not be rendered until such petition has been adjudicated by the court.
2. Before any discontinuance of service by the Borough to a landlord ratepayer due to a request for voluntary relinquishment of service by the landlord ratepayer:
   a. The landlord ratepayer shall state in a form bearing his/her notarized signature that all of the affected dwelling units are either unoccupied or the tenants affected by the proposed discontinuance

have consented in writing to the proposed discontinuance, which form shall conspicuously bear a notice that false statements are punishable criminally;

b. All of the tenants affected by the proposed discontinuance shall inform the Borough orally or in writing of their consent to the discontinuance; or

c. The landlord ratepayer shall provide the Borough with the names and addresses of the affected tenants pursuant to subsection D. hereinbelow and the Borough shall notify the community service agencies and each residential unit pursuant to subsections C and F. herein. Under the voluntary relinquishment discontinuance procedures of this sub-paragraph, the tenants shall have all of the rights provided in subsections G-H, inclusive.

D. Identifying tenants.

1. Upon receiving a lawful request for the names and addresses of the affected tenants pursuant to the Act, it shall be the duty of the landlord ratepayer to provide the Borough with the names and addresses of every affected tenant of any building or mobile home park for which the Borough is proposing to discontinue service unless within seven (7) days of receipt of the notice, the landlord ratepayer pays the amount due the Borough or makes arrangements satisfactory to the Borough to pay the balance.

2. Such information shall be provided by the landlord ratepayer:

a. Within seven (7) days of receipt of the notice to the landlord ratepayer required by Section 3.; or

b. Within three (3) days of any adjudication by a court having jurisdiction that the landlord ratepayer must provide the requested information if the landlord files a petition with the court within seven (7) days of receipt of the notice to the landlord disputing the right of the Borough to discontinue service.

3. It shall be the duty of the Borough to pursue any appropriate legal remedy it has, necessary to obtain from the landlord ratepayer, the names and addresses of all affected tenants of a building or mobile home park for which the Borough is proposing discontinuance of service to such landlord ratepayer.

E. Delivery and contents of discontinuance notice to landlord ratepayer.

1. The notice required to be given to a landlord ratepayer pursuant to Section 3. hereinabove shall contain the following information:

a. The amount owed the utility by the landlord ratepayer for each affected account;

b. The date on or after which service will be discontinued;

c. The date on or after which the company will notify tenants of the proposed discontinuance of service and, of their rights under subsection G hereinbelow;

d. The obligation of the landlord ratepayer under subsection D hereinabove to provide the Borough with the names and addresses

of every affected tenant or to pay the amount due the utility or make an arrangement with the Borough to pay the balance including a statement :

i. that such list must be provided or payment or arrangement must be made within seven (7) days of receipt of the notice; and

ii. of the penalties and liability which the landlord ratepayer may incur by failure to comply; and

e. The right of the landlord ratepayer to stay the notification of tenants by filing a petition with the court disputing the right of the Borough to discontinue service.

2. Any one of the following procedures shall constitute effective notice to the landlord under subsection C hereinabove:

a. Notice by certified mail if the Borough receives a return receipt signed by the landlord ratepayer or his agent.

b. Notice by personal service of the landlord ratepayer or his agent.

c. After unsuccessful attempts at personal service on two (2) separate days, notice by United States first class mail and conspicuously posting at the landlord ratepayer's principal place of business or the business address which the landlord provided the Borough as his/her address for receiving communications.

F. Delivery and contents of first discontinuance notice to tenants.

1. The notice required to be given to a tenant pursuant to subsection C hereinabove shall be mailed or otherwise delivered to the address of each affected tenant, and shall contain the following information:

a. The date on which the notice is rendered;

b. The date on or after which service will be discontinued;

c. The circumstances under which service to the affected tenant may be continued, specifically referring to the conditions set out in subsection G hereinbelow;

d. The bill for the 30-day period preceding the notice to the tenants;

e. The statutory rights of a tenant to deduct the amount of any direct payment to the Borough from any rent payments then or thereafter due; to be protected against any retaliation by the landlord for exercising such statutory right; to recover money damages from the landlord for any such retaliation;

f. That tenants may make payment to the Borough on account of nonpayment by the landlord ratepayer only by check or money order drawn by the tenant to the order of the Borough; and

g. A telephone number at the Borough which a tenant may call for an explanation of his/her rights.

h. The information in subparagraphs (1) through (7) above shall be posted by the Borough in those common areas of the building or mobile home park where it is reasonably likely to be seen by the affected tenants. Any officer or employee of the Borough may at

any reasonable time, enter the common hallways and common areas of such building for the purpose of complying with the provisions of this section.

G. Rights of tenants to continued service.

1. At any time before or after service within the Borough's service area is discontinued by the Borough on account of nonpayment by the landlord ratepayer, the affected tenants may apply to the Borough to have service continued or resumed. The Borough shall not discontinue such service or shall promptly resume service previously dis-continued if it receives from the tenants an amount equal to the bill of the landlord ratepayer for the 30-day period preceding the notice to the tenants. Thereafter, the Borough shall notify each tenant of the total amount of the bill for the second and each succeeding period of 30 days or less and if the tenants fail to make payment of any such bill within 30 days of the delivery of the notice to the tenants, the Borough may commence discontinuance procedures: Provided, That no such discontinuance may occur until 30 days after each tenant has received written notice of the proposed discontinuance as prescribed in subsection H hereinbelow. All payments by tenants to the Borough on account of nonpayment by the landlord ratepayer shall be made by a check or money order drawn by the tenant to the order of the Borough. Upon receiving any such payment, the Borough shall notify the landlord ratepayer who is liable for the Borough's service of the amount or amounts paid by any tenant and the amount or amounts credited to the landlord's bill for each tenant pursuant to the provisions of this section. In the event that the tenants fail to satisfy the requirements of this section to maintain or restore service and service to the affected dwelling units is discontinued, the Borough shall refund to each tenant the amount paid by such tenant toward the bill which the tenants failed to pay, upon the request of the tenant or after holding the tenant's payment during 60 consecutive days of discontinued service, whichever occurs first.

2. Any tenant of a residential building or mobile home park who has been notified of a proposed discontinuance of the Borough's water service pursuant to subsection C hereinabove shall have the right to agree to subscribe for future service individually if this can be accomplished without a major revision of distribution facilities or additional right-of-way acquisitions.

H. Delivery and contents of subsequent discontinuance notices to tenants.

1. Subsequent notices required to be given to a tenant pursuant to subsection G hereinabove shall be mailed or otherwise delivered to the address of each affected tenant and shall contain the following information:

   a. The date on or after which service will be discontinued;

   b. The amount due, which shall include the arrearage on any earlier bill due from tenants;

   c. A telephone number at the utility which a tenant may call for an explanation of his rights; and

d. The right of a tenant to file a petition with the court to enforce any legal right that he/she may have.

70-24. Collection methods.

A. All water and/or sewer rents not paid when due in accordance with applicable law, ordinances, policies and procedures shall be subject to collection and lien pursuant to the provisions of the Act ("Municipal Claims and Tax Liens Act" [53 P.S. 7106.(a.1)], together with all charges, expenses and fees incurred in the collection of any delinquent account, including reasonable attorney fees under Section 7601.(a.1) of the Act.

B. Attorney fees incurred in the collection of any delinquent sewer and/or water account shall in an amount sufficient to compensate the Borough's attorneys undertaking collection and representation of the Borough in actions involving claims arising under the Act. Accordingly, the attorney fees to be assessed and imposed against, and collect from, owners of real properties in connection with collection of delinquent sewer and/or water rents and Municipal Claims in connection therewith shall be equal and at the hourly rate of One Hundred Thirty Dollars ($130.00). In this regard, the Borough Council confirms that such schedule of attorney fees is reasonable, in light of the factors set forth in Section 7106.(a.1), Subsection (1)–(4), of the Act.

C. The following Policy and Procedure shall apply to the collection of delinquent sewer and/or water accounts and Municipal Claims in connection therewith:

1. The Borough Office shall send the delinquent customer(s)/owner(s) a certified collection letter within five (5) days after the payment due date (as stated on the bill). This letter only goes to customers with a balance over Three Hundred ($300.00) Dollars.
2. On the 31st day after service of the certified collection letter, the Borough Office shall forward the delinquent account to the Borough Solicitor for the filing and service of a Municipal Claim/Lien.
3. On the 31st day after the date of service of the Municipal Claim/Lien, the Borough Solicitor shall file and serve the Writ of Scire Facias.
4. On the 16th day after the date of service of the Writ of Scire Facias, the Borough Solicitor shall enter Judgment on the Writ, if no proper defense is raised by the customer/owner.
5. On the 16th day after Judgment was entered on the property, the Borough Solicitor shall file a Writ of Execution on the property and thereafter proceed with the required procedures for judicial sale of the subject property.

6. Continuing discretion and authority is hereby given and granted to the Borough Office and Borough Solicitor to follow and enforce the collection procedures mentioned above, until each delinquent account, including sewer and water rents, costs, fees, penalty, interest and attorney's fees are paid in full as due on and as of the date of payment.

Section II: **EFFECTIVE DATE**

The effective date of this Ordinance shall be April 28, 2015.

Section III: All Ordinances or parts of Ordinances in conflict with this Ordinance, or inconsistent with the provisions of this Ordinance, are hereby repealed to the extent necessary to give this Ordinance full force and effect.

DULY ENACTED AND ORDAINED by the Borough Council of the Borough of Littlestown, Adams County, Pennsylvania, in lawful session duly convened, this 28th day of April, 2015.

ATTEST:

Sandy Conrad
Sandy Conrad, Secretary
(SEAL)

LITTLESTOWN BOROUGH COUNCIL
BOROUGH OF LITTLESTOWN
ADAMS COUNTY, PENNSYLVANIA

By: Ronald L. Baird
Ronald Baird, President

APPROVED, this 28th day of April, 2015.

James J. Eline
James Eline, Sr., Mayor