



Village of Hanover Park Administration

Municipal Building
2121 Lake Street
Hanover Park, IL 60133-4398

630-823-5600
FAX 630-823-5786
www.hpil.org

PRESIDENT
RODNEY S. CRAIG

VILLAGE CLERK
EIRA CORRAL

TRUSTEES
WILLIAM CANNON
JAMES KEMPER
JON KUNKEL
HERB PORTER
RICK ROBERTS
LISA TROUSDALE

VILLAGE MANAGER
JULIANA A. MALLER

VILLAGE OF HANOVER PARK **PUBLIC NOTICE OF** **SPECIAL VILLAGE BOARD WORKSHOP**

Public Notice is hereby given pursuant to the Open Meetings Act - Illinois Compiled Statutes, Chapter 5, Act 120, Section 1.01 (5 ILCS 120/1.01 et seq.) that the

Board of Trustees of the Village of Hanover Park

SHALL MEET IN A SPECIAL WORKSHOP ON *Thursday, December 3, 2015 at 6:00 P.M.* AT THE

Municipal Building at 2121 Lake Street, Hanover Park, IL 60133, Room 214. The purpose of the meeting is to hold a special Workshop meeting of the Village Board.

Agenda Attached

Posted on : _____
(Date)

By _____
Eira L. Corral, Village Clerk



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VILLAGE OF HANOVER PARK

VILLAGE BOARD SPECIAL WORKSHOP MEETING Municipal Building: 2121 W. Lake Street Hanover Park, IL 60133

Thursday, December 3, 2015
6:00 p.m.

AGENDA

1. CALL TO ORDER-ROLL CALL
2. ACCEPTANCE OF AGENDA
3. DISCUSSION ITEMS
 - a. Water Billing Presentation
4. ADJOURNMENT



TO: Village President and Board of Trustees

FROM: Juliana Maller, Village Manager
Remy Navarrete, Finance Director

SUBJECT: Proposed changes to the Water and Sewer Ordinance

ACTION

REQUESTED: Approval Concurrence Discussion Information

MEETING DATE: December 3, 2015 – Board Workshop

Executive Summary

Review of proposed changes to the Water and Sewer Ordinance to move from bi-monthly to monthly billing. Based on feedback from residents, such a change will help residents better anticipate and budget their expenses on a monthly basis. Staff will do a presentation at the December 3 Workshop, which will be forwarded to the Board prior to the meeting, once finalized.

Discussion

Following is a summary of the proposed changes.

Starting January 1, 2016, staff will begin to notify residents about the upcoming change from bi-monthly to monthly billing and the due date for payment will change to the 21st of each month to help customers get used to the transition. As of July 1, 2016, all customers will be fully converted to monthly billing.

Additional changes effective on January 1, 2016 include:

1. Cancel summer sewer credit.

The summer sewer credit is a system-generated credit that is applied to three billing cycles, for each county, to a qualified residential water bill that falls within the designated criteria. Commercial and Industrial properties are not eligible for the Summer Sewer Credit.

2. Increase of the non-payment reactivation fee from \$20.00 to \$50.00.
3. Increase of the after-hours service fee from \$50.00 to \$100.00.
4. Increase the late fee charge from 5% of bill to 10% of bill.
5. Cancel the 20-day late notice & the 32-day shut off notice plus \$10.00 fee.
6. Issue a 25-day Termination notice providing customers a 10-day period to submit payment prior to the 35-day termination of service for non-payment.
7. Increase return check fee from \$20.00 to \$35.00.

Agreement Name: _____

Executed By: _____

These changes will help offset increases in water and sewer costs to the Village, as well as to encourage compliance. The FY 2016 Budget does not include a water or sewer rate increase.

Summary of Miscellaneous Service Charges:

Late Payment Fee:	10% of bill
Reactivation Fee:	\$50.00
After-hours Service Fee:	\$100.00
No-Show Fee:	\$50.00 during regular hours & \$100.00 after hours
Return Check Fee:	\$35.00
Infrastructure Fee:	\$12.50 monthly

An Additional Deposit may be required when service has been terminated for non-payment or other violations twice in any 12-month period or whenever a customer seeks protection under the United States Bankruptcy Code subjecting the Village to a stay in its collection of the pre-bankruptcy water and sewer charges.

Customers must pay all outstanding water & sewer account balances before service is reinstated, including the current bill. This should help the Village minimize repeated customer occurrences.

Recommended Action

Direct staff to place Ordinance on December 14, 2015 agenda for approval.

Attachments: Amended Water and Sewer Ordinance

Budgeted Item:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	N/A
Budgeted Amount:	No additional revenue budgeted		
Actual Cost:	\$TBA		
Account Number:			

ORDINANCE NO. O-15-

AN ORDINANCE AMENDING THE WATER AND SEWER RATES BY ESTABLISHING MONTHLY BILLING PERIODS AND REVISING PENALTIES AND PAYMENT FEES

BE IT ORDAINED by the President and Board of Trustees of the Village of Hanover Park, Cook and DuPage Counties, Illinois, as follows:

SECTION 1: That Section 106-33(a) and 106-33(b) of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

Sec. 106-33.-Water rates.

- (a) Except as otherwise provided in this section, the rate per 1,000 gallons of water, effective date and service charge for each one-month billing period for each dwelling unit, commercial establishment, or separate user shall be as stated below:

Table with 3 columns: Rate, For Water Billed After the Billing Date of, Service Charge. Row 1: \$9.35, June 1, 2016, \$12.50

- (b) The rate for each separate residential unit, which is:
(1) Metered by an individual water meter;
(2) Occupied as the sole and exclusive residence by a customer who, or whose spouse is enrolled in the Illinois Circuit Breaker Program or is 65 years of age or older;
(3) For which there has been filed with the village a certification by such customer on a form to be provided by the village that he/she and/or his/her spouse are enrolled in the Illinois Circuit Breaker Program or are 65 years of age or older and that he/she/they occupy such unit as his/her/their residence shall be; and
(4) The current rate as provided in subsection (a) above per 1,000 gallons of water for each one-month billing period without a service charge so long as such unit complies with the regulations in this subsection (b).

* * * * *

SECTION 2: That Section 106-34 of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

Sec. 106-34.-Sewer rates.

(a) The rate for each separate residential unit, including each multifamily, townhouse, or duplex unit, each commercial and each industrial user of municipal water supply system, shall be:

(1) Cook County. Each user in Cook County of the sewage system shall pay a sewer rate per 1,000 gallons of water used during each one-month billing period after the billing date stated below:

<u>Rate</u>	<u>Billing Date</u>
\$2.07	June 1, 2016

(2) DuPage County.

a. Each user in DuPage County of the sewage system shall pay a sewer rate per 1,000 gallons of water used during each one-month billing period after the billing date as stated below:

<u>Rate</u>	<u>Billing Date</u>
\$5.57	June 1, 2016

b. Except that Group B industrial users, as defined below, shall only be charged for sewer service based on the actual metered sewer usage for each one-month billing period in which its metered readings are in compliance with the following criteria. A Group B industrial user shall be an industrial user located in the village's business park, high cube or limited industrial zoning districts, have a building of not less than 35,000 square feet, have an average daily water usage of not less than 8,000 gallons per day in a billing period and have less than 50 percent of its metered water usage in a billing period entering the village's sewer system. As a further condition to become and maintain a Group B user status, the user shall install at its cost a sewer meter and monitoring system in compliance with all requirements of the director of public works.

(b) Secondary meter for landscape irrigation. At the option of the owner of a nonresidential building, a secondary meter may be installed in compliance with this Code for the exclusive use of landscape irrigation for the yard of that building. The secondary meter shall be billed at the same water rate and frequency as the primary meter without a minimum billing period charge or sewer charge.

- (c) The rate for each one-month billing period for each separate residential unit, or commercial or industrial user of the sewer system with unmetered water service, shall be 14 times the Cook or DuPage County sewer rate as established in subsection (a) above, depending on the location of the unit or user.
- (d) The rate for leachate treatment generated from the Mallard Lake Landfill - IEPA Site #043801004 operated by Allied Waste Industries, Inc. or its subsidiary, shall be established pursuant to a Leachate Treatment Agreement approved by the president and board of trustees.

SECTION 3: That Section 106-39 of the Municipal Code of Hanover Park, as amended, be hereby amended to read as follows:

Sec. 106-39.-Water billing; late payment penalty; termination of water service for nonpayment of bill, service charge.

- (a) All charges for use of the water system are payable upon receipt of water bills with a 20 day grace period for payment.
- (b) Any water bill not paid within 20 days from the billing date will be subject to a late payment charge equal to 10 percent of the water bill.
- (c) If any water bill and any penalty remains unpaid 34 days from the billing date, the account is delinquent and the account and/or water supply to the premises shall be terminated.

After delinquency and/or termination, the account and/or water service shall not be reactivated until payment of all unpaid water bills, late payment charges, delinquent penalties and the following fees to restore service:

Procedure Fee

- Restoring service from shut-off box or cancelling\$50.00 (\$25.00 if account only is reactivated)
- Restoring service by reinstalling meter.....\$100.00

SECTION 4: That Section 106-41 of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

Sec. 106-41.-After hours service fee and customer’s failure to keep appointment.

In addition to all other fees and charges contained in this chapter, whenever a water service, including but not limited to water turn-on, water turn-off, inspection of meter or replacement of meter is required by the water department or requested by the owner or occupant to the premises to be performed on a Saturday, Sunday or village holiday or at any time other than between the

hours of 7:30 a.m. and 3:00 p.m., Monday through Friday, there shall be an additional service fee of \$100.00 for each such service call. Whenever a prearranged appointment during 7:30 a.m. and 3:00 p.m., Monday through Friday on non-Village holidays is not kept by the customer, there shall be an addition fee of \$50.00 for each such missed appointment.

SECTION 5: That Section 106-42 of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

Sec. 106-42.-Unpaid charges to constitute a lien on premises.

In the event that any bill for water and sewer services is not paid within 34 days after the day it is rendered, such charges shall be deemed and are hereby declared to be delinquent (the fixed delinquency date), and thereafter such delinquencies shall constitute a lien upon the real estate for which such services were rendered. The finance director in order to establish the lien (i) sends a copy of the delinquency notice to the person who is delinquent in paying the charges or rates or other notice sufficient to inform the owner or owners of record, as referenced by the taxpayers identification number, that the charges or rates have become delinquent and (ii) a notice that unpaid charges or rates may create a lien on the real estate under 65 ILCS 5/11-139-8. The finance director is hereby authorized to file sworn statements showing such delinquencies setting out a description of the real estate sufficient to identify it, the amount of money due and the date when such amount became delinquent. A copy of the notice of lien shall be sent to the owner or owners of record as referenced by the taxpayer identification number. The lien shall be filed in the office of the recorder of deeds of the county in which the premises served are located, and the filing of lien shall be deemed notice of lien for the payment of such charges for such services. Any amount unpaid for 34 days shall be subject to an interest charge of 12 percent per annum. No release of any recorded or registered lien shall be issued unless the unpaid amount, plus interest and recording or registration charges, are paid to the village.

SECTION 6: That Section 106-71 of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

Sec. 106-71.-Turn-on restricted and adequate assurance.

- (a) Unless specifically authorized by written agreement of the corporate authorities, no connection to the village water supply shall be turned on for any service by any person other than the finance director or some other person authorized by him to perform this service.
- (b) No person shall be permitted to use a cross connection between the village water supply and a private water supply, or allow one to exist for any purpose, unless approved by the community development director.

- (c) Whenever service has been terminated for non-payment or other violations twice in any 12-month period, or whenever a customer seeks protection under the United States Bankruptcy Code subjecting the Village to a stay in its collection of the pre-bankruptcy water and sewer charges, Village may require through its finance director a pledge deposit in the amount of one and one-half times the average of the monthly billing of the previous three-months billings.

SECTION 7: That (b) of Section 106-88 of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

Sec. 106-88.-Termination of service.

* * * * *

- (b) Prior to termination, written notice stating the violation or the request for entry shall be mailed to the customer requesting that corrective action be taken within ten days. If the customer refuses to correct the violation or allow entry within the time provided for in the notice, termination of service is authorized.

SECTION 8: That (f) of Section 106-87 of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

Sec. 106-87.-Restriction of water use during an emergency.

* * * * *

- (f) Any person, firm or corporation violating any provision or condition of said emergency order or any amendment or exception thereof, or who submits a request for an exception which contains untrue information, shall be subject to a fine of not less than \$100.00 nor more than \$750.00 for the first offense thereof; for the second offense thereof, such violator shall be subject to a minimum fine of not less than \$500.00 and a maximum fine of not more than \$2,500.00.

* * * * *

SECTION 9: That this Ordinance shall, by authority of the Village Board of the Village of Hanover Park, be published in pamphlet form. From and after ten days after said publication, this Ordinance shall be in full force and effect, provided however its provisions shall apply from and after January 1, 2016. The rates and charges specified in this Ordinance shall commence as stated in this Ordinance. Bills heretofore issued and those to be issued prior to January 1, 2016, including therein charges and penalties shall be at the rates, penalties and charges immediately existing heretofore. Bills issued on or after January 1, 2016, until June 30, 2016, shall be subject to the water and sewer rates and billing cycles heretofore existing immediately prior to the adoption of this ordinance.

ADOPTED this ____ day of _____, 2015, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

APPROVED by me this ____ day of _____, 2015

Rodney S. Craig
Village President

ATTESTED, filed in my office, and
published in pamphlet form this ____
day of _____, 2015

Eira Corral, Village Clerk