

**THE BOROUGH OF HANOVER**

**NOTICE OF POLICY FOR FINAL WATER/SEWER/  
STORMWATER/REFUSE BILLINGS**

The Borough, as water, sewer, and refuse utilities service provider (as well as administrator of the Hanover Borough Stormwater Authority's stormwater utility service) for Borough's corporate boundaries, as well as water utilities service provider for Penn Township, Conewago Township, and McSherrystown Borough, through Public Utilities Commission (PUC) Tariff (Water-Pa P.U.C. No. 3, effective March 23, 2018), establishes agreement with the property owner for said services, delineating responsibilities of satisfaction of billings for said services and any requirements of the property owner to protect relating assets of the Borough in providing of those services.

Prior to adoption of this policy, the Borough provided courtesy final water, sewer, refuse, and stormwater readings/billings for all requested ownership changes, typically coordinated through a settlement agent or relating attorney's/judicial office, as well as tenant changes at the request of the owners or relating property agents. Due to the significant (and growing) tenancy rates in the Borough and volume of said requests, the costs and time to perform courtesy readings/billings for tenant changes, with no charged fees for those services, have substantially grown and have strained staffing and administration levels. In light of these increasing demands, the Borough Council has adopted the following policy:

"Effective immediately, the Borough will only perform final water readings and prepare final water, sewer, and refuse billings, to include (as applicable) stormwater utility charges on behalf of the Hanover Borough Stormwater Authority, for property sales/transfers to new owners upon request. Finals in relation to tenant changes with no change to the property ownership will not be performed."

This policy has been adopted and is effective Wednesday, July 24<sup>th</sup> by approval by the Hanover Borough Council.



William W. Reichart, II

July 24, 2019

Date