

**HEIDELBERG TOWNSHIP
LEBANON COUNTY, PENNSYLVANIA**

RESOLUTION # 922

**A RESOLUTION OF HEIDELBERG TOWNSHIP, LEBANON COUNTY,
PENNSYLVANIA, ESTABLISHING A POLICY FOR THE TIMELINESS OF
PAYMENTS ON WATER AND SEWER ACCOUNTS.**

WHEREAS, Heidelberg Township is a Second Class Township and political subdivision organized and existing under the laws of the Commonwealth of Pennsylvania; and

WHEREAS, to enable administrative processing of payments made for water and sewer accounts, Heidelberg Township receives payments in the office, in a drop box, and through the United States Postal Service; and

WHEREAS, Heidelberg Township wishes to establish to policy related to the timely payment of water and sewer accounts, as detailed herein.

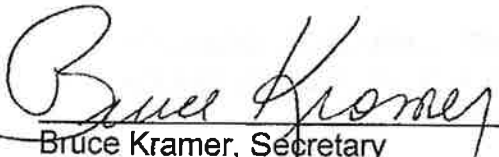
NOW, THEREFORE, BE IT RESOLVED, and the same is hereby resolved and enacted by the Board of Supervisors of Heidelberg Township, the following policies for timeliness of payments shall be established as follows:

1. Payment for water and sewer bills is due by the 15th day of the month following the month during which the bills were issued.
2. Payments postmarked by the due date will be considered timely.
3. Payments received on the due date, either in the drop box or in the office by the end of the business day, currently 3:00 P.M., will be considered timely.
4. If the 15th day falls on a weekend or holiday when the Township office is closed, payment shall be due by the end of the next business day.
5. Payments put into the drop box or received after the end of the business day on the due date will be considered late, and late fees and charges shall apply.

THIS RESOLUTION DULY ADOPTED THIS this 25 day of October 2022.

**ATTEST
(SEAL)**

**HEIDELBERG TOWNSHIP
BOARD OF SUPERVISORS**



Bruce Kramer, Secretary

By: 

Paul K. Fetter, Chairman