

**CITY OF DUBOIS
CLEARFIELD COUNTY, PENNSYLVANIA**

**COUNCIL BILL NO. 10
ORDINANCE NO. _____**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUBOIS, CLEARFIELD COUNTY, PENNSYLVANIA, ESTABLISHING CONSOLIDATED WATER AND SEWER RATES AND CHARGES; PROVIDING FOR MONTHLY BILLING, MINIMUM CHARGES, DEBT SERVICE FEES, PENALTIES, SHUT-OFF AUTHORITY, AND RELATED FEES; ESTABLISHING A FINANCIAL HARDSHIP POLICY; PROVIDING FOR AMENDMENT BY RESOLUTION; PROVIDING FOR ADMINISTRATION; PROVIDING FOR REPEAL; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to the Pennsylvania Municipal Consolidation or Merger Act, the former City of DuBois and Sandy Township consolidated into a single municipal entity known as the City of DuBois, effective January 5, 2026; and

WHEREAS, as a result of said consolidation, it is necessary for the City of DuBois to establish a uniform and consolidated schedule of rates, fees, and charges for water and sewer applicable to areas of the City served by City of DuBois water and/or sewer; and

WHEREAS, the City Council of the City of DuBois has reviewed the operational, capital, debt service, maintenance, and administrative costs associated with providing these municipal utility services.

WHEREAS, the City Council finds that the rates and charges set forth herein, and in the attached exhibits, are reasonable, necessary, and in the best interests of the public health, safety, and welfare.

BE IT ORDAINED AND ENACTED by the City Council of the City of DuBois, Clearfield County, Pennsylvania, and it is hereby ordained and enacted by the authority of the same:

SECTION 1. WATER USAGE RATES AND DEBT REDUCTION FEES.

Effective with the next billing cycle, the following monthly water rates and charges are hereby adopted:

A. Water Usage Rates:

- 1 - 100,000 gallons: \$16.00 per 1,000 gallons
- 100,001 - 500,000 gallons: \$14.00 per 1,000 gallons
- 500,001 - 1,000,000 gallons: \$8.00 per 1,000 gallons
- 1,000,001+ gallons: \$5.25 per 1,000 gallons

B. Minimum Monthly Water Charge: Each water customer shall be billed monthly for a minimum of one thousand (1,000) gallons per billing period, whether or not such quantity of water is actually used.

C. Water Debt Reduction Fee (By Water Meter Size):

- 5/8": \$15.00
- 1": \$25.00
- 1.5": \$50.00
- 2": \$75.00
- 3": \$125.00
- 4": \$200.00
- 6": \$300.00
- 8": \$500.00
- 10": \$750.00

SECTION 2. SEWER USAGE RATES AND DEBT REDUCTION FEES.

Effective with the next billing cycle, the following monthly sewer rates and charges are hereby adopted:

A. Sewer Usage Rates (Metered Customers):

- 1 - 100,000 gallons: \$20.00 per 1,000 gallons
- 100,001 - 500,000 gallons: \$17.00 per 1,000 gallons
- 500,001 - 1,000,000 gallons: \$15.00 per 1,000 gallons
- 1,000,001+ gallons: \$12.00 per 1,000 gallons

B. Minimum Monthly Sewer Charge: Each metered sewer customer shall be billed monthly for a minimum of one thousand (1,000) gallons per billing period, whether or not such quantity of sewage is actually discharged.

C. Sewer Debt Reduction Fee (By Water Meter Size):

- 5/8": \$15.00
- 1": \$25.00
- 1.5": \$50.00
- 2": \$75.00

- 3": \$125.00
- 4": \$200.00
- 6": \$300.00
- 8": \$500.00
- 10": \$750.00

D. Sewer Rates for Unmetered Customers: Property owners utilizing an unmetered water source who discharge sanitary sewage to the City System shall be charged the following flat monthly rates:

- One (1) person household: \$40.70
- Two (2) person household: \$96.20
- Three (3) person household: \$138.75
- Four (4) or more person household: \$179.45
- All non-residential unmetered customers: \$179.45

The City may require documentation or certification of household size and reserves the right to audit or adjust billing where information is found to be inaccurate.

SECTION 3. WATER SERVICE TURN-ON/SHUT-OFF FEE.

To accommodate varying circumstances for service interruption, the following fee structure shall apply:

A. Reconnection Fee: A Water Service Turn-On or Reconnection Fee of One Hundred Dollars (\$100.00) shall be charged for initiating or restoring water service. When water service is turned off for nonpayment, service shall not be restored until all arrearages, penalties, shut-off fees, and applicable reconnection fees have been paid in full.

B. Shut-Off Fee: A fee of Forty Dollars (\$40.00) shall be charged for all water shut-offs, regardless of the basis for the shut-off.

SECTION 4. TEMPORARY HARDSHIP RELIEF.

- The Council of the City of DuBois recognizes that provision of water and sewer service is essential to the public health, safety, and welfare of residents.
- The Council further understands that residential water and sewer customers may experience temporary financial hardship impairing their ability to maintain current water and sewer payments.

- C. The interruption of utility service due to nonpayment may create health risks and destabilize households.
- D. It is in the public interest to establish a uniform, nondiscriminatory program to provide limited, structured billing relief to qualifying customers.
- E. Eligibility: The Program shall be available only to residential customers of the City's water and sewer system. To qualify, an applicant must demonstrate:
 - 1. A temporary financial hardship, which may include but is not limited to:
 - Loss of employment or reduction of income;
 - Medical emergency or significant medical expense;
 - Other documented financial distress.
 - 2. Eligibility criteria shall be applied uniformly to all applicants.
 - 3. The City Manager shall establish other specific criteria for the Program through administrative policy, including establishment of income-based thresholds for applicants.
- F. Form of Relief: Qualified applicants may receive up to two hundred and dollars (\$200.00) in credit toward their sewer bill over a twelve (12) month period.
- G. Limitations
 - 1. In order to qualify for the Program, applicants must be current on their water and sewer bill at the time of application, and have timely made ten of their last twelve water and sewer payments.
- H. Administration
 - 1. The Program shall be administered by the City Manager or designee;
 - 2. The City Manager is authorized to:
 - Develop and implement written policies and procedures consistent with this Ordinance;
 - Establish application forms and documentation requirements;
 - Approve or deny applications based on established criteria; and
 - Maintain records sufficient to ensure consistency and accountability.

SECTION 5. MONTHLY BILLING, PENALTIES, AND ENFORCEMENT.

- A. Monthly Billing: Water and sewer services shall be billed monthly. All bills shall be due and payable on or before the date stated on the bill.
- B. Penalties: No discount shall be allowed for payment made within the billing period. After the expiration of the billing period, a penalty of ten percent (10%) of the unpaid balance shall be added and shall become part of the amount due.
- C. Enforcement: The City is authorized to terminate service for nonpayment and to pursue municipal claims, liens, collection costs, and all other remedies permitted by law.

SECTION 6. AMENDMENT OF RATES AND FEES.

City Council may amend the rates, fees, and charges established in this Ordinance from time to time by resolution, provided that any such amendment is consistent with applicable law.

SECTION 7. REPEALER.

All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION 8. EFFECTIVE DATE.

This Ordinance shall take effect in accordance with the law.

ENACTED AND ORDAINED this 15th day of April, 2026, by the City Council of the City of DuBois, Clearfield County, Pennsylvania.

ATTEST:

CITY OF DUBOIS:

Lisa Hagberg
City Manager

J. Barry Abbott
Mayor and President of Council

PASSED BY COUNCIL:
April 15th, 2026

Approved:

[SEAL]