



**RESOLUTION #230501**  
**TYRONE TOWNSHIP, LIVINGSTON COUNTY**

**Tyrone Township Sewer Rate Policy**

**Rates**

From time to time, the Tyrone Township Board will establish Sewer Rates, Meter Costs, Sewer Assessment Equity Charges, and other fees via Resolution.

**Billing Frequency**

Bills for sewer service shall be sent to customers on a quarterly basis. Bills will be for the current quarter of service (i.e., service for January through March will be mailed in January).

For billing for new utility accounts, if the structure is connecting to the sewer, then the billing for that account will begin when the sewer connection permit is finalized.

**Utility Bill Delivery Options**

Invoices for the sewer service shall be delivered to customers via US Mail. A copy is also available by electronic mail (e-mail). Customers who wish for their bills to be e-mailed in addition to being mailed will need to submit a request in writing to the Tyrone Township Treasurer's Department.

**Utility Bill Payment Options**

Invoices for the sewer service may be paid through the following methods:

- After Hours Drop Box - We encourage payments in the night deposit box located at the front of the building, near the main entrance of Township Hall on the west side. Please write your phone number and utility bill account number on your check. If you desire a receipt, please enclose a stamped self-addressed envelope with your payment.
- In Person - Bring your utility bill with you to the Treasurer's Department along with payment, between 9:00 am and 5:00 pm, Monday through Thursday.
- US Mail - Mail checks payable to: "Tyrone Township", 8420 Runyan Lake Road, Fenton, Michigan 48430. **Do not send cash.** If a receipt is desired, please enclose a stamped self-addressed envelope with your check.
  - Payment will be recorded on the date received, not the date it is mailed, postmarked, or the date the check is written. Postmarks will not be accepted as an indication of the date paid.

- **Online Payment** – Go to [www.tyronetownship.us](http://www.tyronetownship.us). Locate the green Pay Now Tab. Click on the Utility Billing Payments on left hand side. Enter name and hit search. Enter amount paying and click on make payment. Follow the instructions for online payment.
  - There is a nominal fee charged for online payments, typically 3% for credit cards and \$3.00 for electronic checks. Current rates can be obtained via the township website or by contacting the Treasurer’s Office.

Checks are accepted only as a conditional payment. If not honored and returned by the bank, the utility bill remains unpaid and subject to fees, penalties, and/or interest. The returned check fee may change over time. The Township will assess the returned check fee approved by the Township Board if a check is returned as unpaid (currently \$45 at the time of Rate Policy adoption). Future payments will be applied to outstanding returned check fees, penalties, and/or interest prior to crediting your utility bill.

**Late Fees**

Sewer O&M Utility Bill payments not received by the specified due date will have a 10% late fee added to the balance of the account. Late fees are non-reversible without approval from the Township Treasurer. The Treasurer may exercise a onetime reversal fee per parcel. Any sewer O&M Utility Bill not paid by September 1<sup>st</sup> of each year will roll over onto the property tax bill with an additional 10% penalty applied.

**Other Services**

All services provided outside the fee schedule and permitted by Tyrone Township Sewer Ordinance #43 will be charged on a time and materials basis, plus a 10% administrative fee.

**Surcharge Fees**

Excess Flow Surcharge shall mean a surcharge established from time to time by resolution of the Township Board for sanitary sewage in excess of the REU allowance.

Any sanitary sewer customer whose wastewater discharged to a sanitary sewer exceeds the REU allowance shall be charged an Excess Flow Surcharge. The Township may use any best practices method to determine the Excess Flow Surcharge.

- Usage will be measured over a 12 month period. Excess usage surcharges shall be applied to the first quarter bill, annually.
  - For example, any Excess Flow Surcharge for 2022 (January through December) shall be added to the April 1<sup>st</sup> bill in 2023.

- Allowed usage will be based upon the total allowable daily flow, measured by the gallons used and REUs assigned to the property. Allowable flow is measured by:
  - Sewer: 210 gallons per day per REU assigned to the property as set forth by the EQUIVALENT UNIT FACTOR TABLE (Appendix A) of Sewer Use and Rate Ordinance #43.
- If a lapse in data occurs and there are 2 or more actual readings available, then the total usage amount will be divided evenly over the days where the data is not recorded.

**RESOLVED BY:** Trustee Tucker

**SUPPORTED BY:** Trustee Schulze

**VOTE:** Schulze, yes; Tucker, yes; Cunningham, yes; Moughler, yes; Walker, absent; Ferguson, absent; Eden, absent.

**ADOPTION DATE:** May 16, 2023

#### **CERTIFICATION OF THE CLERK**

The undersigned, being the duly qualified and acting Clerk of Tyrone Township, Livingston County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting, held on May 16, 2023, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office, (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.



Pamela Moughler  
Township Clerk



#### **REVISIONS:**

2018 JUNE - General revision

2023 MAY - General-updated township address, returned check fee.

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