



City of Mapleton

PO Box 9 - 651 2nd Street, Mapleton, ND 58059
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auditor@mapletonnd.com
www.mapletonnd.com



Welcome to MAPLETON!!

Re: New Water Utility Account

Enclosed please find Mapleton's water utility contract as well as a copy of the Water Utility Policy for your information. The Water Utility Contract should be completed and returned to the City of Mapleton with the \$150 as soon as possible.

Water meters are read at the end of each month (approximately 27th) and statements are mailed out immediately thereafter. The bill is due on receipt. Late charges (10%) are added on the 25th of each month. If the account is not paid by the 27th the water will be shut off. Automatic Bill payment is also available and is deducted each month on or after the 25th. The authorization form is enclosed.

Garbage is picked up curbside every Friday. If there is a holiday on Friday, the pickup will be on the next day - Saturday. Recycling is every other Thursday (yellow lid totes) please see schedule. Holiday pickup a day later also.

Discharge of Sump Pumps: The Ordinances of the City of Mapleton states that no person may discharge or cause to be discharged any storm water, groundwater, roof runoff, yard drainage, yard fountain or pond overflow or other surface waters into the sanitary collection system of the City of Mapleton between the dates of March 1 to November 30 during any calendar year. A copy of this ordinance can be reviewed at the City Office or on the city website.

Pets are required to be licensed yearly (January) and there is a limit of 3 cats & 3 dogs. Proof of rabies vaccination is required to license your pet(s), please visit city hall.

Hopefully this information will be useful to you however, if you ever have any questions, please feel free to contact the City Office or any of the individuals listed on the enclosed City of Mapleton Informational Numbers sheet.

Please review the enclosures and make arrangements with our office to establish this utility account. Once again - Welcome to Mapleton!

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- **Name** _____
- **Phone** _____
- **Service Address** _____
- **Mailing Address** _____
- **Date of New Service** _____

In agreement with the City of Mapleton, I will be responsible to pay to the City of Mapleton for water and all charges applied to the water utility bill supplied by the City of Mapleton each month. I further accept responsibility for all service and all necessary repairs on the meter caused by any unauthorized act, carelessness or negligence of myself or tenant.

The City of Mapleton requires a \$50.00 Nonrefundable new service fee and a \$100 deposit that will be returned in 6 months.

By signing this utility contract, I assume responsibility for the water utility bill at the above service address until the date that I notify the City of Mapleton for a final meter reading.

Signature

Date

Name (please print): _____

Spouse (please print): _____

FOR OFFICE USE ONLY

- Water Utility Contract # _____
- Date Deposit Paid _____
- Sequence # _____
- Route # _____ Pump #1
- Serial # _____
- Rate Code _____

City of Mapleton

WATER & SEWER SERVICE POLICY

Last Revised 5/2021

NEW CUSTOMERS HOOK-UP DEPOSIT

- New customers must pay a hook-up fee of **\$50.00**.
 - Homeowners may be required to purchase/upgrade reader to drive-by if access to reader is prohibited due to fencing, location of reader or large dogs that could pose a safety risk for meter reader.
- New customers must pay a deposit in the amount of \$100.00 for utility services.
 - Failure to pay the deposit within 15 days of occupancy will result in water service being disconnected.
 - The deposit will be kept for a period of 6 months. Provided the customer's account has been and is currently up to date.
 - If the customer relocates outside of Mapleton within 12 months, the deposit shall be returned, provided the account is current and the customer so requests.
- Rental property utility deposit will be retained and returned only when notice of move-out is confirmed.
- Any attempt made by (new or existing) water users to prevent access to the water (curb stop) is prohibited.

TOTAL UPFRONT COST TO NEW CUSTOMERS: \$150.00.

PAYMENT POLICY

- Water meters are read approximately the 27th (for services utilized that month) and mailed by the 1st of each month. **Payment is due on receipt.** A 10% late fee will be assessed after the 25th on any outstanding amounts. **Return check fees/closed accounts (for any reason) are \$25.00 per time.**
- Customer will have 25 days to pay and any customer with a water bill balance not paid after the **27th will be disconnected** (one notice will be given). Water will not be turned back on until past due and current billing as well as disconnection/reconnection fee are paid. **In the event the water is not able to be turned off for any reason the \$100.00 fee will still be charged.**
- Automatic Payment (ACH) of Utility Billing is available and suggested. Payments are deducted as directed on the 25th of each month. If interested, contact the City Office, as law requires a debit authorization form. There is no additional fee for this service.
- **Disconnection/Reconnect** fees are as follows: **\$100.00** during business hours. **\$125.00** after hours.
- A new deposit or additional deposit (**minimum \$100.00**) will be required for customers that have past due balances any 6 months out of a 12-month period.

NEW CONSTRUCTION - paid by the contractor at the same time permit is granted

- New construction will require a **\$600.00** hookup fee for new water/sewer service.
 - Developer must hire a Licensed Sewer & Water Contractor to install water and sewer lines.
 - The licensed contractor must also furnish the city hall office with final mappings of all lines and fixtures to the structure.
 - All water meters must be furnished by the City of Mapleton.
 - Water stops shall be installed at finish grade on all property for easy locations.
 - All new meter readers that are installed must be located on the front of either the garage or house. All meter readers must be accessible by the public service worker for repairs (if needed) and monthly readings.

***TOTAL COST OF NEW CONSTRUCTION HOME/BUSINESS SERVICES (PER PHYSICAL ADDRESS):
\$600.00***

Water Saving Ideas

Potential Water Waster		What you can do		Other Water Saving Techniques	
Bath tub	Don't Waste Cold Water		Stopper Tub before turning on water		Small Kids can bathe together
					Recycle bath water for heavy cleaning jobs
	Don't Overfill				A bath tub can hold 50+ gallons, you can bathe with 1/4 as much
Bathroom Sink	Shave and brush the water saving way		Clean razor & toothbrush with an intermittent burst of water		
			Use a cup for rinsing teeth		
			Use electric razor		
Washing Machine	Buy a water saver		Use low consumption faucet aerators		
			Buy a machine that uses the least water per pound of wash		
			Get a suds saver attachment		
Toilet	Add bottles to tank		Buy a machine that uses less water & energy		
			Use plastic bottles weighted with stones		
			Do not obstruct flow		
			Do not use bricks		
			Remodel with a low flow toilet		
			Add a few drops of food coloring to the tank, if it appears without flushing, a leak exists		
Showers	Repair leaks		Flush only when necessary		
	Flush less often				
			Turn off water when soaping up		
Faucets	Take Shorter Showers		Use a lighter force spray		
			Remodel with a low flow showerhead		
	Repair leaks		Check all faucets twice a year for leaks		
Drinking Water			Replace worn washers, o-rings, packing and fixtures		
	Keep a bottle in the refrigerator		Make only the amount of coffee or tea that you will consume		
			Don't run water for a cold drink, use ice to cool		

City of Mapleton Water Restriction Policy

In accordance with Section 9-0107 of the Revised Ordinances of 2000 of the City of Mapleton, the City of Mapleton hereby sets its water restriction policy as follows:

Water Restrictions:

Every year beginning April 15, and ending October 31, each residence with an even house number may water lawns and gardens on even-numbered days of the month; residences with an odd house number may water lawns and gardens on odd-numbered days of the month.

Exceptions to Water Restrictions:

Newly planted or sodded lawns can be watered daily for the first two weeks after planting or sodding.

Water Emergency:

During a water emergency, as determined by the public works supervisor or the mayor, the following restrictions will be in effect:

No watering of lawns or gardens (both vegetable and floral).

No washing of vehicles, sidewalks, or driveways.

Limit household water usage.

Residents will be notified of a water emergency through appropriate media outlets, which may include radio, television, social media, and/or newspaper.

Excessive Water Usage:

Excessive residential water users will be charged a higher fee for usage over 20,000 gallons per billing cycle. Water usage exceeding 20,000 gallons per billing cycle will be charged \$15.00 per 1,000 gallons for use over the 20,000 gallon limit. This provision does not apply to commercial users.

Enforcement:

This policy will be enforced by the Public Works Department and its designee(s). Residents failing to comply with this policy will be given one written warning per year. If a violation occurs after a written warning has been provided, then the Public Works Department may disconnect water service for that user. Violators will also be subject to an additional fee to reconnect water service of \$500.