

RESOLUTION 4-27-21

A RESOLUTION ADOPTING A CONTRACTURAL AGREEMENT BETWEEN THE CITY OF NEW ELLENTON (CITY) AND THE NEW ELLENTON COMMISSION OF PUBLIC WORKS (CPW)

Whereas, the City and the CPW would like to provide a more user-friendly utility service to the residents and businesses inside the City of New Ellenton, and

Whereas, the City currently provides 90-gallon roll-cart sanitation services to all residents and some businesses, and sewer service to approximately 55% of the City, and

Whereas, the CPW provides water service to all residents and businesses in the City, and

Whereas, the City would like to contract its billing and collection services for sewer and garbage with the CPW; thus, providing one-stop service for opening an account and one location for bill payment of their water and city services, and

Whereas, the City and CPW agree that all fees noted in the MOU will be for the term of the contract between the CPW and PublicQ. Upon renewal with PublicQ the fees between the City and CPW shall be reviewed. Either party can terminate this MOU upon a 90-day written notice to the opposing party prior to any renewal between the CPW and PublicQ, and

Whereas, the City and CPW acknowledge that by signing this MOU, in no way does it constitute an agreement that would bring the CPW under the umbrella of the City's domain.

NOW THEREFORE, for and in consideration of the mutual promises and undertakings contained herein and the benefits realized by each party and the general public served by the entering of this agreement, the parties hereto agree as follows:

NOW, THEREFORE, THE COMMISSION OF PUBLIC WORKS HEREBY ORDAINS THAT:


Section 1: The Commission of Public Works agrees to the responsibilities by both the City and CPW as shown on Exhibit "A".

Section 2: All resolutions, policies or parts of resolution and policies in conflict with the provisions of this resolution are hereby repealed to the extent necessary to give the provisions of this resolution full force and effect.


Section 3: This resolution shall become effective upon adoption by the Council of the City of New Ellenton and upon CPW's approval of Exhibit A.

2nd Reading

DONE AND RATIFIED at the Commission of Public Works assembled on this 24th day of May 2021.



Clyde Stephens
Chairman

ATTEST:


Clerk

“EXHIBIT A”

CITY OF NEW ELLENTON RESPONSIBILITIES:

1. The City will pay for any necessary costs to establish city billing accounts and for development of software for billing, collection, and transferring of the collection fees to the City. The City will pay to the CPW half of the monthly software fees charged by PublicQ, schedule to be \$405 per month.
2. In exchange for this service the City will pay the CPW \$0.75 for each mailed billing and collection. Payment to the CPW will be made by the 30th of the month, based on the number of bills mailed by the CPW that month. The CPW will send this information by email to the City by the 10th of each month.
3. As of June 30, 2021, the City will no longer accept payment for sewer and or sanitation services at their offices.
4. Any past debt incurred by residents or businesses prior to the approval of this agreement will not be considered collectible as part of this agreement.
5. Upon approval of this agreement the City will supply a 90-gallon roll cart to any resident or business that is currently not receiving this service.
6. The City is the responsible party to handle all customer questions and/or concerns pertaining to services for Sanitation or Sewer.
7. The City will split the one-time cost of the Cloud base server at a price of \$500 each.
8. The City will provide the CPW with verification when a new customer wants service for sanitation and/or sewer inside the city limits.
9. If the City desires to add an information flyer to the monthly bill, they will bear all cost for the printing, paper and handling charged by PubliQ.

New Ellenton Commission of Public Works Responsibilities:

1. The CPW will provide PubliQ with the proper information on a monthly basis for each billing cycle.
2. The CPW will daily collect sanitation and sewer fees for these City services. Twice per month based on their billing cycle, the CPW will electronically transfer into a City's account the amount collected from sewer and sanitation billings.
3. If a resident or business within the City of New Ellenton does not pay for the city services within 60 days the CPW will turn off the water supply until payment has been made. Any reconnection fees collected would be paid to the CPW.

4. Any cost or payment to the CPW to turn-off and turn-on water due to non-payment for City or CPW services will be per the current policies of the CPW.
5. The CPW shall provide a customer list to the City on a yearly basis.
6. The CPW shall charge late fees to the entire bill based on the current fee policy. Any late fees paid will be kept in full by the CPW.
7. The CPW will pay for the "point of sale" hardware and installation at a cost of \$4,689.99.
8. The CPW will split the cost for the Cloud base server at a price of \$500 each.
9. The CPW will notify the City when a customer or business closes an account.