



# The York Water Company

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SECRETARY'S BUREAU

March 18, 2015

Ms. Rosemary Chiavetta, Secretary  
Pennsylvania Public Utility Commission  
P.O. Box 3265  
Harrisburg, PA 17105-3265

RE: The York Water Company – Railroad Borough

Dear Secretary Chiavetta:

The York Water Company intends to enter into an agreement with Railroad Borough to provide posting and termination services for non-payment of sewer bills. Because these agreements are between a public utility and a municipality, they must be certified as filed by the Pennsylvania Public Utility Commission before they can become effective.

Enclosed are one original and one copy of the executed agreements between York Water and Railroad Borough. I request that the Commission certify the filing of the proposed agreements and notify me of that approval.

If you need any additional information I can be reached at 717-718-2943 or [vernonb@yorkwater.com](mailto:vernonb@yorkwater.com).

Sincerely,

Vernon L. Bracey  
Vice President-Customer Service

Enclosures

RECEIVED  
2015 MAR 19 AM 12:00  
PA. P.U.C.  
SECRETARY'S BUREAU

## SHUT-OFF AGREEMENT

THIS AGREEMENT, made this 17 day of March, 2015, by and between Railroad Borough, York County, Pennsylvania, having an office for the transaction of business at 2 East Main St., Railroad, Pennsylvania 17355, (hereinafter called the "Borough") and The York Water Company, a public utility corporation of the Commonwealth of Pennsylvania, with its principal place of business at 130 East Market Street, York, Pennsylvania 17401, (hereinafter called the "Water Company").

### WITNESSETH

THAT WHEREAS, the Borough is engaged in supplying sewage service to the citizens and residents of the Railroad Borough service area, York County, Pennsylvania; and

WHEREAS, the Water Company, a corporation as aforesaid, is the owner and operator of a water distribution system serving the customers in the aforesaid area, under the applicable Rules and Regulations of the Pennsylvania Public Utility Commission; and

WHEREAS, the Water Company is authorized and required at the request and direction of the Borough pursuant to the provisions of the Act of April 14, 2006, P.L. 85, 53 P.S. Sections 3102.501 et seq., to shut-off the supply of water from its system to any premises in which the rentals, rates and charges for sewer, sewage or sewage treatment service supplied by the Borough are unpaid and the claim or lien for such service has been assigned to the Borough.

WHEREAS, certain notice requirements relating to the shut-off of the supply of water are set forth therein and in the Act of November 26, 1978, P.L. 1255, No. 299, 68 P.S. Sections 399.1 et seq.; and

WHEREAS, both parties believe that they should enter into a written agreement specifically setting forth the duties, obligations, responsibilities and liabilities of each party to each other and such agreement is specifically authorized by subsection C of the Act of April 14, 2006, P.L. 85, 53 P.S. §3102.505.

NOW THEREFORE, in consideration of the sum of ONE DOLLAR (\$1.00) and other good and valuable consideration, and the covenants hereinafter expressed, the parties hereto do mutually agree as follows:

1. Upon written request by the Borough specifying a premises in the Borough's service area with regard to which the rentals, rates and charges for sewer, sewage or sewage treatment service shall not have been paid for a period of at least thirty days' from the due date thereof, the Water Company shall proceed to shut-off the supply of water to such premises until it is advised in writing by the Borough that all such overdue rentals, rates and charges, together with any interest thereon, have been paid or the Borough directs otherwise; PROVIDED HOWEVER, that said written request be accompanied by a statement in writing by a responsible officer of the Borough setting forth:

- A. For any premises other than a residential building for which the landlord is the party responsible for the payment of sewer service:
- i. that the Borough has given ten (10) days' written notice of its intention to request the Water Company to shut-off the supply of water from its system to such premises to the person liable for the payment of such rentals and charges,
  - ii. that there has been posted a written notice to this effect at the main entrance to the premises, and
  - iii. that the Borough has not received a written statement under oath or affirmation from the person liable for the payment of the said rentals and charges stating that the said owner has a just defense to the claim or part thereof,
- B. For any residential building for which the landlord is responsible for the payment of sewer service:
- i. that the Borough has given the landlord at least thirty-seven (37) days' written notice of the proposed termination and has given a copy of the notice to the appropriate governmental agency (the Department of Licenses and inspections of any city of the first class; the Department of Public Safety of any city of the second or third class; and the County Public Health Department in any other political subdivision).
  - ii. that the termination notice contained the following:
    - a. the amount owed the sewer system by the landlord for each affected account;
    - b. the date on or after which water service will be discontinued;
    - c. the date on or after which the Borough will notify tenants of the proposed termination of water service and their rights;
    - d. a statement of the obligation of the landlord to provide the Borough with the names and addresses of every affected tenant or to pay the amount due the Borough or make an arrangement with the Borough to pay the balance, including a statement that this list must be provided or payment or arrangement must be made within seven (7) days of receipt of the notice; and of the penalties and liability which the landlord may incur by failure to comply (a civil penalty of not more than \$500 for each day of failure to respond, plus reasonable attorneys' fees);

- e. a statement of the right of the landlord to stay the notification of tenants by filing a petition with the Court disputing the right of the Borough to cause termination of water service,
- iii. that at least seven (7) days after notice to the landlord and at least thirty (30) days before any termination of service, each tenant was provided notice of the proposed termination of water service, the notice containing:
    - a. the date on which the notice was rendered;
    - b. the date on or after which water service will be discontinued;
    - c. a statement of the circumstance under which service to the affected tenant may be continued;
    - d. the bill for the thirty (30) day period preceding the notice to the tenants;
    - e. a statement of the statutory rights of a tenant to deduct the amount of any direct payment to the Borough from any rent payments then or thereafter due; to be protected against any retaliation by the landlord for exercising such statutory right; and to recover money damages from the landlord for any such retaliation;
    - f. a statement that the tenants may make payment to the Borough on account of nonpayment by the landlord only by check or money order drawn by the tenant to the order of the sewer system;
    - g. a telephone number at the Borough which a tenant may call for an explanation;
    - h. a statement that the information in the notice to tenants was also posted by the Borough in those common areas of the premises where it is likely to be seen by the affected tenants.
  - iv. that the landlord has not paid the amount due or made an arrangement to pay the amount;
  - v. that the landlord has not filed an unresolved petition with the Court disputing the right of the Borough to cause termination of the water service;
  - vi. that the tenants have not exercised their rights to continued service.

AND FURTHER PROVIDED that no occupant of said premises has produced a medical certification by a physician to be seriously ill or affected with a medical condition which will be aggravated by a cessation of water service or failure to restore water service, as provided for in 52 Pa. Code §§56.11156.118.

2. The Borough shall pay to the Water Company concurrently with the delivery of the written request mentioned in Section 1, above, the sum of Fifteen Dollars (\$15.00) to cover the Water Company's cost of shutting off the water supply to each premises listed in such request. The Borough shall also pay to the Water Company, upon its request therefore, an additional charge of Fifteen Dollars (\$15.00) to cover the Water Company's cost of restoring water service to each such premises. In the event that the actual cost incurred by the Water Company in discontinuing and restoring water service to any such premises is more than Thirty Dollars (\$30.00), the Borough shall remit the actual cost thereof to the Water Company based on time, material, transportation and other fixed charges. The fees fixed hereunder may be amended from time to time as agreed by the parties hereto.

3. The Borough shall pay to the Water Company the estimated loss of water revenues resulting from each shut-off made hereunder. Such estimated loss of water revenues shall be based upon the actual period of time during which the supply of water is shut-off in each instance and the average water revenue received by the Water Company for a like period of time during the year prior to such shut-off from the class of customer involved in each instance, as determined from the books and records of the Water Company. The estimated loss of revenue shall be billed by the Water Company to the Borough periodically at the same time as the Water Company would have billed the customer if the water had not been shut-off, and the Borough shall pay each such bill within thirty (30) days of receipt thereof.

4. The Water Company shall not be liable for any loss, damage or other claim asserted by the owner, person or corporation based on or arising out of the shutting off of such supply of water. The Borough shall indemnify and save harmless the Water Company, its agents, officers, servants or employees from any such loss, damage or other claim arising out of said activity pursuant to the terms of the Agreement. Notwithstanding the aforementioned language the Borough shall not be responsible for any loss, damage or claim asserted by said owner, person or corporation due to negligence on the part of the Water Company, its agents, officers, servants or employees, while performing any services for the Borough pursuant to this agreement.

5. If a dispute shall arise between the parties hereto regarding any of the provisions of this Agreement, such dispute may be submitted by either of the parties to the Pennsylvania Public Utility Commission whose decision, unless reversed on appeal, shall be final.

6. The Agreement may be terminated by either of the parties hereto by then (10) days written notice given to the other party at its principal place of business.

7. The Agreement shall become effective thirty (30) days after the Water Company has filed a copy thereof with the Pennsylvania Public Utility Commission or, in the event that the said Commission institutes an investigation, at such time as the said Commission grants its approval thereof.

8. The Water Company shall have the right to increase the above-referenced amount of Thirty Dollars (\$30.00) from time to time, in the event that the cost to the Water Company for performing the service hereunder increases, upon sixty (60) days' written notice to the Borough.

It is further understood and agreed that the aforesaid amount of Thirty Dollars (\$30.00) for the shutting off and restoring of water service under the provisions of this Agreement shall be automatically increased to coincide with the charges for shutting off water service and restoring water service contained in the Company's tariff as on file with and approved by the Pennsylvania Public Utility Commission from time to time,

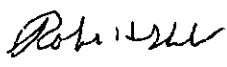
9. Notwithstanding the provision of the Agreement, it is understood and agreed by the parties hereto that the Water Company shall be required to comply with any existing regulations of the Pennsylvania Public Utility Commission relating to the notice before the termination, in addition to providing any notice that might otherwise be required under this contract or any applicable law or ordinance.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed and attested by their proper officers the day and year first above written.

ATTEST:


RAILROAD BOROUGH:

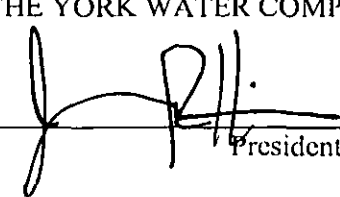
  
\_\_\_\_\_  
Secretary

BY:   
\_\_\_\_\_  
Chair

ATTEST:

THE YORK WATER COMPANY:

  
\_\_\_\_\_  
Secretary

BY:   
\_\_\_\_\_  
President

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MAR 19 2015

**ADDENDUM TO SHUT-OFF AGREEMENT** PA PUBLIC UTILITY COMMISSION  
SECRETARY'S BUREAU

1. This Addendum modifies and supplements the attached Shut-Off Agreement (the "Shut-Off Agreement").
2. The parties to the Shut-Off Agreement as modified and supplemented by this Addendum are: Railroad Borough (the "Borough") and The York Water Company (the "Water Company").
3. The parties agree that wherever there is any conflict between this Addendum and the Shut-Off Agreement, the provisions of this Addendum will control and the Shut-Off Agreement will be construed accordingly.
4. Notwithstanding any terms in the Shut-Off Agreement to the contrary, the Borough and the Water Company agree as follows:

a. Upon written request by the Borough specifying a premises in the Borough's service area with regard to which the rentals, rates and charges for sewer, sewage or sewage treatment service shall not have been paid for a period of at least thirty days' from the date thereof, the Water Company shall proceed to post for and shut-off the supply of water to such premises until it is advised in writing by the Borough that all such overdue rentals, rates and charges, together with any interest thereon, have been paid or the Borough directs otherwise.

b. The following fees apply to notice requirements relating to the shut-off of the supply of water as set forth in the Act of November 26, 1978, PL. 1255, No. 299, 68 P.S. Sections 399.1 et seq., for any premises other than a residential building for which the landlord is the party responsible for the payment of sewer service:

Provide ten (10) days written notice of the Borough's intention to request the Water Company shut-off the supply of water.	\$15.00
Post at the main entrance to the premises a three (3) days written notice of the Borough's intention to request the Water Company shut-off the supply of water.	\$15.00
Post at the main entrance to the premises a forty-eight (48) hours written notice of the Borough's intention to request the Water Company shut-off the supply of water.	\$15.00

c. The following fees apply to notice requirements relating to the shut-off of the supply of water as set forth in the Act of November 26, 1978, PL. 1255, No. 299, 68 P.S. Sections 399.1 et seq., for any residential building for which the landlord is responsible for the payment of sewer service:

Provide thirty seven (37) days written notice of the Borough's intention to request the Water Company shut-off the supply of water via certified and first class mail. \$25.00

Post at the main entrance to the premises a thirty (30) days written notice of the Borough's intention to request the Water Company shut-off the supply of water. \$15.00

Should tenant names be obtained during the posting of the thirty (30) days written notice, provide thirty (30) days written notice to tenants via first class mail of the Borough's intention to request the Water Company shut-off the supply of water. \$15.00

Post at the main entrance to the premises a three (3) days written notice of the Borough's intention to request the Water Company shut-off the supply of water. \$15.00

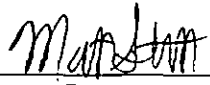
Should tenant names be obtained during the posting of the thirty (30) days written notice, provide a three (3) days written notice to tenants via first class mail of the Borough's intention to request the Water Company shut-off the supply of water. \$15.00

5. The Water Company shall have the right to increase the above-referenced fees from time to time, in the event that the cost to the Water Company for performing the service hereunder increases, upon sixty (60) days' written notice to the Borough.

6. The Water Company will invoice the Borough and the Borough will pay the mutually agreed upon fees within thirty (30) days of receipt of the notice. Fees associated with the Shut-Off Agreement shall be paid in accordance with paragraph 2 of the Shut-Off Agreement.

ATTEST:

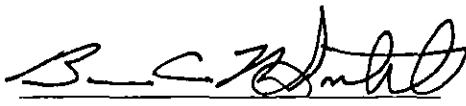
RAILROAD BOROUGH

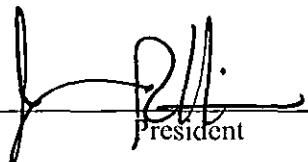
  
Secretary

BY:   
Chairman

ATTEST:

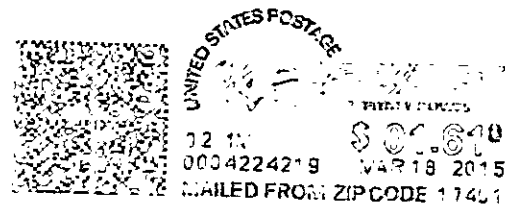
THE YORK WATER COMPANY

  
Secretary

BY:   
President



**THE YORK WATER COMPANY**  
**130 EAST MARKET STREET**  
**P. O. BOX 15089**  
**YORK, PA 17405-7089**



**Rosemary Chiavetta, Secretary**  
**Pennsylvania Public Utility Commission**  
**P. O. Box 3265**  
**Harrisburg, PA 17105-3265**