

## **How do I pay my Village utility bill?**

Village Hall hours are Monday through Thursday, 8 am to 4:30 pm and Friday, 7 am to 3:30 pm. Bill payments can be mailed, paid inside the Village Hall, placed in the drop box located on the north east corner of the building, thru the Village website via PSN and auto direct withdrawal. The billing cycle is monthly and are due on the 10<sup>th</sup> of the following month. A late penalty will be applied ten percent (10%) to all water, sewer and garbage balances after the 10<sup>th</sup> of the month. Penalties are compounded monthly to the past due balance owed.

If the utility bills are not paid within 20 days after the 10<sup>th</sup> of the month a disconnection notice will be mailed out. If the balance is still owing after the disconnect notice is due, the water will be disconnected and a disconnection charge of \$50 added to the account. Water will remain off until the balance on the account has been paid, including all outstanding bills, past due balances, current balances, penalties and turn off/on fees and an additional \$50 will be added to reinstate the service. Garbage only accounts that are not paid will receive an ordinance violation.