

City of Lebanon Authority Sewer & Water Billing Service Fees



Effective January 1, 2024

Initial Setup Fee

N.T.E. \$5,000 per municipality with existing sewer / water customers

N.T.E. \$10,000 per municipality for new sewer / water customers

These are “not to exceed” fees and will be billed based on CoLA staff time and charges from the billing software programmers to modify the software and set up the new accounts in the billing program, and attorney fees to prepare the municipal agreement. The fee will be summarized and billed to the municipality prior to the start of the billing services.

Billing & Collection \$4.00 per bill for first charge

Fee includes use of CoLA meter reads, or electronic meter data from another water company, or flat well consumption, or sewer master meter; minor account adjustments; bill preparation; bill stuffing; mailing; postage; paper; envelopes; delinquency notices; payment collection; deposits; monthly transfer of funds to municipality; monthly report to municipality of account reconciliations and delinquencies; adding and modifying property ownerships; billing software; computers; postage & stuffing machinery; administrative salaries; and miscellaneous overhead.

Billing & Collection \$3.40 per bill for second charge

Fee includes the same services as above for a second charge to be added to the same bills.

Late Fee 5% of balance past due

The late fee is charged on entire sewer or water charges balance that is past due. All late fees will be retained by CoLA for collecting past due balances on behalf of the municipality.