



AGENDA ITEM # 3.8

REPORT TO CITY COUNCIL

Report Prepared by: Jennifer Peterson

Date: June 4, 2019

Subject: Utility Service Credit

Report: On March 13 & 14, 2019, the Water/Sewer Department needed to thaw a frozen line for the Pequot Lakes School Garage at 4555 Engen Rd. The Water Department asked the School to run the water (freeze run) until further notice, however, they did not inform City Hall staff of this. The School was billed for the entire amount of water and sewer usage for both March and April. The total water usage above the minimum is \$108.67 and total sewer usage above the minimum is \$160.89.

Council Action Requested: Council motion to issue a utility service credit to the Pequot Lakes School Garage at 4555 Engen Road in the amount of \$269.56 for usage beyond the minimum water and sewer usage.