



AGENDA REPORT

New Haven, Michigan

Meeting Type

MEETING DATE: 10 February 2026

DEPARTMENT: Village President

DATE SUBMITTED: 4 February 2026

PREPARED BY: Brian Meissen

ITEM TITLE: Water Bill Late Fee Waiver Request

EXECUTIVE SUMMARY:

A resident in the Village recently had a late fee applied to the water bill due to the payment being received after the due date. The resident says they mailed the bill ahead of the due date, but it was not received by the Village until after the due date. Unfortunately, we do not have the envelope to be able to see when the bill was postmarked. She has asked for Council to vote whether or not to approve waiving the late fee from her water bill.

Per the Village ordinance, Chapter 495 Water and Sewers, Article V Water Supply System, 495-46 states, “Only the Village of New Haven Council has the Authority, by majority vote, to compromise, modify, negotiate or alter a fee under this article or may, at its discretion and by majority vote, designate a representative to do so on a case-by-case basis.”

To be fair and consistent, and on the advice of our Office Manager, I’ve always told residents that the Village President alone does not have the authority to waive late fees and it must come before the Council for a majority vote.

RECOMMENDED ACTION: Vote whether to waive the late fee.