



# *City of Stevenson*

*Leana Kinley, City Administrator*

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To: City Council  
From: Leana Kinley, City Administrator  
RE: Sheriff's Department Utility Billing  
Meeting Date: November 19, 2020

## **Executive Summary:**

The city installed a deduct meter on the Sheriff's Department account to remove the sewer use charges on water used for irrigating the courthouse lawn. When the account was transferred to the new software system, the new system incorrectly removed water and sewer usage charges. The total amount of water usage not billed is \$6,057.52.

## **Overview:**

The irrigation for the courthouse lawn runs off the Sheriff's Department building. This building houses the jail and is classified as a commercial customer. This means they are charged usage for sewer based on their water usage. They are also charged a BOD surcharge because they prepare food for the inmates. Since irrigation water does not end up in the sewer system, the city installed a meter to track the water used for irrigation. This amount was then subtracted from the sewer portion of the Sheriff's Department utility bill.

When we switched to the new financial software, the water used for irrigation was removed from the bill entirely, meaning the water usage was not billed as it should have been. This was recently caught and the billing corrected beginning in October. The amount of water usage from October 2019 through September 2020 adds up to \$6,057.52.

## **Action Needed:**

Motion to waive the back-billing of water usage for the Skamania County Sheriff's Office in the amount of \$6,057.52.