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**Instrument # 2023001266**  
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Index to: RESOLUTION

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## **BEFORE THE CITY COUNCIL FOR THE CITY OF ALBION, IDAHO**

### **RESOLUTION NO. 2023-05**

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF ALBION, IDAHO ADOPTING A UTILITY METER READING POLICY FOR ALL METERS ON THE CITY ELECTRICAL AND WATER SYSTEMS, AND SETTING AN EFFECTIVE DATE.**

**WHEREAS,** The City of Albion provides a city electrical and water system; and

**WHEREAS,** the City of Albion, Idaho has metered these systems to enable a fair process for accounting for the usage of electricity and water for those utilizing the electrical and water systems; and

**WHEREAS,** the majority of the City's meters are read manually; and

**WHEREAS,** the meter reader must be physically present at the meter to view and to read it; and

**WHEREAS,** sometimes access to meters can become obstructed; and

**WHEREAS,** sometimes billings on electrical and water usage must be estimated because meters cannot be read; and

**WHEREAS,** after deliberation upon the matter, the City Council determined it to be in the best interests of the City to set a Utility Meter Reading Policy to address obstructions and estimated billings.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of Albion, Idaho that:

A. The City hereby adopts the following as its Utility Meter Reading Policy, to-wit:

1. **Obstructions:**

Maintaining a clear and unobstructed access to the utility meter is necessary to allow City employees to effectively take regular meter readings, and when necessary, make repairs to the meter. Loose pets in the yard, parked cars, trailers, other equipment, and items such as bushes, trees, other plant material, or snow or debris that are placed over or around the utility meter can hinder City employees from performing their duties. Some items can also attract snakes, spiders, rodents, other pests, or wasps that can potentially pose a threat to both customers and City employees. To avoid estimated billings and to help City employees perform their jobs, please keep your utility meters safely accessible at all times.

2. **Estimated Billings:**

When the City is unable to read a utility meter, normally due to obstructions, an estimated billing will be generated based on prior usage at the location, if such exists. Estimated billings for meters that are not able to be read, for any reason, will have a message similar to the following printed on their monthly billing: "UNABLE TO READ METER, AMOUNT BILLED IS AN ESTIMATE BASED UPON PRIOR USAGE".

3. **Valid Billings; Adjustments:**

The City staff is authorized to issue estimated billings when reliable meter reading information is not available. Receiving an estimated billing is not justification for avoiding payment. Estimated charges are valid billings and are generally based upon good historical consumption information. Estimated billings are subject to adjustment once an actual meter reading can be obtained.

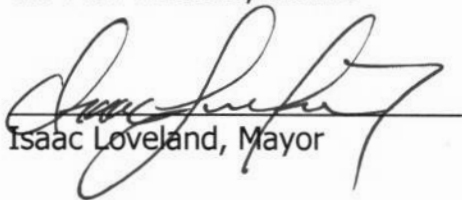
B. In the event of any conflict of this policy with federal or state law, federal or state law will take precedence and be the controlling authority in the matter.

C. This Resolution No. 2023-05 shall be of full force and effect upon its approval by the City Council and execution by the Mayor and Clerk for the City of Albion.

Passed by the Albion City Council this 2<sup>nd</sup> day of May, 2023.

Approved by the Mayor on the 2<sup>nd</sup> day of May, 2023.

CITY OF ALBION, IDAHO

  
Isaac Loveland, Mayor

ATTEST:

  
Linda Hutchison, City Clerk

## **UTILITY METER READING POLICY (Electric and Water):**

A majority of the City of Albion's meters are read manually. The meter reader must be physically present at the meter to view and read it.

### **Obstructions:**

Maintaining a clear and unobstructed access to the utility meter is necessary to allow City staff to effectively take regular meter readings, and when necessary, make repairs to the meter. Loose pets in the yard, parked cars or trailers, and items such as bushes, trees and other plant material that are placed over or around the utility meter can hinder staff from performing their duties. Some items can also attract snakes, spiders, rodents and wasps that can potentially pose a threat to both customers and City employees. To avoid estimated bills and to help City employees do their job, please keep your utility meters safely accessible at all times.

### **Estimated Bills:**

When the City is unable to read a utility meter, normally due to obstructions, an estimated bill will be generated based on prior usage at the location, if such exists. Estimate bills for meters that are unable to be read will have a message, similar to the following, printed on their bill: "UNABLE TO READ METER, ESTIMATED BASED ON PRIOR USAGE".

The City staff is authorized to issue estimated bills when reliable reading information is not available. Receiving an estimated bill is not justification for avoiding payment. Estimated charges are valid bills based upon good historical consumption information. Estimated bills are subject to adjustment once a meter reading can be obtained.