

**STAY UP TO DATE with VILLAGE INFORMATION (utilities, maintenance, weather, etc)**  
**Sign up by Texting ARCANUM to 99411 or call Village Office 692-8500**

**\*\*\*Failure to receive a billing statement from the postal service/email does not excuse an account holder from the obligation to pay\*\*\***

**PAYMENT INFORMATION:**

Payment in full must be **received before** the opening of business which is 8:00 am, on the "first business day after the due date—15<sup>th</sup> of each month to avoid additional charges (10% penalty) on all services.

Payments may be made by credit card or ECheck online at [www.villageofarcanum.com](http://www.villageofarcanum.com) or by calling 844-321-9521 (fee applies), in person or the night depository (309 S. Albright St.) using check, cash, or money order or by mail. Mail payments to: **Arcanum Water & Light P.O. Box 398 Arcanum, OH.** **Payments made online after 8:00 am on the 16<sup>th</sup> (or first business day after the 15<sup>th</sup>) will be considered late and a 10% penalty will be added.**

If you have online banking with your financial institution, you may also make payment arrangements online using your bank's website. Allow at least five to seven (5-7) business days for processing when mailing or requesting an online payment from a financial institution. ACH is available by signing up in our office, free of charge. All ACH payments will be deducted on the **10<sup>th</sup> of the month or first business day following**.

Payments may be made in person on weekdays from 8:00 AM to 4:30 PM at the Village Offices located at 309 S. Albright St. Our office remains open through the lunch hour. We are closed all day on Saturday, Sunday & Holidays. (For your convenience, there is an after-hours depository located at **309 S. Albright St. Payments will be accepted in the night depository until 8:00 am on the 16<sup>th</sup>. If payments are received after doors are unlocked on the 16<sup>th</sup> day of the month or the first business day following a weekend/holiday there will be a 10% penalty added to the account.**

**The entire account balance must be paid no later than (7) days from the due date. If an unpaid balance remains on the account, termination of electric service(s) will take place on the 23<sup>rd</sup> (if no electric service the water will be disconnected). Should the 23rd fall on a Weekend or Holiday, electric termination will take place on the 1<sup>st</sup> business day following the weekend/holiday. Payments will be accepted in the night depository or online until 8:00 am on the 23<sup>rd</sup>. If payments are received after doors are unlocked on the 23<sup>rd</sup> day of the month or the first business day following a weekend/holiday a \$50.00 administrative fee will be assessed to the customer. Once disconnected for non-payment, service will not be restored until all past due balances and fees have been paid. If payment is still not received by the 30<sup>th</sup> of the month, water will also be disconnected.**

**BILLING OR SERVICE INQUIRIES:**

To speak with the Utility Clerk to resolve any billing and service concerns, call **937-692-8500** between 8:00 AM and 4:30 PM, Monday through Friday (office will remain open through the lunch hour). Visit during those same hours, or write us at [utilityclerk@villageofarcanum.com](mailto:utilityclerk@villageofarcanum.com) or 309 S. Albright St. P.O. Box 398 Arcanum, OH 45304.

**For service assistance or emergencies between the hours of 7 AM and 4 PM, contact the plant's automated system at 937-692-8101. For after-hours emergencies, contact the plant superintendent at 937-459-6017. Emergency water disconnect or reconnect will be assessed a \$100.00 per trip fee.**

**RETURNED CHECK:**

The fee for returned checks, EFT, Debit received by the Village Utility Department and the Village Tax Department shall be \$30.00 for checks issued for less than or equal to \$300.00, and 10% of the amount of the check for payments issued for over \$300.00.

If a check received by the Utility Department is returned for insufficient funds, the customer will be served with a notice stating that said check has been returned. Said notice will be served upon the customer by the Village Police Department personally. The customer will have forty-eight (48) hours from the receipt of said notice to present payment, including the fee assessed for the returned check, or they will be disconnected in accordance with the Village Utility Regulations. Checks, EFT, Debit will no longer be accepted from the customer, they will be returned as non-payment.

**EXPLANATION OF BILL LANGUAGE:**

Your bill may be for more than one service. Charges are listed by service for your convenience. The "Total Due" is the total account balance

**Electric** is reported in kilowatt hours and is read on a monthly basis. **Electric bill calculation information:** KWH Distribution—Residential = \$.03305 inside/outside \$.03714; Commercial = \$.03838 inside/outside \$.03852; Industrial = \$.03333. State of Ohio KWH Tax: First 2,000 = .00465; Next 13,000 = .00419; All over 15,000 = .00363. Meter inspection fee: \$1.00. Residential Electric Customer Charge: \$12.00 inside/outside \$14.00, Commercial Customer Charge = \$20.00 inside/outside \$22.00; Industrial = \$70.00; Generation Charge and PCA (power cost adjustment) located on front of bill under account messages (PCA possible fluctuation every six months, Generation Charge possible fluctuation every 2-5 years)

**Water and sewer** are reported in cubic feet and read on a monthly basis. (1 cubic foot is equal to 7.48 gallons of water.) Water & sewer readings are gathered on a monthly basis. 5/8 meter base fee inside residential water \$18.50 and \$26.67 for sewer. 5/8 meter base fee outside residential water \$38.00 & sewer is \$56.67, per rate table. Water Cubic feet charge is \$.0282/cf. Sewer is tiered: 167-333 cf is \$.0650/cf, 334 & up is \$.0450/cf. (Copies of rate table are available at the utility office, larger meter size are at different base fee.) Meter Surcharge fee: \$1.00. Automated Sewer Plant Charges = Sewer Debt Reduction Charge: \$17.00. Operations and Maintenance: \$5.00

Charges for garbage are calculated according to contract with Rumpke, the Village's garbage service provider (800-828-8171).

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**TAMPERING WITH UTILITY EQUIPMENT CONSTITUTES A THEFT OFFENSE** under Ohio Revised Code Section 4933.18, which could result in the imposition of criminal sanctions. This applies to reconnection of water or electric service disconnected by the Village of Arcanum as well as to actions to damage or by-pass a meter, conduit or attachment with the intent to impede the reading or accurate registration of the meter.

(Reference: Ordinances 1995-38, 2007-07, 2008-32, 2014-22, 2015-40, 2015-61, 2016-42, 2016-43, 2017-24, 2017-25, 2017-68, 2018-19, 2020-28 & 29, 2021-19, 2021-22, 2021-24, 2022-16, 2022-50, 2023-34) (Solar information located in Ord. 2023-34)