

# **Douglas Water and Sewer**

## **Policies and Procedures**

### **Water Theft Policy**

**Policy no: 045.001**

#### **Purpose:**

The purpose of this policy is to protect against the theft of water from the Town's distribution system.

#### **Policy:**

1. Upon complaint of possible water theft the Douglas Water Department shall investigate and file a formal report with the System Manager's Office. Any jumper or other device used to illegally remove water from the town system will be confiscated.
2. Based upon the report the Systems Manager shall begin a formal assessment to determine if damages have resulted based on the theft of water.
3. Fines for tampering with a meter or theft of water will be assessed as follows:
  - \* First Offense \$500.00
  - \* Second Offense \$1,000.00
  - \* Third and Subsequent Offense \$2,000.00
4. In addition to the fines for tampering, the offender will be billed for all water estimated by the System Manager's to have been potentially withdrawn from the Town system. Both water and sewer usage will be calculated in determining the estimated. Any staff time utilized in investigating the incident will also be incorporated into the estimate.
5. The Town may pursue criminal charges where warranted in addition to fines and actual cost associated with the theft.
6. The Water and Sewer Commission upon reviewing an investigation of water theft may determine to withdraw water service to an offending contractor after repeated violations or a threat to public health or safety.
7. Appeals can be made to the Board of Water Sewer Commissioners.