

## Annual Utility Pmt Arrangement Notice for Military Personnel

**ANNUAL NOTICE -- For Military Personnel Minn.  
Stat. § 325E.028.**

Minnesota law requires that customers and utilities make utility payment arrangements for military service personnel in the following situation. If a member of a household has been issued orders into active duty, deployment, or change in duty station and the residential customer meets specific income criteria, the City of Waite Park must not disconnect the water utility service of that qualifying residential customer due to nonpayment.

An application for a utility payment agreement must include copies of income statements and proof of military orders as described in the law. The City of Waite Park may shut off utility service for nonpayment if an application does not include the required copies of income statements and proof of military orders as required by Minn. Stat. § 325E.028.

If you would like a copy of this law, please contact Margie Wolf, Utility Clerk at (320)229-3683.

## Medication Drop Box

Waite Park Police Department has a drop box available for unwanted medications. There is no need to remove the pills from the bottle or remove the labels. Medication drop boxes are available for residents to safely dispose of their unused/unwanted medications.

This proper disposal process incinerates the medications rather than having them flushed or dumped in landfills, which both end up contaminating the ground water supply. Disposing of medications also keeps them out of the hands of people who may abuse these drugs.

## Safe Disposal of Syringes

The Stearns County Household Hazardous Waste Facility now accepts sharps from **residential households** in Stearns, Sherburne, Benton, and Mille Lacs Counties. **No business waste will be accepted.**

- Place the “sharps” in a rigid puncture-resistant plastic container with a screw-on lid. (e.g. Laundry Detergent Bottle, Laundry Softener Bottle, or Sharps Container)
- Seal container with heavy tape (e.g. Duct Tape) and label it “**Do Not Recycle Household Sharps**”
- Inform staff at site that you have Sharps to drop off and you will place your container into the drop-off bin.
- Sharps **will not** be accepted if not in a rigid, puncture-resistant plastic container with a screw-on lid.
- Loose Sharps are NOT accepted.



Unused medications are NOT accepted at the HHW Facility. All unused medications should be taken to a medication drop-box. One is located at Waite Park City Hall.

Household Sharps are NOT accepted at Mobile HHW Collections.

The Stearns County Household Hazardous Waste Facility is located west of Fleet Farm in Waite Park, at 3601 5<sup>th</sup> St S. Watch for the HHW signs.

Phone: 800-450-6140 or 320-257-8605

Mon-Fri 8 a.m.-4:15 p.m. and each 1<sup>st</sup> & 3<sup>rd</sup> Sat of the month 8 a.m.-12 p.m.

## Utility Bill Payment Due Date/Time

We have been offering multiple ways for you to pay your utility bill since November of 2018. Because you are able to pay your utility bill online, and over the phone, 24 hours a day / 7 days a week, we have been strictly enforcing our due date and time.

**Utility bill payments are always due no later than 4:30 PM on the 15th of the following months: February, May, August and November.**

If the 15th falls on a weekend, then the due date is the next business day.

The locked drop box available at city hall will be emptied at 4:30 PM on the due date.

If we do not receive your payment before 4:30 PM on the due date, regardless of the method of payment used, it will be considered late and a 15% penalty will be assessed.

**If you use an Online Bill Pay feature on your bank's website, you MUST allow 7–10 business days for your payment to reach us.** When you use this method of payment, a physical check is printed at a payment processing facility located out-of-state and it is then mailed to us. It is NOT an electronic payment that is received by us immediately. The payment amount may be deducted from your bank account, but that does not mean that we have received the check.

**If you need to make a last minute payment, you can do so by phone:**

**PSN—Payment Service Network  
1-877-885-7968**

**Or, by using the link on the front page of the city website: [www.ci.waitepark.mn.us](http://www.ci.waitepark.mn.us)**

**Or, by using the “PSN Payments” App**



## City Newsletter 4th Quarter 2020



(320)252-6822

[www.ci.waitepark.mn.us](http://www.ci.waitepark.mn.us)

# 4th Quarter 2020

## Animal License Renewal

All dogs and cats owned or harbored within the City of Waite Park must be licensed with the city.

The new tags for Animal Licenses for the calendar year 2021 are now available at City Hall!

Cost is \$10.00 per license.

Current rabies vaccination records must be presented at the time of purchase.

License renewals are due no later than Tuesday, February 16, 2021. Penalties will be applied after this due date.

Each licensed cat or dog is required to wear the issued license tag on a collar. Please remember, it is unlawful for animals to be permitted to run at large.



## Parking Restrictions

No parking is allowed between the hours of 2:00 A.M. and 7:00 A.M. on any city street beginning November 1st to April 1st.



This allows the snowplows the ability to plow the entire street, curb to curb, without any obstacles.

Parking is never allowed in alleys or on boulevards.

Any vehicle parked illegally will be ticketed and/or towed.

## Sidewalk Snow Removal

Property owners are required to clear sidewalks of snow and ice by noon of each day. If the owner fails to do so, the city will remove the snow or ice and the owner will be charged for the service.

**It is unlawful to blow snow into a street or alley.**

## Adopt a Fire Hydrant



When clearing your sidewalks of snow, please take the time to clear the snow around any fire hydrant on your property or in your vicinity.

## Brush Pick-up

The last Brush Pick-Up for the year will be from October 26th-30th. Place your tree branches and brush from bushes/hedges near your regular refuse pickup site by 7:00 a.m. on Monday of this week. City Public Works employees will attempt to complete the pickup during the scheduled week, but the schedule may be pushed back due to their workload or weather conditions. Please keep in mind, this is not a tree removal service. Large volumes of branches, or large tree limbs and tree trunks will not be picked up.

## Christmas Tree Pick-Up

The Christmas Tree Pick-Up in January 2021 will be the week of January 11th-15th.



This pick-up is for the recycling of live Christmas trees. Please remove all decorations, including lights, tinsel and ornament hooks. Place your tree at your regular refuse pickup location, by 7:00 A.M on Monday of this week. The city will attempt to pick up the trees during the scheduled week, but weather conditions may cause a delay.

## Direct Payment Withdrawal

### Dates for 2021

If you have enrolled in the Direct Payment Plan for your water/sewer utility bills, the withdrawal dates for 2021 will be on the following dates:

February 5, 2021  
May 7, 2021  
August 6, 2021  
November 5, 2021

## City Observed Holidays

City offices will be closed the following dates:

November 11 — Veterans Day  
November 26 — Thanksgiving Day  
December 24 — Christmas Eve  
December 25 — Christmas Day  
January 1 — New Year's Day  
January 18 — Martin Luther King, Jr. Day

## Snowbirds



Are you a Snowbird planning to head south for the winter? Please call City Hall at 252-6822 to let us know. We can suspend your garbage/recycling service, and you can request extra police patrolling in your area, while you're gone.