



# TOWN OF HAVANA

## Policy Manual

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**Policy Name:** Damage to Town of Havana Property/Infrastructure  
**Unit / Area:** Utilities  
**Effective Date:** 4/1/2023  
**Prior Rev. Date:** New

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**Purpose:**

To ensure Town of Havana is compensated for any and all damage to Town property.

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**Policy:**

All meters, meter boxes, service connections, and other equipment furnished by the Town of Havana shall be, and remain, the property of the Town of Havana. Havana Utility Customers shall provide space for and exercise proper care to protect the property of the Town of Havana on its premises. In the event of loss or damage to the Town of Havana's property arising from neglect of the Utility Customer to care for same, the cost of the necessary repairs or replacements shall be paid by the Utility Customer. All other damage to the Town of Havana's property, including damage related to meter tampering or other deliberate actions, shall also be the responsibility and cost of the Utility Customer, unless the Utility Customer notifies the Town within 48 hours of discovering any such damage.

Any person or business who otherwise causes loss or damage to Town of Havana property shall reimburse the Town for the cost of the all repairs or replacements of that property.

 3/28/23  
Kendrah Wilkerson, Town Manager      Date

 03/28/23  
Janice Hart, Mayor      Date

This policy was approved in open council meeting on March 28, 2023)