

**CITY OF BROWNTON**  
**APPLICATION FOR UTILITY SERVICE**

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Applicant & Co-Applicant \_\_\_\_\_

DRIVERS LICENSE # \_\_\_\_\_ Employer: \_\_\_\_\_

LOCATION ADDRESS \_\_\_\_\_ P.O. BOX \_\_\_\_\_

HOME PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_

OWN  or RENT : Landlord Ph# \_\_\_\_\_ **Date Utility Service To Begin** \_\_\_\_\_

Landlord Name, Address, PH# \_\_\_\_\_

GARBAGE CONTAINER SIZE:  35gal.  65gal.  95gal.  N/A

**City of Brownton Utility Billing Policy\* full policy is on the City of Brownton Website**

The City provides the following services for its residents: electric, water, natural gas, sewer, garbage and such other municipal services as the city may provide from time to time.

Electrical/Water/Natural Gas meters will be read on or about the 1st of each month. Bills will be calculated and mailed out on or before the 10<sup>th</sup> of each month.

All bills for services and utilities are payable by the 25<sup>th</sup> day of the following month after which they are subject to a 10% penalty. Utility bills are considered delinquent on the 26<sup>th</sup> of the month and subject to a notice of disconnection at that time. Notice of disconnection shall be subject to an administrative fee of \$25.00. Said fee to be added to utility account. If service is disconnected, there will be a \$250.00 reconnection charge due before service is restored. These charges may change from time to time by City Council resolution.

A Utility deposit is required for any tenant of a rental property; \$250.00 Deposit for Electric, \$250.00 Deposit for Natural Gas and/or a water deposit in the amount of \$50.00, maximum deposit amount of \$500.00. Payment of the deposit is required before the utility account will be put in the name of the tenant. This deposit will be held until account is closed. The deposit, including interest, shall be applied to the final bill.

*\*Utility Policy, Fee schedule and other miscellaneous info is on City of Brownton's website.*

**ACKNOWLEDGMENT**

I hereby certify that the above information is, to the best of my knowledge, complete and accurate. I have read the Utility Billing Policy and agree to abide by the terms and conditions for utility service, as adopted or amended by the governing body of the City of Brownton, including prompt payment of all bills for utility services.

Initial that you have read the Natural Gas Awareness letter on back side of this page.

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

|                         |                  |
|-------------------------|------------------|
| Natural Gas Read: _____ | Office Use Only: |
| Water Read: _____       |                  |
| Electric Read: _____    |                  |

|  |                  |
|--|------------------|
| <b>Deposit required for Rentals only</b> |                  |
| Utility Deposit info:                    | Amt. Paid & Date |
| Electric/Natural Gas:                    | _____            |
| Water:                                   | _____            |
| Total:                                   | _____            |

# City of Brownton

P.O. Box 238  
335 3rd Street South  
Brownton, Minnesota 55312  
320-328-5318

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Dear Natural Gas Customer:

You are receiving this notice because our records indicate that you may have a natural gas line running underground from your gas meter to a structure or a gas burning appliance. As your natural gas distributor, Brownton Municipal Natural Gas, in accordance with federal regulations, is required to make you aware of certain recommendations regarding your underground natural gas piping.

Hutchinson Utilities Commission operates our natural gas distribution system with an emphasis on safety. We are required to design, operate, and maintain our underground natural gas pipeline system in accordance with prescribed federal safety standards. Hutchinson Utilities Commission does not maintain the gas piping downstream of the gas meter. This is the responsibility of the customer who owns that piping. If the buried pipe is not properly maintained, it may be subject to corrosion (if the piping is metallic) and/or leakage.

To ensure the continued safe and reliable operation of these lines, the buried piping should be checked periodically. You (or the building owner) are advised to contact a licensed plumber or heating contractor to assist you in locating and inspecting your buried gas piping. If any unsafe condition is discovered, repairs should be made as soon as possible. The Yellow Pages are an excellent source for listing of licensed plumbers and heating contractors.

If we can answer any questions regarding this notice, please give us a call at 320-587-4746. (You may disregard this notice if you do not have buried piping beyond the gas meter.)

## CALL BEFORE YOU DIG

Should you plan to dig around buried gas piping, the piping should be located in advance and all digging should be carefully done by hand in the vicinity of the pipe. It is always a good idea to contact Gopher State One Call at least two (2) days in advance of digging in order that all utility-owned buried pipe and cable may be located. This is a free service.

Sincerely,  
*Lori Cacka*  
Lori Cacka  
Clerk/Treasurer<sup>1</sup>

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<sup>1</sup> Rev. 09/13/2019