



125 N Main Ave | Hartford, SD 57033  
605.528.6187  
www.hartfordsd.us

**Water/Sewer Bills:**

The City reads water meters around the 25<sup>th</sup> day of each month with bills mailed at the end of each month. Payment of water/sewer bills are due no later than the 15<sup>th</sup>.

**Note:**

- If the 15<sup>th</sup> falls on a weekend, any payments placed in the outside drop-box must be received before 8am the next business day.
- If mailing payment, it must be received in our office by the 15<sup>th</sup>. The postmark date will not apply.
- If using bill pay through your bank, allow ample mailing time to be received in our office by the 15<sup>th</sup>.
- The City is not responsible for payments lost or detained in the mail.
- A \$20 late fee will be applied to payments received after the 15<sup>th</sup>. **The City does not remove late fees.**

**Payments Options:**

- \* The City accepts cash, money orders, checks, automatic payment, and credit/debit cards.
- \* You can mail, make payments on-line or drop off payments inside city hall or in the outside drop-box.
- \* A convenience fee applies to credit/debit card payments. Visit our website @ [www.hartfordsd.us](http://www.hartfordsd.us) and click on the Pay Bills Online option under the Quick Links section.

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**OTHER INFORMATION:**

**Newsletter:**

Read or subscribe to the City’s monthly newsletter @ [www.hartfordsd.us](http://www.hartfordsd.us). Copies are also available at City Hall.

**Flat Work Permit:** Flat work permits are required for any flat work being done. The fee is based on the type of work, please stop by City Hall to pick up the permit and pay the applicable fee.

**Fence/Shed Permits:** Fence and Shed permits are required before installing. If you are planning to erect a fence or shed, please stop by City Hall to pick up a \$20 permit and a copy of the regulations. If the shed is over 120 square feet, you will need a building permit.

**Pets:** All dogs and cats within city limits must be licensed with the city every year. A copy of the rabies vaccination plus a fee of \$10 (unneutered) or \$5 (neutered) is required. The license is good for 1 year from the date it is issued.

**Snow Policy:** In the event of the forecast or actual accumulation of new snowfall or blowing snow of 2 or more inches, it shall be unlawful for the owner of a vehicle, trailer, camper, boat or other equipment to remain parked on any public street or alley or right-of-way until they have been plowed. Violators will be ticketed and/or towed. The ticket fine is \$75 if paid within 72 hours.

**No Parking:** All parking must be upon hard surfaces. It is against city ordinance to park cars, trailers, boats, campers, etc. upon grassy areas of your property.

**City Hall hours are: Mon – Thurs 7:30am to 5:30pm Fri – 8:00am to Noon**