

RESIDENTIAL APPLICATION FOR SERVICES - Page 1

EFFECTIVE DATE: _____

SERVICE ADDRESS: _____

DO YOU: OWN RENT LEASE THE PROPERTY? (*CIRCLE ONE*)

NAME: _____ SS#: _____

SPOUSE'S NAME: _____ SS#: _____

MAILING ADDRESS: _____

TELEPHONE NUMBER(S): CELL: _____ CELL: _____

EMAIL ADDRESS: _____

PREVIOUS ADDRESS: _____

PRESENT EMPLOYER NAME & TELEPHONE NUMBER:

SPOUSE'S EMPLOYER NAME & TELEPHONE NUMBER:

IF YOU RENT/LEASE, PLEASE PROVIDE OWNER'S OR LANDLORD'S

NAME: _____ TELEPHONE NUMBER: _____

ADDRESS: _____

Customer acknowledges receipt of attachments and Gas Notification #1

CUSTOMER SIGNATURE

SPOUSE'S SIGNATURE

DO NOT WRITE BELOW THIS LINE

SERVICES PROVIDED TO THIS ADDRESS:

___ Gas ___ Sewer ___ Trash

KPWA OFFICE SIGNATURE

DEPOSIT REQUIREMENT: \$100.00 DATE: _____

Deposit: \$ 80.00

Administrative Fee: \$ 20.00 (non-refundable)

GRAND TOTAL PAID: _____

ACCOUNT #: _____ (KPWA will assign)

APPLICATION FOR SERVICES - Page 2

By signing Page 1 of the Application, you have agreed to the following terms:

- 1) I agree to pay for services furnished at the rates as set forth by Kiefer Public Works Authority, and to settle all accounts monthly by mailing or delivering payment for the same to: Kiefer Public Works Authority, P. O. Box 369, Kiefer, OK 74041-0369 on the due date thereof. Failure to pay by the 20th of each month will result in a 10% penalty added to this account. When notice is received that the previous month's balance was not paid; this must be paid by the notice date or service will be discontinued and additional charges may be incurred.
- 2) I agree to have the premises so plumbed that the meters can be set in a convenient place for reading, inspection, and protection of the weather, if possible. It being understood and agreed that the meters are set in accordance with the contract, and will be/remain the property of, and under control of Kiefer Public Works Authority at all times. Permission is hereby granted the employees, or agents of said Authority, to go upon the premises covered by this contract at any time to read, examine, or remove said meters.
- 3) The undersigned agrees and warrants that the premises to be supplied with gas will be properly plumbed and free from any leaks, and the undersigned agrees to keep the same in a safe condition and hereby assumes all risk of accident or damages to persons or property in the use of services hereby contracted for. The undersigned specifically relieves and releases Kiefer Public Works Authority from any liability on account of injury to person or property occasioned by the use of gas. In this connection, it is specifically understood that the gas to be sold hereunder is furnished by Kiefer Public Works Authority, but said Authority is not in any manner liable to the applicant, therefore, or from damages resulting from the use thereof, and does not warrant or guarantee said as, the supply thereof, or service to the applicant.
- 4) I understand that this application and contract is not transferable to another person, and may not be transferred to, and used, in another location in the servicing area by the party signing the contract. Application for such transfer must be requested for consideration and approval by Authority personnel.
- 5) I agree that I will not, nor will I permit, any connection to the service pipe or any connection to the main line, between the line of Kiefer Public Works Authority and the meter. Should any pipe be so connected, or any gas used on the premises without passing through the meters, I hereby agree to pay for all gas estimated to be used. In addition, I agree to pay all violation and/or service fees charged.
- 6) During my occupancy of the premises, that I will not attach, or permit anyone else to attach, the plumbing of the line to any other gas company while connected to the line of Kiefer Public Works Authority.
- 7) I agree to abide by all the rules and regulations for Kiefer Public Works Authority.
- 8) It is understood that this agreement and the right to purchase gas covers service to only the dwelling or business listed. Additional dwelling houses or businesses require separate gas meters and contracts.

Town of Kiefer



P.O. Box 369, Kiefer, OK 74041-0369

918-321-5925

WELCOME TO KIEFER, OKLAHOMA!

The Town of Kiefer is governed by a five-person Board of Trustees - Mayor Steve Capehart, Trustee Gary Hudson, Trustee Wendy Murray, Trustee Brian Welker and Trustee Amanda Weber. The Town Administrator is Melanie Grove who manages the daily operations of the Town. The Board of Trustees meets monthly on the third Wednesday of every month starting at 6:00 p.m. at the Kiefer Municipal Building, 401 East Indiana, Kiefer.

The Town of Kiefer has **PLANNING AND ZONING ORDINANCES, SUB-DIVISION REGULATIONS AS WELL AS ENGINEERING DESIGN CRITERIA**. Building permits and inspections are required. Apply at the Kiefer Municipal Building at 401 East Indiana, Kiefer.

Kiefer Municipal Court is held on the second Tuesday of each month at 5:30 p.m. at the Kiefer Municipal Building, 401 East Indiana, Kiefer.

Kiefer Senior Citizens presently meet every Tuesday morning from 9:30 a.m. to 1 p.m. at the Kiefer Municipal Building, 401 East Indiana, Kiefer. Bingo is played first with prizes at 10 a.m.(no fee) and then lunch is served upon completion of bingo (donation).

Kiefer Municipal Building has a Community Room that is available to rent. Call Kiefer City Hall for more information.

Kiefer Public Works Authority provides gas, sewer and trash services for areas inside our Town limits. Melony Rector is the KPWA Clerk, and our employees - Fred Fuss and Nicholas Fuss are OCC Qualified and DEQ licensed for proper installation and maintenance of our systems. **All new residents must open an account with KPWA for services.**

Creek County Rural Water District #2 provides water service for our residences. 918-299-4448.

OG&E is the electric provider for our town.

Kiefer Police Department is located at 416 East Indiana and provides 24-hour police service within our Town limits. Chief O'Mara has three full-time CLEET certified officers as well as several reserve officers that make Kiefer one of the safest Towns in Oklahoma. Police are dispatched through the Creek County Sheriff's office by dialing 911. Non-emergency calls can dial 918-321-5992. Our Police Officers are usually patrolling our streets and can only be reached through Creek County Dispatch.

Kiefer Fire Department is located at 315 East Indiana and 233 North Main. It provides both fire and first responder services within our Town limits and the surrounding area. Our Fire Department is a volunteer department with an ISO rating of 4. Fire Chief Blankenship employs an Assistant Chief Pilgrim, as well as several Fireman Class I certified firemen with several being EMT and First Responder Certified. The Fire Department is also dispatched through the Creek County Sheriff's Department by dialing 911 and non-emergency calls can be made by dialing 918-321-9157.

TOWN OF KIEFER

401 East Indiana Avenue, P.O. Box 369 Kiefer, OK 74041
918-321-5925, fax: 918-321-9878

March 1, 2020

Hi, my name is Melanie Grove. I am The Town Administrator for the Town of Kiefer. There are some things that I would like to share with you that might be 'useful information'.

Every citizen is allowed to have two yard sales per calendar year. You do need to complete a permit for this at City Hall, but there is no charge.

A reminder that if you have any dogs, they must be licensed at Kiefer City Hall. I put a note about this on the KPWA utility bills at least twice a year, but thought I would do a reminder with this notice. Each household is allowed to have up to three dogs in our city limits. It is fairly simple to license your dog(s) with us. We need you to bring proof of rabies from your vet to city hall for each dog you license. There is a \$6 licensing fee per dog. This will get you a tag from us with a number on it. This helps us to get your dog back to you if it ever gets out and it has this tag on its collar.

All properties in the Kiefer city limits are required to have identifying numbers either at the curb or on the home itself. These numbers must be at least 2" in height. This is for emergency services to be able to locate your property.

Kiefer Public Works Authority has the option for customers to allow direct auto draft from their bank account for payment of your utility bill each month. The form is attached that you will need to complete in order to get this service started. There is no fee for this service.

We have control burn permits at city hall to be completed if you are going to be burning brush. Brush, branches and leaves are the only things you are permitted to burn in our city limits. If you are going to be doing a control burn, you need to come by city hall and complete a control burn permit. Burning can only be done on days when the wind is low and when there is no burn ban in effect. There is no fee for this permit.

There are times that you are required to have a building permit if you are making changes to your property. Some of these include: storm shelter, carport, storage shed, electrical, plumbing or mechanical work, additions to home, swimming pool, etc. If you are going to be doing some sort of addition or change to your property, please give us a call at City Hall. We will be more than happy to answer any questions you may have.

We are very fortunate to have twice a week trash service, most towns/cities only have once a week trash pickup - which does cost more than our service. Please remember to bag all trash before placing in the polycart provided. If you have excess trash that needs picked up, just give us a call and we can arrange this for you for an additional fee.

Creek County Ambulance offers an annual contract for service. *THIS IS NOT RELATED TO THE TOWN OF KIEFER IN ANY WAY.* If you have any questions with reference to this service, please contact them directly at 918-227-4111.

Thank you for taking the time to read this letter. If you ever have any questions or concerns, please feel free to call me or come by to see me.

Respectfully,



M. Grove
Town Administrator

You May Be Surprised

Did you know that the maintenance of buried customer owned gas lines is the responsibility of the homeowner or business owner? Customer owned lines (often called yard lines) run underground from your gas meter into your home or business. Kiefer Public Works Authority is responsible for maintaining the line up to the gas meter.

If your gas meter sits next to your home or business (as in Figure A), you probably do not have any underground piping.

However, if your meter is at any other location (as in Figure B), you are responsible for the maintenance of the piping that runs from the meter to your home/business. In some cases, this piping may not be protected from corrosion, and corrosion can weaken or destroy meters. Buried piping should be periodically inspected for corrosion and leakage. Any adverse conditions that are discovered should be repaired.

Contact your local "operator qualified" plumber to assist you in locating, inspecting and repairing your buried piping.

Call Kiefer Public Works at
918-321-5925 for information

If you are a tenant, contact your landlord with questions.

REMINDER: Before excavating near buried piping, you need to call Oklahoma One Call System at 1-800-522-6543(or 811) to have lines located in advance.....

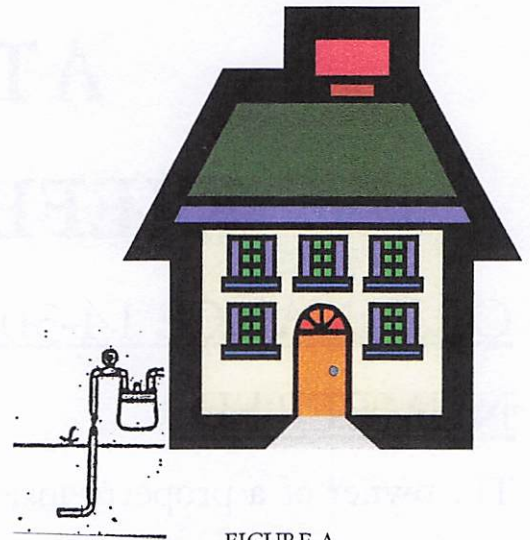


FIGURE A

CONTACT
KIEFER PUBLIC WORKS AUTHORITY
918-321-5925
OR
918-851-9001

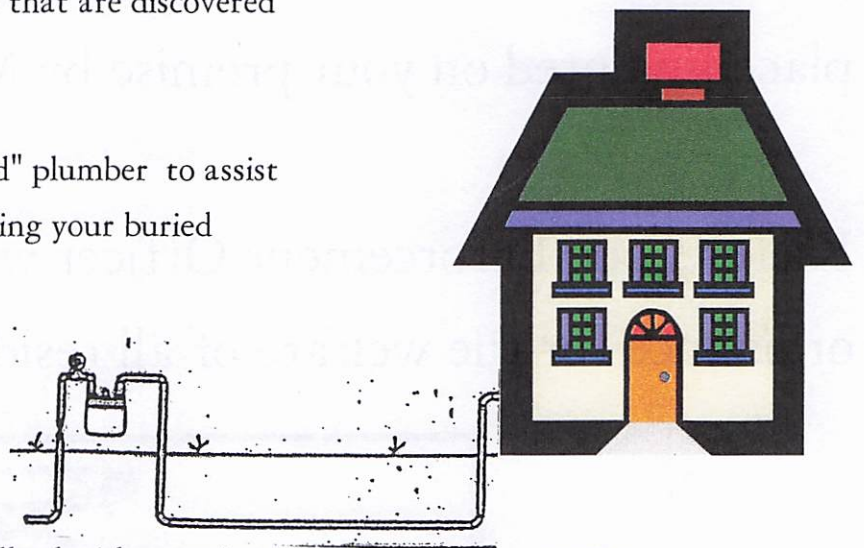


FIGURE B

ATTENTION:

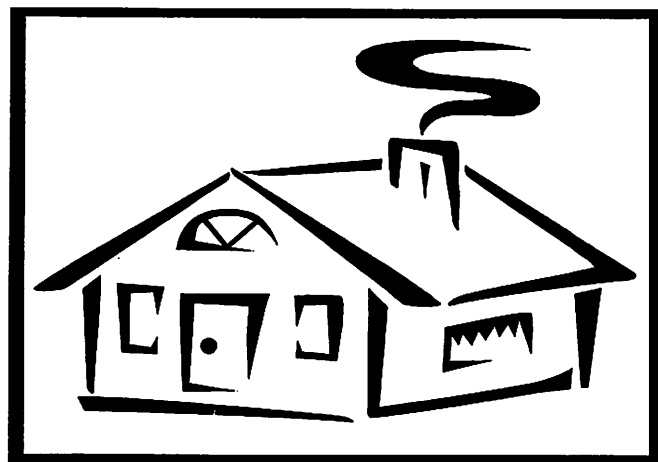
KIEFER RESIDENTS

ORDINANCE 14-303, ALL HOUSES TO BE VISIBLY NUMBERED:

The owner of a property inside the city limits of Kiefer, Oklahoma shall display house numbers (depicting actual property street address) in a visible manner on the outside of the property: thus enabling emergency vehicles to easily locate said property. Numbers should be a minimum of 2 (two) inches in height and displayed on the front of the premise in a clearly visible manner.

To avoid a \$200.00 fine, please be sure numbers are placed/painted on your premise by March 1, 2016.....

Kiefer Code Enforcement Officer will be enforcing this ordinance for the welfare of all residents.



KIEFER PUBLIC WORKS AUTHORITY (KPWA)

PUBLIC AWARENESS BULLETIN

In the interest of public safety, the Kiefer Public Works Authority is advising all customers serviced by the Authority, on measures to take in the event they suspect a natural gas problem: If you **SEE, SMELL or HEAR** a pipeline leak, your first concern should be for the safety of yourself and others around you. Follow these steps:

1. Shut off and abandon any equipment you are operating.
2. Leave the area immediately on foot and warn others to do the same.
(A vehicle could create a spark that would ignite a vapor cloud.)
3. Notify us from a neighbor's phone by calling **918-321-5925** or **918-851-9001**.
4. Notify 911 system, local police and/or fire departments.

DO NOT SMOKE/HAVE OPEN FLAMES/START AN ENGINE.

DO NOT TRY TO EXTINGUISH A FIRE YOURSELF.

DO NOT TRY TO REPAIR THE LEAK YOURSELF.

DO NOT CLOSE ANY VALVES WITHOUT DIRECTION.

DO NOT TURN ON LIGHT SWITCHES.

DO NOT USE A PHONE AT PROPERTY OF THE POSSIBLE LEAK.

IF POSSIBLE, NOTIFY EVERYONE IN THE BUILDING TO LEAVE IMMEDIATELY.

DO NOT RE-ENTER YOUR HOME UNTIL GAS COMPANY HAS TOLD YOU IT IS SAFE TO DO SO.

If any excavation is planned, be sure to call the Oklahoma One-Call service at 1-800-522-6543 to have lines marked to help avoid accidental contact with pipes/lines.

If you have any questions concerning natural gas operation within the KPWA service area, call (918) 321-5925. In the event of an after-hours emergency, call (918) 851-9001.

SAFETY IS IN EVERYONE'S BEST INTEREST!!

**KIEFER PUBLIC WORKS AUTHORITY
NATURAL GAS SYSTEM**

CALL 24 HOURS (DAY OR NIGHT)

Day: 918-321-5925

Night: 918-851-9001

A-1 REFUSE is the sanitation company providing trash collection for the Town of Kiefer. Due to contract agreements, all residents in the Kiefer city limits must use A-1 Refuse. A-1 Refuse strives to serve this community with quality and professional service.

Collection days are **MONDAY AND THURSDAY**. Please place your polycart curb or street side **by 7 a.m.** on your collection day. Please contact Kiefer City Hall at 918-321-5925 for any questions/concerns you may have.

Some guidelines for trash placement/collection:

All trash must be bagged.

A-1 Refuse will *not* handle 55 gallon barrels (no exceptions)

Brush or leaves can be taken but, leaves must be bagged, and they must fit in the polycart. If there is more than what fits in the polycart, arrangements can be made for pick up at an additional cost. Contact Kiefer City Hall at 918-321-5925 to make arrangements.

No paint or chemical cans

No tires or batteries

No construction materials, dirt or rocks

If autos are blocking the polycart, you will be skipped. Please be sure there is nothing blocking/obstructing your container or it will not be emptied.

THANK YOU