

Town Office: (302) 653-8419 www.clayton.delaware.gov

Monday – Friday 8:00 a.m. – 4:30 p.m.

Questions about your utility bill or taxes

Turning in permits for any type of improvements

Bill Payment

Closing an account

Inspections & Enforcement: (302) 653-5637

Final inspections for sheds, fences, dumpsters and roll-offs

Residential complaints regarding ordinance violations.

Public Works: (302) 508-2714

Monday-Friday 7:00 a.m. – 3:30 p.m.

Yard waste / leaf pickup

Yard waste container

Any concerns or issues with your utilities

- **Electric – Outage**
- **Sewer - backup**

Street concerns – street lights, potholes

If you have an emergency issue and no one picks up, call the Town Hall at (302) 653-8419.

Clayton Police Department: (302) 653-8186

Office: Monday-Friday 8:00 a.m. – 5:00 p.m.

Payment of tickets

Any police-related concern

WATER COMPANY

Artesian

(302)-453-6930
(800)-332-5114 (Emergencies)

GAS COMPANY

Chesapeake Utilities

(302) 734-6700 or (800) 427-2883
(302) 734-6730 – Emergency service

UTILITIES

Miss Utility – Call before digging to locate underground lines.
(800) 282-8555
www.missutility.net

SCHOOLS

Clayton Elementary School (Public K-4)
510 West Main Street
Clayton, DE 19938
(302) 653-8587

Clayton Intermediate School (Public 5-6)
86 Sorrento Drive
Clayton, DE 19938
(302) 653-4512

First State Military Academy (Charter 9-12)
355 W. Duck Creek Road
Clayton, DE 19938
(302) 223-2150

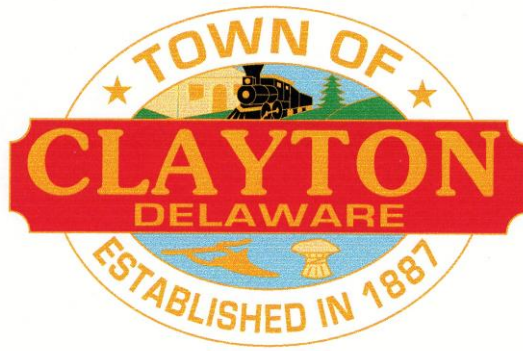
Providence Creek Academy Charter School (Charter K-8)
273 West Duck Creek Road
Clayton, DE 19938
(302) 653-6276

Smyrna High School (Public 9-12)
500 Duck Creek Parkway
Smyrna, DE 19977
(302) 653-8581 or (302) 653-3133

Smyrna Middle School (Public 7-8)
700 Duck Creek Parkway
Smyrna, DE 19977
(302) 653-8584 or (302) 653-8308

Sunnyside Elementary School (Public K-4)
123 Rabbit Chase Lane
Smyrna, DE 19977
(302) 653-8580

Clayton Police Department	414 Main Street	(302) 653-8186
Clayton Fire Department	300 East Street	(302) 653-7317
Clayton Post Office	12 Railroad Way	(302) 653-7376



New Residents of the Town of Clayton

- The new developments in the Town of Clayton have mail delivery. The old sections of Town do not have mail delivery. If you live within the older sections of Town, you will need to obtain a post office box and inform the Billing Department at the Town of Clayton of your new post office box number to receive your monthly utility billing.
- Utility bills are mailed the first week of the month and are due on the 20th of the month by 4:30 p.m. Late fees are assessed on the 21st of the month. There will be a \$15.00 late fee for electric and \$15.00 late fee for sewer if past due. If the 20th falls on a weekend or holiday you have the next business day by 4:30 p.m. to make your payment without penalty.
- Delinquent notices are sent out and are due within ten (10) days. If no payment is made, electricity will be disconnected without further notice. If there is a problem regarding your utility bill, please contact our office at (302) 653-8419. After disconnection, a reconnection charge of \$25.00 (during normal business hours for Public Works), \$50.00 (after Public Works normal business hours), or \$75.00 (during weekend hours) for reconnection plus any balance due is required to be paid in the Town Office before reconnection occurs. Public Works business hours are Monday – Friday until 3:30 p.m.
- A \$100.00 refundable utility deposit (for homeowners) or a \$225.00 refundable utility deposit (for renters) and a \$25.00 non-refundable connection fee are required to receive **sewer/electric/trash**. Utility deposits are taken from 8:00 a.m. – 3:30pm. All utility deposits are refunded after the account balance has been paid in full.
- In case of an emergency after normal business hours, call (302) 653-8419 and leave a message on the emergency line for the Public Works Department.

Trash & Recycle



- Your trash & recycling service will be picked up by Casella. As a convenience to you, your trash & recycle bill will be added in with your town utilities. Any questions regarding your service (missed pickup, bulk pickup) you must contact Casella directly at 302-378-5400.
- Casella will provide a trash and recycle container.
- Recycle pickup is collected every Thursday and trash is collected every Friday. Please set your containers out the night before your scheduled pickup after 7:00 p.m. The limit for weekly trash pickup is one (1) can.
- Holidays that can change the schedule are: Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, and New Year's Day. If the holiday falls on your scheduled pickup day, your trash/recycle will be picked up on the following day. There will be no change in pickup days if the holiday falls on a Saturday or Sunday.
- Casella will not pick up the following:
 - Construction materials
 - Paint
 - Hazardous Waste
 - Freon items (i.e.- refrigerators, air conditioners)
 - Lawn and garden debris

Yard Waste

Yard waste and grass clippings are picked up on Monday's and Thursday's. Please have your Town provided bin curbside no later than 7:00 a.m. Need a yard waste bin, contact Public Works for your bin, free of charge at 302-508-2714.

