

Rules and Regulations
LaVale Sanitary Commission
April 2016

1. FRONT FOOTAGE:

- A. Will be charged on new systems only. Changes will be based on actual construction costs.

2. DELINQUENT ACCOUNTS:

- A. Water and/or sewer service will be terminated with notice until account is paid in full. Notice will be placed on a delinquent customer's bill after 60 days.
- B. If disconnected for nonpayment a \$50.00 reconnection fee applies.
- C. A 0.5% interest fee will be charged on all delinquent accounts after 30 days.

3. BAD CHECKS:

- A. Will be prosecuted.
- B. Charges for returned checks will be as follows; \$10.00 for bank fees, \$10.00 for commission handling fees, and \$20.00 for a door knocker fee (a notice placed at the residence) for a total of \$40.00.
- C. If a second bad check is received, the Commission will notify the owner by certified mail that personnel checks will no longer be accepted.
- D. If the account goes into arrearage following the certified notice service will be terminated without notice.

4. RENTAL PROPERTIES:

Water and Sewer charges remain with the property. Should a property owner/landlord desire a tenant be billed, a tenant agreement form must be completed and kept current. The bill will be sent to the property owner if the above criteria are not met. Should a tenant default on a bill it remains the responsibility of the property owner.

5. CREDIT:

- A. Credit will be given if a mistake was made in reading or transposing a water meter reading.
- B. No credits will be issued for internal plumbing repairs or water leaks resulting in high bills that enter sewer system, sewer problems, or problems associated with water pressure.

C. The following conditions must be met in order to receive a one-time sewer credit for a water leak:

1. Consumption must have doubled from the previous four month average.
2. Commission personnel must verify that water did not enter the sewer system.
3. Must fill out and sign a sewer credit request form. Once the request is received it will be reviewed and approved/denied at the next regular Commission meeting.
Sewer credit if granted is a one-time only credit.
4. Any requests for a Sewer Credit must be submitted within 30 days of the bill date.

D. Pool credits were eliminated effective 2001.

6. PUMPS WATER and SEWAGE:

- A. Water: Water pressure booster pumps are allowed in areas of low water pressure. Pumps and their maintenance are the responsibility of the property owner. Pressure reducing valves are the responsibility of the property owner.
- B. Sewer: Sewer grinder pumps are required in areas where elevations don't allow gravity sewers. Pumps and the maintenance are the responsibility of the property owners. Pumps should meet Commission specifications.

7. WATER FILTERS:

Water filters are the responsibility of the property owner.

8. WATER and SEWER EXTENSIONS:

- A. Commission does not extend mains for single residences. Service can be extended at the expense of a property owner. Any extensions must be negotiated and agreed to by the Commission prior to any installation. The commission may agree to supply pipe and fittings for main extensions. Following the installation of a main to the Commissions specifications, the Commission will be responsible for maintenance of said main.
- B. The Commission will require a twenty foot recorded construction easement for any main extension prior to installation.
- C. Tap fees MUST be paid for each tap on the main extension.

9. TAPS:

- A: Residential $\frac{3}{4}$ " Water Tap and 4" Sewer Tap are \$1500.00 each.
- B: Commercial Water & Sewer Taps are \$1500.00 each.
- C. Residential taps include piping to the property line. Meter installed as part of tap fee.

- D. Commercial taps are installed during construction by a contractor at builder's expense. All piping and metering will be installed to Commission specifications at builders' expense. Main lines will be exposed for tap by contractor; tap will be installed by Commission personnel as part of tap fee.
- E. All meters will be placed at property line.
- F. Taps will be installed with 45 days of payment of tap fee.
- G. All water and sewer lines (installed or repaired on private property) must be inspected by Commission personnel before backfilling.
- H. CTS pipe with locating wire acceptable for water service.

10. CLOGGED SEWERS:

- A. Commission maintenance personnel will maintain any sewer from the property line to the main sewer line, provided there is a clean out on the property line. Commission personnel must be notified of blockage prior to notifying a plumber.
- B. If a clean out does not exist the property owner will be responsible to the main sewer.
- C. Rain leaders and/or any storm water/ground water connections to the sewer system are illegal. Property owners will be responsible for the removal of connection. A \$100.00 fine can be assessed each day until disconnected.

11. WATER LEAKS:

- A. The Commission maintenance personnel will repair any leaking pipes, which are owned and maintained by The Commission.
- B. Property owners are responsible for repairs or leaks on service lines.
- C. The Commission will terminate water service until the line is repaired.

12. CHARTER RULES, IN THE CODE OF PUBLIC LAWS:

- A. **LIENS:** Delinquent accounts where the Commission for whatever reason cannot terminate service shall have a lien filed against the property in the County Clerk's office. (Section 328)
- B. **BORROWING POWER:** The Commission may go to any bank and arrange a loan up to \$50,000.00. (Section 355)
- C. **EMPLOYEES RIGHT OF ENTRY:** To prevent waste or to investigate a sewer or water problem, employees of the Commission, upon showing proper credentials, have the right to enter all buildings or premises connected to the Commission's sewer or water lines to inspect and or order repairs. (Section 332)

- D. CONTROL OF HYDRANTS: The Commission has full and complete jurisdiction over all fire hydrants located within District 29. (Section 335)

- E. PENALTIES: Every act or omission designated as a misdemeanor in this subtitle, unless otherwise provided, shall be punishable by any trial magistrate or the Circuit Court of the county within which such offense is committed, and the offender shall, upon conviction, be subject to a fine of not exceeding one hundred dollars (\$100.00) or to confinement for not more than thirty (30) days in the county jail, or both, in the discretion of the magistrate or Circuit Court. (Section 351)

- F. RULES AND REGULATIONS: The Commission has the right to institute/change rules and regulations pertaining to its water and sewer systems as deemed necessary.