

RULES AND REGULATIONS
FREELAND MUNICIPAL AUTHORITY
WATER DIVISION

These Rules and Regulations are a part of the contract with every person, corporation or any other entity who takes water and every such person, corporation, or any other entity by taking of the water, agrees to be bound thereby.

1. APPLICATION FOR SERVICE CONNECTION

- (A) Any property owner desiring the introduction of a service line or lines from the Authority's main into his, her or its premises, must first make a written application on the form furnished by the Authority, at least fifteen (15) days before service is required, stating the street and lot number or location, the name of the owner and any tenant, the purpose for which service will be used, and the guarantee that such service will continue for at least one year and the exact time when the trench from curb to property will be ready for making the connection.
- (B) The application must be signed by the owner of the premises, or his duly authorized agent, which application shall together with the Rules and Regulations of the Authority, regulate and control the service of water to such premises.

2. APPLICATION FOR WATER SERVICE

- (A) Any owner desiring a supply of water must make a written application on the form furnished by the Authority, at least one day before service is required. This must be properly approved by the Authority or its duly authorized agent before the water will be turned on. Application for service shall be requested by owner of the property. It will be the responsibility of the owner to make such payments as defined in Rule #12.

3. DEFINITION OF CONSUMER

- (A) "Consumer" shall mean the occupant or occupants of a consuming unit contracting for water service. Each of the following shall be considered to be a consuming unit:
 - 1. A building under one roof and occupied as one residence or, subject to the remaining provisions of this rule, as one business.

2. A combination of buildings in one common enclosure occupied by one family, subject as aforesaid, one business.
3. A side, floor or part of house occupied by one family, or an apartment intended to be occupied as a one-family residence: or
4. A part of a building occupied by a business; provided, however, that offices within an office building shall not be considered as separate consuming units and that hotels, motels, rooming houses, personal care homes and similar establishments shall be considered to be a single consuming unit.

4. WRITTEN PERMIT FOR CONSUMER TO SUPPLY PERSONS OR FAMILIES

(A) No consumer of any premises supplied with water by the Authority will be allowed to supply other persons or families or other premises except by written permit from the Authority. Consumers who violate this rule may have their water shut off after a notice of five (5) days, and it may remain so until the Authority is satisfied that the Rules and Regulations will be observed.

5. SERVICE LINES TO CURB

(A) Upon the approval of the application of any consumer for a supply of water and the payment of the following charges, the Authority will tap the main, insert corporation cock, carry services pipe to curb and install curb stop and service box:

¾ inch service or less: \$1500.00

One-inch service: Contract Price

1 ¾ inch or over: Contract Price

(B) In addition to above charges, the applicant must reimburse the Authority for cost of any paving permit required and the cost of repaving such opening or openings as may be made in any street or highway in connection with the installation of the service line covered by the application.

(C) The Authority will be responsible for the maintenance and repairs of the service line between the main and the curb line.

6. SERVICE LINES FROM CURB TO PREMISES

(A) The service line beyond the curb stop shall be installed and maintained by and at the expense of the consumer. The portion of the service line installed by the consumer shall not be less in size or quality that the service line in the street laid by the

Authority and shall be laid not less than four feet below the surface line tested. If any defects in workmanship are found the service shall not be turned on until such defects are remedied. All plumbing connections should be able to withstand a pressure of at least two hundred (200) pounds per square inch.

7. RESPONSIBILITY FOR CONDITION OF SERVICE LINE-CURB TO PREMISES

(A) The service line from the curb to the premises shall be kept in good condition by the owner under penalty of term in uses of service by the Authority.

8. OPENING AND CLOSING SERVICE VALVES

(A) Under no circumstances shall any person not authorized by the Authority open or close the service valve. It will be considered **Theft of Services**.

9. THEFT OF SERVICES

(A) 1st Offense is \$500.00

(B) 2nd Offense is \$750.00

(C) 3rd Offense is \$1250.00

(D) 4th Offense is \$2250.00

The fines would be in addition to if the Authority would want to pursue criminal action.

10. TWO OR MORE CONSUMERS ON SAME SERVICE LINE

(A) In case two or more consumers are supplied with water from the same service system, a distinct and separate stop cock and curb box will be provided for each consumer, if practical, in the judgment of the Authority.

11. VIOLATION OF RULES WHERE TWO OR MORE CONSUMERS ARE ON SAME SERVICE

(A) When two or more consumers are supplied through a single service, any violation of the rules of the Authority by either or any of said consumers shall be deemed a violation as to all and the Authority may take such action as could be taken against a single consumer, except that such action shall not be taken until the innocent consumer who is not in violation of the Authority's rules has been given reasonable opportunity to attach his pipes to a separately controlled service connection.

12. BILLS RENDERED

(A) All bills will be rendered at stated intervals at the option of the Authority. They will be presented on the last day of each month and will cover a charge for service rendered during that month. All water consumed shall be determined by meter registration in every case unless the meter fails to register in which case a bill will be rendered based on prior average consumption.

13. BILLS DUE AND PAYABLE

(A) All bills are due and payable upon presentation and if not paid within twenty (20) days from date of bill a penalty of five percent (5%) will be imposed. All payments made will be applied to the oldest outstanding account if such exists.

(B) If bills are not paid within thirty (30) days from date of bill, water may be shut off after five (5) days' notice. An additional charge Sixty Dollars (\$60.00) will be assessed for turning service on after all bills are paid in full.

(C) Any delinquent bill in excess of Two Hundred Fifty Dollars (\$250.00) will be considered an appropriate account for shut off. Foster & Butler are One Hundred Fifty Dollars (\$150.00) because they are only water.

(D) As long as the meter is in the house, the flat rate as well as the monthly sewer charge if applicable, will be billed.

(E) Returned Check Charge is Thirty Dollars (\$30.00).

14. INVESTIGATION OF BILLS OF DOUBTFUL ACCURACY

(A) Any consumer, upon receipt of bill, having reason to doubt its accuracy, shall bring or mail the bill, within five (5) days to the Authority for investigation.

(B) All industrial accounts and the Commonwealth of Pennsylvania and any agency thereof shall be entitled to a twenty (20) day period from the due date of any bill, for the payment of such bill, without the imposition of any penalty.

15. SIZE OF METERS

(A) The Authority shall determine the size of meter to be installed but in no case shall the meter be more than one commercial size below the size of the service line.

(B) A 5/8" meter shall be the smallest size meter to be installed on a service line of domestic use, but this size meter shall only be considered as being adequate for one consumer or one occupancy.

(C) Where two or three consuming units receive their supply through a single meter, the meter size shall be at least ¾ inch and when four consuming units receive their supply through a single meter, the size shall be at least one (1) inch. Where more than four consuming units are to be served, the size of the meter (or meters in tandem setting) will be determined by the Authority. All meters shall be selected to meet as nearly as possible, the maximum anticipated demand rate of the customer's requirements as stated in the application consistent with accepted good water service standards.

(D) The Authority will furnish and set meters and connections. The meter and connections shall remain the property of the Authority and access to same for reading of the meter, inspection, testing, repairs, etc. must be permitted at all reasonable times by the consumer. The Authority reserves the exclusive right to determine when and where meters will be installed and in exercise of this right may install meters on any or all services at any time.

16. LOCATION OF METERS

(A) The Authority will determine the location for all meters. If the Authority decides that the meter is to be placed within the building, the consumer will provide, without charge and expense to the Authority, an easily accessible place in the cellar near the entrance of the service pipes, with a stop at the curb side of the meter. The stop on the residence side of the meter; will be furnished and installed by the consumer. The house will be inspected, to be sure the stops are in correctly. If the Authority decides that the meter is to be placed outside of the building, it must be placed in an appropriate meter box furnished by the Authority at the expense of the consumer and must have suitable stop and waste valves approved by the Authority.

(B) When water service is required during the construction of a residential or commercial development the Authority may at its option:

(1) Install a temporary meter or

(2) Require the party requesting service to pay the minimum rate to be established by the Authority which shall not be less than the minimum monthly charge for a wholesale meter.

(C) When it is determined that a valve or other plumbing apparatus exists between the point where the water service line enters the building and the Authority water meter and it is possible that water could be removed from the service line prior to entering or piping through the meter, the Authority will require the owner of the building or other responsible person to relocate such valve or apparatus. The purpose of this removal or relocating of this apparatus shall be to protect the Authority from water being removed prior to passing through the meter.

The Authority shall give written notice to the owner or other responsible person that such action be taken within 5 days from the receipt of notice. If such action is not taken, the Authority may immediately charge against and to such meter water consumed based upon a minimum of 4 users for a single consumer water system and 4 X the number of minimum users on a multiple user system. The Authority in the alternative can disconnect the water system.

If the consumer has illegal floor drains, sump pump and or roof laterals connected to the sewer system , they are notified by FMA to correct the issues by a 60-day time frame. After that, FMA must reinspect the property. If not completed, FMA shall reserve the right to:

1. Give a warning
2. Institute a \$1500.00 fine
3. Disconnect the water service.

The authority may require the distance between the point where the water service line enters the building, and the shut-off valve shall not exceed 36 inches and the distance between the shut-off valve and meter shall not exceed 6 inches.

17. PROTECTION OF METER

(A) The consumer must, always, properly protect the meter from injury by frost and any other causes and will be held responsible for repairs to meter made necessary due to their negligence. Damage due to freezing, hot water, or external cause shall be paid for by the consumer who may at the option of the Authority be assessed a service charge for examination and/or rehabilitation of any such meter. The frozen meter charge is Two Hundred Forty Dollars (\$240.00).

18. METER TESTS

(A) At the written request of an owner or a consumer the Authority will, as a service, make a test of the accuracy of the meter supplying his premises. This is regarded as a consumer service and no charge or deposit will be required unless at the determination of the Authority the service is being abused by the consumer or owner. FMA will change meter at customer request at \$150.00, if the customer requests meter to be tested at a certified lab, customer will pay upfront after FMA obtains an estimate from a vendor. In that event, the Authority will levy a charge or require a deposit for any further meter tests and the consumer or owner will be so notified.

(B) Any consumer utilizing a meter for only part time purposes i.e., summer residence, shall be charged by the Authority for the reinstallation of the meter a reconnection fee of Sixty Dollars (\$60.00).

19. LEAKS AND DEFECTIVE PLUMBING

(A) The Authority shall not be liable for any damage resulting from leaks, broken pipes, or from any other cause, occurring, to or within any house or building. It is expressly stipulated by and between the Authority and the consumer that no claims shall be made against the said Authority on account of the bursting or breaking of any main or service pipe or any attachment to said Authority.

20. LEAKS OR WASTE

(A) All water passing through a meter shall be charged for at the regular rate, and no allowance will be made for excessive consumption due to leaks or waste.

(B) Shut off will be made in any case of willful neglect of repair or replacement of leaky fixtures, fittings, valves, or liens resulting in excessive use or waste of water.

21. USE OF HYDRANTS

(A) All persons are forbidden to open any fire hydrant or to use any water therefrom for sprinkling streets, for building or any purpose without permission in writing from the Authority, under the penalty prescribed by law. An exception shall be in event of fire or actions by Fire Companies to test the hydrants. Such tests shall be made under the supervision of an authorized agent of the Authority.

(B) Fire protection charges are mainly a compensation for "Standing Ready to Serve" and that for said charge the use of water is not contemplated except for the actual extinguishing of fires or for testing fire hydrants, systems, and apparatus. No test

shall be done without first notifying officials of the Authority. If used otherwise, a consumption charge, in accordance with the rates published, will be imposed.

(C) In the event that a municipality or agency desires to have an additional fire hydrant installed or a present fire hydrant relocated, it shall make application to the Authority in writing and shall pay the cost of all such installation or relocations.

22. TURNING OFF WATER

(A) The Authority reserves the right after due notice, to shut off the water for non-payment of water bills, or for neglect or refusal to comply with the Rules and Regulations of the Authority and to charge Sixty Dollars (\$60.00) for the resumption of service.

(B) Service under an application may be discontinued for any of the following reasons:

- (1) For misrepresentation in application as to property or fixtures to be supplied or the use to be made of the water supply.
- (2) For the use of water for any other property or purpose than that described in the application.
- (3) For waste of water through improper or imperfect pipes, fixtures, or otherwise.
- (4) For failure to maintain, in good order, connection, service lines or fixtures beyond the curb and owned by the applicant.
- (5) For molesting any service pipe, meter, curb stop or seal or any appliance of the Authority.
- (6) For vacancy of the premises.
- (7) For violation of any rules of the Authority.
- (8) For neglecting to make payments of any charges against the property.
- (9) For refusal of access to property for purpose of inspecting or for reading, caring for or removing meters.

(10) The Authority shall have the right to cut off the water without notice in case of breakdowns or for other unavoidable causes, or for the purpose of making necessary repairs, connections, etc. Reasonable notice will be given when practicable. In no case shall the Authority be liable for any damage or inconvenience suffered.

(11) As required by law when so directed by the Sewer Authority or Governing Municipality.

23. SUPPLY OF WATER

(A) The Authority shall not be liable for a deficiency or failure in the supply when occasioned by shutting off water to make repairs or connections or failure from any cause beyond control.

(B) The Authority reserves the right to restrict the supply of water in case of shortage or whenever the public welfare may require.

24. VACATING OR CHANGE OF USE

(A) When the premises are vacated, the consumer must give notice at the office of the Authority.

(B) A new application must be made on any change in occupancy of property, as described in any application, and the Authority shall be at liberty to discontinue the water supply until such new application has been made and approved.

25. CONNECTION OR OUTLETS BETWEEN MAIN AND METER

(A) No connection or outlet will be permitted on the service pipe or pipes supplying any premises, between the street main and the meter. ALL WATER USED MUST PASS THROUGH THE METER.

26. FAILURE TO RECEIVE BILL

(A) Failure to receive a bill shall not exempt any consumer from the accruing of a penalty. The presentation of a bill to the consumer is only a matter of accommodation and not a waiver of the Rule.

27. SPECIAL SERVICE CHARGES

(A) Where special service rates are fixed or cost of service of any kind is estimated, payment must be made at the time application is submitted and before the service is granted.

28. TWO OR MORE CONSUMING UNITS USING WATER THROUGH THE SAME METER

(A) Where conditions make it difficult to install separate meters for each consuming unit, or where the property owner of consumer refuses to arrange his piping so that separate meters can be installed, the minimum charge applied shall be the charge listed for the size meter that would be required to serve each individual consuming unit in addition to the total gallons consumed.

(B) Multi Unit Buildings & Mobile Home Parks – the minimum meter charge per unit (vacant or occupied) along with the large meter fee will be applied in addition to the total gallons consumed.

(C) It is the policy of the Authority that during any water project when old lines are being replaced, that any jointly used service lines will be discontinued and replaced by separate service lines for each owner/consumer.

29. SERVICE

(A) All contracts for water service shall continue in force from month to month, but either party may cancel a contract by giving a minimum of ten (10) days written notice that the contract shall terminate on the first day of the following month. When water is turned off, a final reading of the meter will be made and billed accordingly.

30. EXTENTION OF STREET MAINS

(A) At any time when a property owner requests that a main line be extended to his or her property, the main line shall be extended along the property line to the further most point of property of the owner requesting the main line extension. This is to facilitate any subsequent extension of the line.

1. When application has been received for water service requiring an extension of main to provide such service, or where application has been received for extension of mains into a newly developed tract of land, the applicant will be required to make a deposit in amount equal to the entire estimated cost of installing the necessary pipelines and appurtenances other than service connections, as determined by the Authority, to be held as security for the proper completion of the extension.

2. Such deposit will not bear interest.

3. When and as houses or building abutting on such pipelines are completed, the prospective consumer's equipment installed, the house or building occupied by a bona fide owner or responsible tenant who has entered into a contract for use of the Authority's service, then the Authority shall make refunds to the depositor, but subject always to paragraphs 4 and 3 of this rule, in amounts calculated as follows:

a. The refund shall be Twenty-Five Percent (25%) of the annual revenue received from consumers directly connected to the line covered by the deposit and refunds so computed shall be made annually.

b. At the option of the Authority, if the estimated annual revenue to be received from a new consumer shall be less than One Hundred (\$100.00) Dollars, a single refund of two and one-half (2.5) times the estimated annual revenue may be made to the depositor and the refund so computed shall be made only once for each new consumer connected.

4. Under no circumstances shall the total amount of the refunds exceed the total amount deposited with the Authority by the depositor.

31. BILLING INFORMATION

(A) All commercial, public, and industrial service will be served on a metered basis only. All consumers now receiving water on a metered basis will continue that basis. All consumers being billed on a flat rate basis will continue this basis until meters are installed.

32. OUTSIDE REMOTE-READ METERS

(A) It is the Authority's policy that outside remote read meters will be utilized whenever possible for all consumers and owners.

1. The Authority will continue to keep in service the meter located within the structure and access to same for reading, inspection, testing, repairs, etc. must be permitted at all reasonable times by the customer.

2. The Authority reserves the right to determine when and where either meter will be installed and in exercise of this right, may install meters on any or all services at any time.

33. SPECIFICATIONS

(A) Specifications for water distribution line shall be as recommended by the Authority's consulting engineer.

34. TAMPERING OF CURB STOP

(A) Any person or persons, who is not an employee of the Freeland Municipal Authority, who turns a curb stop on or off, is considering tampering of the curb stop.

(B) The person or persons is subject to a \$500.00 fine as resolution passed a Board Meeting on October 18, 2022.

35. CHANGING OF RULES AND REGULATIONS

(A) The Authority reserves the right to change or amend from time to time these Rules and Regulations and the rates for use of water.