

**WATER DIVISION  
RULES AND REGULATIONS**

**FOR THE  
BOROUGH OF FREELAND MUNICIPAL AUTHORITY**

**LUZERNE COUNTY, PENNSYLVANIA**

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A RESOLUTION PROVIDING FOR RULES AND REGULATIONS FOR THE OPERATION AND MAINTENANCE OF A POTABLE WATER SYSTEM BY THE BOROUGH OF FREELAND MUNICIPAL AUTHORITY IN LUZERNE COUNTY, PENNSYLVANIA.

From and after the effective date of the Resolution herein attached as Appendix A, the following Rules and Regulations shall be in effect and govern the operation of the potable water system of the Borough of Freeland Municipal Authority in Luzerne County, Pennsylvania (hereinafter referred to as "Authority").

**TABLE OF CONTENTS**

ARTICLE I.	DEFINITIONS
ARTICLE II.	CONDITIONS OF SERVICE
ARTICLE III.	APPLICATION FOR SERVICE AND CONTRACTS
ARTICLE IV.	RESIDENTIAL SERVICE CONNECTIONS
ARTICLE V	COMMERCIAL SERVICE CONNECTIONS
ARTICLE VI	METERS
ARTICLE VII	SERVICE
ARTICLE VIII	PUBLIC FIRE SERVICE
ARTICLE IX.	PRIVATE FIRE SERVICE
ARTICLE X	RESPONSIBILITY OF FIRE SERVICES
ARTICLE XI	BILLS AND PAYMENTS
ARTICLE XII	CROSS CONNECTION AND BACKFLOW PREVENTION
ARTICLE XIII	GENERAL REGULATIONS
ARTICLE XIV	WATER EXTENSIONS AND ADD. FACILITIES

**APPENDICES**

APPENDIX A.	RESOLUTION – RULES AND REGULATIONS
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APPENDIX B.	STATEMENT OF FEES/RATES
APPENDIX C.	STANDARD DETAILS
APPENDIX D.	DROUGHT CONTINGENCY PLAN

**ARTICLE I.**  
**DEFINITIONS**

“Acceptable Interconnection” – An acceptable interconnection is an interconnection having all of the following characteristics:

- A. The source of the supply, other than the lines of the Authority, directly connected, is a source approved by the Pennsylvania Department of Environmental Protection as an acceptable, safe and sanitary source of public community water supply and which continues as such at all times when the interconnection is in existence.
- B. Installed or continued in existence and operated at all times in strict compliance with all applicable laws, ordinances, rules and regulations.

“Air Gap” – The unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet supplying water to a tank, plumbing fixture, or to other devices and the flood level rim of said vessel. An approved air gap shall be at least double the diameter of the supply pipe, measured vertically, above the top of the rim of the vessel; and, in no case less than one inch. When an air gap is used at the service connection to prevent the contamination or pollution of the public potable water system, it is required that an emergency by-pass be installed around the air gap system and an approved reduced pressure principal device shall be installed in the by-pass system.

“Approved” – Approved shall mean accepted by the Authority as meeting an applicable specification stated or cited in the rules and regulations or as suitable for the proposed use. The term “Approved” used in reference to a backflow prevention device shall mean a backflow prevention device that meets the requirements of the American Water Works Association’s standard C506 latest revision, American Society of Safety Engineers (ASSE) standards, and the Foundation for Cross Connection Control and Hydraulic Research of the University of Southern California and is acceptable to the Authority. Competent testing laboratories other than the Foundation for Cross Connection Control may be qualified by the Authority to approve backflow preventers.

“Authority” – The word “Authority,” whenever the same appears herein, means the Freeland Municipal Authority, Luzerne County, Pennsylvania, a body corporate and politic organized and existing under the laws of the Commonwealth of Pennsylvania.

“Backflow” – The flow of water or other liquids, mixtures, or substances into the potable water distribution system of the Authority from any source or sources other than its intended source. Back siphonage and backpressure are two types of backflow specifically contemplated by these rules and regulations.

“Backflow Prevention Assembly” – Device that prevents the occurrence of backflow. There are three primary types: reduced pressure zone device (RPZ); double check valve assembly (DCVA); and air gap (AG).

“Commercial Service” – Provision of water to premises where the customer is engaged in trade and/or commerce.

“Community Water System or Distribution System” – Shall mean the water distribution system that furnishes water for general use, owned and operated by the Freeland Municipal Authority, Luzerne

County, Pennsylvania and is recognized by regulatory agencies as a community potable water supply system.

“Contamination” – An impairment of water quality to a degree which creates an actual or potential health hazard such as, but not limited to, chemical poisoning or spread of diseases, or impairs the composition and odor of the water to such an extent that it is considered by said odor or composition to be not acceptable by the Authority for human consumption.

“Corporation Stop” – A valve attached to the water main to start a service connection, which is used to interrupt flow during installation or maintenance of the service line.

“Curb Stop” – A valve installed in the water service line, accessible for operation from the surface of the ground for routinely interrupting flow through the service line.

“Customer” – The word “customer,” as used herein, means the owner, as defined herein, contracting for or using water service on a single premises; and the word “Customers” means all those contracting for and using service of the Authority.

“Customer Facility” – (Customer Service Line) The pipe, valves and other facilities by means of which water is conducted from the curb stop to the premises, and specifically includes the service line extending from a point of connection to the curb stop, to a point inside the walls of the premises or meter pit where approved, a stop cock or compression valve on the line at this point, connections for the inlet and outlet sides of the meter, a stop and waste cock on the outlet side of the meter and such other facilities.

“Date of Presentation” – The date upon which a bill or notice is mailed, as evidenced by the United States Postal Service mark or Bulk Mail Receipt or the date notice is posted on the premises of a customer.

“Domestic Service” – Provision of water for residential purposes, including water for sprinkling lawns, gardens (not commercial type) and shrubbery, watering livestock, washing vehicles, and other similar and customary purposes.

“Double Check Valve Assembly” – A device composed of two independently operating approved check valves with tightly closing shut-off valves on each side of the check valves, and necessary appurtenances for testing. To be approved by the Authority or its designated agent, the device must be readily accessible for maintenance and testing. The device shall be used on service connections, which may be subject to backflow and where there exists a possibility of actual or potential pollution hazard.

“Ferrule” – A metal, plastic or rubber ring used to fasten and seal pipe in a compression fitting.

“Health Hazard” – An actual or potential threat of contamination or pollution to the Authority’s water system to such a degree or intensity that there would be a danger to the public health of the Authority’s water system customers.

“Industrial Service” – Provision of water to premises for use in manufacturing or processing activities.

“Cross Connection” – A cross connection is a plumbing arrangement, other than an interconnection, by which contamination might be admitted to or drawn into the distribution system of the Authority, or into lines connected therewith used for the conveyance of potable water.

“Main Extensions” – Extensions of distribution pipelines beyond existing facilities and exclusive of service connections.

“Mains” – Distribution pipelines which are located in streets, highways, etc., public ways or private rights of way, and which are used to serve the general public.

“Meter Installation” – A meter installation is defined as an installation including one or more meters placed at one or more locations for the purpose of serving one or more premises in a building or a related group of buildings, in a facility or related group of facilities, in an area or a related group of areas, and in such other properties. More than one meter may be provided to allow flexibility of operation, or furnish adequate capacity, or to permit more accurate measurement of water, or due to the physical layout of the property.

“Meter Test Tap” – A test port located on the discharge side of a meter for field testing accuracy of the meter.

“Municipal or Public Service” – Provision of water to a municipal subdivision of the Commonwealth of Pennsylvania or agency thereof, or to other similar public bodies.

“Non Essential Use of Water” – Non essential uses of water include:

- A. The use of hoses, sprinklers, or other means for sprinkling or watering of shrubbery, trees, lawns, grass, plants, vines, gardens, vegetables, flowers, or any other vegetation.
- B. The use of water for washing automobiles, trucks, trailers, trailer houses, or any other type of mobile equipment.
- C. The washing of streets, driveways, parking lots, service station aprons, or office buildings, exteriors of homes, sidewalks, apartments, or other outdoor surfaces.
- D. The operation of any ornamental fountain or other structures making a similar use of water.
- E. The use of water for filling swimming or wading pools.
- F. The operation of any water-cooled comfort air conditioning, which does not have water-conserving equipment.
- G. The use of water from fire hydrants for construction purposes or fire drills.
- H. The use of water for commercial farms and nurseries.

“Non-Potable Water” – Water, which either is not safe for human consumption or is of questionable potability.

“Owner” – The person, whether a natural person, partnership or corporation, in whom is vested ownership, dominion or title, of any premises which is or is about to be supplied with water by the Authority. Whenever used herein, the singular will include the plural and the plural the singular.

“Pollution” – The presence of any foreign substance (organic, inorganic or biological) in water which tends to degrade its qualities so as to constitute a hazard or impair the usefulness or quality of the water to a degree which does not create an actual public health hazard, but which does adversely or unreasonably affect such water for domestic use.

“Pollution Hazard” – An actual or potential impairment to the potability of the community water system which constitutes a nuisance, is aesthetically objectionable or can cause physical damage to the community water system but would not be dangerous or threatening to public health.

“Potable Water” – Water which is safe for human consumption according to recognized state and federal standards.

“Premises” – The word “premises,” as used herein, means the property or area, including improvements thereto, to which water service is or will be provided, and as used herein shall be taken to designate:

- A. A building under one roof owned or leased by one customer and occupied as one residence or one place of business; or
- B. A group or combination of buildings owned by one customer, in one common enclosure, occupied by one family or one organization, corporation or firm, as a residence, place of business, for manufacturing or industrial purposes, as a hospital, church, public or private school, or similar institution, except as otherwise noted herein; or
- C. The one side of a double house having a solid vertical partition wall; or
- D. Each side or each part of a house or building occupied by one family, even though the water closet and/or other fixtures be used in common; or
- E. Each apartment, office, suite of offices, and/or places of business located in a building or group of buildings, even though such buildings in a group are interconnected by a tunnel, passageway, covered areaway, patio, or by some similar means or structure; or
- F. A public building devoted entirely to public use, such as a town hall, school house, fire engine house; or
- G. A single vacant lot or park or playground; or
- H. Each house in a row of houses; or
- I. Each dwelling unit in a row of houses, a dwelling unit being defined as a building or portion thereof with exclusive culinary and sanitary facilities designed for occupancy and used by one person or one family (household); or
- J. Each individual and separate place of business and/or occupancy located in one building or group of buildings, commonly designated as shopping centers, supermarket areas, and by such other terms; or
- K. Each dwelling unit in a public housing development owned and operated by the United States of America, a municipal subdivision of the Commonwealth of Pennsylvania, or an agency or instrumentality of the United States or the Commonwealth of Pennsylvania; by a philanthropic foundation or organization or some such similar body or organization; or operated under private ownership; or
- L. Each free standing trailer; or
- M. Each trailer park as a whole will be considered as single premises.

“Private Fire Protection” – Provision of water to premises exclusively for fire protection.

“Public Fire Protection Service” – The furnishing of service through public fire hydrants.

“Public Water Supply System” – Shall be defined as any part of a water supply utility operated by a municipal corporation, company, or individual authorized by written permit issued by the Department of Environmental Protection in accordance with the laws of the Commonwealth of Pennsylvania, to supply water and extend distribution facilities to the public.

“Reduced Pressure Zone Device” – A device that shall incorporate two or more check valves and an automatically operating differential relief valve located between the two check valves, two tightly closing shut-off valves, and equipped with necessary appurtenances for testing. The device shall operate to maintain the pressure in the zone between the two check valves, less than the pressure on the Authority potable water supply system side of the device. At cessation of the normal flow, the pressure between the check valves shall be less than the supply pressure. In case of leakage of either check valve, the differential relief shall operate to maintain this reduced pressure by discharging to the atmosphere. When the inlet pressure is two pounds per square inch or less, the relief valve shall open and vent to the atmosphere, thereby providing an air gap in the device. To be approved by the Authority or its designated agents, the device must be readily accessible for maintenance and testing and installed in a location where no part of the device will be subject to outside flooding. The device shall be used on the service connections, which may be subject to backflow and where there is a possibility of contamination that constitutes an actual or potential health hazard.

“Service Line” – The pipe, valves and other facilities by means of which water is conducted from the distribution main to the premises. The service line includes both the Service Line Connection and the Customer Facility.

“Service Line Connection” – (Authority Service Line) The pipe, valves and other facilities by means of which the Authority conducts water from its distribution mains to the curb stop to be located at the curb line or property line of the premises, and specifically includes the corporation stop or other means of connection to the main, the service line connected to the corporation stop and extending to the point of connection to the curb stop, the curb stop, the service box and such other facilities.

“Tapping” – The process by which the Corporation Stop is connected to the distribution main.

“Tariff or Rate Schedule” – The entire body of effective rates, rentals, charges and regulations as published.

“Temporary Service” – A service for circuses, bazaars, fairs, construction work, irrigation of vacant property, trailers or trailer camps, and similar uses that because of their nature will not be used steadily or permanently.

“Tenant” – The word “tenant,” whenever the same appears herein, is anyone occupying the premises under lease from a lessor and obtaining water from the mains of the Authority.

“Water Hammer” – Pressure waves created when closing a valve abruptly stops the water in a pipeline.

**ARTICLE II.**  
**CONDITIONS OF SERVICE**

**SECTION 2.01:                   General**

- A.     The Authority will furnish water and water service in accordance with the currently prevailing and as hereafter revised Rules and Regulations of the Authority, which rules and regulations are made a part of every application, contract, agreement or license entered into between the property owner or customer and the Authority.
  
- B.     The Authority hereby reserves the right, so often as it may deem necessary, to alter, amend, and/or repeal these rules and regulations, or any part; and in whole or in part to substitute new rules and regulations, which altered, amended and/or new rules and regulations, shall forthwith, without notice, become and thereafter be a part of every such application, contract, agreement or license for water service in effect at the time of such alteration, amendment and/or adoption.

## ARTICLE III.

### APPLICATION FOR SERVICE AND CONTRACTS

#### **Section 3.01: Application for Water Service and Water Line Connection**

- A. A written application must be submitted to the Authority for the purpose of requesting water service and the installation of a water service line connection to each premises or group of premises where an individual service line connection is permitted in accordance with these Rules and Regulations. Said application shall be signed by the owner of the premises or his duly authorized representative and shall be subject to such water service connection fee and charges currently in effect. Said application, together with the Rules and Regulations of the Authority, shall regulate and control the service of water to such premises. The application shall be made on the form furnished by the Authority, and the application shall be presented at the next Authority's monthly meeting. Once approved by the Authority, the connection process can begin. All connection shall be made in accordance with this document.

#### **Section 3.02: Approval of Applications**

- A. Applications are merely written requests for service line connections and/or water service. All applications are subject to approval by the Authority and are subject to payment of all required fees and compliance with all regulations relative thereto prior to commencement of the work or service requested therein.

#### **Section 3.03: Application/Contract**

- A. The application for water service shall be a binding contract on both the customer and the Authority upon approval by the Authority. 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.
- B. New Service: Service shall begin from the date water is turned on to the premise.
- C. Existing Service: Service shall not begin before the account is cleared of any monies owed from prior service or appropriate payment arrangements have been made to the satisfaction of the Authority.

#### **Section 3.04: New Contracts with Existing or Prior Customers with Delinquent Amounts Outstanding**

- A. No agreement shall be entered into by the Authority with any applicant for water service or water service connection, whether owner or tenant, until all arrears for water, rents, bills for meter repairs or other charges, due from applicant at any premises now or theretofore owned or occupied by him, shall have been paid or until satisfactory arrangements for payment of such unpaid bills shall have been made.

#### **Section 3.05: Term of Contract**

- A. All contracts covering water supply service shall continue in force from month to month, subject to the billing period, unless notice is given by either party of a desire to terminate the contract. Excepting in the case of delinquent accounts or other circumstances as included in the

Authority's rules, by means of notification, the Authority will allow a certain period of time for the customer to rectify the situation. If not, the Authority will terminate service and consider not being in force for service after the date of termination. New service connections must be guaranteed that the service will be in use for at minimum one year from the time the property is connected. The Authority in its sole discretion, may permit waivers from this requirement, but only upon payment of a one-time early termination fee..

**Section 3.06: Special Contracts**

- A. The Authority may require, prior to approval of service, special contracts other than applications under the following conditions:
1. If required by provision in the Schedule of Rates, the duration of the contract to be as specified in the schedule.
  2. If the construction of an extension and/or other facilities is necessary.
  3. For providing temporary service, including water service for building or other special purposes. Water for building purposes shall be used only from a temporary connection approved by the Authority.
  4. For standby or fire protection service.
  5. For connections with other qualified utilities or municipal subdivisions.
  6. For extensions from the water supply system, whether or not such facilities are to be conveyed to the Authority.
  7. If deemed necessary by the Authority.

**Section 3.07: Governmental Regulations a Part of Contract**

- A. All contracts for water service shall be subject to the following provision:
1. The Contract shall be at all times subject to the laws of the Commonwealth of Pennsylvania and its political subdivisions, the Federal Government and the Rules and Regulations of the Authority.

**Section 3.08: Individual Liability for Joint Service**

- A. Two or more parties who join to make application for service shall be jointly and severally liable.

**Section 3.09: New Application upon Change of Ownership or Occupancy or Service**

- A. A new application must be submitted to and approved by the Authority upon;
1. Any change in ownership of the premises; or
  2. Any change (in the size, character, or extent of equipment or operations utilizing water) in the water service to the premises. The Authority may, upon ten (10) days written notice to the owner discontinue water service to the premises until the required application has been submitted and approved.
  3. At the time of the final meter reading as aforesaid, water service to the premises shall be discontinued unless and until the new owner shall have made written application for continued water service as required by these rules and regulations.

**Section 3.10: Renewal of Service**

- A. Water service will be renewed under a proper application when the conditions under which such service was discontinued are corrected and upon the payment of all charges provided in the Rate Schedule of the Authority due from the applicant. At least one (1) business day after the submission of the application shall be given for the Authority to turn on the water service.

**Section 3.11: Condition of Plumbing System**

- A. The piping and fixtures on the property of the customer are assumed to be in satisfactory condition at the time service facilities are connected and water furnished; and the Authority, therefore, will not be liable in any case for any accidents, breaks, or leakage that are in any way due to the connection with the supply of water, failure to supply the same, or for the freezing of piping and fixtures of the customer, or for any damage to the property which may result from the usage or non-usage of water supplied to the premises.

## ARTICLE IV.

### RESIDENTIAL SERVICE CONNECTIONS

#### **Section 4.01: Installation of Residential Service Line (Connection 1" and Smaller)**

- A. The Authority will install and maintain all service line connections 1" and smaller, make all connections to the main line, furnish, install and maintain all service lines from the mains to and including the curb stop, service box, and meter pit which will be placed inside the curb or property line, the said service line connection to be the property of the Authority and to remain under the Authority's control. The Authority shall determine the location of the service line connection. The Customer is responsible for the service beyond the curb stop.
- B. Only duly authorized employees or agents of the Authority will be permitted to install a service line connection from the mains of the Authority to and including the curb stop and or meter pit located at the customers property line.
- C. All meter pits housing 1" meters and smaller will be furnished and installed by the Authority at the expense of the customer subject to fees currently in effect. The meter pit shall become the property of the customer and be accessible to and subject to the Authority's control. All connections to the outlet side of the meter pit shall be installed by, and at the expense of the customer.
- D. The installation of all service line connections is subject to the submission of a written application to the Authority, as previously set forth, to such requests being reasonable, to approval thereof by the Authority and to the payment of such charges for the service line connection installation and meter settings as are in effect at the time of the application, said charges to be payable in advance. Where the governmental unit charges a fee for issuing a permit or permits for street or road openings, or for any other reason in connection therewith, the amount of the fee will be charged to the applicant in addition to the other charges.
- E. The Authority reserves the right to defer the installation of service connections during inclement weather until such time as, in the judgment of the Authority, conditions are suitable for an expeditious and economical installation.
- F. The Authority reserves the right to determine the size and the kind of the service line connection.

#### **Section 4.02: Maintenance – Service Line Connection**

- A. All service line connections originally furnished by the Authority, will be maintained by and at the cost of the Authority without expense to the customer for repairs, renewals or replacements to the curb stop only.
- B. When meter pits are located at the curb, the riser pipes and connections therein will be maintained by the Authority. No customer or workman shall alter, change or in any way tamper with the

meter pit, meter, or piping and connections therein, without authorization from the Authority. All connections to the outlet side of the meter pit shall be maintained by, and at the expense of the customer.

- C. Prior to laying of new cement sidewalks, making changes in grade, or other changes in sidewalk construction, the customer shall notify the Authority in order that the Authority may relocate or adjust the curb box and meter pit, if any, at the proper grade. If such notice is not given and the curb box or meter pit is covered or cemented over, thereby necessitating additional expense to the Authority for finding and relocating the same, the customer shall be billed for such additional expense and the Authority will, under no circumstances be responsible for damages to the sidewalk.
- D. In cases where services are frozen, the Authority will at its own expense, thaw out the service connection to the curb stop. The thawing out of the service pipe from the curb stop to the premises shall be done by the customer at his own expense. To avoid a recurrence of freezing, the Authority will make an examination of customer's service line, and if the same is not at a depth of four feet as required, the Authority shall have the right to require it to be relocated before service is resumed.

**Section 4.03:                    Installation – Customer Facility**

- A. The customer facility, which is the service line extending from the curb stop and or meter pit to the "premises" and all required appurtenances, shall be installed by, and at the expense of, the customer and shall be done in accordance with the Uniform Construction Code. The installation shall be in accordance with the following requirements:
  - 1. General – Each premise shall be served through a separate service line and through a separate meter, except where physical conditions prevent installation of separate service facilities and meters as determined by the Authority. The installation shall include connection of the service line to the curb stop, extension of the service line from the curb stop to a point within the building wall, the installation of a ball valve, the same size as the service line, on the street side and immediately before the meter; pressure regulator (where greater than 100psi, or where required by the Authority); the meter; backflow prevention device; and a gate or ball valve on the outlet side of the meter. A safety valve shall be also furnished and installed by the customer at a convenient point in the house piping to relieve excess pressures due to heating of water. The Authority recommends a thermal expansion absorber system also be installed by the customer as a safeguard against failed or non-functioning pressure relief valves. Such installation is illustrated in the thermal expansion absorber details furnished by the manufacturer.
  - 2. All facilities inside are to be located just inside the building wall at the nearest point of entry, and shall be readily accessible, protected from freezing and provide proper drainage for the piping in the building. No meter shall be installed in a crawl space. Where installation within the building being served is not feasible, meter and appurtenances shall be installed in an Authority approved meter pit or as directed by the Authority. The contractor for the customer shall notify the Authority when the customer facility will be installed in order to permit the Authority to schedule its work and install

the service line connection. An access panel (minimum size of 4 feet high by 4 feet wide) shall be provided by the customer for all meters and appurtenances installed behind an interior wall.

3. **Material and Size** – The material for all service lines one inch in size and under shall be of first quality new Type K soft copper service tubing manufactured in accordance with Federal Specification WW-7-799 or ASTM B88M-88 or PE CTS SDR 9 with stainless steel insert stiffeners. The Authority shall install copper lines of the appropriate size to the curb stop.
4. The Authority exercises the right at any time to revise these requirements and to stipulate the size and weight per foot of pipe, kind and quality of all materials laid between the curb stop and the premises, which are to be furnished and installed by the owner of the property.
5. The service line shall be no less than ¾-inch in diameter.
6. Installation and Testing Requirements

- a. Installation – The customer facility must be laid in a straight line, at right angles to the street where possible, at a depth to provide not less than 4 foot cover, and as necessary to secure proper alignment and to avoid obstacles. The bottom of the trench shall be excavated so as to conform to the curvature of the pipe and afford good bearing surface. Where rock is encountered, the excavation shall be carried below the bottom of the pipe for the distance required and the excavation backfilled with earth or clay well tamped to the proper grade. Service lines shall be provided with a stone bedding consisting of AASHTO No. 8 coarse aggregate or #10 screening or other suitable substitute if approved by the Authority's representative. Exposed bedrock shall not be considered a suitable substitute. If stone is required, a minimum of four (4) inches of stone is required underneath the pipe with backfill of stone to the midpoint of the pipe diameter. If polyethylene pipe is utilized, 12-inches of stone bedding around the pipe shall be supplied (it is recommended smaller aggregate be used for polyethylene pipe). In no case shall rocks, large stones, wooden blocks, etc. be placed directly under the service line. All service lines shall be installed so as to prevent damage from freezing, rocks, and compression of backfill or any other damage. The Authority recommends 4.5-feet of cover, although 4-feet is the minimum.

No metal pipe shall be placed in contact with cinders or other corrosive material. No service pipe shall be laid in the same trench with gas pipe, drain or sewer pipe, or any other facility of another public service company, nor within three feet of any open excavation or vault.

The joints in all copper tubing and pipe laid underground shall be made using a mechanical coupling of a design and material satisfactory to the Authority and suitable for underground use. No soldered joints shall be used, and no joints shall be made within a distance of less than five feet from the exterior wall of the premises. All pipes passing through foundation or bearing walls shall be provided with suitable sleeves and the annular space between the sleeve and the pipe made watertight. The sleeves shall be the size specified by the Authority.

- b. Hydrostatic Tests – No service line shall be covered until the service line is filled with water and subjected to a hydrostatic test; this test to be observed by a representative of the Authority.

The line shall be slowly filled with water, expelled of all air, and the maximum pressure in the Authority system allowed to develop in the service line. All pipe, fittings, valves and joints shall be carefully examined during the test. All materials found defective shall be removed and replaced with sound and satisfactory materials and all leaks completely eliminated.

The Authority exercises the right to require that the service lines be subjected to a hydrostatic test at 1.5x the normal operating pressure or 100 psi whichever is greater.

No loss whatsoever due to leakage will be permitted on service lines.

7. Inspection – The Authority shall be notified when the installation is completed, prior to backfilling, so that the service line can be subjected to the aforesaid hydrostatic test in the presence of a representative of the Authority, and an inspection made of both workmanship and materials. The notice shall include such data as the location, the name of the owner, and the time the work will be ready for inspection.

Water will not be supplied through the customer facility or any related part thereof, or through any service or supply line which has not been inspected in the open trench and approved by a representative of the Authority. This regulation applies to both original installation and repairs.

The cost of the inspection of an original installation is included in the Authority's prevailing tapping charge paid by the applicant or customer. In the event that an additional trip is necessary to complete the inspection, a fee will be charged at the prevailing charge established by the Authority at the time of said inspection work. If the inspection indicates failure to comply with the requirements, water service will not be granted until the proper remedial measures have been taken.

#### **Section 4.04: Maintenance – Customer Facility**

- A. All customer facilities, service lines and fixtures installed by the customer shall be maintained by the customer in satisfactory condition. The meters and appliances furnished and owned by the Authority and on the property of the customer shall be protected properly and cared for by

said customer. When repairs, renewals, replacements, or other necessary work are required on the aforesaid facilities of the customer, the customer shall employ, without delay, competent tradesmen to do the work. All said work shall be done at the expense of the customer. All leaks in the service or any other pipe or fixture in or upon the premises supplied must be repaired within 10 days of notification by the owner or occupant of the premises, under penalty of discontinuance of service by the Authority. All repairs, renewals, replacements or other necessary work shall be in conformance with the Authority's Rules and Regulations. Should the Authority deem the leak to be significant, the Authority shall have the jurisdiction to discount water at any time.

- B. The Authority shall in no event be responsible for maintaining any portion of the service line or service line facilities owned by the customer, for damage done by water escaping therefrom, or from lines or fixtures on customer's property; and the customer shall at all times comply with municipal regulations with reference thereto, and make changes therein, required on account of change of grade, relocation of mains, or otherwise.
- C. In cases where services lines are frozen, the Owner shall, at his expense, thaw out the customer facility. To avoid a recurrence of freezing, the Authority will make an examination of the customer facility, and if it is not at a depth of 4 feet, as required, the Authority shall have the right to require it to be relocated to a depth of 4 feet at the cost of the customer, before service is resumed.

**Section 4.05: Length of Service Line**

- A. Service lines exceeding 100 feet in length require a meter pit installation (the meter pit shall be insulated to prevent freezing). Said meter pit is to be installed at the property or curb line of the premises and not more than six (6) feet from the curb stop. The Authority, in its sole discretion, may require the customer to construct, at his expense such meter pit whenever the service line does not exceed 100 feet.

**Section 4.06: Penalty for Placing Obstructions over, in, or around Curb Boxes**

- A. If obstructions are placed over, in, or around curb boxes in such manner as to prevent normal operation of the curb stop, or to result in damage to the curb box, curb stop or service line, the Authority will shut the water off at the curb stop, plug the curb box, or disconnect the service line, or turn the water off at the corporation stop or ferrule, as it may deem necessary. The Authority will give the customer 10 days to remove the obstruction. Before service will be renewed, the customer shall pay to the Authority the expenses incurred in shutting the water off and turning it on again, including the cost of: necessary trenching, backfilling, cutting and replacing pavement, sidewalk, or curbing, any municipal permit or permits for opening the pavement, and also shall settle any unpaid bill for water or other service and make a satisfactory deposit to insure the payment of future water bills, the minimum deposit to be in the amount established by the Authority's schedule of rates and charges.

**Section 4.07: Service Line Connection on Private Property**

- A. Service line connections will not be installed on property other than that of the premises to be furnished water.

**Section 4.08: One Service Connection for Each Customer**

- A. A service line will be used to supply a single customer only, and no premises shall have more than one service connection except where impossible or impracticable to furnish an adequate water supply service thereto through one service connection; in which event, the Authority may agree to the installation and use of more than one such connection.

**Section 4.09: Single Service Line with Two or More Customers**

- A. Where two or more customers are supplied through a single service line, any violation of the Rules of the Authority by either or any of said customers, shall be deemed to be a violation as to all; unless said violation is corrected after reasonable notice, the Authority may take such action as can be taken for a single customer, except that such action shall not be taken until the innocent customer who has not violated the Authority's Rules, has been given a reasonable opportunity to attach his service pipe to a separately controlled service connection.

**Section 4.10: Other Customer Facility Requirements**

- A. The Authority reserves the right to require any owner to install on, or in conjunction with, his service pipe such valves, stop cocks, backflow prevention devices, relief valves, pressure regulator, air chamber, tank, float valve, meter test tap, pressure tank or other apparatus of approved design, when and where, in the Authority's opinion the conditions may require such installation for the purpose of safeguarding and protecting the Authority's property or water supply.
- B. Should the use of water through a service line connection become excessive during periods of peak use, and cause a substantial decrease in pressure in the distribution system of the Authority to the extent that normal water service to other customers is impaired, the Authority exercises the right to require the installation of properly designed and adequate storage facilities on the system of the premises involved. Said facilities shall include all piping, valves, fittings, storage structures, pumps, automatic controls, and other such appurtenances as are required to permit the storage of water and delivery therefrom during periods of peak water use on the premises, thereby avoiding a direct use from the system of the Authority during such periods. The basic design of such systems shall be subject to approval by the Authority.
- C. When steam boilers take a supply of water directly from the service pipe, depending upon the hydraulic or hydrostatic pressure in the pipe system of the Authority for their supply under working pressure, it will be at the risk of the parties making such attachments, as the Authority will not be responsible for any accidents or damages to which such devices are frequently subject.
- D. House boilers for domestic use must, in all cases, be provided with vacuum valves to prevent collapsing when water is shut off from the distribution pipes. The Authority will in no case be

responsible for accidents or damages resulting from failure to observe this rule, or due to conditions in the distributing pipes, or from the imperfect action of any such valves, or due to such other causes.

**Section 4.11: Change in Location of Service Connection**

- A. The customer shall pay for the cost of relocation of all service line connections made at his request or for his convenience.

**Section 4.12: Renewal of Service Line**

- A. When renewal of service line from the street main to the curb stop is found necessary, the Authority will renew said service in the same location as the old one. If the property owner or customer, for his own convenience, desires the new service line at some other location and agrees to pay all expenses of such relocation in excess of the cost of laying the service line in the same location as the old service line, and cutting off and disconnecting the old service line, the Authority will lay the new service line at the location desired.

**Section 4.13: Use of Curb Stops**

- A. Curb stops at the curb line shall not be used by the customer for turning on or shutting off the water supply. The control of the water supply by the customer shall be by means of a separate stopcock located in general, just inside the building wall. Curb stops are for the exclusive use of the Authority.

**Section 4.14: Cost of Authority Installation**

- A. The Authority shall install new service lines under 1" to the curb stop, for the price reflected in the most current Schedule of Rates/Fees or at the cost of installation. Any new service over one (1) inch shall be at the contract price of installation. The Customer is also responsible for the cost of any street cut permit, cost of repaving, and labor associated with restoration.

## ARTICLE V.

### COMMERCIAL SERVICE CONNECTIONS

**Section 5.01:                   Installation of Commercial Service Line Connection (Larger than 1”)**

- A.     Authority will install and maintain all service line connections larger than 1” in diameter from the Authority’s main line to the customer’s property line, including service valve and service box whenever boring is not required. The Authority shall maintain the service line from the Authority’s main line to the service valve at the customer’s property line, including the service valve. The Authority shall determine the location of the service line connection. The Customer is responsible for the service beyond the curb stop.
  
- B.     Service lines larger than 1” in diameter that require a meter pit shall be furnished, installed and maintained by and at the expense of the customer. All connections from the service valve to the meter pit shall be installed and maintained by the customer. All meter pits shall be located at the curb or customer’s property line. No customer or workman shall alter, change or in any way tamper with the meter pit, meter, or piping and connections therein without authorization from the Authority.

**Section 5.02:                   Installation of Service Line Connection Larger than 1” that Require Boring**

- A.     The customer shall install the service line from the customer’s property line to the Authority’s main line including service valve and service box. The Authority will make all connections to the main line. The Authority shall maintain the service line from the Authority’s main line to the service valve at the customer’s property line, including the service valve. The Authority shall determine the location of the service line connection. The installation of all service line connections is subject to the submission of a written application to the Authority, as previously set forth, to such requests being reasonable, to approval thereof by the Authority and to the payment of such charges for the service line connection installation and meter settings as are in effect at the time of the application, said charges to be payable in advance. Where the governmental unit charges a fee for issuing a permit or permits for street or road openings, or for any other reason in connection therewith, the amount of the fee will be charged to the applicant in addition to the other charges.
  
- B.     The Authority reserves the right to defer the installation of service connections during inclement weather until such time as, in the judgment of the Authority, conditions are suitable for an expeditious and economical installation.
  
- C.     The Authority reserves the right to determine the size and the kind of the service line connection.

**Section 5.03:                   Maintenance – Service Line Connections Larger than 1” in Diameter**

- A. All service line connections larger than 1” in diameter from the Authority’s main line to the customer’s property line, including service valve and service box will be maintained by and at the cost of the Authority without expense to the customer for repairs, renewals or replacements.
- B. When meter pits housing meters larger than 1” are located at the curb or the customer’s property line, the riser pipes and connections therein will be maintained by, and at the cost of the customer, and no customer or workman shall alter, change or in any way tamper with the meter pit, meter, or piping and connections therein, without authorization from the Authority.
- C. Prior to laying of new cement sidewalks, making changes in grade, or other changes in sidewalk construction, the customer shall notify the Authority in order that the Authority may relocate or adjust the service box, if any, at the proper grade. If such notice is not given and the box or boxes are covered or cemented over, thereby necessitating additional expense to the Authority for finding and relocating the same, the customer shall be billed for such additional expense and the Authority will, under no circumstances be responsible for damages to the sidewalk.
- D. In cases where services are frozen, the Authority will, at its own expense, thaw out the service connection to the service valve. The thawing out of the service pipe from the service valve to the premises shall be done by the customer at his own expense. To avoid a recurrence of freezing, the Authority will make an examination of customer’s service line, and if the same is not at a depth of 4 feet as required, the Authority shall have the right to require it to be relocated before service is resumed.

**Section 5.04:                    Installation – Customer Facility**

- A. The customer facility, which is the service line extending from the service valve and/or meter pit to the “premises” and all required appurtenances, shall be installed by, and at the expense of, the customer and shall be done in accordance with the Uniform Commercial Code. The installation shall be in accordance with the following requirements:
  - 1. General – Each premise shall be served through a separate service line and through a separate meter, except where physical conditions prevent installation of separate service facilities and meters as determined by the Authority. The installation shall include connection of the service line to the curb stop, extension of the service line from the curb stop to a point within the building wall, the installation of a gate or ball valve, the same size as the service line, on the street side and immediately before the meter; pressure regulator (where the pressure is over 100 psi, or where required by the Authority); the meter; backflow prevention device; and a gate or ball valve on the outlet side of the meter. Consult the Authority’s Cross Connection Control Plan for the proper backflow prevention device. A safety valve shall be also furnished and installed by the customer at a convenient point in the facility to relieve excess pressures due to heating of water. The Authority recommends a thermal expansion absorber system also be installed by the customer as a safeguard against failed or non-functioning pressure relief valves. Such installation is illustrated in the thermal expansion absorber details furnished by the manufacturer.

2. All facilities inside are to be located just inside the building wall at the nearest point of entry, and shall be readily accessible, protected from freezing and provide proper drainage for the piping in the building. The contractor for the customer shall notify the Authority when the customer facility will be installed in order to permit the Authority to schedule its work and install the service line connection.

3. Material and Size – All service lines of a diameter of greater than 1 inch and less than or equal to two inches shall be rigid PVC pipe with gasketed joints or CTS SDR 9 PE. All PVC and PE pipe shall have a pressure rating of not less than 200 psi. All service lines over two inches in size shall be HDPE SDR 9 or double cement-lined ductile iron pipe, manufactured in accordance with the Specifications of the American Standards Association, Number H21.2 or H21.6, and AWWA C150 and C151, latest revisions, and shall have bell and spigot or mechanical joint ends, the latter type joints to be in accordance with American Standards Association Specification A21.11; the pipe to be the class required for the particular service. Plastic fittings and valves are not permitted.

The Authority exercises the right at any time to revise these requirements and to stipulate the size and weight per foot of pipe, kind and quality of all materials laid between the service valve and the premises, which are to be furnished and installed by the owner of the property. The Authority shall install Copper Service lines of the appropriate size and material for portions to be owned by the Authority.

4. Installation and Testing Requirements

- a. Installation – The customer facility must be laid in a straight line, at right angles to the street where possible, at a depth to provide not less than 4 foot cover, and as necessary to secure proper alignment and to avoid obstacles. The bottom of the trench shall be excavated so as to conform to the curvature of the pipe and afford good bearing surface. Where rock is encountered, the excavation shall be carried below the bottom of the pipe for the distance required and the excavation backfilled with earth or clay well tamped to the proper grade. Service lines shall be provided with a stone bedding consisting of AASHTO No. 8 coarse aggregate or #10 screenings or other suitable substitute if approved by the Authority's representative. Exposed bedrock shall not be considered a suitable substitute. If stone is required, a minimum of four (4) inches of stone is required underneath the pipe with backfill of stone to the midpoint of the pipe diameter. In no case shall rocks, large stones, wooden blocks, etc. be placed directly under the service line. If polyethylene pipe is utilized, 12-inches of stone bedding around the pipe shall be supplied (it is recommended smaller aggregate be used for polyethylene pipe). In no case shall rocks, large stones, wooden blocks, etc. be placed directly under the service line. All service lines shall be installed so as to prevent damage from freezing, rocks, and compression of backfill or any other damage. The Authority recommends 4.5-feet of cover, although 4-feet is the minimum.

No metal pipe shall be placed in contact with cinders or other corrosive material. No service pipe shall be laid in the same trench with gas pipe, drain or sewer pipe, or any other facility of another public service company, nor within three feet of any open excavation or vault. Service pipe shall be installed at a horizontal distance of three (3) feet or greater from other utilities.

The joints in all pipe laid underground shall be made of a design and material satisfactory to the Authority. No soldered joints shall be used, and no joints shall be made within a distance of less than five feet from the exterior wall of the premises. All pipes passing through foundation or bearing walls shall be provided with suitable sleeves and the annular space between the sleeve and the pipe made watertight. The sleeves shall be the size specified by the Authority.

- b. Hydrostatic Tests – No service line shall be placed into service until the service line is filled with water and subjected to a hydrostatic test, this test to be observed by a representative of the Authority.

The line shall be slowly filled with water, expelled of all air, and the maximum pressure in the Authority system allowed to develop in the service line. All materials found defective shall be removed and replaced with sound and satisfactory materials and all leaks completely eliminated.

The Authority exercises the right to require that service lines be subjected to a hydrostatic test at normal operating pressure times 1.5 or 100 psi, whichever is greater, and will require such a test on all customer facilities over two inches in diameter and on all unmetered service lines, including fire protection lines.

The loss due to leakage shown by tests on service lines larger than two inches in diameter shall not exceed the hydrostatic testing allowance as specified in AWWA C600 for ductile iron pipe.

5. Inspection – The Authority shall be notified when the installation is completed, prior to backfilling, so that the service line can be subjected to the aforesaid hydrostatic test in the presence of a representative of the Authority, and an inspection made of both workmanship and materials. The notice shall include such data as the location, the name of the owner, and the time the work will be ready for inspection.

Water will not be supplied through the customer facility or any related part thereof, or through any service or supply line which has not been inspected in the open trench and approved by a representative of the Authority. This regulation applies to both original installation and repairs.

The cost of the inspection of an original installation is not included in the Authority's prevailing tapping charge paid by the applicant or customer. A fee will be charged at the prevailing charge established by the Authority at the time of said inspection work. If the inspection indicates failure to comply with the requirements, water service will not be granted until the proper remedial measures have been taken.

**Section 5.05: Maintenance – Customer Facility**

- A. All customer facilities, service lines and fixtures installed by the customer shall be maintained by the customer in satisfactory condition. The meters and appliances furnished and owned by the customer or Authority, and on the property of the customer, shall be protected properly and cared for by said customer. When repairs, renewals, replacements or other necessary work are required on the aforesaid facilities of the customer, the customer shall employ, without delay, competent tradesmen to do the work. All said work shall be done at the expense of the customer. All leaks in the service, or any other pipe or fixture in or upon the premises supplied, must be repaired immediately by the owner or occupant of the premises, under penalty of discontinuance of service by the Authority. All repairs, renewals, replacements or other necessary work shall be in conformance with the Authority's Rules and Regulations. Should the Authority deem the leak to be significant, the Authority shall have the jurisdiction to discount water at any time.
- B. The Authority shall in no event be responsible for maintaining any portion of the service line or service line facilities owned by the customer, for damage done by water escaping therefrom, or from lines or fixtures on customer's property; and the customer shall at all times comply with municipal regulations with reference thereto, and make changes therein, required on account of change of grade, relocation of mains, or otherwise.
- C. In cases where service lines are frozen, the Owner shall, at his expense, thaw out the customer facility. To avoid a recurrence of freezing, the Authority will make an examination of the customer facility, and if it is not at a depth of 4 feet, as required, the Authority shall have the right to require it to be relocated to a depth of 4 feet at the cost of the customer, before service is resumed.

**Section 5.06: Length of Service Line Larger than 1" in Diameter**

- A. Service lines exceeding 100 feet in length require a meter pit installation insulated to prevent freezing. The customer will be required to construct at the customer's expense, a frost proof meter pit provided with a suitable cover. Cast iron covers or covers greater than 36-inches in diameter are not permitted. Said meter pit shall be constructed at the property or curb line and is to be used for the housing of the meter and back-flow prevention device required for the service of the premises. The Authority, in its sole discretion, may require the customer to construct, at his expense, such meter pit whenever the service line does not exceed 100 feet.

**Section 5.07: Penalty for Placing Obstructions over, in, or around Service Boxes**

- A. If obstructions are placed over, in, or around service boxes in such manner as to prevent normal operation of the service valve, or to result in damage to the service box, service valve or service line, the Authority will shut the water off at the service valve, plug the service box, or disconnect the service line as it may deem necessary. Before service will be renewed, the customer shall pay to the Authority the expenses incurred in shutting the water off and turning it on again, including the cost of: necessary trenching, backfilling, cutting and replacing pavement, sidewalk, or curbing, any municipal permit or permits for opening the pavement, and also shall settle any unpaid bill for water or other service and make a satisfactory deposit to insure the payment of future water bills, the minimum deposit to be in the amount established by the Authority's schedule of rates and charges.

**Section 5.08: Service Line Connection on Private Property**

- A. Service line connections will not be installed on property other than that of the premises to be furnished water.

**Section 5.09: One Service Connection for Each Customer**

- A. A service line will be used to supply a single customer only, and no premises shall have more than one service connection except where impossible or impracticable to furnish an adequate water supply service thereto through one service connection; in which event, the Authority may agree to the installation and use of more than one such connection.

**Section 5.10: Single Service Line with Two or More Customers**

- A. Where two or more customers are supplied through a single service line, any violation of the Rules of the Authority by either or any of said customers, shall be deemed to be a violation as to all; unless said violation is corrected after reasonable notice, the Authority may take such action as can be taken for a single customer, except that such action shall not be taken until the innocent customer who has not violated the Authority's Rules, has been given a reasonable opportunity to attach his service pipe to a separately controlled service connection.

**Section 5.11: Other Customer Facility Requirements**

- A. The Authority reserves the right to require any owner to install on, or in conjunction with, his service pipe such valves, check valves, relief valves, pressure regulator, air chamber, tank, float valve, meter test tap, pressure tank or other apparatus of approved design, when and where, in the Authority's opinion the conditions may require such installation for the purpose of safeguarding and protecting the Authority's property or water supply.
- B. Should the use of water through a service line connection become excessive during periods of peak use, and cause a substantial decrease in pressure in the distribution system of the Authority to the extent that normal water service to other customers is impaired, the Authority exercises the right to require the installation of properly designed and adequate storage facilities on the system of the premises involved. Said facilities shall include all piping, valves, fittings, storage structures, pumps, automatic controls, and other such appurtenances as are required to permit the storage of water and delivery therefrom during periods of peak water use on the premises, thereby avoiding a direct use from the system of the Authority during such periods. The basic design of such systems shall be subject to approval by the Authority.
- C. When steam boilers take a supply of water directly from the service pipe, depending upon the hydraulic or hydrostatic pressure in the pipe system of the authority for their supply under working pressure, it will be at the risk of the parties making such attachments, as the Authority will not be responsible for any accidents or damages to which such devices are frequently subject.

- D. Boilers for private use must, in all cases, be provided with vacuum valves to prevent collapsing when water is shut off from the distribution pipes. The Authority will in no case be responsible for accidents or damages resulting from failure to observe this rule or due to conditions in the distributing pipes, or from the imperfect action of any such valves, or due to such other causes.

**Section 5.12: Change in Location of Service Connection**

- A. The customer shall pay for the cost of relocation of all service line connections made at his request or for his convenience.

**Section 5.13: Renewal of Service Line**

- A. When renewal of service line from the street main to the service valve is found necessary, the Authority will renew said service in the same location as the old one. If the property owner or customer, for his own convenience, desires the new service line at some other location and agrees to pay all expenses of such relocation in excess of the cost of laying the service line in the same location as the old service line, and cutting off and disconnecting the old service line, the Authority will lay the new service line at the location desired.

**Section 5.14: Use of Service Valves**

- A. Service valves at the curb line shall not be used by the customer for turning on or shutting off the water supply. The control of the water supply by the customer shall be, by means of a separate valve located in general, just inside the building wall. Service valves are for the exclusive use of the Authority.

**Section 5.15: Cost of Authority Installation**

- B. Should the Authority install a water service 1" or larger, the customer shall reimburse the Authority for the contract price of the installation. The Customer is also responsible for the cost of any street cut permit, cost of repaving, and labor associated with restoration. The Authority will bill the customer for the installation of the service, at cost.

## ARTICLE VI.

### METERS

#### **Section 6.01: General**

- A. A meter will be required for each premise except as otherwise provided herein. All meters, will be furnished and installed by the Authority, and remain the property of the Authority, and be accessible to and subject to the Authority's control and maintenance. At the written request of the Customer, FMA may elect to replace any meter for the cost in most up to date Schedule of Rates/Fees.

#### **Section 6.02: Meter Size and Type**

- A. The Authority reserves the right, in all cases, to stipulate the size and type of the meter to be installed on each service line and to require the installation or replacement of a larger size meter in any case where the peak use of water places any meter under undue or unusual strain, exceeds the recommended water capacity, and/or does not meet the recommended application, and reserves the right to charge the fees currently in effect for the larger meters. The meter shall not be more than one nominal size smaller than the water service. The minimum meter size shall be 5/8", this size will only be considered for one occupancy. The Authority has the right to select the size of meter to be installed.
- B. The Authority reserves the right in all cases to stipulate the type of remote registration to be installed on each meter and to require the installation or replacement of the register in any case where the existing remote registration is not compatible with the Authority's current automated meter reading system.

#### **Section 6.03: Location**

- A. The location for the meter shall be subject to the approval of the Authority, shall be at a convenient and accessible point close to point of entry, shall permit control of the entire supply and shall allow proper protection of the meter from freezing or other harm.
- B. No fixture shall be attached to, or any branch made in, the service pipe between the meter and the street main. No connections of any type shall be made between the meter and the backflow prevention device.
- C. In cases where it is not practical to place the meter within a building, the Authority requires the property owner to construct, inside the property line, a watertight, frost proof meter pit provided with a suitable cover. The configuration of non-residential meter pits shall be designed by the customer based on the required water system facilities for each individual connection. All proposed non-residential meter pits shall be submitted to the Authority for review and approval.

**Section 6.04: Installation of Meter and Related Piping**

- A. The Authority shall install all new meters. Should a new development require the installation of more than 10 meters, the Authority may elect the Owner to install the new meters. The customer shall employ for this work the services of skilled tradesmen, qualified and approved by the Authority, who shall cooperate with the Authority and install all piping and appurtenances in accordance with the dimensions and requirements for each specific case, so that the meter or meters can be properly installed and connected by the Authority.
- B. Residential meter installations shall be subject to Authority's approval, and need reinstalled to satisfy the Authority as required.
- C. The Authority may, at its discretion, accept an application by a customer to have more than one meter and service line extension to the customer's premises. Any such application shall be signed by the customer. The Authority may, at its discretion, refuse such application, or terminate service through said additional meter(s), where the Authority determines that said additional service(s) will result or has resulted in the improper avoidance of a tap-in-fee, in the avoidance of full payment of applicable water charges, or is otherwise detrimental to the Authority and its customers. Each such additional meter and service line extension shall be subject to all other Rules and Regulations herein, including, but not limited to, separate meter deposits and minimum charges for each meter and service line extension. The additional service will require lock and wing stop valves to be installed in the service line ahead of all normal water service meters. All plumbing required to accommodate additional meter installations is the responsibility of the property owner. The Authority may require properties with multiple rental apartments to have a separate meter for each dwelling. For these multi-meter buildings in which the Authority does not have readily available access, the Authority has the right to install meters that can be remotely shut off.
- D. Under certain conditions where there is a demand or necessity for uninterrupted water service, in order to eliminate inconvenience to both the customer and Authority when repairs, replacement or testing of the meter is necessary, the Authority may, at its option, require the installation of a bypass. Bypass shall have a lockable ball valve and backflow prevention device equal to the type located at the meter.

**Section 6.05: Maintenance, Care and Responsibility for Damage**

- A. The Authority will maintain all meters at no expense to the customer, except the customer is liable and responsible for damage to meters located at the customers premises caused by the act or omission of the customer. 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 shall be invoiced as reflected on the Authority's Rate Schedule. In the event of damage to or malfunctioning of the meter (aside from freezing), the customer shall promptly notify the Authority. The Authority will furnish and set another meter to replace the one damaged. The repair costs including replacement parts, labor and transportation charges, testing and reinstallation, shall be the responsibility of the customer.

**Section 6.06: Meter Tests**

- A. All meters are tested for accuracy by the manufacturer before installation and thereafter are periodically tested by the Authority.
- B. Should the Authority at any time doubt the accuracy or correctness of the meter measuring water delivered to the customer's premises, the Authority will make a test of the accuracy of the meter. The Authority reserves the right to remove or test any meter at any time. Authority-initiated testing of a meter shall be at no cost to the customer.
- C. In the event a meter is found to have an error in registration in excess of the AWWA Standards, the Authority shall furnish and set another meter to replace the one found to be inaccurate. The Authority reserves the right to remove the meter and to substitute another meter in its place, either permanently or temporarily.
- D. Should the customer at any time doubt the accuracy or correctness of the meter measuring water delivered to the customer's premises, the Authority will, upon a written request of the customer, and if they so desire in their presence or that of their authorized representative, make a test of the accuracy of the meter. If the meter so tested shall be found to be accurate within the limits herein specified, a fee determined from the schedule indicated shall be paid to the Authority by the customer requesting such test; but if not so found, then the cost thereof shall be borne by the Authority. When making such request, the customer shall agree to the basis of payment herein specified or as currently in effect.
- E. A report of such tests shall be made to the customer, and a complete record of such tests shall be kept by the Authority. The amount of the fee shall be the charge established by the Authority for the size of the meter being tested in accordance with the prevailing schedule of rates and charges adopted by the Authority. The fee stipulated shall be payable by the applicant in advance.
- F. In the event the meter so tested is found to have an error in registration in excess of AWWA Standards, the cost of the test will be borne by the Authority, and the advance fee will be refunded (refer to Rate Schedule). The bill, based on the last reading of such meter or meters, shall be corrected accordingly. This correction shall apply both for over and under registration.

**Section 6.07: Change in Location of Meters**

- A. The customer shall pay for the cost of relocation of all meters made at his request or for his convenience as approved by the Authority.
- B. Any Customer 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 as found in the most current Schedule of Rates/Fees.

**Section 6.08: Seals**

- A. No seal placed by the Authority for the protection of any meter, valve, fitting or other water connection shall be tampered with or defaced. It shall not be broken except upon authorization

from the Authority or in the presence of an Authority representative. Where the seal is broken, the Authority reserves the right to remove the meter for test at the expense of the customer, even though said meter registered accurately.

**Section 6.09: Leaks**

- A. Customers are urged to give careful attention to their plumbing and fixtures and make immediate correction of all leaks. No allowance will be made by the Authority for water used, lost, stolen or otherwise wasted through the water meter. All water passing through a meter shall be billed at the regular rate.

**Section 6.10: Reading and Registration of Meters**

- A. Readings of meter shall be taken monthly, at the option of the Authority, and the quantity recorded by the meter shall be taken to be the amount of water passing through the meter, which amount will be conclusive on both the customer and the Authority, except when the meter has been found to be registering inaccurately or has ceased to register. In such cases, the Authority may determine the quantity by:
1. Last four (3)-billing periods divided by four (3) to obtain average.
  2. Comparison of several years history of billing period in question.
  3. Any other reasonable method.

**Section 6.11: Access to Meter, etc.**

- A. The Authority, at all reasonable times, shall have access to meters, service connections, and other property owned by it on customer's premises, for the purpose of maintenance, testing, operations and meter reading. The failure to permit reasonable access shall be sufficient cause for discontinuance of service.

**Section 6.12: Failure to Provide Access to Meters, etc.**

- A. Should Authority's agent be unable to obtain access, the Authority's agent may notify the customer by leaving a notice on the premises or by mailing such notice via the postal service, that the Authority must obtain access during normal working hours. Should customer fail to make arrangements, a notice will be sent via first class mail. Said notice shall advise that water service will be discontinued within a limited period of time, unless customer has ceased to be in default under the terms of these Rules and Regulations. The Authority shall physically post the property and put a letter to the customer in the mail. The shut off notice is due back to the Authority 20 days after distribution of the letters and posting. If termination occurs, the "Off/On" fee currently in effect will apply.

**Section 6.13: Notification Relative to Condition of Meter**

- A. The customer shall notify the Authority of damage to, or malfunctioning of the meter or of the breaking of the seal or seal wire, as soon as they are cognizant of such a condition.

## ARTICLE VII.

### SERVICE

#### Section 7.01: Discontinuance of Service

- A. **By Customer - Permanently:** Any customer may terminate his service contract with the Authority by reason of moving permanently away from the premises (unless prohibited by local ordinances), and have his water service discontinued upon giving notice thereof to the Authority, and upon the lapse of a reasonable time thereafter to permit the Authority to take final meter readings and attend to other details in connection with such discontinuance of service. The customer shall remain liable for water furnished to the premises described in his application until the Authority has received notice from him and the termination of service has taken effect as stated above.
- B. **By Customer – Temporarily:** Any customer may request that the Authority turn off water service temporarily for an extended period of time. However, before reinstatement of service, a turn-on fee will be applicable as shown in the most current Schedule of Rates/Fees and any outstanding balances must be satisfied. Turn-offs for repairs are not subject to a turn-on fee. Minimum debt service charges and fees (if applicable) will continue to apply to services that are temporarily turned off at the customer’s request. No other minimum water services charges or fees will apply while water service is temporarily disconnected. For seasonal and temporary customers, the meter must be removed from the property or billing will continue. The meter must be removed from the property if a customer will be absent for an extended period of time.
- C. **By Authority:** Service under any application may be discontinued after due notice by violation of these Rules and Regulations or for any of the following reasons:
1. For misrepresentation in the application.
  2. For the use of water for, or in connection with, or for the benefit of, any premises or purposes other than those described in the application.
  3. For willful waste of water through improper or substandard pipes, fixtures or otherwise.
  4. For failure to maintain in good order the service lines and fixtures owned by the applicant.
  5. For tampering with, or in any other way interfering with, any service pipe, meter, meter pit, curb stop, curb box, service valve, service box or with any seal on any meter or other fixtures and appliances of the Authority.
  6. For continued vacancy of the premises.
  7. For refusal of reasonable access to the premises for purposes of inspecting the piping, fixtures and other water system appliances therein, or for reading, caring for, testing, repairing or removing meters.
  8. For neglecting or refusing to make or renew advance payments where required or for nonpayment of water service or any other charge accruing under the application.

9. For making or refusing to sever, upon notice, any cross connection between a pipe or fixture carrying water furnished by the Authority and a pipe or fixture carrying water from any other source.
10. For resale of water except where subject to a special agreement.
11. For premises where the demand for water is greatly in excess of past average or seasonal use, or where such excessive demands for water by the premises are or may be detrimental or injurious to, or make inadequate, or in any way impair water service furnished to other customers.
12. For premises where apparatus, appliances or equipment using water is dangerous, unsafe and/or not in conformity with any laws or ordinances.
13. For failing to provide the required backflow prevention device.
14. For fraud or abuse.
15. For violation of these Rules and Regulations or other requirements governing the supply of water furnished by the Authority.

**Section 7.02: Renewal of Service after Discontinuance**

- A. Service may be renewed under a proper application when the conditions under which such service was discontinued are corrected and upon the payment of all proper charges or amounts provided in the schedule of Rates or Rules of the Authority.

**Section 7.03: Turn-off without Authorization**

- A. The customer shall not turn the water on or off at any corporation stop, curb stop or service valve, disconnect or remove the meter, or permit its disconnection or removal without the consent of the Authority.

**Section 7.04: Suspension of Service Due to Emergency**

- A. The Authority shall have the right, as necessity may arise, in case of breakdown, emergency, or for any other unavoidable cause, to cut off the water supply temporarily in order to make necessary repairs, connections, and other such work. The Authority will use all reasonable and practical measures to notify the customer of such discontinuance of service. In such cases the Authority shall not be liable for any damage or inconvenience suffered by the customer, or any claim against it at any time for interruption in service, lessening of the supply, inadequate pressure, poor quality of water or for any causes beyond its control; such temporary shut-off of the water supply shall not entitle the customer to any abatement or deduction in or from the water service charges, nor the refund of any portion of such service charges paid in advance during or for the time of such shutoff. When a supply of water is to be temporarily cut off; notice will be given, when practicable, to all customers affected by the shut off, stating the probable duration of the interruption of service and also the purpose for which the shut-off is made. Nothing in these Rules contained, however, shall be construed as a guarantee, covenant or agreement of the Authority to give notice of any shut-off due too emergency or otherwise.

**Section 7.05: Reserve Supply**

- A. The Authority shall have the right to reserve a sufficient supply of water at all times in its storage facilities, to provide for fire and other emergencies, or may restrict or regulate the quantity of water used by customers in case of scarcity or whenever the public welfare may require it.

**ARTICLE VIII.**  
**PUBLIC FIRE SERVICE**

**Section 8.01:           Application for Public Fire Hydrant and Location**

- A.    A written application must be submitted by any municipality that is served water by the Authority, for the purpose of requesting the installation of public fire hydrants; said application to be signed by duly authorized officials of the municipality.
  
- B.    The application must be accompanied by a plan showing the proposed location of each fire hydrant on the public highway or public property, showing the line and grade of the highway or area, and such other data.
  
- C.    The Authority will determine whether proper service can be furnished at the fire hydrant under normal and ordinary conditions, subject to: the size of the existing street main, the sizes of the lines in the surrounding distribution system, the available pressures, and to such other factors. The municipality will be advised relative thereto.
  
- D.    The entire cost of a fire hydrant installation shall be paid in accordance with the agreement governing its installation. A developer of a housing plan or commercial development or any individual, group, organization, municipality, or any other such organization that requests of the Authority to extend its facilities in order to receive water service, will be required to pay for the entire cost of installing all fire hydrants required by the municipality. The local municipality will determine the number and location of all fire hydrants along the new water line installation and whoever pays for the water line extension will be responsible for all costs associated with the fire hydrant installation.
  
- E.    A fire hydrant installation is intended to include a tee and other fittings required in the main line, a branch 6-inch line extending from the tee placed in the main line to the fire hydrant, a valve in the 6-inch line and valve box, a standard Authority fire hydrant, proper restraining of the fire hydrant, the tee and other fittings, and such other work as indicated on the standard plans of the Authority relative to fire hydrant installations.

**Section 8.02:           Penalty for Placing Obstructions over, in, or around Public Fire Hydrants**

- A.    No plantings of any type shall be placed within a ten foot radius of the fire hydrant which obstruct access to or operation of the hydrant. If obstructions are placed over, in or around in such manner as to prevent normal operation of or to result in damage to the fire hydrant, the Authority will notify the governing law enforcement agency for issuance of the appropriate citation. The customer responsible shall pay to the Authority the expenses incurred in removing the obstruction or making repairs caused by such obstruction including the cost of necessary trenching and backfilling, of cutting and replacing pavement, sidewalk or curbing, and of any municipal permit or permits for opening the pavement.

**Section 8.03:           Maintenance**

- A. The operability of all public fire hydrants will be maintained by the Authority at its own cost and expense, provided that any expense for repairs caused by carelessness or negligence of the employees of the particular municipality or the member of the fire department thereof shall be invoiced to the responsible party. Snow removal from around the fire hydrant shall not be the responsibility of the Authority.

**Section 8.04: Allowable Use**

- A. Only persons authorized by the Authority shall take water from any public fire hydrant or hose plug, except for fire purposes or for the use of the fire department in case of fire; and no public fire hydrant shall be used for sprinkling streets, flushing sewers or gutters or for any other than fire purposes, except with the approval by the Authority, said approval being subject to revocation at any time. Fire Companies may test the hydrants with the permission and prior approval of the Authority. No public fire hydrant shall be used for any purpose other than fire purposes, unless specifically permitted by the Authority for that particular time or occasion. The person or persons requesting permission for the use of any fire hydrant must obtain from the Authority a permit stating the time, location and purpose for use of the hydrant, and the person or persons including property owner or his duly authorized agent who will be responsible for all costs and water consumed at the regular meter rates as measured by a hydrant meter supplied by the Authority.

**Section 8.05: Change of Location**

- A. Whenever a municipality or person or persons desire a change in the location of any fire hydrant, the Authority, upon written notice to do so, will make such a change if determined feasible, at the expense of the municipality or person or persons.

**Section 8.06: Inspection**

- A. Upon request of the duly authorized officials of any municipality, the Authority will make inspections at convenient times and at reasonable intervals to determine the condition of the fire hydrants, such inspections to be made by a representative of the Authority and a duly authorized representative of the municipality.

**Section 8.07: Installation Fee**

- B. Each fire hydrant will be subject to the Public Fire Hydrant Charge set forth in the Rate Schedule

## ARTICLE IX.

### PRIVATE FIRE SERVICE

#### **Section 9.01: Application for Private Fire Protection Service**

- A. A written application must be submitted to the Authority for the purpose of requesting a special fire connection for private fire protection service, said application to be signed by the owner of the premises or his duly authorized agent, said application to be subject to such fees and terms and conditions as are hereinafter set forth and included therein, and to the execution of a contract, which application, together with the Rules and Regulations of the Authority, shall regulate and control the furnishing of such services to such premises, and said application to be submitted at least one month before the service line is required.
  
- B. The application shall be accompanied by accurate plans showing the proposed fire protection system and appurtenances and showing any other water supply system and appurtenances which may exist on the premises. No fire protection facilities involving the use of Authority water shall be installed at any time and no changes in or additions to said fire protection facilities shall be made without prior approval by the Authority, said fire protection facilities to include all pumping and/or mechanical means of taking water from the Authority system, storage tanks and all such facilities. All approvals will be subject to such restrictions and limitations as established by the Authority.

#### **Section 9.02: Approval of Application**

- A. The application does not bind the Authority to approve the requested special connection. The Authority will make an engineering study of each proposed installation to determine whether such a connection is reasonable and practical, and whether such a connection will in any way endanger the general water service in the vicinity; the Authority reserving the right to refuse approval of an application relative thereto. The Authority further reserves the right to make an approval subject to the installation of adequate storage facilities and related appurtenances on the premises thereof, if found necessary in order to permit maintenance of adequate water service to other customers.

#### **Section 9.03: Terms and Conditions**

- A. The customer shall pay all costs associated with review and approval of the application for fire protection service.
  
- B. The Authority, by its representatives, shall have the right to enter the premises of the customer at any reasonable time for the purpose of making such inspections as it may deem necessary, and it shall have the right to attach any testing device or use any means which it may elect to ascertain the condition of the pipe and appurtenances and uses made of same.
  
- C. Non-residential fire service lines/sprinkler systems shall have a separate service connection from the street main up to and including the curb or valve box and control valve shall be installed solely for the purpose of providing fire service and shall be maintained by the Authority; that all other pipe, fixtures and appurtenances shall be installed in accordance with the requirements set forth relative to service line and/or water main extensions and maintained in good condition by

and at the expense of the customer. If a supply of water for use other than extinguishment of a fire is desired by the customer, then same shall be taken only through a service pipe separately connected with the street main of the Authority and not connected directly or indirectly with the service pipe contemplated by this application. The Authority may consider approval of alternate designs contrary to this condition, under special service conditions. Any waste of water or use of water for purposes other than the extinguishment of fire through this connection shall be deemed a violation of the terms and conditions of this application and the Rules and Regulations of the Authority.

- D. Non-residential fire service lines/sprinkler systems shall have a backflow prevention device equipped with an external metered by-pass. Such connections are to be used solely for the extinguishment of fire and for no other purpose, except upon the written consent of the Authority; and any violation of this provision shall be cause for the cancellation of the contract and discontinuance of the service. All backflow prevention devices shall be maintained by the customer and shall be subject to the control of the Authority.
- E. Residential fire service lines/sprinkler systems may utilize a common connection from the street main up to and including the curb or valve box. In the event that a common connection is utilized, a common waterline shall be installed by the customer from the curb box to a water meter pit. A water meter and backflow prevention device shall be installed in a meter pit in accordance with the Authority's approval. The size of the water meter and backflow prevention devices shall be appropriate for the anticipated flow rates to the property, and shall be subject to approval by the Authority. Separation of the fire service line and domestic service line shall occur downstream of the water meter pit. All backflow prevention devices shall be maintained by the customer and shall be subject to the control of the Authority.
- F. The rights and obligations of the customer hereunder shall be further subject at all times to the Rules and Regulations of the Authority that now exist or which may hereafter be adopted.
- G. The Authority has the right to discontinue or disconnect said service pipe and terminate water service, upon written notice given 30 days in advance by the Authority to the customer, for failure to pay any bill when due or for any violation of any of the terms and conditions of this application, or for any violation of its Rules; and, in emergencies, also has the right, without notice, to shut off all or any part of its facilities and discontinue the service when deemed necessary by the Authority for the purpose of making any repairs, alterations, additions or to prevent possible contamination through cross-connected facilities of the customer or to prevent negligent or willful waste of water through the facilities of the customer.

**Section 9.04: General Conditions – Private Fire Service**

- A. A private fire service line/sprinkler system, fire hydrant and or hydrants will be subject to the rate schedule charges set forth under Private Fire Service, Rules and Regulations controlling such service and all the foregoing requirements.
- B. Testing of the private fire protection system shall not be done without first notifying and receiving approval of the Authority.
- C. All roof tanks and storage tanks must be provided with an anti-siphon device or backflow preventer and an automatic device for complete shut off of water supply when said tanks are filled.

- D. The Authority reserves the right to access and utilize any private fire hydrant, regardless of location, for the purpose of maintaining the water distribution system.
- E. It shall be expressly understood by and agreed between the parties having a private hydrant that the maintenance of the private hydrant is the responsibility of the property owner. The Authority hereby declares and it is hereby agreed by the owner on whose property the private fire hydrant is located that the Authority shall be free and exempt from any and all claims for injuries to persons or property due to an inoperative fire hydrant, and said property owner shall hold the Authority safe and harmless from any and all claims including attorney fees arising as a result of any injuries or damages caused thereby. A private fire hydrant shall be any hydrant that is situated on private property and is owned or maintained by a party other than the Authority.

**Section 9.05: Cost of Fire Service Connection**

- A. Non-residential fire service lines/sprinkler system service connections for private fire service shall be installed by the customer at the expense of the customer. Installation and maintenance of such service connections shall be subject to these Rules and Regulations.
- B. Residential fire service lines/sprinkler system service connections for private fire service shall be installed by the Authority at the expense of the customer. Installation and maintenance of such service connections shall be subject to these Rules and Regulations.
- C. Each private fire hydrant will be subject to the Private Fire Hydrant Charge set forth in the Authority's Rate Schedule.

**ARTICLE X.**

**RESPONSIBILITY FOR FIRE SERVICE**

**Section 10.01: Responsibility for Service**

- A. It is expressly understood by and agreed between the parties receiving private fire service and the Authority that the Authority does not assume any liability as insurers of property of person(s) and that the agreement does not contemplate any special service, pressure, capacity or facility, other than the ordinary or changing conditions of the Authority as the same exist from day to day, and the Authority hereby declares and agreed by the party receiving service that the Authority shall be free from any and all claims for injuries to persons or property by reason of fire, water, failure to supply water, pressure or capacity, or any reason incidental hereto.

## ARTICLE XI.

### BILLS AND PAYMENT

#### **Section 11.01: Bills Rendered**

- A. All bills will be rendered at stated intervals at the option of the Authority. Bills are placed in the mail by the Authority on the last day of each month, but are presented on the first day of each month. The bill shall be presented for the prior month's water usage. 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.

#### **Section 11.02: 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 balance if such exists.
- B. Each If bills are not paid within thirty (30) days from date of bill, water may be shut off after ten (10) days' notice. An additional charge in accordance with the Authority's Rate Schedule 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. The fee for a returned check is stated in the Authority's Rate Schedule.
- F. Placement of a lien on a on a delinquent customer shall be at the discretion of the Authority.

#### **Section 11.03: 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.

#### **Section 11.04: 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.

#### **Section 11.05: Turning Off Water and Turn on Charge**

- A. The Authority reserves the right at all times after ten (10) days notice to the customer, to shut off water for nonpayment of water bills and the water shall remain shut off until the water bill(s) together with all applicable penalties and the applicable turn-on fee for turning on water (except as otherwise provided herein) have been fully paid. The water may also be turned off for violations of the Rules and Regulations presented by this document.
1. The charge for turning on water service, following discontinuance thereof, whether at the request of the customer or his duly appointed agent or by Authority forces as a result of settlement on nonpayment or correction of violation of the rules and regulations shall as stated in the Authority's Rate Schedule.
- B. The termination procedure shall be as follows:
- a. If the customer fails to make payment within 30 days of issuance of the notice identified in Section 11.02(B), above, the Authority shall post a ten (10)-day termination notice on the front door of the home identifying the proposed date and time of the shutoff.
  - b. If payment arrangements are not made by the 10-day deadline, water service shall be shut off by Authority staff.
  - c. All turnoff costs shall be borne by the customer and shall be paid in full as a condition of restoring service.

**Section 11.06 Termination of Service to Rental Properties**

- A. If a rental property is delinquent for greater than 30 days, the Authority shall send a written notice to the landlord owner in compliance with the Utility Service Tenants Rights Act, 68 Pa. C.S. § 399.1 (USTRA), not less than thirty-seven (37) days prior to any shutoff. This initial letter shall demand the names of any tenant(s) residing in the building.
- B. Not less than seven (7) days after the initial letter to the landlord, the Authority shall send a letter to all tenant(s) in the building, in compliance with the USTRA, advising them of, among other things: (i) their rights under the USTRA, (ii) the proposed turnoff date, (iii) their right to make payments on the delinquent sums, (iv) their right to continued service if they pay all future sums as they come due, and (v) their right to have the account placed in their name(s).
- C. If payment arrangement have not been made by either the landlord or the tenant(s) within thirty-seven (37) days from the date of the letter identified in subparagraph A. above, the Authority shall post a 10-day termination notice on the property identifying the proposed date and time of shutoff. The Authority shall also mail the landlord and tenant(s) a copy of this notice.
- D. If payment arrangements are not made by the end of the 10-day deadline, water service shall be shut off by Authority staff.
- E. All turnoff costs shall be borne by the landlord or tenant(s) and shall be paid in full as a condition of restoring service.

**Section 11.07: Special Service Charges and Multiple Units on one Meter**

- C. 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.
- D. 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.
- E. 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.

- F. 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.

**Section 11.08: 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.

## ARTICLE XII.

### CROSS-CONNECTION AND BACKFLOW PREVENTION DEVICES

#### Section 12.01: Cross Connection and Backflow Prevention Devices

- A. All new customers within the water system of the Authority shall have back flow prevention devices installed between the water meter and the properties water usage features. Backflow prevention devices shall be approved by the Authority. The Authority shall furnish standard backflow prevention devices upon installation of new meters. The Authority may elect for customers to install and incur the cost of backflow prevention devices should the Authority deem it necessary. Meters with built in backflow prevention devices are acceptable, upon approval by the Authority.
- B. Any Cross Connection between the Authority's Water System and a customer's on-site water features through the water service shall be prohibited, and avoided. The Authority shall have final jurisdiction if a backflow prevention device (and type of device) is required to any customer

## ARTICLE XIII.

### GENERAL

#### **Section 13.01: Availability – Rules and Regulations**

- A. Copies of these Rules and Regulations are available on the Authority's Website.

#### **Section 13.02: Acts of Authority Employees and/or Others**

- A. No agent or employee of the Authority shall have the power or right to bind the Authority by any promise, agreement, or representation contrary to these Rules and Regulations.

#### **Section 13.03: Severability – Rules and Regulations**

- A. The provisions of these Rules and Regulations are severable and if any provision, sentence, clause, section, part or application thereof shall be held illegal, invalid or unconstitutional shall not affect or impair any of these remaining provisions, sentences, clauses, sections, parts, or applications. It is hereby declared to be the legislative intent that these Rules and Regulations would have been adopted if such illegal, invalid, or unconstitutional provision, sentence, clause, section, part or application had not been included herein.

#### **Section 13.04: Amendments – Rules and Regulations**

- A. These Rules and Regulations can be amended, in whole or in part, at any time and from time to time by the Authority.

#### **Section 13.05: Inspection**

- A. Authorized employees of the Authority or its agents, identified by proper identification tag, shall have access to the customer's premises at all reasonable hours, for the purpose of turning the water on or off; inspection, repair, and/or replacement of service lines and customer facilities; inspection, setting, reading, repairing, replacing, testing, inspecting, installing and removal of meter; and for all such justifiable purposes.

#### **Section 13.06: Interference with Authority's Property**

- A. No workmen, owner, tenant or otherwise unauthorized person shall turn the water on or off at any street valve, curb stop, service valve, service cock or other service connection, break the seals, disconnect or remove the meter, disconnect or remove the remote registration wire or otherwise interfere with the Authority's property. Any action interrupting the Authority's Property will be considered Theft of Services, and treated accordingly.
- B. For unauthorized operation of street valve, curb stop, service valve, service cock or other service connection, the person owning the premises served by the line connected to said street valve, curb stop, service valve, service cock or other service connection shall be required to pay all costs required in connection with damage to these facilities.

**Section 13.07: Service of Notices**

- A. All notices and bills relating to the Authority or its business shall be deemed to have been properly served if left upon the premises of the customer or if mailed to the customer, directed to, or left at his address as shown on the records of the Authority. The Authority will send all such notices and bills to the address given on the application for water supply until a notice of change has been filed with the Authority by the applicant.
- B. All notices of a general character, affecting or likely to affect a large number of customers, shall be deemed to have been properly given or served if advertised in the newspaper designated by the Authority.
- C. Failure on the part of the customer to receive a bill or notice following proper service by the Authority shall not excuse the customer for payment of all amounts due, including penalties for late payment.

**Section 13.08: Complaints**

- A. Complaints relative to the character of the service furnished or the reading of meters or of bills rendered must be made in writing and delivered to the main office of the Authority.

**Section 13.09: Service Not Guaranteed**

- A. Nothing in these Rules, nor any contract, nor representation, verbal or written, of the Authority or any of its employees shall be taken or construed in any manner to be or constitute a guarantee to furnish a proper quantity of water through any service connections, whether for domestic, commercial, industrial, manufacturing or other general uses, or for public or private fire protection purposes, or for any other special purposes; but the Authority will at all times and under all conditions endeavor to maintain the efficiency of its service.
- B. The Authority shall have the right to temporarily cut off the water supply in the case of breaks, emergencies or for any other reasonable cause, in order to make necessary repairs, connections and do such other work. In such cases, the Authority shall not be liable for any damage or inconvenience or any claim for interruption of service, lessening of supply, inadequate pressure, poor quality of water, and such other reasons.
- C. The Authority will not be responsible for any damage caused within the consumer's premises by an increase or decrease of pressure within the Authority's distribution mains. It shall be incumbent on the customer to install and maintain, in his service line such pressure regulating devices as may be necessary to prohibit excessive pressure from being transmitted to the inside piping or fixtures.
- D. The Authority shall not be liable for turbid water or for a deficiency or failure in the supply or for increase or decrease of pressure when occasioned by shutting off water to make repairs or connections or for failure from any cause beyond the control of the Authority. The Authority be elect to help customers trouble shoot issues with the customer's system, but shall not be held liable for anything beyond the Authority's control.

**Section 13.10:           Restriction of Supply**

- A.     The Authority may, at any time, declare that an emergency situation exists and restrict use of water per the Authority's Drought Contingency File (found in Appendices).

**Section 13.11:           Ground Wire Attachments**

- A.     All customers are forbidden to attach any ground wire or wires to any plumbing which is or may be connected to a service connection or main belonging to the Authority, and the Authority will hold the customer liable for any damage to its property occasioned by such ground wire attachments.

**Section 13.12:           Water Hammer**

- A.     No use of water will be permitted which may or does cause water hammer.

**Section 13.13:           Miscellaneous Work and Services Furnished by the Authority**

- A.     The cost of repair and/or restoration of Authority facilities damaged due to the actions of others, including the cost of lost water, shall be paid for by those responsible therefore.
- B.     The cost of the foregoing work and any miscellaneous services furnished by the Authority, except as otherwise set forth herein, shall be determined based on the charges and/or methods of computing charges as set forth in the schedule of fees and charges in the published Schedule of Rates and Charges, or based on Authority policy.
- C.     All bills for such work and services furnished by the Authority shall be based on the current Schedule of Rates and Charges. All bills shall be rendered by the Authority and be due upon receipt.

**Section 13.14:           Connection Fees**

- A.     The Authority has established schedules of connection fees for all connections to main water lines, such fees to vary, subject to the conditions under which the main line or lines have been installed, the locations of the main lines to be subject to the size of the connection and such other factors, as set forth in the schedule of fees established by the most recent Act 57 Study.
- B.     The connection fees may vary for each size connection, subject to whether the connection is on a line installed by the Authority and/or others, whether the main line is subject to an agreement with others involving reimbursement conditions as related to connections to the line or lines, whether the main line was installed under an assessment program, and to whether there are any other special conditions.

**Section 13.15:           Theft of Services**

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- A. The schedule of fees presented in the Authority's Rate of Fees for the Theft of Services shall be enforced by the Authority for violation as presented by these Regulations. These fines shall be in addition to if the Authority would want to pursue criminal action.

**Section 13.16: 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. The person or persons is subject to a fine as shown in the Authority's Schedule of Fees per a resolution passed by the Authority Board.

## ARTICLE XIV.

### WATERLINE EXTENSIONS AND ADDITIONAL FACILITIES

Water Main Extensions will be treated in accordance with the following regulations.

#### **Section 14.01: Extensions Made by Authority**

- A. Upon application of any Person, and where possible, the Authority may, at the cost of the applicant, construct such extensions, additions and modifications to the Water System to service whatever areas may be required for the accommodation of such applicant, provided that the applicant shall pay to the Authority the total costs of such extensions and additions. Such costs shall include, but not be limited to, the cost of design required, the cost of inspection during construction, and all legal and administrative costs incidental to the design and construction of the extensions and additions.

#### **Section 14.02: Extensions Not Designed by Authority Engineer**

- A. Plans and specifications for extensions, additions and modifications to the Water System may, with the permission of the Authority, be prepared by a qualified Professional other than the Authority Engineer. In such case, the work shall be done in accordance with format and other requirements of the Authority, and all costs of design, including obtaining all necessary permits, shall be paid by the applicant. Plans and specifications so prepared shall be submitted to the Authority for review and approval, and all revisions considered necessary in the opinion of the Authority shall be made and approved by the Authority.
- B. In addition to the aforementioned costs, the applicant shall pay all costs of review and approval of the plans and specifications incurred by the Authority, including, but not limited to, costs imposed on the Authority by the Authority Engineer and Solicitor.

#### **Section 14.03: Extensions Not Installed by Authority**

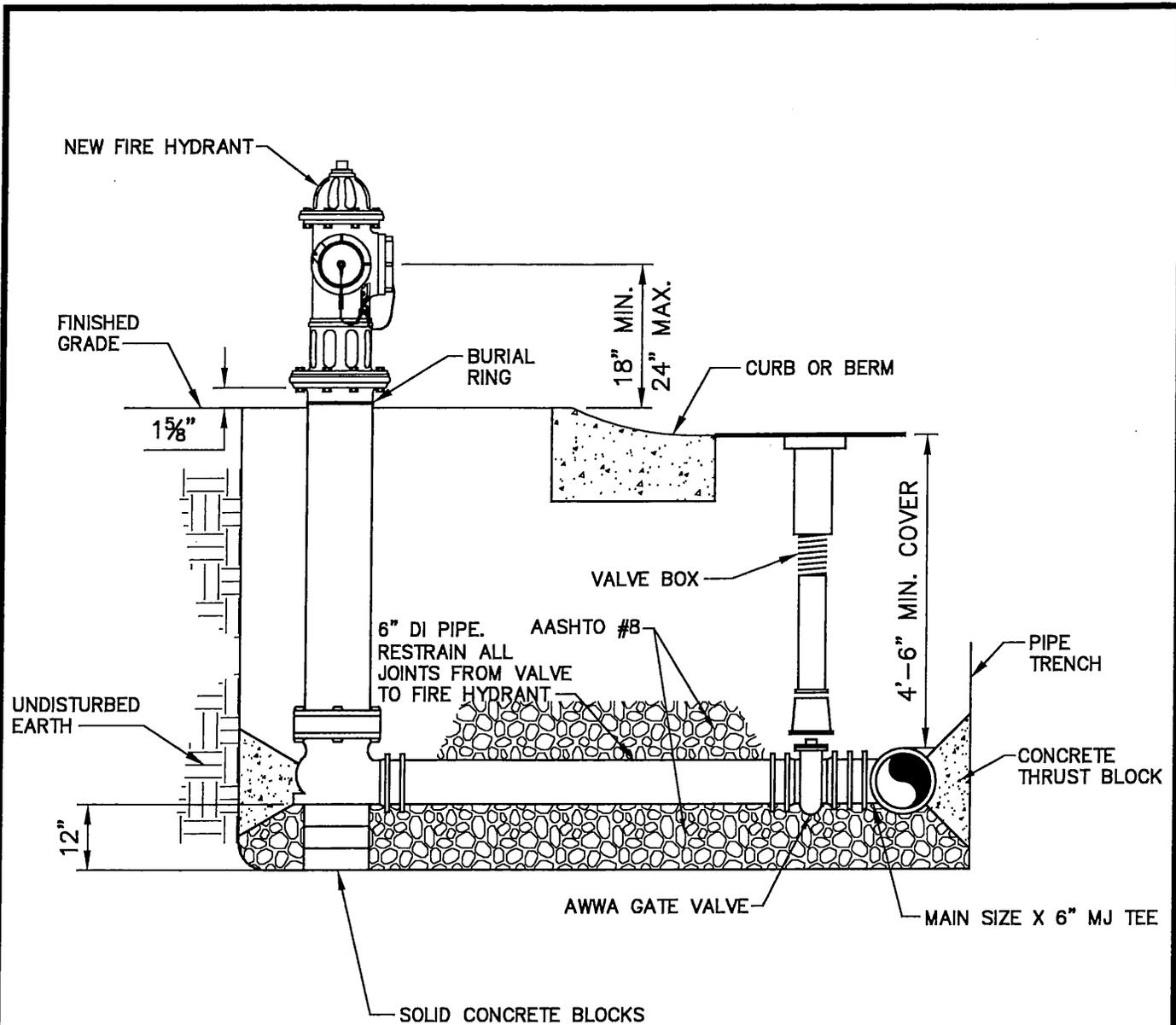
- A. The construction of extensions and additions to the Water System may, with the permission of the Authority, be constructed by the applicant or his contractor, in accordance with the plans and specifications approved as herein before required. In such case, all costs of construction, including obtaining all necessary permits, shall be paid by the applicant. In addition, such construction shall be subject to inspections by the Authority, the cost of which shall be paid by the applicant.

#### **Section 14.04: Payment of Costs Incurred by Authority**

- A. When the design and/or construction of a new Water Service Connection, or additions, extensions or modifications to the Water System, results or will result in the Authority incurring

costs related to such work, and such costs are to be paid by a Person other than the Authority, that Person shall, prior to the start of each phase of the work, deposit the total cost of that phase, as estimated by the Authority Engineer in a special fund with the Authority for the purpose of paying the costs anticipated. Upon completion of that phase, the costs will be adjusted, and upon adjustment, any excess remaining in the special fund shall be returned or carried forward for the subsequent phase. If actual costs exceed estimated costs, the Person shall pay the difference to the Authority.

- B. The Authority may, at its discretion, refuse to allow the applicant to proceed to a subsequent phase of the work, or refuse to allow connection the extensions and additions constructed until the Person has paid all costs incurred by the Authority.



**NOTES:**

1. PLUG HYDRANT DRAINS IN AREAS WHERE GROUNDWATER IS PRESENT. COORDINATE WITH OWNER AND ENGINEER.
2. FIRE HYDRANT DRAINS SHALL BE KEPT FREE OF THRUST BLOCK CONCRETE.
3. CONTRACTOR TO MARK THE CURBS YELLOW, 15 FEET ON EITHER SIDE OF THE FIRE HYDRANT. CURB MARKING SHALL BE IN ACCORDANCE WITH PENNDOT PUBLICATION 408, SECTION 962.

**FIRE HYDRANT ASSEMBLY DETAIL**

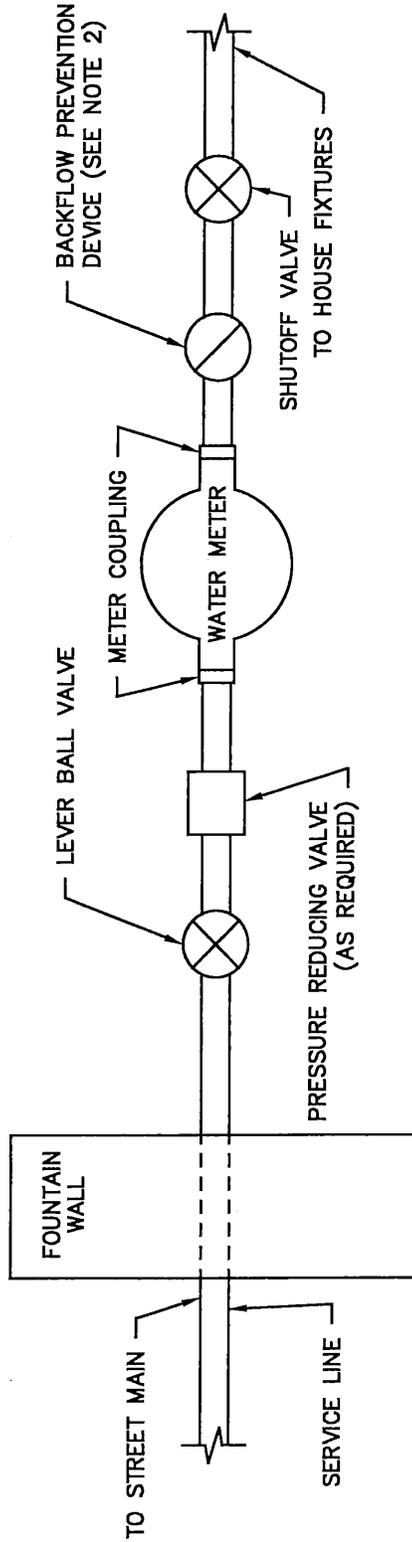
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PROJECT #: 008560.0439	
DATE: AUG. 2024	
SCALE: AS NOTED	
PM: JTF	
SHEET: 1	1

**FREELAND MUNICIPAL AUTHORITY**  
 711 BIRKBECK STREET  
 FREELAND PA 18224  
 FREELAND BOROUGH    LUZERNE COUNTY    PENNSYLVANIA

  
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- NOTES:
1. METER WILL BE FURNISHED AND INSTALLED BY AUTHORITY. ALL OTHER APPEARANCES MUST BE INSTALLED BY PLUMBER AT THE EXPENSE OF THE CUSTOMER.
  2. METHOD OF BACKFLOW PREVENTION TO BE INSPECTED AND APPROVED BY THE AUTHORITY.
  3. NO CONNECTIONS OR PLUMBING DEVICES SHALL BE INSTALLED UPSTREAM OF THE BACK FLOW PREVENTION DEVICE EXCEPT AS SHOWN ABOVE.

## TYPICAL WATER METER INSTALLATION

NOT TO SCALE

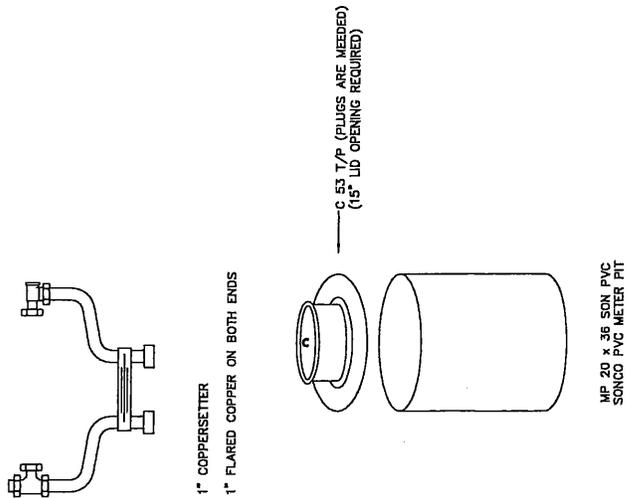
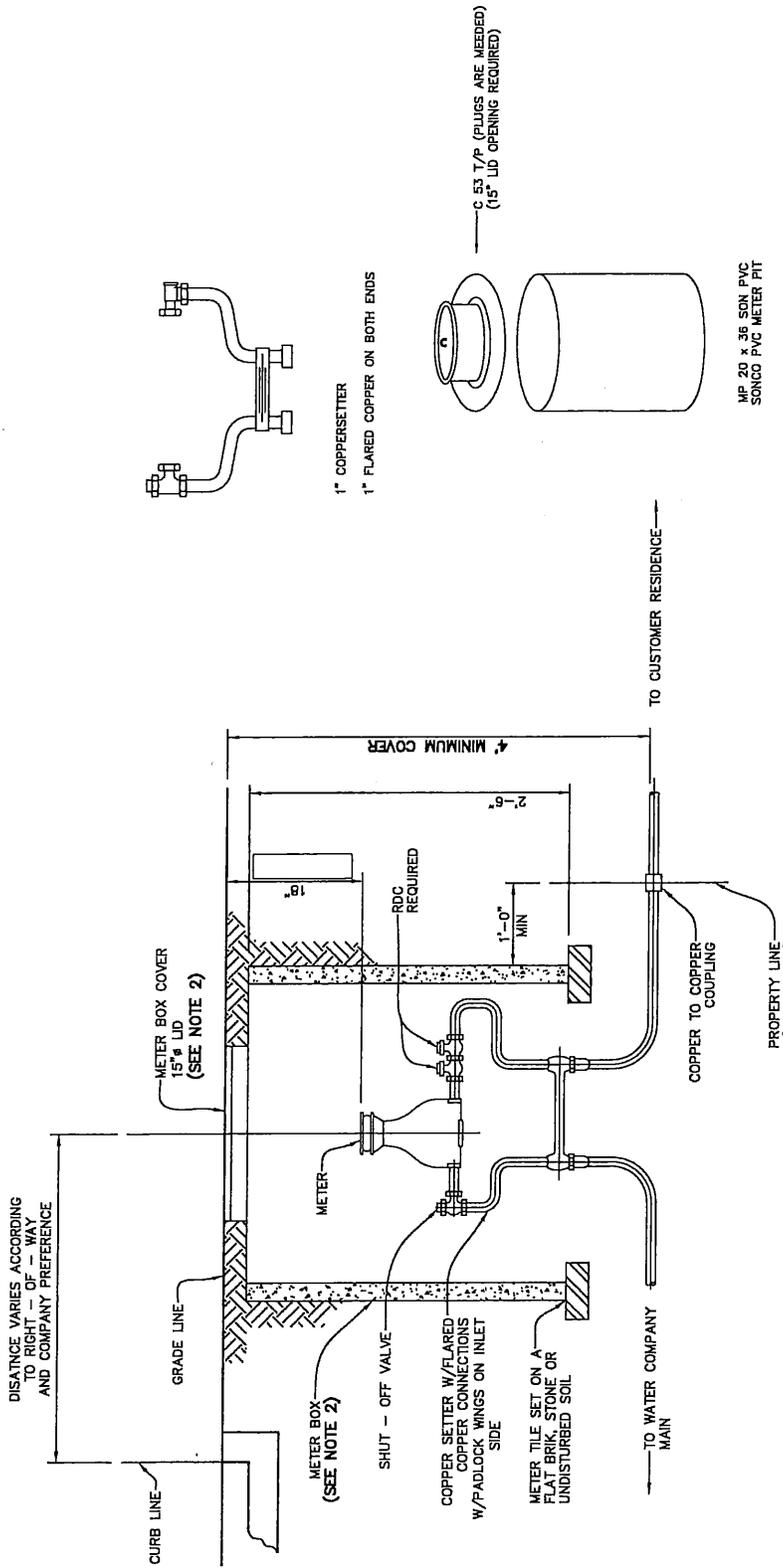
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- NOTES:**
1. THIS SHEET DETAILS A SERVICE LINE INSTALLATION THAT INCLUDES AN OUTSIDE METER PIT.
  2. A 20" DIAMETER METER PIT IS REQUIRED FOR USE WITH A 1" METER. LID OPENING SHALL BE 15"
  3. METER SETTER SHALL BE EQUIPPED WITH A FLANGED ANGLE INVERTED KEY SHUTOFF VALVE AND A CARTRIDGE ANGLE STYLE DUAL CHECK BACKFLOW DEVICE. METER SETTER SHALL BE INSTALLED 18" FROM BOTTOM OF LID TO TOP OF METER.

**WATER METER PIT DETAIL**  
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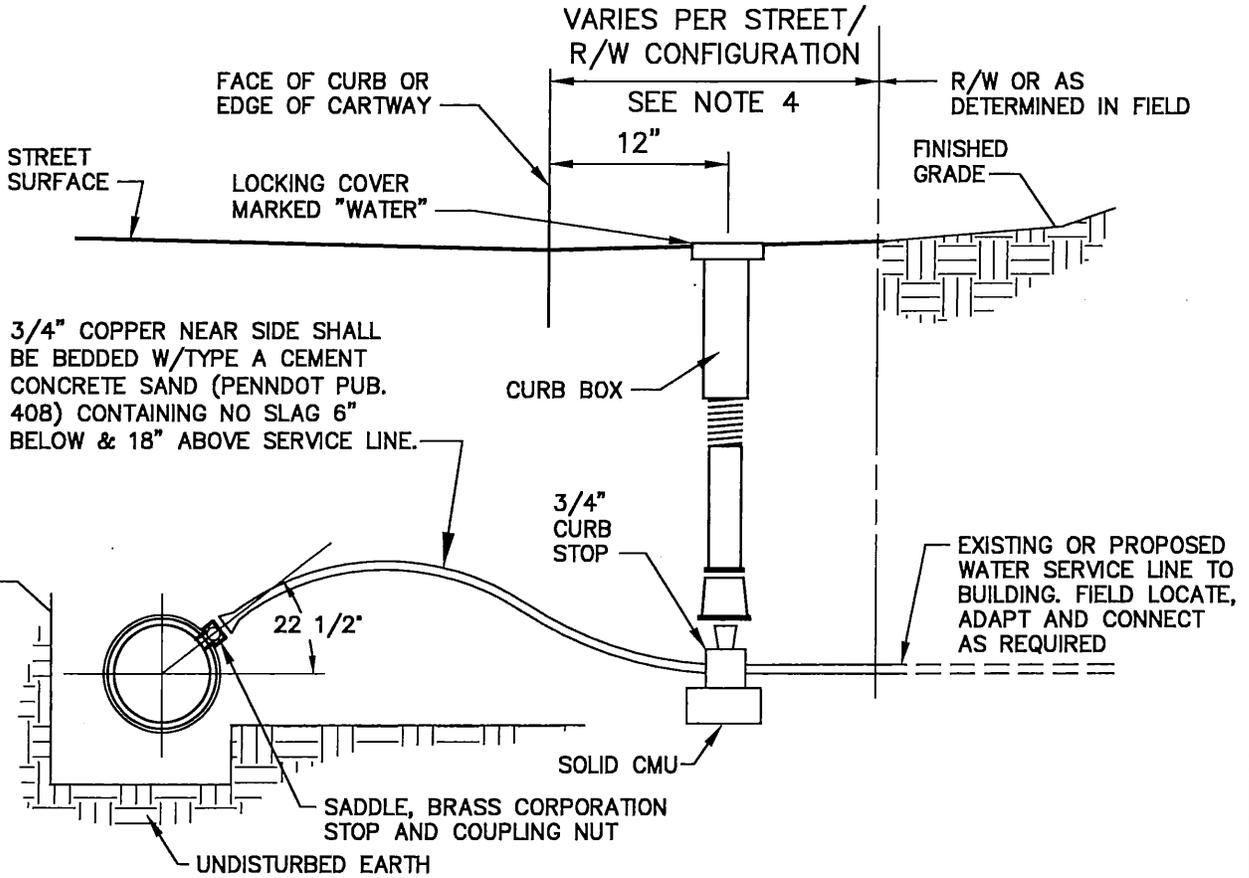
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**NOTES:**

1. FOR SERVICE LINES 2" AND SMALLER.
2. FOR 3/4" SERVICE ON NEW DUCTILE IRON WATER MAINS, DELETE THE SADDLE FROM INSTALLATION.
3. EXISTING SERVICE BOXES AND RODS TO BE REMOVED AND DISPOSED.
4. NEW SERVICE LINE TO EXTEND FROM NEW MAIN TO EXISTING CURB STOP. IF NO CURB BOX EXISTS, SERVICES TO EXTEND TO 1'-0" INSIDE PROPERTY LINE.

**WATER SERVICE LINE INSTALLATION DETAIL**

NOT TO SCALE

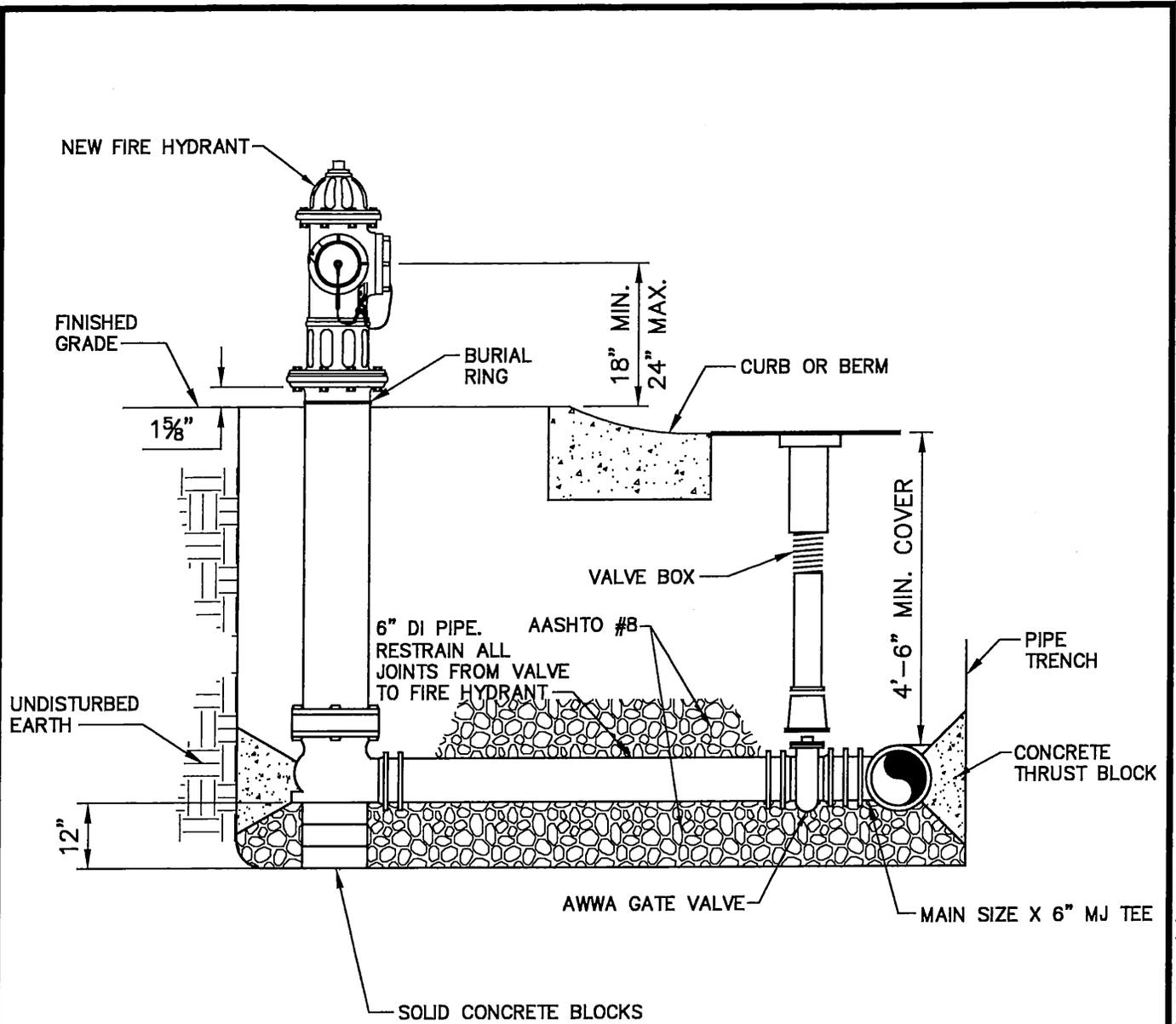
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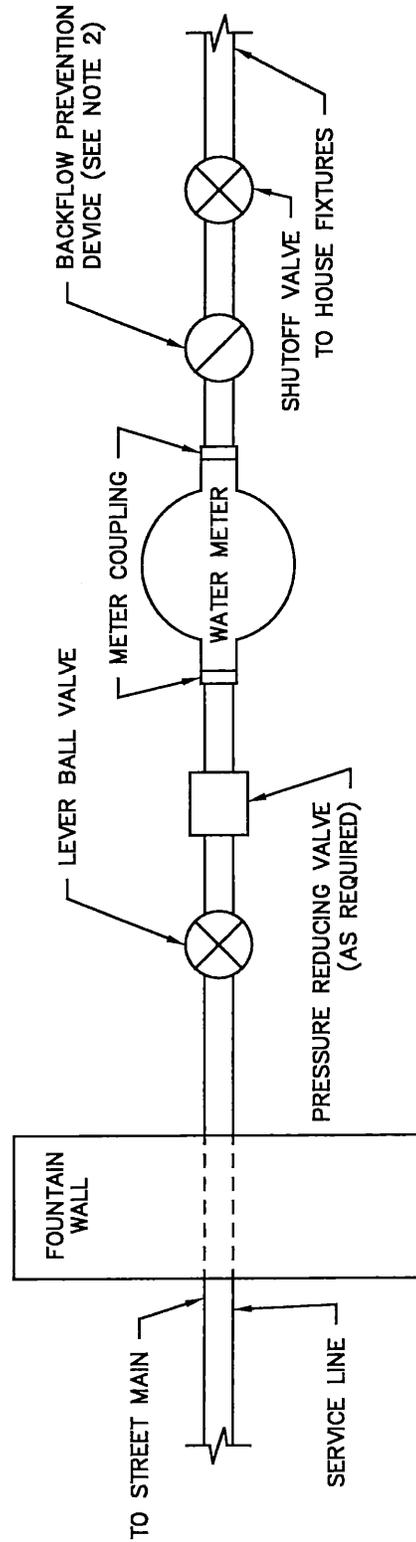
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## TYPICAL WATER METER INSTALLATION

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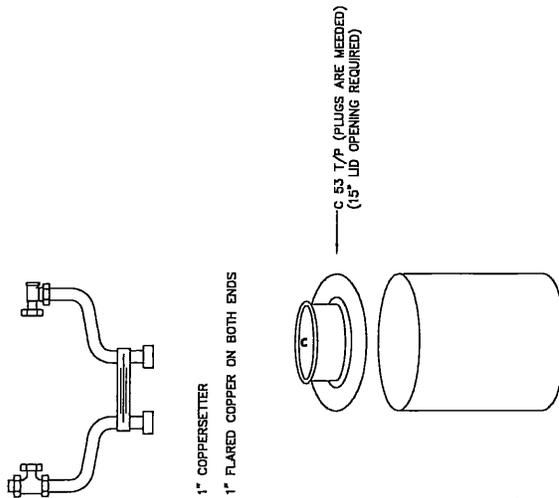
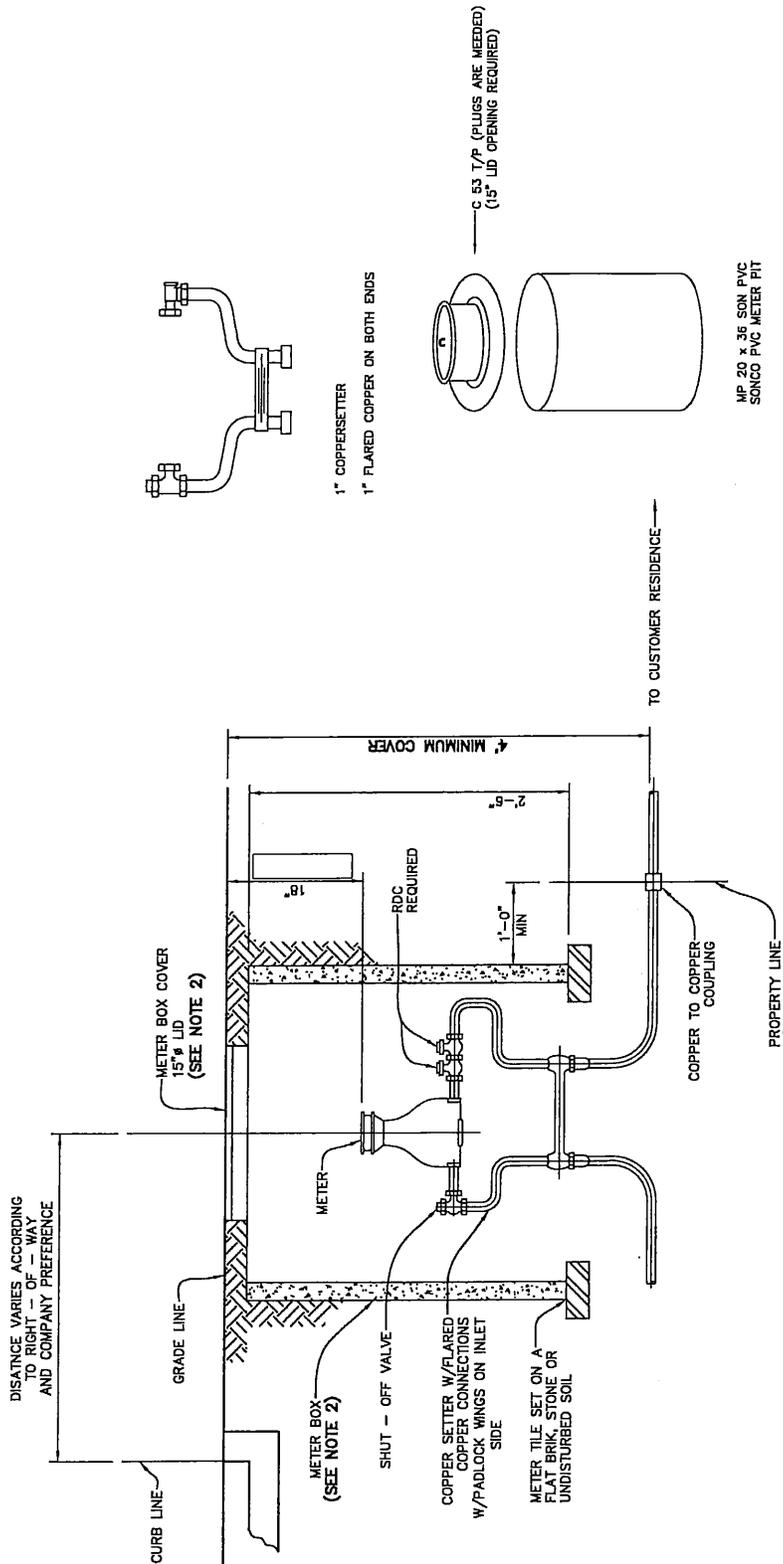
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MP 20 x 36 SON PVC  
SONCO PVC METER PIT

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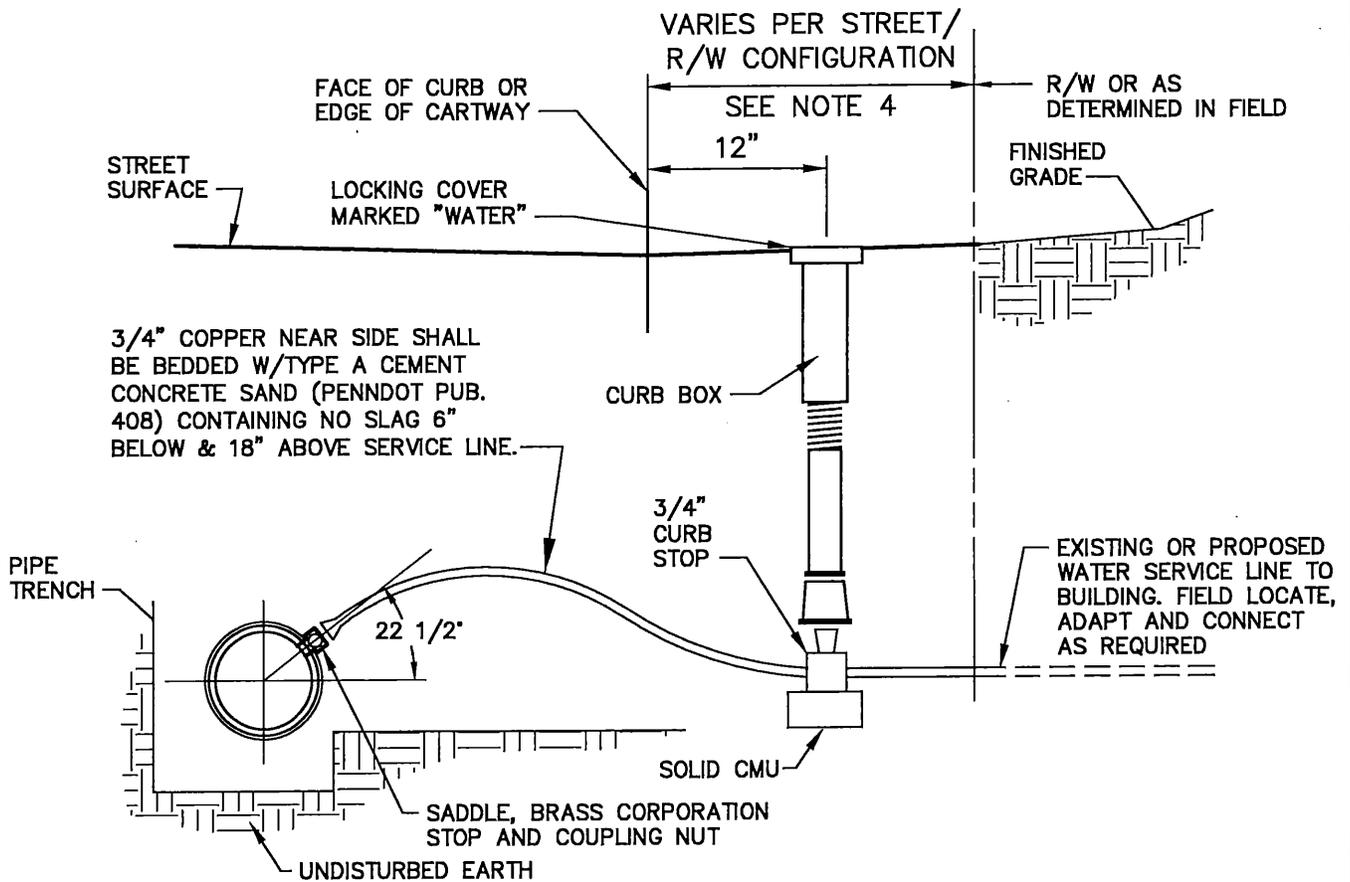
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**WATER SERVICE LINE INSTALLATION DETAIL**

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