

# PUBLIC WATER SUPPLY DISTRICT #3 OF FRANKLIN COUNTY, MISSOURI



**WATER**

**AND**

**SEWER**

## **RULES AND REGULATIONS FOR SERVICE**

**Revision - Effective Date: June 1, 2025**

### **RESOLUTION**

Be it resolved by the Board of Directors for Public Water Supply District #3 of Franklin County, Missouri, that the rules and regulations in which water and sewer service will be provided to the customers of the Public Water Supply District #3 of Franklin County, Missouri and the St. Albans Water and Sewer Authority water and sewer systems are hereby set forth. These rules and regulations provide for orderly service and system uses, sets standards for connections to the system, sets rates and charges, provides for conservation and protection of drinking water, sets conditions of sewer discharges, sets penalties for violations and other matters relating thereto. On motion duly made, seconded, and carried, this resolution is hereby adopted by the Board of Directors of Public Water Supply District #3 of Franklin County, Missouri on this 19th day of May, 2025.

**PUBLIC WATER SUPPLY DISTRICT #3 OF  
FRANKLIN COUNTY, MISSOURI**

**WATER AND SEWER  
RULES AND REGULATIONS FOR SERVICE**

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**Rule #1. General Water and Sewer Rules and Regulations**

- A. The Rules and Regulations of the District shall govern and be enforced by the District and its agents. The Rules have been adopted to govern the services provided in the best interest of the District and the District's customers and to provide for consistent and orderly use of the District's water and sewer systems. The Rules and Regulations apply to all persons, firms, businesses, corporations, partnerships, and governmental entities, etc. using or intending to use water and/or sewer services provided or to be provided by the District.
- B. All persons, firms, corporations, partnerships, etc. desiring to obtain water and/or sewer services from the District shall request such services. All applicants shall meet and follow all requirements set forth in these rules and regulations. Failure to do so may result in disconnection of service or other penalties as defined herein.
- C. All connections to District's water and/or sewer systems shall be requested in advance, connection fees paid in full, be properly installed and water services properly metered prior to the turn on of service.
- D. The water and sewer services made available under these rules are for the sole use of the person, persons and customer at his/her premise(s) and he/she shall not resell in any manner any water or sewer service without the specific written consent and permission of the District.
- E. Water and/or sewer service is for the sole use service described above and prohibits any extension of pipes, hoses, etc. to transfer water and/or sewer services from one property to any other property, person, persons, or customer and prohibits a. person, persons, customer from sharing, reselling, submetering to another person, persons, or customer. No more than one premise shall be served by a service connection unless express written permission is given by the District on an individual basis. A farm containing a residence and outbuildings for use in farming operations shall be considered as one residence and that customer may use water and/or sewer service from a single connection/meter for all such buildings. Farms containing more than one residence require that each residence be connected and metered separately.
- F. The District has the right to inspect meters, pumps, backflow prevention devices and all other water fixtures, lines, and appliances as well as all sewer appurtenances for the use of water or sewer whenever deemed necessary by the District for the purpose of regulating such use, keeping accurate account, preventing waste, leakage or other violations of these rules and regulations. For such purpose it shall be the duty of the water customer to allow District access to their premises at reasonable times and intervals; should any person, persons, or customer refuse to allow such access, upon order of the District, water and/or sewer service may be discontinued and withheld from any customer so refusing.
- G. The District reserves the right, at any time, without notice, to discontinue water and/or sewer service in their distribution and collection lines for the purpose of making extensions, repairs or for any other purpose they deem to be in the best interest of the District's systems and customers. The District reserves the right to discontinue water and/or sewer to any customer, at any time, so long as the service pipe through which such user may be supplied, or any meter, or any pump, or any part of any such pipe of system may be out of order or in disrepair for the proper supply of water or sewer service through same. When reasonably possible the District will attempt to notify in advance of service interruptions when water and/or sewer service will be limited, restricted, or temporarily shut off.
- H. All persons and customers are hereby advised and cautioned that the risk of damage due to the discontinuance or disruption of water and/or sewer service is hereby assumed by the customer. All persons and customers are advised to take measures to prevent water tanks from draining, boilers from collapsing, follow standard backflow prevention practices, prevent sewer back-ups and any and all other damages that could be incurred in the event water and/or sewer service was discontinued or interrupted for any reason. The District is not liable for damages caused by defective piping or appliances on the customer's premises or for any defect in the customer's water or sewer piping. It is expressly understood and agreed by and between the District and the customer/user that no claim shall be made against the District by reason of breaks, leaks, bursting of, repairs to, or maintenance of any water or sewer facilities owned by the District or for any failure to supply service for any reason. As a condition for furnishing sewer service, the District shall not be liable or responsible for damages of any kind for any failure to remove sewage from customer/user premises or property or for any backup of sewage into customer/user premises or property or for any interruption of sewage service for any reason.
- I. No water or sewer pipe of any kind, including water service lines and sewer laterals or force mains shall be installed

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within any right of way or easement of the District or be connected to the District's water or sewer system unless approval is given by the District and connection fees are paid. All water and sewer services shall be billed as set forth in these rules and regulations.

- J. Line extensions and connections to the District water and sewer system shall be at the sole cost of the customer or user and all extensions and connections shall be subject to the District's approved inspection. The District reserves the option to provide incentives and participate in line extensions if the line extension is deemed to be beneficial to the District.
- K. The District's water and sewer systems shall be self-sustaining. The user/service charges for water and sewer services shall generate adequate annual revenues to pay costs of annual operations and maintenance of the water and sewer systems including replacement costs associated with debt retirement related to financing of the water and sewer and/or any capital costs related with said systems which the District may designate be paid from revenue collected by the user/service charges. The District shall bill customers for any and all miscellaneous charges set forth by State, Local and Federal Law, examples of which include, but are not limited to primacy fees, taxes, laboratory testing fees, etc.
- L. Prohibition Against Firearms in Water District Buildings
  - a. No person, apart from a Law Enforcement Officer, shall be permitted to bring a Firearm, whether concealed or not, into any building or portion of a building owned, leased or controlled by the Water District.
  - b. No person who has been issued a concealed carry endorsement by the Missouri director of revenue under Section 571.094 RSMo or who has been issued a valid permit or endorsement to carry concealed firearms issued by another state or political subdivision of another state, shall, by authority of that endorsement or permit, be allowed to carry a concealed firearm or to openly carry a firearm in any building or portion of a building owned, leased or controlled by the Water District
  - c. Signs may be posted at each entrance of a building entirely owned, leased, or controlled by the Water District stating that carrying firearms is prohibited. Where the Water District owns, leases or controls only a portion of a building, signs may be posted at each entrance to that portion of the building stating that carrying of firearms is prohibited.
  - d. Any person violating this section may be denied entrance to the building or ordered to leave the building. Any Water District employee violating this section may be disciplined. Any person violating this section will be prosecuted for trespassing.

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**Rule #2. Definitions**

A. Definitions shall be as follows:

**Applicant**- Any person, persons, firm, corporation, partnership, etc. desiring or applying for either water or sewer service or both.

**Agents** - Any person, persons, firms, corporations, or partnerships engaged in work, and serving as representatives of Public Water District #3 of Franklin County, Missouri, including but not limited to its employees, engineers, operations, maintenance, and management personnel and any and all such designates as the District may have from time to time.

**AWWA** -American Water Works Association.

**Auxiliary water system** - Any water source, supply, or system, other than the Public Water Supply District #3 system, that may be available in the building, establishment, residence, premises, or property.

**Board of Directors** - Persons duly elected or appointed by the District with general powers pertaining to the management of the business affairs of the District.

**BOD** - Biochemical Oxygen Demand, as determined by laboratory testing as set forth in the latest edition of Standard Methods for the Examination of Water and Wastewater with the results expressed in milligrams per liter.

**Customer**- Any person, person, firm, corporation, or partnership using or allowing the use of water and/or sewer service(s) provided by the District.

**Commercial Customer** - Customers that are non-residential or whose general purpose and use is of a business nature. Includes commercial, business, and industrial establishments, with or without dwelling units in the premises or on the property. Condominiums and other similar type complexes may be classified as Commercial Customers.

**Clerk** - The person duly appointed annually by the Board of Directors serving in the capacity as Clerk.

**Cross Connections-Any** physical link between a potable water supply and any other substance, fluid, or source, which makes contamination of the potable water supply possible due to the reversal of the flow of water in the potable water piping or distribution system were to occur.

**Certified Backflow Prevention Tester**- A person who has successfully completed training and is recognized by the State of Missouri to be a competent person in the testing, checking, and rebuilding of backflow prevention devices.

**Consumptive** - (use of water) - Indicates the use of water by a commercial, business, or industrial customer(s) that is not returned to the sewer system. Examples of such customers would be beverage, food and ice manufacturing, water used for cooling purposes and discharged under (National Pollutant Discharge Elimination System) NPDES permits, etc.

**District** - (Water District) - The Public Water Supply District No. 3 of Franklin County.

**Farm** - A parcel of ground used at one time or being used for livestock or planting purposes.

**Latera**l - The entire length of sewer line or pipe including fittings connecting the customers premises to the District's main sewer line.

**Multi-Unit Building** - Any single building or structure containing more than one residential dwelling unit.

**Premise(s)** - Any building, land, or structure on it used as a dwelling unit or used for any commercial, business, or industrial use or purpose.

**Service Line**- Any water line or portion of a water line connected to or to be connected to the discharge side of a water meter.

**TSS** - Total Suspended Solids as determined by laboratory testing as set forth in the latest edition of Standard

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Methods for the examination of Water and Wastewater with the results expressed in units of milligrams per liter.

User-Any person, persons, firm, corporation, or partnership using any District water or sewer services.

WEF - Water Environment Federation.

**Rule#3. Application, Supply and Taking of Service**

- A. Applicant shall be responsible for requesting service from the District and in doing so requests and becomes a customer. Before the District begins rendering water and/or sewer service, the applicant/customer shall supply such necessary information as required by the District including but not limited to customer(s) name(s), driver's license number(s) or other government issued identification number(s), rental lease agreement, address, telephone number and requested date for start of service. Any customer who has taken service from the District without requesting such service from the District shall be considered to have expressed consent to the District's rules and regulations and shall be responsible for any and all appropriate water and sewer charges/payments as specified in the District's rules and regulations beginning on the first day of taking such service. The District reserves the right to make reasonable estimates of service usage if an exact determination cannot be made.
- B. Applicants and customers for water and/or sewer service shall conform to all rules and regulations as approved and as those rules and regulations may be modified, revised, or amended from time to time.
- C. Commercial applicants and customers shall, upon request, present in writing a list of water devices which are or are proposed to be attached to the water lines servicing the building and/or property, giving location, types, size of devices and estimated daily water flow. The District will then advise of any improvements that must be constructed or any special conditions of use that must be followed by that commercial applicant or customer. The District reserves the right to advise and require any special backflow prevention, sewer waste discharge conditions, prohibitions, restrictions up to and including any special pretreatment requirements or facilities before accepting sewer waste discharges.
- D. No substantial increases or additions to water and/or sewer use, water use equipment or appliances may be connected to the District water and/or sewer system by Commercial Customers except upon written notice to the District and with the written consent of the District.
- E. All applicants and customers are required to pay security deposits prior to the initiation of service. Failure to pay security deposits may result in refusal or termination of service.
- F. The District reserves the right to reject any applicant and/or customer request for service that does not comply with any District rule and regulation. Rejection may include, but not be limited to, refusal and disconnection of water and/or sewer service, in which the District may notify any appropriate local authorities if the District deems a public health detriment exists, could exist, or will exist.
- G. Owners of rental property are responsible for their renter's unpaid water and/or sewer bills.

**Rule #4. Connection Fees and Procedures**

**Section 1. General, Water and Sewer**

- A. All new connections to the District's water and/or sewer system shall be subject to payment of a connection fee(s) for the right to connect to the District's water and/or sewer system.
- B. Connection fees to the District's water and/or sewer system shall be due and payable prior to any connection. Sewer only connection fees that are not paid within 30 days of the due date will be subject to a delayed payment penalty of ten (10) percent of the connection fee due the District. An additional delayed payment penalty of one (1) percent per month of the outstanding balance will be added each month, or portion thereof, the payment of the connection fee(s) remains outstanding.
- C. No water service line, sewer service lateral or sewer pump system shall be connected to any line owned by the District or any private line that may be connected to the District's system until all connection fees are paid. If any such lines, laterals or pump systems are connected, the District may disconnect any such line, lateral or pump system and charge the owner, developer, contractor, plumber or any other person, persons, or parties, jointly or severally liable, all costs incurred for the disconnection, including but not limited to, attorney fees, court costs and interest earnings from the date of connection.
- D. All water and/or sewer connections, as well as the materials and workmanship used in those connections shall be subject to inspection and approval prior to the initiation of service. Connections, materials and/or workmanship not meeting inspection approval shall be corrected so as to meet the inspection approval prior to the initiation of service or those connections are subject to disconnection. Furthermore, the District will not be required to provide water and/or sewer service until connections to District's water and/or sewer system is approved by the District.
- E. Locations of connections to the District's system will generally be given and directed by the District. Any deviation to prescribed location will need prior approval by the District. Connections to the District's system shall be installed and at the expense of the customer or owner of the property/premise(s) receiving service by bonded and/or licensed plumbers authorized to perform work in Franklin County, Missouri. Connections, service lines, sewer lateral and force mains, etc. will not be extended along public streets or roadways or through property of others to the point of connection without the written prior approval of the District. Connections to the District's system that must be excavated for inspection shall have that excavation performed at the customer's expense.
- F. The District may construct sanitary sewer improvements to serve a particular area as may be described by the District from time to time. The sanitary sewer improvements shall connect with public, or other District sewer or with a natural course of drainage. The Board may cause sanitary sewer improvements to be constructed in each area whenever the Board shall deem the sewers necessary to thereby promote public health and sanitation, make available conveniences not otherwise possible, and for the general public welfare.

After the District has entered into a contract for construction of the sanitary sewer improvements, the District's engineer shall compute the whole cost thereof and shall apportion the same against the lots or tracts of ground in the area to be served by the sanitary sewer improvements, exclusive of the public highways, and the District engineer shall report the same to the Board of Directors of the District, and the Board shall therefore levy a surcharge against each lot or piece of ground within the area to be served by the sanitary sewer improvements as they connect to the same.

- G. The District may construct water system improvements to serve a particular area as may be described by the District from time to time. The water system improvements shall connect with public, or other District water system. The Board may cause the water system improvements to be constructed in each area whenever the Board shall deem the water system improvements necessary to thereby promote public health and sanitation, make available conveniences not otherwise possible, and for the general public welfare.

After the District has entered into a contract for construction of the water system improvements, the District's engineer shall compute the whole cost thereof and shall apportion the same against the lots or tracts of ground in the area to be served by the water system improvements, exclusive of the public highways, and the District engineer shall report the same to the Board of Directors of the District, and the Board shall therefore levy a



surcharge against each lot or piece of ground within the area to be served by the water system improvements as they connect to the same.

- H. Effective February 1, 2025, If new lateral sewer pipes or water service lines are installed and connected to the Water District's water mains, valves, vaults, lines, manholes, attachments and appurtenances within the public right-of-way, or if such water mains, sewer mains, valves, vaults, lines, manholes, attachments and appurtenances are fully replaced by excavation within the public right-of-way, the Water District shall require placement of tracer wire or other utility location technology and an access point within a protective enclosure over water lines and cleanouts for gravity sewer laterals. For sewer laterals operation under pressure or vacuum, the Water District shall require placement of an access point within a protective enclosure and shall not be required to place a cleanout. All protective enclosures and cleanouts shall be extended to grade and installed so that they are easily accessible. For water service lines and sewer laterals operating under pressure or vacuum, tracer wire, or other utility location technology, shall be placed within the protective enclosure to provide approximate location of the underground facilities in these areas that are located within a public right-of-way. See Water System Distribution Specifications for tracer wire requirements.

**Rule#4. Connection Fees and Procedures**

**Section 2. Water and Sewer Connection Fees and Procedures**

- A. A. Connection fees for the right to connect to the District's water/sewer system(s) are set on the applicable tariffs in Appendix A for all meter sizes.
- B. The fees for the right to connect to the St. Albans water/sewer systems are set on the applicable tariffs in Appendix A for all meter sizes.
- C. All connection fees above shall be paid at least 48 hours prior to the scheduling of a connection or request for inspection of connection.
- D. A minimum of 48 hours' notice is required for the scheduling of a connection or request for inspection of connection. Any persons or firms excavating in City, County or State rights-of-way must have the proper permits from that particular entity prior to any excavations and may be required to produce proof upon demand.
- E. All water connections up to and including 1 inch in size shall be made by the District. The District shall provide a 3/4-inch water meter, the saddle (up to 10 inch in size), the corporation fitting, and the labor and equipment to tap and connect the service line to the water main. All other material and supplies, including but not limited to meters over 3/4 inch in size, meter setters, meter pits, lids and frames, service line piping extending 2 feet past the water main shall be provided by and installed by the customer's/developer's/builder's plumber by the scheduled time of connection and/or inspection. All materials and the alignments of the service lines must meet the District's requirements as may be amended from time to time.
- F. Water connections over 1 inch in size shall be made only with the District's prior approval and at the sole expense of the customer, developer, builder, plumber. Connections over 1 inch in size require the customer's/developer's/builder's plumber to pay District in advance, moneys required to purchase the specified water meter. The required saddle, the required corporation fitting, and the labor and equipment to tap and connect the service line to the water main are to be paid by the customer, developer, builder, or plumber. Connections over 1 inch in size generally require additional time and coordination of work.
- G. Water connection fees include the right to connect, the installation of water meters 3/4 inch in size, and any applicable inspections by the District. Water connections and service lines shall be installed in accordance with the procedures, specifications and standards established by the District from time to time and on file with the Clerk. These procedures, specifications and standards will be provided upon request.
- H. Connections to the District's sewer systems shall be made at the sole cost of the customer, builder, developer, or property owner including all labor, material, and supplies.
- I. No person shall make connection of roof downspouts, interior and exterior foundation drains, areaway drains, or other sources of surface runoff or groundwater to a sewer lateral or building drain, which in turn is connected directly or indirectly to a public sanitary sewer.
- J. No person shall discharge or cause to be discharged any storm water, surface water, ground water, roof runoff, subsurface drainage, including interior or exterior foundation drains, uncontaminated cooling water, or unpolluted industrial process waters to any sanitary sewer.
- K. The District may construct sanitary sewer improvements to serve a particular area as may be described by the District from time to time. The sanitary sewer improvements shall connect with public, or other District sewer or with a natural course of drainage. The Board may cause sanitary sewer improvements to be constructed in each area whenever the Board shall deem the sewers necessary to thereby promote public health and sanitation, make available conveniences not otherwise possible, and for the general public welfare.
- L. After the District has entered into a contract for construction of the sanitary sewer improvements, the District's engineer shall compute the whole cost thereof and shall apportion the same against the lots or tracts of ground in the area to be served by the sanitary sewer improvements, exclusive of the public highways, and the District engineer shall report the same to the Board of Directors of the District, and the Board shall therefore levy a

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surcharge against each lot or piece of ground within the area to be served by the sanitary sewer improvements as they connect to the same.

**Rule #5 Security Deposits**

- A.** Residential, single, and multi-family, per dwelling unit, up to 1 inch
- |                    |          |
|--------------------|----------|
| Water service..... | \$ 50.00 |
| Sewer service..... | \$ 50.00 |
- Residential Rental Tenant, single and multi-family, per dwelling unit, up to 1 inch
- |                    |           |
|--------------------|-----------|
| Water service..... | \$ 100.00 |
| Sewer service..... | \$ 100.00 |

Commercial, Business and/or Industrial customers, each metered water connection or each sewer connection, water, and sewer service combined, water service only, sewer service only, are based on size of meter and are considered minimum deposit amounts. Additional deposits may apply for higher use customers and will be evaluated on a case by case basis. Minimum deposit amounts shown below:

3/4-inch meter.....	\$ 50.00
1-inch meter.....	\$ 50.00
1 1/2-inch meter.....	\$ 75.00
2-inch meter.....	\$100.00
3-inch meter.....	\$150.00
4-inch meter.....	\$200.00

- B.** Security deposits shall be paid prior to the initiation and start of service. The District reserves the right, at their option, to bill for security deposits with the customer's water/sewer bill. In any event, services with security deposits unpaid after 45 days of billing are subject to disconnection of service.
- C.** Security Deposits shall be held without interest. Deposits shall be credited to the customer's account following twenty-four (24) consecutive months of timely payments or in the event twenty-four (24) consecutive months of timely payments are not made, will be held, and applied to the customer's final bill. Deposits are to be maintained in a separate account of the District.
- D.** Security Deposits, at the request of the customer and upon subsequent approval by the District, may be transferred from a customer's previous account to that customer's new account. Security deposits are not transferable from one customer to another customer in any way.
- E.** The owner of any multi-unit building (residential or commercial) containing two or more units, shall be considered the user of water furnished to the building and is liable for payment of security deposit and service bills, unless the owner installs or causes to be installed separate water meters for each and every unit. Only if separate water meters are installed are the tenants allowed to be the customers for water and/or sewer service. In all other cases the owner shall be deemed the customer by the District.
- F.** Security deposits may be adjusted higher if the District deems it necessary to ensure protection from delinquent water usage charges.

**Rule #6. Water Rates and Charges**

- A.** A charge for water service to customers of the District and St. Albans Water and Sewer Authority shall be made based on water meter readings and computed at the rates herein set on the applicable tariffs in Appendix B, whether single metered or master metered. The District, through its authorized employees and agents, may read water meters monthly, bi-monthly, or quarterly as deemed in the District's best interest and statements (bills) shall be rendered accordingly.
- B.** Failure to submit a bill and/or (delinquent) notice of non-payment or payment not received shall not excuse the customer from their obligation to pay for water service when a bill is submitted.
- C.** Whenever, for any cause, a water meter fails to operate correctly, or for some reason the District is unable to read the water meter, the District shall make a reasonable estimate of the amount of water supplied by the District during the specified period and the customer shall be liable for payment based on the estimate of water supplied.
- D.** Water meters **will** be owned and maintained by the District. Meters will be kept in proper operating condition by the District. Water meters or other components of the water meter installation damaged or destroyed through tampering or abuse will be repaired or replaced at the customer's expense. Meters that fail or are replaced due to routine use and wear will be repaired or replaced at the District's expense.
- E.** Meter tests will be performed from time to time to determine accuracy and meters may be replaced from time to time to ensure accuracy. Meter tests will be performed as deemed necessary by the District at no charge to the customer. Meter tests requested by the customer that are deemed unnecessary in advance by the District will result in a \$30.00 testing charge to the customer unless the meter registers outside of the 98 to 102 percent accuracy level in which no charge will incur.
- F.** From time to time, and in amounts determined by the State and Local Authorities, the District will bill and collect for primacy fees, taxes, user fees, laboratory fees and after doing so, will pass those fees onto those appropriate State or Local Authorities.
- G.** Each customer, user, or owner of the premises connected to the District's water system shall pay for water drawn from the system each month according to readings of the water meters (or estimates thereof) for each particular connection for all bills issued as set on the applicable tariffs in Appendix B.
- H.** Each customer, user, or owner of the premises connected to the St. Albans water system shall pay for water drawn from the system each month according to readings of the water meters (or estimates thereof) for each particular connection for all bills issued as set on the applicable tariffs in Appendix B.
- I.** The District reserves the option, at the Boards sole discretion, to grant a customer a leak adjustment. The Board will consider Staff's recommendation after Staff has verified that a leak occurred and that it has been promptly and properly repaired. To be eligible for an adjustment, all of the following conditions must be met:
  - 1.** The customer's account balance must be current.
  - 2.** The account shall not have been placed in "shut-off for nonpayment status" for one year prior to the request.
  - 3.** Requests must be greater than five years from any previous leak adjustment requests.

Leak adjustments shall be based on average water usages over the previous three (3), six (6) or twelve (12) month period or as however deemed appropriate by the District. Leak adjustments will not be granted to customers who do not promptly repair leaks after notification by District personnel. Leak adjustments shall not be granted to customers with an active leak. Leaks that entered the District's wastewater system shall not be granted a sewer bill adjustment. Leak adjustments shall be calculated at the rate of 50% of the excess water billed to the customer, over and above the average usage. Leak adjustments shall be limited to two billing cycles. Any leak adjustment exceeding \$150 will require specific Board approval. In addition, any potential adjustment exceeding \$500 may be subject to alternate abatement methods to include "cost to produce" calculations.

- J.** Fire hydrant use must be authorized in advance. Fire hydrant users shall pay \$150 per day, or \$500 per week,

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- K. for the purchase of bulk water. Fire hydrant use is granted in the District's sole discretion and may require water metering under special circumstances as determined by the District. Authorized users will be provided a hydrant band by the District to be put on the hydrant in use and will be removed by District Personnel at the end of the use period. Special conditions such as location, flow rates, permits and times of use may apply and must be followed to avoid penalties. See Rule 11 for additional information, policies, and procedures.

**Rule#7. Sewer Rates, Charges and Conditions of Service**

- A. A charge for sewer service shall be made based on water meter readings or monthly charges and computed at rates herein set on the applicable tariffs in Appendix C, whether single metered or master metered. Each customer connected to the District or St. Albans Water and Sewer Authority's sanitary sewer system shall pay for sewer service monthly.
- B. Residential customers shall be billed for sewer service based on actual or estimated winter water usage based on water meter readings gathered between the months of October and March. This average winter water use shall be used to compute residential sewer billings each April for the next 12-month period. Occupants and/or owners of premises connected to the St. Albans Water & Sewer Authority's sewer system shall pay for sewer services each month. Customers shall be billed for sewer services based on actual monthly residential water meter readings. Sewer service charges shall be computed and billed as set on the applicable tariffs in Appendix C.
- C. New customers who have not established average winter water usage shall be billed on the basis of 5,250 gallons per month until actual winter water usage has been established. Within 90 days of their actual winter water use being known, any new sewer customer, upon written request, can request review of their account to determine if their actual winter water use was less or more than the average winter water use billed. If their actual average winter water use was less or more than the billed average, the difference will be applied to their sewer account as a credit or an additional charge, whichever the case may be.
- D. Commercial, Business and/or Industrial customers shall be billed based on actual or estimated usage based on monthly water meter readings or sewer flow metered.
- E. If a Commercial, Business or Industrial customer has a consumptive use of water, or in some other manner uses water that is not returned to the sewer system, or has a water source other than or in addition to the District's system, the sewer service charge for that customer shall be based on a sewer meter or separate water meters installed and maintained at that customers expense and in a manner acceptable and approved by the District.
- F. Failure to submit a bill and/or (delinquent) notice of non-payment or payment not received shall not excuse the customer from their obligation to pay for sewer service when a bill is submitted.
- G. The District reserves the right to approve or disapprove any new services as the District deems them to be in their best interest.

No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the District.

All costs and expense incidental to the installation and connection of the sewer lateral fittings and sewer mains shall be borne by the owner. The owner shall indemnify the District from any loss or damages that may directly or indirectly be occasioned by the installation of the sewer lateral, fittings and sewer mains.

No person shall make connection of roof downspouts, interior and exterior foundation drains, areaway drains, or other sources of surface runoff or groundwater to a sewer lateral or building drain, which in turn is connected directly or indirectly to a public sanitary sewer.

The connection of the sewer lateral into the public sewer shall conform to the requirement of the building and plumbing code and other applicable rules and regulations of the District, or the District's specifications. All such connections shall be made gas tight and water tight. Any deviation from the prescribed procedures and materials must be approved by the District before installation. All wastewater customers who are not also District water customers shall be responsible to install an appropriate means of disconnecting the sewer for non-payment. This means of disconnection shall be as directed by the District and shall be maintained by the sewer customer. **Maintenance and repair of sewer laterals (including those laterals in streets and District right-of-way) shall be the responsibility of the individual owner of the structure which is connected to the District public sewer.**

The applicant for the sewer lateral permit shall notify the District when the sewer lateral is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the District Inspector.

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All excavations for sewer lateral installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the District at the customer's expense.

- H. The customer will maintain and be responsible for the sewer lateral from house and all inside lines, up to and including the connection to the main sewer.
- I. Each customer, user, or owner of the premises connected to the District's sewer system shall pay for sewer service each month according to readings of water meters as indicated above (or by reasonable estimates as computed by the District) for each particular connection for all bills issued per attached tariffs.
- J. Customers who request initiation or disconnection of sewer service for a portion of the monthly billing period may receive a prorated bill for that portion of the billing period service is received.
- K. It is expressly understood and agreed to by and between the District and the customer/user that no claim shall be made against the District and the District has no liability of any kind to the customer or third persons for equipment failures, power outages, sewer backups, blocked sewers or any other failures of any kind, unless due to negligence of the District and in absence of any contributory negligence on the part of the customer or third party.
- L. Any customer discharging sewer flows in excess of 300 mg/l BOD and/or TSS shall be subject to surcharge in accordance with District policy and/or as governed by the State. Any customer discharging sewer flows in excess of 1,000 mg/l BOD and/or TSS shall be in violation of District, State or Federal regulations unless approved by prior agreement(s). Any customer which discharges sewer flows which cause and increase the cost of managing the effluent or sludge or biosolids from the District's sewer system, or any user which discharges any substance which singly or by interaction with other substances causes identifiable increases in the cost of operation, maintenance or replacement of the sewer system shall pay for such increased costs. The charge for each such user discharging sewer flows under the above conditions shall be determined by the District and subsequently approved by the Board of Directors.
- M. **Storm and Groundwater Discharges to District Sewer System**
- No person shall discharge or cause to be discharged any storm water, surface water, ground water, roof runoff, subsurface drainage, including interior or exterior foundation drains, uncontaminated cooling water, or unpolluted industrial process waters to any sanitary sewer.
  - Storm water and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as storm sewer, or to a natural outlet approved by the governing authority. Industrial cooling water or unpolluted process waters may be discharged on approval of the governing authority, to a storm sewer or natural outlet.
- N. **Prohibited Discharges** includes all connections and flows identified in Section G. above as well as the following types of waters or wastes:
- Any water or wastes, in quantities or concentrations, which have the potential for or cause pass through or interference to the treatment system or quality of effluent.
  - The discharge of pollutants which may create a fire or explosion hazard in the wastewater system, including but not limited to waste streams with a closed cup flashpoint of less than one hundred and forty degrees (140) Fahrenheit or sixty (60) degrees Celsius using the test methods specified in 40 CFR 261.21, Ref. 40 CFR 403.5(b)(1).
  - Any waters or wastes containing toxic or poisonous solids, liquids, or gases, in sufficient quantity, either singly or by interaction with other wastes, to cause harm, damage, or which interfere with or cause other detriment to any sewage treatment process, or which constitute a hazard to humans or animals, or create a public nuisance, or create any hazard in the sewage treatment system, or pass through to receiving waters.
  - Any waters or wastes having a pH lower than 6.0 or having any other corrosive property capable of causing damage or hazard to structures, equipment, or personnel of the sewage treatment system.
  - Any solid or viscous material which could cause any obstruction to the treatment process or cause interference or pass through. Examples of such materials include, but are not limited to, ashes, wax,



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paraffin, cinders, sand, mud, straw, shavings, wood and sawdust, paunch manure, hair and fleshing, entrails, lime slurries, brewery and distillery wastes, grain processing wastes, grinding compounds, acetylene generation sludge, chemical residues, acid residues and food processing bulk solids.

- Any liquids or vapor having a temperature higher than one hundred four (104) degrees Fahrenheit or forty (40) degrees Celsius.
- Any petroleum oils, non-biodegradable cutting oils or products of mineral oil origin in amounts that **will** cause pass through or interference.

O. **Conditional Discharges** - No customer shall cause to be discharged to the sewer system the following described substance, materials, waters or wastes if it appears likely, in the opinion of the District, that such wastes may cause pass through interference or cause harm to either the sewer, the sewage treatment process or otherwise endanger life, limb, public property or constitute a nuisance. In forming its opinion as to the acceptability of these wastes, the District will consider such factors as materials used in the construction of the sewers, the nature of the sewage treatment process, the capacity of the sewage treatment system and other pertinent factors:

- Any waters or wastes containing fats, waxes, greases, or oils, whether emulsified or not, in excess of one hundred (100) milligrams per liter or containing substances which may solidify or become viscous at temperatures between thirty-two (32) and one hundred and fifty (150) degrees Fahrenheit (0 and 65 degrees Celsius).
- Any garbage that has not been properly shredded.
- Any waters or wastes containing strong acid iron pickling wastes or concentrated plating solutions, whether neutralized or not, which are capable of causing damage or corrosion in the sewers or the sewage treatment plant, or which otherwise interferes with the sewage treatment process.
- Any water or waste having a pH in excess of ten (10).
- Materials which exert or cause excessive coloration or discoloration such as dyes, wastes and vegetable tanning solutions, concentrations of inert suspended solids such as Fuller's earth, lime slurries or dissolved solids such as sodium and calcium chlorides.
- Septic tank sludge and septic tank pumping.
- Slug loads and/or flows that would exceed fifteen (15) minutes that are more than five (5) times the average twenty-four (24) hour concentration, flow, or quantities for normal operation.
- Any waters or wastes containing any radioactive wastes or isotopes of such half-life or concentration that would exceed the limits established by applicable State or Federal regulations.
- Any water or wastes which would cause a hazard to human life or create a public nuisance.

P. Any conditional waters or wastes listed in Section P. which are discharged or proposed to be discharged, the District may:

1. Reject the wastes or
2. Require pretreatment of the wastes or
3. Require control over the quantities and rates of discharge.

If the District requires pretreatment or equalized or controlled waste flows, the design and installation of the plants or equipment used shall be subject to review and approval prior to the connection and/or discharge of such waste.

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**Rule #8. Billing, Payment of Bills and Collections**

- A. Water and/or sewer service shall be deemed to be furnished to both the occupant and/or owner of the premises receiving service and the occupant and/or owner of such premises shall be severally and jointly liable to the District for payments of the charges on or to the premises served. All reasonable attempts will be made to have the occupant of the premises pay for services rendered before collection for services rendered is made to the owner of the premises.
- B. For water customers, sewer customers and combined water and sewer customers the District will bill for services rendered monthly, bi-monthly, or quarterly as deemed to be in the best interest of the District. Bills are due and payable upon receipt.
- C. Bills not paid within 20 days of the date of bill are considered past due and delinquent. Bills not paid within 20 days from date of bill will be subject to a ten (10) percent delayed payment charge of the current water and/or sewer service charges due which shall be added to the amount due.
- D. Any account not paid within 45 days of the date of the bill is subject to immediate disconnection of service without further notice.
- E. Customers whose service has been disconnected for nonpayment of bills are required to pay the past due and current amounts of service rendered by the District to the District as well as any and all disconnection and reconnection charges due prior to the restoration of water and/or sewer services disconnected.
- F. Disconnection and reconnection charges are as shown below:

Failure to pay a bill on an account which has a past due balance shall subject the service to disconnection. Services subject to disconnection, unless previously agreed on by the District, are subject to the following disconnection-reconnection charges:

- \$35.00, from 8:00 AM to 3:30 PM Monday through Friday, excluding Holidays. No payment from customers to service personnel will be accepted at the time of disconnection to avoid loss of service. The \$35.00 administrative, disconnect, reconnect fee will be applied to the past due amount once the customer service personnel leave the office to perform disconnection of service on accounts that are past due.
  - Restoration of service between the hours of 4:00 PM to 8:00 AM, Monday - Friday or Saturday - Sunday, or Holidays: \$70.00.
- G. Returned payments due to insufficient funds, closed accounts or other reasons will be considered seriously past due and delinquent accounts. Customers of such accounts will be given notice to make immediate restitution and pay a \$35.00 returned payment charge and in doing so may avoid service disconnection. Customers who do not make restitution and pay the \$35.00 returned payment charge are subject to water and/or sewer service disconnection without further notice and are subject to the charges outlined in section F. above.
- H. In all cases involving returned checks, only cash, money orders, cashier's checks or valid credit cards will be acceptable for payment of services rendered for that particular restitution of payment. Future incidents involving returned checks may require all future payments for services rendered to be cash, money order, cashier's check, or valid credit card.
- I. For sewer only users, all billing, payment, and collection procedures apply as listed above and the District reserves the option of disconnecting the sewer lateral from the main sewer line or removing any sewer pump serving the customer or disconnecting water and/or sewer service as provided under State Law. Should the charge for sewer service remain unpaid after the disconnection date and/or the customer has not made other suitable arrangements approved by the District, the District's option is to proceed with disconnection of service and give final notice to the customer and/or property owner. Prior to physical disconnection of the sewer service the District shall notify the appropriate building official or Health Department who may elect to notify the customer/property owner that the subject property is subject to condemnation for lack of appropriate sewer service. The District reserves the right to charge and collect any and all additional expenses associated with any such disconnection of laterals, pumps and administration fees and the customer shall pay any such amounts in addition to service charges due prior to the restoration of sewer service.
- J. For any water and/or sewer customer's account delinquency the customer is responsible and liable for all costs

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incurred to collect this debt including collection fees, Attorney fees and costs. The District may direct the attorney for the District to file suit against any customer whose account is considered delinquent for one hundred eighty (180) days or more or is delinquent in amounts exceeding two hundred fifty dollars (\$250).

- K. Customers who request initiation or discontinuance of water and/or sewer service for a portion of the monthly billing period may receive a prorated bill for that portion of the billing period that the service is received in accordance with the District's current or existing procedures for prorating bills.
- L. Customers who will be temporarily vacating their premises may request temporary suspension of water and/or sewer service. All such customer requests must be in writing and indicate the beginning date of temporary suspension of service. Customers who are granted temporary suspension of water and/or sewer service for one or more full billing periods will not be charged for services during the time service is temporarily suspended. Service will be considered restored and billable for both water and sewer during the billing period in which water usage resumes. Bills for restored service will be for the full billing period and will not be prorated for portions of the billing period.
- M. Water and sewer service shall be deemed to be furnished to the occupant and/or owner of the residence or establishment receiving the service. All reasonable attempts will be made to collect payment for service from the occupant. If the occupant fails to pay for service, the District will make all reasonable attempts to determine the ownership of the residence or establishment, and at the option of the District, to hold the owner responsible for service if deemed proper by the Board of Directors.

**Rule #9      Water Conservation Plan**

- A. All connections to the District's water system shall be subject to the District's Water Conservation Plan as identified below and for which plan is to provide for public health and to regulate use of the District's water system.
- B. The District or its agents shall give notice to customers of any voluntary requests or mandatory measures the District places into effect by means of radio, television, newspapers, and any other news media. In cases of extraordinary measures or disasters the District may utilize all of the above as well as any emergency warning system including local law enforcement agencies.
- C. **If** a disaster occurs, severe conditions exist and/or voluntary water curtailment or restrictions are requested by the District or if demands on the water system continue to indicate that the threat of a water shortage will occur or continues to occur, the District or its agents may immediately implement any parts of the below conservation plan as the District deems necessary:
  - 1. **Mandatory Restriction of Lawn Watering.** Even-numbered addresses water on even-numbered days of the month, odd-numbered addresses water on odd-numbered days of the month.
  - 2. **Mandatory Ban of Lawn Watering.** All lawn watering, watering of gardens, crops, plants, trees and bushes is prohibited except from a handheld container.
  - 3. **Mandatory Ban on Washing Paved Areas.** All washing of sidewalks, driveways, parking areas, patios and any other paved or concrete surfaced area is prohibited.
  - 4. **Mandatory Ban on Filling and Washing.** All filling or refilling of any kind or type of swimming pools and/or washing of cars, trucks, or other motor vehicles and/or any washing of trailers or boats is prohibited.
  - 5. **Mandatory Ban of Water Uses From Hydrants.** All water used from fire hydrants except for fighting fires and/or flushing mains to alleviate specific complaints and/or sampling and/or testing of water is prohibited.
  - 6. **Commercial and Industrial Uses.** All commercial and industrial customers shall reduce water usage by twenty-five (25) percent of average use like time period.
- D. Any customer or person(s) violating the provisions of this rule shall be subject to disconnection of water service and the District and/or its agents shall have the authority to disconnect or terminate said service in the event of violation of mandatory water use restrictions. Any customer or person(s) violating the provisions of this rule shall be subject to a charge not to exceed five hundred (\$500) dollars per occurrence. Each day shall count as a separate occurrence. The District shall authorize any law enforcement agency to diligently enforce the provisions of this rule in connection with his/her duties imposed by law.

**Rule #10. Backflow Prevention**

- A. Each water customer and/or user shall install an approved backflow prevention device on each service line to the water system serving the premises where, in the judgment of the District or the Missouri Department of Natural Resources, actual or potential hazards to the public (District) potable water system exist. The type and degree of protection required shall be commensurate with the degree of hazard. Each water customer required by the District, or the Missouri Department of Natural Resources shall follow the rules, regulations and requirements set forth in this backflow prevention rule and all other regulations that may be adopted from time to time by the United States Environmental Protection Agency, the Missouri Department of Natural Resources or by Public Water Supply District #3 of Franklin County, Missouri.
- B. Cross connections are prohibited, and no water service connection shall be installed or maintained to any premises where actual or potential cross connections to the District's potable or customers water system may exist unless such actual or potential cross connection(s) are abated or controlled to the satisfaction of the District and as required by the laws and regulations of the Missouri Department of Natural Resources.
- C. No water service connection shall be installed or maintained whereby an auxiliary water supply may enter the District's or customer's potable water system(s) unless the connection of such an auxiliary water supply and the method of connection and the use of such a supply shall have been approved by the District and the Missouri Department of Natural Resources.
- D. No water service connection shall be installed or maintained to any premises in which the plumbing systems, facilities, point of use devices and water fixtures have not been constructed or installed using acceptable plumbing practices considered by the District necessary for the protection of the District water supply and for the protection of the health and safety of the District's customers.
- E. On request by the District or its authorized representative(s), the customer or user shall furnish information regarding water use practices within his/her premises. The customer's or user's premises shall be open at all reasonable times to the District or its authorized representative(s), for the conduction of surveys and investigations of water use practices within the premises to determine whether there are actual or potential cross connections to the District's water system or the customer's water system through which contaminants or pollutants could backflow into the customer's water system or the District's water system.
- F. The type of backflow protection required shall depend on the degree of hazard which exists and shall be as follows:
  - 1. An approved airgap separation shall be installed where the District potable water system may be contaminated with substances that could cause a system or health hazard.
  - 2. An approved airgap separation or an approved reduced pressure principle backflow prevention device shall be installed where a public potable water system may be contaminated with a substance that could cause a system or health hazard.
  - 3. An approved airgap separation or an approved reduced pressure principle backflow prevention device or an approved double check valve assembly shall be installed where the public potable water system may be polluted with substances that could cause a pollution hazard not dangerous to health.
- G. An approved airgap separation or reduced pressure principle backflow prevention device shall be installed after the metered flow of any service connection or within any premises where, in the judgment of the District or the Missouri Department of Natural Resources, the nature and extent of activities on or in the premises, or the materials used in connection with the activities, or materials stored on or in the premises, would represent an immediate and dangerous hazard to health should a cross connection occur, even though such a cross connection may not exist at the time the backflow prevention device is required to be installed. This includes but is not limited to the following situations:
  - 1. Premises having auxiliary water supply, unless the quality of the auxiliary water supply is acceptable to the District and the Missouri Department of Natural Resources.
  - 2. Premises having internal cross connections that are not correctable or intricate plumbing arrangements which make it impractical to ascertain whether or not cross connections exist.
  - 3. Premises where entry is restricted so that inspection for cross connection cannot be made with

sufficient frequency or at sufficiently short notice to assure that cross connections do not exist.

4. Premises having a repeated history of cross connections being established or re-established.
5. Premises, which due to the nature of the enterprise therein, are subject to recurring modification or expansion.
6. Premises on which any substance is handled under pressure so as to permit entry into the District's or customers' water supply system, or where a cross connection could reasonably be expected to occur. This shall include handling of processed waters and cooling waters.
7. Premises where materials of a toxic or hazardous nature are handled such that if back siphonage or backpressure should occur, a serious health hazard may result.

H. The following types of facilities fall into one (1) or more categories of premises where an approved airgap separation or reduced pressure principle backflow prevention device is required by the District and/or the Missouri Department of Natural Resources to protect the public water supply and must be installed at these facilities unless all hazardous or potentially hazardous conditions have been eliminated or corrected by other methods to the satisfaction of the District and the Missouri Department of Natural Resources:

1. Aircraft and missile plants
2. Automotive plants
3. Auxiliary water systems and water loading stations
4. Beverage bottling plants
5. Canneries, packing houses, reduction plants, stockyards
6. Car washing facilities
7. Chemical manufacturing, processing, compounding, or treatment plants
8. Dairies, animal, and veterinary clinics
9. Film laboratories
10. Fire protective systems
11. Hazardous waste and disposal sites
12. Hospitals, mortuaries, clinics, and medical buildings
13. Industries using toxic substances
14. Irrigation and sprinkler systems, residential or commercial, any size
15. Laundries and dye work
16. Metal manufacturing, cleaning, processing, and fabrication plants
17. Nursing and convalescent homes
18. Oil and gas production, storage and transmission facilities or properties
19. Paper and paper products plants
20. Plant nurseries, tree farms and fertilizer facilities
21. Plating plants of any kind
22. Power plants; printing and publishing facilities
23. Radioactive material processing plants or nuclear reactors
24. Research and analytical laboratories
25. Rubber plants, natural and synthetic
26. Sewage and storm drainage facilities
27. Pumping stations and treatment plants
28. Waterfront facilities and industries
29. Any customer using any type of booster pressure pump(s) for any purpose or reason.

I. The District may, at the District's discretion and in the District's sole opinion, require a backflow prevention device(s) at facilities and premises other than those above that the District deems may have a hazardous or potentially hazardous condition.

J. Any backflow prevention device required under this rule shall be of a type, model and construction approved by the District and the Missouri Department of Natural Resources as follows:

1. Airgap separation shall be at least twice the diameter of the supply pipe or supply line as measured vertically above the top rim of the vessel, but in no case less than three (3) inches.
2. Double check valve assemblies or reduced pressure principle backflow prevention devices shall be of Watts manufacture series No. 709 or 909 or an approved equivalent.

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- L. Existing backflow prevention devices previously approved by the District at the time of installation and properly maintained shall, except for inspection and maintenance requirements, be excluded from the requirements of this rule so long as the District, in the District's sole opinion, is assured that said backflow prevention devices will satisfactorily protect the water system. Whenever the existing device is moved from its present location or requires more than minimum maintenance or when the District finds that the maintenance or lack of maintenance constitutes a hazard to health, the device shall be replaced by a backflow prevention device meeting the requirements of this rule and shall be subject to all requirements under this rule.
- M. Backflow prevention devices required under this rule shall be installed at a location and in a manner approved by the District and shall be installed and maintained at the expense of the water customer or user.
- N. Periodic inspection and testing schedules are hereby established by the District for all backflow prevention devices at the following intervals:
  - 1. Airgap separations shall be inspected at the time-of-service connection or installation and every twelve (12) months thereafter.
  - 2. Double check valve assemblies shall be inspected and tested for tightness at the time of installation and at least every twelve (12) months thereafter. They shall be dismantled, inspected internally, cleaned, and repaired whenever needed and at least every thirty (30) months.
  - 3. Reduced pressure principle backflow prevention devices shall be inspected and tested for tightness at the time of installation and at least every twelve (12) months thereafter. They shall be dismantled, inspected internally, cleaned, and repaired whenever needed and at least every five (5) years.
- O. All costs associated with inspections, cleaning, testing, repairing, overhaul, or replacement of backflow prevention devices shall be the responsibility of the water customer or user. All inspections, cleaning, testing, repairing and overhaul of backflow prevention devices shall be performed by a State of Missouri certified backflow prevention service tester. It shall be the responsibility of the customer/user to provide the District with written inspection or repair documentation upon receipt.
- P. Backflow prevention devices found to be defective shall be repaired or replaced at the expense of the water customer or user without undue delay and in any event no later than thirty (30) days from the discovery of the defect. Backflow prevention devices shall not be bypassed, made inoperative, removed, or otherwise made ineffective without specific written authorization from the District. Bypass piping around a backflow prevention assembly is allowed only if the bypass is equipped with an identical or better backflow prevention assembly.
- P. The District shall maintain a complete record of each backflow prevention device. Records will include a comprehensive listing of installation, testing, inspections, cleanings, repairs, and overhauls and will generally be a complete history of each backflow prevention device from installation to retirement. It shall be the customer's and/or user's responsibility to provide the District with complete records of installations, testing, inspections, cleanings, repairs, and overhauls upon receipt or upon request, whichever occurs first.
- Q. The District shall deny or discontinue, after reasonable notice to the customer/user thereof, the water service to any premises or facilities wherein any backflow prevention device required by this rule is not installed, tested, or maintained in a manner acceptable to the District or if it is found that a backflow prevention device has been removed or by-passed or if an unprotected cross connection exists on the premises. Water service to such facilities or premises shall not be restored until the customer/user has corrected or eliminated such conditions or defects in conformance with this rule to the satisfaction of the District.



**Rule #11. Fire Hydrants, Regulations for Use.**

- A.** Hydrants and flushing assemblies shall only be operated by District personnel, Fire Protection Districts, persons carrying written authorization or permit to operate hydrants and flushing assemblies, or those persons or companies granted temporary permit to operate hydrants and flushing assemblies in accordance with the regulations of the District. The operation of any hydrant or flushing assembly by any unauthorized person(s) or company may result in the impoundment of any hose(s), wrenches, nozzles, backflow preventers, meters or other items used in the hydrant operation with charges and penalties defined in Rule #17 and those persons shall be subject to prosecution by the District.
- B.** Persons or companies authorized to use and operate hydrants may be required to provide a security deposit and shall pay for all water used, including the monthly minimum amount. The authorized hydrant user shall provide all equipment necessary for hydrant use including hoses, control valves, approved backflow prevention device, plus any other equipment deemed necessary by the District for the safe and proper operation of the hydrant and/or flushing assembly.
- C.** The District reserves the right to deny any person, persons, company, companies, or any other entity any request for hydrant or flushing assembly use for any reason the District believes necessary to protect the property and/or best interests of the District.
- D.** The District reserves the right to develop and implement detailed regulations for hydrant use, permits, fees and charges, and procedures for hydrant operation and amend hydrant use procedures whenever the District deems necessary. The District reserves the right to waive or reduce hydrant deposits and water use charges for improvements or for construction projects and extensions to the District's system directly awarded and paid for by the District.
- E.** All District hydrant users shall follow the permit and use procedures and pay the applicable fees as adopted by the Board of Directors and as may be amended from time to time.

**Rule #12.      Sprinkler System Uses**

- A.**      Fire protection, irrigation systems and similar types of sprinkler systems shall be subject to all backflow requirements set forth by the District and the State of Missouri. Those systems not complying with the requirements shall be subject to disconnection, with no liability incurred to the District, or by any other entity, company or person serving as the District's agent. All liability is assumed by the customer, user or owner of the residence or establishment receiving the service.
- B.**      All water mains laid on private property for the sole purpose of providing fire protection through fire hydrants or sprinkler systems are subject to the installation of a detector check valve with bypass water meter, sized as approved by the District. The detector check valve design and installation shall be approved by the District. All costs for the furnishing and installation of the fire protection service shall be borne by the customer, user, or owner and not the District. The detector check valve and meter will be checked periodically by the District and water use through the meter shall be added to other water usage for billing to the customer, user, or owner.
- C.**      The customer and/or water user shall promptly report to the District any situation or fires that occur that result in water use through the fire protection line and the District or other authorized persons will reset the detector check valve. In the event a periodic check shows that the valve was opened, and no situation or fire was reported, the customer, user or owner shall be subject to a charge as identified within the Rule addressing the charges for tampering and penalties for violation. Furthermore, the District reserves the right to require that all water lines be fully metered with all costs of metering to be borne by the customer, user, or owner.
- D.**      All fire protection systems are also subject to the approval of the Fire Protection District having authority in the area the premises are located and the customer or user shall follow all requirements set forth by the Fire Protection District as they pertain to fire protection regulations.

**Rule #13 Private Systems**

- A.** All owners of land or customers receiving District service(s) for buildings or premises connected to the District sewer system and who derive their water in whole or in part from sources independent of the District shall register with the District, the location, building or premises, all wells or other private sources of water supply used or consumed thereon, and furnish such information as may be reasonably requested, including location, size, depth, capacity or wells or other sources of water drawn.
- B.** No cross connection between any private water supply system and the District water system shall be permitted unless the District is protected against backflow by an approved reduced pressure backflow prevention device or an airgap in accordance with the District's rule pertaining to backflow prevention.
- C.** Private water supply systems serving buildings or premises which discharge into the District's sewer system shall be required to be either water or sewer metered. Meters shall be of a type and size approved by the District. Meters shall be read by the District or at the District's option, readings and usages be made available to the District.

**Rule #14. User's Water System -Appliances & Equipment**

- A. Unless waived by the District, the District requires the installation, by the User, of a Pressure Reducing Valve in the construction, modification, or repair of the User's water system, after the effective date of this Rule.

**Rule #15 Water Line Extensions**

- A.** The specifics and details of this rule pertaining to water line extensions are generally described in the latest edition of the "Water Distribution System Specifications", a copy of which can be obtained upon request from the District. All existing and current practices, written and unwritten, now in effect, remain in effect and may be amended from time to time. All water line construction and water line extensions shall be designed in accordance with industry standards set forth by AWWA and the District's Engineer. Prior to any construction of any water line extension, all applicable planning, engineering, reviews, and permits must be approved **in** writing by the District and all other applicable governmental agencies. Also, any applicable inspection fees must be paid.

**Rule #16.      Sewer Line Extensions**

- A.      The specifics and details of this rule pertaining to sewer line extensions are generally described in the District's current sanitary sewer collection system specifications and guidelines. All existing and current practices, written and unwritten, now in effect remain in effect. All sewer line construction and sewer line extensions shall be designed and constructed in accordance with the materials and specifications set forth in the appropriate specifications of the A.S.T.M. and the W.E.F. Manual of Practice No. 9. Prior to any construction of any sewer line extension, all applicable planning, engineering, reviews, and permits must be completed, and the construction plans must be approved in writing by the District and all other applicable governmental agencies. Also, any applicable inspection fees must be paid.

**Rule #17. Governmental Agreements, Tank & Golf Course Sales & Emergency Interconnections**

- A.** The District may make specific water and/or sewer service contracts and agreements with the United States of America and its agencies, the State of Missouri and its agencies, school districts, municipal and political corporations differing from the stipulations set out in the rules, regulations and rate schedules set forth herein.
- B.** The District has the option and authority to authorize tank sales and sales of water in bulk by any method at any such rate as the District may designate. Sales of this nature may be restricted whenever and however as deemed necessary or desirable by the District. The District reserves the right to develop or modify bulk sales requirements or restrictions at will.
- C.** The District may make and enter into specific reciprocal agreements for emergency interconnections between the District water system and other public, governmental, or other water systems regulated by the Public Service Commission for the purposes of providing an emergency supply of potable water from the District or to the District as the need arises. Such specific agreements shall set out the respective duties, rights and obligations as respects the construction, operation, maintenance, and use of the reciprocal emergency interconnections.

**Rule #18. Penalties for Violation**

- A.** Any user, person, firm, customer, corporation, partnership, etc. found to be in violation of any provision of these rules and regulations or who fails to comply with any of the requirements stated herein or who deliberately tampers with, operates or otherwise uses a District owned water line, water meter, water setter, water valve, water storage tank, water supply or water pumping facility, sewer line, sewer manhole, sewer cleanout, sewer pump station or wastewater treatment facility shall be subject to an administrative charge not to exceed five hundred dollars (\$500) per occurrence and/or imprisonment as the Federal, State and/or County law provides in addition to any costs incurred by the District for repairs necessary due to any tampering or failure to follow rules and regulations of the District. Each day of violation and each tampering incident shall count as a separate occurrence.
- B.** The District shall have the option and authority, in lieu of, or in addition to the above penalties, to discontinue water and/or sewer service to the buildings and/or premises in violation of the requirements, rules, and regulations herein. The District absolves itself of any claims of liability for damage incurred as a result of discontinuance of service. Any such liability or damage resulting from the discontinuance of water and/or sewer service is the responsibility of the customer, user, owner, etc.
- C.** Water and/or sewer service shall not be restored until the violations have been corrected and eliminated to the satisfaction of the District and once service has been disconnected, all charges, fines, court costs and permit fees must be paid prior to the restoration of service.
- D.** Nothing contained herein shall prevent the District from taking other lawful actions as necessary to protect the health and safety of the public and/or to prevent damage to the District's water and/or sewer systems and facilities, including obtaining court orders in law or equity. Should the District go to court in law or equity against any one or more customers, users, owner/owners, then such customer, user, or owner/owners shall pay for all costs thereof, including attorney's fees.



**Rule #19 Payment Arrangements**

Be it ordained by the governing body of the Public Water Supply District# 3 of Franklin County, state of Missouri:

**Section I. Procedures for Payment Arrangements - General Policy**

Payment arrangements shall be considered for homeowners who meet the qualifying conditions listed under the following procedures. Payment arrangements shall not be considered for rental properties and mobile home pad rentals.

- A.** Check to see if other payment arrangements for the customer have been successful. No arrangements allowed if two or more arrangements within the last 24 months were not met by the customer.
- B.** If the total amount of the current and the past due balance is greater than \$30, and less than \$50, the total balance must be paid in full.
- C.** If the total amount of the current and past due balance is between \$50 and \$100, the payment due date can be extended up to 10 days.
- D.** If the total amount of the current and the past due balance is over \$100, the payment due date can be extended up to 14 days.
- E.** If the customer cannot make payment of the full current and past due balance within 14 days, the District requires a written signed payment plan within the following guidelines:
  - 1. The current balance must be paid by the due date, in addition to the agreed upon amount on the old balance.
  - 2. Past due balances under \$50 shall be paid within 30 days.
  - 3. Past due balances between \$50 and \$100 shall be paid within 60 days.
  - 4. Past due balances between \$100 and \$200 shall be paid within 90 days.
  - 5. Past due amounts over \$200 shall be paid within 120 days.
  - 6. No payment plan shall exceed 4 months.

**Rule #20 Lead Ban**

Be it ordained by the governing body of the Public Water Supply District# 3 of Franklin County, state of Missouri:

**Section I. Lead Ban – General Policy**

- A. Purpose. The purpose of this ordinance is:
- 1) To ban the use of lead materials in the public drinking water system and private plumbing connected to the public drinking water system; and
  - 2) To protect city residents from lead contamination in the city's public drinking water system and their own private plumbing systems.
- B. Application. This rule shall apply to all premises served by the public drinking water system of the Public Water Supply District# 3 of Franklin County, Missouri.
- C. Policy. This rule will be reasonably interpreted by the water purveyor. It is the purveyor's intent to ban the use of lead-based material in the construction or modification of the District's drinking water system or private plumbing connected to the District's system. The cooperation of all consumers is required to implement the lead ban.

**Section II. Definitions**

- A. The following definitions shall apply in the interpretation and enforcement of this ordinance.
- 1) "Consumer" means the owner or person in control of any premises supplied by or in any manner connected to a public water system.
  - 2) "Lead base materials" means any material containing lead in excess of the quantities specified in Section II. A. 3.
  - 3) "Lead free" means:
- B. In General
- 1) When used with respect to solder and flux, refers to solders and flux containing not more than 0.2 percent (0.2%) lead; and
  - 2) When used with respect to pipes and pipe fittings, refers to pipes and pipe fittings containing not more than 0.25 percent (0.25%) lead.

**Rule #20 Lead Ban, Cont'd**

**C. Calculation**

The weighted average lead content of a pipe, pipe fitting, plumbing fitting, or fixture shall be calculated by using the following formula: For each wetted component, the percentage of lead in the component shall be multiplied by the ratio of the wetted surface area of that component to the total wetted surface area of the entire product to arrive at the weighted percentage of lead of the component. The weighted percentage of lead of each wetted component shall be added together, and the sum of these weighted percentages shall constitute the weighted average lead content of the product. The lead content of the material used to produce wetted components shall be used to determine compliance with paragraph (A)(2). For lead content of materials that are provided as a range, the maximum content of the range shall be used.

- 4) "Public drinking water system" means any publicly or privately owned water system supplying water to the general public which is satisfactory for drinking, culinary and domestic purposes and meets the requirements of the Missouri Department of Natural Resources; and
- 5) "Water purveyor" means the owner, operator, or individual in responsible charge of a public water system.
- 6) "Exemptions"
  - (a) pipes, pipe fittings, plumbing fittings, or fixtures, including backflow preventers, that are used exclusively for non-potable services such as manufacturing, industrial processing, irrigation, outdoor watering, or any other uses where the water is not anticipated to be used for human consumption; or
  - (b) toilets, bidets, urinals, fill valves, flush-o-meter valves, tub fillers, shower valves, service saddles, or water distribution main gate valves that are 2 inches in diameter or larger.

**Section III. Lead Banned From Drinking Water Plumbing**

- A.** No water service connection shall be installed or maintained to any premises where lead base materials were used in new construction or modifications of the drinking water plumbing after January 1, 1989.
- B.** If a premises is found to be in violation of Section III. A., water service shall be discontinued until such time that the drinking water plumbing is lead free.

**PUBLIC WATER SUPPLY DISTRICT #3 OF FRANKLIN COUNTY, MISSOURI**  
**Rules and Regulations**

Page  
Revision

**Rule #21. Severability and Effective Date**

- A.** This resolution provides that the rules and regulations covered herein supersede previous rules and regulations pertaining to the items herein addressed. Should any provision or portion of this resolution, rules and regulations be found to be unlawful or invalid by any court of competent jurisdiction, the remaining portions and provisions of this resolution, rules and regulations shall continue to be in full force and effect.
- B.** That this resolution be in full force and effect upon the adoption by the Board of Directors for Public Water Supply District #3 of Franklin County, Missouri and the effective dated noted herein.

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Gail Bader - President

SEAL

ATTEST:

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Erin Hollandsworth- Clerk

On motion duly made, seconded, and carried, this resolution is hereby adopted by the Board of Directors of Public Water Supply District No.3 of Franklin County, Missouri on this 25th day of March, 2024.

**APPENDIX A**

**Public Water Supply District No. 3 of Franklin  
County Rules and Regulations**

**Tariff Sheet - Connection Fees - Water and Sewer**

**Service Areas:** All of PWSD #3 of Franklin County, except St. Albans

**Connection Fees:** For all connections on or after June 1, 2025

**All Customers, Except St. Albans, Regardless of Type**

WATER METER SIZE Inches	AREA Sg. Inches	ERC's	CONNECTION FEE	
			WATER	SEWER
¾" Residential	0.44	1.0	\$ 2,084	\$ 2,084
¾" Non-Residential	0.44	1.0	\$ 2,084	\$ 2,084
1" Meter, all types	0.79	2.5	\$ 4,200	\$ 4,200
1.5" Meter, all types	1.77	5.7	\$ 7,093	\$ 7,093
2 " Meter, all types	3.14	10.1	\$12,898	\$12,898
3 " Meter, all types	7.07	22.8	\$29,025	\$29,025

(ERC is an Equivalent Residential Connection, which equals Service line area/1.0)

**Connection Fees:** For all connections on or after June 1, 2025. St. Albans area only All

**St. Albans Customers, Regardless of Type**

WATER METER SIZE Inches	AREA Sg. Inches	ERC's	CONNECTION FEE	
			WATER	SEWER
1" Residential	0.79	1.0	\$ 3,270	\$ 3,270
1" Non-Residential	0.79	1.0	\$ 3,270	\$ 3,270
1.5" Residential	1.77	2.2	\$ 7,093	\$ 7,093
1.5" Non-Residential	1.77	2.2	\$ 7,093	\$ 7,093
2" Residential	3.14	4.0	\$12,898	\$12,898
3" Non-Residential	7.07	9.0	\$29,025	\$29,025

(ERC is an Equivalent Residential Connection, which equals Service line area/1.0)

**APPENDIX B**

**Public Water Supply District No. 3 of Franklin County**  
**Rules and Regulations**

**Tariff Sheet - Rate Code A - WATER RATES &**

**CHARGES Service Areas: All PWSD #3 of Franklin County Customers**

**Rate:** \_\_\_\_\_ **For all billings on or after June 1, 2025 All**

**Customers, Except St. Albans, Regardless of Type**

Service Availability Fee	0 - 200 gallons	\$ 33.92 Monthly Minimum (includes up to 200 gallons of water)
Usage Rates	All usage over 200 gallons (usage per each month)	\$ 9.31 per each 1,000 gallons, or portion thereof

**Service Areas: All St. Albans Area Customers**

**Rate:** \_\_\_\_\_ **For all billings on or after June 1, 2025**

**All St. Albans Area Customers, Residential & Non-Irrigation Use**

Service Availability Fee	0 - 200 gallons	\$32.80 Monthly Minimum
Usage Rates	201 – 6,850 gallons (usage per month)	\$9.48 per each 1,000 gallons, Or portion thereof
	All usage over 6,850 gallons (Usage per each month)	\$4.89 per each 1,000 gallons, Or portion thereof

**All St. Albans Area Customers, Irrigation Use Only**

Service Availability Fee	0 - 200 gallons	\$ 9.07 Monthly Minimum
Usage Rates	All usage over 200 gallons (Usage per each month)	\$ 4.89 per each 1,000 gallons, or portion thereof

**All St. Albans Area Customers**

Improvement Fund Fee	Per Customer Account	\$ 6.00 per month
Grinder Pump Service Fee	Per GP Customer Account	\$ 8.00 per month

APPENDIX C

Public Water Supply District No. 3 of Franklin  
County Rules and Regulations

Tariff Sheet - Rate Code B - WASTEWATER RATES & CHARGES

**Service Areas:** All PWSD #3 of Franklin County Customers and St. Albans

**Rate:** For all billings on or after June 1, 2025

All PWSD #3 Customers, **Except St. Albans.** Residential - Based on winter water usage  
Commercial - Based on actual water usage

Monthly Service Availability Fee	\$ Included Below
Sewer Service (Minimum Bill)	\$ 38.66 minimum per month
Sewer Service	\$ 7.25 per each 1,000 gallons

**All St. Albans Water and Sewer Authority** Customers, Regardless of Type  
Residential House Meter Connected to Irrigation  
- based on average winter water usage (AWC)

Monthly Service Availability Fee	\$ Included Below
Sewer Service (Minimum Bill)	\$ 32.01 minimum per month
Sewer Service	\$ 6.25 per each 1,000 gallons
AWC Sewer (New Customer)	\$ 67.31 flat rate /Month (based on 5,250 gallons)

**Rate:** Flat Rate Sewer Charge, All PWSD #3 Customers

Sewer customers without District installed or approved water meters shall have the option of installing an approved water meter at their sole expense or pay a flat rate sewer charge based on water/sewer usage of 5,250 gallons per month per unit as shown below:

<b><u>Monthly</u></b>	<b><u>Sewer Flat Rate</u></b>
Service and Billing Fee	\$ Included Below
Flat Rate Service	\$ 67.31
Total Flat Rate	\$ 67.31/month

**Billing:**

Bills will be distributed at monthly intervals and will be due for payment at the net rate of 20 days following the date of bill. Any account remaining unpaid after the due date shall be considered delinquent and the district may take any such action as specified in its Rules and Regulations.





