NORTHERN CAMBRIA MUNICIPAL AUTHORITY

COLLECTION PROCEDURES FOR WATER

Bills Mailed Out and Dated	Dated first day of each month Mailed last day of each month
	The 15 th day of the month is the last day to Pay the net amount. After this date, the gross Amount is due. (Penalty of 10%) After the end of the month, an additional \$2.00 is added to each outstanding account
Delinquent Notices Mailed	Certified Letter Mailed Giving Ten (10) Days Notice to Pay Delinquent Account – After 60 Days Past Due - \$5.00 Added to Amount Due
Termination For Unpaid Accounts	Ten days after Delinquent Notice is Received Water Services Terminated \$25.00 fee added to terminate service additional \$25.00 fee added to restore service
Partial Payments And Extensions of Payment	This form of payment taken only upon review and approval of the Authority
Municipal Liens Placed on Property	If outstanding balance remains outstanding after termination of service, a municipal lien for the balance, plus legal fees and costs will be placed on the property

NO WATER SERVICE WILL BE RESTORED TO THE PROPERTY UNTIL ALL DEBT IS SATISFIED.

DEPOSIT - LANDLORDS/RENTERS: A \$150.00 deposit for water service to all rental units is to be paid by either the landlord or the renter. If a renter/customer vacates, leaving an outstanding balance, it is the landlord's responsibility to pay this debt before water service can be restored to the property.

ADMINISTRATIVE FEE: A \$25.00 Non-Refundable Administrative Fee will be charged as a set up fee as to all accounts.

NORTHERN CAMBRIA MUNICIPAL AUTHORITY WATER SYSTEM RULES AND REGULATIONS

1. SECTION ONE DEFINITIONS

- 1.1. Unless the context specifically indicates otherwise, the meaning of the terms shall be as follows:
 - 1.1.1. Application: Form used by an Owner to apply for service from the Water System. To be considered complete, the form will be accompanied by the appropriate Service Charges, a schedule for installation of required facilities, and registration of the contractor who is to perform the installation
 - 1.1.2. Authority: The Northern Cambria Municipal Authority and its authorized representatives.
 - 1.1.3. Borough: The Borough Of Northern Cambria, Cambria County, Pennsylvania.
 - 1.1.4. Building: Each single family dwelling unit, Multiple Dwelling Unit, Multiple Use Unit, store, shop, office, business, institutional, commercial, or industrial unit; contained within any structure; erected and intended for continuous or periodic habitation, occupancy, or use by humans or animals; for which water is or may be used.
 - 1.1.5 Connection: The attachment of an Owner's Service Line to the Authority's Water Main for the purpose of providing Owner's Building or property with water service.
 - 1.1.6. Developer: Any person who desires to construct, at their own expense and cost, a water main extension to serve any one or more Buildings or other uses; and to connect said extension to the existing Water System.
 - 1.1.7. Engineer: A registered professional engineer who is retained by the Authority, including any authorized member or the staff of such engineer.
 - 1.1.8. Inspector: The person or persons appointed by the Authority to inspect existing or proposed facilities of the Water System, Service Lines, Meters, and Building piping and fixtures.

- 1.1.9. Large Consumer: Owner who consumes or proposes to consume more than 20,000 gallons of water per month during any two successive months during a calendar year.
- 1.1.10. May: Is Permissive.
- 1.1.11. Multiple Dwelling Unit: A building with individual apartments, mobile home park with individual units, a multi-family or multi-unit dwelling project. Does not include motels or hotels with contract for occupancy terms of less than one month.
- 1.1.12. Multiple Use Unit: A combination of single family dwelling, store, shop, office, business, institutional, commercial, and/or industrial units contained within one Building; for which the Authority has determined that more than one use exists.
- 1.1.13. Meter: That part of the Water System which registers and records the consumption of water.
- 1.1.14. Owner: Any and all persons vested with title, legal or equitable, sole or partial, of a Building or other real estate.
- 1.1.15. Person: An individual, firm, company, association, society, corporation, partnership, or other group or entity.
- 1.1.16. Service Charges: The connection fee, customer facilities fee, and tapping fee imposed by the Authority under all acts/Statutes of the Commonwealth of Pennsylvania as amended, payable upon connection of a Building or property to the Water System.
- 1.1.17. Service Line: That part of the water system including the saddle, corporation stop, curb stop, and pipe extending from the water main to the property line as owned and maintained by the Authority, in addition to that part of the pipe extending from the property line to the structure wall being served or meter pit defining the connection point with the facilities served as owned and maintained by the Owner. The meter located within the structure or pit is the property of the Authority.
- 1.1.18. Shall: Is mandatory
- 1.1.19. Township: Any Township/Municipality in which the Authority provides Water Services, including, but not limited to the Township Of Susquehanna

- 1.1.20. Water Main: A pipe or conduit that carries water.
- 1.1.21. Water System: The pipe, fittings, and appurtenances owned and operated by the Authority including Water Mains, Meters, and defined portions of the Service Line.
- 1.2. Other Terms: Unless the context specifically indicates otherwise, the terms not defined above shall be defined by the :"Glossary Water and Wastewater Control Engineering", prepared by a joint editorial board representing the American Public Health Association, the American Society of Civil Engineers, the American Water Works Association, and the Water Environment Federation.

2. SECTION TWO REQUIREMENTS OF PRIVATE WATER SUPPLY

2.1. The maintenance of private water systems by Persons receiving water service from the Authority represents a significant public health hazard due to potential cross connection and/or contamination. It shall be unlawful for any Owner or other Persons receiving water service from the Authority to construct or maintain any private or other water supply without the knowledge and written consent of the Authority. No such private water supply is to be connected to any Building plumbing system, or to any facility allowing human consumption.

3. SECTION THREE REQUIRED CONNECTION

- 3.1. No Owner of a Building shall be required to connect such Building to the Water System if the Authority determines that the water supply available from the Authority is insufficient to serve the Building.
- 3.2. Subject to the above, each Owner of a Building within the Borough or Township, located on property abutting any street, alley, or right-of-way in which the Water Main has been provided by the Authority and where any part of the property is within one hundred fifty (150) feet of Water Main, at his own expense shall connect such Building to the water system in accordance with these rules and regulations within ninety (90) days after the date of official written notice to do so from the Authority, unless otherwise approved in writing by the Authority.

4. SECTION FOUR FAILURE TO CONNECT

4.1. In the event any Owner refuses or neglects to connect within the ninety (90) day period, he shall be deemed to be in violation of the Authority's rules and regulations and Borough and Township Ordinances.

- 4.2. The Authority or its agents then may enter upon the property and construct a Service Line and Connection; and install a Meter. Upon completion of such work, the Authority will send an itemized bill of the cost of the construction and related items to the Owner. In case of neglect or refusal by the Owner to pay the bill within thirty (30) days, it shall be the duty of the Authority to file municipal liens.
- 4.3. In the alternative, any Owner who fails to make a proper Connection to the Water System within the time specified after receipt of proper notice or after obtaining a time extension in writing from the Authority shall, upon conviction, thereof before a district Magistrate, pay a fine, penalty, or cost established by the Magistrate.

5. SECTION FIVE CONDITIONS AND PROCEDURES FOR INITIAL SERVICE

- 5.1. No Person shall make or cause to be made any Connection with the Water System until they have fulfilled all of the following conditions and procedures:
 - 5.1.1. Any Owner desiring the introduction of service and/or Connection to the Water System of the Authority must first make a written Application on the form furnished by the Authority, at least two (2) weeks before the service is required.
 - 5.1.2. The Application will state the address; the name of the Owner; the purpose of which service will be used; and the size of service line, connection, and meter desired.
 - 5.1.3. The Application must be signed by the Owner or his duly authorized agent. The Application together with the rules and regulations of the Authority shall regulate and control the service of water to the Building.
 - 5.1.4. The Application must be accompanied by the required Service Charges and any other fees established by the Authority.
 - 5.1.5. The Application must contain a proposed date when the Service Line will be ready for inspection and making Connection (see Section 5.3).
 - 5.1.6. The Owner will be granted a permit upon meeting the Authority's and/or Borough's application procedure.

- 5.2. When an Application has been made for a new service or for reinstatement or change in an existing service, it is assumed that the piping and fixtures which the service will supply are in order to receive the service. The Authority shall not be liable in any case for any accident, breaks, or leakage arising in any way in connection with the supply of water or failure to supply water, or the freezing of pipes or fixtures, nor for any damage to the Building which may result from the usage or nonusage of water supplied to the Building.
- 5.3. The Owner shall notify the Authority, at least seventy two (72) hours prior to the time when Connection will be made, in order that an Inspector can be present to inspect and approve the Service Line work and Connection.
- 5.4. At the time of the inspection of the Service Line and Connection, the Owner shall permit the inspector full and complete access to all pipes and appurtenances in each Building and in and about all parts of the property. No portion of the work shall be covered over, or in any manner concealed, until after it is inspected and approved by the inspector.
- 5.5. No Water Service Line shall be laid in the same trench with a sewer or gas pipe or with any facility of a public service company, or within three feet of any excavation or vault; without written approval of the Authority.
- 5.6. The Owner will provide, free of charge and expense to the Authority, a location for installation of a Meter. Generally, this location is to be a readily accessible spot inside the Building near the entrance of the Service Line. The Owner will also provide an exterior location for the remote readout portion of the Meter.
- 5.7. In cases where it is not practical to place the Meter within a Building, the Meter may be located in an outside pit. This will particularly apply to house trailers and mobile homes. The pit may be an approved prefabricated meter box, or otherwise constructed of brick or concrete. It is to have a suitable iron cover. In general, the pit is to be located at the property line. Installation will generally be by the owner and in every case at the expense of the owner. The Owner may construct the pit or box, with written approval from the Authority, provided the pit or box size and dimensions are approved by the Authority, that it gives adequate access to the Meter, and permits its installation or removal.
- 5.8. The inspector shall signify his approval of the connection by endorsing his name and the date of approval on the permit.

- 5.9. The Authority Recommends that the Owner Should install isolation gate valves on both sides of the Meter and a dual check backflow preventer on the outlet side of the Meter. An air tank and safety valve shall be inserted at a convenient point on the Building piping to relieve excess pressure which could occur from the heating of water.
- 5.10. Notwithstanding any other provisions to the contrary, the Authority shall at all times reserve the right to withhold the issuance of any permit for Connection to the Water System until the Owner provides collateral or security as the Authority in its sole and absolute discretion deems adequate. Such security is to provide a fund from which all costs and expenses can be paid for the construction of any necessary Connection from the existing Water Main to the property of the Owner; in the event the Owner or any successor fails to complete the required construction.

6. SECTION SIX RIGHT OF INSPECTION

- 6.1. The Authority and its duly authorized representatives and employees, bearing proper credentials and identification, shall be permitted to enter upon all property for the purpose of inspection, observation, testing and retesting of the Meter, Service Line, and Connection; at all reasonable hours (8 a.m. to 5 p.m.).
- 6.2. The Authority and its duly authorized representatives and employees, bearing proper credentials and identification, shall be permitted to enter upon all property at all reasonable hours; for the purpose of conducting surveys and investigations of water use practices to determine whether there are actual or potential cross connections through which contaminants could backflow to the Water System.

7. SECTION SEVEN SPECIFICATIONS AND STANDARDS

7.1. A separate Meter and Connection will be required for each Building, whether constructed as a detached unit or as one of a pair or row. A single Connection will be permitted to serve a school, factory, or other permanent Multiple Dwelling Unit or Multiple Use Unit structure whose individual units may not be subject to separate ownership. A single Connection will be permitted for an apartment or mobile home park, as long as each apartment unit or mobile home is individually metered.

- 7.2. No repairs, alternation or additions to any Service Line or Connection shall be made unless the Owner first makes an Application to and receives permission from the Authority.
- 7.3. No Person shall be allowed to permit any other Persons or Buildings to use his connection, or connect with his Service Line, piping or fixtures; except upon written permission of the Authority.
- 7.4. The minimum size Service Line and connection for any Building shall be three quarters (3/4) inch diameter pipe where the distance from the Water Main to the Building is not more than one hundred (100) feet. Where the distance from the Water Main to the Building is greater than one hundred (100) feet but less than four hundred (400) feet, the minimum size Service Line and Connection shall be one (1) inch diameter pipe. The size of the Connection for Large Customers, fire protection systems, and Buildings more than four hundred (400) feet from the water main shall be considered on an individual basis by the Authority.
- 7.5. A Service Line and Connection shall not be installed so as to pass through property of Persons other than the Owner of the Building to be supplied; unless the Owner of the Building to be supplied obtains a right-of-way from the Person whose property the Service Line and Connection will pass through. Such right-of-way shall be recorded with the Recorder of Deeds at the Cambria County Courthouse.
- 7.6. When an Owner desires water service to a Building which does not have an existing Water Main (or an existing main of adequate size) in the roadway abutting the Building, the Owner shall be required to extend the Water Main at his sole cost. The size and length of the Water Main extension shall be determined by the Engineer. See Section Nine.
- 7.7. All Service Line and Connection pipe shall be placed on a four (4) inch deep PaDOT type 2B (AASH70 No. 57) aggregate base (6 inch rock); and backfilled with PaDOT type 2B (ASSH70 No. 57) aggregate to at least twelve (12) inches above the top of the pipe. Remaining backfill shall be PaDOT type 2RC in street areas and suitable material in non-street areas. Final restoration shall be in accordance with current municipal standards. All pipe shall have at least forty eight (48) inches of cover mechanically tamped in layers not to exceed twelve (12) inches. All pipe is to be laid in a straight grade; avoiding summits and depressions which could collect air and sediment. The pipe is to be "snaked" in the trench to allow at least an additional three (3) inches per one hundred (100) feet of length for thermal expansion and contraction of the pipe.

- 7.8. All Connection to the Water Main of less than two (2) inches in diameter shall utilize a corporation stop. All connection to polyvinyl chloride (PVC) Water Main of any size, and ductile iron pipe of less than six (6) inches in diameter, shall also utilize a saddle. The saddle shall be Ford style 202BS Double Bond or equal. The corporation stop shall have a bronze body with AWWA C-800 thread dimensions and AWWA taper inlet threads and be equipped with compression connection for copper service tubing; Ford FB1000-3 or equal for three quarters (3/4) inch, FB1000-4 one (1) inch corporation stops; and FB1000-6 or equal for one and one half (1-1/2) inch stops. If the connection is two inches or greater in diameter; a tee and gate valve shall be used.
- 7.9. All Service Lines less than 2 inches in diameter shall be equipped with a curb stop and box; located at the property line and with the top mounted flush with the ground surface. The curb stop shall be of bronze construction, with check, without drain, and be equipped with compression connections for copper service tubing: Ford B44-333 or equal for three quarters (3/4) inch, B44-444 for one (1) inch curb stops for copper tube service. The curb boxes shall be Ford Aron Pattern Curb Box, Type HS Lid, 2 Hole Erie Pattern, or equal.
- 7.10. All Service Lines and Connections shall be Astm B88 type "K" flexible copper with compression fittings.
- 7.11. All Service Lines and Connection pipe and appurtenances may be subject to a hydrostatic pressure test of 135 psi for fifteen (15) minutes with no appreciable water leakage (less than one (1) fluid ounce per one hundred (100) feet of pipe) at the sole cost of the Owner.
- 7.12. Consumers using water for fire protection systems, steam generation or heating systems are warned not to depend upon the hydraulic or hydrostatic pressure of the water system. Steam and hot water heating plants and hot water generators and storage tanks shall in all cases be provided with a check valve in the water supply piping and other proper devices to prevent damage or collapse if the water supply should be shut off or fail for any reason. The Authority in no case will be responsible for accident or damage resulting from the imperfect installation action of check valves or other devices or from the omission of such installation.

8. SECTION EIGHT EXTENSIONS OF WATER SYSTEMS

- 8.1. Any Developer shall comply with the provisions of this section.
- 8.2. In accordance with State recommendations, no service will be granted in situation where water pressure cannot be maintained above 20 PSI. A request for service which would require the Authority to operate and maintain additional pumping and water storage facilities (which would be an additional operation and maintenance cost for the Authority), will be discouraged.
- 8.3. The Developer shall submit two copies of plans for any proposed extension of the Water System to the Authority for review, comments, recommendations and approval. Plans shall be drawn on 24"x36" sheets. Plan views shall be shown at a scale of 1"=50'; and include a north point, as suitable title block, date, and the name of the Developers' engineer and imprint of his registration seal.
- 8.4. Prior to final acceptance of any Water System extension by the Authority, the Developer shall furnish to the Authority "Record Drawings" showing the location of all Water Mains, valves, and curb boxes relative to permanent landmarks such as buildings, trees, utility poles, or property corners.
- 8.5. Easements for Water Mains to be constructed outside of dedicated street rights-of-way shall be recorded in the name of the Authority. Highway occupancy permits for Water Mains constructed within dedicated street rights-of-way shall be obtained in the name of the Authority.
- 8.6. All pipe used for the water main extensions where the static pressure is less than 150 psi shall be AWWA C900, DR 18 PVC Pipe. Static pressures up to 200 psi AWWA C900 DR 14 PVC pipe shall be used. Mains shall have push-on joints for flexibility, expansion, and contraction. The minimum depth of cover shall be forty eight (48) inches.
- 8.7. All Service Line and Connection pipe shall be placed on a four (4) inch deep PaDOT type 2B (AASH70 No. 57) aggregate base (6 inch rock); and backfilled with PaDOT type 2B (ASSH70 No. 57) aggregate to at least twelve (12) inches above the top of the pipe. Remaining backfill shall be PaDOT type 2RC in street areas and suitable material in non-street areas. Final restoration shall be in accordance with current

municipal standards. All pipe shall have at least forty eight (48) inches of cover mechanically tamped in layers not to exceed twelve (12) inches. All pipe is to be laid in a straight grade; avoiding summits and depressions which could collect air and sediment. The pipe is to be "snaked" in the trench to allow at least an additional three (3) inches per one hundred (100) feet of length for thermal expansion and contraction of the pipe.

- 8.8. All fittings shall be cast iron, double cement lined, mechanical joint, and conform to AWWA C-110 or C-153.
- 8.9. Main line valves shall be non-rising stem gate valves with mechanical joint ends and conform to AWWA C-509
- 8.10. All proposed developments shall include provisions for fire protection. The maximum distance from any portion of a building in the development to a fire hydrant shall be 600 feet or in accordance with local fire company requirements.
- 8.11. No Water Mains smaller than four (4) inches diameter shall be used. No Water Mains smaller than eight (8) inches diameter shall provide flow to a fire hydrant. Dead ends are to be avoided. Any dead ends, which are absolutely necessary, shall be equipped with a blowoff or fire hydrant (at Authority's discretion).
- 8.12. Depending on the layout of the existing Water System and/or the potential for future development beyond the area in question, the size of a Water Main extension could vary, based upon review and recommendations of the Engineer.
- 8.13. All fire hydrants shall be traffic type with 5-1/4 inch main valve opening. All hydrants shall conform to AWWA C-502 and be equipped with one 4-1/2 inch pumper nozzle and two 2-1/2 inch hose nozzles. The Developer shall verify National Standard nozzle thread dimensions with the local fire company chief prior to purchasing hydrant. Fire hydrants shall be American Darling fire hydrant, or equal. Hydrants shall have a six (6) inch mechanical joint inlet connection with positive automatic drain, National Standard 1-1/2 inch pentagon operating nut and open left (counterclockwise).
- 8.14. All Water Mains shall be subject to a 150 psi hydrostatic pressure test. The duration of the test shall be two hours. The allowable leakage shall not exceed 10 gallons per inch of pipe diameter per mile of pipe per 24 hours. The Developer shall provide the pump, pipe connection and all necessary apparatus for testing.

- 8.15. All Water Mains shall be disinfected in accordance with AWWA C-651 prior to Authority acceptance.
- 8.16. Service Lines shall be installed while Water Main extension is being constructed.
- 8.17. The Authority will supervise the connection of the Water Main extension to the Water System. The Developer shall furnish the necessary labor, equipment, fittings and/or valve to make the connection.
- 8.18. Installation of the Water Mains and all appurtenances shall be subject to full time inspection by the Authority's Inspector; at the sole cost of the Developer. If the installation of the Water Mains or appurtenances has been properly made, written approval will be furnished to the Developer or his designated representative. If the work is not satisfactory, the Inspector shall advise what must be done to meet the Authority requirements.
- 8.19. No Water Main extension constructed by a Developer will be approved for use and acceptance by the Authority until: the scope of the Water Main project is formally approved by the Authority, all connection and inspection fees have been paid, the Authority has been reimbursed in full for all inspection costs incurred by the Inspector during construction, testing and approval, and the Water Main extension had been dedicated to the Authority.

9. SECTION NINE...... MAINTENANCE AND REPAIR

- 9.1. The Authority shall have the ultimate responsibility for the use, operation, maintenance, and repair of the Water System from the source of supply up to and including the individual curb stop. The maintenance and repair of Meters shall also be the responsibility of the Authority.
- 9.2. All Service Lines downstream from the curb stop; as well as all Building piping and fixtures are the responsibility of the Owner and shall be maintained and repaired by the Owner at his own cost. Repairs to the Service Line upstream of the Meter shall be subject to the direction, approval, and inspection of the Authority.
- 9.3. The Authority reserves the sole right to turn the curb stop on or off. Should repairs to the Service Line or other piping and fixtures be required, a plumber or Owner shall contact the Authority relative turning the curb stop off and on, unless such plumber has obtained written approval from the Authority to operate the curb stop to facilitate repairs.

- 9.4. The Authority reserves the sole right to remove a Meter from its setting. Should it be necessary to remove a Meter from its setting, notice shall immediately be given to the Authority.
- 9.5. The Authority shall in no event be responsible for maintenance, or damage done by water escaping from the Service Line or any other pipe or fixture downstream of the curb stop.
- 9.6. The Owner shall keep the Service Line from the curb stop to the Meter in good condition at all times; under penalty of discontinuance of service by the Authority upon forty eight (48) hours notice. However, should a serious leak on the Owner's property threaten the Authority's supply, the Authority reserves the right to discontinue service without notice until such time as the condition is corrected; or take action necessary to correct the situation.
- 9.7. In the case of leaks of undetermined location, the Authority will, upon request of the Owner, excavate in and about the curb stop for the purpose of determining the responsibility for leak. The Authority shall assume the cost of work if it is found that the leak is located between the curb stop and main. If the leak is determined between the curb stop and the building, the Owner shall reimburse the Authority for the actual costs of the work required to determine responsibility.
- 9.8. The Authority may at any time require the Owner to install in connection with his service pipes, such valves, pressure regulators, tanks, or other apparatus as may be, in the opinion of the Authority, required for the safeguarding and protection of the Authority's property or water supply.
- 9.9. All Meters are the property of the Authority and will be maintained and repaired by the Authority. The Authority will assume the cost associated with ordinary wear and tear. However, should damage to the Meter occur due to freezing, hot water, carelessness, or negligence, the repairs shall be at the expense of the Owner.
- 9.10. The Owner shall notify the Authority of any damage to or any cessation in registration of the Meter, as it comes to his knowledge or the knowledge of any user of his Connection.
- 9.11. No seal placed by the Authority shall be tampered with or defaced. It shall not be broken except upon authorization from the Authority. Where the seal is broken, the Authority reserves the right to remove the Meter for test at the expense of the Owner. It is a violation of Clause 6, Section 34, Act of 1974 of the Laws of Pennsylvania to break or deface the seal of, or otherwise damage the Meter.

- 9.12. When it is necessary to renew an existing Connection, the Authority will renew the Connection at no cost to Owner. This renewal is limited to items from the main to the curb stop; using pipe of the same size and in the same location as the old one. If the Owner, for his own convenience, desires the new Service Line at some other location, he will be responsible for payment of all expenses. These include the cost of shutting off the old Service Line at the main, a new corporation stop and saddle, and additional pipe, excavation, and resurfacing.
- 9.13. When the Owner desires a change in location or size of an existing service line, the cost of the change shall be borne by the Owner.

10. SECTION TEN......UNLAWFUL USE OF WATER SYSTEM

- 10.1. No person shall open a fire hydrant or use any water from a hydrant for recreation, sprinkling streets, construction, filling of swimming pools, or any other purpose without a permit from the Authority, under the penalty prescribed by law. Use of fire hydrants by qualified fire company personnel is authorized in case of fire. Fire companies are also authorized to test the hydrants; if supervised by an authorized agent of the Authority.
- 10.2. No person shall interfere with any fire hydrant. No person shall place any material of any description within eight (8) feet of any fire hydrant or over a valve box; without permission of the Authority.
- 10.3. No outlet shall be permitted on the connection or service pipe supplying a Building, between the water main and the Meter, Excepting facilities of the Authority, no unmetered Connections are allowed for fire protection systems. All water used must pass through the Meter.

11. SECTION ELEVEN.....CROSS CONNECTIONS

11.1. Cross connections represent a serious health hazard; and are subject to government regulation. No connection shall be made between pipes or containers carrying water supplied by the Authority and pipes or containers carrying water from any other source.

12. SECTION TWELVE......WATER SUPPLY

12.1. The Authority cannot guarantee the volume and/or pressure of water available from its system; and shall not be liable for a deficiency or failure in the supply for any reason. It is the duty of the Owner to protect his plumbing system and property from damage in the event water supply is reduced or shut off.

- 12.2. The Authority has the right to reserve a sufficient supply of water at all times to provide for public health, fire protection and other emergencies. In the event of any accident or damage to any part of its works or equipment or breakdown of machinery, or bursting of any Water Main, or any other occurrence affecting its plant or equipment or operation; the Authority shall not be liable to any person for any claim or damage arising from an interruption in service, inadequate supply or pressure, quality of water, or any cause beyond its control.
- 12.3. The Authority shall prohibit the use of hoses for street, lawn or garden sprinkling, or for any other purpose when, in its judgment, such action is necessary for the preservation of the water supply. In such event, due notice shall be given by publication in at least one newspaper of local circulation. Should any consumer fail to comply with the requirements of the notice, water service to that consumer shall be terminated and service shall not be restored until all costs or terminating and initiating the water have been paid.
- 12.4. If at any time the total water supply shall be insufficient to meet all of the needs of all the users for domestic, commercial, and industrial purposes, the Authority must first satisfy all the consumers for domestic purposes before supplying any water for any other purposes or uses.

13. SECTION THIRTEEN.....GENERAL PROVISIONS

- 13.1. If any section, paragraph, subsection, clause or provision of these rules and regulations is declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of these rules and regulations as a whole or any other part hereof.
- 13.2. No agent or employee of the Authority shall have the right or authority to bind the Authority by any promise, agreement or representation contrary to the letter or intent of these rules and regulations.

14. SECTION FOURTEEN.....BILLING

- 14.1. The Owner of each Building or other property receiving service is ultimately responsible for the payment of all water bills. An Owner may elect to have billings sent directly to his authorized agent, including his tenant.
- 14.2. Bills and notices relating to water service charges will be mailed or delivered to the most recent address specified in writing by the Owner. Failure to receive a bill shall not exempt the Owner from his responsibility to make prompt payment. The presentation of a bill to the Owner or his designated agent is only a matter of accommodation.

- 14.3. Billings will be rendered on a monthly basis for all customers
- 14.4. All Meters shall be read every month or every other month as deemed necessary by the Authority. The quantities recorded by the Meter shall be considered conclusive on both the Owner and the Authority, except when the Meter has been found to register incorrectly or has ceased to register. In this event, the Authority will estimate the bill; taking into consideration average past registrations, or by another fair reasonable method. The finding thus determined shall be final and binding upon both parties.
- 14.5. Whenever ownership of a Building is transferred, the new Owner must file with the Authority an application for the continuation of the service as provided for in section 19.1. Failure to do so will result in the discontinuance of the water supply.
- 14.6 In the event a tenant does not pay for water charges, the landlord or property owner shall be liable for such charges.
- 14.7 The authority shall have the right in accordance with the law to file a municipal lien against such premises for any unpaid water charges.

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- 14.8. In any instance where a Building has not had a Meter installed, the Authority will estimate the bill; taking into consideration usage by other Buildings having similar characteristics, or by another fair or reasonable method. The finding of the Authority in this regard shall be conclusive upon both parties. However, if the absence of a Meter is a result of refusal or failure of the Owner of the Building to have a Meter installed, the bill for service during such period shall be established by the Authority at an amount equal to the maximum bill for any building of similar characteristics. The determination of the Authority in this regard shall be conclusive upon both parties.
- 14.9. A bill for repairs or replacement of a damaged Meter due to neglect, abuse, or lack of standard protection, will be submitted to the Owner and shall be due within thirty (30) days.

15. SECTION FIFTEEN.....LATE PAYMENTS

15.1. A Billing date is specified on each bill. Payment is due within fifteen (15) days of the billing date. Payments mailed, as evidenced by the United States Postal Service, on or prior to the end of the fifteen (15) day period will be deemed to be a payment within time period. Payments for which no documentation of delivery exists (i.e. "lost in the mail") will not receive credit.

- 15.2. The water rates and charges imposed hereunder shall be paid not later than the due date; which is fifteen (15) days after the billing date. If not paid within fifteen (15) days after billing date; in addition to the charges, the owner or user shall pay as a penalty or surcharge, a sum of money equal to ten percent (10%) of the total balance due the Authority on account of water service charge then outstanding and unpaid, plus previously imposed penalties or surcharges, if any, thereon; and/plus an additional the sum of two dollars (\$2.00).
- 15.3 Upon the expiration of sixty days from the date of billing, the Authority shall forward a Delinquent Notice via certified mail giving (10) days notice from receipt to pay account in full including penalty, surcharge, interest together with an additional sum of five dollars (\$5.00) added and/plus a termination fee of twenty (\$25.00) dollars.
- 15.4. If not paid within ten days of the Delinquent Notice being received the the bills shall be deemed to be delinquent, and service to the Building may be discontinued until all delinquent bills, penalties, and charges against the Building have been paid. All delinquent water rentals and all penalties and charges shall also be subject to a lien against the property in the office of the Prothonotary of Cambria County and may be collected in a manner provided by law.
- 15.5. Interest shall accrue on the aggregate of delinquent charges and surcharges, if any, as computed from time to time, at the rate of one and one-half percent (1-1/2%) per month.

16. SECTION SIXTEEN......DISCONTINUANCE OF SERVICE

- 16.1. An Application for water service may be canceled or water service discontinued on forty eight (48) hours notice for violation of any of the following reasons:
 - 16.1.1. Failure of the Owner to pay a water bill and/or other charges when due.
 - 16.1.2. Tampering with any Meter, or with any Service Line, or curb stop, or box, or permitting tampering by others.
 - 16.1.3.Use of water by a Person for any purpose other than as described in the Application.
 - 16.1.4.Use of water by a Person at any location other than as described in the Application.
 - 16.1.5. Waste of water by a Person.
 - 16.1.6. Vacancy of Building.

- 16.1.7. Failure of the Owner to maintain the service line between the curb box and Meter in good order.
- 16.1.8.Refusal of access to property for purpose of inspecting Owner's Service Line, piping and fixtures; as well as inspecting, reading, maintaining, or removing Meters.
- 16.1.9. Failure to comply with water use restrictions which may be imposed from time to time.
- 16.1.10. For Failure to pay water bills or charges at a prior location.
- 16.1.11. Violation by Owner of these rules and regulations.
- 16.1.12. Pursuant to any other laws of the Commonwealth of Pennsylvania.
- 16.2. The Owner is responsible for construction activities on his property that may impact the Water System. Any damage to a Service Line or Water Main caused by careless undermining or by negligent excavating or backfilling of excavation such as for the installation of private drains, sewers, buried cable, or other purpose authorized by the Owner shall be chargeable to the Owner and/or the Person causing damage. If the cost associated with repair of the Service Line and/or Water Main is not paid within thirty (30) days, the Authority reserves the right to discontinue water service.
- 16.3. The Authority shall have the right to interrupt water supply without notice in case of breakdowns or for unavoidable causes, or for the purpose of making necessary repair or connections. Reasonable notice will be given when practical. In no case shall the Authority be liable for any damage or inconvenience suffered.
- 16.4. When two or more Buildings or occupants of a building are supplied through a single water service, any violation of the rules and regulations of the Authority by any one Owner/occupant shall be deemed a violation by all, and the Authority may enforce compliance with this rule by shutting off the entire service. Action shall not be taken until the non-violating Owner(s)/Occupants have been given a reasonable notice and opportunity install separate Connections and/or meters
- 16.5. In the event any wastewater service charge or total of such charges and surcharges shall remain unpaid for a period of longer than sixty (60) days from the billing date, the Authority may terminate and discontinue water service to the Owner to which the water and wastewater service have been rendered. Upon such termination of service, the Authority shall impose a discontinuation charge. A service initiation will be charged when service is restored.

16.6. Monthly payments on delinquencies are acceptable only if said monthly payment is at least 1/6th of the current outstanding delinquent balance, plus the current monthly bill. Failure to abide by said payment schedule will result in immediate discontinuation of service. A resumption charge of fifty (\$50) dollars shall be paid.

17. SECTION SEVENTEEN....CHANGING RULES, REGULATIONS AND RATES

17.1. The Authority reserves the right to change or amend from time to time these rules, regulations, and rates for the Water System, in a manner provided by law.

18. SECTION EIGHTEEN.....SERVICE CHARGES

- 18.1. A connection fee may be charged to Owner for Connection of a Service Line. This fee is to cover the Authority's actual cost if the Authority is required to assume responsibility for the installation of a corporation, saddle, Service Line, curb stop and box, and surface restoration; from an existing Water Main to the property line of Owner.
- 18.2. A meter pit fee of three hundred dollars (\$300.00) is to be paid by the Owner for Connection of a three quarters (3/4) inch Service Line serving a single family dwelling. This fee is to cover the Authority's average cost of a Meter and to provide inspection of the Service Line installed by Owner.
- 18.3. For a service Line other than the above, a customer facilities fee in an amount equal to the actual cost of engineering review, Meter installation, and Service Line inspection work performed by the Authority will be charged to the Owner. Upon making Application for the issuance of a permit for Connection, the Authority will prepare a written estimate of the cost of engineering review, Meter installation, and Service Line inspection.
- 18.4. A tapping fee of six hundred (\$600.00) dollars or in such other amount as may be assessed by the Authority from time to time is to be paid by the Owner for Connection of a three quarter (3/4) inch Service Line serving a single family dwelling. This fee is to cover the Authority's average cost of providing excess capacity to serve such future customers.
- 18.5. For a Service Line other than the above, a tapping fee in an amount equal to the actual cost of providing capacity to serve the customer will be charged to the Owner. The minimum tapping fee will be six hundred

dollars (\$600.00) or in such other amount as may be assessed by the Authority from time to time. Upon making Application for the issuance of a permit for Connection, the Authority will prepare a written estimate of the cost of the tapping fee in accordance with Act 203.

19. SECTION NINETEEN......MISCELLANEOUS CHARGES

- 19.1. Any Owner desiring a supply of water from a previously discontinued service and each new Owner of a Building already connected must submit with his Application for service a payment of twenty five dollars (\$25.00) for initiating service. No service shall be furnished by the Authority to an Owner until all arrears for water service, repairs, or other charges then incurred or previously owed with respect to the Building shall have been paid, or satisfactory arrangement for payment has been made.
- 19.2. Any Owner desiring a temporary or permanent discontinuance of service shall notify the Authority in writing of this desire along with a payment of fifty dollars (\$50.00) for terminating service for more than once per calendar year. The Authority, upon terminating service, shall make a final Meter reading and the final bill shall be due and payable within ten (10) days of termination of service.
- 19.3. Any Owner desiring to transfer ownership of property and water service shall notify the Authority in writing of this desire and a final Meter reading and bill will be prepared at no charge to the Owner. The bill shall be due and payable within then (10) days of transfer.
- 19.4. If requested in writing by Owner, the Authority will conduct a test of the accuracy the Meter supplying his Building. A deposit of fifty dollars (\$50.00) shall accompany the request. The Authority shall record the actual labor and other expense involved. A minimum of two hours labor will be charged. If the Meter is found to be registering more than AWWA specifications allow; the Owner will not be billed, and his deposit will be returned. If the Meter is within standards, the Owner will be billed for testing. The unused portion of the deposit will be refunded.
- 19.5. The charge for the reinstallation or changing of a Meter when removed due to damage in any way due to the negligence of the Owner shall be equal to the cost of repair or replacement of the damaged Meter.
- 19.6. The Authority may provide water from a fire hydrant at no charge for uses it defines as charitable. Water so used, including the routine filling of fire company equipment, may be at times and at locations approved by the Authority.

20.	SECTION TWENTYRATES	
	20.1.	The monthly charges for water service shall be as follows:
		RATE \$ 22.00 \$ 1,000 gallons \$ 3.50
	20.2.	The minimum monthly charge applies to each metered unit. The minimum monthly charge applies to each mobile home in a mobile home park as each mobile home unit is required to be metered.
	20.3.	Where an apartment or other Multiple Dwelling Unit receives water service through a single meter under contract with a single Owner; the minimum monthly charge for water service shall apply to each unit.
	20.4.	Where a non-residential or Multiple Use Unit receives water service through a single meter under contract with a single Owner; the minimum monthly charge for water service shall apply to each use. Each use shall pay the greater of 1) the minimum charge plus the charge for excess metered consumption or 2) a multiple of the minimum charge calculated by dividing the estimated wastewater flow calculated using 254 Ps. Code Ch. 73 section 73.17 by the 400 GPD estimate specified for single family dwellings.
21.	SECT	ION TWENTY ONEREPEALER
	21.1.	All prior laws and rules and regulations shall not be applicable after the effective date of these rules and regulations.
	ORDAINED AND ENACTED THIS 6 DAY OF APRIL 2006	
		NORTHERN CAMBRIA MUNICIPAL AUTHORITY By:
ATTES	ST:	

- 20 -

AMENDMENT TO NORTHERN CAMBRIA MUNICIPAL AUTHORITY RULES AND REGULATIONS RETURN CHECK POLICY

ADOPTED: June 5, 2008

WHEREAS, on April 6, 2006, the Northern Cambria Municipal Authority adopted Rules and Regulations, which have from time to time been amended/supplemented; and,

WHEREAS, the Northern Cambria Municipal Authority desires to amend its Rules and Regulations with implementing a return check policy.

NOW, THEREFORE, the Rules and Regulations of the Northern Cambria Municipal Authority are hereby amended as follows:

- (1) Any customer whose check is returned from the bank for any reason will be sent a certified letter and given 10 days from the date of the letter to reimburse the Authority for the amount of the check. A return check fee of \$50.00 will be charged by the Authority plus any fees that the bank charges the Authority for a returned check.
- (2) If payment in full is not made within 10 days, the water service will be disconnected and charges will be filed with the Magistrate.
- (3) The water services will be terminated immediately following notification from the bank of a returned check received from a customer on a payment plan.
- (4) If a customer has a total of two returned checks within a twelve (12) month period, the customer will be required to pay all future bills with cash, money order or a cashier's check.
- (5) In all other respects, the Rules and Regulations of the Northern Cambria Municipal Authority adopted April 6, 2006, as may have or as heretofore amended, shall remain in full force and effect.
 - (6) This Amendment shall be effective as of the same date is adopted.

THIS AMENDMENT ADOPTED BY THE BOARD/BOARD OF DIRECTORS OF THE NORTHERN CAMBRIA MUNICIPAL AUTHORITY, ON THE $5^{\rm th}$ DAY OF JUNE, 2008.

NORTHERÑ CAMBRIA MUNICIPAL AUTHORITY

Fred Kuzma, Chairman

ATTEST:

Wilbur Kelly, Secretary

AMENDMENT TO NORTHERN CAMBRIA MUNICIPAL AUTHORITY **RULES AND REGULATIONS**

ADOPTED: May 3, 2007

WHEREAS, on April 6, 2006, the Northern Cambria Municipal Authority adopted Rules

and Regulations, which have from time to time been amended/supplemented; and,

WHEREAS, the Northern Cambria Municipal Authority desires to amend its Rules and

Regulations with regard to outside readers.

NOW, THEREFORE, the Rules and Regulations of the Northern Cambria Municipal

Authority are hereby amended as follows:

(1) Any outside reader that is removed for any reason from a property must be

reinstalled within five (5) business days. If owner is unable to install, the owner must provide

access to their property at the Authority's convenience.

If the Authority is to install the meter, all costs associated will be charged to the (2)

customer for labor and materials.

(2) In all other respects, the Rules and Regulations of the Northern Cambria

Municipal Authority adopted April 6, 2006, as may have or as heretofore amended, shall remain

in full force and effect.

This Amendment shall be effective as of the same date is adopted. (3)

THIS AMENDMENT ADOPTED BY THE BOARD/BOARD OF DIRECTORS OF

THE NORTHERN CAMBRIA MUNICIPAL AUTHORITY, ON THE 3RD DAY OF MAY,

2007.

NORTHERN CAMBRIA MUNICIPAL AUTHORITY

Fred Kuzma, Chairman

ATTEST:

AMENDMENT TO NORTHERN CAMBRIA MUNICIPAL AUTHORITY **RULES AND REGULATIONS**

ADOPTED: April 7, 2005

WHEREAS, on October 2, 2003, the Northern Cambria Municipal Authority adopted Rules and Regulations, which have from time to time amended/supplemented; and,

WHEREAS, the Northern Cambria Municipal Authority deems it necessary to amend its Rules and Regulations so as to provide for sufficient funds for the payment of facilities, transmission lines, and/or treatment plants which are necessary for the supply of water service to the persons and entities serviced by the Northern Cambria Municipal Authority; and,

WHEREAS, the Northern Cambria Municipal Authority deems it necessary to amend its Rules and Regulations so as to reflect the fact that the facilities which provide water service to the person and entities located within its service area provide a valuable service and resource to those persons and entities.

NOW, THEREFORE, the Rules and Regulations of the Northern Cambria Municipal Authority are hereby amended as follows:

The above set forth recitals are incorporated herein as set forth fully and (1).completely in this place.

- (2). The term "Improved Property" shall mean any property upon which there is erected a structure intended for continuous or periodic habitation, occupancy or use by human beings or animals, except those industries and farms which have their own supply of water for uses other than human consumption;
- (3). All persons or entities owning Improved Property which is located within the water service area of the Northern Cambria Municipal Authority Water System shall pay a monthly water rate of \$22.00 to the Northern Cambria Municipal Authority.
- (4) The above monthly charge shall be paid to the Northern Cambria Municipal Authority even if it is determined that the property is not receiving water service as a result of the voluntary or involuntary decision of the owner of the Improved Property.
- (5) Said amounts shall be paid in the same manner and method as set forth in the Rules and Regulations.
- (6) Failure of the owner of an Improved Property to pay said amount as and when due, shall result in the Northern Cambria Municipal Authority taking any and all legal action necessary for the collection of said amount.
- (7) In all other respects, the Rules and Regulations of the Northern Cambria Municipal Authority adopted October 2, 2003, as may have or as heretofore amended, shall remain in full force and effect.
 - (8) This Amendment shall be effective as of April 7, 2005.

THIS AMENDMENT ADOPTED BY THE BOARD/BOARD OF DIRECTORS OF THE NORTHERN CAMBRIA MUNICIPAL AUTHORITY, ON THE 7th DAY OF APRIL, 2005.

NORTHERN CAMBRIA MUNICIPAL AUTHORITY

Rv.

Fred Kuzma, Chairman

ATTEST:

Pete Barczak, Secretary

AMENDMENT TO NORTHERN CAMBRIA MUNICIPAL AUTHORITY RULES AND REGULATIONS

ADOPTED: September 2, 2004

WHEREAS, on October 2, 2003, the Northern Cambria Municipal Authority

adopted Rules and Regulations, which have from time to time

amended/supplemented; and,

WHEREAS, the Northern Cambria Municipal Authority deems it necessary to

amend its Rules and Regulations so as to provide for sufficient funds for the payment of

facilities, transmission lines, and/or treatment plants which are necessary for the supply

of water service to the persons and entities serviced by the Northern Cambria Municipal

Authority; and,

WHEREAS, the Northern Cambria Municipal Authority deems it necessary to

amend its Rules and Regulations so as to reflect the fact that the facilities which provide

water service to the person and entities located within its service area provide a valuable

service and resource to those persons and entities.

NOW, THEREFORE, the Rules and Regulations of the Northern Cambria

Municipal Authority are hereby amended as follows:

The above set forth recitals are incorporated herein as set forth fully and (1).

completely in this place.

- (2). The term "Improved Property" shall mean any property upon which there is erected a structure intended for continuous or periodic habitation, occupancy or use by human beings or animals, except those industries and farms which have their own supply of water for uses other than human consumption;
- (3). All persons or entities owning Improved Property which is located within the water service area of the Northern Cambria Municipal Authority Water System shall pay a monthly water rate to be determined by the engineer.
- (4) The above monthly charge shall be paid to the Northern Cambria Municipal Authority even if it is determined that the property is not receiving water service as a result of the voluntary or involuntary decision of the owner of the Improved Property.
- (5) Said amounts shall be paid in the same manner and method as set forth in the Rules and Regulations.
- (6) Failure of the owner of an Improved Property to pay said amount as and when due, shall result in the Northern Cambria Municipal Authority taking any and all legal action necessary for the collection of said amount.
- (7) In all other respects, the Rules and Regulations of the Northern Cambria Municipal Authority adopted October 2, 2003, as may have or as heretofore amended, shall remain in full force and effect.
 - (8) This Amendment shall be effective as of September 2, 2004.

THIS AMENDMENT ADOPTED BY THE BOARD/BOARD OF DIRECTORS OF THE NORTHERN CAMBRIA MUNICIPAL AUTHORITY, ON THE 2nd DAY OF SEPTEMBER, 2004.

NORTHERN CAMBRIA MUNICIPAL AUTHORITY

By:

Fred Kuzma, Chairman

ATTEST:

Pete Barczak, Secretary

AMENDMENT TO NORTHERN CAMBRIA MUNICIPAL AUTHORITY RULES AND REGULATIONS AS TO ATTORNEY'S FEES

ADOPTED: July 6, 2006

WHEREAS, on April 6, 2006, the Northern Cambria Municipal Authority adopted Rules and Regulations, which have from time to time been amended/supplemented; and,

WHEREAS, the Northern Cambria Municipal Authority desires to amend its Rules and Regulations by collecting attorney's fees from customers when filing and/or satisfying a lien.

NOW, THEREFORE, the Rules and Regulations of the Northern Cambria Municipal Authority are hereby amended as follows:

- (1) The following schedule was adopted relative to collecting attorney's fees from customers when filing and/or satisfying a municipal lien on a property:
- (a) \$35.00 for the review of property assessment and ownership and preparation of petition of a municipal lien.
 - (b) Actual cost of Filing Fee
 - (c) Actual cost of Satisfaction Fee

The property or account must be paid in full and all Attorney's Fees, Filing and Satisfaction Fees collected before the Petition will be presented to the Prothonotary's Office for Satisfaction.

- (2) In all other respects, the Rules and Regulations of the Northern Cambria Municipal Authority adopted April 6, 2006, as may have or as heretofore amended, shall remain in full force and effect.
 - (3) This Amendment shall be effective as of the same date is adopted.

THIS AMENDMENT ADOPTED BY THE BOARD/BOARD OF DIRECTORS OF THE NORTHERN CAMBRIA MUNICIPAL AUTHORITY, ON THE $6^{\frac{TH}{2}}$ DAY OF 9006.

NORTHERN CAMBRIA MUNICIPAL AUTHORITY

By: Fred Kuzma, Chairman

ATTEST:

David F. Suchar, Assistant Secretary

AMENDMET TO NORTHERN CAMBRIA MUNICIPAL AUTHORITY RULES AND REGULATIONS AS TO ATTORNEY'S FEES

ADOPTED: January 6, 20/1

WHEREAS, on April 6, 1997, the Northern Cambria Municipal Authority adopted Rules and Regulations, which have from time to time been amended/supplemented; and,

WHEREAS, the Spangler Municipal Authority desires to amend its Rules and Regulations by collecting attorney's fees from customers when filing and/or satisfying a lien.

NOW, THEREFORE, the Rules and Regulations of the Northern Cambria Municipal Authority are hereby amended as follows:

- (1). The following schedule was adopted relative to collecting attorney's fees from customers when filing and/or satisfying a municipal lien on a property:
 - (a). \$55.00 for review of property assessment and ownership and preparation of petition of a municipal lien, and administrative expense
 - (b). Actual cost of Filing Fee
 - (c). Actual cost of Satisfaction Fee

The property or account must be paid in full and all Attorney's Fees, Filing and Satisfaction Fees collected before the Petition will be presented to the Prothonotary's Office for Satisfaction.

- (2). In all other respects, the Rules and Regulations of the Spangler Municipal Authority adopted April 6, 2006,, as may have or as heretofore amended, shall remain in full force and effect.

NORTHERN CAMBRIA MUNICIPAL

AUTHORITY

TIM GOLBY, CHAIRMAN

ATTEST:

SECRETARY