**BEECH CREEK WATER AUTHORITY RULES AND REGULATIONS**

**January 1, 1992**

**DEFINITIONS:**

1. **CUSTOMER**: as used in these Rules and Regulations, shall be the owner of the property serviced who can establish proper credit.
2. **AUTHORITY**: as used in these Rules and Regulations shall mean the Beech Creek Borough Authority.
3. **AUTHORITY AGENT**: as used in these Rules and Regulations shall include Superintendent.

**APPLICATION FOR SERVICE CONNECTION**

Upon written application by the owner or his properly authorized agent on forms furnished by the Authority for the immediate and continuous supply of water to premises abutting a public highway in which a main pipe of the distribution system of the Authority is located, the Authority will install, own, and maintain the service connection. The service line will terminate at the edge of the public right of way with a curb stop and box.

The Authority shall determine size of all service connections.

1. If application for connection is approved by the Authority or its authorized agent, a permit shall be issued to the customer. All such permits shall be specifically conditioned upon customers’ completion of the approved lead free work within six months of the date of issuance and further conditioned with customers’ providing for complete testing and pressure checking of all lines by an Authority employee, within said six months period.
2. Should a customer fail to complete compliance with the permit within the six months period, the customer shall be required to reapply for a new permit and to pay all required permit and application fees again before the customer shall be allowed to connect to the system.

**SERVICE REQUEST**

A request for water service shall be submitted to the Authority on forms supplied by the Authority and accompanied by the required fee. Said application, upon acceptance by the Authority shall bind the applicant to the provisions set forth in the Rules and Regulations. Upon acceptance by the Authority a service connection will be made and water service will be furnished as hereinafter provided

Such request shall be made at least one week before the regular meeting of the Authority. Upon approval, applicant shall make provisions to extend his service line of approved materials to the designated location for the curb stop. The Authority shall endeavor to install the service connection from the main to the applicant’s service line within seven (7) days of the notification that the applicant’s portion of the service line is ready for inspection by the Authority.

Any modification, repeal, supplement, or amendment of these Rules and Regulations shall be applicable to and shall govern customers receiving water service upon the effective date of such modification, repeal, supplement or amendment as well as future customers.

A request must be made to and approved by the Authority upon any change in type or purpose of water service required by a consumer or any change in type of classification of a consumer. The Authority upon seven (7) day written notice may discontinue water service until a request has been made and approved.

Applicant must submit certification that only lead-free plumbing materials were used in construction of a new home or building before connecting to water system. (Copy of lead free certification attached to application)

**SPECIAL APPLICATION FOR WATER SERVICE**

Water for transient, temporary or special purposes must be specifically applied for.

Whenever a street service connection is made to the mains for temporary, transient, or special purposes the applicant will bear the entire cost and expense of labor and material for tapping the main and installing and maintaining the street service connection. (Ref. 15 General – Para. I)

**DEPOSITS**

An application for service must be accompanied with a cash deposit in such amount as shall be directed by the Authority in accordance with the following:

1. Deposits may be required from customers taking service for a period of less than thirty (30) days in an amount equal to the estimated gross bill for such temporary period. Deposits may be required in excess of the estimated gross bill for any single billing period plus one month at prevailing rate.
2. Deposits shall be returned to the depositor when he shall have paid undisputed bills for service over a period of twelve (12) consecutive months; beginning at any subsequent to January 1, 1974; and any customer having secured the return of a deposit shall not be required to make a new deposit unless the service has been discontinued and the customer’s credit standing impaired through failure to pay a water bill.
3. The payment of any undisputed bill, shall be payment of the bill with or without penalty, within thirty (30) days following the period for which the bill was rendered or payment with thirty (30) days following presentation of the bill, or the payment of any contested bill payment of which is withheld beyond the period herein mentioned and the dispute is terminated substantially in favor of the customer and payment made by the customer within ten (10) days thereafter.

**NOTICE FOR DISCONTINUANCE OF SERVICE**

Any customer may terminate his service contract with the Authority and have his water service discontinued, upon given written notice thereof to the Authority and upon lapse of a reasonable time thereafter for the Authority to attend to details in connection with such discontinuance of the service. The consumer shall remain liable for water furnished to the premises described in his application until the Authority has received written notice from him and that it has been verified that the water has been physically disconnected.

**RATE SCHEDULE AND BILLING PROCEDURES**

1. All metered service whether residential, commercial, industrial, or of a public nature shall be charged for water used at the rates in the attached schedule subject to any applicable classification discount or surcharge.
2. Bills for water service shall be rendered quarterly to each owner for service rendered during the preceding three (3) month period and shall be payable at net on or before the thirtieth (30) day following the billing period. (Date on card) A penalty of ten (10) percent shall be added after this thirty (30) day period. After thirty (30) days delinquency (60 days after end of billing period) customer will be notified in accordance with existing law that water service will be disconnected within ten (10) of receipt of said letter unless full payment is made.
3. Bills for water service shall be determined by meter registration. In every case where a meter fails to register a bill shall be rendered in accordance with Paragraph E of Section 11.
4. Payments mailed as evidence by the postmark on or before the end of the period during which the bill is payable will be deemed to be a payment within such period. Whenever a due date falls on a Saturday, Sunday, or official holiday payment mailed or received on the next regularly scheduled work day shall be deemed to be payment within such period.
5. Failure to receive a bill shall not exempt any customer from the accruing of a penalty for nonpayment in the period during which the bill is payable. The presentation of a bill to a customer is only a matter of accommodation and not a waiver of this rule.

**SERVICE CONNECTIONS AND LINES**

1. The Authority shall make all connection to water mains. Upon approval of an application and issuance of a water users agreement for water service, and upon compliance with Paragraph 2 and Paragraph 3 of these Rules and Regulation, the Authority at the expense of the customer will tap the main, insert corporation stop, install a service line to the curb, or if no curb to the property line, or other designated point as stipulated in these Rules and Regulations, and insert a curb stop and curb box all of which facilities shall be and shall remain the property of the Authority and shall be maintained by the Authority.
2. The service connection will be extended to the edge of the right-of-way. The property owner shall designate the point along the right-of-way where he wishes the curb stop to be located. The curb stop shall be located on the right-of-way and in no case will the service line extend beyond the right-of-way. Any type permits needed will be at the expense of the customer.
3. Service will not be installed or permitted when any portion of the service line passes over or through premises which at the time are the property of persons other than the owner of the premises to be supplied, unless the owner of the premises furnishes to the Authority a satisfactory easement.
4. Service lines beyond the curb stop shall be installed and maintained by and at the expense of the customer and shall be of the size and quality approved by the Authority but not less than ¾” copper or PVC pipe (160 to 200 PSI). It shall be laid 4 feet below the surface and shall not be covered until the tap on the main is made and the service line tested. All plumbing connections shall be able to withstand a pressure of at least one hundred fifty (150) pounds per square inch. No water line shall be laid within ten (10) feet of any septic tank. No water line shall be laid within three (3) feet of any gas pipe, sewer pipe, or any other facility of any public service company nor within three (3) feet of any open excavation fault, conduit or vault.
5. Any new lines connected to main lines has to be six (6) inches or more. It has to be schedule 1 SDR PVC or Ductile Iron pipe with a rating of 150 to 200 PSI. Pipe will be laid at a depth of approximately 42” to 48” deep. Pipe will be laid on three (3) to four (4) inches of limestone. All elbows will be thrust blocked to prevent blowing apart. At the end of the line a blow-off will be installed for cleaning of line. Line will be inspected before being covered over. Authority may require fire hydrant be installed. Line must be pressured checked and disinfected before turning on and backfilling. It should be compacted every four (4) to six (6) inches to top of ground.
6. Metered service lines shall be installed as follows, said methods of installation shall apply to all sizes of service lines:
	1. Where the service line enters any building there shall be a shut off valve installed as close to the inside wall line as possible.
	2. Where required by the Authority next to the meter shall be installed a check valve.
7. Service connection will be made only after the new customer has completed installation of his service line from the structure to be served to the curb box or has given assurance satisfactory to the Authority of his intention so to do and has paid to the Authority the regular tap fee or the actual cost incurred by the Authority in installing a service line to the curb (whichever is greater) or if applicable to the property line.
8. No service connection from the main to the curb box, curb or property line will be installed by the Authority when street or highway openings are prohibited or when in the judgment of the Authority working conditions are unreasonable for such installation.
9. The size of the service connection from the main to the curb box necessary to serve adequately a customer and the location of such service connection shall be determined by the Authority. If any applicant for water service shall request a service connection of a greater capacity than that determined by the Authority to be adequate or if any applicant shall request that a service connection be located in a location different than that determined by the Authority, the Authority, at its discretion may install such service connection in accordance with the request of the applicant.
10. When it is necessary to replace an existing service connection from the main to the curb box, the Authority will replace said service connection in the same location as the old service connection provided, however that if the customer for his own convenience, desires the new service connection at some other location and agrees to pay to the Authority all expenses of cutting off the old service connection at the main and any other additional expenses incurred by the Authority in complying with said request, then the Authority will install the new service connection at the location desired, if said location is approved by the Authority.
11. Only persons properly authorized by the Authority shall be permitted to make service line and service connection installations.
12. All customers shall keep and maintain their service lines, stops, and apparatus in good repair and condition, shall protect the same from frost and shall prevent all waste of water.
13. All leaks in service lines to the curb box to, in, and upon the premises supplied with water shall be repaired promptly by the customer at his own expense. Upon failure to any customer to make such repairs within a reasonable time, the Authority in its discretion upon ten (10) day’s notice may discontinue water service to such property after which such water service shall not be restored until and after the customer shall have paid to the Authority the full amount of all proper and necessary expenses incurred by the Authority in discontinuing and again restoring water service which shall include a charge of Thirty five (35.00) dollars for discontinuing and restoring water service. This provision shall not abridge the Authority’s right to act in accordance with Section 15, Para. B.
14. The Authority shall not be responsible for maintenance of any service line or any other line, pipe, or fixture on the outlet side of the curb stop, nor shall the Authority be responsible for any damage resulting from excape of water from any service line or pipe or fixture on the oulet side of the curb box. The customer shall at all times comply with all state and municipal regulations relating to service lines and any pipes and fixtures on the outlet side of the curb box and the Authority shall not be required to deliver water service thereto unless so approved. The customer at his own expense shall make any and all changes to such service lines, pipes, fixtures which shall be required or made necessary as a result of any change of grade, relocation of mains or distribution lines or otherwise.
15. No customer shall divert, in any manner whatsoever water being furnished to such customer to any other person except with written permission of the Authority first having been requested and granted.
16. No person obtaining water from a private water supply under any circumstance shall construct or maintain or cause or permit to be constructed or maintained any connection directly or indirectly between such private water supply and the water system being operated by the Authority.
17. A separate service connection and curb box shall be installed for each dwelling or rental until, however that if a building, house, or other single structure contains two or more member units and the owner or owners thereof, so shall request or the Authority shall deem it advisable the connection and box for such building, house or other structure. The owner shall be responsible for the payment of the installation plus water bill.
18. When more than one customer unit is supplied through one service connection under control of one curb box, any violation of these Rules and Regulations by any customer so supplied shall be deemed a violation as to all and the Authority may take such action as could be taken against the owner until the owner has been given a reasonable opportunity to make application for and have installed a separate connection to the water system being operated by the Authority at the Authority’s discretion.

**DISCONTINUANCE OF WATER SERVICE**

1. After ten (10) days’ notice, in accordance with existing law, water service to any customer may be discontinued for any of the following reasons:
	1. Misrepresentation of substantial nature in the application for service, including but not limited to, misrepresentation as to property or fixtures to be supplied or the use to be made of water supplied.
	2. Failure to make payments of a bill for water service within sixty (60) days after presentation.
	3. Failure to properly maintain the connections service lines and other fixtures of the customer or to protect the meter or connections, service lines and other fixtures of the customer from freezing and other damage.
	4. Use of water for any property or purpose other than as stated in the application for service.
	5. Willful waste of water through improper or imperfect pipes, fixtures or otherwise.
	6. Tampering with or molesting any service connections, pipe, meter, curb box, curb stop or seal, stop cock, valve seat or any other appliance operated by the Authority in the supply of water and/or controlling or regulating the supply of water.
	7. Failure to make or renew any required deposits.
	8. Failure to pay any bill properly due the Authority without regard to the manner incurred, relative to operation and maintenance of the water system being operated by the Authority.
	9. Vacancy of premises not reported to the Authority as required by these Rules and Regulations
	10. Violation to any of these Rules and Regulations.
	11. Violation of any resolution of the Authority pertaining to the water system being operated by the Authority.
	12. Refusal to permit access at reasonable times for inspection of water facilities on the premises served or for installing, setting, reading, testing and/or repairing meters.
2. In the case of an Authority which has agreed to provide water service through a separate meter and separate service line to a residential dwelling unit in which the owner does not reside, the owner shall be liable to pay the tenant’s bill for service rendered to the tenant by the Authority only if the Authority notifies the owner and the tenant within thirty (30) days after the bill first becomes overdue. Such notification shall be provided by first class mail to the address of the owner provided to the Authority by the owner and to the billing address of the tenant, respectively. Nothing herein shall be construed to require an Authority to terminate service which the Authority provides to the tenant ninety (90) or more days after the tenant’s bill first becomes due unless the Authority has been prevented by court order from terminating service to that tenant.
3. After discontinuance of water service for any of the reasons set forth in Section 9 of these Rules and Regulations, water service shall not be restored until the violation has been cured, all damage and loss to the Authority occasioned by such violation has been paid and proper assurance, satisfactory to the Authority has been given that the violation shall not occur again. All proper and necessary expenses incurred by the Authority in discontinuing and restoring water service shall be paid by the customer in advance of the re-establishment of water service. A one hundred (100) charge for restoring service may be required.
4. Water service may be discontinued to any premises upon written request of the customer and the acceptance of the Authority without in any way affecting the existing contract.
5. When premises shall be temporarily unoccupied, the customer shall notify the Authority in writing and the water service will be discontinued. When the premises are again occupied the customer shall notify the Authority in writing and water service will be restored. No refund or allowance will be made for an unoccupied property when written notice has not been given as above provided. The Authority shall charge thirty-five (35) for restoring water.
6. Residents shall be charged minimum bill unless water is turned off to building or premises.

**FIRE PROTECTION**

1. Fire hydrants for public fire protection service may be located, installed and maintained under the terms of the contract between the Authority and the authorities of the political sub-division in which any hydrant may be located.
2. Private fire protection service may be provided by the Authority at the request and expense of the customer.
3. Service connections for any fire protection service shall be of a diameter as shall be determined solely by the Authority.
4. No cross connection shall be made between any service connection installed for public or private fire protection service and any service connections providing other water service to a customer.
5. Water from public or private fire hydrants or other fire protection systems shall be used only in case of fires, except that water from public fire hydrants may be used, in a reasonable amount, for the purpose of testing the hydrants by the properly authorized agents or employees of the Authority. No public fire hydrant shall be used for sprinkling of streets, roads, or alleys for the flushing of sewers or gutters or for any purpose other than fire protection, unless specifically permitted in writing by the Authority for the particular time and occasion.
6. Every customer by the takin of water understands and agrees that the Authority assumes no liability as an insurer of property or persons and that the Authority, by providing public and/or private fire protection service does not contemplate any special service, pressure, capacity or facility other than that ordinarily provided in normal operation. The Authority declares and each and every customer agrees that the Authority shall be free and exempt from any and all claims for injuries or damage to persons and/or property by reason of fire or water or failure to supply water, pressure or capacity.

**METERED SERVICES**

1. All meters can be purchased from the Authority and shall be accessible to and under the control of the Authority.
2. Meters shall be conveniently located within the structure supplied or in facilities for the housing thereof satisfactory to the Authority at a point approved by the Authority so as to control the entire water supply; and a proper place and protection therefore shall be provided by the customer at his expense. In any case where it is not convenient to place the meter within the structure, or where the service line from the curb box to the structure to be served is more than two hundred (200) feet in length, the Authority may permit the meter to be placed on the right of the way close to the tap, in an approved meter pit, suggested at least two (2) feet, six (6) inches inside measurement stone or cement floor properly drained and shall be built within the property line of the structure served at the expense of the customer.

**NOTE:** Mobile home owner’s vaults should be as close as possible to the water line entering your home. It will be the responsibility of the owner to remove and replace skirting and insulation if necessity arises to have meter repaired to replaced.

Any mobile home must have pit installed outside skirting (after January 1, 1992)

1. Meters will be maintained by the Authority as far as ordinary wear and tear is concerned, but the customer shall be responsible to the Authority for any injury to or loss of any meter arising out of or caused by the customer’s negligence or carelessness of any person living upon or being upon his premises under his employment, or by his consent or sufferance whether such damage or loss shall be caused by freezing, hot water, or other cause whatsoever. The customer shall permit no on, except and agent of the Authority or others lawfully authorized so to do to remove inspect or tamper with the meter or other property of the Authority on his premises.
2. The charge for re-installing of meters when re-installing of meters when removed because of damage in any way for which the customer is responsible under Section 11, Paragraph C of these Rules and Regulations shall be fixed by the Authority. (cost of parts plus $22 labor per hour, per man)
3. The quantity of water recorded by the meter shall be conclusive on both the customer and the Authority, except when the meter has been found to be registering inaccurately or has ceased to register. In either case excepted above the meter will be repaired promptly by the Authority and the quantity of water consume for the billing period when the meter was out of service or registering inaccurately shall be estimated by the average registration of the meter on three (3) previous corresponding billing periods.
4. In cases of a disputed account involving accuracy the customer. In the event the meter so tested is found to amount, the bill will be increased or decreased accordingly by an estimate based upon the average registration of the meter on the three (3) previous corresponding billing periods.
5. Each request for a test of a meter for accuracy shall be accompanied by a deposit as follows:
	1. 5/8 inch to 1 inch meters $25.00
	2. 1 ¼ inch to 2 inch meters $35.00

If the meter so tested shall be found to be correct within four per centum (4%) the deposit shall be retained by the Authority as compensation for such test: if the error in registration is found to be beyond four per centum (4%) of the accurate amount, then the cost of the test shall be borne by the Authority and the deposit shall be returned to the customer.

1. The customer shall at once notify the Authority of injury to or cessation in registration of the meter as soon as it comes to his knowledge.
2. The authority shall have the right of free access at all reasonable times to the premises in or on which a meter is installed for purposes of setting, reading, testing, inspecting and/or repairing.

**CONNECTION FEES**

Tapping fees shall be charged in accordance with 53 P.S. Sec 306 B (T) or its successor tapping statute.

**SUBDIVISION**

Water distribution systems serving any new development for which service is requested shall be completely constructed by the developer. Application for service shall be submitted in accordance with Section 2, Application for Service Connection. The developer shall submit complete construction drawings to the Authority for approval along with subdivision drawings showing all properties to be served. All costs for the construction necessary for the development including pipe valves, service taps, etc., shall be borne by the developer.

All construction shall be inspected by a representative of the Authority and shall meet the construction standards of the Authority. See Section 8, Paragraph D.

After the lines and service extensions are installed, they shall be tested and sterilized in accordance with A.W.W.A. standards. Upon approval of the testing and at the discretion of the Authority the system shall be deeded over to the Authority for operation and maintenance but not earlier than one (1) year after the installation of the system.

**MOBILE HOME PARKS**

Water systems serving mobile home parks shall be the sole responsibility of the owner. All maintenance and repairs to such systems shall be done by the owner. See Section 11, Paragraph B.

**GENERAL**

1. All waste of water is prohibited. No customer shall allow water to run to waste or to run merely to prevent freezing. Each customer shall keep his faucets, valves, hydrants, service lines and hoses in good order and condition at his own expense. Sprinkling of any kind whatever must be done with ordinary spraying nozzles generally in use.
2. As necessity may arise in case of break, emergency or other unavoidable cause, the Authority shall have the right to temporarily cut off or limit water supplied in order to make the necessary repairs and connections and for the necessary purposes. The authority will use all reasonable and practicable measures to notify the affected customers in advance of such discontinuance or limitation of service. The Authority shall not be liable for any damage or inconvenience suffered by the customer nor in any case for any claim against it at any time for interruption in service, lessening of supply, inadequate pressure, poor quality of water or any cause beyond its control. The Authority shall have the right at all times to restrict or regulate the quantity of water used by the customers in case of scarcity or whenever the public welfare may require such control.
3. The authority will not be liable for any claim or damage arising from a shortage of water, the breaking of machinery or other facilities or any other cause beyond its control.
4. Water shall not be turned into any premises by any person not an agent or employee of the Authority, except temporarily upon permission from an Authority representative by a plumber to enable him to test his work provided it shall be turned off again immediately after the test is made.
5. In cases of vacancy, the customer must notify the Authority in writing of such vacancy and upon failure to so do, he will become responsible for any damage to the property of the Authority arising from such failure.
6. No interconnection or cross connection shall be made or permitted between the water system being operated by the Authority and any other water supply. No fixture, devise or fitting shall be installed which will permit or provide a back-flow connection between such water system and any well, drainage system, soil pipe or waste pipe which would permit or make possible the back-flow of sewage or water into such water system.
7. No customer, unless specifically authorized so to do, shall open or close any of the stop cocks or valves in any public or private water line.
8. Any duly authorized representative of the Authority whose identification as such duly authorized representative has been established in a reasonable manner, upon reasonable cause shown, shall be authorized, upon reasonable notice at reasonable hours, to enter in and upon and to have free access to premises then being served with water from the water system being operated by the Authority, for the purpose of inspecting the facilities employed in connection with the use of water from such water system, and for the purpose of installing, setting, reading, repairing or removing meters.
9. Contractors, builders or others will be required to obtain a written permit from the Authority before using water for building or construction purposes. The Authority will require a deposit upon application for use of water for building or construction purposes in the amount of Thirty (30.00) dollars inside borough, Thirty-five (35.00) dollars outside borough. The Authority can require the installation of a temporary meter with the builder responsible for protecting the meter from damage.
10. Customers using the water supply for steam boilers and depending upon hydraulic or hydrostatic pressure in the pressure in the pipe system of the water system for supplying such boilers will do so at their own risk. The Authority will not be responsible for any accidents or damage to which such devices may be subjected.
11. House boilers for domestic use must be protected with vacuum valves in all cases in order to prevent collapsing when water is shut off from the distributing pipes. The Authority will not be responsible for accidents or damage resulting from imperfect installation or operation of such valves. Whenever steam or hot water under pressure is used, the customer shall install at his expense a swing check valve to be placed directly ahead of the meter.
12. No water will be furnished to any premises where any possibility exists of the mingling of the water nor will the Authority permit the Authorities’ mains or services pipes to be connected in any way to any piping, tank, vat or other apparatus containing liquids, chemicals or any other matter which may flow back into the Authorities’ service pipes or mains and consequently endanger the water supply.
13. All water passing through a meter shall be charged for in accordance with the schedule of water rates, rents and charges in effect at the time and no allowance will be made for excessive consumption due to leaks or waste.
14. The Authority shall not be liable for any damage resulting from leaks, broken pipes or any other cause, occurring to or within any house or building; and it is expressly stipulated by and between the Authority and the customer that no claims shall be made against the Authority on account of the bursting or breaking of any main or service pipe or any attachment to the water system being operated by the Authority.
15. The Authority shall be under no obligation at any time to make any extension to its then existing water mains, but may do so upon written request of one or more prospective customers, either wholly or in part at the expense of said prospective customer or customers, at the option of the Authority; provided, however, that the Authority reserves the right to refuse service to any applicant for water service when in its sole discretion capacity will not permit.
16. No officer, agent or employee of the Authority shall have the right or authority to vary these Rules and Regulations or to bind the Authority by any promise agreement or representation contrary to the letter or intent of these Rules and Regulations.
17. The Authority, through its board, reserves the right to repeal, alter, modify, supplement or amend these Rules and Regulation in the manner provided by law.