

ATHENS COUNTY WATER AND SEWER POLICY AND PROCEDURE MANUAL

- The Plains Water and Sewer
- Buchtel Water and Sewer
- US Route 50 Sanitary Sewer

**OWNED AND OPERATED BY THE
ATHENS COUNTY COMMISSIONERS**

ATHENS COUNTY SANITARY SEWER DISTRICT DEPOSIT, FEE AND CHARGE SCHEDULE

The deposits, fees and charges as set herein shall be paid as provided in the "Athens County Sewer District Regulations", which are referenced herein for further information.

PART 1 SEWER DEPOSITS AND FEES:

- A. Sewer Capacity Fee: There shall be a Sewer Capacity Fee charged for each connection into a County Sewer, not including the original Plains Water and Sewer District Boundary, known as "Area A". The Sewer Capacity Fee shall be calculated based on the average daily gallons of standard strength sewage as determined using Table 4-1 (See Appendix A) and the fees shown on the Capacity Fee Table. The Sewer Capacity Fee so calculated shall be reduced for any property, or portion thereof, located within the boundary of an area assessed by the County for sewer system construction, by the amount of the assessment. "Area M" (US Route 50 Sanitary Sewer) Sewer Capacity shall be calculated using Table 4-1 plus adding seventy percent (70%) of the current City of Athens Capacity Fee.

Sewer

- Area A: All parcels within the original Plains Water and Sewer District Plan for Provision of Service boundary.
- Area B: All parcels within the Drescher Addition.
- Area C: All parcels within the Lemaster Road project boundary.
- Area D: All parcels within the Rallen Drive project boundary.
- Area E: All parcels within the Valley Drive project boundary.
- Area F: All parcels within the Sandstone Terrace subdivision project.
- Area G: All parcels within the Whispering Pines/Beaumont Road project boundary.
- Area H: The Plains Elementary School.
- Area I: The Athens High School.
- Area J: The Tomoko Trailer Court.
- Area K: All parcels within the Poston Station Road project boundary.

Area L: The Village of Buchtel Master Meter area.

Area M: US 50 Sanitary Sewer Boundary.

CAPACITY FEE TABLE

<u>GALLONS PER DAY PER CONNECTION</u>	<u>AMOUNT PER GALLON</u>
First 20,000	3.25
Next 30,000	2.65
Next 50,000	2.15
Next 200,000	2.00
Over 300,000	Negotiated with County

- B 1. Monthly Sewer Construction Charge (Debt Retirement) The areas that are pertinent to a monthly service charge are listed.

Area B: \$10.10 dwelling unit/month (matured year of 2033)

Area L: \$10.00 dwelling unit/month (matured year of 2043)

Area M: ? (proposed \$44.20/month) (40 year repayment period)

2. Metered Monthly Sewer Usage Charge: There shall be minimum monthly sewer usage charge at each sewer connection based on water service usage.

Area A Thru K: \$14.64/2000 gals. Additional \$6.31/1000 gals.

Area L: \$34.16/2000 gals. Additional \$11.37/1000 gals.

Area M: \$? (proposed \$6.80/1000 gals.) Additional \$6.80/1000 gals.

3. Unmetered Monthly Sewer Usage Charge: When meter service is not available or public water service is not purchased, a minimum monthly sewer only fee shall be charged.

Area A thru K: \$29.49

Area L: No Services

Area M: \$? (proposed \$30.60 based on 4500 gals.)

PART II WATER DEPOSITS AND FEES:

- A. Water Capacity and Meter Fees: There shall be a Water Capacity Fee and a Water Meter Fee Charged for each connection into a County waterline, not including the original Plains Water and Sewer District boundary (Area A). The Water Capacity and Meter Fees charged for each connection shall be calculated based on the amounts shown in the Water Capacity and Meter Fee Table. The Water Capacity and Meter Fees shall be reduced as follows:
1. Any property, or portion thereof, located within the boundary of an area assessed for Water System construction, shall have the Water Capacity and Meter Fee for uses other than fire protection reduced by the amount of the assessment.
 2. Fire Protection Capacity Fee: The capacity fee for service line used solely for fire protection shall be thirty percent (30%) of the capacity fees shown below in the Fee Table. The Capacity Fee and Meter Fee for fire protection shall not be reduced by assessment.

WATER CAPACITY AND METER FEE TABLE

<u>Diameter of Tap</u>	<u>Capacity Fee and Meter Fee</u>
½" and 1" residential	\$ 1,450.00
1" non-residential	\$ 2,300.00
2"	\$ 6,000.00+*
3"	\$ 10,000.00+*
4"	\$ 18,000.00+*

*The delivered cost of the meter and mounting assembly plus ten percent (10%)

- B. Monthly Water Service Charge:
1. There shall be a minimum monthly service charge for active water services during the month. The minimum monthly service charge shall be for 2,000 gallons as stated on the following table.

<u>Location</u>	<u>Minimum Monthly Service Charge</u>

Areas A thru K	\$24.42
Areas L	\$31.64

Additional charges above 2,000 gallons will be determined using the table below:

<u>Location</u>	<u>Charge Per Thousand Gallons</u>
Area A thru K Area L	\$10.9 5 \$11.0

C. Billing:

Unless determined otherwise the amount recorded on the water meter will be taken as the actual amount of sewage received by the County when computing the bill. The billing will be computed as follows: The addition of Part 1 and /or Part 2 Line B1, B2, and B3 from the area the bill is generated for.

D. Sewer Credit:

1. Deduct water meter will only be accepted if pre-approved by county and the water supplier. A deduct meter will only be available for commercial and industrial users.
2. Customer may be given sewer credit for water leaks that do not enter the sanitary sewer. Request for credit must be received that billing period and shall be inspected by District Staff. Only two (2) periods shall be taken into consideration.
3. No sewer credit will be given for outside washing, watering, and/or filling swimming pools.
4. Sewer credit will not be considered in service area "M" without a deduct meter.

PART III MISCELLANEOUS FEES AND CHARGES:

- A. Tap Fee: A fee is required when Athens County Sanitary Sewer District personnel tap a utility line for residential service connection, unrelated to a formal county project. See the tap fee chart enclosed.
- B. Connection and Service Inspection: The inspection cost shall be \$50.00 per hour when required. (Reference 413.02)
- C. Plan Review Fees: (Reference 607). The fees and deposits shall be made as follows:
 1. Prior to submission of construction drawings, site plans, utility plans or grading plans an initial deposit of two percent (2%) of the estimated cost of construction, but not less than five hundred dollars (\$500.00), for the Plan Review Fee.

2. Prior to the beginning of construction, an initial deposit of five percent (5%) of the estimated cost of construction but not less than one thousand eight hundred dollars (\$1800.00) for the Inspection Fee.
3. Additional deposits shall be requested, as needed, to cover the above stated costs to the County.
4. Upon final acceptance of the construction by the County and receipt by the County of a written request from the person making the deposits, the County shall refund any unused portion of the amounts deposited. All funds not so requested within one year of the County's acceptance of the construction shall be placed in the County's general fund to be used at the sole discretion of the County.

D. Reconnection Fee: The Reconnection Fee shall be Fifty Dollars (\$50.00).

E. Water Meter Replacement Charge: The water meter replacement charge shall be two hundred and sixty dollars (\$260.00) for area A thru K. In area L, replacement charge shall be eighty dollars (\$80.00).

F. Returned Check: The fee for a returned check will be fifty dollars (\$50.00).

G. Book Fees:

1. Regulations	\$50.00
2. Construction and Material Specification	\$50.00
3. Standard Drawing	\$50.00

H. General: Please refer to the Athens County Water and Sewer District Policy and Procedures Manual for additional detail and specific procedures regarding Billing Procedures for Landlords and Tenants.

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ATHENS COUNTY SEWER DISTRICT WATER AND SEWER REGULATIONS CHAPTER I

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101 COUNTY DISTRICT ORGANIZATION PURPOSE: The Athens County Sewer District is organized in accordance with Chapter 6117, Ohio Revised Code for the purpose to:

101.1 Provide for the collection, treatment, and disposal of wastewater within and without the County.

101.2 Supply water and users within and without the District.

102 PURPOSE OF REGULATIONS: To regulate water and service and sewer service within the jurisdiction of the Athens County Sewer District.

103 GOVERNING REGULATIONS: In the event of any conflict between these Regulations and the requirements of the Ohio EPA, the documents providing the highest or most stringent requirement, criteria, standard or rule shall govern.

104 DEFINITIONS: Unless the context specifically indicates otherwise, the following words and phrases when used in these Regulations shall have the meaning defined below:

- 104.1 Biodegradable: Any material that is easily amenable to breakdown to less complex compounds by biologic process present in the District Sewer Systems. The County shall determine whether a material is biodegradable if such determination is required.
- 104.2 B.Q.D. Biochemical Oxygen Demand: The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five days at 20 degrees C, expressed in parts per million (ppm) or milligrams per liter (mg/l) by weight.
- 104.3 Building: Any structure, or part of a building or structure, whether or not constructed for human habitation.
- 104.4 Connection or Tap: The installing of a service line from private property to the County's collection sewers or water distribution lines.
- 104.5 Cooling Water: The water discharged from a condensation, air conditioning, cooling, refrigeration, or other system, but free from odor or oil, and containing no polluting substances which could produce B.O.D. or suspended solids each in excess often milligrams per liter (10mg/l).
- 104.6 Cost: The expenditures made by the County for labor, material, engineering, supervision, motor vehicles, and tools, and any other expenditures incident thereto, required in any project undertaken by the County, including cost of land, land rights and other personal and real property owned by the County necessary for construction, maintenance, repair, and operation of water and sewer system.
- 104.7 Developer: Any person, firm or corporation that presumes to excavate or fill, build structures, or otherwise improve (See 104.14) a specific parcel or tract of land.
- 104.8 Development: The improvement (see 104.14) of a tract or parcel of land.
- 104.9 Distribution Lines and Mains: The waterlines owned by the County for distributing potable water to service lines for use by the owner's property.
- 104.10 County District: The Athens County Sewer District as established by the Athens County Commissioners, its Board of Commissioners, and its authorized representatives.
- 104.11 County System: That portion of a system of water lines, sewers,

treatment facilities, and associated equipment and materials which is owned by the County.

104.12 Domestic Use: The use of water and sewer services in connection with normal household activities only.

104.13 Dwelling Unit: Property, such as a house, an apartment, a condominium, a mobile home, a boat, a vacation home, or another similar property that has basic living accommodations, such as sleeping space, a toilet, and cooking facilities.

104.14 Easement: An acquired legal right for the specific use of land owned by others.

104.15 Improvements: Any addition to the natural state of land which increases its value or utility, including buildings, street pavement with or without curbs and gutters, sidewalks, crosswalks, water mains, sanitary sewers, storm sewers, landscaping, street lighting, public utilities, paved parking areas, and other appropriate items.

a.) Site Improvements: Improvements made to the land outside the exterior limits of a structure or structures.

b.) Public Improvements: Improvements financed entirely or in part by public funds or which are dedicated to public use after completion thereof.

104.16 Industrial Wastes: The liquid, gaseous or solid wastes resulting from any process of industry, manufacturer, trade, or business, or from the development, processing, or recovery of any natural resource which will pollute any water it enters. As distinct from domestic or sanitary wastes.

104.17 May: "May" is permissive (see "shall").

104.18 Natural Outlet: Any outlet in a watercourse, pond, ditch, lake or other body of surface or ground water.

104.19 Non-Domestic Use: All uses other than Domestic use.

104.20 Oils and Greases: Those materials extractable from an acidified sample by "freon" or other acceptable solvent in accordance with approved laboratory procedures.

104.21 Organic: Containing carbon compounds or produced in living organisms.

104.22 Owner: All individuals, partnerships, associations, corporations or

political subdivisions holding any title or interest in any property rights, Easements and interest in any real property served or which may be served by a County System.

104.23 Parcel: A specific part of a larger acreage of land.

104.24 Person: Any individual, firm, company, association, partnership, society, corporation or group, whether a property owner or a contractor.

104.25 pH: The reciprocal of the logarithm of the hydrogen-ion concentration. The concentration is the weight of hydrogen-ions, in grams, per liter of solution, neutral water, for example, had a pH value of seven and hydrogen-ion concentration of 10^{-7} .

104.26 Plat: A plan of a tract or parcel of land made by a surveyor registered in the State of Ohio showing public dedications, property lines, lot lines, and such other information as is required by law.

104.27 Pollution: The placing of any noxious or deleterious substances in any waters within the County or affecting the properties of any waters within the County in a manner which renders such waters harmful or inimical to the public health, or to animals or aquatic life, or to use of such waters for domestic water supply, industrial or agricultural purposes, or recreation.

104.28 Potable Water: Water treated for human consumption. Non-potable water is not meant for human consumption.

104.29 Premises: A tract of land, platted or unplatted.

104.30 Pretreatment: The treatment of waste waters prior to introduction into a County Sewer System.

104.31 Sanitary Sewer: A sewer which collects and carries liquid and water-carried wastes from residences, commercial buildings, industrial plants, and institutions, and to which storm, surface and ground waters are not legally admitted.

104.32 Service: Providing a property owner potable water, as well as disposal of waste water, without regard to the extent of use made thereof. The availability of potable water is called "water service". The availability of waste water disposal is called "sewer service".

104.33 Service Line: The line owned by the lot or parcel owner that extends from a County System over the owner's premises or lot. Normally the water service line begins at the water meter pit and the sanitary sewer service line begins at the property line.

- 104.34 Sewage: Any substance that contains waste products, excrement or other discharge from the bodies of human beings or animals, which will pollute any water it, enters. The standard strength for sewage shall be 200 ppm BOD and 200 ppm Suspended Solids.
- 104.35 Sewer System: The Waste Water facilities or system. A County Sewer System shall be that part of the Waste Water System owned, operated, and maintained by the County.
- 104.36 Sewer: A pipe or conduit for conveying storm water, ground water, non - polluted water, sewage or industrial waste water.
- 104.37 Shall: "Shall" is mandatory (see "may").
- 104.38 Storm Sewer or Storm Drain: A sewer which carries storm and surface waters or drainage, but that excludes sewage and polluted industrial wastes.
- 104.39 Storm Drainage System or Drainage System: All facilities, structures, natural water courses, outlets, waterways or streams, swales or ditches, and sewers which carry storm water, ground water, surface water, subsurface drainage water, cooling water or unpolluted industrial process water.
- 104.40 Suspended Solids: Solids that either float on the surface of, or are suspended in, water, sewage or other liquid, and which are removable by laboratory filtering.
- 104.41 System Components: All water or sewer lines, service lines, valves, manholes, pipes, fittings, fixtures, vaults, pits, treatment equipment and machinery, buildings, booster stations, lift stations, storage tanks and towers, and appurtenances thereto which are a part of or connect to water system or sewer system.
- 104.42 Toxic: Being capable of adversely affecting any organism upon assimilation or exposure.
- 104.43 Tract: A continuous expanse of land.
- 104.44 Waste: Useless, unneeded or superfluous matter which is discarded such as ashes, garbage, process by-produce, or sewage.

104.45 Waste Water Facilities or System: The facilities for the purpose of treating, neutralizing, disposing of, stabilizing, cooling, segregating, or holding waste water, including without limiting the generality of the foregoing, facilities for the treatment and disposal of sewage or industrial waste and the residue thereof, facilities for the temporary or permanent impoundment of waste water, both surface and underground, and sanitary sewers and other systems, whether on the surface or underground, designed to transport waste water, together with the equipment and furnishings thereof and their appurtenances and systems, whether on the surface or underground, including force mains and pumping facilities.

104.46 Wastewater: Any water containing sewage or industrial waste or other pollutants or contaminants derived from the prior use of such water.

104.47 Water System: All of the facilities acquired for supplying, treating, pumping and distributing water. A County Water System shall be that part of the Water System owned, operated and maintained by the County.

104.48 Watercourse: A channel in which a flow of water occurs, either continuously or intermittently.

104.49 Waterline: A pipe or conduit used to distribute water to the customer's premises.

104.50 Water Treatment Plant: Any arrangement of devices and structures used for treating water to a potable condition.

105 PROVISION OF WATER AND SEWER SERVICES BY OTHERS: Except for private lines serving only a single residence or parcel of land, water and sewer lines, plants, fixtures and all appurtenances thereto and located in the Athens County Sewer District shall be installed and constructed, only in accordance with plans and specifications, by such contractors, suppliers and materialmen, as are approved by the Athens County Sewer District, and no person, public or private organization, or political subdivision shall have authority to approve, construct or install such lines without the express written consent and approval of the Athens County District.

106 CONSTRUCTION AND TRANSFER OF SYSTEM COMPENTS:

106.01 Qwnerto Bear the Cost: Any property owner or Developer wishing to develop a lot, tract or parcel of ground and wishing to connect improvements constructed thereon to the County's Systems, shall bear all

the costs incidental to the construction and installation of the water and sewer system components. Said construction and installation shall be done in accordance with these regulations.

- 106.2 Provision for Extension of Systems: Any property owner or Developer wishing to develop a lot, tract, or parcel of ground and wishing to connect said improvements constructed thereon to the County's Systems, shall be required to construct as part of said improvements such System Components as the County shall direct at the Owner's or Developer's expense.
- 106.3 Offsite Construction of District Systems: The District does not guarantee that it will have water or sewer System Components available to any parcel or tract of ground within the County. In the event that an Owner or Developer constructs or installs System Components outside the area being so developed, said installation and construction shall nonetheless be done in accordance with these regulations. Further, all said installation and construction shall be at the expense of the Owner or Developer.
- 106.4 Conveyance of Systems Components By Owner or Developer:
- (a) Prior to the time that the County begins to render sanitary sewer or water service to any Owner or Developer of property, the Owner shall convey to the County, without additional consideration from the County, all of the system components and easements which are or are caused to be acquired, installed or constructed by the Owner and which are reasonably required in order for the County to provide sanitary sewer or water service to the Owner's property, except that the Owner shall not convey any part of the service lines connecting the individual dwellings or buildings with the sanitary sewer mains or lines or water lines.
 - (b) All personal property conveyed pursuant to this Regulation for sanitary sewer or water service shall be conveyed by duly executed Bill of Sale conveying all rights, title and interest of Owner and all easements and land right-of-way shall be conveyed by duly executed Deed of Easement or recorded plat. Such conveyances of personal property shall convey ownership free of liens. Such conveyances shall grant to the District good title to be easements, free and clear of all rights of dower and all liens, easements, restrictions, conditions, covenants and encroachments, except the liens of real estate taxes and assessments and any easements, restrictions, conditions, covenants and encroachments, which would not prohibit or unreasonably interfere with the installation, operation, maintenance and repair of one or more sanitary sewer lines or mains or water lines and those defect which the County is willing to waive.

(c) At the time of conveyance described in the Regulation, Owner shall assign to County all obligations or warranties whether express or implied, created by law or by contract, by manufacturers, contractors and vendors of the personal property comprising the sanitary sewer or water system within the Owner's property, to the extent the same may be assignable. Owner agrees that it will fully cooperate with the County in enforcing any warranties given by or claimed against all manufacturers, contractors and vendors of the personal property so conveyed, provided that any costs or expenses in connection therewith shall be borne by the County. Owner will not knowingly waive any such warranties which it obtains.

- 107 SEPARATION OF SYSTEMS: All water, drainage and sewer systems are separate and distinct systems. No person shall connect any two systems together in any manner that could cause wastewater to enter the water or drainage systems. All water systems shall be protected in all locations and all times from the siphoning, back flow, gravity flow, or pressure flow of wastewater or drainage water into any part of the water system, regardless of whether any portion of the water system has a positive or negative pressure applied to it.
- 108 ACCESS TO PROPERTY: Any duly authorized representative of the County bearing proper credentials and identification shall be permitted to enter upon all properties for the purpose of inspecting, reading, and maintain meters, or for the purpose of measuring, sampling, or testing in accordance with the provision of these Regulations.
- 109 GENERAL TERMS:
- 109.1 In the interest of the public health and for the protection of its property, the County will not permit use of its water or sewer systems or and system components, for anything other than County approved uses.
- 109.2 The County undertakes to use reasonable care and diligence to provide adequate water and sewer service. The County shall not be liable for deficiency or failure, regardless of cause, in the supply of water or sewer service or for any damage therefrom, or for the bursting or breaking of any main or service line or for any damage caused thereby, or failure of electrical power supply, or equipment failures, or failure of other facilities used by the County or for any damage caused thereby, if the County is without willful default or negligence on its part.
- 109.3 When application is made to the County for water or sewer service, or for reinstatement of water or sewer service, the County shall be entitled to assume that the piping and fixtures to which the service will be supplied

are in good order, will be maintained in good order, and will be operated properly. The County will not be liable for any accidents, breaks, leakage or other harmful events resulting in any way from the supplying of water or sewer service to faulty piping or fixtures, or improperly operated piping or fixtures.

- 109.4 The County shall have the sole right to determine the size, type, construction materials and methods, and location of service lines and connections necessary to give the service for which application has been made.
- 109.5 Operating control of all County Water and Sewer Systems and the connections thereto is vested in and shall at all times remain with the County, and shall not be trespassed on or interfered with in any manner.
- 109.6 The County shall be notified by the owner of any change of ownership for any premise being served by the County. Such notice shall contain the date such change is to become effective.
- 109.7 At such times as the County is notified of change in ownership, the County shall render a final billing. The new owner shall submit an application within ten (10) days of becoming the owner.
- 109.8 The liabilities and responsibilities for proper use of, and payment for, the water and sewer service is the obligation of the owner of the premises being served unless approved otherwise by the County in writing.
- 110 MALICIOUS MISCHIEF: No person shall maliciously, willfully, or negligently break, damage, destroy, deface, cover, or tamper with any part of the water or sewer systems.
- 111 CHARGES FOR DAMAGES TO WATER OR SEWER SYSTEMS: When any person causes an obstruction of, or damage to, or any other impairment to any part of a County Water or Sewer System or the treatment process, a charge shall be levied by the County against the Owner from whose premises the damage originated or, if no premise is involved, the responsible person. The charges shall be for the cost of the work required to clear and /or repair the part of the sewer or water system or reestablish the treatment process affected by said damage. The County shall add such charge to the usual service charges, surcharges, and fees, or bill the responsible person. Failure to pay the bill within 30 days of its receipt shall subject the person to provisions of Section 199.
- 112 DISCONTINUED SERVICE: The County may discontinue all or any or part of its service to any customer for any of the following reasons:

- 112.1 For use of water or sewer for any premise or purpose other than as permitted by these Regulations.
- 112.2 For willful misrepresentation in the application as to the premises to be supplied or the use to be made of water or sewer service supplied or as to any other material fact.
- 112.3 For tampering with or molesting any plant, main, sewer, line connection, or service line under the control of, or belonging to the County, or connecting into a County System.
- 112.4 For non- payment of any charges owed by the Owner to the County when due:
- 112.5 For connecting a sewer, water line, service line, or any line or pipe directly or indirectly with any other source of wastewater or use of water than that which results from the normal activities of the premises served, or with any apparatus which may, in the opinion of the County, endanger the quality of the County water or sewer services.
- 112.6 For denial to the County of reasonable access to the premises.
- 112.7 For any violation of, or failure to comply with, these Regulations.
- 113 RESTORING SERVICE: If an Owner whose service has been discontinued for non-payment of bills or for violation of, or failure to comply with these Regulations desires service to be restored, such restoration may be made only after the Owner:
 - 113.1 Has paid all unpaid bills and charges owing to the County.
 - 113.2 Has and corrected any condition found contravening these Regulations.
 - 113.3 Has paid a reconnection fee as established by the County, plus the cost of renewing service.
- 114 AMENDMENTS, CHANGES: The County reserves the right at any time to alter, amend or add to these Regulations.
- 115 NOTICE: A notice of violation of any provision of these Regulations shall be deemed served by the County with issuance of a written citation stating the nature of the violation, signed by the authorized representative of the County, and mailed by U.S. mail to the last known address of the person causing the violation.

116 MISCELLANEOUS: Please refer to the Athens County Water and Sewer District Policy and Procedures Manual for additional detail regarding procedures for construction and taps: procedures for water well pump systems: procedures for disposal of Water and Sewer records: and contingency plan for emergencies.

117-198RESERVED

199 PENALTY:

- 199.1 Any person who violates any provision of these Regulations or County directives pursuant to these Regulations shall be served by the County with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations. Any person who continues any violation beyond the time limit provided for herein shall be fined not more than One Hundred Dollars (\$100.00) for each violation. A separate offense shall be deemed committed each day during or on which an offense occurs or continues.
- 199.2 Any person who violates any of the provisions of these Regulations or County directives pursuant to these Regulations shall become liable to the County for any expense, loss or damage occasioned by the County of such violation.
- 199.3 Any person who violates any of the provisions of these Regulations or County directives pursuant to these Regulations may be denied future permits to connect to County service lines, for so long as the violation continues.

ATHENS COUNTY SEWER DISTRICT WATER AND SEWER

CHAPTER II

SEWER SYSTEM USE

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- 201 PURPOSE: To regulate the use of the sewer system owned and operated by the County.
- 202 SCOPE: This chapter establishes the discharge criteria for the sewer systems, and the procedures for handling discharges which fail to meet the established criteria.
- 203 GOVERNING REGULATIONS: Where there appears to be, or there is in fact a conflict between this chapter and CHAPTER I, GENERAL PROVISIONS, the chapter providing the more stringent requirement, standard, or procedure shall govern.
- 204 DEFINITIONS: The definitions of CHAPTER I shall be used in this chapter unless the context of any section of this chapter specifically indicates that such definitions are not applicable.

205 PROHIBITED DISCHARGES:

- 205.1 No person shall discharge any material deleterious to any part of a County sewer system. Such deleterious materials include, but are not limited to any solid, liquid, vapor, substance, or wastewater which:
- (a) is capable of causing obstruction to the flow in sewers or otherwise interferes with the proper operation of the waste water system, i.e. straw, shavings, metal, glass, rags, feather, tar, plastic, wood, fur, wax or grease, etc.
 - (b) is flammable or explosive such as gasoline, kerosene, benzene, naphtha, or any other chemical compound capable of causing flammable or explosive conditions.
 - (c) would cause the sewage temperature in a County sewer to be higher than 100 degrees F. (38 degrees Celsius).
 - (d) is acid or alkaline in reaction, has corrosive properties, or is capable of causing damage or hazard to structures, equipment, the treatment process, or people. The acidity alkalinity of all wastes must be neutralized to within 5.0 to 9.5 pH.
 - (e) contains readily releasable Cyanide (cyanide released at a temperature of 150 degrees F, 66 degrees C, and pH = 2.5) in excess of 2 mg/l or total cyanide in excess of 5 mg/l.
 - (f) contains over 100 mg/l of readily biodegradable oils and grease which may become solid or viscous within the sewer system, or over 25 mg/l of mineral or other non-degradable oils and greases, regardless of physical characteristics.
 - (g) is toxic or poisonous in sufficient quantities or rate of flow to be injurious to or interfere with any treatment process; to constitute a hazard to life and limb of personnel engaged in inspection, maintenance and operation of the system; or constitutes a hazard in the receiving waters. (Maximum limits for such materials may be established by the County but the maximum so established should not be conclusive as to the civil liability of the offender.
 - (h) is of such volume or contains such organic or other material load as to cause the waste water treatment facility's design capacity to be exceeded or cause the County to incur additional expense in the handling or treating thereof.

- (i) is incompatible with the wastewater treatment process or inhibits the performance of the treatment process at the County wastewater treatment facility.
- G) can cause the wastewater treatment system's effluent to fail to meet the State and Federal regulatory agency's effluent requirements; or cause any other product of the treatment process such as residues, sludge, or scums, to be unsuitable for disposal, reclamation and reuse; or interferes with the reclamation process.
- (k) can cause a nuisance, cause air pollution, or prevent the effective maintenance or operation of the sewer system by the release of toxic or malodorous gases, or toxic or malodorous gas producing substances.
- (l) unless approved by the County contains sewage in a strength in excess of 200 ppm BOD and/or 200 ppm suspended solids.
- (m) is in excess of the State and Federal regulatory agency's limitations or the following listed concentrations; whichever is the most stringent. (Next Page)

<u>Substance or Material</u>	<u>Allowable Discharge ma/l</u>
Arsenic	0.5
Barium	8.0
Cadmium	0.3
Chromium - Hexavalent	1.0
- Total	6.0
Copper	0.5
Iron	50.0
Lead	0.5
Manganese	5.0
Mercury	0.01
Nickel	10.0
Selenium	0.1
Silver	0.05
Zinc	2.0
Chloride	1000.0
Phenol	1.0

205.2 No person shall discharge or cause to be discharged to any natural outlet, storm sewer or drainage system any wastewater or any of the materials listed in 205.01 above.

206 STORM WATER AND OBSTRUCTIONS PROHIBITED IN SANITARY SEWERS:

All property owners are prohibited from:

206.1 Discharging, causing to be discharged or permitting to be discharged any storm water, ground water, surface water, roof water runoff, substance drainage water, cooling water or unpolluted industrial process waters into a sanitary sewer of the County.

206.2 Installing, causing to be installed or with knowledge thereof, permitting to exist a sewer tap pipe or other obstruction which protrudes into or otherwise obstructs a sanitary sewer line of the County.

206.3 With knowledge thereof, causing or permitting to exist, whether from a tree or other vegetation on such property, a root obstruction in a sanitary sewer or service line of the County.

- 206.4 As used herein, knowledge shall be presumed upon service of written notice as stipulated in Section 115.
- 207 CONNECTION WITH COUNTY'S SEWER REQUIRED: The Owner of any real property located within the Athens County Sewer District is required to connect to the County Sewer Systems as stated herein, pursuant to O.R.C. 6117 so as to prevent or abate pollution and protect the health and property of persons in the County.
- 207.1 New Construction: To construct any structure on said property including, but not limited to, the construction of single family residences, multi-family residences, office, commercial, manufacturing or industrial buildings, recreational facilities or any other kind of building or structure, the owner shall, prior to the commencement of any construction or grading activities on said property, notify in writing the County of such intents, and provide to the County's Superintendent or other representative of the County a copy of the building plan therefore. Thereafter, providing that said structure is designed with plumbing fixtures to provide sanitary waste removal, and provided that the County determines that Owner's property is accessible to a County sewer line, Owner shall be required to pay to the County the appropriate tap fee, and any other applicable fees, prior to the commencement of said construction or grading activities. Thereupon, Owner shall be required to, simultaneously with the construction of said structure or structures, construct and pay for any lines, equipment or machinery necessary to connect into the County's sewer line in compliance with these Regulations, and, upon completion of said construction shall forthwith be required to connect into the County said sewer line pursuant to these Regulations.
- 207.2 Existing Buildings: The Owner of any real property containing existing structures, including, but not limited to, single family and multi-family residences, offices, commercial, manufacturing or industrial buildings, recreational facilities or any other kind of building or structure which contains plumbing fixtures to provide sewage or waste removal, and provided the County determines that the Owner's property is accessible to a County sewer line, shall pay the appropriate connection and other fees and connect said structure or building directly into the County sewer in accordance with these Regulations within 90 days after the date of mailing of official notice to do so.

208 DETERMINATION OF ACCEPTABILITY OR UN ACCEPTABILITY

DISCHARGE: The County shall determine the acceptability of unacceptability of any discharges to the sewer system. Such determination shall be made on the basis of sound engineering and operational evaluations taking into consideration the nature and concentration of the discharge, its point of entry into the system, its compatibility with the treatment facility receiving it, and all other factors pertinent to the effect of the discharge on any part of the system or treatment process.

208.1 Upon determination that an existing or proposed discharge is unacceptable, the County may:

- (a) refuse sewer service to the owner whose premises is discharging or who is proposing to discharge unacceptable waste and furthermore may order the removal of such discharges from the sewer system, including the physical removal of connection to the system; or
- (b) require pretreatment of the unacceptable discharge by equipment or procedures acceptable to the County; and/or
- (c) require payment in an amount determined by the County, to compensate for added costs of handling, treating or disposing of the wastes.

208.2 When pretreatment is to be used the County shall:

- (a) require the submission of detailed plans, specifications, and sufficient design information to allow proper evaluation of proposed pretreatment facilities for approval prior to construction. Such approval by the County shall signify that best engineering judgment indicates that the proposed facilities will be capable of providing satisfactory pretreatment. Such approval does not in any way certify, warrant or guarantee that the facilities will function satisfactorily, or that it will not be necessary to enlarge or otherwise modify the facilities to make them capable of providing satisfactory pretreatment. It remains the responsibility of the person submitting or causing the submission of the information to assure compliance with all discharge limitations.

- (b) require evidence that the pretreatment facilities will be operated and maintained to provide an acceptable discharge into the County sewer system.
- (c) require that such records be maintained and such tests be performed as required by the County to adequately reflect the character of the influent and effluent of the pretreatment process.

208.3 The County may order removal of the unacceptable discharge from the sewer system and assess costs at any time prior to pretreatment implementation, during pretreatment implementation, if unsatisfactory progress or operation is evident, or if necessary to protect the sewer system from damage.

209 GREASE, OIL AND SAND INTERCEPTOR:

209.1 Grease, oil and sand interceptors shall be provided when, in the opinion of the County, they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand and other harmful ingredients. All interceptors shall be of a type and capacity approved by the County and shall be located as to be readily and easily accessible for cleaning and inspection.

209.2 Where installed, all grease, oil and sand interceptors shall be maintained by the Owner, at his expense, in continuously effective operation at all times.

210 MONITORING AND FLOW MEASUREMENT FACILITIES: Installation of wastewater monitoring and/or flow measurement facilities necessary to inspect, monitor, sample and test the amounts and characteristic of the wastewater discharges may be required of any owner by the County. A plan for proposed monitoring and flow measurement facilities shall be submitted to the County for approval within 60 days of receipt of request for installation. The installation shall be completed within 90 days of the County approval.

210.1 (a) Monitoring facilities and/or flow measurement facilities required by the County shall be constructed, operated, and maintained at no cost to the County.

- (b) The entire facility shall be maintained at all times in a safe and proper operating condition by the person installing the facility and/or causing the discharge that is being monitored and/or measured.
- (c) Access to the monitoring and/or flow measurement facilities shall be made available immediately to authorized representatives of the County at any time.
- (d) Authorized representatives of the County shall have the right to and shall be provided with adequate space necessary to set up and operate additional monitoring equipment at such facilities.

210.2 The monitoring facility shall be located as to be readily accessible at all times to representative of the County. Access shall not be obstructed by parked vehicles, supplies or equipment or any other object or person which might prevent accessibility.

211 DISCHARGE REPORTS: The County may require any person discharging or proposing to discharge wastewater into a sewer system to file discharge reports, on forms supplied by the County. The discharge reports shall include, but not be limited to, the nature of process, volume and rates of flow, production quantities or other information that relates to the generation of waste including substances and concentrations in the wastewater discharge. Such reports as required by the County may also include the chemical constituents and/or quantity of liquid or gaseous materials stored on site even though they may not normally be discharged. Discharge reports may be required at such intervals as determined by the County to be adequate to define changes in wastewater discharge characteristics. In addition to discharge reports, the County may require information relating to permit applications and self-monitoring reports.

212 PUBLIC RECORD: All information and data obtained from reports, questionnaires, permit applications, permits and monitoring programs, and from inspections on any person or on the quantity or character of any waste shall be available to the public only to the extent required by law.

213 PROTECTION FROM ACCIDENTAL DISCHARGE: Each property owner and resident of the County shall provide protection from accidental discharge to a sewer system of any wastes prohibited by these Regulations. Such required removal of drain lines from locations where significant quantities of prohibited materials are maintained or other appropriate procedures to assure the prevention of discharge into a sewer system.

213.1 Plans for installation of such control facilities or operating procedures shall be submitted to the County for approval prior to construction or at the time such control facilities are found to be necessary by either the property owner or the County. The review and approval of such plans and operating procedures shall not relieve any person of responsibility for preventing the discharge of unacceptable materials to a sewer system. Any person in charge of or responsible for the process, activity or function that causes, generates or produces a prohibited waste shall notify the County immediately upon the accidental loss or discharge into a sewer system of prohibited materials, substances or waste in order to enable countermeasures to be taken to minimize damage to the sewer system and/or the receiving waters. Such notification will not relieve the responsible person of liability for any consequential expense, loss or damage to the sewer system or the receiving waters ecology. Failure to immediately notify the County upon knowledge of such prohibited discharge shall subject the responsible person to the remedies allowed by law.

214 RESOLUTION #64-710 - Inserted on following page.

214 RESOLUTION #64-710

Adopted:

SPECIFYING AND APPROVING CERTAIN METHODS, MATERIAL AND TEST PROCEDURES TO BE USED IN MAKING CONNECTIONS TO THE SANITARY SEWER SYSTEM OF ATHENS COUNTY WATER & SEWER DISTRICT.

WHEREAS the Athens County Water and Sewer District recognizes the importance of constructing an infiltration-free underground sanitary sewer pipe, and

WHEREAS certain procedures and materials are known to contribute serious infiltration problems, thereby imposing extreme maintenance and treatment problems on sanitary sewer collection systems and treatment plant facilities, and

WHEREAS certain material and equipment for use in customer service lines are now available, the use of which can be expected to provide service connections, joints, fittings, and pipe walls which will be completely watertight and of adequate trench strengths,

NOW THEREFORE be it ordained by the Athens County Water and Sewer District

SECTION L GENERAL INFORMATION

Customer service lines are to be inspected and approved by the District or its designated representative before any backfilling is begun and the line may be placed into service. No taps are to be made into the system without prior approval of the District

Only sewage is to enter the sanitary sewer system. EXPRESSLY PROHIBITED from draining into the system are storm drains, surface and ground water, roof drainage and any explosive, corrosive, poisonous or otherwise damaging materials.

Construction and material specifications must be complied with, and are defined within this ordinance.

SECTION n. INSTALLATION OF CUSTOMER SERVICE LINES

Customer Service lines and appurtenances shall be subject at all times to the inspection and approval of the District or its duly authorized representative who shall have supervision and control over same. No service lines shall be installed until the District issues notices to do so. Special cases will be considered on an individual basis. If permission is granted, the grantee shall follow the provisions of these specifications in

laying a DRY UNE from the building toward the main, but will NOT connect to the sewer main lateral until such notice is issued by the District

A. SIZE

Service lines shall in no case be less than four (4) inches in diameter. Where double or multiple homes, such as apartments or house and mobile home, are permitted to be on a common line under a special connection permit issued by the District, the double and multiple home will be served with a six-inch line, unless a larger line is required by the plumbing inspector. An approved adaptor connecting the service line to the lateral sewer must be used.

B. MATERIALS

The following type pipe is approved for service line use between the District service lateral and the owner's point of connection at the building:

I. SCHEDULE 40 PVC

Every joint in plastic piping shall be made in strict accordance with installation standards. All fittings may be glued or gasketed compression type slip joint

C. SERVICE LINE GRADES

Where the property owner makes his connection to the service lateral from the main at his property line or at the edge of the rights-of-way, the pipe shall be laid on grade in the following manner: Four (4) inch diameter pipes shall be laid on grade of not less than seven (7) inches per fifty (50) feet, for six (6) inch diameter pipes, grade of not less than five (5) inches per fifty feet is required.

D. SERVICE LINES - DIRECTION AND SIZE CHANGES

Service lines must run as direct as possible from dwelling making the connection. If changes in directions are required, they should be constructed with wyes, combination wyes and eighth bends, or half wyes and one-eighth bends to grade. Also, when using long radius 90 degree elbows to change direction of a run, cleanouts must be utilized. Where the 4" lateral lines from multiple dwellings make connections to the 6" service lateral, approved fittings such as special flexible couplings must be utilized.

E. CLEANOUTS

A cleanout should be constructed immediately outside the building. The cleanout shall consist of a four (4) inch 45 degree wye-branch with eighth bends, or equal, aligning the riser pipe to grade. The riser pipe shall be at grade level or an inch or two below the surface. Caps for cleanouts on PVC or ABS pipe may be threaded

inserts of the same material as the cleanout* Also, cleanouts shall be provided at least every hundred (100) feet in a straight run of direction, or when making changes in direction of a run. At a minimum, one cleanout will be placed at the homeowner's property line (by the property owner). This does not negate any of the other requirements for cleanouts where other bends are required. Bends or 90 degree elbows with cleanouts shall be utilized for cleaning purposes as mentioned earlier.

F. INSPECTION REQUIREMENTS

Property owners are responsible for notifying the District and requesting an inspection from the Office (Phone 740-797-3235) when the service lateral and its appurtenances and hardware are completed and ready for inspection. In order to schedule inspection of the work, an appointment should be made within 24 hours of completion of the work. All pipes, pipe joints, and hardware must be visible and accessible to the inspector. No trench shall be backfilled or any work covered prior to District inspection. If the pipe is covered, the owner will be required to re-excavate the installation, correct any inferior work and replace materials, all at his own expense. If upon inspection, the work is found to be satisfactory and approved, authorization will then be given to the owner to properly backfill the service lateral trench. Care should be taken to prevent damage to the pipe during backfilling as well as to secure a well-compacted and firm trench.

This Resolution shall take effect and be in force immediately upon its passage and approval.

PASSED: July 3, 2001


ATTEST: Athens County Commissioners

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William H. Theisen, President

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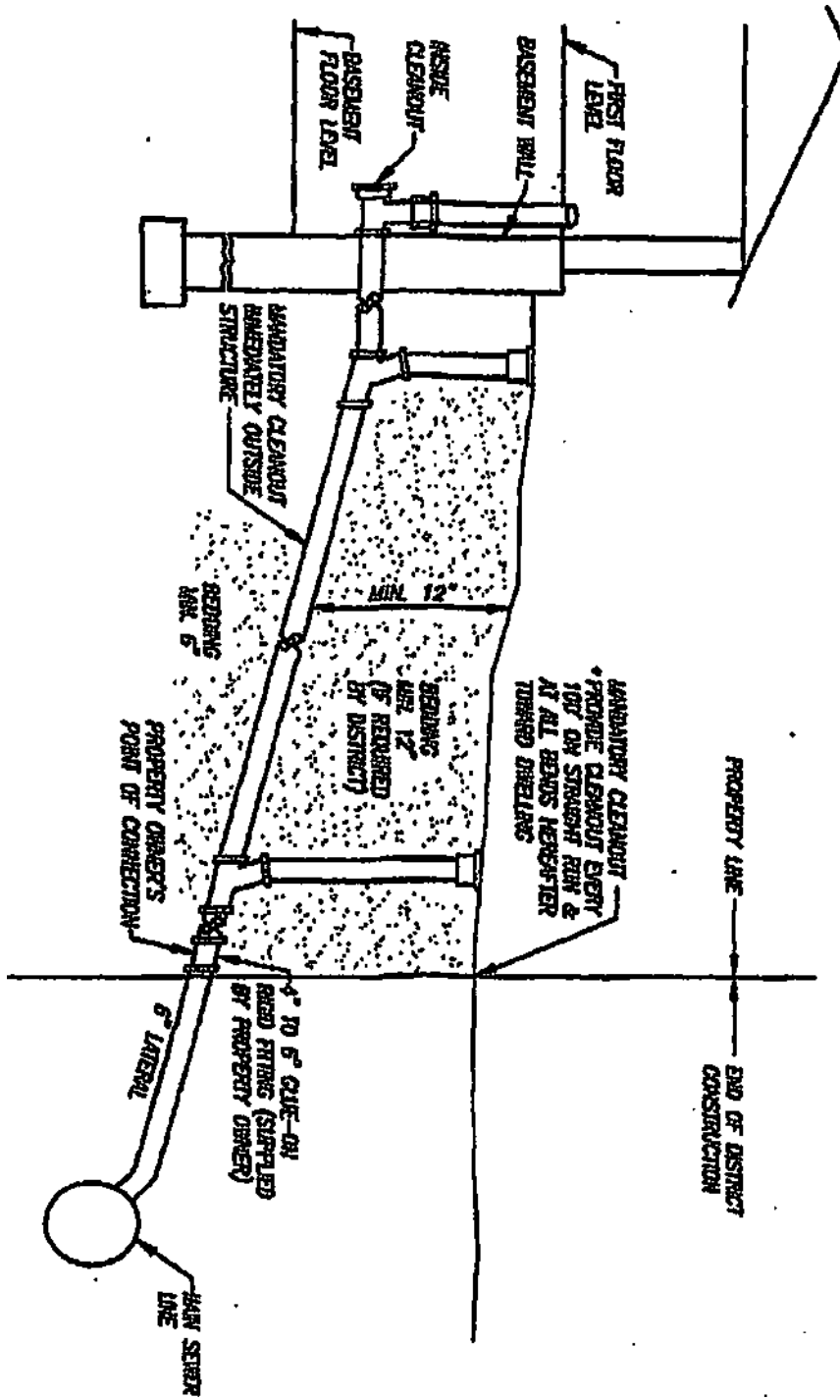
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Lenny Elason, Vice President

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Mark Sullivan



215-298 RESERVED

299 PENALTY: Whoever violates any provision of the Chapter or County directives pursuant to this chapter shall be subject to the remedies of Section 199 PENALTY of these Regulations.

ATHENS COUNTY SEWER DISTRICT WATER AND SEWER REGULATIONS

CHAPTER III WATER SYSTEM USE

301	PURPOSE	308	WATER METERS
302	SCOPE		
303	GOVERNING REGULATIONS	309	OBSTRUCTIONS PROHIBITED IN DEFINITIONS WATERLINES
304	PROHIBITED USE	310	CONNECTION WITH COUNTY'S WATERLINE REQUIRED
306	PROTECTIONS FROM ACCIDENTAL CONTAMINATION OR DAMAGE	311-398	RESERVED
307	UNAUTHORIZED ACTIVITIES	399	PENALTY

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- 301 PURPOSE: To regulate the use of the water system owned and operated by the County.
- 302 SCOPE: To establish the criteria for the use of the water system.
- 303 GOVERNING REGULATIONS: Where there appears to be, or there is in fact, a conflict between this chapter and CHAPTER 1, GENERAL PROVISIONS, the chapter providing the more stringent requirement, standard, or procedure, shall govern.
- 304 DEFINITIONS: The definitions of CHAPTER 1 shall be used in this chapter unless the context of any section of this chapter specifically indicates that such definitions are not applicable.
- 305 PROHIBITED USE: No person shall connect any pipe line or conduit which directly or indirectly connects the County Water System to:
- 305.1 Any pipe, waterline or conduit containing, or intended to contain any liquid or material that would be or could be injurious to the owner's or any person's health or welfare, injurious to the water system, or contaminate the water provided by the County.
- 305.2 Any private well system or other private source of water, or any system of liquid conveyance such as sewers, drains or tiles.
- 305.3 Any pond, lake, pool, or any devices therein, without County approved

305.4 Any system that serves buildings other than the buildings for which the service was obtained.

- 306 PROTECTION FROM ACCIDENTAL CONTAMINATION OR DAMAGE: Each person shall protect the portion of a water system on their premises or that which they are using from damage or contamination. Any person in charge of or responsible for a process, use or activity that causes or produces damage, or adds compounds, elements or materials to the water, or otherwise contaminates the water in the County Water System shall immediately notify the County. Such notification shall not relieve the responsible person of liability for any consequential expense, loss or damage to the water system, or injury or disease to person(s) using the water service.
- 307 UNAUTHORIZED ACTIVITIES: No person shall cause, permit, or add any material additives or compounds to the water provided by the County without obtaining prior County approval.
- 308 WATER METERS: The water meters are the property of the County and may be changed, maintained and altered solely at County discretion. Upon notification by a customer of a suspected faulty or inaccurate meter the County shall replace the meter with a tested meter. If the replaced meter is accurate within the manufacturer's limits, the County may assess a replacement charge equal to the cost of a new meter, which will depend on size of service. A suspected inaccuracy or faulty meter is not grounds for non-payment of a bill.
- 309 OBSTRUCTIONS PROHIBITED IN WATERLINES: All property owners are prohibited from installing, causing to be installed, or with knowledge thereof, permitting to exist a tap pipe or different line or other obstruction which protrudes into or otherwise obstructs a waterline of the County. As used herein, knowledge shall be presumed upon service of written notice as stipulated in Section 115.
- 310 CONNECTION WITH COUNTY'S WATERLINES REQUIRED: The owner of any real property located within the Athens County Sewer District is required to connect to the County Water System as stated herein pursuant to O.R.C. 6117 so as to prevent or abate pollution and protect the health and property of persons in the County.
- 310.1 New Construction: To construct any structure on said property including, but not limited to, the construction of single family residences, multi-family residences, offices, commercial, manufacturing or industrial buildings, recreational facilities or any other kind of building or structure, shall, prior to the commencement of any construction or grading activities on said property, notify in writing the County of such intents, and provide to the County's Superintendent or other representative of the County a copy of the building plan thereof. Thereafter, providing that said structure is designed to provide potable water, and provided that the County determines that Owner's property is accessible to a County water line, Owner shall be required to pay to the County the appropriate tap fee, and any other applicable fee, prior to the commencement of said construction or grading activities. Thereupon, Owner shall be required to, simultaneously with the construction of said structure or structures,

compliance with these Regulations, and upon completion of said construction shall forthwith be required to connect into the County said water line pursuant to these Regulations.

310.2 Existing Buildings: The Owner of any real property containing existing structures, including, but not limited to , single family and multi-family residences, offices, commercial, manufacturing or industrial buildings, recreational facilities, or any other kind of building or structure which is designed to provide potable water, and provided the County determines that the Owner's property is accessible to a County waterline shall pay the connection and other fees, and connect said structure or building directly into the County water line in accordance with these Regulations within 90 days after the date of mailing of official notice to do so.

311 BACKFLOW PREVENTION:

311.1 If, in the judgement of Superintendent of the County, an approved backflow prevention device is necessary for the safety of the public water system, the Superintendent of the County with give notice to the water consumer to install such an approved device immediately. The water consumer shall, at his own expense, install such an approved device at a location and in a manner approved by the Superintendent of the County and shall have inspections and tests made of such approved devices as required by the Superintendent of the County.

311.2 The Superintendent of the County or his duly authorized representative shall have the right to enter at any reasonable time any property served by a connection to the public water supply or distribution system of the County for the purpose of inspecting the piping system or systems thereof. On demand the owner, lessees or occupants of any property so served shall furnish to the Superintendent of the County any information which he may request regarding the piping system or systems or water use on such property. The refusal of such information, when demanded, shall, within the discretion of the Superintendent of the County, be deemed evidence of the presence of improper connections as provided in this resolution.

311.3 The Superintendent of the County is hereby authorized and directed to discontinue, after reasonable notice to the occupant thereof, the water service to any property wherein any connection is violation of the provisions of this section is known to exist and to take such other precautionary measures as he may deem necessary to eliminate any danger of contamination of the public water supply distribution mains. Water service to such property shall not be restored until such conditions shall have been eliminated or corrected in compliance with the provisions of this resolution

399 PENALTY: Whoever violates any provision of this Chapter of County directives pursuant to this chapter shall be subject to the remedies of Section 199 Penalty of these Regulations.

ATHENS COUNTY SEWER DISTRICT WATER AND SEWER REGULATIONS

CONNECTIONS, FEES, PERMITS AND BILLINGS

401 PURPOSE	408 WATER CONNECTION (TAP)
402 GOVERNING REGULATIONS	409 INSPECTION
403 DEFINITIONS	410 SERVICE CHARGES
404 DEPOSITS, FEES & CHARGES	411 BILL AND PAYMENT FOR REMEDIES FOR NON-PAYMENT
405 CONNECTION TO THE WATER AND SEWER SYSTEMS	412 CHANGE OF OWNERSHIP, OF UNPAID BILLS
406 OWNER TO BEAR COST AND BE RESPONSIBLE FOR SERVICE LINES	413 RESTORING SERVICES
407 SEWER CONNECTIONS, FEES AND DEPOSITS	414-498 RESERVED
	499 PENALTY

401 PURPOSE: To establish the procedures, requirements, and costs for connecting to and making use of the County water and sewer systems.

402 GOVERNING REGULATIONS: Where there appears to be, or there is in fact, a conflict between this chapter and other chapters of these Regulations, the chapter providing the more stringent requirement, standard, or procedure shall govern.

403 DEFINITIONS: The definitions in CHAPTER I shall be used in this Chapter unless the context of any section of this Chapter specifically indicates that such definitions are not applicable.

404 DEPOSITS, FEES AND CHARGES: The Board of Commissioners of the County shall establish the deposits, fees and charges for the connection to and use of the County Water and Sewer Systems. These deposits, fees and charges shall be listed in a schedule which shall be approved by the Board of Commissioners. The approved schedule in force on the date a deposit, fee or charge is required shall govern the amount of the deposit, fee or charge.

405 CONNECTION TO THE WATER AND SEWER SYSTEMS:

405.1 All connections shall be made and maintained in accordance with County specifications and standards. No person shall:

(a) Construct or connect a service line to a County System until permission has been given by the County.

(b) Connect a service line to more than one building or facility. (Every building and facility shall be metered consumption separately.)

(c) Install, cause to be installed or, with knowledge thereof, permit to exist a connection, tap pipe, or other obstruction which protrudes into or otherwise obstructs a County sewer or water line.

(d) Connect any source of storm, surface or ground water into a County System or a service line.

405.2 During construction of a building, all floor drains, sink traps, stand pipes or other openings into the sanitary sewer service line which are in the basement level or, if there is no basement, on the ground floor level, shall be plugged or sealed to eliminate storm, surface or ground water entering the service line. No pumps shall be discharged into the service line.

405.3 No connections shall be made unless and until the fees and deposits herein imposed, along with all other charges and fees that pertain to that County System, have been paid. The payment of the fees and deposits enumerated in these Regulations does not relieve any person from the responsibilities enumerated in these Regulations.

405.4 Main lines are required to be pre-existing within property boundaries or right-of-way of property before a service connection can be made.

406 OWNER TO BEAR COST AND BE RESPONSIBLE FOR SERVICE LINES:

406.1 All costs and expenses incidental to the installation, connection, reconnection, removal, or relocation of service lines shall be borne by the owner of the property being connected to the County System. The owner shall indemnify the County from any loss or damage that may directly or indirectly be occasioned by the installation and/or service work performed on service lines.

406.2 The owner shall be responsible for all leaks or blockage in a service line and shall, at his or her expense, construct, maintain and keep it in good repair. When leaks or other defects in a service line are discovered, the County may disconnect the service line. Except in cases of emergency, however, the County shall give the owner notice of such difficulty and shall allow the owner reasonable time in which to have repairs made or other maintenance work accomplished.

407 SEWER CONNECTIONS, FEES AND DEPOSITS:

407.1 The owner of any lot or plot of ground who is required by law or who wishes to connect into a sewer system of the County, shall first pay a capacity fee as established by the County based on the gallons of standard strength sewage discharged in one average day. The average day gallonage shall be determined from Table 4-1, unless approved otherwise by the County for commercial or industrial uses, or uses which are in existence at the time the connection is made. Any metered or recorded gallonage used in lieu of what is shown on Table 4-1 shall be increased by one third (1/3) before being multiplied by the capacity fee rate. The District shall determine the average day gallonage for those uses not listed in Table 4-1. This table can be listed on the next page.

407.02

TABLE 4-1 SCHEDULE OF AVERAGE DAILY GALLONAGE:
(See accompanying notes)

Place or	<u>Gallonage Per Day</u>
Apartments (Condominiums)	250 one bedroom 300 two bedroom 350 three bedroom
Assembly halls (including theaters, auditoriums and assembly halls not otherwise shown herein)	2 per seat 75 per lane 3-5 per
Bowling alleys; no food service	sanctuary seat 5-7
Churches, small Churches,	per sanctuary seat 50
large, with kitchen Country Clubs	per member or 35 per
*Note (a) and (b)	seat 2 per person 5
Dance Hall	per car space
Drive-in	25 per
theaters	employee 35 per
Factories and warehouses, no showers	employee
Factories and warehouses, w/showers	35 per seat 50
Food service operations Ordinary	per seat 5 per
restaurant, not 24 hour	seat 100 per
24 hour restaurant Banquet rooms	seat 35 per seat
Restaurant, along freeway Tavern,	50 per car space
very little food service Curb Service,	
drive-in Vending machine restaurants	
(Note "a" does not apply)	300 per bed
Hospitals, no resident personnel	100 per
Institutions, residents Laundries,	person
coin-operated Laundry wastes,	400per unit
commercial and industrial	
Mobile Home	Consult County 300
	per mobile home
	space 100 per unit
Parks Motels	150 per resident 100
Nursing and rest homes	per resident
	employee 50 per
	non-resident
	employee

<u>Place or Use</u>	<u>Gallonage Per Day</u>
Office Buildings	20 per employee 0.2 per sq. ft. of floor space
Recreational Vehicle dumping station	Consult County
Recreational Vehicle parks and camps	125 per trailer or tent space
Residential Units except apartments	
Single-family house	400 per family
Two and three-family building	300 per family
Retail Store	20 per employee
Schools: elementary	15 per pupil
high and middle	20 per pupil
Service Stations	1000 per first bay or pump 500 per each additional bay or pump island
Shopping Center without food service or laundries	0.2 per sq. ft. of floor space
Swimming pool, average	3-5 per swimmer, design load
Swimming pool, with hot shower	5-7 per swimmer design load
Vacation Cottage	50 per person
Youth and recreation camps	50 per person

Notes (a): Connection fees for all food service operations including the food service portion of other operations such as Churches and Country Clubs shall be doubled to provide for the 400 ppm B.O.D.s loading from these sources.

Note (b): The gallons per day that requires the largest treatment capacity shall be used to compute the capacity fee.

Note (c): The connection fee for a building with more than one of the listed uses (places) shall be computed based on the total gallons per day derived from adding together the gallons per day for each use of that building. Sewer connections for which fees have been paid in the amount required at the time the permit to connect or tap was issued, shall be permitted without additional fees being charged, except when an existing connection will service a use that contributes more sewage than the use designated on the permit, in which case, the difference between the current connection fees based on the original use and the proposed use shall be paid to the County.

- 407.3 In addition to the capacity fee the owner of any lot or plot of ground connecting into a sewer system of the County shall pay such other fees and charges as are established by the County and described in the Deposit, Fee and Charge Schedule.
- 407.4 All pretreatment or other extra costs as required to comply with these regulations are additional to the deposits, fees and charges established by the County.
- 408 WATER CONNECTION (TAP):
- 408.1 The owner of any lot or plot of ground who wishes to connect to a County water system shall first pay a capacity fee and meter fee as established by the County.
- 408.2 When a service line is used for fire protection, the water capacity fees shall be reduced as stated in the County adopted Fee Schedule in force on the date fees are due. The service line for fire protection shall be separate from all other service lines. There shall not be any connection between a fire protection system and water system for domestic use.
- 408.3 When a meter, larger than a 2" meter, is to be installed between the County water system and a water system which is owned and operated by a public utility or local government, the meter shall be called a "master meter". The capacity fees for such a master meter shall be as stated in the County adopted Fee Schedule in force on the date fees are due.
- 408.4 The District shall install a meter set, including meter and shut off valve at a point on or near owner's property. This meter set shall be for the exclusive use of the District. Owner/customer shall be prohibited from inhibiting the District's ability to gain access to meter set. Owner/customer shall also be prohibited from entering, tampering with, damaging, or destroying any part of the meter set. Any damage to meter set caused by owner/customer, his agents or assigns shall be repaired by District, with costs for repairs being added directly to customer's water bill. Failure to comply with this regulation shall be subject to the provisions of Section 199, Penalty, of these Regulations, criminal prosecution and/or immediate disconnection of water service.
- 408.5 Owner/customer shall install for their personal use a shut off valve inside the home foundation. If District staff is called upon to disconnect water service because of a leak within a dwelling,

a shut off must be installed at the foundation before water service will be restored to the dwelling.

- 408.6 Owner/customer shall also install a backflow preventing check valve approved by the Ohio Environmental Protection Agency, the Ohio Department of Health, and the District.
- 408.7 Owner/customer may also if necessary install a safety relief valve and/or expansion tank on hot water tank, and a pressure regulating valve.
- 409 INSPECTION:
 - 409.1 All connections to a County system shall be inspected by the County.
 - 409.2 The County shall be given 24 hour notice when an inspection is required.
- 410 SERVICE CHARGES: There shall be a Water Service Charge and a Sewer Service Charge established by the County.
 - 410.1 The owner of the property which is served by either a County Water or Sewer or both systems shall be liable for all charges for the service rendered that property.
 - 410.2 Unless provided otherwise by agreement between a property owner and the County, Water and/or Sewer Service charges will begin on the dates, stated herein, and continue to be charged thereafter unless the property is disconnected from the County System for which service charges have been rendered. Sewer Service charges will commence on the date service line installation has been completed and approval thereof has been given by the County. Water Service charges will commence on the date the water service is turned on.
 - 410.3 The sewer service charge for any property which has a County owned water meter installed shall be determined as described in the Deposit, Fee and Charge Schedule using the amount of water recorded on the water meter as the amount of sewage entering the County Sewer System.
 - 410.4 If, "in the judgement of the County", the sewer service charge for any property which does not have a water meter should be based on a metered flow, the County will notify the property owner of this determination. The sewer meter and its installation shall be at the

owner's expense and shall be approved by the County prior to its use for determining the amount of sewer service charge owed the County.

410.5 Regardless of the method used to determine the sewer service charge, the sewer service charge shall be increased in proportion to the amount the sanitary sewage concentrations exceed 200 ppm BOD and 200 ppm Suspended Solids.

411 BILL AND PAYMENT FOR SERVICES; REMEDIES FOR NON-PAYMENT:

411.1 All bills shall be due and payable on the date shown on the bill. When service to any premises is established or there is a change in occupancy, the following will apply. If a move-in occurs within 5 calendar days of the end of a billing cycle, the usage will be included on the following month's bill for service. If a move-out occurs within 5 calendar days of a new billing cycle the usage will be included on the previous month's bill for service.

411.2 Bills will be mailed to the occupant of the address of the premises serviced unless the Owner requests, in writing, that the bill be sent to their address specified by them. The changing of the address does not relieve the owner of the responsibility for all charges for services rendered to the property.

411.3 The County reserves the right to terminate utility services for non-payment of the bill by the due date. The following procedure for termination will be followed:

- A. Notice of the pending termination will be provided to the party responsible for paying such bill by first class mail, postage prepaid.
- B. Refer to Section 8 of the Plains Water and Sewer District Policy and Procedures guideline for information regarding Delinquent Accounts.
- C. If a hearing is not requested within five (5) days of the date the final notice was sent, the County will proceed with termination of services and will leave on the property at the time of termination a 'NOTICE OF TERMINATION OF UTILITY SERVICE.'

The County further reserves the right to terminate service for emergencies, repairs, line replacements, and when there has been an unlawful connection of services.

- 411.4 Bills unpaid after the date shown on the bill shall be considered delinquent and shall subject the premises to a 5% per month late charge.
- 411.5 The owner shall notify the County of any errors or discrepancies in the billing prior to the date the bill becomes delinquent. Failure to make such notification constitutes acceptance of the bill as mailed.
- 411.6 The failure to receive a bill shall not relieve the Owner of the obligation to pay the same when due.
- 412 CHANGE OF OWNERSHIP, LIABILITY OF UNPAID BILLS: When a property which receives either water or sewer service from the County changes ownership, the person who will become the new owner shall, within twenty-four (24) hours of change of ownership, notify the County of the change in ownership.
- 413 RESTORING SERVICES: Service shall be restored in accordance with Section 113 of these Regulations.
- 414-498 RESERVED
- 499 PENALTY: Whoever violates any provision of this Chapter or County directives pursuant to this Chapter shall be subject to the remedies of Section 199, Penalty, of these Regulations.

ATHENS COUNTY SEWER DISTRICT WATER AND SEWER REGULATIONS

CHAPTER V WATER AND SEWER DESIGN CRITERIA

501	PURPOSE	506	WATERLINE
502	REFERENCES PUBLICATIONS	507-598	RESERVED
503	DEFINITIONS	599	PENALTY
504	GENERAL REQUIREMENTS		
505	SANITARY SEWER DESIGN		

501 PURPOSE: This chapter establishes the design criteria for water and sewer systems. This criteria is intended to supplement rather than replace sound engineering design practice.

502 REFERENCE PUBLICATIONS: The design of the components of the water and sanitary systems shall conform with the provisions of the following publications, except as such provisions are modified or amended herein. When there appears to be, or there is in fact, a conflict between the provisions of the references publications, the one providing the highest or most stringent requirement shall govern.

502.1 Recommended Standards for Wastewater Facilities, Great Lakes Upper Mississippi River, the most recent Edition.

502.2 Recommended Standards for Water Works for Great Lake Upper Mississippi River, the most recent Edition.

502.3 Ohio Environmental Protection Agency Requirements.

502.4 Athens County Sewer District Construction and Material Specifications.

502.5 Athens County Sewer District Standard Drawings.

503 DEFINITIONS: The definitions of CHAPTER I shall be used in this Chapter, unless the context of any section of this Chapter specifically indicates that definitions are not applicable.

504 GENERAL REQUIREMENTS:

504.1 All easements granted to or reserved by the County shall be at least twenty feet wide except that an easement may be ten feet wide when it borders another easement or a public right-of-way, part of which can be used for the purpose of the easement. Notwithstanding the above, all easements and easement right-of-way combinations shall be wide enough to insure that the easement limit is five feet away from all County utilities within the easement.

504.2 The water line and sewer design shall use pipe that is, in conjunction with the specified bedding, strong enough to withstand the trench loading and line loadings imposed now or in the known future.

504.3 The design of the water and sanitary systems, and their components, shall be based on generally accepted engineering practices which are compatible with the reference publications and these Regulations. When required by the County, the Engineer shall submit design calculation sheets.

504.4 Construction drawings shall be prepared in accordance with generally accepted practices for all sanitary sewers and water lines which are proposed to be owned or operated by the County. The drawings shall be signed and sealed by a Professional Engineer, licensed in the State of Ohio.

(a) All drawings shall be made on reproducible material (linen or mylar) sized 24 inches by 36 inches. The proposed work shall be shown in both plan and profile on the same sheet and in sufficient detail to clearly show all work to be done. The drawing shall also show existing and proposed rights-of-way, property lines and easements, as well as the existing or other proposed improvements to or features of, the land in area of the improvement. In general, the horizontal scale shall be one inch equals fifty feet or one inch equals twenty feet, and the vertical scale shall be one inch equals five feet or one inch equals ten feet, except when larger scales are necessary to show details or special work. The drawings shall contain general notes and summary of estimated quantities. All drawings shall be

made in ink and a title block shall be included on each sheet. Spaces shall be provided on the first sheet for the approval signatures of the County and other apparent Officials. Water and sewer improvements may be included on the construction drawing for other improvements, provided that the construction drawings provide the information as required herein.

- (b) The general notes shall include a reference to the County specifications.
- (c) Supplemental specifications may be submitted as separate documents typewritten or printed on eight and one-half by eleven inch paper or may be part of the construction drawings.
- (d) All sets of plans shall include a location map, a 200 scale drawing of the development, the development title, required signature spaces, a standard drawing list, and an index.

504.5 Except for applications for service to one and two family dwellings, site plans or utility plans will be required for the installation of service lines.

The site or utility plan shall conform to the following.

- (a) Contain the name and location of the lot or project, the scale, a north arrow and a reference to the County Regulations.
- (b) Be signed and sealed by a Professional Engineer licensed in the State of Ohio.
- (c) Show the proposed work in plan and, when required for clarity, in profile, and in sufficient detail to clearly show all work to be done. The drawing shall also show existing and proposed rights-of-way, property lines and easements, as well as the existing or other proposed improvements to or features of, the land in the area of the improvement. In general, the horizontal scale shall be one inch equals fifty feet or one inch equals twenty feet, and the vertical scale shall be one inch equals five feet or one inch equals ten feet, except when larger scales are necessary to show details or special work.

504.6 A Grading Plan shall be prepared for all development covered under this regulation. The Grading Plan may be combined with other plans, if such a combination is neat and the information easily read. The Grading Plan shall show:

- (a) The development title, sheet scale, north arrow, and location map unless it is made a part of other drawings. The scale shall be no less than one inch equals fifty feet.

(b) The floor elevations for first floor of proposal structures.

(c) The proposed elevations, slopes, and grade of the site in the area of the improvements.

504.7 When the proper County Officials have affixed their signatures to the construction drawings, such drawings become the property of the County as a record of the County Systems; however, the Owner shall cause the drawings to be corrected to conform to the "as-built" conditions. Public water and sewer improvements will not be accepted by the County until reproducible "as-built" construction drawings are delivered to the County together with two prints thereof. As used herein reproducible copy shall mean ink on linen or mylar or photographic reproduced drawing on mylar which will accept ink, will produce clear, sharp prints, and will not fade, darken or become brittle with age.

504.8 The "as-built" drawing shall show changes in the construction as shown in the Contractor's records and observed in the field. The "as-built" drawings shall also get dimensions to the water and sewer taps from two permanent landmarks such as manholes, fire hydrants, catch basins, top of curb or edge of pavement.

504.9 Prior to the filling of any plat or deed of easement which contains an easement or right-of-way in which County owned water and sewer system components are to be or have been installed, said plat or deed of easement shall be accepted/approved by the County .

505 SANITRY SEWER DESIGN:

505.1 Sanitary sewers shall be designed to maintain a minimum velocity of two feet per second at the design flow. The minimum pipe diameter shall be eight inches, unless otherwise approve by the County. The minimum cover over the sewer pipe shall be thirty-six inches. The sewer pipe shall be designed to carry peak flows based on the Ohio EPA design criteria.

505.2 Wye Branches shall be installed during the construction of the collector sewers. If the sewer is located in a street, service extensions shall be made to within one foot of the street right-of-way lines. Where the sewer is more than twelve feet deep, risers shall be included as part of the construction work. Such risers shall be brought to between ten and twelve feet below ground.

505.3 Sewer service lines shall have a minimum internal diameter of six inches and be laid with a minimum fall of one fourth inch per lineal foot unless approved otherwise by the County.

506 WATERLINE DESIGN:

- 506.1 Waterlines shall be designed using a "C" = 140 or less. The minimum size water line with one fire hydrant shall be six inches and with two or more fire hydrants shall be eight inches, unless otherwise approved by the County. All other waterlines shall be no less than two inches. All water lines shall have a minimum cover of four feet.
- 506.2 The maximum head loss permitted at the design velocity shall be five feet per thousand feet of pipe.
- 506.3 The minimum residual pressure at the design flow (fire and/or domestic flows as appropriate) at the highest inhabited floor of any building shall be 20 psi.
- 506.4 Fire hydrants shall be spaced so that any point of inhabited building can be reached by less than 500 feet of fire hose from the first hydrant and 500 feet of hose from the second hydrant. All fire hydrants shall conform to the County Standard Drawings.

507-598 RESERVED

599 PENALTY: Whoever violates any provisions of this Chapter or County directives pursuant to this Chapter shall be subject to the remedies of Section 199, Penalty, of these Regulation.

ATHENS COUNTY SEWER DISTRICT WATER AND SEWER REGULATIONS

CHAPTER VI

WATER AND SANITARY SEWER CONSTRUCTION PROCEDURES

601	PURPOSE	607	PLAN REVIEW FEES AND
602	DEFINITIONS	608	NOTIFICATION OF THE DISTRICT
603	PROCEDURES	609	CONDITIONAL ACCEPTANCE
604	PLAN APPROVAL	610	MAINTENANCE GUARANTEE FOR
605	OBLIGATIONS OF THE OWNER, CONSTRUCTION GUARANTEES, VIOLATIONS OF PROVISIONS		IMPROVEMENTS; BOND
606	INSPECTION	611	FINAL ACCEPTANCE
		612	OFFICIAL NOTICES
		613-698	RESERVED
		699	PENALTY

- 601 PURPOSE: This Chapter establishes the procedures to be followed during the construction of components of water and sanitary systems that are or will be owned by the County.
- 602 DEFINITIONS: The definitions of CHAPTER I shall be used in this Chapter unless the context of any section of this Chapter specifically indicates that such definitions are not applicable.
- 603 PROCEDURES: All portions of a water or sanitary system which make use of a system that is or will be owned or operated by the County shall be designed and constructed in accordance with the requirements of the County in force on the date of the beginning of construction as such requirements are stipulated in the following:
- 603.1 Athens County Sewer Regulations.
 - 603.2 Athens County Sewer District Construction and Material Specifications.

- 603.3 Athens County Sewer District Standard Drawings.
- 603.4 Construction Drawings approved by the appropriate County Officials.
- 604 PLAN APPROVAL: Prior to the commencement of construction on any Water or Sewer System or System Components, which said Systems or Systems Components will be owned or operated by the County, construction drawings shall be prepared in accordance with CHAPTER V of these Regulations and approved by the County. Failure to obtain said approval may result in rejection by the County of any construction performed prior to obtaining said approval.
- 605 OBLIGATIONS OF THE OWNER, CONSTRUCTION GUARANTEES, VIOLATIONS OF PROVISIONS: In consideration of the approval of the Construction Plans, the Owner of the parcel or tract of land being developed shall be subject to the following:
- 605.1 The Owner shall hold the County and its employees and agents free and harmless from any and all claims which might originate by virtue of the development of the subject land or the conduct of the Owner, its agents or employees relative to said development including, but not limited to, any and all claims for damages of every nature whatsoever or for injunctive relief emanating from the construction and improvements or resulting from the construction and improvements of said developed area; and the Owner shall defend, at his own cost and expense, any suit or action brought against the County or its employees or agents by reason thereof excluding, however, any such liability that might result from the sole negligence of the County or its employees or agents. The Owner acknowledges that Owner and its agents or employees are knowledgeable developers who will utilize said knowledge and skill in developing the subject land and though conforming to County requirements, Owner is relying solely on his own expertise or the expertise of his agents in developing the subject premises; and the Owner is not relying on any skill or expertise of the County, its agents or employees in preparing the developed area in accordance with sound engineering and development practices.
- 605.2 Upon filing of the plat or easements for the improvements to the County Systems, the construction of these improvements shall be guaranteed by filing with the County evidence satisfactory to the County of one of the following:

- (a) A performance bond equal to one hundred percent (100%) of the estimated construction cost of the improvements, with the provision that the bond proceeds shall be used to cover the cost of contractors, subcontractors, materialmen, laborers, and other costs to the County to complete the project upon default by the Owner;
- (b) A certified check equal to one hundred percent (100%) of the estimated construction cost of the improvements; or
- (c) Subject to the approval of the County Attorney, a Certificate of Deposit or an irrevocable Letter of Credit made out to the County, equal to one hundred percent (100%) of the estimated construction cost of the improvements.

- 605.3 All permits and approvals shall be obtained and all fees and deposits paid prior to the commencement of any construction by any owner or developer.
- 605.4 During construction and prior to acceptance of any improvement, the Owner shall remove or cause to be removed such dirt and debris and foreign matter from all public rights-of-way, improvements and/or easements as were deposited, left or resulted from the construction of improvements of any nature to the County Systems within twenty-four (24) hours after being notified by the County that such removal is required. Such removal shall be done to the satisfaction of the County.
- 605.5 A development agreement shall be executed in such form on such terms and conditions as specified by the County.
- 606 INSPECTION: The construction of all water and sewer systems that are or will be owned or operated by the District shall be inspected as described in the Athens County Sewer District Construction and Material Specifications.
- 607 PLAN REVIEW FEES AND DEPOSITS: Prior to submitting construction drawings for review, a plan review fee shall be deposited with the County. Prior to beginning any construction, an inspection fee shall be deposited to cover the cost of the inspection described in Section 606 of these Regulations. The fees shall be paid by depositing with the County an amount estimated to be sufficient to cover the cost of the County of plan review, administration, inspection, testing, recording the construction on County's records, and costs incidental thereto.

608 NOTIFICATION OF THE COUNTY:

608.1 The County shall be notified three (3) working days prior to when construction work is scheduled to begin. Throughout the duration of construction, the County shall be kept informed of the construction schedule. Any breaks in the construction work which are longer than five (5) working days shall require three (3) working days notice.

608.2 Upon receipt of the initial notice of when construction is to begin, the County shall determine what remains to be done before construction starts and notify the developer thereof or give permission to begin construction. No construction shall begin without the permission of the County.

609 .CONDITIONAL ACCEPTANCE: Upon substantial completion of the construction as shown on the drawings, the County may conditionally accept the County System portion of the System Components constructed by owner or developer. This acceptance is conditioned upon:

609.1 The posting of a maintenance guarantee;

609.2 The submission of a set of "as-built" drawings;

609.3 All major components of the County System being completed to the extent that does not present undue health or safety hazards to the current or potential user of the County System; and

609.4 A guarantee being made that is satisfactory to the County for the completion of the unfinished work. This guarantee is in addition to the maintenance guarantee.

610 MAINTENANCE GUARANTEE FOR IMPROVEMENTS; BOND:

610.1 The Owner shall guarantee all improvements to the County System for a period of at least one year from the date such improvements are conditionally accepted by the District. This guarantee shall include any and all defects and deficiencies in workmanship and materials. The Owner shall be responsible for the cost of all labor, materials, equipment and other incidentals required to maintain, repair and replace any or all of such improvements and to maintain them in good and proper condition, excluding ordinary wear and tear, but including filling trenches and restoring lawns, sidewalks, yards, streets, sewers, waterlines, pipelines, etc., during the one year guarantee period. In the event the Owner fails to make such maintenance, repairs or replacements within a reasonable time

after notice in writing by the County or in the event of an emergency which may endanger life or property, the County may make or cause to be made, such repairs or replacements at the expense of such Owner. In order to indemnify the County for the expense of any such repairs or replacements made by or at the direction of the County, a guarantee shall be made by filing with the County evidence satisfactory to the County Attorney one of the following in an amount equal to ten percent of the cost of the improvements.

- (a) A maintenance bond,
- (b) A certified check, or
- (c) A Certificate of Deposit or an irrevocable Letter of Credit made out to the County.

610.2 The Maintenance Guarantee will be released upon final acceptance of the improvements by the County.

611 FINAL ACCEPTANCE: Final acceptance and release of the Maintenance Guarantee shall be given after all the improvements to the County Systems have been satisfactorily maintained, all defects or deficiencies have been corrected and all expenses incurred by the County pursuant to the development have been paid in full.

612 OFFICIAL NOTICES: All official notices to be sent to the County shall be sent to the Office of the County Commissioners, 15 South Court Street, Athens, Ohio 45701. The County will send all notices to the last known address of the developer or owner who initially contacted the County concerning the proposed construction, unless notified in writing to do otherwise.

613-698 RESERVED

699 PENALTY: Whoever violates any provision of this Chapter or County directives pursuant to this Chapter shall be subject to:

699.1 The remedies of Section 199, PENALTY, of these Regulations.

699.2 The County stopping all work on the County Systems forthwith upon the County having posted a notice to stop work at the site of the improvements.

699.3 The County continuing any unfinished work or replacing any unaccepted work to a point that the improvements to the County Systems do not appear to create a health or safety hazard or create maintenance or repair expense to the County because of their state of completion by:

create maintenance or repair expense to the County because of their state of completion by:

- (a) Holding the bonding company responsible for all actual expenses incurred, including engineering, legal and construction expenses, plus interest, from the date of default by the Owner and/or his Contractor or representatives, to the date the County receives reimbursement for all expenses incurred, or
- (b) Using the certified check, or proceeds thereof, or proceeds of the Certificate of Deposit or the Letter of Credit.

699.4 The County refusing to accept the improvements.

699.5 The County refusing to provide water and/or sewer service which requires the use of the improvements which are found to violate this Chapter.

ATHENS COUNTY SEWER DISTRICT WATER AND SEWER REGUALTIONS

GENERAL CHAPTER VII

- 7.1 The Plains Sewer District #1 was established for the purpose of preserving and promoting the public health and welfare. (Adopted December 4, 1969 Journal 27 pages 586-587)
- 7.2 Because it is desire of the Athens County to provide an adequate supply of filtered and purified water to the habitants of The Plains Sewer District. An agreement was made between The City of Athens and Athens County to purchase water from The City to be distributed through water distribution facilities constructed by The County. (Adopted April 2, 1973 Journal 29, page 485)
- 7.3 Finances - Water System Revenue Bonds were issued in the amount of \$350,00.00. (adopted March 19, 1973, Journal 29, page 467) Sewer Assessment Bonds were issued for \$363,435. (Adopted September 18, 1974, Journal 30, Page 404)
- 7.4 The Athens County General Sewer District was established August 2, 1996. It is the intent of the Athens County Commissioners to assess the viability of each specific Sewer Service Area or proposed Sewer Project within the County, on its own merits, based upon the facts, circumstances and particulars of that area and depending upon whether or not a given municipal corporation has asked to be included within such County Sewer District and as each possible Sewer Project takes form to keep the financing, construction cost and debt service of each Project separate, but to provide that all separate Sewer Service Areas share operations, maintenance and repair costs on a pro-rate, or other equitable basis. (Adopted August 2, 1996, Journal 52 page 397)
- 7.5 The Buchtel Area Water and Sewer District was established and began operations on November 1, 1999. It was Athens County desire to provide and adequate supply of filtered and purified water to residence of this area. An agreement was made between The City of Nelsonville and Athens County to purchase water from The City to be distributed through water distribution facilities maintained by The County, (adopted April 12, 1999)
- 7.6 An Agreement was made between The City of Nelsonville and Athens County to construct certain sewer collections systems and to purchase Sanitary Sewer Treatment Services. It was established for the purpose of preserving and promoting the public health and welfare of The Buchtel Area.

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Comb'd.

Enclosed on two application forms, only one of which need to be filled in and submitted to my attention. Please note the general instructions on the reverse side of the forms which will assist you in providing the desired information. An order is issued as this is the expected time application will be closed within a 30 day period. Since general permission was approved by the Board of Department of Health on April 23, 1968, you should authorize preparation of detail plans immediately.

For your information, a permit is issued for a given period of time (average one year) and renewal is contingent upon compliance with certain conditions. When facilities are suitably and satisfactorily attended, renewal is contingent only upon continued satisfactory operation and maintenance of the facilities. When satisfactory conditions are maintained, corrective steps are not required. The office has no further notices of this application form prior to expiration dates to facilitate the submission of applications for renewal. Should you have any questions, feel free to write me.

Sours truly,

9/ Robert V. Cottrell, P.E.

Principal District Sanitary Engineer OJC/ah BncL

101 Central Office-Al Kail, Bari Richard 001 Athena County Health Department.

A motion was made by Mr. Edwards and seconded by Mr. White that the above bills be read a part of the minutes. The roll being called upon its adoption the vote resulted as follows: Mr. Beattie, ye; Mr. Kline, ye; Mr. Cline, Jha.

The Board of Commissioners of Athens County, Ohio, not in regular session on December 11, 1969, with the following members present: John O. Oline, Jack E. Vute, Josna R. Edwards,

Mr. White offered the following preamble and resolution and moved the adoption of the same, which was duly seconded by Mr. Edwards.

Resolved, that the Board of Commissioners of Athens County, Ohio, do hereby create and establish a She Plains Sever District, to be known as the She Plains Sever District, and that the Board of Commissioners of Athens County, Ohio, do hereby approve the creation and establishment of said district.

It is the unanimous opinion of the Board of Commissioners of Athens County, Ohio, that for the purpose of preserving and promoting the public health and welfare of the She Plains Sever District, No. 1 should be established and maintained as established within said County) and

MHBSSAS, Chapter 6117 of the Revised Code of Ohio, provide that the County Commissioners by resolution duly adopted may lay out, establish and maintain sewer districts within their respective counties; therefore

BE IS RESOLVED, by the Board of Commissioners of Athens County, Ohio, that for the purpose of preserving and promoting the public health and welfare, She Plains Sever District No. 1 be and the same is hereby established with the boundaries as set forth below:

Situated in the State of Ohio; Athens County; Athens Township, Section 17, 16, 23 and 24 and Dover Township, Sections 19 and 25 and more particularly described as follows:

Beginning at a point in Section 24, Athens Township, said point being the southeast corner of the 1.87 acre tract presently or formerly owned by Roy O. and Julia P. Porter, tract as recorded in Volume 270, Page 221, Athens County Record of Deeds and being in the east line of Farm Lot 113; thence north 3 degrees east with a line east line of Farm Lot 113 a distance of approximately 118 feet to the northwest corner of the Raymond A. & Marie Mitchell 2.13 acre tract as recorded in Volume 177, Page 111 and Volume 175, Page 170 Athens County Record of Deeds; thence north 58 degrees 53' west a distance of approximately 103.7 feet to the southeast corner of the Charles E. and Alberta Unsoott 1.13 acre tract as recorded in Volume 210, Page 597 Athens County Record of Deeds; thence northwesterly a distance of approximately 100 feet to the southeast corner of the Umr O. Schulte 0.33 acre tract as recorded in Volume 271, Page 631 Athens County Record of Deeds; thence with the southerly line of the Schulte tract, northerly a distance of approximately 118 feet to the southwest corner of said tract; thence northerly with the west line of the Schulte tract a distance of approximately 122 feet to the northwest corner of said tract; thence northwesterly a distance of approximately 77 feet to the southwest corner of the Baal L. & Camet L. Cullison 0.511 acre tract as recorded in Volume 278, Page 371 Athens County Record of Deeds; thence south 37 degrees west a distance of approximately 161 feet to the southeast corner of the Ida Danis 15.0 acre tract as recorded in Volume 269, Page 9 Athens County Record of Deeds; thence north 70 degrees west with the southerly line of the Danis tract, a distance of approximately 562 feet to the southwest corner of said tract; thence north 83 degrees east, with the west line of the Danis tract, a distance of approximately 1012 feet to the southeast corner of the Don and Carol Kevsone 0.31 acre tract as recorded in Volume 276, Page 2169

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Athena County Record of Deeds, to wit a distance of approximately 336 feet to the south-
 east corner of the Stanley 1st St. Harriett Kao Division 0.5 son inst u Biteded ia Volu&a 276.
 Pass #B6 Athens County Record of Deeds) thence north, with the vast of too
 a distance of approximately 150 feet to the northeast corner of said tract, thence west a distance of
 approximately 175 feet to the northeast corner of the Plains Ordnance tin #1111111111 3.68 acre tract as
 recorded in Volu&a 280, Page 169 Athens County Record of Deeds, said northeast corner also being in
 the map Uno of F.L. lib) thence north with the v e s t o f P.J., Hi; * distance of approximately 536
 feet to a point, said point being 165 feet north of the south line of P.L. Uno | thence east a distance of
 approximately 180 feet to a point 1/2 the north of the Arthur D^o 4 BUa both B^o KCooy 20 acre tract
 &a Eacorded la Volu&a 18U, Page 158, Athens County Record of Deeds, said point being 300 feet
 distant from the westerly light of way Has of the first alley west of Soy Avenue, this
 distance being measured at right angles to said westerly light of way (line) thence north westerly
 parallel to and 300 feet distant from the westerly right of way line of the above alley, a

distance of approximately 915 feet to a point in the northern line of the BAtud A^o Oottoghia 162 acre tract as
 recorded in Volu&a 160, Page 171. Athens County Record of Deeds) thence north westerly a distance
 of approximately 600 feet to a point, said point being 565 feet east of the west line of 7th & Uij
 thence north westerly, through the northeast corner of Sootloa Sit, Atbeos TOanahp, a distance of
 approximately 130 feet to a point, said point being 300 feet east, measured at a right angle to the
 west line of Sootloa 19th Dover Township) thence north, parallel to and 300 feet west of the west line
 of Section 19 Dover Township, a distance of approximately 1660 feet to a point in the south line of the
 Brahsr Xaor Subdivision; thence east, with the south line and the south line extended of said
 Breaker Kaor Subdivision, a distance of approximately 1314 feet to a point in the centerline of
 U.S. Sattr 33; thence easterly with said centerline of U.S. Sattr 33 a distance of approximately
 7390 feet to a point in the centerline of the 0th & 0th and H.7th0. Railroad (Company) these
 centerlines with said railroad centerline a distance of approximately 1350 feet to a point in the
 northern line of F^o 67; thence north westerly, with the northern line of F^o 67, a distance of
 approximately 150 feet to the east line of lot Be. It9 of Slatortvn Subdivision; thence south westerly
 a distance of approximately 960 feet to the Southeast corner of Lot Ha. 53 of Slatortva Subdivision
 thence north westerly a distance of approximately 830 feet to the corner of lot Bo^o 67th The Plains)
 thence north westerly with the northern line of lot Ko, 677 and the extension of said lot line
 Eduard Stroot, a distance of approximately 55 feet to a point in the centerline of lot Ko. 676
 north westerly, with the east line of Lot Ko. & 67 a distance of approximately 135 feet to the northeast
 corner of a lot (lot) thence north westerly with the northern line of lots KO^o 676, 675^o 67k, 673, 712 end
 the northern line of Has of a 20 acre tract owned by RLchard & Kaxy BLchaol as recorded in Volu&a 219,
 Page 63 Athens County Record of Deeds, a distance of approximately 765 feet to the southeast corner
 of the said HUBarfL tract) thence north westerly a distance of approximately 175 feet to a point, said
 point being 330 feet south westerly of the 1st corner of lot So. fitO (corner at light angles to
 the southern line of lot Ka^o fiO) thence south westerly a distance of approximately 155 feet to the
 north east corner of the Oarato 1st & Ealen A^o KsaJc son tract as recorded in Volu&a 812, Page 511
 Athens County Record of Deeds) thence westerly with the north line of the 1st tract a distance of
 approximately 607 feet to the place of beginning and containing 620 acres more or less*

"1

8S XS F5JRIBSR ESS0L7H), that the same distance hereby laid out, established and obtained
 dated by the map and number of The Plains Sever District No^o 1 and Bvass, Kocfcsart,
 Boablotcn & Tilton, Inc., Consulting Engineers for this County, an harsh? anthrad end directed
 to prepare and file with this Board a general plan for the sanitary sewerage of said District*

Voting aye thereon 1 Hr. White, Mr* Bdwoods, Hr. codas*

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Sis Board of OasdssoBora of Atirns Oouaty, Ohio, oot la regular sessiob on Beanbor b,
 1969, with the following rashes pnsantt 2 nhn 0^o CUro, Jade B. Vhits, Jessa f. Edwardfi.

Presenting by
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Xr fidvosda offered the following preaablo and nscHntien aad moved Its adoption, thich
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 Oouaty, Ohio, as estahlhdshd by resolution adopted Bsegaber b, 19^9* hso been aRtroved bgr the I
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hot, ZBS090KB, SB XT SSOOTSD by the Board of County ftminlongro of Athens County,
 Ohio, that the bbrotoI r*111111 of sanitary savsrego for the Plains Sesor Dlatriot so* 1 presented
 by the OoasdlUas BngUmers be and are hereby O^proved sad tho OeaaOltias Bagtasors ara
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 Clains Sever UstrLot Ko. 1*

Voting Ays thereon* . Hr* Bdvatds, Kr. tOds, Kr. CUna.

A RESOLUTION ESTABLISHING ATHENS COUNTY GENERAL SEWER DISTRICT

The Board of County Commissioners of Athens County, Ohio, met in Regular session in the _____ office in the Athens County Courthouse on the 2nd day of August 1996, with the following members present:

Broc Irwin

William H. Thelsen

William J. Feteen offered the following preambles and resolution and for their adoption, which was moved and seconded by Broc Irwin _____:

WHEREAS, this Board has heretofore adopted resolutions for the establishment of sewage systems, of The Plains Sanitary Sewer District No. 1 (herein namely, referred to as the "Districts"); and

WHEREAS, Section 6117.01, et seq., of the Revised Code of Ohio provides that the Board of County Commissioners of any county may by resolution lay out, establish, and maintain one or more sewer districts within their respective counties, outside of municipal corporations, for the purpose of preserving and promoting the public health and welfare, and that said Board shall make, publish, and enforce rules and regulations

WHEREAS, this Board has received a recommendation that the territory within the Existing Districts be consolidated into a single new district and that there be included in such new district certain additional territory not heretofore a part of any county sewer district for the reasons that the creation of such a new district would simplify the basic sewer district organization of this County, would give greater recognition to the factors of location of population, topography, natural drainage, population trends and present and prospective land use, would facilitate the planning for and the construction, improvement, extension, management, operation, maintenance and financing of sewage facilities and reduce the cost thereof as well as improve cooperative efforts with municipalities, would allow more efficient and economical operation of sewage facilities, would assist in the reduction of existing pollution of public waters as well as provide more healthful water supplies by reducing the use of septic tanks and thus avoiding the contamination of the ground water, would safeguard to a greater degree the health of the residents of this County and of the affected areas and would provide for the orderly and related development of such areas and

WHEREAS, this Board has determined that such recommendation should be adopted for the reasons aforesaid, and, as a result of such determination, this Board

it necessary to establish a new sewer district to be known as "Athens County Sewer District" and to be cc General related territory, it being mprised of the territory within the Existing Districts and district, are fair and reaso r other portions of the County fhereby determined further that the boundaries of such new

WHEREAS, it is th<> intent of the Athens County Commissioners to assess the viability of each specific Seu er Service Area or proposed Sewer Project within the County, on its own merits, based u son the facts, circumstances and particulars of that area and depending upon whether c r not a given municipal corporation has asked to be included within such County Sewer C istrict, and as each possible Sewer Project takes form, to keep

costs and debt service of each such Project separate, but to provide that all separate Se wer Service Areas share operations, maintenance and

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Athens County, Ohio:

Section 1. That, for the purpose of preserving, protecting and promoting the health and welfare, this public maintained, as of the date E?oand does hereby lay out and establish, and authorized to County General Sewer DU hereof a new sewer district which shall be known as Existing Districts and tha¹ "Athens Regional sewer district trict" which shall be comprised of all of the territory within Commissioners agree tha the within any excluded incoi additional territory not heretofore a part of any County or District which is outside of any incorporated municipalities. The

Section 2. That At t iens County General Sewer District as herein described provided for shall be and create / as of August 2, 1996 and shall be in effect for the purpose of budget procedures and after that date; provided, however, that the aggregate from of the budgetary allocations for the fiscal year of 98 for the existing Districts shall be

Section 3. That the Existing Districts shall be and the same are hereby asof 199@ dissolved as created by this resolute S ince the boundaries of Athens County General Sewer and such Existing Districts District in sn include all of the territory located in such Existing for the purpose of the Districts theretofore constructed om shall cease to exist and operate as of the date of this any County water and se resolution herein contained shall / tion and maintenance of County-owned sewer districts facilities

Section 4. All moneys received in payment of sewer rents and County tap-in charges for sewerage facilities serving Athens County General Sewer District, including any such rents and changes which may be on deposit on August 1, 1996 in the funds of the Existing Districts which may have accrued thereto as of the date of this resolution and which may properly transferred shall be paid into the sewer fund, as may be appropriate, for Athens General Sewer District and such funds are hereby apportioned and established effective of the date of this resolution. The moneys deposited in each such fund shall be used to pay: first the costs of the management, maintenance and

Section 5. There shall be created a separate County Fund for purposes of segregating costs, expenses and revenues associated with the financing, design, engineering, planning, construction and debt retirement of any specific Project or Service Area within the County, for the funds connected with, spent by or received from Project or sub-District operations, maintenance such purpose shall not be co-mingled with any other,

Section 6. Pursuant to law, if any of the municipal corporations within the county wish to become a part of the General County - Wide Sewer District, upon further discussion, agreement with the Commissioners and adoption of proper legislation,

Section 7. It is found and determined that all formal action of this Board and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all actions of this Board that resulted in such formal actions were deliberative and meetings open to the public.

Section 8. Each section of this resolution and each subdivision of any section thereof is hereby declared to be independent, and the findings or holding of any or subdivision of any section thereof to be invalid shall not be deemed or held to affect the validity of any other section or subdivision of this resolution, and, further, any finding holding of its invalidity or

Section 9. This resolution shall take effect immediately upon its adoption.

Voting "Aye" thereon:

BayJMsau

Broc Irwin,

William H. Theisen

The foregoing is a true and correct excerpt from the minutes of the meeting on August 2, 1996, of the Board of County Commissioners of Athens County, showing the passage of the resolution above set forth, which are set forth in such Commissioners' Journal Volume 52 at page 1007.



Clerk, Board of County Commissioners
Athens County, Ohio

Gkry Seele

Broc Irwin, Vice President



William H. (Bill) Heisen

ATHENS COUNTY SEWER DISTRICT WATER AND SEWER

CHAPTER VIII

801 WATER SERVICE TERMINATION AND NOTICE AND PROCEDURES

To ensure the non-discriminatory provision of water and sewer services and to provide due process in water and sewer application, billing and termination processes, the Athens County Commissioners hereby resolve to enact the following resolution for the regulation of services provided by the Athens County Water and Sewer District. It is further resolved that the adoption of the resolution is necessary as an emergency measure, and it is therefore effective immediately or as quickly as governing law would thereby permit. This resolution shall support and take precedence over any existing rules, procedures or resolutions to extent such conflicts exist.

802 DEFINITIONS:

1.) Consumer- Any person who is the ultimate residential user of water utility services provided by The District.
2.) Customer - Any person who enters into an agreement with The District to receive or to pay for residential water services provided by The District. Customers may, but need not, be customers of the services provided under such an agreement.
3.) Customer Household - Any service address in which the customer resides.
4.) Consumer Household -Any service address in which the consumer resides.
5.) Billing Address - The address at which the customer receives billings from The District. Billing address may, but need not, be the address at which said service are.
6.) Service Address - Any individual residential address at which water and/or sanitary sewer services are furnished a consumer or customer household. All service addresses will be individually metered. However, in apartment buildings, apartment complexes, duplex apartments, trailer courts, ECT. one meter may supply more than one house.
7.) District - The Athens County Water and Sewer District.
8.) County Commissioner - Board of Athens County Commissioners. It is the County Commissioners responsibility to establish reasonable rates and charges, set policies and regulations, and supervise the operations of The District pursuant to Chapter 611, Ohio Revised Code. The County Commissioners shall strive to arrange reasonable alternate methods of payment, or reasonable security for payment, in order to preserve utility services, and shall maintain residential utility services without discrimination.

802 DELINQUENT WATER BILLS:

Bills are sent out on the tenth (10) of every month are due at the end of the month. After due date a late fee of five (5) percent will be charged to the account. If payment has not been received for that billing by the twenty (20th) of the next month a delinquent notice will be sent out by first class mail. If payment has still not been received by the eight (8th) of the next month, termination of service will occur.

- For example, your September 10th bill is due September 30th and if you do not pay it, then you receive your October 10th bill and still have not paid your September's bill, your water will be shut off on November 8th.

Customers will be notified by a delinquent notice two weeks before their water will be shut off, if not paid by the date on the Shut Office Notice.

Land Owners are still ultimately responsible for any unpaid bills.

We will continue to send out delinquent notices to land owners that we have on record.

803 TERMINATION OF WATER SERVICE:

Water service to customer household may be terminated by The District for the following reasons:

1.) Non- Payment
2.) Emergencies and repair
3.) At customer request, provided that the approval of both the customer and consumer of services for that services address is obtained if any service address affected by the request is a consumer household (refer to section IV, VOLUNTARY TERMINATION OF SERVICE, herein):
4.) If, upon physical examination, The District obtains reasonable grounds for and has a good faith belief that, Ohio Revised Code Sections 4933.18 or 4933.19 have been violated by use of a jumper or other bypass mechanism or cross connection of waterlines.

Disconnections as a result of non-payment shall be in accordance with procedure set forth in Section V, Notice Procedures.

Disconnection may occur without prior notice or an opportunity for hearing if emergency circumstances involve imminent danger to persons or property. Prior notice shall be given where utility service shall be lost for more than eight hours as the result of routine or scheduled maintenance.

Disconnection as a result of any violation of Chapter 4933 of the Ohio Revised Code may occur immediately and without prior notice and without an opportunity for hearing.

804 VOLUNTARY TERMINATION OF SERVICE:

Request for voluntary disconnection of utility service shall be made at The District office. Shall be in writing on the request form by the customers contractually obligated to pay and shall also be approved in writing by an adult consumer actually residing at each effected service address if any service address containing a consumer household will be affected by disconnection.

Upon receiving a request for voluntary disconnection, if The District's record reveal that the service address is different from the billing address for that account, or if there is other reason to believe disconnection may affect a service address comprised of a household, other than, or in addition to, the customer's household, no voluntary disconnection will be processed (1) until a disconnection request form is signed by an adult consumer actually residing in each service address that will be affected by disconnection or (2) until a service department employee personally visits each service address that will be affected by disconnection and verifies its unoccupancy.

805 NOTICE PROCEDURES:

Written notice of proposed termination of service as a result of Non-Payment must be sent by The District office at least 14 days but no more than 30 days prior to the date for proposed termination. Notices may be mailed with first class postage prepaid to reasonably assure delivery and a dated copy of any notice sent shall be retained by The District in its file relating to each service address referred to in the notice. Notices shall clearly and conspicuously advise any recipient of each of the following:

1.) Identifying information, including the service address to be affected, the account number, the customer's name and address, and the identity and address of The District.
2.) The date proposed for termination of service.
3.) The reason for the proposed termination, including the amount due, the location and hours at which payment can be made.
4.) A notice that a consumer may avoid termination by paying delinquent charges and assuming responsibility for payment of future charges.

5.) That the customer or consumer of water services has the right to a hearing to contest the reason for the proposed termination if requested within (5) days of mailing date of the termination notice. The termination will not take place until the hearing process is completed.
6.) This Information will appear in all capital letters at the bottom of the notice: "FINAL NOTICE" - should you have any questions or dispute about this bill call 740-797-3235.

805 DISCONNECTION PROCEDURES:

Except for disconnections pursuant to Section III, (2), (3) and (4), disconnection of water service shall not occur on any day which proceeds a holiday or weekend, or any other day on which all services are necessary to reconnect service are not available. All disconnections of services shall be documented by a written service order recording the date, time and identity of the district employee effectuating disconnection. Such documentation shall be retained in the business file kept by The District relating to any service address so affected.

District employee dispatched to disconnect service shall not disconnect service until he/she makes reasonable efforts to personally contact the occupants, if any, of each service address affected by disconnection to (1) advise of the disconnection: and (2) verify the contact with the occupants of any such service address, and then is able to verify the propriety of the disconnection, The District employee shall then deliver to the occupant (s) a turn - off notice which shall clearly and conspicuously advise the occupant (s) of:

- 1 .The date and time of the termination and the reason for termination
2. If the termination is for non-payment, the amount which must be paid, including any reconnection fee, to have service reestablished.
3. The location and hours of the office at which payment can be made to obtain reconnection.
4. The name, title, address, telephone number and hours during which the District Secretary may be contacted to discuss reconnection.
5. A consumer or customer's right to a hearing to contest disconnection or a refusal to reconnect service, although the request will not now postpone disconnection unless it can be established that prior notice of proposed disconnection was not given.

If a District employee's efforts to make personal contact with the occupant (s) of any such service address immediately prior to disconnection are not successful, The District employee shall post the turn off notice in a prominent place at the entry to each service address affected by disconnection. The District employee

shall document the date and time of the delivery of the turn-off notice and his /her identity.

806 HEARING PROCEDURES:

Customer or consumers who wish to contest a denial of water service, or The District's decision as to billing or a proposed termination of water services shall be afforded a due process opportunity to contest The District's action or inaction prior to termination of service, unless as otherwise stated in Section III, herein. Due process shall include the right to a face-to-face meeting with The County Commissioners, at which time the customer or consumer may have the information for The County Commissioners consideration. These consumers or customers shall be entitled to reasonable access to The District business records concerning the affected service address to prepare for the hearing, which right of access includes the right to obtain copies of documents found therein upon payment of the actual cost of copying.

If a hearing is requested, that hearing will be before The County Commissioners at their next regularly scheduled meeting on Tuesday of each week. The request for a hearing with written or scheduled by telephone shall be received in The District office no later than five (5) days after the mailing date of the termination notice, Depending on the decision, termination may occur immediately after the hearing.