

Sumter County Water System



Policy Book

Revised July 2012

SUMTER COUNTY WATER SYSTEM

POLICY BOOK

INDEX

<u>Management Policy</u>	
M-1 Insurance	Page 3
Operating Policy	
1 Application for Service (Existing Service)	Page 4
2 Application for Service (Non-Existing Service)	Page 5
3 Point of Delivery	Page 6
4 Consumers Responsibilities regarding County Property	Page 7
5 Right of Access	Page 8
6 Meter Reading	Page 9
7 Billing	Page 10
8 Water & Sewer Rate Schedule	Page 11- 12
9 Discontinuance of Service by County	Page 13
10 Interruption of Service	Page 14
11 Nominal Water Pressure	Page 15
12 Resale of Water	Page 16
13 Notice of Trouble	Page 17
14 Non-Standard Service	Page 18
15 Collection, Cut-Off and Reconnection of Delinquent Accounts	Page 19
16 Reconnection Charges after Disconnection for Non-Payment	Page 20
17 Meter Testing Periodic Test	Page 21
18 Accuracy of Meters	Page 22
19 Refunds for Fast Meters	Page 23
20 Right-of-Way Easements	Page 24
21 Customer Service Line Leaks	Page 25
22 Duties of the Plant Operator	Page 26-27
23 Operational Policy and Resolution	Page 28
24 Extensions	Page 29
25 Application for Encroachment of Water Service into County	Page 30-31
26 Water & Sewer Service for Subdivisions	Page 32-34
26 Attachment to Operating Policy No. 26	Page 35
27 Cross Connection Control Ordinance	Page 36

SUMTER COUNTY WATER SYSTEM

MANAGEMENT POLICY M-1

SUBJECT: Insurance

POLICY:

Insurance coverage shall be maintained to meet Rural Development and Sumter County requirements.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 1

SUBJECT: Application for Service
(where metered service connection is already on property).

POLICY:

Each prospective consumer desiring water service shall be required to sign Sumter County Water System's standard form of application for water service and make the required tap fee payment before water is turned on.

Residential:

A Service Application Fee of \$50.00 shall be charged for each residential and mobile home customer, which is non-refundable. No consumer who is accepted by the County shall be required to pay any additional Service Application Fee if he/she locates elsewhere on the system. A new tap fee will be required if the relocation is at a residence not served by the system.

Commercial:

A Service Application Fee on commercial accounts will be \$100.00 which will not be refundable.

Mobile Homes:

A Service Application Fee on mobile homes in mobile home parks will be \$25.00 which is non-refundable when service is disconnected.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 2

SUBJECT: Application for Service (where metered service connection has NOT been installed).

POLICY:

A connection fee (see schedule below) will be charged for all new connections to the existing water line. A meter vault will be set on private property at the closest point possible to where service is desired.

Residential:

¾ Inch Meter	\$850.00
1 Inch Meter	\$1,330.00

Commercial:

1 ½ Inch Meter	\$2,790.00
2 Inch Meter	\$4,390.00
3 Inch Meter	\$8,630.00
4 Inch Meter	\$13,430.00
6 Inch Meter	\$26,790.00

If service is desired on opposite side of road from the existing water line, the service line will be run under the road and put on the highway or public right-of-way. Applications for service involving extensions to two or more applicants not part of a construction phase will be handled on an individual basis subject to the decision of the County Engineer. Normally this will mean that extensions involving two or more consumers will be made by force account construction where the construction cost per consumer will not exceed the sum of \$1,000.00 per consumer, providing County funds are available to construct such extensions, and contributions in aid of construction may be made by the consumer. If funds are not available for this type of construction, applications will be accepted in all cases of this type and accumulated for a separate extension project to be built at a later date, subject to securing of loan funds and approval by Rural Development for such project.

Commercial:

1. Rules and regulations for commercial service, except as noted below, are the same as for domestic services. Note; See Operating Policy No. 1 for commercial account deposit.
2. Applicants for commercial or large commercial users will be required to pay a contribution in aid of construction applicable to the size of metering equipment required.
3. The minimum monthly water bill shall be based on the meter size and Operating Policy No. 8, Rate Schedule.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 3

SUBJECT: Point of Delivery

POLICY:

The Point of delivery is the point where the meter is located on the consumer's premises. All water lines, plumbing and equipment beyond the meter shall be maintained by the consumer.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 4

SUBJECT: Consumer's Responsibilities regarding County Property

POLICY:

All meters, service connections and other equipment shall be and remain the property of Sumter County. Consumers shall provide a space for and exercise proper care to protect the County's property on its premises; in the event of loss or damage to the County's property arising from neglect of consumer, the cost of the necessary repairs or replacements shall be paid by the consumer.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 5

SUBJECT: Right of Access

POLICY:

The County's identified employees and or independent contractors shall have access to consumers premises at all reasonable times for purposes of reading meters, testing, repairing, removing or exchanging any or all equipment belonging to the County.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 6

SUBJECT: Meter Reading

POLICY:

1. All meters will be read monthly between the twenty-first through the thirty-first (21st-31st), as operations allow.
2. If a meter reading is missed, an estimated reading shall be made and the billing shall be based on the estimated reading and adjusted to actual consumption when reading is obtained.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 7

SUBJECT: Billing

POLICY:

Rendering:

Bills will be rendered monthly and shall be paid by the 15th of each month to the Sumter County Water System offices. Failure to receive a bill will not release consumer from payment obligation.

Payment:

Should bills not be paid as above, the County, at any time thereafter, may discontinue service. Bills paid on or before the final date of payment shall be payable at the net rate, but thereafter the gross rate, which is 10% higher or \$5.00, whichever is greater, shall be added to your bill, as outlined in Operating Policy No. 15. Should the final date for payment of the bill at the net rate fall on a weekend or a holiday, the business day next following the final date will be held as a day of grace for delivery of payment. Otherwise, the net rate remittance must be received by the close of the business day on the 15th of each month.

Billing:

Bills for water will be charged on the basis of the nearest 1000 gallons as shown by meter reading.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 8

SUBJECT: Water & Sewer Rate Schedule

POLICY:

The basic minimum monthly water and sewer rates for residential and commercial users shall be as follows:

RESIDENTIAL AND COMMERCIAL WATER RATE SCHEDULE*

Shiloh Community

Minimum – Residential - \$17.17 for 2,000 gallons; all over 2,000 - \$2.70 per 1,000

Minimum – Commercial - \$36.41 for 4,000 gallons; all over 4,000 - \$2.70 per 1,000

Wedgefield-Stateburg Community

Minimum – \$29.00 for 6,000 gallons; all over 6,000 - \$2.30 per 1000 gallons

* To include any scheduled annual rate increases

SEWER RATE SCHEDULE

SURCHARGE: Additional charges will be assessed on those users found to be discharging sewage with excessive strengths.

RESIDENTIAL (Sewer Rates are based on Water Consumption):

Base Charge: \$10.00

Volume Charge: \$4.00 per 1,000 gallons based on monthly water usage.

COMMERCIAL:

	Rate/2,000	Total Cost	Total Gals.	Cost/1,000
Minimum 2,000 Gallons	\$15.00	\$15.00	2,000	\$7.50
Next 3,000 Gallons	\$ 5.00			
Over 5,000 Gallons	\$ 4.00			

Base charges for commercial sewer users may be revised at any time to reflect the last 12 months average water usage.

FIRE HYDRANTS:

1. Fire hydrants paid for with a Contribution in Aid of Construction by individuals shall have an annual standby service charge of \$50.00 per hydrant.
2. Fire hydrants requested by individuals and paid for by the County shall have an annual hydrant rents! charge of \$100.00.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 8 (continued)

SPRINKLER CHARGE:

Where fire protection is to be provided by the County for a building containing a sprinkler system, an annual standby charge shall be as follows:

1- 25 Sprinkler Heads \$150/Year

26- 50 Sprinkler Heads \$200/Year

51- 100 Sprinkler Heads \$300/Year

101- 500 Sprinkler Heads \$1.50/Sprinkler Head/Year Over 100

501- 999 Sprinkler Heads \$1 .00/Sprinkler Head/Year Over 500

1000-5000 Sprinkler Heads \$0.50/Sprinkler Head/Year Over 1000

Over 5000 Sprinkler Heads \$0.25/Sprinkler I-lead/Year Plus \$2,000

In addition, an initial connection fee of \$0.20 per head shall be charged.

Where the County is furnishing only supplemental fire protection, but with a direct connection to the sprinkler system to augment the owner's system, the above rates shall be prorated.

TRAILER PARKS (MOBILE HOMES):

Charges should be one (1) minimum per space per month with an allowance of 2,000 gallons per space. All over that allowance would be in accordance with the applicable rate schedule. Note: See Operating Policy No. 1 for information regarding deposits.

TRAILER PARKS (TRAVEL TRAILERS):

Rates are based on the existing commercial rate schedule, plus \$0.50 per available trailer space.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 9

SUBJECT: Discontinuance of Service by County

POLICY:

The County may refuse to connect or may discontinue service for:

1. The violation of any of its Rules and Regulations, or for violation of any of the provisions of the Schedule of Rates and Charges, or for the violation of application of consumer or contract with consumer.
2. For the theft of water or the appearance of water theft devices on the premises of consumer.
3. It shall be unlawful and a grounds for discontinuance of service for any person to willfully injure or destroy, or in any manner hurt, damage, tamper with, or impair the facilities of the County, or any part of such facilities, or any machinery, apparatus or equipment of the County, or to pollute the water in any part of its service area, or to obtain water there from except in accordance with the regulations promulgated by the County.

The discontinuance of service by the County for any causes as stated in these rules does not release consumer from his obligation to the County for the payment of any legal obligation owed to the County.

4. The County reserves the right to remove any non-active water taps without a service connection.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 10

SUBJECT: Interruption of Service

POLICY:

The County will use reasonable diligence to provide a regular and uninterrupted supply of water, but in case the supply of water should be interrupted or disturbed for any cause, the County shall not be liable for damages due to circumstances beyond its control.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 11

SUBJECT: Nominal Water Pressure

POLICY:

Every effort will be made by the County to at all times provide minimum water pressure as specified by the South Carolina Department of Health & Environmental Control, however, the County will not be held responsible for any damage caused by fluctuations in water pressure due to circumstances beyond its control.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 12

SUBJECT: Resale of Water

POLICY:

A customer may not supply more than one residence from one meter. However, any farm usage may be supplied from the same residential meter that supplies a residence.

Only one (1) residential dwelling or facility shall be served through one (1) meter. Residential multi-dwellings (apartment, town house, condominium) may be served through one meter of sufficient size and capacity as determined by the County. Only one such building may be served by each meter. Payment liability for the water usage shall rest with the owner of said establishment. In addition to the water usage, \$6.00 per month shall be charged for each unit in the multi-dwelling building.

Trailer courts or trailer parks may be served through one meter of sufficient size and capacity as determined by the County. The liability for water usage payments shall rest with the owner of said property.

Multi occupant commercial establishments (small stores, offices, and professional services located in a single establishment) may be served through one meter, the size and capacity of which is to be determined by the County. The water usage payment liability shall rest with the owner of the said building. In addition to the water usage, \$7.50 per month shall be charged for each unit in the multi-dwelling building.

Commercial members occupying more than one building establishment on the same property may, at the discretion of the County, supply water to each building through one meter, the size and capacity of which shall be determined by the County.

The consumer shall not directly or indirectly sublet, assign or otherwise dispose of the water service to others.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 13

SUBJECT: Notice of Trouble

POLICY:

Consumers shall notify the Sumter County Water System's office immediately:

1. Should the service be unsatisfactory for any reason;
2. If they witness a break in the water lines for which they may not be responsible;
3. If they observe water or continuous wet spots that they suspect are a water leak.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 14

SUBJECT: Non-Standard Service

POLICY:

The consumer shall pay the cost of any installation necessary to meet the peculiar requirements for service requiring other than a standard 5/8" x 3/4" meter.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 15

SUBJECT: Collection, Cut-Off and Reconnection of Delinquent Accounts.

POLICY:

1. If payment is not received by the 15th of each month, a late fee of 10% or \$5.00, whichever is greater, will be added to your bill. Water service will be discontinued for any balance owed past 30 days.
2. If water service is disconnected see Operating Policy No. 16.
3. The consumer shall be notified of returned checks and be given reasonable opportunity to satisfy same, if check was given before account became past due. Service may be discontinued for returned checks without notice when checks have been given after consumer has been notified his account is delinquent. A service charge of \$35.00 will be charged for a bad check. After a returned check is received from a customer the customer will then be required to make payment of the bad check with a bank cashiers check or money order.
4. Reconnection of service may take up to the end of the next business day.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 16

SUBJECT: Reconnection Charges after Disconnection for Non-Payment.

POLICY:

1. The first time a customer is disconnected for non-payment; he will be charged a reconnection fee of \$50.00 during business hours, plus the balance due.
2. The second time a customer is disconnected for non-payment; he will be charged a reconnection fee of \$75.00 during business hours, plus the balance due.
3. The third time a customer is disconnected for non-payment he will be charged a reconnection fee of \$100.00 during business hour, plus the balance due.
4. For reconnections after business hours, a customer will be charged the appropriate reconnection fee. Plus a \$45.00 after hours fee, plus the balance due.
5. Once payments have been made by the due date for 12 consecutive months the reconnection fee will reset back to \$50.00.
6. A \$20 disconnection fee and \$25 reconnection fee will be charged to customers requesting these services from the water utility.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 17

SUBJECT: Meter Testing .Periodic Test

POLICY:

All water meters will be tested at periodic intervals as required by the County. If the consumer requests his/her meter tested, the County will test the meter. If it is within the required accuracy, the cost of testing will appear on the following month's water bill. If the results are out of tolerable limits, the meter will be replaced without cost to the consumer.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 18

SUBJECT: Accuracy of Meters

POLICY:

Meters shall be tested and adjusted to register within the requirements as set forth by Rural Development and the American Waterworks Association.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 19

SUBJECT: Refunds for Fast Meters

POLICY:

Whenever a meter is found to be more than 2 percent fast or slow, refunds or back billing shall be made for the period during which the meter error is known to have existed, or for one-half (%) the elapsed time since the last previous test, but in no case to exceed twelve (12) months.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 20

SUBJECT: Right-of-Way Easements

POLICY:

1. Consumers, before receiving service, shall execute right-of-way easements to the County giving permission, not only to construct distribution lines, but also to extend lines to others desiring service. The County shall cooperate with the consumer in locating the line where there will be least interference to the owner, taking into consideration the economics of construction.
2. It will be the responsibility of the applicant for service, when an easement is required, to extend service to his property to furnish easement to cross property other than the applicant's own.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 21

SUBJECT: Customer Service Line Leaks

POLICY:

Customers who have a leak in their service who report the leak to the County within 30 days after being billed may have their bill adjusted subject to the following rules and conditions:

1. The leak must be verified by visual inspection of a County representative and an adjustment request submitted to the engineer for presentation to the County.
2. All adjustments must be approved by the County.
3. To qualify for an adjustment, the gallons billed must have increased 75% over the past three month's average.
4. The adjustment will be made for the customer paying the bill based on his past three month's average water consumption, plus the cost of 50% of the amount of gallons billed above his three month's average usage.
5. A letter shall be written to the customer advising him of the adjustment and requesting that the customer take the necessary steps to correct the deficiency or leaks in his service line. No more than one month's adjustment will be made to each customer's meter within a 12 month period.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 22

SUBJECT: Duties of the Plant Operator

POLICY:

General:

The plant consists of a well supply, the water from which is read through a master meter, a pressure aerator, a chlorinator, and the filters. From the filters the water is pumped into the elevated storage tank and then into the distribution system.

Well:

It shall be the duty of the plant operator to ensure normal operation of the well pumps. The operator periodically samples the raw water supply at the exit of the well pump, noting the time the sample was taken. The tests will be conducted and the frequency of the testing shall be in accordance with South Carolina Department of Health & Environmental Control requirements.

Pressure Aerator:

The pressure aerator is designed to chemically change the dissolved iron in the raw water supply (ferrous) to the suspended state (ferric) so that the iron can be removed by the filters. An air line from the air compressor supplies the oxygen necessary for the oxidation of the iron. The operator shall periodically inspect the aerator to determine that the discharge from the cones is not obstructed and to determine when any preventive maintenance is required.

Filters:

The water is pumped into the filters and the effluent from the filters is pumped into the elevated storage tank. It shall be the plant operator's duty to properly maintain the rate of flow through these filters and to backwash these filters in accordance with the filter media's supplier's recommended loss of head. It shall also be the operator's duty to sample the effluent from these filters in accordance with South Carolina Department of Health & Environmental Control requirements in order to detect any probable break through of unsuitable water prior to mandatory backwash by loss of head reading.

Chemical Feeders:

The plant is equipped with chemical feeders to supply chemicals to the raw water system. This piece of equipment will require the highest maintenance level within the plant as the solution tends to coat the pipes, fittings, and pump and will require periodic flushing and occasional removal of certain components and cleaning. The system, as designed, consists of a tank to the points of application. It should be the plant operator's duty to monitor and maintain this system in operating condition at all times.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 22 (continued)

Pneumatic Control System:

It shall be the duty of the plant operator to maintain the air compressor control lines, pneumatic cylinders, and valve operators in accordance with the manufacturer's recommendations for the particular area of service.

Auxiliary Generator:

The plant operator shall maintain this standby engine to insure property operation. The engine and generator should be operated once a week.

Laboratory:

The laboratory equipment, as specified, is in compliance with South Carolina Department of Health & Environmental Control requirements and it shall be the duty of the plant operator to properly maintain the equipment and chemicals and to perform the tests as required by the South Carolina Department of Health & Environmental Control and all additional tests required to ascertain that the plant is functioning and provides a high quality of water meeting minimum U.S. Public Health Drinking Water Standards.

Summary:

It is important that the operator of this plant to be employed shortly before the completion of the plant's physical construction in order that he may become familiar with the location of buried or unexposed lines. It is particularly important that he be on hand for the initial start up of the plant as the manufacturers and/or manufacturer's agents for the equipment will be on hand to assist and instruct the operator in operation and initial calibration.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 23

SUBJECT: Operational Policy and Resolution

POLICY:

Sumter County has resolved to establish an aggressive program to insure the connection of proposed users who have signed the Water User's Agreement.

Written notices will be sent to each user 30 days prior to the system becoming operational. Users will be advised of the billing procedure and late payment penalties involved as outlined in the Water Users Agreement and Operating Policy of the Sumter County Water System. Local contractors and independent plumbers will be encouraged to participate in making connections between the meter and the water user's existing system, the negotiations for these services to be between the contractor, or plumber, and the water user. These individuals shall be advised of the South Carolina Department of Health & Environmental Control requirement which prohibits cross-connections, that is, physical connections between the water system and a separate supply source (well).

The individuals will also be apprised of the County's requirement for a cut off valve to be installed by the water user between the County's meter and his residence or commercial establishment.

The County is not in a position to directly finance the connection cost for the members, however, local banks are available to assist properly qualified persons in obtaining a loan for the purpose of making the connection between the County's system and their system.

SUMTER COUNTY:

By _____
Chairman, Sumter County Council

Attest by:
By _____
Clerk, Sumter County Council

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 24

SUBJECT: Extensions

POLICY:

The County hereby resolves to grant unto its contracted Maintenance and Operations Organization first refusal of all extensions not subject to competitive bids. The County should inform the Maintenance and Operations Organization in writing of extensions to be constructed.

The Maintenance and Operations Organization must be willing to accept the aforementioned work within ten (10) days or decline such offer in writing to the County.

After written declination, the County may then negotiate with other competent organizations to perform the work.

SUMTER COUNTY:

By _____
Chairman, Sumter County Council

Attest by:
By _____
Clerk, Sumter County Council

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 25

SUBJECT: Application for Encroachment of Water Service into County

POLICY:

When a request is made by another political subdivision, firm, or private citizen to establish or extend water service into the area in which the County has jurisdiction, the requesting party shall send written notice of its intentions to the Sumter County Council showing the area(s) to be serviced by the requesting party. If County Council initially approves the request then the following information is required:

A. Engineering Calculations:

1. Maximum Instantaneous Demand
2. Average Daily Demand
3. Maximum Daily Demand
4. Number of Residential Customers
5. Number of Commercial Customers and their individual demands
6. Fire Flow Requirements
7. Water Quality Requirements if other than U.S. Public Health Drinking Water Standards.
8. Projected Future Demands
9. Required Engineering Seal & Signature on Calculations

B. Preliminary Drawings and Vicinity Map:

1. Preliminary drawings to show proposed layout of distribution system and location of proposed customers.
2. MSL elevation of the area.
3. Vicinity map showing location of the proposed project and location of the expected point of delivery of water.
4. Required Engineering Seal & Signature on Drawings.

C. Method of Financing:

1. Who will finance the project and for what period
2. Whether reimbursement is anticipated from the Authority and at what rate or amount.

D. Name & Address of the proposed customers to be served by the facility.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 25 (continued)

E. Name & Address of the Consulting Engineer responsible for design.

F. Preliminary Cost Estimates, cost estimates to include construction, legal, engineering and administrative cost.

G. Proposed Construction Schedule:

1. When the project is anticipated to begin.
2. When it will be completed.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 26

SUBJECT: Water & Sewer Service for Subdivisions

POLICY:

Developers desiring water or water and sewer service to a subdivision shall comply with the following policy:

A. New Subdivisions:

1. The developer shall have the utility designed by a Registered Professional Engineer and have plans and specifications approved by the South Carolina Department of Health & Environmental Control or shall enter into an agreement to have the County accomplish this professional work.
2. The developer shall enter into an agreement to deed in fee simple all lines, valves, lift stations, etc., within the subdivision as well as granting all necessary permanent easements.
3. The developer shall have his plans and specifications reviewed and approved by the County's engineer prior to commencement of construction.
4. The developer shall either contract with a licensed utility contractor or a contractor approved by the County to install the utilities or may contract with the County to install the utilities within the subdivision.
5. The developer shall guarantee the County or their representative the right of entering for inspection during construction.

B. Partially Developed Subdivisions:

1. Where old, partially developed subdivisions are in existence and extension of water or water and sewer services are planned by the County under a Rural Development expansion program, the County's Water System engineer will determine the size system needed to serve the existing customers. The developer will be required to make a Contribution In Aid of Construction (CIAC) to the County to increase the system size to serve the entire subdivision.
2. For the purpose of this policy as partially developed subdivision is considered as one with less than 67% of the lots built upon.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 26 (continued)

C. Developed Subdivisions:

In an old existing subdivision where 67% or more of the lots have been built upon and owned by other than the developer, the subdivision shall be treated in accordance with existing Rural Development and County policy where extensions will be supported by RD loan and/or grant and tap fees from the residents.

SUMTER COUNTY WATER SYSTEM

ATTACHMENT TO OPERATING POLICY NO. 26

SUBJECT: Requirements for Approval & Construction of Water and/or Sewer Lines in New or Existing Subdivisions.

PURPOSE: The County, in an effort to assist developers in providing water and/or sewer service to new or existing subdivisions, has adopted this policy to outline the requirements that must be met in order to receive water and/or sewer service from the County.

POLICY:

1. Each request for water and/or sewer service must be in writing and will be reviewed by the County on an individual basis to determine feasibility and project particulars prior to approval
2. The developer will be required to sign an agreement outline the specific terms between both parties.
3. The developer must provide to the County all easements needed to complete the project. The developer must also deed to the County the water and/or sewer lines and all appurtenances.
4. The developer must pay all costs involved in the project unless otherwise agreed to by the County.
5. The developer must obtain the services of a Registered Professional Engineer, licensed to practice engineering in the State of South Carolina, to design the system and prepare plans and specifications that meet the standards of the South Carolina Department of Health & Environmental Control and that if the County's present system and must be acceptable to the County and the County's Water System engineer.
6. All permits required for approval of the project must be obtained by the developer prior to starting any construction. No construction will be allowed until a written "Notice to Proceed" is issued by the County.
7. The developer must obtain the services of a licensed contractor with experience in the construction of water and/or sewer lines to construct the project. The contractor selected must also be approved by the County. The County may, at its discretion, require the contractor to furnish information or data that shows proof of his ability to perform the work in accordance with the plans and specifications.
8. The contractor must present to the County evidence of insurance with limits and coverage as required by State law and the Authority.
9. No one other than the County or the County's designee shall make a tap or connection to any of the County's water lines.

SUMTER COUNTY WATER SYSTEM

ATTACHMENT TO OPERATING POLICY NO. 26 (continued)

10. The developer must allow the County and/or the County's representative to inspect all materials to be used, the construction of the project as it progresses and to check pressure tests and construction techniques. All work must meet the approval of the County and/or their representative.

11. After completion of construction and final inspection, the developer's engineer must submit to the County and the South Carolina Department of Health & Environmental Control his certification that the project was installed in accordance with the approved plans and specifications for the project. He must also submit "as constructed" plans that meet the approval of the County.

12. Final inspection will be conducted by the County and/or the County's representative. Any deficiencies shall be corrected by the contractor and the developer prior to acceptance of the system by the County.

13. The contractor and the developer shall furnish to the County a one year warranty against defects in workmanship and materials.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 27

SUBJECT: Cross Connection Control Ordinance

POLICY:

A. General Purpose:

1. To protect and maintain the Sumter County Water System so as to continuously provide safe and potable water in sufficient quantity and pressure and free from potential hazards to the health of its consumers.
2. To facilitate the elimination or control of any existing, unprotected cross- connections between the potable water supply system and any other water system(s), sewers or waste lines, or any piping systems or containers containing polluting substances.
3. To provide for the establishment and maintenance of a continuing program of cross-connection control this will effectively prevent the contamination or pollution of the potable water supply system by cross connection.

B. Adoption of Cross-Connection Control & Backflow Prevention Regulations:

1. For the protection of the public water supply system against possible contamination arising from problems involving cross-connection, the Sumter County Water System is authorized to adopt regulations establishing and maintaining a cross-connection control program. Such program shall include, but not be limited to, the survey, inspection, and approval of all existing facilities, the evaluation inspection, and approval of new facilities, requirements for periodic testing of all backflow prevention devices, and the assessment and the collection of fees in an amount sufficient to cover the cost of the program.
2. The cross-connection control program shall be in accordance with the regulations promulgated by the South Carolina Department of Health & Environmental Control, which regulations are adopted by reference and made applicable to the County supply system and all connections thereto.
3. The manager of the Sumter County Water System is hereby given the primary responsibility for enforcement of the provisions of this policy and for maintaining all records pertaining thereto.
4. The regulations and provisions of this policy apply to the entire water system of Sumter County Water System and to all water customers of the Sumter County Water System.

SUMTER COUNTY WATER SYSTEM

OPERATING POLICY NO. 27 (continued)

C. Unlawful Acts:

1. It shall be unlawful for any person to make any connection to the County water supply without the approval of the manager of the Sumter County Water System. Each day that such unauthorized connection exists prior to obtaining this approval shall constitute a separate offense and is punishable by a fine.

2. Any person found in violation of any provision of this policy or of the regulations establishing a cross-connection control program pursuant to this policy, shall be served with a written notice stating the nature of the violation and shall be given a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time standard in such notice, permanently cease all violations. Failure to correct the violation within the time limit specified shall constitute an unlawful act subject to a penalty as stated in paragraph 1. of this section.