



Capital Fees Policy



**CAPITAL FEES POLICY
FOR THE
WATER SYSTEM OF**

**CENTER TOWNSHIP WATER AUTHORITY
224 CENTER GRANGE ROAD
ALIQUPPA, PA 15001**

**RESOLUTION NO. 2014-01
ADOPTED JANUARY 1, 2014**

<u>SECTION</u>	<u>TITLE</u>	<u>PAGE NO.</u>
I	DEFINITIONS.....	5
	A. The Connection Fee	5
	B. The Customer Facilities Fee	5
	C. The Tapping Fee	5
II	APPLICATION FOR CONNECTION.....	7
	A. Single-Family Residential Structures	7
	B. All Other Structures	7
III	CAPITAL FEE CHARGES.....	8
	A. 1" & Smaller Connections	8
	B. All Other Connections	8
IV	PAYMENT OF CHARGES.....	10
V	CONSTRUCTION.....	11
	A. SERVICE LINES	
	1. General	11
	2. Material and Size	11
	3. Other Service Line Requirements	11
	4. Installation of Service Line	12
	5. Inspection of Service Line	12
	6. Service Line Connection to Multi- Unit Structures	12
	B. METERING	13
	1. General	13
	2. Location	13
	3. Maintenance, Care and Responsibility	13
VI	GENERAL CONDITIONS	15
VII	SEVERABILITY	16
VIII	REPEALER	17

(continued)

<u>SECTION</u>	<u>TITLE</u>	<u>PAGE NO.</u>
SCHEDULES	A. CONNECTION FEE	18
	B. CUSTOMER FACILITIES FEES	19
	C. TAPPING FEES	20
ATTACHMENTS	A. LEAD NOTICE	21
	B. WATERLINE INSTALLATION REQUIREMENTS	22



CENTER TOWNSHIP WATER AUTHORITY
BEAVER COUNTY, PENNSYLVANIA
RESOLUTION NO. 2014-01

**A RESOLUTION OF THE CENTER TOWNSHIP WATER AUTHORITY,
BEAVER COUNTY, PENNSYLVANIA, ADOPTING THE CAPITAL FEE
POLICY FOR THE WATER SYSTEM EFFECTIVE January 1, 2014.**

WHEREAS ACT 57 OF 2004 defines and regulates Fees associated with connection to public water systems, and

WHEREAS, the Center Township Water Authority Board desires to levy such fees as are allowed by the Act,

BE IT RESOLVED by the Center Township Water Authority, Beaver County, Pennsylvania, that the Capital Fee Policy to become effective January 1, 2014 a copy of which is attached hereto, is hereby approved.

ADOPTED at a duly advertised meeting of the Board of Directors of the Center Township Water Authority, Beaver County, Pennsylvania, held on the 9th day of January 2014.



I. DEFINITIONS

A. The Connection Fee shall consist of the cost of installing the service line between the street main and the property line, up to and including the curb box, including all material, labor (including fringe benefits and overhead) and equipment. This applies to single family residential units only. All other services must be installed by the Applicant/Property Owner at their expense in accordance with the technical requirements and Rules/Regulation of the Authority.

B. The Customer Facilities Fee shall consist of the cost of furnishing and installing a General Service Water meter. A Fire Service Meter must be installed by the Fire Suppression/Sprinkler installer. The Authority will provide the fire service meter at the cost of the Applicant/Owner.

C. The Tapping Fee/Comprised of Five Parts

a. The Capacity Part of the Tapping Fee is a charge by the Authority for furnishing, pumping, treating, storing and distributing the estimated water used by this Consumer on the maximum usage day of the year.

The following information was utilized to determine this Fee: (1). Actual cost trended to current cost of the wells, pumps, raw water transmission lines, Treatment Plant, and all water storage tanks minus the cost of grants, contributions and current debt.

(2). The system capacity, average daily consumption per meter size and maximum daily consumption per meter size was determined by the Authority's Consulting Engineer.

b. The Distribution Part of the Tapping Fee

(1). The distribution part represents the cost of facilities which directly benefit (serve) certain portions of the system, that is, water mains, pumping stations, fire hydrants, etc.

(2). The system capacity was determined by the Authority's Consulting Engineer.

c. The Special Purpose Part of the Tapping Fee

(1) The Special Purpose Part represents the cost of facilities applicable only to a particular group of customers, or serving a particular purpose and/or specific area such as Booster Pump Stations, Fire Service, Pressure

Reducing Stations, etc.

d). The Reimbursement Component of the Tapping Fee.

(1) Where a property owner or developer constructs or pays for the construction of a water line extension, the Authority shall provide for reimbursement to the property owner when subsequent service lines are directly connected the extension within ten years of dedication.

A. Reimbursement shall be equal to the distribution part of each tapping fee collected as a result of subsequent connections. The Authority shall deduct 5% as an administrative charge.

B. A reimbursement agreement is required to specify all water facilities for which reimbursement shall be provided.

C. The total reimbursement shall not exceed the total costs to the person paying for the line extension, less the amount which would be chargeable to such property owner or developer based upon the Authority's collection tapping fees which would have been otherwise applicable to the property owner or developer, had he not paid for such extension.

D. The Authority shall notify property owners or developers entitled to reimbursement by certified mail, within thirty days of the Authority's receipt of any funds for reimbursement. Property owners or developers have 120 days from the mailing date of said notice to claim the reimbursement or the funds shall revert to and become the sole property of the Authority.

e). The Future facilities Component of the Tapping Fee

The Future Facilities Component of the Tapping Fee is the fee determined by the Engineer for facilities that are required to upgrade the system to maintain an appropriate level of service and which are actively planned for implementation as allowed by the Act.

II. APPLICATION FOR CONNECTION

In accordance with the Center Township Water Authority Rules and Regulations, all applications for connection to the Water System must be made by the owner, owner's representative or tenant, in writing to the Authority on forms prescribed by the Authority, and must state fully and truly the purpose of the service and the intended use of the unit to be served.

A new application must be made in advance of unit alteration or expansion requiring a change of size or number of the meter(s) within the unit to be served. The Authority reserves the right to require shut-off of municipal water service until new applications, where required, are finally made to and approved by the Authority.

Any application for a connection which is not followed up by payment of the appropriate capital fee within one (1) year of the date of acceptance of the application by the CENTER TOWNSHIP WATER AUTHORITY shall automatically be deemed null and void and of no force or effect. Such application shall be regarded as canceled due to inaction and become a nullity.

A. SINGLE-FAMILY RESIDENTIAL STRUCTURES

(1) Each single-family residential unit that is tapped into the system by the CENTER TOWNSHIP WATER AUTHORITY shall utilize a minimum 1" diameter service line from the water main corporation to the Curb Box, and a 1" line from the Curb Box to the meter inside the residence, and a 3/4" x 5/8" water meter supplied by the Center Township Water Authority.

(2) Any conversion of an existing residential structure which requires or involves increasing the size of any service component (i.e. service line diameter, meter count or size) must be brought before the Board of Directors of the CENTER TOWNSHIP WATER AUTHORITY for approval and may require an additional or larger meter and additional cost for water service.

B. ALL OTHER STRUCTURES

A Capital Connection Fee consisting of the appropriate Components as described herein, shall be charged for each meter (General or Fire Service) within any structure. The size of the service line shall be selected by the owner's Engineer/Architect based upon the maximum rate of flow required but shall not be less than 3/4 inch diameter and must be reviewed by the Authority's Manager and/or Consulting Engineer.

All service lines larger than two inches in diameter must be approved by the Center Township Water Authority Board of Directors at a Regular Meeting of the Board.

III. CAPITAL FEE CHARGES

A. 1" CONNECTIONS

Capital Fees for providing a 1 inch service to a single family residence or the service equivalent to a single family residence (Equivalent Dwelling Unit (EDU)) shall be as follows:

A. Tap Fee: The Tap Fee per EDU shall be charged as presented in Schedule A may be amended from time to time by duly adopted resolution of the Center Township Water Authority Board. The Tapping Fee is comprised of the following component parts as may be applicable;

1. Capacity Part
2. Distribution Part
3. Special Purpose Part
4. Reimbursement Component
5. Future Facilities Component

b. Connection Fee; The cost of the Connection Fee Portion shall be determined by dividing costs of all connections from the three (3) previous calendar years by the total number of connections. This is based on 2001 data and not adjusted for CPI or inflation.

The Connection Fee Portion of the Capital Fees will be waived for Developers that install the service lines in their development. However, inspection costs as incurred will be charged the Developer.

c. Customer Facilities Fee shall be the total actual cost of material, labor, (including fringe benefits and overhead), and equipment required to install the customer's General Service meter facilities. The Applicant/Owner, where applicable, will be furnished a Fire Service Meter for installation by the Fire suppression/Sprinkler consultant. The Current Customer Facilities Fee breakdown is presented on Schedule B. The General Service meter shall be provided by the Authority after it has been determined that the plumbing will accept said meter without modification.

B. ALL OTHER CONNECTIONS

Capital Fees for services larger than 1 inch shall be as follows:

- a.** To be installed by the Applicant/Property Owner.
- b.** **The Customer Facilities Fee** shall be the total actual cost of material, labor, (including fringe benefits and overhead), subcontract costs, and equipment required to install the customer's General Service Metering facilities (Meter, Touchpad Remote, and Dual Check Valve).

c. **The Tapping Fee;** For all connections larger than 1 inch diameter or, for which a meter larger than ¾" x 5/8" is required, the Tap Fee components shall be determined by multiplying the EDU equivalent of the service, as determined by water consumption projected for the service as determined by the Authority Consulting Engineer, by the single EDU fees presented in Schedule C.



IV. PAYMENT OF CHARGES

In every case of new construction, the entire prevailing capital fee, as determined in accordance with the schedule, shall be paid to the Authority prior to connection. In every case of alteration, whereby one or more meters are changed or installed, or where a change of use in an approved unit shall create an additional burden on the Water System, the entire prevailing capital fee, as determined in accordance with the schedule, shall be paid to the Authority prior to the occupancy of said unit or units.

Any person who willfully connects any new meter to the Water System without having paid in advance the entire capital fee required to be paid therefore, or in cases of alteration, expansion or change of unit use, who willfully fails to pay in advance the entire capital fee required to be paid prior to occupancy of the unit, shall be subject to prosecution for Theft of Services.



V. CONSTRUCTION

The service line, that is the line extended from the curb stop to the premises and all required appurtenances, shall be installed by and at the expense of the consumer. Installation shall be in accordance with the following requirements and the waterline installation specifications as outlined on Attachment "B".

A. SERVICE LINES

1. GENERAL

The installation shall include a connection of the service line to the curb stop, extension of the service line from the curb stop to a point within the building wall or facilities housing the meter. The service line shall be one piece without couplings. Also required shall be the installation of a wheel handle round way stop cock or ball valve, without waste, the same size as the service line, on the street side immediately before the meter or before a pressure regulator (to be furnished and installed by the owner). A stop and waste cock shall be installed on the service side of the backflow preventer (furnished by the Authority and installed by the owner). All facilities inside the owner's building shall be located so as to be readily accessible by the Authority and protected from freezing. See Attachment "B" and the "Residential Service Detail (non-sprinkler).

2. MATERIAL AND SIZE

The Material for all service lines 2" in diameter and under shall be of the soft copper service tubing ASTM B88 "K" as manufactured in accordance with AWWA standards and its latest revisions.

The Authority exercises the right at any time to revise these requirements and to stipulate the size and weight per foot of pipe, kind and quality of all materials laid between the curb stop and the premises, which are to be furnished and installed by the owner of the property.

The service line shall not be less than 1" in size and shall be in keeping with the service for larger sizes.

Service lines over 2" in diameter shall be ductile iron Class 52 pipe.

3. OTHER SERVICE LINE REQUIREMENTS

The owner may be required on or in conjunction with his service line such valves, stop cocks, check valves, relief valves, backflow prevention devices, or other apparatus of approved design when or where specified by the Authority.

4. INSTALLATION OF SERVICE LINE

The service line must be laid in a straight line, at right angle to the street where possible, and at a depth to provide no less than 48" of cover, and no more than 60" of cover, and as necessary to secure proper alignment and avoid obstacles. The bottom of the trench shall be excavated so as to conform to the curvature of the pipe and afford good bearing surface. A run of bank sand or pea gravel must be placed around the copper tubing. Where rock is encountered the excavation shall be carried below the bottom of the pipe for a distance of 6" and the excavation backfilled with earth or clay well tamped to proper grade. Service line shall not be installed under driveways or paved areas.

No service pipe shall be laid in the same trench with gas pipe, drain or sewer pipe or any other facility of another public service company or within 10' thereof.

THE OWNER SHALL BE RESPONSIBLE FOR KEEPING THE CURB BOX (OUTSIDE SHUT OFF VALVE) VISIBLE AND ACCESSIBLE TO THE AUTHORITY AT ALL TIMES. CURB BOXES ARE FOR EXCLUSIVE USE AND UNDER EXCLUSIVE CONTROL OF THE AUTHORITY. THIS IS TO ENSURE THAT SERVICE CAN BE SHUT OFF SHOULD THE CONSUMER FIND IN NECESSARY TO MAKE EMERGENCY REPAIRS TO THEIR FIXTURES.

5. INSPECTION OF SERVICE LINE

The Authority shall be notified when the installation of service lines is completed and prior to backfilling, so that the service line can be inspected by Authority personnel.

Water service will not be supplied through service lines which have not been inspected and approved by the Authority.

6. SERVICE LINE CONNECTION TO MULTI-UNIT STRUCTURES

Multi-Unit structures shall be serviced in one of the following ways as elected by the Applicant/Property Owner in accordance CTWA policy and requirements:

1. A 1" service line shall be installed from the curb stop (curb stop furnished and installed by Applicant/ Property Owner) to each unit and a 3/4" x 5/8" meter with remote readout installed in each unit at locations approved by the Authority.

2. A service line installed from the valve box (furnished and installed by Applicant/Property Owner) of sufficient size to serve all units in the structure to the near vicinity of the structure (diameter of line subject to approval of the Authority) with branch 1" service lines installed through curb stops with boxes to each unit and a 3/4" by 5/8" meter with remote read out installed in

each unit at locations approved by Authority. The owner shall provide a recorded right-of-entry to the owner installed curb stops. (Manifold type)

3. A service line installed from the valve box (furnished and installed by the Applicant/Property Owner) of a sufficient size to serve all units in the structure (diameter of line subject to approval by Authority) to a meter room or space within the structures with meters installed from a header and located in the meter room or space. Each meter shall have an approved lockout device installed thereon by the owner. The meter room or space shall be accessible to employees of the Authority during all normal working hours.

4. A service line installed from the valve box (furnished and installed by the Applicant/Property Owner) of a sufficient size to serve all units in the structure (diameter of line subject to approval by Authority) to the structure with a master meter (size and type as selected and furnished by the Authority) which meter shall measure the total flow to all units within the structure.

B. METERING

1. GENERAL

All General Service Meters and remote read outs and back flow devices (residential service, non-fire suppression) shall be furnished by the Authority, shall be paid for by the customer, in accordance with the Customer Facilities Fee and shall remain the property of the CENTER TOWNSHIP WATER AUTHORITY. The Fire Service Meter shall be provided to the Applicant/Property Owner at their expense.

A. Where estimated water demand requires a service line greater than 1" in diameter and a water meter of greater interior chamber diameter than 5/8", the consumers architect or approval of Authority's Consulting Engineer shall determine the interior chamber diameter of the meter to be installed.

2. LOCATION

The location for the meter shall be subject to the approval of the Authority, shall be at a convenient and accessible point, shall permit control of the entire supply and shall allow proper protection of the meter from freezing or other damages. See Attachment "B".

3. MAINTENANCE, CARE AND RESPONSIBILITY

The Authority will maintain all meters at its expense, except that the customer is liable and responsible for all damage to all meters while on owner's premises. In the event of damage to meter or an inoperative meter, the customer shall notify the Authority immediately. The Authority will furnish and set another meter to

replace the one frozen or damaged by such causes. The minimum cost for pairs to meter shall be paid by customer at the prevailing rate in effect at the time.

A. Metering shall be accomplished in either of two ways, depending upon the distance of the applicant's structure from the main waterline.

1. If the structure is 250' or less from the main, the applicant will be responsible for altering the plumbing within the building to accept a meter of the Authority's choice. The meter will be installed by Authority personnel after it has been determined that the plumbing will accept said meter without modification.

2. If the structure is greater than 250' from the main, the meter will be housed in a meter pit. The pit shall be a Mueller/McCullough Thermal Coil Meter Box installed at the limit of the public right of way.

B. No meter shall be installed in any unit unless the unit is weathered in and water tight and the customer's service line has been constructed from the unit to the public right-of-way at the point where the Authority's service line has been installed.



VI. GENERAL CONDITIONS

Any request for an exception to the tapping fee policy must be made in writing and brought before the CENTER TOWNSHIP WATER AUTHORITY BOARD at a properly convened regular or special public meeting of the Authority. Exceptions can only be made by the Authority Board itself.

Where, in any provision of this Resolution or the attached schedules, the Authority is required to make an estimation, such estimation shall be made and certified by the Authority's Consulting Engineer.



VII. SEVERABILITY

The provisions of this Resolution shall be severable and should any provision hereof be finally adjudged to be invalid, such judgment shall not affect, impair or invalidate the remaining provisions hereof. It is hereby declared that this Resolution would have been adopted had such invalid provision or provisions not been included.



VIII. REPEALER

This Resolution repeals all previous Resolutions and parts of previous Resolutions conflicting therewith.

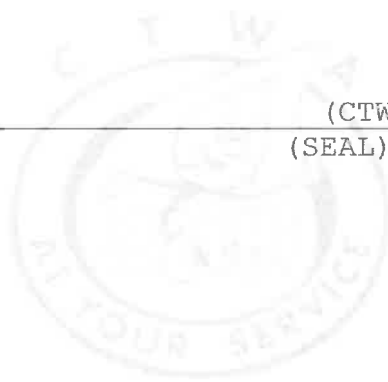
This Resolution shall be effective January 1, 2014 .
Adopted this 9th of January, 2014 .

CENTER TOWNSHIP WATER AUTHORITY

Chairman (CTWA)
(Seal)

ATTEST:

Secretary (CTWA)
(SEAL)



**SCHEDULE A
CENTER TOWNSHIP WATER AUTHORITY
CONNECTION FEE**

Connection Fee – (1" inch diameter Service Line) Service Line installation by Center Township Authority;

\$1,330.00

Service Line installation by Property Owner/Applicant:

\$ 100.00

**SUMMARY OF 3/ 4 INCH SERVICE LINE INSTALLATION COST FOR
THREE YEAR PERIOD OF 1999, 2000 and 2001**

Total Services Installed.....	35
Same Side Services	23
Opposite Side Services	
Services Installed by Boring...	11
Services Installed by Open Cut.	1
Total Cost of Installing Services.....	\$47,994.67
3 YEAR AVERAGE COST OF INSTALLING SERVICES \$ 1,360.00 (Rounded to nearest \$10.00)	
Total Cost of Same Side Services.....	\$24,815.07
Total Cost of Opposite Side Services.....	\$19,009.39
Average Cost of Same Side Services.....	\$ 1,078.92
Average Cost of Opposite Side Services.....	\$ 1,584.12
MEDIAN COST OF INSTALLING SERVICES	\$ 1,330.00
This assumes equal number of services on each side of road.	

**SUMMARY OF COSTS BY CATEGORY
THREE YEAR PERIOD OF 1999, 2000 AND 2001**

ANNUAL AVERAGE COST PER SERVICE

YEAR	LABOR	MATERIAL	EQUIPMENT	RESTORATIO	TOTAL
1999	\$523.68	\$ 110.23	\$ 402.22	\$ 221.33	\$ 1,257.47
2000	484.30	106.38	387.92	397.27	1,375.86
2001	583.77	101.35	360.00	395.39	1,440.51
AVER.	\$530.58	\$ 105.99	\$383.38	\$338.00	\$ 1,357.95
STANDARD DEVIATION	50	4	21	101	93

**SCHEDULE B
CENTER TOWNSHIP WATER AUTHORITY
CUSTOMER FACILITIES FEES: INTERNAL METER**

Customer Facilities Fee is estimated using the average labor rate of those employees installing meters

Labor	2.00	Hrs.	@ \$30.02=	\$60.04
Office	.25	Hrs.	@ 25.36=	6.34
Manager	.50	Hrs.	@ 39.28=	<u>19.64</u>
Subtotal Wage Expenses				\$86.02

Material

Meter, Remote, check valve and Spuds=	<u>208.05</u>
Subtotal Material Costs	208.05

Truck Expense=	<u>20.00</u>
----------------	--------------

TOTAL METERING COST	<u>\$ 314.07</u>
---------------------	------------------

CUSTOMER FACILITIES FEE (ROUNDED DOWN) \$250.00

CUSTOMER FACILITIES FEES: External Meter Pit

Customer facilities fee of \$250.00 PLUS Meter Pit:

Invoiced Cost of Mueller/McCullough Thermal Coil Pit (Installation by Property Owner/Applicant)

**SCHEDULE C
CENTER TOWNSHIP WATER AUTHORITY
TAPPING FEES**

Single Family (3/4" by 5/8" Meter)	New Rate as of January 1, 2014
Tapping Fee (per EDU)	
a) Capacity Component	\$600.00
b) Distribution Component	\$900.00
c) Future Facilities Component	\$000.00
d) Reimbursement Component	\$000.00
e) Special Purpose Component	\$000.00
TOTAL CAPACITY AND DISTRIBUTION TAPPING FEE PER Single Family EDU	\$1,500.00

LARGE METER TAPPING FEE SUMMARY

Meter Size (2)	Maximum EDUs (3)	Calculated Capacity Tap Fee for Meter	Calculated Distribution Tap Fee for Meter	Total Tapping Fee for Meter
1"	2	\$1,200	\$1,800	\$3,000
1-1/2 "	8	\$4,800	\$7,200	\$12,000
2"	10	\$6,000	\$9,000	\$15,000
3"	15	\$9,000	\$13,500	\$22,500
4"	23	\$13,800	\$20,700	\$34,500
6"	32	\$19,200	\$28,800	\$48,000

- (1) Connection Fee Paid by Applicant/Property Owner, Meter Furnished by CTWA and paid for by the Applicant/Land Owner.
- (2) Meters above 8-inch will be evaluated on an individual basis.
- (3) Consumption over the above stated Maximum EDU per meter will be calculated on an individual basis based upon projected or actual metered water consumption (capacity requested/required).

ATTACHMENT "A"
LEAD NOTICE
FEDERAL ENVIRONMENTAL PROTECTION AGENCY AND
PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION
REGULATIONS AND REQUIREMENTS PERTAINING TO LEAD

In June 1986, an amendment to the Safe Drinking Water Act, 141.34 Public Notice Requirements Pertaining to Lead was signed into law.

These amendments require the use of "Lead Free" pipe, solder and flux in the installation or repair of any public water system, or any plumbing in a residential or nonresidential facility connected to a public water system.

Under the provisions of these amendments, solder and flux will be considered "Lead Free" when they contain not more than 0.2% lead. Pipe and pipe fittings will be considered "Lead Free" when they contain not more than 8.0% lead.

Have your contractor, plumber or repairman give you a written statement that they have used "Lead Free" material when they have installed or repaired waterlines in your residence.

Make sure that no electrical grounds are connected to your water pipes.

Customer's Signature

Date Received

Sworn to and subscribed before me, this

_____ day of _____,

20_____.

Notary Public

My Commission Expires:

ATTACHMENT B
WATERLINE INSTALLATION REQUIREMENTS
STANDARD RESIDENTIAL WATER SERVICE

