

RULES AND REGULATIONS APPROVED AND ADOPTED BY THE LARUE BOARD OF PUBLIC AFFAIRS

Board Members: Doug Shawver, Diane Evans, and Dave Albert
Water Superintendent: Tyler Howell
Fiscal Officer: Mary Price Clerk

These rules, rates, and regulations shall be in effect on and after July 9, 2007. Any rules, rates, or regulations that have been heretofore adopted that conflict with these rules is hereby rescinded.

AUTHORITY

- The legislature has provided that the Board of Public Affairs has a right to adopt such rules and regulations as to security for water and sewer fees as they deem advisable provided that the rules and regulations do not conflict with the statutes.
- This authority is granted by Sections 3956, 3957, and 3958 of the General Code of Ohio, which are as follows:
- Section 3957-Said Board may make such by-laws and regulations, as it deems necessary for the safe, economical, and efficient management and protection of the waterworks. Such by-laws and regulations shall have the same validity as ordinances when not repugnant thereto or to the constitution or laws of the State.
- Section 3958-For the purpose of paying the expenses of conduct and management of the waterworks, such Board may assess and collect from time to time a water rent of sufficient amount in such manner, as it deems equitable upon all tenants and premises supplied by water.

RULES AND REGULATIONS:

Rule 1: Applications for Installing Services

All residents of the Village are required to be hooked into the water and sewer system. Applications for installation of services for water and sewer must be made to the Board of Public Affairs. No person except an authorized employee of the Water Department will be permitted to tap or make any connections with the water mains, sewer mains or distribution pipes throughout the Village or a certified contractor approved by the Board.

Rule 2: Service Connections

No service pipe connection to the main by one corporation cock shall be extended into two or more distinct premises, dwellings, tenements, or trailer unless metered separately.

Rule 3: Service Connections outside Village Limits

No new sewer service connections will be allowed outside the Village limits. Water service connections will be considered on an individual basis and only at the property owner's expense. Those already on the system will be subject to the same rules herein provided for services within the Village limits.

Rule 4: Curb and Corporation Cocks Under Control of the Water Department

The curb shut-off as well as the corporation shall be under absolute control of the Water Department and must not be tampered or interfered with or operated by unauthorized persons. Water may be turned onto the premises to be supplied by an authorized employee of the Water Department only, except that a licensed plumber may, for testing purposes, turn on the water but must shut it off again when it is tested. If circumstances require a key, be left with a customer a charge of \$100.00 will be added to next bill if key is not returned within 48 hours.

Rule 5: Additions and Alterations

No addition or alteration in any pipe between the water and sewer main and the meter or the change of any meter or outside reader shall be made without permission of the Water Department.

Rule 6: When Service Connection will not be repaired

When a service connection is found to have deteriorated to the extent that permanent repairs cannot be made, a new service connection will be required to be installed at the expense of the owner. The

failure of the owner upon notification to authorize such a new service to be installed will be deemed sufficient cause for disconnecting the supply of water to the premises without further notice.

Rule 7: Leaks Will Not Be Allowed

Water and sewer service between the curb stop and the meter must be maintained at the expense of the property owner. Service pipes between the main and the curb stop will be maintained by the Water Department when it does not conflict with Rule 6. Accordingly, the property owner will be held responsible for any leakage, which may occur in such service mains and the Water Department reserves the right to turn off the water in cases where such leakage exists. If a repair is needed with close proximity to the curb stop and found to be on the customers side repairs may be made by the village at no Village labor cost and materials charged to the next billing cycle at retail cost.

Rule 8: Use of Fire Hydrants

The fire hydrants are intended primarily for the use of the fire department and such use must not in any way be interfered with. Permits for their use for other purposes are given reluctantly and only in cases where their use cannot be avoided. Drawing of water from the fire hydrants by unauthorized persons is strictly prohibited and violations of this rule may cause arrest and fine when no permit has been issued for the same except for authorized bulk fill.

Rule 9: Building Purposes

All water used for building purposes will be furnished through a meter at the regular rate billed direct to owner of said property or to the contractor. See unmetered sales at bulk rate.

Rule 10: Turning on Water

No plumber or other person except the duly authorized agent of the Water Department shall turn water into any premises except as stipulated in Rule 4.

Rule 11: Service to be discontinued

Any consumer wishing to have his water service discontinued shall notify the Board of Public Affairs or the Clerk and pay full rates for the time elapsed up to discovery of property vacancy.

Rule 12: Access to Property

The maintenance personnel or authorized employees of the Water Department and the Board of Public Affairs shall have access at all reasonable hours to the premises supplied with water for the purposes of reading meters and to see that all rules are observed or to make any necessary examination of plumbing and water fixtures. In case the meter cannot be read in a reasonable length of time the service may be shut off until a reading is obtained and bill paid.

Rule 13: Meters and Outside Readers to be furnished

Meters and outside readers will be furnished by the Water Department and will be set, removed, or adjusted by employees of this department only. The location of said meters must be satisfactory to the Water Department and be set in place without disturbing any of the water piping. Any alteration in the piping to conform to this will be done at the expense of the consumer. Meters and readers will not be permitted to be installed in inaccessible places. A charge of \$135.00 shall be made for replacement of a meter bottom due to the negligence of the consumer.

Rule 14: Meter Boxes Where Required

On property where there is no cellar or basement or suitable place for a meter, a meter box or meter well must be approved by the Water Department.

Rule 15: Meter Readings

Meter readings will be taken every other month and as near to the same comparative date as possible each time. Reading will be estimated on other months, if the meter reader is unable to procure a reading after two calls, on account of not having access to the meter or reader, an estimated charge will

be made based on previous readings or similar services of the same use of water. If access to read the meter is not made in a reasonable length of time the water may be shut off until access is provided.

Rule 16: Meters Damaged or Stolen

If a meter installed on the premises is stolen, is damaged by freezing, fire, or hot water or is damaged in any other way due to the neglect of the consumer or property owner, the cost of repairs or replacement shall be paid by the consumer. If the meter seal is found broken or other proof of tampering with the meter is found, the bill for the period in question will be estimated and service may be shut off until all just charges, including charges for damages have been paid. The criminal laws of the State of Ohio provide severe penalties for the tampering with water meters, meter seals, etc.

Rule 17: Request for Water and Sewer Service

Request for water and sewer service must be made to the Board of Public Affairs through contact with the Clerk. Consumers are required to pay a deposit of \$100 at the time of request for service. Consumers renting property must apply for their own service by paying said fees with the exception of those renters whose landlords pay the water and sewer bills. THE PROPERTY OWNER IS LIABLE FOR ALL BILLS. If a renter fails to pay his bills, the balance after applying the deposit, will be billed to the property owner. Refund of deposit will be made after 2 years with a good payment record or upon termination of service. Deposits held for a poor payment record can be held until service is discontinued.

Rule 18: Water and Sewer Bills – How Rendered

Water bills will be made out and mailed in the name of the consumer the first of each month. If use of the water service exceeds 15 days of the month the full base rate will be charged. To conform to the computer billing system and actual reading that is lower than the previous estimate will be shown at that estimate and the base charge will be billed until the reading catches up. If service is discontinued before this occurs, an adjustment will be made.

Rule 19: Water and Sewer Bills-When Due

Water and Sewer bills are due and payable on the 15th every month. If not paid by the 15th a 10% late fee will be added. If not paid by the end of the month a customer will be considered delinquent and a notice will appear on the bill of the next month allowing until the 15th for the past due balance to be paid before shutoff. (The customer will owe for two months by this time.) A disconnection notice will be issued at this time giving the customer 14 days to pay before being shut off. If not paid in full after the 14th day, service will be shut off without further notice. If service is shut off then the full amount must be paid plus a \$100 reconnection fee before service is turned back on. Service personnel are not allowed to accept payments. Water and Sewer bills must be paid at the Richwood Banking Company or by mail to PO Box 33, La Rue OH 43332. Delinquent amounts owed will be certified to the Marion County Auditor on the first of April and October.

Rule 20: Estimating of Water

If a meter fails to register, the consumption of water will be estimated from consumption of a period when water supplied under similar conditions was correctly measured. When there is an outside reader, a periodic check will be done to compare that reading to the meter reading and if there is not an agreement of the two, the reading of the meter shall be used.

Rule 21: Water & Sewer Service Installation

Property owners, or their authorized agents, desiring a water service connection shall make application for said services to the Board of Public Affairs through the Clerk and upon payment of a tap fee of \$1,750.00. The Board shall cause a 3/4" water service connection to be installed at the water main. Included in the fee for water will be the water main saddle, the tap, corporation stop, curb stop, meter yoke, meter pit, and water meter with remote reader. It shall be the subscriber's obligation to provide schedule K copper pipe or equivalent CS with tracer wire as approved by the Board and all necessary digging from the curb stop. Location of the water meter and reader shall be approved by the Board. Any service larger than 3/4 shall be based on cost of labor and materials at the time of installation. Sewer

installation is the responsibility of the property owner through the approval the Board of Public Affairs with a \$100 application fee.

Rule 22: Water and Sewer Rates

The rates for all permanent residential and commercial metered water and sewer services, provided by the Board of Public Affairs of the Village of La Rue, Ohio shall be as follows: A per month base charge of \$35.00 and \$8.00 per thousand gallons used for water and a per month base charge of \$25.00 and \$5.25 per thousand gallons used for sewer. Users outside the corporation shall pay 1 1/2 time the regular rates. When water has been turned off for nonpayment of a bill or other reason not the fault of the Water Department the turn on charge shall be \$100.00. A charge of \$35.00 shall also be made for a returned check. Temporary meters shall be made available to monitor water used for filling pools and sewer charges will not be made.

Rule 23: Bulk Water Sales-Unmetered

Any person desiring bulk water will apply to the Board of Public Affairs. A charge of \$.01 per gallon shall be charged with additional mandatory backflow device rental of \$35 per day. If the backflow device is not returned then a charge of \$500 will be charged to the customer.

Rule 24: No Series Connections will be allowed

In accordance with the laws of the State of Ohio a consumer cannot have a private water supply connected in a series with the water system being supplied by the Water Department, regardless if valves are supplied for shutting off of either system or not. In other words, if the consumer desires to keep another water system, it must be completely unhooked from the system being supplied by the Water Department. If any consumer is found to be in violation of this rule, the water supply to his premises will be shut off immediately and will not be turned on again until the private supply is disconnected.

Rule 25: Disputes

In the case of a dispute over water usage between the Board and a customer the meter may be sent out for a calibration test at the request of the customer. If the meter is found to be faulty, the Board will assume the costs for the test and replace the meter. If the meter is found to be correct, the customer will bear the costs.

Rule 26: Contractors

Contractors working in the Village on Village's property or in conjunction with Village infrastructure shall be licensed, bonded, and insured to the satisfaction of the Board of Public Affairs. Contractors are required to call OUPS.

The Board of Public Affairs invites your constructive criticism at any time. We invite you to bring your problems to us. In our capacity, we shall try to the best of our ability to do as much as possible for the public good. Please give-us your cooperation.

Board meetings are held the third Monday of every month in the Council Room at 7PM.