

**MUSKINGUM COUNTY, OHIO
MUSKINGUM COUNTY WATER DEPARTMENT**

Policies, Rules, and Standards

November 2015 EDITION

MUSKINGUM COUNTY COMMISSIONERS:

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Revisions

Date	Edition	Purpose	Resolution
3-30-09	Feb 2009	Replace East Muskingum rules	09-0494
9-2-10	Feb 2009 Update	Added accounts for bulk sales	10-1097
12-19-11	January 2012	Change reference to Water Dept to Utilities Office. Clarify application of payments, billing when water available and not connected, allocation in water shortages, and use of water user agreement	11-1604
2-28-13	February 2013	Drop accounts for bulk water, add privacy policy, clarify late payment charge, fire service billing, and senior citizens living out of state part of the year	13-0258
7-24-14	June 2014	Adding online bill payment capabilities, clarifying determination of feasibility for line extensions, release of tenant deposit when utility bill paid in full, and stating no more customers will be assigned W1 rate schedule.	14-0783
2-12-15	February 2015	Added clarification on fees to be paid after water service is discontinued, clarified that bills will be mailed unless customer opts for e-mail bill only, shortened shutoff time to 2 weeks after bill becomes delinquent, and clarified when customer must obtain Health Department inspection	15-0187
11-23-15	November 2015	Clarification of shutoff for non-payment and reconnect fee policies.	15-1268

Definitions

For the purpose of the Water Department Rules, the following words, terms and phrases shall have the meaning hereinafter respectively ascribed to them.

ACTUAL COST TO COUNTY – All costs incurred by the County to perform a particular service including cost of all direct labor and supervision, materials, transportation, equipment rental, outside services, testing fees, and an administrative cost recovery charge of 10% applied to direct labor costs.

APPLICANT – Owner and/or tenant of the premises to be serviced by a connection to the Muskingum County Water Department or a person, firm or corporation acting on behalf of such owner.

BACKFLOW – The flow of water or other liquids, mixtures, or substances into the distributing pipes of a potable water supply from any source other than the intended source of the potable water supply.

CORPORATION STOP – A water shut-off device tapped and threaded into the water main at the point of connection of the service line.

COUNTY – Muskingum County, Ohio, acting through its duly authorized officials and employees.

COUNTY COMMISSIONERS – The Board of County Commissioners of Muskingum County, Ohio.

CROSS CONNECTION – Any arrangement whereby backflow can occur.

DISTRICT – The Muskingum County Water Department as established by the County Commissioners pursuant to Ohio Revised Code Chapter 6117, as it now exists or hereafter may be enlarged or diminished by the County.

FIRE PROTECTION SERVICE – A private water line extending from the County Water Distribution System for the purpose of providing fire protection to certain premises, either through the use of exterior fire hydrants or interior building sprinkler systems or combination thereof.

NON-SEWER DISCHARGE SERVICE – Special water service used exclusively for the purpose of irrigating lawns, gardens, shrubbery, bushes, ornamental plants, flowers and trees, provided such use is not for commercial purposes.

METER – A device approved and supplied by Muskingum County for the measurement and recording of water consumption.

METER SETTING – The meter vault or meter pit together with all necessary piping, valves, fittings and appurtenances, excluding only the water meter.

MUSKINGUM COUNTY PROJECT DIRECTOR – Employee that serves under the County Commissioners directly responsible for the construction of water and sewer projects.

OEPA – The Ohio Environmental Protection Agency.

PREMISES – Land and the building or structures located thereon.

PROPERTY OWNER – Person, firm, or corporation in whose name the property served is held and who will ultimately be responsible for payment of bills for service rendered.

SERVICE CONNECTION – The physical connection of the water customer’s water service line to the County’s Water Distribution System.

SERVICE LINE – The water supply pipe, which extends between the County’s water distribution main and meter setting.

SPECIFICATIONS – The Muskingum County Water Department specifications in force on the effective date of adoption of these rules, or as thereafter amended.

WATER DISTRIBUTION SYSTEM – The network of pipes, valves, fire hydrants, water pumping stations, storage tanks, meter settings, etc. through which potable water is transported for the purpose of supplying drinking water and fire protection to the community served. Also referred to as the “water supply system.”

WATERMAIN – A public or private water pipe constructed for the purpose of supplying potable water and fire protection.

WATER DEPARTMENT – A division of the Muskingum County Commissioners’ office responsible for the maintenance and operation of the Water Distribution System.

WATER DEPARTMENT MANAGER – The person in responsible charge of overseeing and directing the day-to-day operations of the Water Department or his/her authorized representative.

MUSKINGUM COUNTY WATER DEPARTMENT Water Service Policies

1. PURPOSE

As Muskingum County continues to develop and urbanize it is essential that the extension of public water services be provided in a rational manner in order to ensure efficient and effective delivery of services. Providing water services encourages urban development; therefore, the extension of these utilities should be managed in a manner that results in sound urban development patterns. Muskingum County has a goal of providing quality potable water services to all residents within Muskingum County, to the extent economically and physically possible.

It is the intent of this water service policy to provide a simple and consistent method of receiving, collecting, and responding to water service requests throughout the County while also implementing development strategies including, but not limited to, the following:

- To promote the contiguous and populated expansion of the County's residential and commercial areas
- To avoid excessive public expenditure on new facilities and services associated with fragmented or disrupted development patterns
- To protect land which the County will need to sustain its long-term growth
- To promote the stability and continuous improvement of the County's water distribution system

2. GENERAL POLICY

All properties located within the county limits that are not currently served by other water authorities or governments, and which the county may legally serve, shall be eligible to request water service. Applications for water service are not considered complete until the associated tap fee is paid.

3. APPLICATIONS FOR WATER SERVICE ALONG EXISTING MAINS.

Applications will be submitted in writing and processed at the Utilities Office in accordance with Water Department Rules. (Application form is available from the utilities web site)

4. APPLICATIONS FOR WATER SERVICE THAT REQUIRE WATER LINE EXTENSIONS.

- A. Applications/requests for water service that requires a new water line extension shall be made in writing to the Muskingum County Water Department, c/o Project Director, 375 Richards Rd. Zanesville, OH 43701.

- B. Applications for water service that requires a water line extension shall indicate the name and address of the resident/household that is seeking public water service, the type of service being requested, as well as the date the application is made. If more than one household in a particular area is seeking water line extensions, those households may submit a written summary of general interest, sometimes called a petition for service, that includes the specific information for each household. Economic feasibility of line extensions will be based on complete applications on file,
- C. The Project Director will ensure that applications for water service that require a water line extension are in compliance with these Policies. If an application for water service that requires a water line extension is incomplete, the applicant will be notified, assuming sufficient contact information is provided in the incomplete application.
- D. Evaluation of applications for water service that require a water line extension will be based upon the order in time the application is received, the number of households making a request, as well as the cost of the line extension considering distance and density of the new service area and any engineering considerations. A water line extension may also be given priority if the proposed water line extension project serves to implement the development strategies outlined in Section 1. above, titled "PURPOSE."

5. OTHER MATTERS

- A. It is not the intent of these Policies to limit the County from making any water extensions it deems necessary for the best interest of the County. Consideration of any request for water service that requires a water line extension and requiring financial participation by the County shall always be based on the Muskingum County Commissioners' determination that funds are available, and the feasibility of the project. County-initiated, as opposed to resident-requested, water line extension projects do not require written application by the County Commissioners or any other person or entity.
- B. An application for water service under these Policies does not guarantee that water service will be extended.
- C. For those new customers that have not completed their Service Connection, the Water Department will begin billing one-half of the minimum water charge sixty (60) days after installation of a Meter Setting in response to an application for water service along an existing water line or the customer having been notified water is available on a water line extension project.
- D. To protect the privacy of our customers, detailed information on the water accounts will be discussed only with the person that is on record as having applied for the account.

- E. These Policies will be posted at the Muskingum County Utilities Office in a conspicuous location. These Policies will be maintained at the Muskingum County Commissioners Office to be referenced as needed.

WATER DEPARTMENT RULES

10. APPLICATION FOR WATER SERVICE

RULE 10.1 - APPLICATION FOR SERVICE CONNECTION

10.1.1. All applications for installation of water Service Connection must be made at the Muskingum County Water Department, 375 Richards Rd., Zanesville, OH 43701.

10.1.2. Applications for water Service Connections are required when:

- A. A structure is connecting to a County water line for the first time;
- B. A structure is expanding potentially resulting in increased water use;
- C. A change in use of the structure resulting in increased water use or requiring a backflow prevention device.
- D. Any time a buried water service improvement is to be constructed outside the foundation of an existing or new building.

10.1.3. Applications must be made by the owner of the premises to be served by the Service Connection or by an authorized representative of such owner. The Owner will sign a Water User Agreement.

10.1.4. Applicants for an industrial or commercial Service Connection shall furnish information concerning the design and installation of the water supply system, which will be connected to the public water system, in accordance with Rule 60.2. This may include detail drawings, specifications and engineering calculations as requested by the Muskingum County Water Department. No application for a water Service Connection will be approved until the plans for the applicant's on-premises water supply system has been accepted by the Muskingum County Water Department.

10.1.5. Applicants shall provide all necessary information and complete application forms. Upon completion of the application, Muskingum County Water Department shall endeavor to do the following within a period of ten (10) working days, review the application, determine property location and verify ownership, compute the Service Connection charge and other applicable tap-in fees or charges, and notify the applicant by regular service mail the amount to be paid by the applicant to the County for the desired Service Connection.

10.1.6. No application for a water Service Connection shall be approved in the following cases:

- A. Where the residence or other structure for which service is requested is located on premises which do not abut on the public right-of-way or recorded easement for location and operation of County water main. Applicant will provide any necessary recorded easements.

- B. Where the capacity of the water system is exhausted by the needs of its existing customers.
- C. Where the applicant is delinquent in payment of bills incurred for service or materials previously supplied at any location.

10.1.7. Upon receipt of payment in the total amount requested by the Muskingum County Water Department, a Service Connection permit will be issued.

10.1.8. The Water Department will place the request for service on a schedule for installation on a “first-come, first-serve” basis.

RULE 10.2 – CONDOMINIUM WATER SERVICE APPLICATION

10.2.1. In the case of premises constituting “Condominium Property”, as defined in Ohio Revised Code Section 5311.01, application for water service for the Common Areas and Facilities may be made by the Unit Owners Association and signed for by an officer of the Association. Where water service is desired for a Condominium Unit, application must be made by the owner of such Unit. Each such Unit shall be served from a separate Service Connection and through a separate meter provided for that Unit.

10.2.2. The following exception to the provisions of the Rule hereinbefore set forth shall be applicable to each Condominium Unit, as defined in Ohio Revised Code Section 5311.01, meeting the following qualifications, to-wit:

- A. Such Unit constitutes part of a building constituting “Condominium Property”, the foundation of which building was constructed at least to ground level prior to February 26, 1976, and
- B. Such Unit does not encompass an area extending from the ground to the roof of the building in which the Unit is located; and
- C. The Declaration of Condominium Ownership or the by-laws of the Unit Owners Association applicable to the building in which such Unit is located was filed for record with the Muskingum County Recorder prior to February 26, 1976, and, as thus recorded, contained the provisions hereinafter set forth. Such unit is referred to hereinafter in these Rules as an “Excepted Unit”.

10.2.3. Where water service is required for a Condominium Unit which constitutes an Excepted Unit under the provisions of 10.2.2 above, the Unit Owners Association may make application for water service for such Unit from the same Service Connection and through the same meter provided for the Common Areas and Facilities, if such application is authorized by following provision in either the Declaration of Condominium Ownership or in the by-laws of the Unit Owners Association applicable to the building in which such unit is located.

“The Unit Owners Association shall arrange for a supply of water to be furnished by Muskingum County, Ohio, through a single meter for the use and benefit of the Common Areas and Facilities and the several Units located in the Condominium Building. For such purposes, the Unit Owners Association (acting on behalf of itself and the Unit Owners) shall make application to the County for water service subject to and in accordance with the applicable rules and regulations (including, but not limited to, such as fix the liability for the payment of water service charges) then in effect or thereafter established by the Board of County Commissioners of Muskingum County, Ohio. The charges made from time to time by the County for water furnished through such single meter shall be paid promptly by the Unit Owners Association and shall constitute part of the common”

Evidence must be presented that the above provision is in either the Declaration of Condominium Ownership or in the by laws of the Unit Owners Association and that it has been filed and recorded by the Muskingum County Recorder before an application for water service by the Unit Owners Association for an Excepted Condominium Unit will be accepted.

RULE 10.3 - CONNECTION/PERMIT FEES

10.3.1. A charge for connection shall be imposed upon each person obtaining a service for the reasons described in Rule 10.1.2, to any water main owned and operated by the Muskingum County Water Department.

A. SETUP FEE

A setup fee shall be included in the connection charges for the cost to process the application and issue an application as follows:

Setup Fee is \$25.00

B . TENANT DEPOSIT

Any person applying for water service that does not own the property where service is to be provided will submit a deposit with the application for Service Connection. This deposit will be refunded when the final utility bill is paid in full.

Deposit Amount is \$75.00

C. INSTALLATION FEE

1. The installation fee for residential tap sizes shall be \$1000, unless a higher amount has been established by agreement of the County and customers in a specific service area. It is the intent of the Water Department that the installation fee shall cover the cost to the County of making the tap,

furnishing and installing the service line from the tap to the meter, installation of the Meter Setting, all necessary excavation, backfill and ground surface restoration, and if required, boring and installing casing pipe under improved roads and streets. The Customer is responsible for obtaining any adapters or connectors necessary to connect their service line to the Meter Setting.

2. For taps larger than residential size the installation fee is \$1000 per inch of tap size plus charges to cover all cost to the County of all work performed and materials furnished as described in 10.3.1.B.1. above, including the cost for the construction of any special structure housing the meter (meter pit).

D. OTHER FEES

Other fees may apply to the tap fees such as special tap fees under O.R.C. 307.73 Agreement prorated fees, O.R.C. 929.03 deferred assessments, O.R.C. 6117 deferred assessments, special developer tap fees, etc.

10.3.2. INFLATION ADJUSTMENT

All connection fees will be reviewed (rounded to the nearest dollar) on January 1 each year. These fees may be changed to reflect increases in cost of construction.

10.3.3. SPECIAL TAP-IN CHARGES

From time-to-time, the County Commissioners may establish special tap-in charges for the privilege of connection to the Water Distribution System. Such tap-in charges shall be in addition to the Service Connection charges established in 10.3.1 above. Such tap-in charges shall not be imposed on persons obtaining an application for a Service Connection to property, which is then liable for special assessments for the construction of the water main to which the connection is to be made. Payment of such special tap-in charges shall be made at the time a connection application is issued.

10.3.4. FIRE HYDRANT INSTALLATION

A customer must make a written request to the Water Department to install a fire hydrant. If there is adequate flow and pressure and proper water main pipe material (6" diameter or larger) as determined by the Muskingum County Water Department, the County will install the hydrant at a cost of time and materials.

RULE 10.4 – DISCONTINUANCE OF SERVICE

10.4.1. Any person desiring to discontinue the use of water service must give proper notice to the County in order that the water supply may be turned off at the Meter Setting. Until such notice shall be given, the County shall continue to bill such person for water service at the established rates.

10.4.2. When a customer requests water service be discontinued the customer must pay a \$50 reconnect fee before water service will be restored.

10.4.3. When water service is discontinued because of emergency; fire, flood, etc.; the customer must provide evidence of County Health Department approval before reconnection, but there will be no reconnect fee.

10.4.4. Water service may be discontinued by the County under Rule 30.7.

RULE 10.5 – SERVICE LIMITATIONS

10.5.1. Muskingum County Water Department will determine in advance that the water system is of sufficient capacity to permit delivery of water at the point of connection and shall determine the allocation of water to customers in the event of a water shortage.

10.5.2. Muskingum County Water Department is not required to furnish water until county owned appurtenances and water lines are constructed, fully tested, and approved.

10.5.3. FULL VOLUME AND PRESSURE NOT GUARANTEED

The County does not guarantee to provide at all times, or at all places within the Water Distribution System, an adequate volume, a fixed pressure or a continuous supply of water for the operation of any fire protection system within the District.

10.5.4 A water meter will not be installed for a new Service Connection until the Water Department receives notification from the Muskingum County Health Department that the service line installed by the Customer and plumbing within the structure to be served complies with the Health Department standards.

20. WATER USAGE RATES

RULE 20.1 - WATER RATE SCHEDULE

20.1.1. All customers will be charged rates currently enforced at the Water Department.

20.1.2. All customers' bills shall be rendered on a bi-monthly basis and in the full amount due for water used during the billing period.

20.1.3. The charge for bulk sale of water through County-owned coin-operated dispensers (water stations) shall be at a rate of \$0.25 per each 25 gallons dispensed.

20.1.4. Muskingum County Water Department will review the aforesaid water rates and budget and report to the County Commissioners on an annual basis to ensure that said rates are providing appropriate revenues for the Muskingum County Water Department, and will recommend to amend said rates accordingly.

20.1.5. No new accounts will be assigned to rate schedule W1. Original East Muskingum Water Authority residential accounts will continue to be subject to rate schedule W1 until the account is transferred. Upon transfer of the account to another party, tenant or owner, the account will be assigned to the appropriate rate schedule.

RULE 20.2 - FIRE SERVICE RATES

20.2.1. Un-metered services for the purpose of providing fire protection only shall be billed by invoice during the first two months of the calendar year.

Schedule of Fire Suppression Rates, Yearly Charge

2" Main Line Service	\$ 64.00 yearly
4" Main Line Service	\$ 126.00 yearly
6" Main Line Service	\$ 592.00 yearly
8" Main Line Service	\$1044.00 yearly
10" Main Line Service	\$1634.00 yearly

20.2.2. Political sub-divisions and fire departments of Muskingum County shall be exempt from the payment of fire service rates on fire hydrants and fire service lines.

20.2.3. Political sub-divisions may request the County to install new fire hydrants on existing water mains for the purpose of enhancing fire protection capabilities. All costs incurred by the County in connection with such installations shall be reimbursed to the County by the benefited political sub-division.

30. BILLING, PAYMENT, AND COLLECTION

RULE 30.1 – DELIVERY OF BILLS AND NOTICES

30.1.1. The County shall send all bills and notices by regular mail service, unless the customer has registered online to receive e-mail only bills. Failure to receive a bill shall not relieve a person from the obligation to pay such bill within the allotted time provided for in Rule 30.7.

RULE 30.2 – PROPERTY OWNER RESPONSIBLE FOR PAYMENT OF BILLS

30.2.1. The property owner will be held directly responsible for the payment of all bills for water and/or sewer service furnished to his/her property; however, such responsibility shall not preclude the County from looking to others for payment of delinquent water and/or sewer bill if such may lawfully be done.

30.2.2. In the case where a tenant does not pay their water bill in full, the property owner shall be responsible for payment of charges in accordance with Rule 30.7. Water will not be reconnected until the water charges are paid in full.

30.2.3. In the case of premises constituting “Condominium Property” as defined in Revised Code Section 5311.01, the Unit Owners Association will be charged and billed by the County for all water supplied for the Common Areas and Facilities. The Unit Owners Association supplied with water through the meter on the service applied for by the Unit Owners Association shall be liable for the payment of all charges imposed by the County for such water.

RULE 30.3 – COURTESY ASSISTANCE, TURNING WATER ON/OFF BY WATER DEPARTMENT

30.3.1. Water service shall be turned on and off only by a County employee. There will be no charge for turning water service off or on in the meter setting. This courtesy service does not apply to actions associated with Rule 30.7.

RULE 30.4 – NON-SUFFICIENT FUND PAYMENTS AND MISCELLANEOUS FEES

30.4.1. Payment by customers by checks or by automatic clearing house withdrawals that have non-sufficient funds in their account or are returned by the bank for any other reason will be charged a fee of \$30.00 for handling costs. The check will only be run through the bank once. The County will not re-deposit returned checks.

RULE 30.5 - WATER USED FOR CONSTRUCTION PURPOSES

30.5.1. Water used for commercial or construction purposes by contractors will be metered by the County by the use of temporary meter settings. There will be a \$30.00 per month meter rental for all temporary meter settings. Contractors desiring to use large quantities of water

over extended periods of time will be required to enter into a written agreement with the County detailing the terms and conditions of such use. There will be a \$200.00 deposit required on small hydrant meter assemblies and a \$500.00 deposit on all 1 ½" and larger hydrant meter assemblies that will be returned to the customer upon the customer returning the meter assembly to Muskingum County in good condition. All irrigation hydrant meters shall be returned to Muskingum County no later than November 1st, each year to be eligible to receive a deposit refund.

30.5.2. Anyone desiring to use County water for any purpose other than fire protection or potable drinking water must have such use approved in a signed agreement with the Muskingum County Water Department.

RULE 30.6 - FAILURE OF METERS TO REGISTER, EXCESSIVE BILLS AND LEAKS

30.6.1. If a meter fails to register, the consumption of water will be estimated on the basis of what the consumption was during a period when water was supplied under similar conditions and was correctly metered.

30.6.2. Customers having reason to believe that the amount of water consumption indicated on their water bill is excessive must register a complaint with the Muskingum County Water Department immediately upon receipt of such bill. The Water Department will re-read the reading, if requested, once at no charge. If a customer requests a second re-read, a \$25.00 charge will be applied to their account.

30.6.3. A water user charge based on metered water consumption will be charged whether the water is used, wasted, or lost by leakage.

30.6.4. When a leak occurs in the customer's system causing an excessive water bill, the calculation of such bill will be as follows:

The water bill will be re-calculated to the average water consumption based on prior water usage, plus the lowest county water customer rate code, for the cost of water metered in excess of the average monthly water consumption.

30.6.5. The decision of re-calculating water bills due to excessive water leaks shall be made by the Muskingum County Water Department manager and shall be appealable to Muskingum County Commissioners.

RULE 30.7 – DELINQUENT BILLS TURN OFF/TURN ON POLICY

30.7.1. Guidelines for determining when services are to be turned off:

- A. Effective for bills due June 15, 2015 and after, a delinquent journal will be prepared of all accounts that are past due. Delinquent notices will be prepared from the delinquent journal.

- B. A delinquent notice will be mailed to the delinquent account billing address advising the customer of the delinquent account and that water service will cease in approximately two weeks if not paid promptly. If the customer is a tenant, a delinquent notice will also be mailed to the property owner. A \$50 reconnect fee will be added to any delinquent account not paid in full by the cut-off date stated on the delinquent notice.
- C. If a customer writes a check to avoid shut off and that check is returned by the bank for any reason, the customer's water service will be subject to immediate shut off without any additional notification to said customer. The \$30 return check fee and the \$50 reconnect fee will be added to the account.
- D. A customer delinquent in the payment of charges for water service who is the petitioner in a pending bankruptcy proceeding may avoid termination of service by making a security deposit in an amount equivalent to two months' charges for water service, as estimated by Muskingum County Water Department. The Department will refund the deposit to the customer on customer's showing that the bankruptcy proceeding has been concluded. (paragraph added by RES-10-0038, 1/11/10)

30.7.2. Guidelines for turning water service back on:

- A. The customer must pay in full the balance of their bill currently due including penalties and returned check, reconnect, or any other fees, with cash, money order, or credit card. Payments must be made at the Utilities Office between the hours of 8:00 am and 3:00 pm or online before 2:30 pm on a normal business day, or water will not be turned on until the next business day.
- B. If the water service has been turned off more than six months or there have been plumbing changes within the structure, the customer must provide evidence that the County Health Department has a current inspection on file before service will be turned on.

30.7.3. General Rules:

- A. Water service will be turned off as scheduled, unless prevented by inclement weather.
- B. A Water Department employee will accept no payment in the field. All payments must be made at the Muskingum County Utilities Office, payable to Muskingum County Utilities or MCU.
- C. Muskingum County will not be responsible for any damages, which might result from turn on/turn off of water.

30.7.4. Delinquent bills will be certified by the County Auditor for collection on the tax duplicate of Muskingum County, Ohio in the manner provided by the Ohio Revised Code.

RULE 30.8 – APPLICATION OF PAYMENTS

30.8.1. Payments will be applied first to any delinquent amounts or charges. Remaining funds will be applied to the current charges. Payments from customers who receive both Muskingum County water and Muskingum County sewer service will be applied proportionally across all accounts. No account will be considered paid in full until all accounts are current. Delinquent accounts will be processed in accordance with Rule 30.7.

RULE 30.9 – PENALTY FOR LATE PAYMENT

30.9.1 Utility charges are due and payable as stated on the utility bill. If not paid by the due date, an amount equal to 10% of the charges for current service will be added to the account balance.

RULE 30.10 – SENIOR CITIZENS RESIDING OUT OF STATE FOR PART OF YEAR

30.10.1 In accordance with ORC 6119.091, a person 65 years of age who is eligible for the Homestead Exemption and resides out of Ohio for part of the year may qualify for a discount on their water bill. To be considered the person must have an active water account in their name that is not delinquent. The person must present evidence of 1) having paid for at least two months' water service at an out-of-state residence, or 2) at least two months rental receipts for an address in another state. The customer must have made arrangements with the Water Department to have the water service turned off while they are out of state. The discount will be equal to two months minimum bill for residential water service. The discount will be applied as a credit to the water account no more than once per calendar year after the above documentation is provided.

30.10.2 In all cases, the customer is totally responsible for any freezing, leaks, or other water service-related problems that may occur while the customer is not residing at the service location.

RULE 30.11 – Online Bill Payment

30.11.1 The County Water and Sewer Departments have an agreement with a third party to accept utility payments online. The customer can access the service along with billing information and history from the Utilities Office web page (utilities.muskingumcounty.org). Customers are required to establish an electronic account with the third party to use these services. All billing information and history is provided at no charge. Customers will be assessed a convenience fee by the third party for providing the online bill payment service. All penalties for late payment and returned check, reconnect, and any other fees apply.

40 Meters

RULE 40.1 – ALL SERVICES TO BE METERED

40.1.1. All services, except as otherwise provided for in Rule 40.7 and Rule 40.8, shall be equipped with a water meter furnished by the Water Department.

RULE 40.2 - OWNERSHIP AND CONTROL OF METERS

40.2.1. The County reserves the exclusive right to furnish all water meters, except the auxiliary meters referred to in Rule 40.7

40.2.2. All water meters furnished by the County shall be and remain County property. All water meters shall be under the absolute control of the County and subject to inspection by County personnel at all times.

40.2.3. Water meters furnished by the County shall be maintained, repaired, removed and replaced by the Water Department without direct cost to the customer. If the customer requests water service be discontinued, refer to Rule 10.4.

40.2.4. If a water meter is damaged either by action of or due to the negligence of the customer, the cost of repairing or replacing the meter will be billed to the customer. The cost to be billed to the customer will include a \$25.00 minimum service charge, plus the actual cost of labor and material required to repair or replace the meter.

RULE 40.3 – METER SETTING

40.3.1. Generally, $\frac{3}{4}$ " meters shall be installed in a meter pit. The County will furnish the meter pit for meter sizes $\frac{5}{8}$ " through one inch as part of the service installation. Meter pits for meters larger than one inch in size shall be constructed in place or furnished as a pre-cast concrete unit conforming to the specifications, and under the supervision of the Water Department. Any meter bypass line will have a lockable shutoff that will be controlled by the Water Department. Responsibility for constructing or furnishing such meter pit, together with all costs attributable to it, shall be borne by the owner of the property being served.

40.3.2. With the approval of the Muskingum County Water Department, water meters may be installed inside commercial or industrial buildings provided the meter is installed in a room which is only accessible through a single exterior entry door secured by a keyed lock. The room in which the meter or meters is located shall be temperature controlled to prevent freezing and shall be accessible to authorized County employees at all times. Three sets of keys to the room shall be given to Muskingum County Water Department at the time the service is turned on.

40.3.3. When it is determined to be in the best interest of the County from the standpoint of cost effectiveness and efficiency, the Water Department may, at its option,

install a remote meter reading device on the exterior of a building to eliminate entry into such building for the purpose of reading the meter. No less than annually; however, the interior meter shall be read and the reading checked for accuracy against the reading obtained by the remote reader. Any significant inaccuracy will be corrected and the amount of over consumption or under consumption will be adjusted in the next billing.

RULE 40.4 – RIGHT TO MOVE OR REMOVE METERS; METERS NOT TRANSFERABLE

40.4.1. Meters may be moved only by authorized employees of the County. Any unauthorized person who moves, removes, tampers with, vandalizes, damages or destroys a water meter will be prosecuted to the full extent provided by the law.

40.4.2. The County reserves the right to remove a meter from any premises and to substitute another meter in its place, for the purpose of repair, testing or permanent replacement thereof.

40.4.3. A property owner or customer who moves to another location shall have no right to have the water meter located at a former premises transferred to the new premises.

RULE 40.5 – TESTING METERS

40.5.1. The County will test a water meter upon the request of a property owner or customer. If the meter reading varies more than three percent on any size up to and including two inches, or more than five percent on any size larger than two inches, the most recent water bill will be adjusted accordingly and the meter will be corrected and reinstalled or replaced, all at the expense of the County. If the meter is found to be recording water consumption within the limits stated above, the customer will be charged for the cost of removing, testing and reinstalling the meter.

40.5.2. A \$85.00 minimum charge, plus the cost of labor and material required in testing of the meter, will be charged to the person requesting the test.

RULE 40.6 – METER ACCESSIBILITY AND RIGHT TO ENTER PREMISES

40.6.1. Meters shall, at all times, be freely accessible to authorized employees of the Water Department. Meters installed in exterior pits shall not be allowed to become covered with or obstructed by landscaping, parked vehicles, rubbish or other items that interfere with the County's ability to read, maintain, replace or repair the meter or appurtenances thereto.

40.6.2. Authorized employees of the County shall have the right, as a condition of service, at any reasonable hour, to enter any premises served by the County's Water Distribution System for the purpose of reading, repairing, installing, removing, or inspecting water meters or for any other purpose necessary for the proper safeguarding of the interests of the County or the

customer. If access to any premises is refused, the water supply of such premises may be discontinued until such time as access to such premises is granted.

RULE 40.7 - MORE THAN ONE RESIDENCE OR OTHER BUILDING ON A SINGLE METER; AUXILIARY METERS

40.7.1. It shall not be permissible for more than one residence or other building to be supplied with water through a single meter except when authorized by the County; and, in any case, where such authority is given, the number of structures to be supplied through a single meter and the size of the meter or meters shall be as approved by the County.

40.7.2. The County reserves the right to install a master meter on any existing service where there is more than one meter on a single service line, by giving thirty (30) days written notice of refusal to continue service under existing conditions. Upon installation of any such master meter, the County will render only one charge for the entire amount of water passing through the meter. Should any property owner desire to meter water after it has passed through such a meter, the property owner may do so by the use of auxiliary meters installed at its own expense. The County will not read such auxiliary meters, but the property owner may read such meters and apportion the water charges among the various users supplied through such auxiliary meters.

RULE 40.8 – METERS ON FIRE LINES

40.8.1. A water meter will not be required on a branch water line that supplies service for fire protection only, unless specifically ordered by the County.

40.8.2. The County reserves the right to order a regular type meter or a detector check valve-type meter, of a make and model approved by the Underwriter's Laboratories, Inc., installed on any such line at the property owner's expense by giving thirty days notice of refusal to continue service under existing conditions.

40.8.3. If, upon investigation, it shall be determined that water has been used from any un-metered fire line for other than fire purposes, the water will be turned off, the Ohio Inspection Bureau will be notified, and the water service will not be resumed until the County has been reimbursed for loss or damages suffered by it as a result of such use.

50. SYSTEM CONSTRUCTION AND MAINTENANCE

RULE 50.1 - ACCESS TO PREMISES

50.1.1. Duly authorized agents of Muskingum County Water Department shall have access, at all hours, to the premises of the customer for the purpose of installing or removing Muskingum County property, inspecting piping, reading or testing meters or for any other purpose in connection with Muskingum County Water Department service and facilities.

RULE 50.2 – INSTALLATION, REPAIR and REPLACEMENT of COUNTY SERVICE LINE

50.2.1. Prior to the actual installation of the meter setting, a Water Department employee will meet on-site with the applicant to determine the most favorable location for the meter setting. In the event it is not possible to meet with the permit holder, the Water Department will exercise its discretion with regard to the location of the meter setting.

50.2.2. No person except an authorized employee of the Water Department will be permitted to make any connection to the County owned Water Distribution System, except with express consent of the Muskingum County Water Department.

50.2.3. Tapping of the water main, installation of the county service line and the meter setting will be performed by the Water Department employees. Installation of the service line extending from the meter setting to the building or structure served, together with the connection to the meter setting pig tail shall be the responsibility of the property owner.

50.2.4. Service line material used between the meter and the premises served must be of the type and kind approved the Muskingum County Water Department. Installation methods shall comply with all OEPA, Department of Health and local building code requirements. If, in the opinion of the Muskingum County Water Department, the installation methods or materials employed by the property owner or their agent are sub-standard and could result in damage or leakage, the water department may, at its discretion, refuse to turn on service to the premises until the deficiency(s) has been corrected.

50.2.5. The County shall be responsible for the repair or replacement of any part of a service line on the system side of the meter, or un-metered fire line, that is located in a public right of way or easement dedicated to the County for the purposes of operation and maintenance of the Water Distribution System. The remainder of the service line shall be the property of the owner of the premises served, who shall be solely responsible for its repair or replacement.

RULE 50.3 – LEAKS IN SERVICE LINES

50.3.1. The County shall repair leaks in county service lines between the public water main and the meter pit at no cost to the property owner or customer, subject to the conditions stipulated in Rule 50.2.

50.3.2. The County shall replace county service lines between the public water main and the meter pit that are determined to be beyond repair at no cost to the property owner or customer, subject to the conditions stipulated in Rule 50.2.3.

50.3.3. When a leak occurs in a service line located on private property, the owner of such property shall be responsible for its repair or, if irreparable, its replacement, subject to the conditions stipulated in Rule 50.2.4. Failure of the property owner to satisfactorily repair any such leak with a reasonable time after being notified by the County of the existence of the leak shall constitute sufficient cause for the County to discontinue water service to the premises until proper repairs have been affected.

RULE 50.4 – RIGHT TO SHUT OFF MAINS FOR REPAIRS

50.4.1. The County reserves the right to temporarily shut off the supply of water in the water distribution mains in any part of the Water Distribution System whenever such action is found to be necessary for the purpose of repairing, replacing or extending such mains.

RULE 50.5 – USE OF PUBLIC FIRE HYDRANTS

50.5.1. No person (other than an authorized employee of the County, Water Department, person authorized under a hydrant rental agreement, or a member of a regularly organized fire department, while engaged in the performance of official duties) shall open, operate, or remove the nozzle cap from any public fire hydrant within the District. Fire hydrants on private fire lines shall be considered public fire hydrants for the purposes of this Rule.

50.5.2. Violators of this Rule will be subject to the full extent of prosecution allowed by law.

RULE 50.6 – FIRE HYDRANT FLOW TESTING

50.6.1. Any person, firm or corporation may request flow testing of fire hydrants for the purposes of determining available volume and pressure at certain points within the Water Distribution System. Requests must be made in writing to the Muskingum County Water Department and should state the area where testing is desired and the intended purposes for such testing.

50.6.2 Authorized County Water Department employees shall perform all such flow testing and operation of fire hydrants.

50.6.3 Water Department shall be notified one week prior to testing.

RULE 50.7 – SAMPLING AND TESTING OF NEW WATER MAINS

50.7.1. Any person, firm or corporation who constructs or causes the construction of a new water main which constitutes an extension of the County Water Distribution System, irrespective of whether such water main will ultimately become the property of the County or will remain under private ownership and operation after construction thereof, shall be required to have such water main tested by the County to determine if proper disinfection of the water main has been accomplished prior to its being placed into service. Flushing and disinfection of the water main shall be the responsibility of the party constructing same and shall be performed in accordance with the standard procedures and requirements of the Muskingum County Water Department at no cost to Muskingum County.

50.7.2. Water for the initial filling and flushing of a new water main will be supplied by the County at no cost. The cost of supplying any additional water required for flushing and refilling of a water main, which fails to pass its initial disinfection test, shall be borne by the party responsible for its construction.

RULE 50.8 – ALTERATIONS, MODIFICATIONS or ADJUSTMENTS TO WATER DISTRIBUTION SYSTEM

50.8.1. Any person, firm or corporation may request the County to alter, modify or adjust Water Distribution System appurtenances such as manholes, mains, fire hydrants, meter pits, etc. when such appurtenances are located on property owned by them, provided that such person, firm or corporation shall submit to Muskingum County Water Department a formal request, in writing, setting forth the types and kinds of alterations or modifications desired, the location of each appurtenance requiring alteration or modification and the proposed benefit accruing to said person, firm or corporation.

50.8.2. After receipt of such request, Muskingum County Water Department shall prepare an estimate of the cost of the work to be performed by the County and submit it to the party requesting such work for review and approval.

50.8.3. All costs incurred by the County in the performance of the work shall be charged to the party requested it. The charges for such work shall accurately reflect the actual cost of all required supervision and labor, administration, materials, transportation, equipment rental and testing. In addition to the aforesaid costs, a ten percent direct operating cost factor shall be applied to and become part of the total charges for work performed.

50.8.4. Upon approval of Muskingum County Water Department's estimate, the party requesting such work shall deposit with the Muskingum County Water Department an amount equal to the estimated cost of performing the work.

50.8.5. Upon completion of the work, Muskingum County Water Department shall determine the actual cost of the work performed in accordance with Section 50.8.3 above. In the event that the actual cost is less than the amount on deposit, a refund of the excess deposited funds shall be made. In the event that the actual cost exceeds the amount on deposit, the Muskingum County Water Department shall invoice the party for whom the work was performed for the amount exceeding deposited.

50.8.6. Muskingum County Water Department is authorized to collect monies from persons, firms or corporations as provided herein. All such monies so collected shall be reimbursed to the appropriate District fund.

RULE 50.9 – WATER SHORTAGE

50.9.1. In the event of a water shortage, the Water Department shall determine the allocation of water to Customers. In the event the total water supply shall be insufficient to meet all of the needs of the Customers, the Water Department may prohibit use of water for purposes other than domestic use. The Water Department will first satisfy all of the needs of the Customers for domestic purposes before supplying any water for commercial, industrial, livestock, or irrigation purposes.

60. CROSS CONNECTIONS

RULE 60.1 – CONNECTIONS BETWEEN THE DISTRICT WATER SYSTEM AND OTHER WATER SUPPLIES PROHIBITED

60.1.1. No official or employee of the County, nor any other person, firm or corporation, shall establish or permit to be established any connection whereby a private, auxiliary, or emergency water supply may be or can enter the supply of the Distribution System of the District, unless such private, auxiliary or emergency water supply, the method of connection and the use of such supply, shall have been approved by the Ohio Environmental Protection Agency and the County.

60.1.2. If the County discovers the existence of a cross connection, the owner of the premises where such cross connection has occurred shall be notified to eliminate the cross connection immediately and provide physical separation between the water plumbing carrying the public water supply from the plumbing carrying the auxiliary water supply. The County may at any time disrupt service to such premises when, in the opinion of the Muskingum County Water Department, there is a clear and present danger to the public health and welfare. Service shall only be re-established when the cross connection has been removed to the satisfaction of the Muskingum County Water Department.

60.1.3. No water service will be supplied to any owner of premises having a connection to a private, auxiliary or emergency water supply until such connection has either been approved according to the provisions of Section 60.1.1 above or removed, subject to inspection by the Zanesville Muskingum County Health Department.

60.1.4. The County reserves the right to adopt additional rules and regulations governing the control and prevention of cross connections as deemed necessary.

60.1.5. The County can sell bulk water through a master meter to other political subdivisions for their resale of water to others by mutual agreement with the Board of Muskingum County Commissioners and entering into a water service agreement between the parties.

RULE 60.2 - DETAILED DRAWINGS OF WATER PIPING AND ESTIMATED FLOWS TO BE FURNISHED IN CERTAIN CASES

60.2.1. Upon request by the Water Department, the owner of the premises engaged in commercial, industrial or institutional activity shall furnish the County with a suitable detailed drawing illustrating the water piping, both potable and fire suppression, serving such premises. The submittal will include a breakdown of estimated water demand with at least the following: peak flow, total monthly usage, and fluctuations of flow during the day/week, and fire flows. The Water Department shall be notified of any changes in any such water piping system or water demands made after the same is accepted by the Water Department.

60.2.2. If any water customer required by this Rule to furnish a water piping diagram or water demands shall fail to furnish such information within ten days after being notified by the Water Department to do so, then such failure shall constitute sufficient cause for the Water Department to discontinue water service to the premises of such customer until such detailed drawing has been furnished.

60.2.3. Residential premises are exempt from the provisions of this Rule; however, the County reserves the right to inspect the water piping of residential premises if there is reasonable cause to believe that a potential or actual cross connection exists.

70 DEVELOPER PROCEDURES

All Developer Procedures as established by Muskingum County Commissioners, Muskingum County Engineer, Muskingum County Planning Commission and local political subdivisions shall be followed, which includes: entering into a Developers Agreement, following standards and basis of design, inspection, permits, record drawings (as-builts), warranty and financial assurances. Two (2) sets of detail drawings on 24" x 36" sheets (including plan and profiles, proposed and existing topography and all buried utilities) and specifications of all proposed water lines shall be submitted for review and acceptance to the Muskingum County Water Dept. Upon the Water Department acceptance of the detail drawings and specifications for construction, the developer will have one year from date of acceptance to complete the construction of the water improvements or will have to resubmit for approval.

RULE 70.1 – TESTING

Water lines will be installed and tested per Water Department specifications. Tests include:

70.1.1. Hydrostatic Pressure Test (performed by developer's contractor and observed by Water Department representative). All visible leaks will be repaired. If the first test is not satisfactory, leaks will be repaired and the improvements retested until a satisfactory test. The line will be flushed.

70.1.2. Initial Chlorination (performed by contractor). Once the hydrostatic test passes, the line will be flushed to the acceptability of the Water Department. If the levels are not adequate, the developer's contractor will be notified verbally to re-introduce a chlorination agent into the line. Upon notification by the contractor, the Water Department will re-check the line. The line will be flushed again. All testing will be as directed by the Muskingum County Water Department.

70.1.3. Bacteriological Quality (performed by Water Department). Once the water mains have passed the requirements for proper chlorination agent concentrations, the Water Department performs the bacteriological test. If this fails, the Water Department notifies the developer, in writing, within two business days that the test has failed.

RULE 70.2 – GENERAL ACCEPTANCE

Once all testing has produced satisfactory results, the following is necessary for general acceptance:

70.2.1. Inspectors must give a general approval that the water improvements have been installed in accordance with plans and specifications.

70.2.2. The developer's engineer must provide as-built information that is incorporated into permanent mapping in a format that is acceptable to Muskingum County Water Department. This information includes water main valve locations, stationing and depths, and water service locations. Once as-builts are submitted and checked for

sufficient and accurate information, and a maintenance bond is submitted, the Water Department officially accepts the subdivision section for connections. This is when the maintenance period begins.

70.2.3. All recorded easements and rights-of-way needed for maintenance and operation of the system must be conveyed to the Water Department.

RULE 70.3 – WARRANTY or MAINTENANCE PERIOD

The maintenance bond remains in effect for one (1) year. If deficiencies are discovered (e.g. water main breaks) within this one (1) year period of time, the developer is responsible for the corrections. If the deficiencies require the Water Department to act immediately, the Water Department will cause the repair to be made and bill the developer for the cost. Forty-five days prior to the end of the one (1) year maintenance period, a letter is sent to the developer and the developer's contractor instructing them to prepare for a final inspection. As soon as the contractor notifies us that the subdivision project is ready, the Water Department staff will perform a final inspection. The final inspection is a visual inspection only. Any deficiencies are noted on a punch list and sent to the developer. The maintenance bond will remain in effect until all punch list items are remedied. Punch lists typically include such things as: fire hydrants in need of painting, valve boxes and meter vaults needing to be raised to grade, and water valves needing to be padded. As soon as the punch list items are remedied, the Commissioners release the maintenance bond and it is returned to the developer.

PRIVATE WATER IMPROVEMENT
AGREEMENT

THIS MADE AND CONCLUDED at Zanesville, Ohio, this day of ,
20 , by and between the **BOARD OF COMMISSIONERS, MUSKINUM
COUNTY**, first party, hereinafter called the **COUNTY**, and , second party,
hereinafter called **APPLICANT**.

WHEREAS, Applicant proposes to construct Water Treatment Facilities and/or
such other improvement as hereinafter described to be as follows:

the purpose of this Agreement, the following words and phrases are hereby
defined as follows:

“Applicant” shall mean the individual, corporation, firm or agency of private
enterprise executing this Agreement, or his/her or its heirs, executors or assigns
(or successor corporation or organization):

“County” shall mean the Board of County Commissioners of Muskingum County,
Ohio.

“Facilities” shall mean all water treatment facilities and appurtenances thereto
(treatment plants, pump station, etc.);

“Main” or **“Mains”** shall mean the water main or mains whether trunk or for local
service, and whether or not constructed within dedicated public rights-of-way,
which are the subject of this Agreement;

“Site” shall mean all land required for the proper operation of the Facilities and
the anticipated expansion thereof, as described on the attached general warranty
deed;

“Improvement” shall mean the entire project proposed to be constructed,
including Facilities and Mains;

“Water District” shall mean the Water District heretofore established in
Muskingum County by the Board of County Commissioners in which the
proposed improvement is to be located;

“Service Area” shall mean all those lots and lands delineated on the plat marked
Exhibit, **“A”** which is attached to this agreement and by this reference made a
part hereof.

NOW THEREFORE, APPLICATION IS MADE TO THE Board of County
Commissioners of Muskingum County, Ohio, relative to the following
improvements:

SECTION 1. Applicant proposes to construct _____ as set forth in the plans, specifications and estimates of cost attached hereto and marked Exhibit “B” and by this reference made a part hereof, and requests permission of the County to construct said Improvements, under the following terms, conditions, representations, warranties and covenants;

(a) The Applicant agrees to have a preliminary plan for supplying water to the herein before described lands prepared by a registered professional engineer, licensed to practice in the State of Ohio, experienced in water systems and have the same presented to the Muskingum County Water Department in duplicate for approval. The said preliminary plan shall show among other things, the location, capacity and general design of the system; the location and size of any water lines, any required easements, approximate location of buildings, fences, etc. In addition, the proposed number of connections to the water system shall be noted. A permit review fee shall accompany the preliminary plan. The permit fee shall be \$ 250.00. Permit fee shall be made payable to the Muskingum County Treasurer.

(b) After the approval of the preliminary plans and proposed distribution system, the Applicant shall submit for approval two (2) copies of detailed plans prepared by a registered professional engineer licensed for practice in the State of Ohio, and a detailed cost estimate of project, showing all structures at, above or below the surface of the ground for the conveyance of water, including plan and profile sheets, and topo information sheets from said lands, and appurtenances thereto.

The County’s Project Director or designee will review and give written approval or disapproval of the plans, specifications and estimates and, if approved, will forward the plans to the County Commissioners for their approval prior to submittal to the Ohio Environmental Protection Agency.

(c) That said plans and specifications and estimates satisfy all requirements of the Environmental Protection Agency of the State of Ohio and the Rules and Regulations governing operation of the County Water System and have been heretofore approved by the County’s Project Director or designee.

(d) That the Improvement shall be constructed under the inspection of the County acting thru the County Water Department, at the sole expense of the Applicant. Such inspection is for the sole benefit of the County and such inspection does not relieve the applicant of his/her responsibilities under the terms of this agreement.

The applicant shall reimburse the County for its inspection cost at a predetermined scheduled rate.

The Applicant agrees to pay an amount equal to 10% of the engineers estimated Project cost prior to being issued a Notice to Proceed by the County as a deposit against County inspection fees, and pay any future balance owing prior to acceptance of the Improvement by the County. The County shall refund any excess not used to the Applicant upon acceptance of the Improvement. Inspection fees shall be .

(e) A performance bond equal to 100 % percent of the project shall be provided to the County Water Department; said bond shall generally be conditioned to the effect that the Applicant shall save harmless the County from any loss from any breach of terms, covenants and conditions of this contract by the Applicant including as damages in amounts of money sufficient to complete the construction of the said improvement as provided herein.

(f) The County shall, through the Project Engineer, apply for a Permit to Install through the Ohio Environmental Protection Agency at a total cost of \$*** payable by the Applicant.**

(g) The Applicant, for the construction of the Improvement shall comply with the Ohio workman's Compensation Act and shall carry insurance to cover liability claims In an amount not less than \$300,000.00 per person and \$500,000.00 per accident for bodily injury claims to persons and in an amount not less than \$300,000.00 for claims of property damage, arising from all of the Applicant's operations in carrying out the terms of said Contract, and agrees to save harmless and indemnify the County from all claims for bodily injury, sickness, disease, or death of any person, or for property damage including loss of use which may arise from any negligent act of the Applicant or any act of the subcontractors of the Applicant, or by anyone employed by either of them, whether such act or negligence be by commission or omission.

(h) The County agrees as follows:

1) To pass a Resolution of Acceptance of the work herein described upon certification by the County Health Department and the Ohio Environmental Protection Agency, and the Engineer herein referred to, that the work has been completed to their satisfaction and in accordance with the plan and schedule thereto attached, and upon receipt of all bonds, guarantees, titles, statements, affidavits, recorded easements, as-built drawings, insurance, payments and etc., as heretofore stipulated.

2) To charge unit connection charges against each connection to a premises and to fix a periodic water use charge. Said charges shall be established by Resolution of the County Commissioners and may be adjusted from time to time by Resolution as is deemed in the best interests of the users of the water service.

(i) The Applicant understands and specifically waives all provisions of Ohio Revised Code 307.73 in favor of the terms and conditions of this agreement.

SECTION 2. Upon execution by Applicant and by the County, to evidence the County's and approval, this agreement shall become a legally binding contract in accordance with its terms

Applicant

Signed and acknowledged in the presence of:

Accepted and approved by the Board of County Commissioners of Muskingum County Ohio by Resolution No. _____ passed on the _____ day of _____, 20____.

Muskingum County Commissioner

Muskingum County Commissioner

Muskingum County Commissioner

Signed and acknowledged in the presence of:

MINIMUM REQUIRED SPECIFICATIONS AND INSTALLATION STANDARDS

IN THE CASE OF CONFLICTS BETWEEN WRITTEN SPECIFICATIONS AND DRAWINGS, THE WRITTEN SPECIFICATION SHALL APPLY.

Index of Standards

- **Water Line Pipe Material**
- **Tracer Wire and Warning Tape**
- **Fittings**
- **Water Line Valves**
- **Fire Hydrants**
- **Disinfection**
- **Testing**
- **Service Lines**
- **Thrust Blocks**
- **Connection To Existing Mains**
- **Road and Railroad Crossings**

WATER LINE PIPE MATERIAL

All main line pipe shall carry the National Sanitation Foundation (NSF) seal of approval for potable water applications. PVC SDR Series pipe (normally limited to 2"-3") shall conform to ASTM 2241 with joints conforming to ASTM D3139 rated Class 200 or higher. PVC municipal mains (4"-12") shall conform to AWWA C-900 with bell and spigot joints conforming to ASTM F-477 rated DR-14. PVC transmission pipe (14"-30") shall conform to AWWA C-905 with bell and spigot joints conforming to ASTM F-477 rated DR 18. All high-density polyethylene pipe (HDPE) shall conform to AWWA C906 and shall be butt fused joints. Under special conditions, waterline pipe material may be Ductile Iron Pipe with push-on type joints, cement lined (AWWA C-104) and shall meet the requirements of AWWA C-150 and AWWA C-151 where approved by Muskingum County.

TRACER WIRE AND WARNING TAPE

Insulated, solid, copper conductor, 12 gage tracer wire shall be buried with all PVC and HPDE water mains located approximately 6 inches above the pipe. Tracer wire will be terminated outside and extended over the top of the valve boxes. Any connections of the tracer wire will be made using Dry-Con connectors. Warning tape that is three inches (3") wide, continuous aluminum foil core (0.00055 inches thick), detectable by inductive and conductive method, and pigmented on one printed side with 1½ inch letters will be installed over pipe approximately twelve inches (12") below finish grade. For water mains tape will be AWWA approved, blue in color, and imprinted "CAUTION: WATER LINE BURIED BELOW."

FITTINGS

For three inch (3') through twenty-four inch (24") pipe all fittings shall be Class 350 ductile iron conforming to the requirements of ANSI A21.53/AWWA C153. End connections will be mechanical joint type with rubber gaskets in accordance with ANSI A21.11/AWWA C111. Fittings will be coated inside and outside with fusion-bonded epoxy, 6 to 8 mils thickness per AWWA C550 and AWWA C116. Use of PVC pressure pipe fittings is limited to pipe less than 3 inch diameter. PVC fittings shall be push-on type, gasketed bell joints, Class 200 manufactured in one piece conforming to ASTM 1784 and requirements of SDR 21. HDPE fittings shall be same material, size, dimension ratio, and pressure class as pipe material. All fittings shall be installed with adequate Thrust Blocks to prevent movement.

WATER LINE VALVES

Water line valves two inch through twelve inch (2"-12") shall be Resilient Wedge Gate Valve (RWGV) and meet the requirements of AWWA C509 or C515, latest edition as manufactured by Clow or American Flow Control, Series 2500. The RWGV shall have a 250 PSIG working pressure; ductile iron body, bonnet, and wedge; all exposed internal and external iron surfaces to be fusion bonded epoxy coated in compliance with AWWA C550. RWGV shall have stainless steel bonnet bolts and nuts, non-rising bronze stem, and connections to suit type of pipe. The RWGV shall open "left" or "counter-clockwise" and shall be supplied with a two inch (2") square-black wrench nut. Water line valves on fourteen inch (14") and larger diameter pipe will be specified by the Water Department.

Valve manholes when required by Water Department shall be four feet (4') diameter pre-cast concrete and designed for an H-20 loading.

Valve boxes shall be 5-1/4 inch I.D., cast iron, adjustable, slip-type box fitted with a cast iron lid, model 6855, as manufactured by Tyler Pipe, or approved equal. Box lid shall be marked "W" or "WATER." Valve boxes will be set to finish grade.

Air release valves will be required as designated by Water Department.

FIRE HYDRANTS

Hydrants shall be Clow Medallion 5-1/4" or American Darling, Model B-62-B. Fire hydrants shall comply with AWWA C502 latest edition, and be dry barrel type, moisture-proof, "O" ring type, sealed automatic lubricant chamber enclosed operating threads, compression type, and opening against line pressure. Hydrants shall have one 4-1/2 inch I.D. steamer nozzle and two 2-1/2 inch I.D. hose nozzles with standard national thread. The hydrant shoe shall be six-inch (6") M.J. connection with 5 1/4 inch internal valve. The valve seat ring shall be bronze with bronze thread engagement. All hydrants shall be drainable into pipe bedding material consisting of No. 8 limestone gravel pocket, unless specified differently by Muskingum County. All hydrants shall have Type 316 stainless steel bolts and nuts below the bury line. Unless otherwise specified, hydrants shall be buried a minimum of four feet (4') deep.

All hydrants shall be painted using Zinc Chromate (Rust-Oleum #1573) primer and a finish coat of Rust-Oleum #1548 Safety Yellow. Any damage to paint will be cleaned with a wire brush, primed, and a complete finish coat applied.

All hydrant leads shall consist of an anchor coupling with appropriate Thrust Blocks. As a minimum the anchor coupling shall include a two foot (2') or longer section of pipe between the valve and the hydrant. Any spacer pipe required between the tee and the valve shall consist of anchoring pipe or restrained joint pipe. Hydrant piping shall include swivel fittings.

Watch valves with box shall meet Water Line Valve requirements.

DISINFECTION

Flushing and disinfection of the water main shall be the responsibility of the party constructing same and shall be performed in accordance with the standard procedures and requirements of the Muskingum County Water Department at no cost to the County. Disinfection shall be in accordance with AWWA C651. The Water Department will provide water for the initial flushing and disinfection at no cost. Additional water for flushing and testing will be billed to the contractor. The main line valve shall be closed after disinfection and flushing of all lines.

TESTING

Sampling and testing of water mains shall be performed by Muskingum County Water Department personnel utilizing County equipment and facilities. The Water Department cost of obtaining all samples and time to perform testing will be borne by the contractor. All testing will follow E.P.A. rules and regulations which currently consists of two consecutive samples, twenty-four hours apart for every 1500 feet and/or two samples per street run. No water main shall be allowed into service until all service charges for sampling and testing due and owed to the Water Department have been paid and satisfactory test results are back to the responsible party.

SERVICE LINES

From main to meter pit (located near property line) all service lines, two inch (2") diameter and smaller, shall be CTS or IPS polyethylene with compression fittings rated for 200 psi, or 2" PVC SDR 17 pipe. Larger services shall meet the requirements of Water Line Pipe Material. All services shall be buried with a minimum ground cover of forty-eight inches (48") measured from finish grade. For services where the meter will be located inside the building, customers must check with the Water Department on service line size and material required.

The Developer shall be responsible for installing continuous conduit carrier pipes under pavement for service line installations to each lot, building, condominium, etc. to be served which are located across the street from the water main. Continuous conduit carrier pipes shall be two inch (2") in diameter schedule 40 rigid PVC conduit, and sunlight resistant gray. The carrier pipe shall be installed from within two feet (2') of the water main to the edge of right-of-way beyond any utilities, such as storm sewers or tile on the opposite side. Muskingum County Water Division is responsible for tapping the

main and installing the service lateral in public right-of-way or in utility easement, plus installing the water meter pit, where one-inch (1") diameter or smaller service lines are installed. Larger than one inch (1") diameter, the Contractor shall install the meter pits as needed.

THRUST BLOCKS

Thrust blocks shall be provided at fittings, valves or changes in direction of pipe or as determined by the Muskingum County Water Department. Thrust blocking will be an approved mechanical system of restrained joints or concrete thrust blocking. Joint restraint systems normally used are MEGALUG®, Field-Lok 350®, Super-Lock®, or Fast-Grip®. Where making a tie-in to the existing system a combination of restraints may be required. Concrete thrust blocking shall consist of concrete with a minimum 28-day compressive strength of 4,000 psi and shall be installed using the dimensions shown in the standard drawings. The Contractor shall use forms and plastic to ensure all pipe fitting joints and bolts are free of concrete.

CONNECTION TO EXISTING MAINS

Connection of new mains to existing Muskingum County water mains shall generally be made with tapping valves and sleeves, unless approval is obtained from Muskingum County to shut-off the existing main. The Contractor shall perform all excavation and provide and install all materials, except Muskingum County Water Department shall install the tap. Tapping sleeves will be stainless steel. Tapping valves will meet all requirements of Water Line Valves.

ROAD AND RAILROAD CROSSINGS

State, County, Township, Village and City Roads: These roads may be directional drilled or open cut upon applicable political subdivision approval, backfilled and road repaired to the local jurisdiction's specifications. All construction will be completed in accordance with permit or approval. Final acceptance by the Water Department is conditioned upon a satisfactory final inspection by the party that granted permit or approval. Developer will be responsible for permits, plans, and inspection.