

# FREDERICKSBURG SEWER AND WATER AUTHORITY

## RESOLUTION NO. 2016-4

### *A RESOLUTION OF THE FREDERICKSBURG SEWER AND WATER AUTHORITY ESTABLISHING ITS RATES, FEES, SERVICE CALCULATIONS AND CHARGES FROM AND AFTER JANUARY 1, 2017*

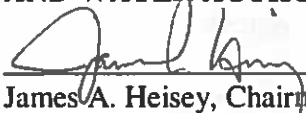
**WHEREAS**, the Municipality Authorities Act, 53 Pa.C.S. §5601, et. seq., grants the Fredericksburg Sewer and Water Authority the power to fix, alter, charge and collect rates and charges in areas served by its facilities.

**NOW, THEREFORE, BE IT RESOLVED**, that the undersigned, an authorized representative of the Fredericksburg Sewer and Water Authority hereby certifies that at a meeting held on the 19<sup>th</sup> day of December, 2016, after due notice, at which a quorum was present, the Fredericksburg Sewer and Water Authority adopted the following resolution:

**“RESOLVED**, that the Fredericksburg Sewer and Water Authority hereby establishes the rates, fees, service calculations and charges set forth more fully on the attached Exhibit “A”, which is incorporated herein by reference, which rates, fees, service calculations and charges shall apply from and after January 1, 2017.”

**DULY ADOPTED**, this 19<sup>th</sup> day of December, 2016, by the Fredericksburg Sewer and Water Authority, in lawful session duly assembled.

**FREDERICKSBURG SEWER  
AND WATER AUTHORITY**

  
James A. Heisey, Chairman

ATTEST:

  
Jonathan Kees, Secretary

**EXHIBIT "A"**

**Part I - Subdivision and Land Development Review Fees – All Rate Districts**

1. Sketch Plans \$200.00
  
2. Minor and Major Subdivisions or Land Developments with New Lots/Units - Residential only; no commercial, industrial or institutional development included. These fees are intended to off set the Authority's administrative costs, filing and reproduction expenses, and legal fees related to preparation of extender's or developer's agreements. These fees do not include engineer review efforts, which are addressed under paragraph 4 or 5 below.

<u># of Lots/Units</u>	<u>Preliminary Plan Fee*</u>
1 – 10	\$200 + \$50/lot or unit
10-25	\$500 + \$25/lot or unit
25-50	\$1,000 + \$25/lot or unit
51 or greater	\$1,750 + \$10/lot or unit

<u># of Lots/Units</u>	<u>Final Plan Fee*</u>
1 – 10	\$100 + \$25/lot or unit
10-25	\$300 + \$15/lot or unit
25-50	\$700 + \$10/lot or unit
51 or greater	\$1,200 + \$5/lot or unit

\* For projects which have a combined Preliminary/Final Plan, fees shall be paid in the cumulative (i.e. both the preliminary fee and final fee shall be paid to the Authority upon submission for review).

3. Land Development Plans - Commercial, Industrial, Institutional, etc., including those with some residential units/development. These fees are intended to off set the Authority's administrative costs, filing and reproduction expenses, and legal fees related to preparation of extender's or developer's agreements. These fees do not include engineer review efforts, which are addressed under paragraph 4 or 5 below.

<u>Acres*</u>	<u>Authority Filing Fee</u>
0 – 2	\$500
2.01 – 10	\$1,000
10.01 – 25	\$2,000
25.01 – 100	\$3,000
100.01 +	\$4,000 + \$50 per each acre over 100 acres

\* Area of tract for newly developed lot or disturbed acreage of existing tract undergoing expansion.

4. **Engineer Review Fees** – All applications for review and approval of the water and sanitary sewer portions of subdivision and land development plans submitted to the Authority by any Person are subject to review by the Authority Engineer, and the Person submitting the application shall pay the Authority for these reviews at the time of filing of the application in accordance with the following schedule:

- A. For review of the water and sanitary sewer portion of residential subdivision and land development plans not including any commercial, industrial or institutional development:

<u># of Lot(s)/Unit(s)*</u>	<u>Preliminary Plan Fee**</u>
1	\$200
2 – 5	\$200 + \$50/lot or unit
6 – 19	\$350 + \$40/lot or unit
20 – 49	\$1,200 + \$30/lot or unit
50 – 99	\$2,700 + \$20/lot or unit
100 +	\$4,700 + \$10/lot or unit

<u># of Lot(s)/Unit(s)*</u>	<u>Final Plan Fee**</u>
1	\$100
2 – 5	\$50 + \$25/lot or unit
6 – 19	\$200 + \$20/lot or unit
20 – 49	\$600 + \$15/lot or unit
50 – 99	\$1,350 + \$10/lot or unit
100 +	\$2,350 + \$5/lot or unit

<u># of Lot(s)/Unit(s)</u>	<u>Inspections</u>
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Inspection fees shall be determined at the time of plan review and shall be based upon the extent of water or sewer line work to be constructed in the project. Generally, inspection fees shall be set at \$60 per hour and shall be performed on a time and material basis. The extender's or developer's agreement as prepared by the Authority solicitor shall address the developer's obligations to reimburse the Authority for fees incurred for inspection work by the Authority's engineering firm.

- B. Plan reviews or inspections requiring additional time exceeding the base fee allotment shall be billed at an hourly rate of \$125.00 per hour for the Authority Engineer.
- C. Inspections requiring additional time exceeding the base fee allotment shall be billed at an hourly rate of \$75.00 per hour for a Construction Inspector (other than Authority Engineer).
5. For review or approval of commercial, industrial, or institutional land development (including plans which include residential units), resubmitted plans, inspections, or other plans which do not qualify for the per lot rate set forth above:

- A. A base fee is required for review and/or inspection. Plan reviews or inspections requiring more time than covered by the base fee shall be subject to an additional hourly rate established in 2009. The base fee depends on the development acreage as listed below:

<u>Acres*</u>	<u>Engineering Base Fee</u>
0 – 2	\$200 + \$200/ac
2.01 – 20	\$500 + \$75/ac
20.01 +	\$2,000 + \$50/ac

\* Area of tract for newly developed lot or disturbed acreage of existing tract undergoing expansion.

- B. Plan reviews or inspections requiring additional time exceeding the base fee allotment shall be billed at an hourly rate of \$125.00 per hour for the Authority Engineer, or the then prevailing rate set forth on the Engineer's prevailing fee schedule, whichever is higher. The Authority Engineer's fee schedule is available, at no cost, upon request.
- C. Inspections requiring additional time exceeding the base fee allotment shall be billed at an hourly rate of \$75.00 per hour for a Construction Inspector (other than Authority Engineer), or the then prevailing rate set forth on the Engineer's prevailing fee schedule, whichever is higher. The Authority Engineer's fee schedule is available, at no cost, upon request.
6. All fees shall be payable at the time of application, except that:
- A. The hourly rate specified in 1(A) and 2(B) above for review fees in excess of the engineering base fee shall be payable after review, but before recording of the final plan; and
- B. Inspection fees shall be an estimated amount which shall be paid to the Authority for deposit into an escrow account which shall be utilized to pay for inspection fees as they are incurred by the Authority. In the event the escrow fee is depleted, the developer shall be required to replenish the escrow account per the terms of the extender's or developer's agreement.
- C. The hourly rates specified for supplemental inspection fees in excess of the base inspection fee shall be payable after inspection, but before final inspection approval, water or sewer line dedication to the Authority, and release of any applicable financial security by the Authority.

**Part II – Tapping Fees\***

Fredericksburg Unified Sewer District	\$5,000.00 per EDU
Fredericksburg Sewer District – Richard Hills	\$5,500.00 per EDU (includes \$500 special purpose part for pump station repair).
Fredericksburg Water District	\$2,000.00 per EDU
Monroe Valley Sewer District	\$5,000.00 per EDU
Monroe Valley Sewer District– Spruce Street	\$9,900.00 per EDU

\*Tapping fees are set in accordance with an Act 57 calculation performed from time to time by the Authority’s Consulting Engineer and are subject to change. Tapping fees are calculated using applicable census data and are used to determine equivalent dwelling units (“EDUS”) of service per the requirements of Act 57.

### Part III - Metered Water Rates

Service at the schedule of rates listed below is available to any Consumer served by the water system of the Authority, except those to which another rate is specifically applicable:

#### Consumption Charges

<u>Gallons per Quarter</u>	<u>Gallons per Month</u>	<u>Per 1,000 Gallons</u>
For the first		
For the next		
For the next	(See Attachment 1)	
For all over		

<u>Size of Meter (Inches)</u>	<u>Minimum Charges</u>		<u>Amount Per Month</u>
	<u>Per Quarter</u>	<u>Amount</u>	
<u>Gallons</u>			
5/8			
3/4			
1			
1-2			
2			
3	(See Attachment 1)		
4			
6			
8			
10			
12			

**Part IV - Public and Private Fire Service Rates**

**Annual Charges**

Public fire hydrants	\$150.00
Private fire hydrants	\$150.00

Each fire service line (fire line sprinkle service or other) entering a building wall or feeding an on-site storage tank shall be charged the following fees as a "ready to serve" or "standby" fee:

<u>Building Square Footage</u>	<u>Annual Standby Fee</u>
25,000 – 500,000	\$.0125 per sq. foot
Greater than 500,000	\$.01 per sq. foot

In addition, at the time of connection to the water system, as part of the tapping fee, the following charges shall apply:

<u>Actual or Effective Service Charge</u>	<u>Tapping</u>
<u>Line Size (In Inches)</u>	<u>Fee</u>
2	\$100.00
3	\$200.00
4	\$300.00
6	\$500.00
8	\$1,000.00
10	\$2,000.00
12 (by Special permission of Authority only)	\$3,000.00
No larger lines are allowed	

**Part V - Special Water Charges**

Unmetered for constructions	\$75.00
Unmetered from hydrant for demolition or other purpose	\$75.00
Plus refundable deposit	\$75.00
Temporary Service Deposit (less than 30 days)	\$25.00
Unmetered from hydrant for filling pool or other use	\$25.00
	Plus meter rate for gallons used based on volume of pool
Frozen meter (residential)	\$25.00
Test meter	\$25.00
Turn Off or Turn On (for each)	\$25.00 or \$50.00 for both turn on and turn off
Remove and reinstall meter (residential)	\$25.00
Removal of meter	\$25.00
Notification in person of turning off service	\$12.50
Change of ownership charge	\$10.00



**Part VI – Special Purpose Charges**

Infiltration and Inflow Charge (quarterly) \$250.00

Fat, Oils and Grease Charge (quarterly) \$250.00

Delinquent/Overdue Accounts: In order to avoid substantial economic loss to the Authority, any non-residential account which becomes delinquent or overdue for two consecutive billing cycles, or more than three billing cycles in any twelve month period, may, at the discretion of the Board, be required to post financial security in an amount equal to the highest bill incurred by the customer as a condition for the restoration or continuation of service. The financial security may be any of the types set forth in 53 Pa.C.S.A. §5607(23), as amended.

Returned/Bounced Check Per check, per deposit attempt: greater of \$25.00 or bank fee incurred by Authority.

**Part VII - Schedule of Attorney's Fees to be Added  
to the Amount Collected as Part of Claims and Liens for  
Delinquent Accounts (Established by Resolution 99-1).**

A.	<u>Legal Services</u>	<u>Fee For Services</u>
1.	Initial review; drafting and sending first demand letter	\$100.00
2.	Drafting and sending second demand letter	\$100.00
3.	Preparing and filing Lien	\$200.00
4.	Preparing and filing Writ of <i>Scire Facias</i>	\$300.00
5.	Obtaining Reissued Writ	\$75.00
6.	Preparing and filing District Justice Complaint	\$150.00
7.	Preparing and sending notice required by Pa.R.C.P. §237.1	\$200.00
8.	Preparing and filing Motion for Alternate Service	\$100.00
9.	Preparing and filing Writ of Execution	\$200.00
10.	All other services not covered above	Hourly amount equal to Solicitor's regular rate charged to Authority.
B.	There shall be added to the above amounts the reasonable out-of-pocket expenses incurred in connection with each of these services, which expenses shall be deemed to be part of the fees.	
C.	The amount of attorneys' fees determined in accordance with this Section shall be added to the Authority's claim with regard to each Account.	

Assessment/Collection Procedures – Attorney's Fees. The following collection procedures are hereby established in accordance with the Municipal Claims Act:

- A. At least thirty (30) days prior to assessing or imposing attorneys' fees in connection with the collection of an Account, the Authority shall mail or cause to be mailed, by certified U.S. Mail, return receipt requested, postage prepaid, a notice of such intention to the rate payer or other entity liable for the Account (the "Account Debtor").

- B.** If within thirty (30) days after mailing the notice in accordance with this Section, the certified mail to any Account Debtor is refused or unclaimed, or the return receipt is not received, then at least ten (10) days prior to the assessing or imposing attorneys' fees pursuant to this Resolution, the Authority shall mail or cause to be mailed, by first class U.S. Mail, postage prepaid, a second notice to the Account Debtor.
- C.** All notices required by this Resolution shall be mailed to the Account Debtor's last known post office address, as recorded in the records of the Authority, and such other address(es) as the Authority is able to obtain from the county office responsible for assessments and revisions of taxes.
- D.** Each notice shall include the following:
1. The type of rent, rate or other charge, the date it became due and the amount owed, including penalty and interest;
  2. A statement of the Authority's intent to impose or assess attorneys' fees within thirty (30) days after the mailing of the first notice, or within ten (10) days after the mailing of the second notice;
  3. The manner in which the assessment or imposition of attorney fees may be avoided by payment of the Account; and
  4. The place of payment for Accounts and the name and telephone number of the Authority official designated as responsible for collection matters.

**Part VIII - Schedule of Equivalent Dwelling Unit ("EDU") Assignment**

This schedule sets the manner for assignment of EDUs for the various classes of structures anticipated within the FSWA service area. Any building or business that falls beyond the scope of anticipated types of structures shall have the EDU determination made by the FSWA Board of Directors, based on recommendations by the authority staff and consulting engineer. For purposes of water and sewer billing, 11,000 gallons of flow per quarter (and the monthly and daily equivalent) shall constitute one (1) EDU.

<u>CLASSIFICATION TYPE</u>	<u>EDUs</u>
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Any single family residential dwelling whether stand-alone, semi-attached, modular dwelling, mobile home, or trailer.....	1.00
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Multi-unit dwellings:

- |   |      |
|---|------|
| a. Every sleeping room in a hotel, motel, rooming house, or other similar structure .....   | 0.20 |
| b. An efficiency or one-bedroom apartment.....  | 0.50 |
| c. A two-bedroom or larger apartment.....   | 1.00 |
| d. If the structure contains a central laundry facility for use by residents, for each five rooms or fraction thereof, add.....   | 1.00 |
| e. For a laundry facility meant to service the laundry needs of the facility itself to launder linens and housekeeping items, for each 10 rooms or fraction thereof, add..... | 1.00 |

Restaurant, sit-down style, per every 10 seats or fraction thereof.....	1.00
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Restaurant, drive-in type, per every 10 seats or fraction thereof.....	1.00
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Public or private school or college, with showers, per every 15 students, staff, and employees, or fraction thereof.....	1.00
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Public or private school or college, without showers, per every 25 students, staff and employees or fraction thereof.....	1.00
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Retail stores, business, or professional office, without showers for employees,	
10 or fewer employees.....	1.00
Each additional five employees, or fraction thereof.....	0.50

Business or industry providing showers for employees, per eight employees or fraction thereof.....	1.00
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Manufacturing businesses employing a water intensive process by which water consumption or sewer discharge exceeds normal domestic capacity as defined by the PA Municipalities Authorities Act ("PMAA") provision for tapping fees and EDUs. EDUs shall be determined by Notes #7 and #8 below. See Notes 7 & 8.

Free-standing barbershop, first chair.....	1.00
Each additional chair.....	0.25
Free-standing beauty shop, per chair.....	1.00
Each additional chair.....	0.50
Barber shop, attached to owner's dwelling, first chair.....	0.25
Each additional chair.....	0.25
Beauty shop attached to owner's dwelling, first chair.....	0.75
Each additional chair.....	0.75
Service station, mini-market, or similar business, with or without public restrooms (but no fast food service or eating area).....	1.00
Any free-standing building used for business purposes.....	1.00
Any commercial area of 450 Square feet used for washing cars or trucks.....	1.00
Each additional 250 square feet of wash area.....	1.00
Each Laundromat, per five washers.....	1.00
Each additional washing machine .....	0.20
Each non-profit building, such as a church, library, firehouse, etc.....	1.00
Each enclosed area or building which is used for meetings, conferences, Weddings or other gatherings and available for rent to the members of the Organization or to the general public, each 2,500 s.f., or fraction thereof.....	1.00
Day care center, per 10 enrolled children, or fraction thereof.....	1.00
Every additional child above ten.....	0.10

**NOTES:**

- 1) For businesses, schools, and certain other non-residential users, an annual questionnaire related to numbers of individuals using the structure may be required. This questionnaire may result in the recalculation of EDUs for the succeeding year.
- 2) More than one class of user may be assigned to any given account if the use of the structure warrants such assignment. For example, a firehouse, if it also has an area of 5,000 square feet that may be rented for social gatherings, etc., may result in the assignment of both user classes.
- 3) A multi-unit dwelling need not have each dwelling unit separately metered, but will be billed for the total number of dwelling units within it.
- 4) Billings for accounts with multiple EDUs will be assumed to have a minimum of 5,000 gallons of usage per EDU per quarter or 1,667 gallons of usage per month. If the usage is measured and is greater than the minimum, then the greater amount will be billed.
- 5) Billing for a car wash will be based on 90% of the water consumed by the car wash, since some of the water will not go into the public sewer system.
- 6) This schedule is used for both the initial assignment of EDUs and for any subsequent determination of EDUs based on changes to either the structure or the use of the structure.
- 7) Non-residential water customers utilizing water for consumption and who discharge beyond normal domestic purposes shall, at the time of application for service, provide the FSWA with an estimate of the anticipated normal daily water use and sewer discharge. The daily flow shall be divided by the number of gallons per day for an EDU as defined by a Resolution of the Authority, or, in the absence thereof, it shall be divided by the applicable provision in the PMAA for the municipality in which the customer is located to arrive the initial EDU assignment. Since the initial EDU assignment is based upon an estimate provided by the customer, the FSWA shall monitor the actual water or sewer consumption for one year (four full quarter of meter readings), after which the actual annual average will then be used to adjust the initial EDU assignment for billing purposes going forward from the date of the adjustment. The tapping fee will then also be adjusted if actual usage varies more than ten percent (10%) from the customer provided estimate, with additional payment required from the customer for any shortfall from the original tapping fee paid at the time of connection. For sewer customers not on the public water system, a well meter shall be installed by the customer in accordance with the FSWA specifications and details, with a remote read out installed at a location approved by the FSWA. The well meter readings will be utilized for the sewer billings and for the first anniversary recalculation of the EDU assignment as set forth above.

- 8) After the initial adjustment of EDU assignment described in paragraph 8 above, the FSWA will continue to monitor non-domestic customer's water consumption annually, and upon observation of an increase in the use by the customer, a readjustment of the EDU assignment will be made and will be utilized for billing purposes after the readjustment.

Anyone who believes that the assignment of EDUs to his home or business is in error may appeal such assignment to the board of directors who shall make a final determination.

Attachment 1  
 Fredericksburg Sewer & Water Authority  
 Annual Sewer & Water Rates

<b>Unified Sewer Rates</b>	
<b>Charge Description</b>	<b>Rate per 1000 Gal</b>
Metered Customers: Quarterly Sewer Charge per 1,000 gallons/5,000 gallon minimum	\$10.98
Non-Metered Customers: Quarterly Sewer Charge	\$191.64
Debt Service Charge per EDU	\$70.84 (Per EDU not Gallons)
Chesapeake Bay Charge Per EDU	N/A

<b>Water Rates</b>	
<b>Water Consumption</b>	<b>Rate per 1000 Gal</b>
0 - 5000 GALLONS	\$5.25
5001 - 15000 GALLONS	\$5.25
15001 - 25000 GALLONS	\$5.25
25001 - 90000 GALLONS	\$5.10
90001 - 200000 GALLONS	\$4.15
200001 – and up GALLONS	\$4.10