

**TITLE V: PUBLIC WORKS**

Chapter

**5.01. WATER AND SEWER RESOURCES**

## CHAPTER 5.01: WATER AND SEWER RESOURCES

### Section

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### **WATER RESOURCES DEPARTMENT POLICIES**

#### **§ 5.01.001 ORGANIZATION OF WATER RESOURCES DEPARTMENT.**

(A) The Water Resources Department shall be managed by the Town Manager appointed by the Town Council and as many operators and support personnel as approved by the Town Council. The general management and control of the affairs of the Water Resources Department shall be vested in the Town Manager with oversight from the Town Council. *Amended 2/16/12*

(B) The Town Council shall:

- (1) Approve department policies, rules, and regulations;
- (2) Approve annual budgets for the water and sewer systems;
- (3) Approve water and sewer contracts in accordance with state statutes; and
- (4) Set the water and sewer rate schedule.

*Amended 2/16/12*

(Prior Code, Ch. 13, Art. I, § 1)

#### **§ 5.01.002 RATES.**

(A) *Rate hearing.* Before it establishes or revises a schedule of water and sewer rates, fees, charges, or penalties, the Town Council shall hold a public hearing on the matter. A notice of the hearing shall be given at least once in a newspaper having general circulation in the area, and not less

than 7 days before the public hearing. The hearing may, but need not, be held concurrent with the public hearing on the proposed budget ordinance.

(B) *Objective of rate making.* In order to pay debt service on loans made to the town on behalf of the water and sewer systems, rates will be established to be paid by the systems users in amounts sufficient to pay the principal and interest on the debt and all operating, maintenance and upgrading costs and maintain system reserves.

(Prior Code, Ch. 13, Art. I, § 3)

#### **§ 5.01.003 USE OF WATER AND SEWER FUNDS.**

As all water and sewer costs shall be borne by the users of the systems, none of the water and sewer funds or retained earnings of the water and sewer systems will be used by the town for any purpose other than to benefit the users of the respective systems.

(Prior Code, Ch. 13, Art. I, § 4)

#### **§ 5.01.004 COST ACCOUNTING.**

(A) *Separation of water and sewer costs and revenues.* The Finance Officer shall maintain ledgers or accounts for the water and sewer systems which shall record in detail the assets, liabilities, equities, revenues and expenditures of the respective systems. Separate balance sheets and other financial statements shall be maintained for the water system and the sewer system. Water and sewer costs which are shared shall be allocated on a fair and equitable basis. Proposed allocations shall be presented with the annual budget and shall include the rationale and documentation in support of the recommendations.

(B) *Financial operations.* The Finance Officer shall be responsible for the financial operations of the department including accounting, debt service, bill preparation and collection, payment of accounts payable, financial reports, payroll preparation, insurance, balance sheets, financial statements and other related financial data. The Finance Officer shall be responsible for contractual matters.

(C) *Sharing of general and administrative costs.* General and administrative costs to be shared by the town's corporate body and the water and sewer systems include, but are not limited to, computer systems and related software, office equipment, maintenance equipment, facilities, communications systems and administrative and financial support. These costs shall be allocated on a fair and equitable basis and shall be reviewed annually.

(D) *Annual audit.* All accounts, ledgers, purchase orders, invoices and all other records of the water and sewer systems including the allocation of general and administrative services and expenses shall be the subject of an annual audit as part of the audit of all of the town's accounts by independent qualified auditors who shall report to the Town Council. Audits shall be in accordance with enterprise fund criteria as specified in state statutes.

(Prior Code, Ch. 13, Art. I, § 5)

#### **§ 5.01.005 BUDGET PREPARATION.**

The Budget Officer, with the assistance of the Water Resources Department Head and Department Superintendent, shall prepare the annual water resources budget for submission to the Town Council for approval.

(Prior Code, Ch. 13, Art. I, § 6)

**§ 5.01.006 SYSTEMS OR FACILITIES UPGRADES OR EXPANSIONS.**

All expenditures in excess of \$100,000 for systems or facilities upgrades or expansions shall be subject to a public hearing regardless of the source of funds. Unscheduled emergency maintenance shall be exempt from this provision.

(Prior Code, Ch. 13, Art. I, § 7)

**§ 5.01.007 CONNECTION TO WATER SUPPLY AND/OR SEWAGE DISPOSAL SYSTEMS**

All new construction, in accordance with § 15.02.066 of this Code, shall be connected to the water supply and/or sewer disposal system if available. All existing customers of the system(s) shall maintain a connection to said systems(s) as the sole means of supplying potable water to and/or wastewater removal from all improvements on the property. Private wells will only be permitted for non-potable water use, and no new private waste disposal systems will be permitted in areas where sewer service is available.

*Adopted 06/18/09*

***WATER RESOURCES DEPARTMENT RATE SCHEDULE***

**§ 5.01.020 RATE SCHEDULE.**

<i>Water Resources Department Rate Schedule</i>		
	<i>Water</i>	<i>Sewer</i>
Class 1 and 2 – Residential		
Customer Base Charge per month	\$17.23	\$20.76
Usage per 1,000 gallons	\$3.65	\$6.32
New Customer Capital Investment Fee (CIF)	\$2,600	\$1,500
Initial Connection (Tap) charge**	\$1,250	\$1,250
Disconnect for non-payment	\$35	-
Reconnect following non-payment	\$35	-
Class 3 and 4 – Commercial		
Customer Base Charge per month	\$108.58	\$130.80
Usage per 1,000 gallons	\$3.65	\$6.32
New Customer Capital Investment Fee (CIF)	\$20,800	\$12,000
Initial Connection (Tap) charge**	\$3,500	\$1,250
Disconnect for non-payment	\$50	-

<i>Water Resources Department Rate Schedule</i>		
	<i>Water</i>	<i>Sewer</i>
Reconnect following non-payment	\$50	-
Class 5 – Industrial		
Customer Base Charge per month	\$343.48	\$406.11
Usage per 1,000 gallons	\$3.65	\$6.32
New Customer Capital Investment Fee (CIF)	\$67,600	\$39,000
Initial Connection (Tap) charge**	\$5,000	\$1,250
Disconnect for non-payment	\$100	-
Reconnect following non-payment	\$100	-
Class 6 - Early Bird (No longer available)		
Class 7 – Fire Hydrant Charge		
Availability Charge per year	\$207	- Due in July
Class 8 - 1" Water Service		
Customer Base Charge per month	\$36.80	\$43.35
Usage per 1,000 gallons	\$3.65	\$6.32
New Customer Capital Investment Fee (CIF)	\$6,500	\$3,750
Initial Connection (Tap) charge**	\$1,500	\$1,250
Disconnect for non-payment	\$50	-
Reconnect following non-payment	\$50	-
<i>Special Charges</i>	<i>Charge</i>	
Service Call - 2 hour minimum	\$35 per hour - signed by customer to initiate work outside of scheduled work hours (8:00 a.m. - 5:00 p.m., 7 days per week.)	
Meter Testing Charge	\$25 - no charge if meter found defective	
Bad Check Processing Charge	\$25 - as authorized by G.S. § 25-3-506	
Late Payment Charge	10% of amount overdue per month or part of month beginning 30 days after billing date	

<i>Water Resources Department Rate Schedule</i>		
	<i>Water</i>	<i>Sewer</i>
<p>** The published initial connection (tap) charges are based on the historic River Bend average costs that has been experienced in making connections. There will be cases when, because of the local depth of the service main pipe to which the connection is to be made, or other site specific differences from the norm, the published connection fee will not cover the actual cost of the tap. When the Water Resources Superintendent encounters such conditions, he shall notify the applicant requesting the tap that the cost may exceed the published fee. In those cases, a record of cost associated with the specific tap will be accounted for and if the total cost exceeds the published fee, then the applicant shall pay a fee equal to the actual cost.</p>		

*Amended 5/15/08*

(Prior Code, Ch. 13, Art. II) Penalty, see § 1.01.999