

VERA CRUZ AREA SEWER PROJECT

January 27, 2011

Customer Handout

And

Information Packet

Vera Cruz Area Sewer Project

January 27, 2011

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Vera Cruz Area Sewer Project

Introduction & History

The Project Area is shown on Exhibit A and encompasses approximately 278 properties. The lots within the Project Area vary in size from < 0.25 acres to ~24 acres and many have been plagued with failing or questionable onsite sewage disposal systems for over 20-years. As identified in the ACT 537 Plan there is no feasible method to resolve the existing failures without the installation of a public system. Factors such as, project area density, topography and Pennsylvania Museum and Historic Commission requirements because of the presence of Vera Cruz Jasper Quarries (PA.S.S #36-Lh-12PA) have made cost effective project design a challenge. Nevertheless, design has been completed and all permits have been secured. Construction proposals, received on January 6, 2011, are favorable and present a value to the residents, as compared to project estimates presented in the past.

Upper Milford Township will adopt a Mandatory Connection Ordinance, in accordance with §67502(a) of the Second Class Township Code requiring all improved properties that are adjoining or adjacent to, or whose principal building is within one hundred and fifty feet (150') from the sanitary sewer to connect. In summary, this requires all properties in the Project Area to connect.

Schedule and Milestones

The project construction is currently anticipated to start in early March 2011. All construction within the roadways of the area should be completed by the end of December. In some cases, paving restoration may be deferred until spring of 2012. In order to expedite connections and utilize systems in-place, the project has been divided into three sub-areas or Milestone Areas. Each Milestone Area contains about 90 new connections and starts at the northern end of the project area. The three Milestone Areas are shown on the attached map. (Exhibit B)

Under the current anticipated schedule, residents and businesses in Milestone Area 1 would be expected to receive the "Notice to Connect" sometime toward the end of May or early June 2011. Milestone Area 2 notices would go out toward the end of August or early September 2011. Milestone Area 3 notices would go out in November/December 2011. Once residents and businesses receive the "Notice to Connect" they must install and complete connection to the new system within 60 days.

Connection Types

Property connections are broken into 4 separate types:

Single Family Residence

Multi Family Residence

Commercial Property

Vacant Property

Property Owner Costs are broken down into two primary categories, One-time Up-front Costs and On-going Costs the details of which are provided in the applicable sections of this document.

There is no need to review this entire packet of information. If you know your property type, simply jump ahead to that section and follow the list of tasks. If you are unsure of your property type, see the property listed on the label on the front cover of this packet. In addition, each section has a listing of all properties within that particular type.

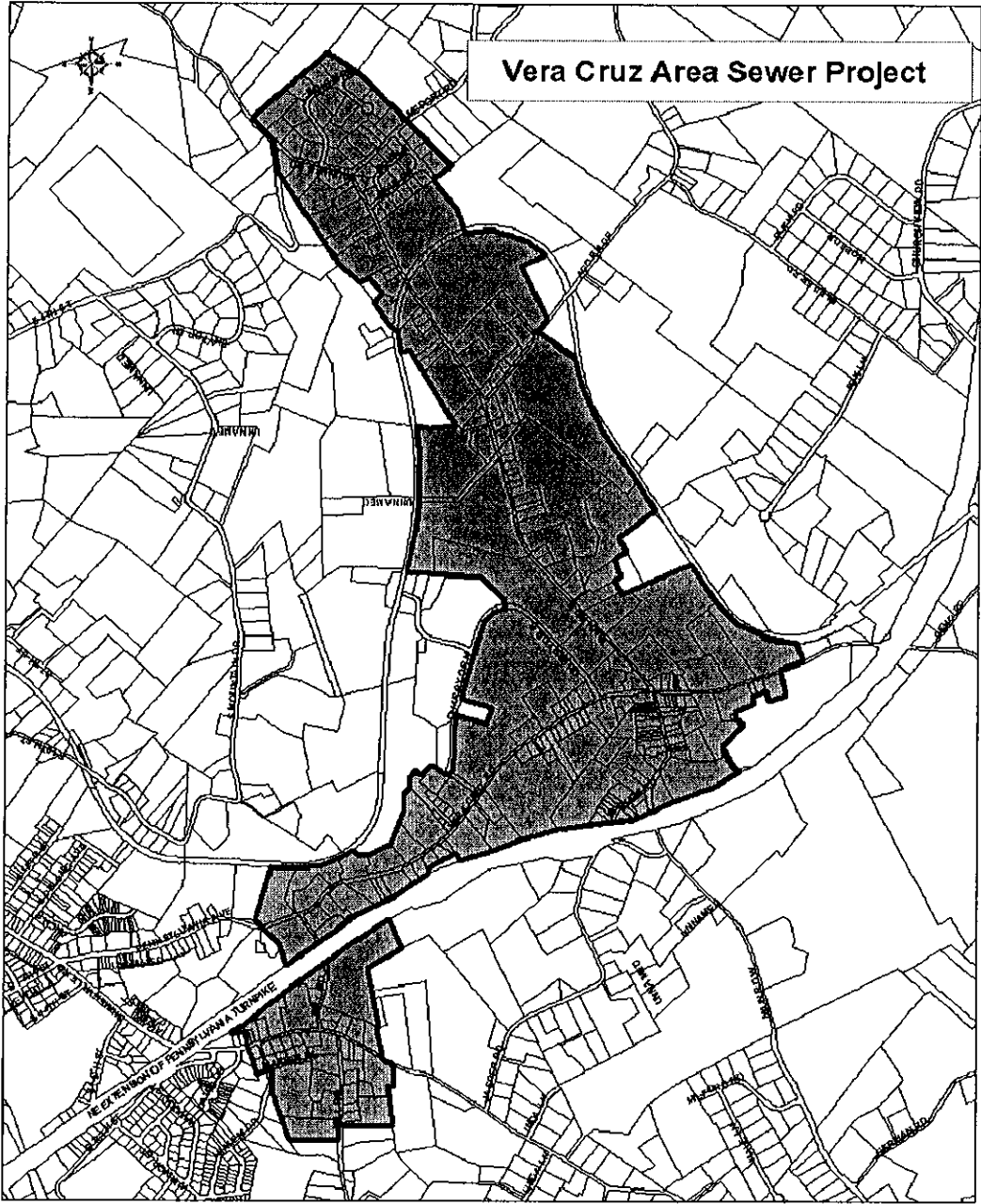


Exhibit A

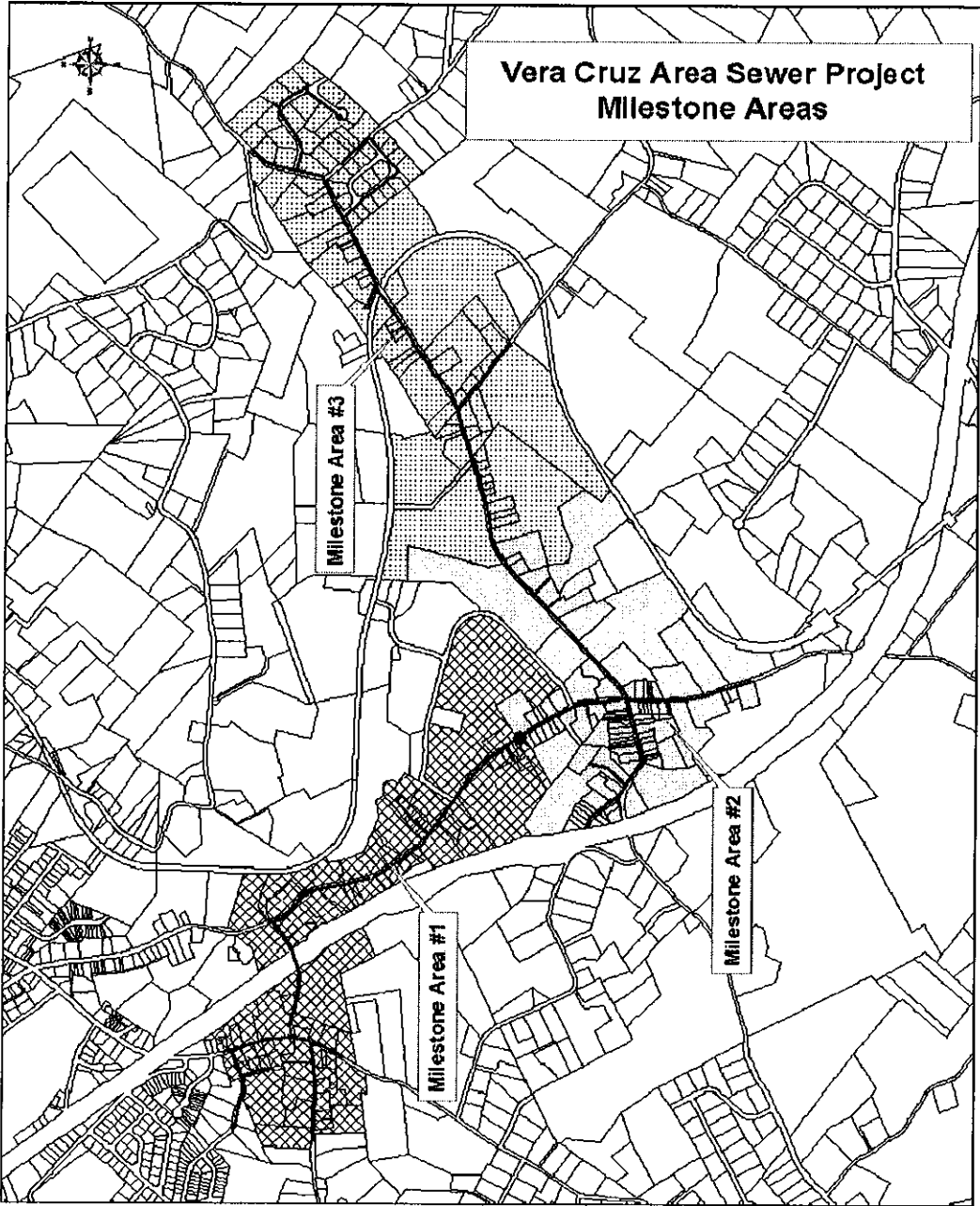


Exhibit B

Single Family Residence

Costs per Single Family Residence

Up-Front Costs							
Public Facility Costs (Paid to LCA)				Private (Paid to Others)			Grand
Connection Fee (1)	Capacity Tapping Fees (2)		Total Public	Plumbing (3)	Township (4) Permits	Total Private	Total
	Project	Non-Project					
\$ 1,025	\$ 180	\$ 1,706	\$ 2,911	\$ 5,800	\$ 220	\$ 6,020	\$ 8,931

(1) Assumes One Public Lateral

(2) Assumes 1- EDU. Non-Project Capacity Fees include WLI, LLRI & Wastewater Treatment Capacity

(3) Typical property - Estimated Costs, Includes installation of grinder pump & electrical connection, private lateral and septic tank abandonment

(4) Plumbing, Electrical and Septic Abandonment

All properties within the Project Area will incur **one-time, up-front costs**. There are two separate types of up-front costs; Public Facility Fees, to pay your share the public sewer facilities; and Private Plumbing Costs, to pay your plumbing contractor hired to connect your property to the public facilities and abandon existing facilities.

Public facility fees are composed of three parts:

1. Connection Fee - Covers the cost of the public lateral from the sewer main to right-of-way line.
2. Capacity Project Tapping Fee – Covers a portion of the cost of capacity in the Project Area facilities.
3. Capacity Non-project Tapping Fees – Covers the cost of capacity in sewer facilities outside the Project Area that convey and treat the sewage from Project Area properties.

Private Plumbing Costs - You will need to hire a plumbing contractor to install the grinder pump unit, physically connect your structure to the public sewer system lateral, modify interior plumbing as necessary, pump out and fill in the existing septic tank and abandon any existing sewage facilities. These costs will vary depending upon the distance from the public facilities and the complexity of the installation.

Upper Milford Township Permit Fees – Your plumber will need to secure a Plumbing Permit for the pipe work and installation of the Grinder Pump on your property. They will need an Electrical Permit for the changes to your electrical supply service and connection of the grinder pump. A Septic Tank Closure Permit will be required to ensure proper abandonment of your existing septic tank.

On-Going Costs

On-Going Costs

On-Going Annual Costs			
Paid to LCA User Charges (1)	Paid to Others (2)		Total
	Electricity	GP Maintenance Contract (3)	
\$ 362	\$ 28	\$ 140	\$ 530

(1) Based upon the current flat rate of \$90.43 per/quarter. Optional metering depending upon actual use may reduce or increase this charge.

(2) Assumes one-grinder Pump

(3) Per Township Ordinance the property owner must secure an Annual Maintenance Agreement

Ongoing costs are related to LCA user charges, electrical costs to operate the grinder pump and the annual maintenance contract. It should be noted that the maintenance contract for the first three years is included with the project fees. After that, the property owner, by Upper Milford Ordinance, must enter into a maintenance contract with a service representative.

Funding Sources

Multiple sources are available for funding your upfront costs, both project connection fees and private construction:

Personal Funds – Use of your own money to pay for all costs

Personal or Home Equity Loan – You borrow all or part of the necessary monies from a banking institution

Lehigh County Authority Loan – A loan @ 4% per-annum, with a term between 1-5 years payable in monthly installments is available. Only the Non-Project Capacity Fees of \$1,706.00 are eligible.

LCA Financing (1)					
Amount	Term /Monthly Payment				
Financed	1	2	3	4	5
(2), (3)	Year	Years	Years	Years	Years
\$ 1,706	\$145.27	\$74.08	\$50.37	\$38.52	\$31.42

(1) Interest Rate: 4% per-annum. Term: 1 to 5-years. Loan will be secured by a municipal lien on the property. A Lien fee of \$109.75 is payable up-front.

(2) LCA Financing is available for the Non-Project Capacity Tapping Fees only.

(3) 1-EDU

Community Development Block Grant – If your household is Low to Moderate Income, you may be eligible for substantial funding from this grant program. Your household income must be at 80% or lower than the mean household income for Lehigh County. Funding may cover all costs except the non-project related (\$1,706) costs. Contact the representatives at Lehigh County for more detailed information. Thorough income

verification will be necessary in order to formally qualify for grant assistance. Contact names and numbers are listed in the Appendix.

Options

Water Meter – Single Family Residences are not required to install a meter on their water supply; however if you do not install a meter you will be billed quarterly based upon the average usage for this type of household. If you feel that your flows will be less than the average, you may install a meter on your water supply line. You will then be billed based on actual flow as measured in the first quarter of the year. This amount will continue through the year. The cost for the water meter, couplings and radio readout is \$212.00, and is purchased from Lehigh County Authority. Your plumber must install the meter and readout and LCA personnel will inspect and seal it. If you are considering this option, you must have the meter installed by December 1, 2011.

Property Owner Responsibilities

1. Update Contact Information – If your name and contact information is different than noted in this packet, please send LCA an update. Name, address, phone and Email are all useful for communicating project issues.
2. Select Private Plumber – Contact plumbers for facility construction quotes on your property. There is a list of plumbers attached in the Appendix. These are plumbers that have experience in the type of work that will take place upon your property. You can use any plumber for this work. We suggest getting three quotes for comparison of services. After you have selected a plumber, they should apply for the necessary permits at the Upper Milford Township offices. Work upon your property will consist of:
 - a. Assist you in selecting the type grinder pump that best suits the needs of your property
 - b. Assist you in scheduling the delivery of the grinder pump
 - c. Installation of the service lateral to the grinder pump
 - d. Installation of the grinder pump and controls
 - e. Installation of all electrical modifications to operate the grinder pump
 - f. Reconfiguration of building plumbing to drain into the grinder pump
 - g. The proper abandonment of your existing septic tank. This generally includes pumping the existing tank and filling the tank with stone or dirt.
 - h. All tests, restoration and cleanup

3. Given the number of connections in the project area, we highly recommend that you start the plumbing contractor selection process as early as possible.
4. Place Service Lateral Stake – Once construction starts, you will be contacted to place a stake in your yard where the service lateral will be terminated at the street line. We will provide a stake for this use. This is the point where your plumber will connect facilities on your property. Your plumber can assist you in identifying the best location for your service lateral.
5. Secure Funding – At this point, you must have funding secured to minimize delays in meeting connection deadlines. Multiple sources are available as described above.
6. Receive Grinder Pump – As each milestone nears completion, you will be contacted to receive the grinder pump that is provided through the construction contract, the costs of which are part of the project fees described above. Pumps will be delivered in advance of the “Notice to Connect” so as to minimize delays in the connection process. Once delivered, you will be responsible for protection of the grinder pump.
7. Receive “Notice to Connect” – Once you receive the “Notice to Connect” you must make application for service to Lehigh County Authority, pay all appropriate fees and contact your plumber to complete the work upon your property. You will have 60 days to complete the connection.

The Following Activities will be performed by your plumbing contractor:

8. Make Connection – Extension of the service lateral must be completed and pass installation tests and inspection by Upper Milford Township. Your plumber will be responsible for contacting the Township for inspection of the lateral line.
9. Electrical Upgrades - Operation of the grinder pump may require modifications to your residential electrical system. These also, must be completed and inspected by Upper Milford Township.
10. Grinder Pump Installation - The grinder pump and controls must be installed. Your plumber will contact the grinder pump supplier who will inspect the grinder pump installation and test it for proper operation.
11. Revise Indoor Plumbing - When all the items above have been completed, internal plumbing must be revised to direct flow to the grinder pump basin sump. The existing septic tank must also be abandoned. Both of these last two tasks must be inspected and approved by Upper Milford Township.

Property List

The following list of properties has been identified as containing all Single Family Residences in the Project Area. If you feel this listing is inaccurate, please contact the Project Representative at Lehigh County Authority, 610.398.2503.

ADAMS JASON O & ROBERT C NEWMAN JR	4282	MILL RD
ADAMS JASON O & SUSAN J	4287	SHIMERVILLE RD
ALCOTT DERRECK M	4710	VERA CRUZ RD
ALKIRE ELBERN H JR & GRATIA G	2763	BRUNNER RD
ANDERSON ERIC J & PAMELA	3940	MAIN RD W
ARNDT KENNETH E & EVELYN M	3422	MAIN RD E
AUGUSTUS FAITH ANN	4402	BARNEY AVE
BARCZA S DOUGLAS	4301	MILL RD
BASTIAN KEVIN J & APRIL M	4732	VERA CRUZ RD
BEKESY ROBERT A JR & KRISTEN DANCAK	5220	ACORN DR
BENNER IDA	3985	MAIN RD W
BENTON RICHARD P & LINDA S LEH	5281	ACORN DR
BILLMAN CHARLENE M & SCOTT K SHERMAN	4819	VERA CRUZ RD
BLOCH RICHARD	4302	MILL RD
BLYLER G SCOTT & GEORGETTE A	4177	SHIMERVILLE RD
BOEHM DONALD W & RUTH D	4172	MILL RD
BOYKO DAVID & ALENCAR ROSANNE	3905	MAIN RD W
BRAD MICHAEL S & SHANNA K DAVIS	3995	MAIN RD W
BREINICH RALPH S & PATRICIA T	5242	JAVIS DR
BRENDLINGER MARYLEE Y ET AL	5273	SICKLE RD
BRODSKY MICHAEL P & BARBARA J	4035	MAIN RD W
CAIN-BORGMAN CRAIG J & CANDI L	5331	VERA CRUZ RD
CARL JOHN H & MAE M	4772	VERA CRUZ RD
CARL THOMAS E & CHRISTINE D	4264	MILL RD
CASEY THOMAS P	3079	MAIN RD E
CASTELLANO JAMES L & R A CASTELLANO	4344	MILL RD
CHRISTMAN RALPH & BARBARA	3311	MAIN RD E
CITIZENS' FIRE CO OF UPPER MILFORD	4077	MAIN RD W
CONRAD MAYNARD F JR & LINDA S	5201	BOW LN
CONRAD ROBERT R & MARTHA L	5139	SPRUCE RD
CROTZER STEVEN G	3325	MAIN RD E
CZECZON GABOR & MELINDA	2701	SICKLE CIR
DANNER CALVIN C JR & GEORGIEANNA M	3660	MAIN RD E
DASHNER MICHAEL J & LYNN E	2646	SICKLE CIR
DE LONG DAVID G & LINDA J	5127	SPRUCE RD
DEBUS JAMES C & CAROL A	4151	MARION PL
DELONG MICHAEL A & SHIRLEY	5160	SICKLE RD
DERR PHOEBE M	5138	VERA CRUZ RD
DERRY MARK A & BARBARA J	2702	SICKLE CIR
DEVAULT GEORGE D & MELANIE L	3502	MAIN RD E
DI GIACOMO EMILY E & CHRISTOPHER C	3570	MAIN RD E
DIEROLF RONALD LEE & BARBARA JANE	4101	SHIMERVILLE RD
DYCHALA JOHN S JR & LISA C	4244	SHIMERVILLE RD

ECKEL JEFFERSON PAUL & ALINA A	2702	BRUNNER RD
EDMONDS MICHAEL S & SUSAN E	3450	MAIN RD E
ELTZ ELIZABETH M	3147	MAIN RD E
EPEL JOHN A & LINDA D	4276	SHIMERVILLE RD
FANTASIA MICHAEL J & TARA	4120	SHIMERVILLE RD
FARRELL PETER A & SHERRY M	2701	BRUNNER RD
FATZINGER MATTHEW L & ROXANNE L	3071	MAIN RD E
FEY BRIAN K	4754	VERA CRUZ RD
FIGLIOLI MARTIN S & CAROL A	5227	BOW LN
FINADY L JOHN & BARBARA	3135	MAIN RD E
FINK JEANETTE M	3342	MAIN RD E
FLOK JOSEPH	5278	ACORN DR
FOX JAMES J JR & KATHLEEN G	4535	VERA CRUZ RD
FREDERICK GREGORY A & CYNTHIA A	4587	VERA CRUZ RD
FREY JESSE & TASHANNA	5211	SICKLE RD
FRICK EILEEN J	5166	JAVIS DR
FRISOLI CLEMENT V & HELEN N	5311	SICKLE RD
FUCETOLA DIANE & PAUL R HORWARTH	4888	VERA CRUZ RD
FULLER DAVID E & ROBIN D	4876	VERA CRUZ RD
GARGER JODI L	3885	MAIN RD W
GAUGLER CHARLES H & ROSEMARY	5131	VERA CRUZ RD
GENOVESE DEANO E	4191	SHIMERVILLE RD
GETTY SHERRY L	4702	VERA CRUZ RD
GIOVE JULIA T	5382	VERA CRUZ RD
GODISKA JOHN E & KAREN A	2752	BRUNNER RD
GONZALEZ ELIO & MARY ANN	2484	CHOCK RD
GOODMAN WAYNE & LAURA	4570	VERA CRUZ RD
GRAFF STEVEN M	5251	ACORN DR
GREENAWALT FAMILY TRUST	4146	SHIMERVILLE RD
GROSS RAY R	2901	MAIN RD E
GROW LAWRENCE C III & RENEE	4521	VERA CRUZ RD
GRUBER SEAN D & RABENOLD ELISSA N	2640	BRUNNER RD
GUIGLEY MARLIN W & ROBIN L	2783	BRUNNER RD
HAAS CHRISTOPH H	5332	VERA CRUZ RD
HASSLER BRIAN R & FRANCINE B	5243	BOW LN
HAUSER CLINTON J & SYLVIA T	5161	SPRUCE RD
HEIMBACH BRUCE P	4260	SHIMERVILLE RD
HEISERMAN ELAINE L	5326	VERA CRUZ RD
HELLER TIMOTHY J & JENNIFER D	4401	BARNEY AVE
HOLLENTONER VAN ERIC	3901	MAIN RD W
HOOVER BRET A & LYNN M	2784	BRUNNER RD
HOPSTOCK RICHARD A	3095	MAIN RD E
HOSFELD LAMONT A & DANA G	4869	VERA CRUZ RD
HOUSEKNECT ERIC T & DEBRA L	5036	VERA CRUZ RD
HUMPHREYS KARL W & AMY L	4271	MILL RD
HUNGER ALLAN D & DONNA M	5145	VERA CRUZ RD
JASA PROPERTIES LLC	3316	MAIN RD E
JOHNSON ROBERT K	3358	MAIN RD E
JONES JEFFREY	4265	SHIMERVILLE RD

KANE GLENN J & TERRI L A	4176	MARION PL
KEISER RONALD G & DIANE G	4851	VERA CRUZ RD
KELLAR JAMES J & KRISTIN A	2946	MAIN RD E
KIDD KEITH & GWENDOLYN	4910	VERA CRUZ RD
KLECKNER SANDRA A	5121	SPRUCE RD
KLEPPERT KENNETH L	3554	MAIN RD E
KLEPPINGER BRIAN S & FAY K	5335	VERA CRUZ RD
KLINGAMAN GEORGE F & RUBY J	5356	VERA CRUZ RD
KLINGAMAN GEORGE F & RUBY JANE	5340	VERA CRUZ RD
KOZIOL MICHAEL F TRUST	3025	MAIN RD E
KRAUSE HOWARD K	4350	MILL RD
KREINER DOUGLAS E & SANDRA	3950	MAIN RD W
KRESLEY DEBORAH L ET AL	4867	VERA CRUZ RD
KRYNICKY THOMAS E & ELIZABETH M	5270	SICKLE RD
KRYWONIS STEVE	4830	VERA CRUZ RD
KUKLIS FRANK & DEBORAH A	4190	SHIMERVILLE RD
LANDIS BUNGALOW FAMILY PARTNERSHIP	4140	MILL RD
LAPP EUGENE G & SANDRA J	3588	MAIN RD E
LAPP GEORGE & IRENE	3602	MAIN RD E
LAPP IRENE L	3646	MAIN RD E
LARKIN STEPHANIE	2995	MAIN RD E
LAUBE BARRY & GIJSBERTA JEANNETTE	5122	VERA CRUZ RD
LAVANA PAUL	4124	MARION PL
LEMAN CHRISTOPHER M & AMBER G MILLER	2847	MAIN RD E
LESEBERG WILLIAM D	3020	MAIN RD E
LINDSTROM DAVID A & LISA R	3911	MAIN RD W
MACKES ERIC L & ERIN R HOFF	5146	VERA CRUZ RD
MAKEM JENNIFER A	5161	LIMEPORT RD
MARANGOS CHARALAMBOS & JENNIFER	3115	MAIN RD E
MARENSKI STEPHAN O & MICHELLE L	5226	JAVIS DR
MARSH ROBERT A & CAROL F	4151	SHIMERVILLE RD
MARTELLUCCI GIUSEPPE & CAROL L	5202	BOW LN
MATLACK FRED A & ANN G	3951	MAIN RD W
MATLACK TIMOTHY J & MELIKA K TROXELL	5474	VERA CRUZ RD
MAYES GERALD H & JOYCE L	5352	VERA CRUZ RD
MECK CARL W & JEAN B	3482	MAIN RD E
MELO MICHELE M & JOSE C MELO	5243	SICKLE RD
MIKOVICH THEODORE J & JOANNE M	5261	BOW LN
MILLER DEREK & KATHLEEN D	3501	MAIN RD E
MILLER HAROLD E & HELENE	5098	VERA CRUZ RD
MILLER ROBERT L & MILLIE J	5184	JAVIS DR
MILLWARD LYNNE L & GARY L	2819	MAIN RD E
MOLITORISZ JEFFREY R & MARIEL J	5123	SICKLE RD
MORRIS PAUL W & NANCY L	4818	VERA CRUZ RD
MOYER CYNTHIA M	3131	MAIN RD E
MULVIHILL GERARD J & KATHLEEN	2462	CHOCK RD
MUTCHLER RONALD O & CAROL M	4125	SHIMERVILLE RD
MUTHARD FRANK E & DEBRA D	3990	MAIN RD W
MUTHARD FRANK E & DEBRA D	3982	MAIN RD W

NEITH JOHN P & GABRIELLE A	5086	VERA CRUZ RD
NESTOR JOHN F & KAREN L	3927	MAIN RD W
NEWMAN ROBERT C JR & SUSANNA C	2955	MAIN RD E
NISHNIC MICHAEL F & JOYCE E	3501	QUARRY DR
OELS JEFFREY A & CHERYL A	5224	VERA CRUZ RD
OLIVIER MATHIAS P & HOLLY B BIGELOW	3890	MAIN RD W
OSINSKI CHARLES R & MARIETTA N	5329	ACORN DR
PALMER EDWARD F III & MELISSA M	5219	VERA CRUZ RD
PALUMBO SUSAN K	5227	LIMEPORT RD
PAUL RALPH N III & DIANE M PAUL	5227	ACORN DR
PECK GREGORY A	4661	VERA CRUZ RD
PEFFER TRACY A	4257	SHIMERVILLE RD
PETERSON GILBERT E & CHARLOTTE A	5270	JAVIS DR
PEYCH MICHAEL J JR	4859	VERA CRUZ RD
PFEIFFER JAMES R & AIMEE B	3964	MAIN RD W
PICKETT MICHAEL D & ROSANNE L	2875	MAIN RD E
PLUMLEY ADAM R & JAIME	5145	SPRUCE RD
POPE JAMES J & MARYGRACE R NIXON	5123	VERA CRUZ RD
PRUITT JOHN	5156	SPRUCE RD
PUGH EARL P	2891	MAIN RD E
RAPOSE CATHERINE M	5202	JAVIS DR
REITH ROLAND C & ANNABELLE P	5444	VERA CRUZ RD
REITH ROLAND C & ANNABELLE P	5456	VERA CRUZ RD
REMELY ISRAEL N & DEBORAH KLINE	4328	MILL RD
RITTER LAVERNE R & ANN L RITTER	3910	MAIN RD W
RITTER LILLIAN	3984	MAIN RD W
RITTER ROY W	5281	BOW LN
RODGERS STEVEN	2672	BRUNNER RD
ROEDER BRIAN & APRIL L	5048	VERA CRUZ RD
RUFF KATHLEEN L	3919	MAIN RD W
RUTH MARK R JR & CYNTHIA L	3935	MAIN RD W
RYAN DANIEL P	3926	MAIN RD W
RYAN DANIEL P	3971	MAIN RD W
RYAN DANIEL P	3967	MAIN RD W
SANDERSON WILLIAM L & DARLENE MARIE	5319	ACORN DR
SCHAEFFER RUBY	5111	SPRUCE RD
SCHAFFER BETTY E TRUST	5211	LIMEPORT RD
SCHAFFER PHILIP G & VICKIE ANN	5111	VERA CRUZ RD
SCHAFFER ROGER M & KAREN L	2501	CHOCK RD
SCHAFFER STANLEY W JR & BARBARA A	4202	SHIMERVILLE RD
SCHANTZ JERRY A & TINA MARIE	3410	MAIN RD E
SCHANTZ RUTH R	3372	MAIN RD E
SCHAPPELL RONALD R & NANCY G	4451	BARNEY AVE
SHEETZ JUSTIN M & SHERILYN D	3254	MAIN RD E
SCHENK MATTHEW	5183	SPRUCE RD
SCHMELTZLE RICHARD & EMMA IRREV TRST	5056	VERA CRUZ RD
SCHMELTZLE TERRY R & ELIZABETH L	4628	VERA CRUZ RD
SCHNABEL LINDA K	3468	MAIN RD E
SCHUETZ RICHARD W	2651	SICKLE CIR

SCHULER CATHERINE M	5183	LIMEPORT RD
SCHUSTER STEPHEN JR & NANCY R	5202	VERA CRUZ RD
SCHWARTZ MICHAEL J & KELLY L	5020	VERA CRUZ RD
SCHWENK JERRY H JR	2973	MAIN RD E
SEIBERT CHAD	4777	VERA CRUZ RD
SHAFFER ROSEMARY V & NANCY C ROTH	3186	MAIN RD E
SHELLY DAVID	3281	MAIN RD E
SHIFFER ROBERT A & SHARON A	4582	VERA CRUZ RD
SMITH DENNIS C	4871	VERA CRUZ RD
SNYDER RICHARD C JR	4391	MILL RD
STAHLER FAMILY TRUST	4790	VERA CRUZ RD
STAHLER FAMILY TRUST	4864	VERA CRUZ RD
STASHKO THOMAS J & MARY C	2913	MAIN RD E
STAUFFER BRIAN K & SHELLY A	5270	BOW LN
STEWART R DAVID & WILMA	2540	CHOCK RD
STIMMEL RAY C & BERNADETTE B	2502	CHOCK RD
STRZELECKI LINDA & GERALD T MOYER	5167	VERA CRUZ RD
SUPPAN THOMAS R & MARY L	5184	VERA CRUZ RD
TAUCHER DANIEL J	5110	VERA CRUZ RD
TODD RICK L	5343	VERA CRUZ RD
TRANGUCH FRANKLIN J & CAROLYN	4031	MILL RD
VAN DOREN SHAUN R	5318	VERA CRUZ RD
VANAKEN ROBERT H & MERCEDES	2795	MAIN RD E
WALL WILLIAM O & JUANITA M	4111	MILL RD
WALL WILLIAM S	4135	MILL RD
WARD BARBARA S	5251	LIMEPORT RD
WENDT LILLI M	4865	VERA CRUZ RD
WENTLING RICHARD D & JUNE L	5291	BOW LN
WILLIAMS RICHARD D	4016	MAIN RD W
WITTMAN KENNETH	4873	VERA CRUZ RD
WOLFE R KEITH & TERRI A	5060	VERA CRUZ RD
YOST MICHAEL J	3918	MAIN RD W
YOUNG ANDREW G	3895	MAIN RD W
YOUNG DAVID P & MYRA E	4025	MAIN RD W
YOUNG STEPHEN E & CAROL J	5202	SICKLE RD
ZABROWSKI DAVID A & KATHY L	4034	MILL RD

Multi-Family Residence

Costs per Multi Family Residence

Number of Units	Up-Front Costs							Grand Total
	Public Facility Costs (Paid to LCA)				Private (Paid to Others)			
	Connection Fee (1)	Capacity Tapping Fees (2)		Total Public	Plumbing (3)	Township (4) Permits	Total Private	
		Project	Non-Project					
2	\$ 1,025	\$ 216	\$ 2,050	\$ 3,291	\$ 5,800	\$ 220	\$ 6,020	\$ 9,311
3	\$ 1,025	\$ 324	\$ 3,075	\$ 4,424	\$ 5,800	\$ 220	\$ 6,020	\$10,444
4	\$ 1,025	\$ 432	\$ 4,100	\$ 5,557	\$ 5,800	\$ 220	\$ 6,020	\$11,577
5	\$ 1,025	\$ 540	\$ 5,125	\$ 6,690	\$ 5,800	\$ 220	\$ 6,020	\$12,710
6	\$ 1,025	\$ 648	\$ 6,150	\$ 7,823	\$ 5,800	\$ 220	\$ 6,020	\$13,843
7	\$ 1,025	\$ 756	\$ 7,175	\$ 8,956	\$ 5,800	\$ 220	\$ 6,020	\$14,976

(1) Assumes One Public Lateral

(2) Assumes MFR Tapping Fees. Non-Project Capacity Fees include WLI, LLRI & Wastewater Treatment Capacity

(3) Typical property - Estimated Costs, Includes installation of grinder pump & electrical connection, private lateral and septic tank abandonment

(4) Plumbing, Electrical and Septic Abandonment

All properties within the Project Area will incur **one-time, up-front costs**. There are two separate types of up-front costs; Public Facility Fees, to pay your share the public sewer facilities; and Private Plumbing Costs, to pay your plumbing contractor hired to connect your property to the public facilities and abandon existing facilities.

Public facility fees are composed of three parts:

1. Connection Fee - Covers the cost of the public lateral from the sewer main to right-of-way line.
2. Capacity Project Tapping Fee – Covers a portion of the cost of capacity in the Project Area facilities.
3. Capacity Non-project Tapping Fees – Covers the cost of capacity in sewer facilities outside the Project Area that convey and treat the sewage from Project Area properties.

Private Plumbing Costs - You will need to hire a plumbing contractor to install the grinder pump unit, physically connect your structure to the public sewer system lateral, modify interior plumbing as necessary, pump out and fill in the existing septic tank and abandon any existing sewage facilities. These costs will vary depending upon the distance from the public facilities and the complexity of the installation.

Upper Milford Township Permit Fees – Your plumber will need to secure a Plumbing Permit for the pipe work and installation of the Grinder Pump on your property. They will need an Electrical Permit for the changes to your electrical supply service and connection of the grinder pump. A Septic Tank Closure Permit will be required to ensure proper abandonment of your existing septic tank.

On-Going Costs

Number of Units	On-Going Annual Costs			
	Paid to LCA	Paid to Others (2)		Total
	User Charges (1)	Electricity	GP Maintenance Contract (3)	
2	\$ 643	\$ 32	\$ 140	\$ 815
3	\$ 965	\$ 48	\$ 140	\$ 1,153
4	\$ 1,287	\$ 64	\$ 140	\$ 1,491
5	\$ 1,609	\$ 80	\$ 140	\$ 1,829
6	\$ 1,930	\$ 96	\$ 140	\$ 2,166
7	\$ 2,252	\$ 112	\$ 140	\$ 2,504

(1) Based upon the current MRF flat rate of \$80.43 per/quarter. Optional metering depending upon actual use may reduce or increase this charge.

(2) Assumes one-grinder Pump

(3) Per Township Ordinance the property owner must secure an Annual Maintenance Agreement

Ongoing costs are related to LCA user charges, electrical costs to operate the grinder pump and the annual maintenance contract. It should be noted that the maintenance contract for the first three years is included with the project fees. After that, the property owner, by Upper Milford Ordinance, must enter into a maintenance contract with a service representative

Funding Sources

Multiple sources are available for funding your upfront costs, both project connection fees and private construction:

Personal Funds – Use of your own money to pay for all costs

Personal or Home Equity Loan – You borrow all or part of the necessary monies from a banking institution

Lehigh County Authority Loan – A loan @ 4% per-annum, with a term between 1-5 years payable in monthly installments is available. Only the Non-Project Capacity Tapping Fees eligible.

LCA Financing (1)						
Number of Units	Amount Financed (2)	Term /Monthly Payment				
		1 Year	2 Years	3 Years	4 Years	5 Years
2	\$ 2,050	\$174.56	\$89.02	\$60.52	\$46.29	\$37.75
3	\$ 3,075	\$261.84	\$133.53	\$90.79	\$69.43	\$56.63
4	\$ 4,100	\$349.11	\$178.04	\$121.05	\$92.57	\$75.51
5	\$ 5,125	\$436.39	\$222.55	\$151.31	\$115.72	\$94.38
6	\$ 6,150	\$523.67	\$267.06	\$181.57	\$138.86	\$113.26
7	\$ 7,175	\$610.95	\$311.57	\$211.83	\$162.00	\$132.14

(1) Interest Rate: 4% per-annum. Term: 1 to 5-years. Loan will be secured by a municipal lien on the property. A Lien fee of \$109.75 is payable up-front.

(2) LCA Financing is available for the Non-Project Capacity Tapping Fees only.

Community Development Block Grant – If you are Low to Moderate Income, you may be eligible for substantial funding from this grant program. Multi-family uses are eligible if the owner lives in one of the units and 51% of the households are low to moderate income. Unit household income must be at 80% or lower than the mean household income for Lehigh County. Funding may cover all costs except the Non-Project Capacity Tapping Fees. Contact the representatives at Lehigh County for more detailed information. Thorough income verifications will be necessary in order to formally qualify for grant assistance. Contact names and numbers are listed in the Appendix.

Options

Water Meter – Multi Family Residences are not required to install a meter on their water supply; however if you do not install a meter you will be billed quarterly based upon the average usage for this type of household per unit. If you feel that your flows will be less than the average, you may install a meter on your water supply line. You will then be billed based on actual flow as measured in the first quarter of the year. This amount will continue through the year. The cost for the water meter, couplings and radio readout is \$212.00, and is purchased from Lehigh County Authority, plus the cost for your plumber to install it. Your plumber must install the meter and readout and LCA personnel will inspect and seal it. If you are considering this option, you must have the meter installed by December 1, 2011.

Property Owner Responsibilities

1. Update Contact Information – If your name and contact information is different than noted in this packet, please send LCA an update. Name, address, phone and Email are all useful for communicating project issues.

2. Select Private Plumber – Contact plumbers for facility construction quotes on your property. There is a list of plumbers attached in the Appendix. These are plumbers that have experience in the type of work that will take place upon your property. You can use any plumber for this work. We suggest getting three quotes for comparison of services. After you have selected a plumber, they should apply for the necessary permits at the Upper Milford Township offices. Work upon your property will consist of:
 - a. Assist you in selecting the type grinder pump that best suits the needs of your property
 - b. Assist you in scheduling the delivery of the grinder pump
 - c. Installation of the service lateral to the grinder pump
 - d. Installation of the grinder pump and controls
 - e. Installation of all electrical modifications to operate the grinder pump
 - f. Reconfiguration of building plumbing to drain into the grinder pump
 - g. The proper abandonment of your existing septic tank. This generally includes pumping the existing tank and filling the tank with stone or dirt.
 - h. All tests, restoration and cleanup
3. Given the number of connections in the project area, we highly recommend that you start the plumbing contractor selection process as early as possible.
4. Place Service Lateral Stake – Once construction starts, you will be contacted to place a stake in your yard where the service lateral will be terminated at the street line. We will provide a stake for this use. This is the point where your plumber will connect facilities on your property. Your plumber can assist you in identifying the best location for your service lateral.
5. Secure Funding – At this point, you must have funding secured to minimize delays in meeting connection deadlines. Multiple sources are available as described above.
6. Receive Grinder Pump – As each milestone nears completion, you will be contacted to receive the grinder pump that is provided through the construction contract, the costs of which are part of the project fees described above. Pumps will be delivered in advance of the “Notice to Connect” so as to minimize delays in the connection process. Once delivered, you will be responsible for protection of the grinder pump.
7. Receive “Notice to Connect” – Once you receive the “Notice to Connect” you must make application for service to Lehigh County Authority, pay all appropriate

fees and contact your plumber to complete the work upon your property. You will have 60 days to complete the connection.

The Following Activities will be performed by your plumbing contractor:

8. Make Connection – Extension of the service lateral must be completed and pass installation tests and inspection by Upper Milford Township. Your plumber will be responsible for contacting the Township for inspection of the lateral line.
9. Electrical Upgrades - Operation of the grinder pump may require modifications to your residential electrical system. These also, must be completed and inspected by Upper Milford Township.
10. Grinder Pump Installation - The grinder pump and controls must be installed. Your plumber will contact the grinder pump supplier who will inspect the grinder pump installation and test it for proper operation.
11. Revise Indoor Plumbing - When all the items above have been completed, internal plumbing must be revised to direct flow to the grinder pump basin sump. The existing septic tank must also be abandoned. Both of these last two tasks must be inspected and approved by Upper Milford Township.

The following list of properties has been identified as containing all Multi-Family Residences in the Project Area. The number of units per County records is listed in the column to the right. If you feel this listing is inaccurate, please contact the Project Representative at Lehigh County Authority, 610.398.2503.

BERTALAN STEPHEN A JR & DARLA L	5387	VERA CRUZ RD
DEWALT MARK & PAMELA J	2985	MAIN RD E
EL CHAAR JOSEPH J	4731	VERA CRUZ RD
ENTIERO ROBERT J	5307	MAIN RD E
FULMER HAROLD G III ET AL	3641	MAIN RD E
GREENAWALT MICHAEL G & KATHLEEN R	4130	SHIMERVILLE RD
JUNG MARK	4201	SHIMERVILLE RD
KEISER DAVID C	3471	QUARRY DR
KLEPPINGER BRIAN S & FAY K	2931	MAIN RD E
MARTIN JEAN A & MICHAEL SCOTT	2987	MAIN RD E
NESTER DONALD & SUSAN	5041	VERA CRUZ RD
PARR DONALD A & JEAN L	5355	VERA CRUZ RD
SCHENK KATHLEEN M	5197	SPRUCE RD
SHAFFER ROSEMARY V & NANCY C ROTH	3220	MAIN RD E
SHANKWEILER EARL H & ALTHEA L	5323	VERA CRUZ RD
SHUHLER PATRICK G & EICKMAN DAVID J	4672	VERA CRUZ RD
WOLFE R KEITH & TERRI A	3528	MAIN RD E
WOLFE ROBERT K & TERRI A	5072	VERA CRUZ RD

Commercial Properties

Costs per Commercial Use

All commercial properties are required by ordinance to install a meter on their water supply line. They will be billed based upon actual volume of sewage discharged. We are recommending installation of this meter to take place as soon as possible, to gather usage data that will be used to help determine the amount of wastewater capacity you need to purchase.

Number of EDUs	Up-Front Costs							Grand Total
	Public Facility Costs (Paid to LCA)				Private (Paid to Others)			
	Connection Fee (1)	Capacity Tapping Fees (2)		Total Public	Plumbing (3)	Township (4) Permits	Total Private	
		Project	Non-Project					
1	\$ 1,025	\$ 180	\$ 1,706	\$ 2,912	\$ 6,175	\$ 220	\$ 6,395	\$ 9,307
2	\$ 1,025	\$ 360	\$ 3,412	\$ 4,799	\$ 6,175	\$ 220	\$ 6,395	\$11,194
3	\$ 1,025	\$ 540	\$ 5,118	\$ 6,686	\$ 6,175	\$ 220	\$ 6,395	\$13,081
4	\$ 1,025	\$ 720	\$ 6,824	\$ 8,573	\$ 6,175	\$ 220	\$ 6,395	\$14,968
5	\$ 1,025	\$ 900	\$ 8,530	\$10,460	\$ 6,175	\$ 220	\$ 6,395	\$16,855

(1) Assumes One Public Lateral

(2) Based upon a cost per-EDU. Non-Project Capacity Fees include WLI, LLRI & Wastewater Treatment Capacity

(3) Typical property - Estimated cost includes installation of grinder pump & electrical connection, private lateral, septic tank abandonment, 5/8" x 3/4" meter

Note: Some commercial properties may be required to install a grease trap and/or wastewater sampling station these costs are not included in the estimate

(4) Plumbing, Electrical and Septic Abandonment

All properties within the Project Area will incur **one-time, up-front costs**. There are two separate types of up-front costs; Public Facility Fees, to pay your share the public sewer facilities; and Private Plumbing Costs, to pay your plumbing contractor hired to connect your property to the public facilities and abandon existing facilities.

Public facility fees are composed of three parts:

1. Connection Fee - Covers the cost of the public lateral from the sewer main to right-of-way line.
2. Capacity Project Tapping Fee – Covers a portion of the cost of capacity in the Project Area facilities.
3. Capacity Non-project Tapping Fees – Covers the cost of capacity in sewer facilities outside the Project Area that convey and treat the sewage from Project Area properties.

Private Plumbing Costs - You will need to hire a plumbing contractor to install the a meter on your water supply line, grinder pump unit, physically connect your structure to

Private Plumbing Costs - You will need to hire a plumbing contractor to install the a meter on your water supply line, grinder pump unit, physically connect your structure to the public sewer system lateral, modify interior plumbing as necessary, pump out and fill in the existing septic tank and abandon any existing sewage facilities. These costs will vary depending upon the distance from the public facilities and the complexity of the installation.

Upper Milford Township Permit Fees – Your plumber will need to secure a Plumbing Permit for the pipe work and installation of the Grinder Pump on your property. They will need an Electrical Permit for the changes to your electrical supply service and connection of the grinder pump. A Septic Tank Closure Permit will be required to ensure proper abandonment of your existing septic tank.

On-Going Costs

Number of EDUs	On-Going Annual Costs			
	Paid to LCA	Paid to Others (2)		Total
	User Charges (1)	Electricity	GP Maintenance Contract (3)	
1	\$ 362	\$ 28	\$ 140	\$ 530
2	\$ 723	\$ 56	\$ 140	\$ 919
3	\$ 1,085	\$ 84	\$ 140	\$ 1,309
4	\$ 1,446	\$ 112	\$ 140	\$ 1,698
5	\$ 1,809	\$ 140	\$ 140	\$ 2,089

(1) Commercial customers must install a meter on their water supply and their sewer bill will be based upon on actual usage.

The estimated charges above are based upon 1-EDU equals approximately 180 gallons per-day of flow.

(2) Assumes one-grinder pump

(3) Per Township Ordinance the property owner must secure an Annual Maintenance Agreement

Ongoing costs are related to LCA user charges, electrical costs to operate the grinder pump and the annual maintenance contract. It should be noted that the maintenance contract for the first three years is included with the project fees. After that, the property owner, by Upper Milford Ordinance, must enter into a maintenance contract with a service representative.

Funding Sources

Multiple sources are available for funding your upfront costs, both project connection fees and private construction:

Personal Funds – Use of your own money to pay for all costs

Personal or Home Equity Loan – You borrow all or part of the necessary monies from a banking institution

Lehigh County Authority Loan – A loan @ 4% per-annum, with a term between 1-5 years payable in monthly installments is available. Only the Non-Project Capacity Tapping Fees eligible.

LCA Financing (1)						
Number of EDUs	Amount Financed (2)	Term /Monthly Payment				
		1 Year	2 Years	3 Years	4 Years	5 Years
1	\$ 1,706	\$145.27	\$74.08	\$50.37	\$38.52	\$31.42
2	\$ 3,412	\$290.53	\$148.17	\$100.74	\$77.04	\$62.84
3	\$ 5,118	\$435.80	\$222.25	\$151.10	\$115.56	\$94.26
4	\$ 6,824	\$581.06	\$296.33	\$201.47	\$154.08	\$125.67
5	\$ 8,530	\$726.33	\$370.41	\$251.84	\$192.60	\$157.09

(1) Interest Rate: 4% per-annum. Term: 1 to 5-years. Loan will be secured by a municipal lien on the property. A Lien fee of \$109.75 is payable up-front

(2) LCA Financing is available for the Non-Project Capacity Tapping Fees only.

Community Development Block Grant – For Commercial properties, if a live-in owner's household income is Low to Moderate, you may be eligible for partial funding from this grant program. Eligible household income must be at 80% or lower than the mean household income for Lehigh County. Funding for Commercial properties may only cover private plumbing expenses for the service lateral. Contact the representatives at Lehigh County for more detailed information. Thorough income verifications will be necessary in order to formally qualify for grant assistance. Contact names and numbers are listed in the Appendix.

Metering and Other Requirements

Water Meter – All commercial properties in Upper Milford are metered for their sewage flows. A meter must be installed on your water supply line. Commercial properties will be billed quarterly based upon actual metered usage. The cost for a water meter is \$212.00, and is purchased from Lehigh County Authority, plus the cost for your plumber to install it. A larger meter may be required, at a higher cost, based upon your particular water demands. Your plumber must install the meter and readout and LCA personnel will inspect and seal it.

By Township Ordinance, grease traps must be placed at certain commercial use establishments. Normally, these are listed as restaurants and garages. In addition, sample ports may need to be installed for determining strength of flows leaving the site. You will be contacted by an LCA Field Representative to determine the need for these devices at your property.

Property Owner Responsibilities

1. Update Contact Information – If your name and contact information is different than noted in this packet, please send LCA an update. Name, address, phone and Email are all useful for communicating project issues.
2. Select Private Plumber – Contact plumbers for facility construction quotes on your property. There is a list of plumbers attached in the Appendix. These are plumbers that have experience in the type of work that will take place upon your property. You can use any plumber for this work. We suggest getting three quotes for comparison of services. After you have selected a plumber, they should apply for the necessary permits at the Upper Milford Township offices. Work upon your property will consist of:
 - a. Assist you in selecting the type grinder pump that best suits the needs of your property
 - b. Assist you in scheduling the delivery of the grinder pump
 - c. Installation of the service lateral to the grinder pump
 - d. Installation of the grinder pump and controls
 - e. Installation of all electrical modifications to operate the grinder pump
 - f. Reconfiguration of building plumbing to drain into the grinder pump
 - g. The proper abandonment of your existing septic tank. This generally includes pumping the existing tank and filling the tank with stone or dirt.
 - h. All tests, restoration and cleanup
3. Given the number of connections in the project area, we highly recommend that you start the plumbing contractor selection process as early as possible.
4. Install a water meter – All commercial properties in Upper Milford are metered for their sewage flows. Placing a meter on your water supply line early in the process, will allow you to make a better decision in regards to the amount of wastewater capacity you will need.
5. Place Service Lateral Stake – Once construction starts, you will be contacted to place a stake in your yard where the service lateral will be terminated at the street line. We will provide a stake for this use. This is the point where your plumber will connect facilities on your property. Your plumber can assist you in identifying the best location for your service lateral.
6. Secure Funding – At this point, you must have funding secured to minimize delays in meeting connection deadlines. Multiple sources are available as described above.

7. Receive Grinder Pump – As each milestone nears completion, you will be contacted to receive the grinder pump that is provided through the construction contract, the costs of which are part of the project fees described above. Pumps will be delivered in advance of the “Notice to Connect” so as to minimize delays in the connection process. Once delivered, you will be responsible for protection of the grinder pump.
8. Receive “Notice to Connect” – Once you receive the “Notice to Connect” you must make application for service to Lehigh County Authority, pay all appropriate fees and contact your plumber to complete the work upon your property. You will have 60 days to complete the connection.

The Following Activities will be performed by your plumbing contractor:

9. Make Connection – Extension of the service lateral must be completed and pass installation tests and inspection by Upper Milford Township. Your plumber will be responsible for contacting the Township for inspection of the lateral line.
10. Electrical Upgrades - Operation of the grinder pump may require modifications to your residential electrical system. These also, must be completed and inspected by Upper Milford Township.
11. Grinder Pump Installation - The grinder pump and controls must be installed. Your plumber will contact the grinder pump supplier who will inspect the grinder pump installation and test it for proper operation.
12. Revise Indoor Plumbing - When all the items above have been completed, internal plumbing must be revised to direct flow to the grinder pump basin sump. The existing septic tank must also be abandoned. Both of these last two tasks must be inspected and approved by Upper Milford Township.

The following list of properties has been identified as containing all Commercial properties in the Project Area. If you feel this listing is inaccurate, please contact the Project Representative at Lehigh County Authority, 610.398.2503.

ACROSS THE ROAD INC	3284	MAIN RD E
CCC ENTERPRISES LP	3810	MAIN RD E
CHRISTMAN RALPH & BARBARA	3295	MAIN RD E
CITIZENS FIRE CO	4090	MAIN RD W
CITIZENS FIRE CO	4093	MAIN RD W
DANNER CALVIN C SR & ANGELINA	3678	MAIN RD E
EVAN CONG CHURCH OF VERA CRUZ	5501	VERA CRUZ RD
GOODMAN VERNON JR & ALMA A	4345	MILL RD
KEISER DAVID C	5093	VERA CRUZ RD
MYSTIC CHAIN HALL & PARK	3718	MAIN RD E
ROY WILLIAM G	3851	MAIN RD E

SCHELL CARL W C & R J REV LIV TRUST	5421	VERA CRUZ RD
STERNER WILLIAM R	5158	VERA CRUZ RD
THOMAS PROPERTIES LLC	3883	MAIN RD W
UPPER MILFORD TWP	4960	VERA CRUZ RD

Vacant Properties

Costs

As a vacant, unimproved property, there are no costs associated with connection at this time. A service lateral will be extended to your property as part of the project. This lateral will be capped and remain unused until such time as you, or a subsequent property owner, wishes to connect. Appropriate connection fees at that time will be charged.

Options

There are various applicable options at this time, which would need to be discussed with LCA personnel.

Tasks

If you feel you have an idea as to the location of the future service lateral, please stake that location in the field. Otherwise we will use available information in the field to identify the most probable location for the service lateral.

The following list of properties has been identified as containing all vacant properties in the Project Area. If you feel this listing is inaccurate, please contact the Project Representative at Lehigh County Authority, 610.398.2503.

BALASCAK JOSEPH & HELEN D	3361	MAIN RD E
C C C ENTERPRISES LP	3371	MAIN RD E
CASEY PHILLIP M	3201	MAIN RD E
CITIZENS' FIRE CO OF UPPER MILFORD	5162	SPRUCE RD
GREISS ELWOOD L & LINETTE M HAUSMAN	4102	SHIMERVILLE RD
HAY DAVID & CATHY A	5402	VERA CRUZ RD
HOSFELD LAMONT R JR	4863	VERA CRUZ RD
KANE GLENN J & TERRI L A	4150	MARION PL
KELLAR JAMES J & KRISTIN A	3110	MAIN RD E
KILLO RANDALL K	3259	MAIN RD E
RITTER LILLIAN	3980	MAIN RD W
RIZZO CHARLES J & GAIL	5342	VERA CRUZ RD
RUTH MARK JR & CYNTHIA	3945	MAIN RD W
SCHANTZ JERRY A & TINA MARIE	3396	MAIN RD E
SOUDER ROBERT & ANNIE	3764	MAIN RD E
UPPER MILFORD TWP	4245	SHIMERVILLE RD

APPENDIX

Project Contacts

Dan Delong
Upper Milford Township
P.O. Box 210
5671 Chestnut St.
Old Zionsville , PA 18068-0210
(610) 966-3223, ext 224
Fax (610) 966-5184

Alan Brokate, Permitting & Inspections
Upper Milford Township
P.O. Box 210
5671 Chestnut St.
Old Zionsville , PA 18068-0210
(610) 966-3223, ext 228
Fax (610) 966-5184

Lance M. Babbitt
Lehigh County Authority
PO Box 3348
1053 Spruce Street
Allentown, PA 18106
610.398.2503, ext 143
Fax 610.398.8413

Fernando Veloso
Lehigh County Authority
PO Box 3348
1053 Spruce Street
Allentown, PA 18106
610.398.2503
Fax 610.398.8413

Jason Peters
Lehigh County Authority
PO Box 3348
1053 Spruce Street
Allentown, PA 18106
610.398.2503, ext 148
Fax 610.398.8413

Paulette Gilfoil
County of Lehigh Government Center
17 South Seventh St.
Room 519
Allentown, PA 18101-2401
(610) 782-3566
Fax: (610) 820-8257

Laurie Moyer
County of Lehigh Government Center
17 South 7th Street
Allentown, PA 18101
(610) 782-3565
Fax: (610) 820-8257

Paul F. Tholey, III (Grinder Pumps)
Site Specific Design, Inc.
3036 Mt. Carmel Ave.
Glenside, PA 19038
(215) 887-3730
Fax: (215) 887-2949

David I. Shields, Electrical Inspections
Keystone Code Consulting & Enforcement
PO Box 391
Bethlehem, PA 18016-0391
610.866.9663
Fax 610.866.2664

Plumbers

These plumbers have been cooperative in providing estimates to residents in the past however; **this list is being provided not as a recommendation, but as a starting point for contacting plumbers.** As always, the homeowner can contact and collect bids from contractors of their choice; plumbers do not need to be from this list.

Agentis / Mr. Rooter
2678 Butztown Road
Bethlehem, PA 18015
610.867.6001
610-867-6553 (fax)

Deluxe Heating & Plumbing
1422 Nectarine Road
Danielsville, PA 18038
610-760-8007
610-760-8017 (fax)

Everett Plumbing & Heating
6621 Kernsville Road
Orefield, PA 18069
610-395-6497
610-395-2722 (fax)

Kuronyi Plumbing
R.D. 2 Brookdale Road
Alburtis, PA 18011
610-398-3310

R B Plumbing & Excavating, Inc.
2818 Kuter Road
Bath, PA 18014
610-837-6631

Hilltop Excavating, Inc.
4260 Cashew Drive
Walnutport, PA 18088
610-767-7910

Bellview Pump Sales & Service
4654 Lehigh Drive
Walnutport, PA 18088
610-767-8483

E. F. Leitgeb Contracting
2058 Lawfer Avenue
Allentown, PA 18104
610-439-0690

Banner Associates, Inc.
60 Merkel Road
Gilbertsville, PA 19525
610-369-1955
610-369-0572 (fax)

Coopersburg Plumbing Company
P.O. Box 307
Coopersburg, PA 18036
610-282-1894
610-282-2951 (fax)

Bruce G. Dreisbach Contracting
1377 Puggy Lane
Bethlehem, PA 18015
610.868.4498
610.867.7239 (fax)

Harmony Excavating
4556 East Valley Road
Center Valley, PA 18034
610.865.8018
610-865-8017 (fax)

Schuler Service, Inc.
1314 Tilghman Street
Allentown, PA 18102
610-434-7103
610-435-2703 (fax)

Christman's Septic Service
PO Box 714
Fogelsville , Pennsylvania 18051
610-285-2563
610-285-2037

Frank Fox Plumbing
4641 Canterbury Drive
Emmaus, PA 18049
610.965.4628

Mangold Excavating
85 Noble Street
Kutztown, PA 19530
484-955-5677

Kuhns Septic and Excavating
SW 28th St
Allentown, PA 18103
Phone: 610-379-0410
Fax: 610-379-5458

RULES & REGULATIONS FOR SEWERAGE SERVICE

LEHIGH COUNTY AUTHORITY

EFFECTIVE 10 AUGUST 2009

It is our pleasure to welcome you as a Lehigh County Authority wastewater customer. We look forward to providing prompt, reliable service.

Our professional staff is available twenty-four hours each day, seven days per week. During our normal business hours of 8:15 a.m. - 4:45 p.m., Monday through Friday, inquiries should be directed to our customer service representative by telephone at 610-398-1444 or by email at service@lehighcountyauthority.org. After-hour emergencies may be reported by calling 610-398-2503.

To help us better serve you, please be familiar with the location of sewer facilities on your property, and be sure that they are readily accessible.

We will strive to be responsive to your needs and look forward to serving you. Should you want more information about LCA, or your wastewater service, please feel free to call us. General information is also provided at the Authority's website - www.lehighcountyauthority.org.

RULES & REGULATIONS FOR SEWERAGE SERVICE

1. DEFINITIONS

- a. Applicant: A person who applies for Service.
- b. Authority: Lehigh County Authority ("LCA"), 1053 Spruce Street, P.O. Box 3348, Allentown, Pennsylvania 18106-0348.
- c. Authority Lateral: The pipe from the sewer main to a point at or near the street right-of-way line.
- d. BOD (5-day Biochemical Oxygen Demand): the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for five (5) days at 20° centigrade, expressed as a concentration of mg/l measured analytically according to prescribed standard methods.
- e. Capital Recovery Charges: The up-front charges, set forth in the *Schedule of Wastewater Rates and Charges*, including Connection, Customer Facilities and Tapping Fees.
- f. Connection Fee: The fee established in §7.1 herein which is based on the cost of connecting to the Authority sewer main and extending the Authority Lateral to the property line.
- g. Customer: Any person who receives Service from the System.
- h. Customer Facilities Fee: The fee established in §7.1 herein reflecting the Authority's cost of providing a Customer Lateral and/or other customer facilities.
- i. Customer Lateral: The pipe connecting the Authority Lateral to the premises.
- j. Extension of Service: Providing facilities that connect to the System for one or more premises not previously connected.
- k. General Specifications for Sanitary Sewer Construction: The Authority's published standard specifications that outline materials, methods of installation, and testing requirements.

- l. Lien Administration Fee: The fee established in §7.r herein representing the Authority's administrative costs resulting from the filing of a municipal lien due to a customer's failure to make timely payment of service charges.
- m. Main: A pipeline in a street or right-of way, suitable for the connection of a lateral.
- n. Main Extension: Extension of Service requiring additional main construction.
- o. Meter: A device for measuring the quantity of water used or sewage discharged.
- p. Meter Fee: A fee, set forth in the *Schedule of Wastewater Rates and Charges*, for the cost of a meter provided by the Authority for installation by the owner.
- q. Meter Inspection Fee: A fee, set forth in the *Schedule of Wastewater Rates and Charges*, for each inspection of the meter setting and installations.
- r. Meter Installation Fee: A fee, set forth in the *Schedule of Wastewater Rates and Charges*, for having a meter installed and sealed by the Authority.
- s. Meter Test Fee: A fee, established herein, charged for performance of a special test to determine the accuracy of a meter and set forth in the Authority's *Schedule of Wastewater Rates and Charges*.
- t. Non-sufficient Funds (NSF) Fee: A fee charged if a customer's check is returned by the bank for insufficient funds, closed account or other such reasons, established herein and set forth in the Authority's *Schedule of Wastewater Rates and Charges*.
- u. Person: An individual, family, household, partnership, company, corporation, association, corporate political body, joint ownership, or any other entity capable of functioning in the context used herein.
- v. Plan Review Deposit: A deposit to fund Authority administrative, engineering, legal and other justifiable expenses incurred in the review of preliminary or final plans submitted for new Service.
- w. Plan Review Fee: A fee to reimburse the Authority for administrative, engineering, legal and other related expenses incurred in the review of sketch plans submitted for new Service.
- x. Premises: A single billable premises shall be the property, building or other site to which Service is furnished, comprising, but not limited to the following:
 - (1) a building under one roof occupied by one person; or
 - (2) a nonresidential building under one roof occupied by more than one person; or
 - (3) each combination of nonresidential buildings owned, or leased and occupied, by one person and served by a single Authority Lateral; or
 - (4) each side of a double house, or each townhouse or condominium unit, each apartment, or each trailer site; or
 - (5) such other situations as the Authority shall deem applicable.

- y. Pretreatment Plant: The facility constructed by the County of Lehigh, but presently operated by the Authority, which is located at the corner of Industrial Boulevard and Route 100 in Upper Macungie Township.
- z. Property Owner or Owner: The person(s) in whose name the property is deeded.
- aa. Schedule of Wastewater Rates and Charges: Schedules of user charges, fees and capital recovery charges titled *Schedule of Wastewater Rates and Charges* and adopted by the Authority for various sections of the System.
- bb. Service: (1) Providing or readiness to provide for the collection of wastewater for any premises or any services in connection therewith; and/or (2) any installation or improvement or change in the Customer Lateral or the System facilities at the customer's request or as required by the Authority; and/or (3) any Authority activities related thereto.
- cc. Service Initiation Fee: A fee, set forth in the *Schedule of Wastewater Rates and Charges*, to defray the labor and administrative costs associated with the establishment of a new sewer account.
- dd. Service Restoration Charge: A charge established in §7.p herein for restoring Service to a premises which has had Service terminated or discontinued, as set forth in the *Schedule of Wastewater Rates and Charges*.
- ee. Site Visit Charge: A charge for Authority personnel to visit a customer's property established herein and set forth in the *Schedule of Wastewater Rates and Charges*.
- ff. Site Revisitation Charge: A charge established in §7.s. herein and set forth in the *Schedule of Water Rates and Charges*, to recover the Authority's costs for a return visit due to inadequate preparation or follow through by the party requesting the appointment.
- gg. Suspended Solids: the quantity of solid particles that float on the surface of, or are suspended in, sewage flows, measured analytically according to prescribed standard methods.
- hh. System: All facilities owned and/or operated by the Authority, along with acquired property interests, used for collecting, pumping, transporting, treating and/or disposing of sewage, except the Pretreatment Plant.
- ii. Tapping Fee: A fee by a new customer contributing its fair share of the Authority's cost of constructing the existing System which was available for the new customer's connection and use.
- jj. Tenant: A person who leases or rents a premises.
- kk. TKN (Total Kjeldahl Nitrogen): the quantity of both organic nitrogen and ammonia whereby the organically-bound, reduced nitrogen can be determined after a digestion which converts the nitrogen in those compounds to ammonia and is then measured analytically according to prescribed standard methods.

- II. Western Lehigh Interceptor: A system of transmission mains that transports wastewater from a number of municipalities in western Lehigh County to the City of Allentown Kline's Island Treatment Plant for treatment, including facilities constructed to provide relief for overloaded Authority and City interceptors, such as the Little Lehigh Relief Interceptor.

2. APPLICATION FOR SERVICE

a. Application and Contract:

- (1) Premises abutting existing mains may obtain service by filing a wastewater treatment allocation application, obtaining a construction permit, submitting plumbing and site development plans for review, paying all applicable fees and charges and fulfilling all other requirements of the Authority. If the premises requires a main extension from the Authority System for service, the terms established in §6 also apply. The location of the premises determines the appropriate allocation application to file. For connections to a system, which ultimately flows to the Western Lehigh Interceptor, it is also necessary to obtain certification by the municipality where the property is located that municipal requirements have been met.

Approval of the wastewater treatment allocation application is contingent on sufficient allocation existing. Allocation purchased must be used for the Premises for which it was purchased and purchased allocation cannot be resold or transferred by the owner to another Person for a different Premises. Rules in regard to unused allocation for wastewater that will ultimately flow through the Western Lehigh Interceptor are set forth in agreements among the municipal entities that use the Western Lehigh Interceptor. Unused allocation for wastewater that will not ultimately flow through the Western Lehigh Interceptor shall return to the Authority for re-use if the Premises for which the allocation was purchased is abandoned or has not discharged wastewater for five (5) years; the subdivision or land development approvals for the Premises for which the allocation was purchased lapses; upon voluntary return by the owner of the allocation; or any circumstance where a Premises is completed and there is remaining allocation for which there is no practical use in regard to the Premises within a reasonable time in the future.

- (2) The provision of Service to a property by the Authority shall constitute the contractual relationship between the Authority and the customer based upon the terms set out in these *Rules & Regulations* for Sewerage Service, as well as any other applicable Authority policies.

- b. **Separate Application for Each Premises:** Any person who desires Service at more than one premises must make separate application for each premises. In the situation where the Authority allows multiple premises to be served by a single Customer Lateral, each premises connected to the single Customer Lateral would nevertheless be billed separately.

- c. **Premises with Tenant:** The property owner is responsible to submit an application for Service whenever a premises is occupied by a tenant or there is any change in tenancy. The owner may give written permission for the Authority to bill the tenant directly; however, the Authority will determine if such billing arrangement is acceptable, and if acceptable, the property owner shall retain ultimate responsibility for all bills for Service provided to the premises.
- d. **Industrial and commercial customers:** Federal law and regulation require that certain industrial and commercial dischargers to public sanitary sewer systems must establish pretreatment of their waste if certain pollutants are present in their wastewater discharge.

For industrial and commercial customers who discharge to systems connected to the Western Lehigh Interceptor system, wastewater is treated at the City of Allentown treatment plant at Kline's Island. In this case, it is the City's permit that contains such requirements and therefore the City has developed and implemented an industrial pretreatment program. The Authority has entered into an agreement with the City making the conditions and requirements of the City sewage and industrial wastes ordinance applicable to Authority industrial and commercial customers and authorizing the City to administer the program with such customers. Application for the necessary industrial discharge permits, however, shall be made to the Authority who will forward it to the City for processing.

In Authority systems where wastewater is not treated by the City, these federal laws and regulations are still applicable and the program will be administered by the Authority.

3. CONDITIONS OF SERVICE

- a. **Service to Another Premises:** Service may not be extended by a customer from the customer's premises to any other premises.
- b. **Authority Lateral:** The Authority Lateral shall run perpendicular to the adjacent property or right-of-way line extending from the sewer main directly toward the building. If an Authority Lateral does not exist, the customer may also construct it rather than have the Authority do so and be reimbursed by lowered Tapping and Connection Fees. The Authority is responsible for maintenance of its lateral. The Authority may, solely at its option, provide a single lateral for more than one premises, with branches for each premises.
- c. **Customer Lateral:** The customer shall construct the Customer Lateral to Authority standards, from the end of the Authority Lateral to the inside wall of the premises. The customer is responsible for maintenance of the Customer Lateral.
- d. **System Facilities Prohibition:** No person other than Authority personnel shall handle, operate or enter any of the System facilities, including manholes, cleanouts, pumps, etc. except with the written permission of the Authority.

4. GENERAL REGULATIONS

- a. After connection to the System, all sewage from a premises shall be discharged to the System, subject to such restrictions established herein; the provisions established to administer federal industrial pretreatment programs to applicable industrial and commercial users; and all other conditions imposed by municipal or regulatory entities.
- b. Upon connection to the System, any sewage disposal system then in existence shall be dealt with in accordance with municipal requirements and at property owner's expense.
- c. No person shall make connection of roof downspouts, floor drains, exterior foundation drains, area drains or other sources of drainage directly or indirectly to the System. Where existing surface water or roof drains are connected to the System, they shall be removed within thirty (30) days of receipt of a notice from the Authority to remove such connection. In the event such connection is not removed, the Authority shall cause such connection to be removed at the property owner's expense.
- d. No person or premises shall discharge or cause to be discharged into the System, any of the following:
 - (1) stormwater, surface water, groundwater, or drainage;
 - (2) gasoline, benzene, fuel oil, paint products or other flammable or explosive liquids;
 - (3) unground garbage or efflux from mechanical garbage grinders not meeting Authority standards; and
 - (4) ashes, cinders, sand and mud, straw, shavings, metals, glass, rags, feathers, tar, plastics, wood, bentonite, lye, building materials, rubber, hair, grease, manure, bones, leather, porcelain, china, ceramic wastes or other substances capable of obstructing the System.

The above list of unacceptable discharges shall apply to all residential, commercial and industrial discharges to the System and is supplemented by requirements listed in the current City of Allentown sewage and industrial wastes ordinance, when the sewage is ultimately treated at the City's treatment plant at Kline's Island, and Authority sewage and industrial waste rules and regulations.

- e. In addition, only domestic strength waste may be discharged to any System where the sewage is not ultimately treated at the City's treatment plant at Kline's Island; domestic strength discharge has an assumed average strength (based upon averaging the results of 24-hour composite samples taken on seven consecutive days) with the following parameters:

BOD - 250 ppm
TSS - 275 ppm
TKN - 35 ppm

- (1) It shall be the property owner's responsibility to lower any wastewater discharges that are in excess of these domestic strength limitations immediately upon knowledge of exceeding the limitations or notice from the Authority, whichever occurs first.
 - (2) If it is impossible or impractically difficult for the property owner to reduce the strength of its discharge, the property owner shall provide written notice to the Authority of such situation and request that the Authority take action to accept the property owner's strength. If the Authority determines it is possible and the Authority is willing to accept such waste, the property owner shall be solely responsible to compensate the Authority for the additional capital and operating expenses the Authority incurs to handle the property owner's exceptional strength waste discharge.
 - (3) Penalties for exceeding the domestic strength limitations are set forth in §8.b. If the property owner discharges wastewater in excess of the strength limitations set forth in this Agreement which result in actual direct damages to the Authority owned or operated wastewater system, the property owner shall be responsible for such damages in addition to such penalties to the extent that such direct damages are directly attributable to such excess discharges by the property owner.
- f. No provision in these *Rules & Regulations* shall be interpreted to deny the Authority, solely at its option, the ability to accept wastewater exceeding parameters established herein or by federal, state or local government regulations (including those of the City of Allentown) from facilities upstream of the Pretreatment Plant if after treatment at the Pretreatment Plant any such parameters are then met.
- g. Leakage directly or indirectly to the System by unrepaired leaks or by wilful action is unacceptable. Where such leakage exists and is within a property owner's control, it shall be repaired or remedied by the owner within thirty (30) days of receipt of a notice from the Authority to do so. However, where the Authority's system is endangered from unrepaired leaks or by wilful action, the owner shall immediately effect repairs upon receipt of a notice from the Authority to do so. In the event there is not such timely repair or remedy, the Authority shall cause such repair or remedial work to be performed at the property owner's expense.

5. CONNECTIONS/CUSTOMER LATERALS

- a. No person shall uncover, connect with, make any opening into or use, alter or disturb, any portion of the System without first making application for connection, paying all applicable fees and charges, and receiving approval from the Authority. For commercial and industrial users, an application for an *Industrial Waste Discharge Permit* must also be submitted and approved. Such applications shall be made on forms provided by the Authority.
- b. All connections to the System and installation of any Authority or Customer Lateral from any premises shall be accomplished in conformance with all applicable policies, rules, regulations, and specifications of the Authority, including the *General*

Specifications for Sanitary Sewer Construction. In the absence of provisions in the *General Specifications for Sanitary Sewer Construction*, or in amplification thereof, the materials and procedures set forth in appropriate specifications of the American Society of Testing Materials and the Water Pollution Control Federation *Manual of Practice* shall apply.

- c. Only persons properly approved by the Authority shall be permitted to make Authority or Customer Lateral installations.
- d. Except as otherwise approved by the Authority, each premises shall be connected separately and independently to a main by means of a Customer Lateral and Authority Lateral.
- e. All costs and expenses of construction of a Customer Lateral and Authority Lateral as well as all costs and expenses of connection of the same to the System, including testing and inspection, shall be borne by the property owner. The property owner shall indemnify the municipality and the Authority from all loss or damage that may be occasioned, directly or indirectly, as a result of construction or connection of an Authority or Customer Lateral to the System.
- f. Where a premises proposes to connect to the System, the existing sewer line may be cut on the structure side of any sewage disposal system or device and, with proper fittings, such existing sewer line may be connected to a Customer Lateral. All existing sewer lines must be inspected and pressure-tested to point of connection to the building, and if there are any pressure leaks, these lines must be uncovered and repaired.
- g. Every Customer Lateral shall be maintained in a sanitary and safe operating condition by the property owner at the owner's expense. If any person shall fail or refuse, upon receipt of a written notice of the Authority, to remedy any unsatisfactory condition with respect to a Customer Lateral within ten (10) days of receipt of such notice (unless notification by the Authority states a different time period based upon the severity of the situation), the Authority may:
 - refuse to permit such person to discharge into the System until such unsatisfactory condition is remedied to the satisfaction of the Authority, or
 - the Authority may make such maintenance or repairs as may be necessary and charge the owner for the costs.
- h. The property owner shall remove all trees, tree roots and other obstructions, including oils and grease, to the Customer Lateral, and where necessary the Authority Lateral or System. Where such maintenance or repairs are neglected by the property owner, ten (10) days after mailing written notice to the owner, the Authority may make, or cause to be made, such maintenance or repairs as may be necessary and charge the property owner for the cost thereof.
- i. Where an existing Customer Lateral and Authority Lateral connected to the System are to be abandoned by reason of demolition of buildings and structures or for any

other reason, the Customer Lateral shall be disconnected and the Authority Lateral permanently sealed at the property line or at the main, as directed by the Authority, at the expense of the property owner.

- j. All restaurants or bars with commercial kitchens and all food processing establishments shall have and maintain a grease trap acceptable to the Authority. Among discharge limits to the System is the oil and grease discharge limit of 50 mg/l (milligrams per liter). If any discharge limits are exceeded, the Property Owner shall be charged for additional testing costs in accordance with the *Schedule of Wastewater Rates and Charges* and for measures to rectify the situation as detailed in §5h above.

6. EXTENSION OF SERVICE

- a. General: For new construction, the Authority shall only provide Service where the municipality approves such Service, which may be by subdivision or land development approvals. Owners of premises abutting existing mains may obtain Service by filing an *Application for Wastewater Treatment Allocation*; obtaining a construction permit; submitting plumbing and site development plans for review; paying all applicable fees and charges and fulfilling all other requirements of the Authority. In addition, owners of premises requiring a main extension from the System to serve the premises must also comply with the terms established in the Authority's *Sewer Main Extension Policy*, and owners of premises that will discharge industrial and/or commercial waste shall be subject to the requirements of the City of Allentown, where applicable, and Authority sewage and industrial waste rules and regulations.
- b. Construction Permit: Owners of premises abutting existing mains and connecting to the System without requiring a main extension to either serve the premises or comply with these *Rules & Regulations*, shall apply for and comply with a construction permit from the Authority. The connection of one single-family residential dwelling shall be exempt from the construction permit requirement.
- c. Plan Review for Service: Whenever new Service is requested, the applicant shall submit plans, acceptable to the Authority, showing how Service will be provided. The Authority may waive this requirement if it determines the plans will be of minimal value. The applicant shall complete a Plan Review Application and pay the applicable fees and charges before review of the plans.

With the plan review application, the applicant shall pay either a non-refundable Plan Review Fee when a sketch plan is submitted or a Plan Review Deposit when either a preliminary or final plan is submitted. The amount of the Plan Review Fee or Plan Review Deposit shall be based upon whether the plan submitted is for land development, small subdivision (less than twenty lots), or large subdivision (twenty lots or greater).

The Plan Review Deposit shall be used by the Authority for recovery of engineering, legal, administrative and other related expenses incurred in the review of submitted plans. Payment for such review shall be based on the actual costs incurred. Each

deposit account will be reviewed regularly during periods of activity. An additional deposit will be required before the review will continue if the balance is deemed by the Authority to be insufficient to complete review. Any unspent funds will be refunded to the applicant without interest within forty-five (45) days following review completion or plan withdrawal. When a municipality permits the applicant to omit the sketch plan phase of a plan review and the Authority determines during the preliminary or final plan review it is not feasible for the Authority to serve the premises, the difference between the Plan Review Deposit and the Plan Review Fee will be refunded to the applicant by the Authority.

7. RATES AND CHARGES

- a. General: This section establishes and discusses fees and charges applying to Service by the Authority. While there are additional Authority fees and charges included in other Authority policies, the terms for payment and collection established in this Section apply to all Authority rates, fees and charges, unless different terms are specified elsewhere for a particular fee or charge.
- b. Charges for Service: Charges for Service shall be in accordance with the *Schedule of Wastewater Rates and Charges*. Each premises shall be subject to separate billing calculations.
- c. Time Period & Basis of Billing: Billing for Service is based either on water consumption, an estimated usage amount, metered sewage discharge, a flat rate per premises, or any combination thereof. Designation of the basis used for a particular division of the System, is detailed in the applicable *Schedule of Wastewater Rates and Charges*.

When wastewater billing is based on water consumption or metered sewage discharge:

Residential customers served by a community water system and all nonresidential customers shall be based on either metered water usage or sewage discharge, with a separate meter for each premises. Where a sewage meter is available, the customer's bill is based on the sewage meter reading. Where there is no sewage meter but there is a water meter, a residential user is billed based on the first calendar quarter water usage for properties connected using connection fees associated with the Western Lehigh Interceptor. For properties connected using connection fees associated with non-Western Lehigh Interceptor systems, residential users are billed based upon the actual metered water usage for each period. Commercial and industrial users in all systems are billed based upon the water usage for each period.

Where a meter is unable to be read; where a premises has not been occupied for the entire first quarter for first calendar quarter water usage determination as described above; where a meter is out of service during a billing period or where the sewage discharge or water usage is not metered, the Authority's discharge estimate will be used for billing. For residential users, discharge estimates are based on the customer's metered discharge or water usage history, if available;

otherwise the discharge estimates are based on a calculation of average daily flow per residential premises for each system as follows:

- (1) Upper Milford Township discharge estimate is 180 gallons per day per residential premises.
- (2) Weisenberg Township discharge estimate is 220 gallons per day per residential premises.
- (3) Washington Township discharge estimate is 250 gallons per day per residential premises.
- (4) Discharge estimates described above are effective January 1, 2009 and will be evaluated periodically in conjunction with normal rate-making calculations and approvals by the Authority's Board of Directors.

For commercial or industrial users, estimates are based upon historical usage or such other methods deemed reasonable by the Authority.

Where a customer-owned sewage meter is used for sewage billing, the customer shall have the meter tested and calibrated annually with a report sent to the Authority.

- d. Meters: The *Water Meter Installation for Wastewater Billing Purposes Policy* and the section of the *Rules and Regulations for Water Service* discussing meters are incorporated by reference and applicable to all usage of meters for Service billing purposes.
- e. Fractional Bills: Fractional bills shall be prorated to the nearest day.
- f. Due Dates: All bills shall be due and payable on the due date as indicated on the original bill. For purposes of determining timely payment, the Authority will use the payment receipt date.
- g. Delinquencies: If a bill is not paid by the due date, a five percent (5%) charge will be added to the bill and a delinquent notice will be issued.

If the bill remains unpaid 23 additional days after the due date another late payment charge of five (5) percent of the bill will be added. If termination of sewage or water service for nonpayment of a sewage bill is the course of action selected by the Authority, a warning notice shall be issued by regular mail, with a Certificate of Mailing by the post office, to the last address given the Authority for billing purposes and will specify the procedure which will be followed to discontinue service if payment is not received.

If the entire amount due is not paid by the date of the warning notice, or if there are circumstances involving a delinquency requiring collection action at an earlier date, the Authority may pursue any collection procedure - including without limit, filing a

municipal lien against the property, suing for payment, seeking termination of sewage or water service - or a combination thereof. At this point additional interest charges will be added in the amount of one and one-half percent (1.5%, or in the case where a lien has been filed, the maximum percentage allowed by law) of the principal amount each month or fraction thereof.

Instituting and following the dispute resolution of §7.k and/or termination procedures shall not preclude the Authority from pursuing other legal options to collect the delinquency.

The customer will be assessed a Site Visit Charge if it becomes necessary for Authority personnel to visit a premises with a termination notice, which fee will apply even if Service is not terminated. The customer must pay the initial bill, any subsequent delinquent bills, all penalties, interest and the Site Visit Charge or Service will be terminated. In addition to the Authority fees and charges, customer will be responsible for the applicable fees and charges of the water provider if it becomes necessary to terminate water service. Personal checks will be accepted, unless the Authority has had previous checks by that person rejected by the bank for insufficient funds or other reasons. Authority personnel cannot make change with cash payments when performing a site visit; therefore, any overpayment will be credited to the customer's account.

In situations where the charges for Service to a premises are being paid by a landlord rather than the tenant, the termination procedure will follow the provisions of the *Pennsylvania Utility Service Tenants Rights Act*.

- h. Failure to Receive Bill: Since Service was provided to a premises, failure to receive a bill shall not exempt any customer from the obligation to pay the bill by its due date.
- i. Returned Check: If a customer's check is returned by the bank for insufficient funds, closed account or other such reasons, the customer's account will be treated as though no payment was received as of that date and a NSF Fee will be added to that customer's account.
- j. Questions Regarding Billings: Any customer doubting the accuracy of a bill shall bring or mail such bill, together with an explanatory note, at least ten (10) days prior to its due date to the office of the Authority for investigation. The Authority, upon receipt, will check the billing in question and either confirm the original billing or issue a corrected bill. In cases where special tests are required, or in the case of the correction of billing error, the due date will be adjusted by the time required to check and reissue the bill.

If a customer doubts the accuracy of a meter used for wastewater billing purposes and requests a special test, the Authority shall perform such test upon payment of the Meter Test Fee, which shall be non-refundable. If the Authority questions the accuracy of such a meter, it shall request the customer to provide written certification by a properly trained person as to performance of a meter test and the accuracy of the meter as proven by the meter test. The Authority will perform this test upon request

by the customer, payment of the Meter Test Fee and written permission by the owner of the water meter if the meter is not owned by the customer.

- k. Dispute Resolution: Except as covered in §7.j above, if a customer disputes a bill, payment shall still be made in full by the due date; however, the customer may make this payment under protest by including a letter with the payment indicating such and detailing the reason for the disagreement or presenting the dispute in person to the customer service representative at the Authority's office.

Should the customer not be satisfied with the proposed handling of this dispute by the customer service representative or that person's supervisors, then a request should be made for a hearing with Authority Board of Directors for review of the dispute. This hearing shall be held prior to termination of service, if applicable.

Thereafter, if the customer wishes to pursue the billing dispute, the customer must deliver to the customer service representative a written statement, under oath or affirmation, describing the details of the dispute and further declaring that the written statement is not being executed for the purpose of delay. After receiving this statement, the Authority will not terminate service until the claim has been judicially determined; however, the customer shall continue to pay all billings under protest thereafter, until judicial resolution, into an escrow account to be established by the Authority for this purpose. If after ninety (90) days the customer has not instituted judicial proceedings to resolve the dispute and has not continued to make payment of all billings, the Authority may begin the termination proceedings at the warning notice stage, as set out in §7.g above, with the customer having waived its ability to file a dispute on the same issues.

- l. Capital Recovery Charges: Such charges shall be paid before initiation of service to a new connection at the rates set forth in the *Schedule of Wastewater Rates and Charges*, including Connection, Customer Facilities and Tapping Fees.
 - (1) Connection Fee: A capital recovery fee charged for each new Service that shall be based on the cost of connecting to the System, inspecting the Customer Lateral, and installing and/or inspecting the Authority Lateral.
 - (2) Customer Facilities Fee: A fee reflecting the Authority's actual cost of installing a Customer Lateral and/or other customer facilities required for new Service.
 - (3) Tapping Fee: A fee reflecting the Authority's cost of constructing the existing System and a new customer's contribution toward those costs.
- m. Meter Inspection Fee: A fee, set forth in the *Schedule of Wastewater Rates and Charges*, for each inspection of either a water or sewer meter installation used in calculating sewer billing.
- n. Meter Installation Fee: A fee, set forth in the *Schedule of Wastewater Rates and Charges*, for having a meter installed and sealed by the Authority when a water meter is used to determine wastewater charges.

- o. Service Initiation Fee: A non-refundable fee, set forth in the *Schedule of Wastewater Rates and Charges*, due prior to initiation of a new sewer service account for a premises. This fee is established to defray the labor and administrative costs associated with the establishment of the new account. This fee will be waived for initiation of a new sewer service account if a Service Initiation Fee is being charged for establishment of a new water service account for the same premises.
- p. Service Restoration Charge: A charge, set forth in the *Schedule of Wastewater Rates and Charges*, shall be made for restoring any Service which has been discontinued because of a delinquent account, for violation of these *Rules & Regulations*, or where a customer has requested a temporary discontinuance of Service. This charge shall have two rates - one for situations where the customer requests Service to be restored during business hours and a larger amount, to reflect overtime costs, if the request is for restoration after business hours and on weekends. Once service is terminated, the customer must pay outstanding bills, penalties, interest, the Site Visit Charge and the Service Restoration Charge before service will be restored. Payment must be made by cash, money order or certified check. Since Authority personnel cannot make change when performing a service restoration visit, any overpayment will be credited to the customer's account. If there is restoration of service to another entity's system, the terms of that entity's rules, regulations and policies shall take precedence over the Authority's and the owner shall be responsible for both the other entity's fees and the Authority fees for restoration of service.
- q. Security Deposits: The Authority may require a security deposit in certain circumstances, an example being when the customer has a poor utility payment history. Such deposit will be one and one-half (1.5) times the estimated sewage bill for one billing period. If the customer follows these rules and regulations as stated, including prompt payment of all bills, the Authority will refund the security deposit upon request after one year.
- r. Lien Administration Fee: A fee, set forth in the *Schedule of Wastewater Rates and Charges*, for filing a municipal lien. This fee represents the Authority's administrative costs involved with this process, as well as the lien filing fee, and shall be charged in addition to any other fees charged by the appropriate government offices to process the lien.
- s. Site Revisitation Charge: A charge set forth in the *Schedule of Wastewater Rates and Charges*, for a return visit by the Authority to perform work or conduct an inspection when the originally scheduled appointment is unable to be completed due to inadequate preparation or follow through by the party requesting the appointment. The Charge will be assessed to the party requesting the appointment.

8. VIOLATIONS AND PENALTIES

- a. Unauthorized use and/or operation of the System is a prohibited activity, subject to the Authority penalties as set forth below. Among such prohibited activities are:

- (1) Unauthorized Use - an unauthorized sewage discharge to the System for any purpose.
- (2) Meter Tampering - where any meter seal under control of the Authority, or meter owned by a customer but used for billing purposes, has been broken.
- (3) Unauthorized Connections - unapproved connections to the System, which include, but are not limited to sump pumps, floor drains, and roof downspouts.
- (4) Unauthorized Operation of the System - occurrence of any unauthorized operation of or trespass on any Authority facilities, including manholes, cleanouts, pumps, etc.

Any prohibited activity in connection with the System shall be subject to a penalty of Fifty (\$50.00) Dollars per day or a single penalty of Five Hundred (\$500.00) Dollars, whichever is larger unless different penalties are set forth elsewhere in these *Rules & Regulations* or other Authority policies.

- b. Exceeding domestic strength limitations as set forth in §4.d. shall, in addition to any liabilities set forth in §4.d., result in the following penalties:
 - (1) If the property owner does not reduce the strength of the discharge within fifteen (15) days of notification, a penalty of 1.5 times the then current user rate shall be due for the volume of wastewater discharged from that property during that time period since the notification.
 - (2) If the property owner does not reduce the strength of the discharge within thirty (30) days of notification, instead a penalty of 2.0 times the then current user rate shall be due for the volume of wastewater discharged from that property during that time period since the notification.
 - (3) If the property owner does not reduce the strength of the discharge within forty-five (45) days of notification, instead a penalty of 3.0 times the then current user rate shall be due for the volume of wastewater discharged from that property during that time period since the notification.
 - (4) Payment by the property owner of such penalties shall not convey any right to the property owner to continue discharges in excess of the strength limitations.
- c. In addition to penalties, a charge for all consequential Authority costs and sewer user fees that would have been billed without the prohibited activity may also be levied.
- d. The application of any penalties shall in no way affect the enforceability of pertinent government statutes, fines and penalties, ordinances or regulations for the same offenses - including those established in the City of Allentown's industrial pretreatment program and sewage and industrial wastes ordinance, where applicable - nor the Authority's ability to take other remedial actions. The right to prosecute any person who shall have committed an unlawful act as a result of any violations is also preserved, including, if applicable, the provisions of §5607(d)(17) of the Municipality Authorities Act that provide for prosecution as a summary offense.

- e. Notice of Violation: When these *Rules & Regulations* have been violated, the Authority shall give the customer notice of the violation, what the customer must do to remedy the violation and the required deadline for completion of the remedy. If the customer fails to remedy the violation within the schedule set out in the notification, among the actions the Authority may pursue is termination of sewer and/or water service, as applicable, without any further notice, or remedy the situation itself and charge the costs to the customer.

- f. Supplemental Charges and Actions: The Authority reserves the right to charge against the responsible party any and all expenses incurred in exposing, correcting and/or litigating any violations, as well as any damages suffered by the Authority or other parties as a result of the action. The customer will be assessed a Site Visit Charge each time it becomes necessary for Authority personnel to visit a premises in regard to such a violation, which fee will apply even if the planned action is unable to be completed. Furthermore, in addition to any and all other penalties and damages, the enforcement provisions of the City of Allentown, where applicable, and Authority sewage and industrial waste rules and regulations shall pertain when appropriate.

9. MISCELLANEOUS

- a. Amendments: The Authority reserves the right to amend these *Rules & Regulations* at any time upon proper Board approval and without notice to customers.
- b. Access to Premises: Any authorized employee of the Authority, upon presentation of credentials, shall have access at all reasonable hours to any premises provided with Service by the Authority, for the purpose of reading meters, making inspections and securing such information relative to Service as may be deemed necessary by the Authority.

If such access is not required on an emergency basis, the Authority will contact the occupants of the Premises to arrange a mutually convenient time for accessing the Premises. Failure to allow access or to respond to such notice shall be considered a violation of these *Rules & Regulations* that are a condition of Service to the Premises and result in a penalty of \$100.00 per month until such access is allowed.

Furthermore, the Authority reserves the right to proceed with the provisions of §5607(d)(17) of the Municipality Authorities Act that provide for prosecution as a summary offense.

- c. Emergencies: In the event of an emergency, the Authority reserves the right to restrict or modify Service with or without prior notification. Any customer failing to cooperate with such emergency measures shall be subject to penalties as set out in the Violations and Penalties section.
- d. Waiver: The Authority retains the right to waive provisions of these *Rules & Regulations*, solely at its discretion. The waiver of a provision in one circumstance does not obligate the Authority to waive the same provision under the same or similar circumstances at another time; and further the act of waiving a provision one time shall not be interpreted to compromise the Authority's position in applying that provision at any time before or after such waiver.

**LEHIGH COUNTY AUTHORITY
SCHEDULE OF WASTEWATER RATES AND CHARGES**

**UPPER MILFORD TOWNSHIP, WEISENBERG TOWNSHIP,
HEIDELBERG HEIGHTS, WYNNEWOOD, SAND SPRING, WASHINGTON
TOWNSHIP, WESTERN LEHIGH INTERCEPTOR & LITTLE LEHIGH
RELIEF INTERCEPTOR SYSTEMS**

I. Schedule of Wastewater Rates

A. Upper Milford Township System

(adopted 12/14/09; effective 3/1/10)

Flow Charge	<u>\$/1,000 gals</u>
All Flow	4.30
Fixed Charge per Quarter	<u>\$ per Equivalent Dwelling Unit (EDU)</u>
- Multi-Family Residential	10.00
- All Other Accounts	20.00

B. Weisenberg Township System

(adopted 12/13/10; effective 1/1/11)

Flow Charge	<u>\$/1,000 gals</u>
All Flow	3.41
Fixed Charge per Quarter	<u>\$ per Equivalent Dwelling Unit (EDU)</u>
- Multi-Family Residential	10.00
- All Other Accounts	20.00

Weisenberg Township System (Arcadia West)

(adopted 12/11/06; effective 01/01/07)

Quarterly Flow Charge	<u>\$/1,000 gals</u> 58.00
Quarterly Fixed Charge	<u>\$/1000 gals of Allocation per day</u> 7.55

**LEHIGH COUNTY AUTHORITY
SCHEDULE OF WASTEWATER RATES AND CHARGES**

C. Heidelberg Heights System
(adopted 12/14/09; effective 3/1/10)

Flow Charge	\$/1,000 gals
All Flow	9.08
Fixed Charge per Quarter	\$ per Equivalent Dwelling Unit (EDU)
- Multi-Family Residential	10.00
- All Other Accounts	20.00

D. Wynnewood System
(adopted 12/14/09; effective 1/1/10)

Flow Charge	\$/1,000 gals
All Flow	9.08
Fixed Charge per Quarter	\$ per Equivalent Dwelling Unit (EDU)
- Multi-Family Residential	10.00
- All Other Accounts	20.00

E. Sand Spring System
(adopted 12/13/10; effective 1/1/11)

Flow Charge	\$/1,000 gals
All Flow	7.55
Fixed Charge per Quarter	\$ per Equivalent Dwelling Unit (EDU)
- Multi-Family Residential	10.00
- All Other Accounts	20.00

G. Wastewater Treatment Plant Direct Customer
(adopted 6/14/10; effective 7/1/10)

Flow Charge	\$/1,000 gals
All Flow	4.30
Fixed Charge per Quarter	\$20.00*

* Per Equivalent Dwelling Unit (EDU)

F. Washington Township System
(adopted by resolution of Washington Township Board of Supervisors 12/2/08; effective 1/1/09 – Administered by Lehigh County Authority per agreement, as operator, approved 4/13/09; effective 1/1/09. District 2 rate adopted by LCA 12/13/10, effective 1/1/11). All other Authority administrative

**LEHIGH COUNTY AUTHORITY
SCHEDULE OF WASTEWATER RATES AND CHARGES**

fees shall apply to these customers, including those set forth in the Metering Fees and Other Charges categories of this schedule.

Fixed Charge	\$/qtr
District 1 – includes first 23,000 gallons of flow per quarter	\$165.00
District 2	\$109.00

Flow Charge	\$/1,000 gals
District 1 – flow in excess of 23,000 gallons of flow per quarter	\$2.25
District 2 – all flow	\$4.80

II. Metering Fees

A. Meter Purchase/Installation Fee

(adopted 3/22/04; effective 4/1/04)

Meter Size	Purchase Only *	Purchase & Installation *
5/8"	\$ 97	\$160
5/8" Pit	101	165
3/4"	130	193
3/4" Pit	135	198
1"	172	235
1" Pit	175	238
1-1/2"	342	405
1-1/2" Pit	363	426
2" Displacement	485	548
2" Displacement Pit	485	548
2" Turbine	710	758
2" Compound	1,165	1,228

* all meters are ECR with touchpad, and include installation wire

B. Meter Inspection Fee

\$40.00

(adopted 3/22/04; effective 4/1/04)

C. Meter Test Fee

(adopted 3/22/04; effective 4/1/04)

Meter Size	Fee
5/8", 3/4", 1"	\$25.00
Larger than 1"	Actual Cost

III. Other Charges

A. Service Restoration Charge

(adopted 2/25/08; effective 5/12/08)

Service restored between 7:00 a.m. and 4:45 p.m.,
Monday through Friday (except holidays)

\$40.00

**LEHIGH COUNTY AUTHORITY
SCHEDULE OF WASTEWATER RATES AND CHARGES**

- Service restored any other time **\$120.00**
- B. Site Visit Charge*** **\$40.00**
(adopted 2/25/08; effective 5/12/08)
- *Plus applicable fees and charges of water supplier
- C. Site Revisitation Charge** **\$80.00**
adopted 12/16/02; effective 3/1/03)
- D. Lien Administration Fee**
(adopted 12/13/04; effective 01/01/05)
- \$56.50 + Current Lehigh County Clerk of Court's Filing Fee**
- E. Non-Sufficient Funds (NSF) Fee** **\$25.00**
(adopted 9/24/01, effective 1/01/02)
- F. Service Initiation Fee** **\$15.00**
(adopted 9/24/01, effective 1/01/02)
- G. Sampling and Testing Charges** **\$170.00/day**
(adopted 12/18/00; effective 1/1/01)
(Commercial & Industrial)
- Fats-Oils-Greases Analysis** **\$36.00/sample**
(adopted 7/27/09; effective 8/1/09)
- H. Exceptional Strength Charges**
(adopted 12/15/08; effective 1/1/09)

(Commercial & Industrial)	\$/pound
BOD	0.32
TSS	0.27
TKN	0.48

**LEHIGH COUNTY AUTHORITY
SCHEDULE OF WASTEWATER RATES AND CHARGES**

IV. Capital Recovery Charges

System	Tapping Fee \$/1000 gals	Tapping Fee \$/EDU	Connection Fee	Customer Facilities Fee
Upper Milford System (adopted 6/14/10; effective 7/1/10)			Actual Cost*	Actual Cost*
Route 29 Service Area				
Contributed Area	17,070.00	4,060.95		
LCA-Installed Area	22,970.00	5,535.95		
Lower Macungie Twp. Customer	2,070.00	494.73		
Other Service Areas				
Contributed Area	8,540.00	1,928.45		
Non-Contributed Area	14,440.00	3,403.45		
Weisenberg Township System Arcadia West Only (adopted 6/14/10; effective 7/1/10)	87,170.00	22,882.13	Actual Cost	Actual Cost
Western Weisenberg System (adopted 6/14/10; effective 7/1/10)	27,550.00	7,231.88	Future Cost	Actual Cost
Wynnewood System (adopted 6/14/10; effective 7/1/10)				
Collection	8,860.00	2,188.42	Actual Cost	Actual Cost
Capacity	5,400.00	1,333.80		
Heidelberg Heights System (adopted 6/14/10; effective 7/1/10)				
Collection	1,410.00	349.68	Actual Cost	Actual Cost
Capacity	8,940.00	2,217.12		
Sand Spring System (adopted 6/14/10; effective 7/1/10)				
Collection	2,010.00	496.47	Actual Cost	Actual Cost
Capacity	3,240.00	800.28		

*If constructed by Authority; if constructed by property owner, a \$90 inspection fee applies.

The capital recovery fees set forth in this schedule do not apply to the Washington Township sewer system since the Washington Township Board of Supervisors establishes such fees and administers capital recovery fees directly.

**LEHIGH COUNTY AUTHORITY
SCHEDULE OF WASTEWATER RATES AND CHARGES**

WESTERN LEHIGH INTERCEPTOR SYSTEM

I. Schedule of Wastewater Rates

(adopted 12/13/10; effective 1/1/11)

LCA Signatories	Rate (\$)
Flow (per 1,000 gallons)	0.80
BOD (per pound)	0.38
TSS (per pound)	0.33
TKN (per pound)	0.58
Allocation (per 1,000 gallons per day)	0..23
Emmaus	
Flow (per 1,000 gallons)	0.29

II. Tapping Fee

(adopted 6/14/10; effective 7/1/10)

System	Tapping Fee \$/gal/day
Treatment Allocation	4.71
Western Lehigh Interceptor	2.10

LITTLE LEHIGH RELIEF INTERCEPTOR SYSTEM

I. Schedule of Wastewater Rates

(adopted 12/13/10 effective 1/1/11)

LCA Signatories	Rate (\$)
Phase 1 Flow (per 1,000 gallons)	0.16
Other Users – Lower Macungie Phase 2 & Brookside Road, Salisbury, and So. Whitehall Townships	
Phase 1 Flow (per 1,000 gallons)	0.11

II. Tapping Fee

(adopted 6/14/09; effective 7/1/10)

System	Tapping Fee \$/gal/day
Little Lehigh Relief Interceptor	0.84

**LEHIGH COUNTY AUTHORITY
SCHEDULE OF WASTEWATER RATES AND CHARGES**

LINE INSPECTION AND CLEANING SERVICES

(adopted 7/27/09; effective 8/1/09)

<u>Crew Size</u>	<u>TV Inspection (\$/hr)</u>	<u>Sewer Cleaning (\$/hr)</u>	<u>Flow Monitoring (\$/hr)</u>
One Technician			
Regular Rate	\$111	\$116	\$68
Overtime Rate	\$140	\$144	\$96
Two Technicians			
Regular Rate	\$168	\$173	\$125
Overtime Rate	\$226	\$230	\$182
Three Technicians			
Regular Rate	\$226	\$230	N/A
Overtime Rate	\$311	\$316	N/A