

**RULES AND REGULATIONS
OF
LATROBE MUNICIPAL AUTHORITY
WASTEWATER DEPARTMENT**

City of Latrobe Municipal Authority
SEWER USE RULES AND REGULATIONS

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(Attachment of 42 Page Pretreatment Rules)

SECTION 1 - GENERAL

The Board of the Latrobe Municipal Authority has duly adopted the following Rules and Regulations which shall govern and control operation of the sewer system by the Authority.

The provisions of the Rules and Regulations are severable. If any word, sentence, clause, section or other provision thereof is found by a court of competent jurisdiction to be unlawful and void, the remaining provisions shall nevertheless remain valid.

It is the intent of these Rules and Regulations to establish construction standards that meet or exceed the provisions of the Uniform Construction Code. If any standard contained in these Rules and Regulations is determined to be less stringent than the standards provided in the Uniform Construction Code, the more stringent standard shall apply.

The proper officers of the Authority are hereby authorized to take all steps, to execute all documents and to do all things necessary or proper to carry out all of the provisions set forth in these Rules and Regulations and to comply with state, county, and federal regulations in connection with the ownership, maintenance and operation of the sewerage system.

These Rules and Regulations are a part of the contract with every person or entity who is connected to the Authority's public wastewater supply and every such person or entity agrees to be bound thereby.

SECTION 2 - DEFINITIONS

Abnormal Industrial Waste - shall mean any industrial waste having a suspended solids content or B.O.D. appreciably in excess of that normally found in municipal sewage. For the purposes of the Regulation, any industrial waste containing more than 290 parts per million of suspended solids, or having a B.O.D. in excess of 245 parts per million, shall be considered an abnormal industrial waste regardless of whether or not it contains other substances in concentrations differing appreciably from those normally found in municipal sewage.

Apartment Building - shall mean a building divided into three or more dwelling Units, each without a separate entrance and having no fixtures for water usage outside the Dwelling Unit.

Authority - shall mean the Latrobe Municipal Authority, Westmoreland County, a body corporate and politic, organized and existing under the laws of the Municipality Authorities Act of the Commonwealth of Pennsylvania of 1945, P.L. 382, as amended, as presently or hereafter constituted. The Latrobe Municipal Authority, Westmoreland County Pennsylvania. A Pennsylvania Municipal Corporation, acting by and through its Council or, in any appropriate cases, acting by and through its authorized representatives.

Authorities Act - shall mean the Municipal Authorities Act, 53 Pa. C.S. Ch 56 (formerly the Municipality Authorities Act of 1945), as the same shall have been amended and supplemented at the time in question.

Biochemical Oxygen Demand - (sometimes referred to as "BOD") shall mean the quantity of oxygen utilized in the bio-chemical oxidation of organic matter under standard laboratory procedure in five days at 20°C., expressed in parts per million by weight. The BOD shall be determined by one of the acceptable methods described in the latest edition of Standard Methods for the examination of Water and Sewage published by the American Public Health Association.

Building Sewer - shall mean that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning 5 feet outside the inner face of the building wall.

SECTION 2 CONTINUED

Charges for Sewage Services – the charges for sewage services will be based on the published Schedule of Rates of the Authority.

Combined Sewer – A sewer designed to receive both sewage and stormwater runoff which has been approved for such purpose.

Commercial/Industrial Establishment – A property which is intended to be used for the purpose of carrying on a trade, business or profession or for social, religious, educational, charitable or public uses.

Commercial/Industrial Discharge Permit – A permit issued to those industrial users that the Authority does not classify as significant industrial users, but are considered to have a minor impact, either potential or realized, either singly or in combination with other contributing commercial or industrial establishments, on the sanitary sewer system and/or the wastewater treatment facility (either its operational efficiency, effluent quality or quality of the sludge produced by such facility).

Composite Sample - A sample consisting of a combination of individual samples regardless of flow obtained at regular intervals over a period of time, and shall reasonably reflect the actual discharge conditions for the period of time.

Connection - shall mean a physical link between two pipes.

Connections in Disrepair - shall mean any connection, including a building lateral sanitary sewer, from a building to the public sanitary sewage facility, which fails to comply with the standards set forth in the Authority's current lateral inspection policy, as set forth in Section 3, herein, of which contains inflow and/or infiltration.

Conveyancing and/or Refinancing of Premises - shall mean the transferring of ownership or the refinancing of any premises by any means, and including the acquisition of a home equity loan or any transfer between family members by adding or deleting a parent or child's name to/from a deed.

Customer - shall mean the owner or tenant, contracting for and/or using sewage service for one or more premises.

Daily Composite Sample - A sample consisting of a combination of individual samples, regardless of flow, collected at regular intervals over a period of time; the sampling duration shall be not less than 20 hours and shall not exceed 28 hours.

SECTION 2 – CONTINUED

Date of Presentation - The date upon which a bill or notice is mailed, as evidenced by the United States Post Office mark.

Department of Environmental Protection (DEP) - The Department of Environmental Protection of the Commonwealth of Pennsylvania, or any department or agency of the Commonwealth of Pennsylvania, or any department or agency of the Commonwealth succeeding to the existing jurisdiction or responsibility of the Department of Environmental Protection.

Document of Certification - shall mean a final or temporary official statement from the Authority stating that at the time of any inspection and/or testing conducted by the Authority there is no inflow or infiltration from the premises and there are no building lateral sanitary sewers or other connections in disrepair.

Domestic Use - A property which is intended to be used for continuous or periodic habitation by human beings in a single-family unit.

Domestic User - Any person discharging only sanitary sewage.

Drainage System - shall mean piping within a public or private premise that conveys sewage to a point of disposal.

Dwelling Unit - shall mean a building or portion thereof providing living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking or sanitation.

Environmental Protection Agency (EPA) - The Environmental Protection Agency of the United States, or any agency or department of the United States succeeding to the existing jurisdiction or responsibility of the Environmental Protection Agency.

Equivalent Dwelling Unit (EDU) – A dwelling consisting of a room, group of rooms, house trailer or other enclosure occupied or intended for occupancy as a separate living quarter by a family or persons living together or by persons living alone. The value of sewage generated by one EDU is for purposes of this article 250 gallons per day.

SECTION 2 – CONTINUED

Food Service Facility - Shall mean any food service facility which prepares and/or packages food or beverages for sale of consumption, on or off site, with the exception of private residences. Food service facilities shall include but are not limited to food courts, food manufacturers, food packagers, restaurants, grocery stores, bakeries, lounges, hospitals, hotels, nursing homes, churches, schools, snack bars, grills, catering services, butchers, and all other food service facilities not listed above.

Garbage - Shall mean solid waste from the preparation, cooking and dispensing of food and from the handling, storage and sale of produce. Garbage properly shredded shall mean the waste from the preparation, cooking and dispensing of food that has been shredded to such degree that all particles will be carried freely in suspension under the flow conditions normally prevailing in public sewers, with no particle greater than one-half inch in dimension.

Grab Sample - A sample taken from a waste stream on a one-time basis with no regard to the flow in the waste stream and collected over a period of time not exceeding 15 minutes which shall reasonably reflect actual discharge conditions for that instant.

Grease Interceptor - Shall mean a device located inside or outside a food service facility designed to collect, contain or remove food wastes and grease from the waste stream while allowing the balance of the liquid waste to discharge to the wastewater collection system by gravity.

Holding Tank - A watertight receptacle designed to receive and retain sewage and is constructed to facilitate the ultimate disposal of sewage at another site.

Illegal Connection - Shall mean a connection in disrepair as defined in "Connections in Disrepair" and/or any pipe, conduit, seepage, surface or storm water, subsoil drain or other surface area which drains inflow and infiltration into the sanitary sewer system.

Industrial Waste - Any liquid, gaseous or waterborne wastes from industrial or commercial establishments or wastes having those characteristics of unacceptable wastes enumerated in this or other Authority resolutions that are discharged into the sewer system through direct connection, as distinct from sanitary sewage.

SECTION 2 – CONTINUED

Inflow and/or Infiltration - Shall mean the entry by whatever means of surface or subsurface water other than sanitary sewage into the sewerage system.

Instantaneous Limited - Shall refer to the maximum concentration of a pollutant allowed to be discharged at any time, determined from the analysis of any discrete or composite sample collected, independent of the industrial flow rate and the duration of the sampling event.

Interference - A discharge which, alone or in conjunction with a discharge of discharges from other sources, inhibits or disrupts the Wastewater Treatment Facility, its treatment processes or operations, or its sludge processes, end-use, or disposal and results in a violation of any requirement of the Wastewater Treatment Facility's NPDES permit or prevents sludge use or disposal in compliance with applicable Federal statutes, permits or regulations, or that results in a violation of any requirement of the Air Pollution Control Act.

Lateral - That part of the sewer system extending from a sewer to the curb line or, if there shall be no curb line, to the property line or in no such lateral shall be provided, then "lateral" shall mean that portion of or place in a sewer which is provided for connection of any building sewer.

Lien Letter - Shall mean a letter from the Authority concerning unpaid sewage charges, tapping fees, or other violations of the resolutions and/or Rules and Regulations of the Authority. No lien letters will be released until the Lateral Sewer testing has been completed, which means all aspects of the testing must "pass" and be approved by the Supervisor. Documentation of the completed lateral sewer testing will be mailed along with the requested lien letter.

Municipality - shall mean the Latrobe Municipal Authority, Westmoreland County, Pennsylvania, which provides sewage service to the City of Latrobe.

Multiple Dwelling - Any improved property in which shall be located more than one dwelling unit.

SECTION 2 – CONTINUED

National Pollutant Discharge Elimination System Permit (NPDES Permit) - A permit issued under the National Pollutant Discharge Elimination System (NPDES) for discharge of wastewater to the navigable waters of the United States pursuant to Section 402 of the CWA, as amended.

New Source - Any building, structure, facility or installation from which there is or may be a discharge of pollutants, the construction of which commenced after the publication of proposed pretreatment standards under Section 307 © of the Clean Water Act, which shall be applicable to such source if such standards are thereafter promulgated in accordance with that section, provided that the building, structure, facility or installation is constructed at a site at which no other source is located; the building structure, facility or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or the production or wastewater generating processes of the building structure, facility or installation are substantially independent of an existing source at the same site. In determining whether there are substantially independent factors such as the extent to which the new facility is integrated with the existing plant and the extent to which the new facility is engaged in the same general type of activity as the existing source should be considered. Determination of new source status shall be consistent with the provisions of 40 CFR Part 403.3 (k) (1), (2), and (3).

Owner - Shall mean the person, firm corporation or association having an interest as owner, whether legal or equitable, sold or partial, in any premises which is or may be furnished sewage service by the Authority.

Parts per Million – Shall mean a weight-to-weight ratio; the parts-per-million value multiplied by the factor 8.345 shall be equivalent to pounds per million gallons of water.

Pass-Through – Shall mean a discharge, which exits the Wastewater Treatment Facility into the waters of the United States in quantities or concentrations, which, along or in conjunction with other discharges, is a violation of the Wastewater Treatment Facility's NPDES Permit, including an increase in the magnitude or duration of a violation.

pH – Shall mean the logarithm (Base 10) of the reciprocal of the weight of hydrogen ions in grams per liter of solution. The pH shall be determined by one of the acceptable methods described in the latest edition of Standard Methods for the Examination of Water and Sewage published by the American Public Health Association.

SECTION 2 – CONTINUED

Plumbing System - Shall mean the plumbing fixtures and traps; water-treating or water-using equipment; soil, waste and vent pipes; any sewers as defined under “surcharge”, in addition to their respective connections, devices and appurtenances within a structure or premise.

Pollution – The man-made or man-induced alteration of the chemical, physical, biological or radiological integrity of water.

POTW – “Publicly Owned Treatment Works”.

PPM – Parts per million by weight.

Premise – Shall mean the property, structure or area, including the improvements thereon and additions thereto, to which sewage service is or will be furnished and shall include but may not be limited to:

(a) A building under one roof, owned or leased by one customer and occupied as one residence or one place of business, or

(b) A group or combination of buildings owned by one customer, in one common enclosure, occupied by one family or one organization, corporation or firm as a residence or place of business, or for manufacturing or industrial purposes, or as a motel, hotel, hospital, church, private school, or similar institution, except as otherwise noted herein, or

(c) The one side of a double house having a solid vertical partition wall, or

(d) Each side or each part of a house or building occupied by one family even though the water closet and/or other fixtures be used in common, or

(e) Each apartment, office, or suite of offices and/or place of business located in a building or group of buildings, even though such buildings in a group are interconnected by a tunnel or passageway, covered area-way or patio, or by some similar means or structure, or

(f) A public building devoted entirely to public use, such as a municipal building, school, fire engine house, or

SECTION 2 – CONTINUED

(g) A single vacant lot or,

(h) A single lot or park or playground, or

(i) Each house in a row of houses, or

(j) Each dwelling unit in a house or building, or

(k) Each individual and separate place of business and/or occupancy located in one building or group of buildings commonly designated as office complex, mall, condominium, shopping center, supermarket areas, and by such other terms, or

(l) Each dwelling unit in a public housing development owned and operated by the United States of America, a municipal subdivision of the Commonwealth of Pennsylvania, or an agency or instrumentality of the United States or the Commonwealth of Pennsylvania; by a philanthropic foundation or organization of some such similar body or organization; or operated under private ownership, or

(m) A mobile home.

Each “premise” shall be served through a separate building sewer or sewer service line, except where physical conditions prevent the installation of separate service facilities as determined by the Municipal Authority.

The term “Physical Conditions”, as used elsewhere herein, shall apply only to such situations as relate to the plumbing layout in the premises. All building sewer service lines, as defined herein, shall be installed in accordance with all requirements relative thereto, and shall be connected only to main lines abutting on the front of the property and owned by the Authority, except as otherwise provided-such building sewer service lines to extend from the street in a straight line, at right angles to the street, to the premises where possible. All proposed installations must be approved by the Authority prior to the installation.

The charges for sewage service in all cases where more than one “premise” is served through one premise or building sewer line shall be determined as set forth in detail in the Rules and Regulations Schedule of Rates.

SECTION 2 – CONTINUED

Pretreatment or Treatment - The reduction of the amount of pollutants, the elimination of pollutants or the alteration of the nature of pollutant properties in wastewater to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants into the public sanitary sewage system. The reduction or alteration can be obtained by physical, chemical or biological processes or process changes by other means.

Process Wastewater – Any water which, during manufacturing or processing, comes into direct contact with or results from the production of or use of any raw material, intermediate product, finished product, by-product or waste product, excluding sanitary noncontact cooling water and boiler blow down.

Rate Schedule – Shall mean the entire body of effective rates, tapping fees, connections fees, customer facility fees and other charges, as published by the Authority and as amended and supplemented from time to time.

Responsible Individuals –

- a. the chief executive officer or the chief operating officer of the user facility if the industrial user is a corporation;
- b. A partner or the general manager of the user facility if the industrial user is a partnership;
- c. The owner or the general manager of the user facility if the industrial user is a proprietorship; and
- d. The person duly designated as the responsible individual by a corporation, partnership or proprietorship, provided that such person is actually responsible for overall operation of the user facilities.

Sale of Premises – Shall mean to sell, transfer, assign, mortgage, or pledge, finance or refinance any interest in a premise.

SECTION 2 – CONTINUED

Sanitary Sewage – Shall mean the normal water-carried household and toilet wastes from residences, business buildings, institutions, industries and commercial establishments exclusive of storm water runoff, surface water or ground water.

Sanitary Sewerage System – Shall mean all sanitary sewers, all sewage pumping stations, all sewage treatment works and all other facilities provided and owned by the Authority for the collection, conveyance and treatment of sanitary sewage and industrial waste with their appurtenances and any additions, extensions or improvements thereto that may be made by the Authority and/or others. The words “sewer system” mean and refer to the existing sewer system of the City of Latrobe and any improvements, additions, or extensions that may be made by the City of Latrobe or the Latrobe Municipal Authority, including any sewage treatment or disposal plant, EQ Tank, pump stations, siphons, necessary trunk lines and intercepting sewers BUT excluding sewers which carry only storm water.

Sewage- The word “sewage” means and refers to household wastes, liquids, human or animal excretion and all substances commonly known as sewage, but shall not include roof or surface waters, exhaust steam, oils, tar, grease, gasoline, benzine or other combustible gases or liquids, offal, insoluble solids, industrial wastes or substances which would impair, affect, or interfere with or endanger the sewer system or any part thereof in any manner whatsoever, or functioning the processes of sewage treatment.

Sewerageable Premises – Shall mean any premises abutting on or adjoining any streets, highways, roads or rights-of-way within which is constructed any portion of the sewage or drainage system, or which is otherwise benefited, improved or accommodated thereby.

Sewer Connection Fees – Shall mean the fee charged to new customers connecting into the Authority’s sanitary sewerage system. The Sewer Connection fee is also commonly referred to as the “Tapping Fee”.

Sewer Line Extensions – Shall mean extensions of sewer lines beyond existing facilities excluding building sewer service connections.

SECTION 2 – CONTINUED

Sewer Types –

a. **Building Drain** – shall mean that part of the lowest horizontal piping of a drainage system which receives the discharge from waste and other drainage pipes inside the walls of the building and conveys it to the Building Lateral Sanitary Sewer and which shall be owned and maintained by the owner. The Building Drain ends where it is connected to the Building Lateral Sanitary Sewer five feet outside the inner face of the building wall.

b. **Building Lateral Sanitary Sewer** shall mean the pipe located between the building drain and the Building Sewer Tap Connection and which shall be owned and maintained by the owner. The Building Lateral Sanitary Sewer is also commonly referred to as the "Sewage Service Lateral".

c. **Building Sewer Tap Connection** – shall mean the pipe, wye's, saddles, manholes and other appurtenances located between the Building Lateral Sanitary Sewer and the public sewer and which shall be owned and maintained by the Authority.

d. **Combined Sewer** – shall mean a sewer receiving both surface or storm water runoff and sanitary sewage.

e. **Intercepting Sanitary Sewer** shall mean a sewer into which the sewage from all main and other sewers is discharged.

f. **Lateral Sanitary Sewer** shall mean a sewer which does not receive sewage from any other common sewer.

g. **Main Sanitary Sewer** shall mean a sewer that is a main stem or artery of the sewerage systems.

h. **Public Sewer** shall mean a sewer owned and maintained by the Authority.

i. **Sanitary Sewer** shall mean a sewer which carries sanitary sewage to which storm, surface and ground water are not intentionally admitted.

j. **Sub-Main Sanitary Sewer** shall mean a sewer into which the sewage from two or more laterals is discharged.

SECTION 2 – CONTINUED

Slug – shall mean any discharge of water, sewage or industrial waste which in concentration of any given constituent or in quality of flow exceeds for any period of longer duration than 15 minutes more than three times its average hourly concentration of flow.

Surcharge – Shall mean an additional rate for treatment of waste, including abnormal industrial waste, or greater strength than the concentration values established as is representative of normal sewage.

Suspended Solids – Shall mean solids that either float of the surface or, or are in suspension in, water, sewage or other liquids, and which are removable by a laboratory filtration device. The quantity of suspended solids shall be determined by one of the acceptable methods described in the latest edition of Standard Methods for the Examination of Water and Sewage published by the American Public Health Association.

Unpolluted Waste or Unpolluted Water - Shall mean any water or waste containing none of the following: free or emulsified grease or oil; pH less than 6.0 or greater than 10.5; phenols or other substances imparting taste and odor to receiving water, toxic or poisonous substances in suspension, colloidal state or solution in levels that exceed state and federal water quality or potable water quality criteria; obnoxious or odorous gases. It shall contain less than 1,000 mg/l of dissolved solids, 250 mg/l of chloride and 10 mg/l each of total suspended solids and BOD. The color shall not exceed 50 color units. Analysis of the parameters referenced in this definition shall be made in accordance with the methods listed in 40 CFR Part 136 and amendments hereto; if the parameter is not listed in 40 CFR part 136, the analysis shall be made in accordance with the latest edition of Standard Methods for the Examination of Water and Wastewater, published jointly by the American Waterworks Association, the American Public Health Association and the Water Pollution Control Federation, or Methods of Chemical Analysis of Water and Wastes, published by the EPA, or by any other method approved by the EPA.

Water Carried Waste Facility – Shall mean any facility of drain in the building which discharges water carried waste.

Water Course – Shall mean a channel in which a flow of water occurs, either continuously or intermittently.

SECTION 3 – CONDITIONS OF SERVICE

The Authority shall have charge of the management of the sewer system and shall amend from time to time these Rules and Regulations governing the use, operation and maintenance of said sewer system.

The Authority will furnish sewage service only in accordance with these Rules and Regulations as amended and supplements. No application for service, contract, agreement or license shall be inconsistent or conflict with the Rules and Regulations.

The Authority may from time to time, without notice, as it may deem necessary, alter, amend, supplement or repeal these Rules and Regulations, in whole or in part.

The furnishing of sewage service may be refused if sewage flows are found or estimated to be excessive, or if the character of the sanitary wastes to be discharged are determined to be unsatisfactory.

The Authority reserves the right to refuse permission to connect directly or indirectly to the sewer system, to compel discontinuance of use of the sewer system, or to compel pretreatment of sewage and industrial waste by any premises in order to prevent discharges which are deemed to be harmful or which have a deleterious effect upon any portion of the sewer system.

Each premise shall be served through a separate building lateral sanitary sewer, except where physical conditions prevent the installation of a separate building lateral sanitary sewer as determined by the Authority.

The term "physical conditions" shall apply only to such situations as relate to the plumbing layout in the premises. Any building lateral sanitary sewer, as defined herein, shall be installed in accordance with all Authority requirements relative thereto and shall be connected only to main lines abutting the property and owned by the Authority, except as otherwise provided, such building lateral sanitary sewers to extend from the street to a straight line at right angles to the street, to the premises where possible. All proposed sewer installations must be approved by the Authority prior to installation.

Any building lateral sanitary sewer which is in disrepair is hereby declared to be illegal. Upon or receipt of notice from the Authority, the owner shall repair the same at their own expense, within the time limits imposed herein.

SECTION 3 – CONTINUED

The Authority is required, pursuant to all Federal and State Laws promulgated pursuant to the Clean Water Act of 1977 and the General Pretreatment Regulations found at 40 CFR Part 403, and specifically pursuant to the Pennsylvania Clean Streams Act, 35 P.S. 691.1, et. Seq., to eliminate or limit inflow and/or infiltration or the discharge of ground water, storm water runoff, or other surface or subsurface waters, waste, industrial waste, large quantities of grease, or any other illegal or noxious discharge into the sanitary sewer system.

Inflow and infiltration are hereby declared to be illegal and prohibited. The owner of any premise with inflow and/or infiltration shall eliminate same at the owner's cost prior to connecting the premises to the sewerage system, or if presently connected, within the time limits imposed herein.

In order to identify and eliminate existing and potential sources of discharge and the inflow or infiltration of water other than sanitary sewage from any premises into the Authority's sanitary sewer system and to preserve the hydraulic capacity of the Authority's sewer system and its facilities, the Authority shall undertake a program of systematic inspection and testing of premises receiving sanitary sewer services from the Authority. The Authority shall determine in its discretion which portions of its service area shall be subject to said inspections and testing, and which types of inspections and testing shall be utilized.

The inspection and testing of any premise shall occur when a property owner is having exterior plumbing work to their lateral line completed, or when the property is being sold or refinanced and the lateral sewer line must be inspected prior to the closing.

The types of inspections shall include but not be limited to:

- (a) The inspection of inside plumbing, French drains, sump pumps, floor and other miscellaneous types of drains to determine whether or not the same are constructed in such a manner as to permit the discharge of any substance into the public sanitary sewer system;

- (b) The inspection of outside drains, driveway drains and roof leaders to determine whether or not any of the same are constructed in such a manner as to permit the discharge of any substance into the public sanitary sewer system;

SECTION 3 – CONTINUED

(c) The inspections of stacks, building traps and clean outs to determine whether the same are present and in proper working order and otherwise comply with existing Authority Rules and Regulations. A clean out is required during a lateral sewer inspection for a sale or refinance of a property. Clean out must be installed and inspected prior to the release of any paperwork to be submitted to the closing company.

(d) The inspection of all building lateral sanitary sewers to determine whether or not the same have any inflow or infiltration resulting from any cause whatsoever which is not permitted under the Rules and Regulations or any applicable City Ordinance.

The inspections and testing utilized by the Authority may include but not be limited to the following procedures: Low pressure air testing, smoke testing, dye testing, dye flooding, internal television video inspection ("CCTV") of the inside plumbing (building side of the trap), and any drains and all building lateral sanitary sewers located on the premises being tested, or any other method of inspections or testing developed in the future.

In the case of an internal CCTV inspection, the CCTV camera shall be inserted into the building lateral sanitary sewer from either the Authority's sewer line, the Authority's inspection port (if available) or by way of a tap and vent assembly located on or within the premises.

During the course of the lateral sewer inspection or in the case that the Authority is called for a sewer back-up, if any lines are found to be broken, damaged, or clogged with tree roots or debris, all repairs must be made to the line in a timely fashion. Failure to complete any repair to a damaged line will result in the termination of water service until such time as repairs are made and the line is inspected.

In addition, when the inspections and testing procedures utilized by the Authority determines that inflow and/or infiltration is emanating from any other part of any premises, the owner shall be required to make any necessary repairs or modifications to the premises to eliminate same at the owner's expense.

SECTION 4 – APPLICATIONS AND CONTRACTS FOR CONNECTIONS AND SERVICE

Every owner of any sewerageable premises within the City of Latrobe is required to connect to the Authority's sewer system at the expense of said owner.

Owners of premises already existing at the time of construction of any portion of the sewerage system and which is benefited, improved or accommodated thereby, shall provide for the discharge of all sewage therefrom into said system. At such time as the sewerage system is ready to accept sewage from existing premises, the owners will be notified by the Authority and connection to the sewerage system shall then be made.

All sewer lines constructed within the service area, including any building lateral sanitary sewers, shall comply with these Rules and Regulations.

All contracts for sewage service shall continue in force until notice is given by the owners or the Authority of a desire to terminate the contract which would result in a final reading being taken and the service transferred to the new owner.

In connection with a change in service, any customer making any material change in size, character or extent of equipment or operations utilizing sewage service, or whose change in operations results in a substantial increase in the flow of sewage or industrial waste, shall immediately give the Authority written notice of the nature of the change.

In October of 2016, the City of Latrobe enacted Ordinance No. 2016-9 "Requiring the Inspection of Private Sanitary Sewage Laterals upon the Sale, Transfer, Assignment of Real Property which is mandated under the Act 537 Plan." (This DOES include the refinance of any property/name change or addition of name.)

In November of 2016, the LMA adopted and approved this ordinance with the lateral sewer inspections beginning January 1, 2017. This will include any residential or commercial property located in the City of Latrobe or billed for sewer charges by the Latrobe Municipal Authority.

(a) Once the required lateral sewer testing fee is received at the Authority Office, along with a contact name and telephone number, the paperwork is given to the Supervisor for scheduling. The testing is to be scheduled within 20 days of receipt of the request.

SECTION 4 – CONTINUED

(b) The testing may consist of the following: pressure testing, televising of the sanitary sewage lateral, pouring dye down a main bathroom fixture to determine the property connections and location of the main line, checking downspouts as well as other surface drains of the structure, and the most critical, checking for the property outdoor cleanout.

(c) The property **MUST HAVE** an outdoor cleanout in order to pass the lateral sewer inspection. The cleanouts must meet the LMA design and specifications and must be inspected once installation is complete.

(d) No properties are “grandfathered” in and there are absolutely no exceptions or exemptions to the lateral sewer inspection requirement.

(e) Upon completion of the testing, the results will be filed with the City of Latrobe office as well as the Authority office. Any closing company will then receive a copy of the “pass” letter. No letters will be released for the sale, transfer or refinance of the property until the lateral sewer testing has been completed and any or all repairs are made and inspected by the Supervisor.

(f) The LMA is not responsible for any delays in closing or the loss of any sale of the property.

(g) The LMA may review from time to time and adjust the fee required for the lateral sewer testing.

(h) The Lateral Sewer Testing is valid for a period of three (3) years.

SECTION 5 BUILDING LATERAL SANITARY SEWER AND TAP CONNECTIONS

No unauthorized person shall uncover or make any connections with or openings into, use, alter or disturb any sewer owned by the Authority.

All costs and expenses incidental to the installation and connection of the building lateral sanitary sewer shall be borne by the owner. All completed installations or repairs made to the lateral sanitary sewer line shall be inspected by the Supervisor prior to the opening being back filled.

The use of existing building lateral sanitary sewers in connection with new structures erected upon any lot will be permitted only when they are found, upon examination and testing by the Authority or persons approved by the Authority.

All connections to the sewer system shall comply with the Authority's Rules and Regulations and meet the current plumbing code for the City of Latrobe. The property owner must secure all necessary permits for street openings from the City of Latrobe.

Pipe used for the building sewer and sewer lateral shall have permanently tight joints which shall prevent the admission of groundwater and laid at a minimum grade of $\frac{1}{4}$ " per foot with the best possible alignment and with a minimum of 4 feet of cover to protect the pipe from frost or crushing from surface activity.

Piping used for connecting shall be either polyvinyl chloride conforming to ASTM D-3034 (SDR-35) or schedule 40 acrylonitrile-butadiene-styrene (ABS) conforming to ASTM D-2751.

No transformation from one pipe size to another or from one pipe material to another will be made without the use of manufactured adaptors designed specifically for the purpose. All changes in direction will be made with pipe fittings and no fittings greater than 45 degrees will be permitted.

Cleanouts will also be required at every change in direction greater than 45 degrees and immediately downstream of the trap. Cleanouts shall be constructed using a wye fitting in the run of pipe with a 45-degree bend and riser to the ground surface. The riser pipe shall have a standard 4-inch screw type ferrule and shall be watertight.

All lateral sewers shall have a stone bedding of 2B modified with a minimum of 4 inches of stone underneath with backfill to the mid-point of the pipe diameter.

SECTION 5 – CONTINUED

The supervisor must inspect and approve the lateral and connection prior to the trench being backfilled. The backfill shall be at a depth of two feet over the pipe. Large rock may not be used as backfill in any portion of the trench.

After the trench has been backfilled, the Authority's representatives shall air test the building sewer and lateral sewer being installed from the point of connection to the building to the connection at the sewer lateral or sewer main.

The lateral sewer line leading from the building to the main sewer line will be the responsibility of the property owner for maintenance, repair or replacement.

If the Authority should deem special conditions that require additional safeguards or more stringent specifications be observed, the Authority reserves the right to refuse a connection to be made until such special requirements or specifications have been satisfied.

SECTION 6 – USE OF SEWERS

All dwellings benefited, improved or accommodated by the Authority's sanitary sewage system shall be connected to the system at the expense of the property owner.

All connections shall be made in accordance with the Rules and Regulations of the Authority.

It shall be unlawful for any person owning any premise accessible to the Authority's sanitary sewage system to erect, construct, use or maintain or cause to be erected, constructed, used or maintained any privy, cesspool, sinkhole or other receptacle for receiving sanitary sewage.

No person shall discharge or cause to be discharged any stormwater, groundwater, roof runoff, subsurface drainage, or cooling water into any sewer.

No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewer:

- a. Any gasoline, benzene, naptha, fuel oil, or other flammable or explosive liquid, solid or gas.
- b. Any waters containing toxic or poisonous solids, liquids, or gasses in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any waste treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the receiving waters of any wastewater treatment plant.
- c. Any waters or wastes having a pH lower than 5 or higher than 9.0, or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the wastewater works.
- d. Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the wastewater facilities such as, but not limited to, ashes, bones, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails, paper dishes, cups, milk containters, either whole or ground by garbage grinders.

SECTION 6 – CONTINUED

All food service establishments are required to install a grease pit, which shall be approved by the Authority engineer and supervisor, at the cost of the establishment. All grease pits shall be maintained by the establishment and are subject to inspection by the Authority at any time.

SECTION 7 – SEWAGE SERVICE CHARGES

All customers connected to the public sewer system are billed for treatment charges (at the current rate) based upon the water meter usages. In the City of Latrobe, each customer is billed the current rate for treatment charges and then a flat rate for debt service and administration fees.

All bills for sewer treatment shall be rendered to the owner of the property to which the sewer service is furnished, whom shall in all cases be liable for payment of such bills.

If the owner of the premises served shall neglect or fail to pay the bill of the Authority, The Authority may proceed, after providing reasonable notice to the owner/occupant of the premise, to have water service to the property shut off pursuant to the provisions of the Act of April 14, 1949, P.L. 482, as amended (53 P.S. 2261).

Water meter readings are sent to the Unity Township and Derry Township Authorities for their sewer billings. All water that passes through the meter is billed for sewage. No exceptions are made for leaks or waste.

The customer may purchase a "deduct meter" at their own cost. This meter must be installed by the customer and inspected by the appropriate sewer Authority prior to being activated in the billing system. Deduct meters will measure the water that DOES NOT flow into the sewer system (such as water of plants, swimming pools, washing of cars, etc.). This amount is then deducted from the total water usage and not billed for sewer charges. This meter must be maintained by the customer and the customer must provide meter readings AT THE CORRECT TIME in order to be billed correctly.

If the deduct meter breaks or quits working for any reason, no deduction will be given. The consumer must replace the meter and go through the whole inspection process for their appropriate sewer Authority.

The sewer charges are billed on the same billing as the water charges. Each customer will receive one bill with both charges for water and sewer for each metered connection.

The bills are paid at the same time and payment may be made by cash, check or money order at the Authority office. You may also pay your bill on line through our web portal by check, credit or debit card. Any mailed payments must be addressed to the P O Box 88 Latrobe as there is no mail receptacle at the Authority office. There is a drop box located on the front door for any payments made after hours or over the weekend.

SECTION 7 – CONTINUED

We currently do not offer auto bill pay, so each quarter (or month) you must go into the system and enter your payment method.

The bills are always dated the first of the month with the due date being on the 15th of the month. If the 15th falls on a weekend, the due date is extended to the next working day. Any bills, monthly or quarterly, not paid in full by the 15th of the month will receive a 5% penalty added to their bill.

Penalties are not waived for any reason. Any unpaid penalties will be added to the next billing. The top portion of the bill states "not responsible for mail delivery". Customers are able to sign up for an "e-billing" and we are always able to give the billing dates over the telephone if anyone desires to call for their billing schedule.

SECTION 8 – CONNECTIONS TO THE SEWER SYSTEM

Any person owning a building or property located in the City of Latrobe and wishing to connect to the public sewer supply must contact the Authority and meet with the supervisor to determine where the connection to the public sewer supply would be made.

The installation of the lateral sewer line and the connection to the main sewer line would be the expense of the property owner. A current tapping fee will be required to be paid to the Authority solely for the purpose of tapping into a public sewer supply. The tapping fee will need to be paid prior to the line being tapped. The property owner would need his contractor to install the lateral sewer line and once the connection into the main line is completed, the supervisor would need to inspect the lateral line and the connection.

If the connection is not made correctly, or if the homeowner would refuse to connect to the public sewer supply, the water service to the property would not be activated until such connections are made. If the water service is active, the service would be terminated at the curb until the connection to the sewer line is made and approved.

Any future connections for a multiple unit building would require that each unit have its own independent lateral sewer line installed. Two or more properties are not permitted to discharge into the same lateral sewer line connecting any property with the sewer system.

SECTION 9 – RIGHT OF WATER SHUT OFF

The Authority reserves the right at all times, after due notice, to terminate the water service for non-payment of sewage charges.

Failure to pay the water and sewer billing or to keep payment arrangements will result in termination of water service. Service will not be restored until the entire bill is paid in full and a service re-connection fee is paid.

The Latrobe Municipal Authority will work in conjunction with the Derry Township and Unity Township Municipal Authorities to terminate water service to a customer for failure to pay a bill for that particular Authority. When this would occur, we charge the Authority a turn off and turn on fee. We have no bearing on the amounts charged by the other Authority or their procedure for payments. We must meet a member of that Authority at the dwelling when the water is being terminated. Any questions are answered by that entity. Once payment has been satisfactorily made, the service will then be turned on in a timely fashion.

SECTION 10 – VACATING THE PROPERTY

When the premise is vacated, the property owner must give notice at the Authority so that a final meter reading may be scheduled. The property owner will be responsible for all water and sewer charges to the date of the final reading.

When the property changes hands, a new service contract must be signed by the new owner of the property.

If water service is turned off for seasonal, non-payment of bill, or vacated property, all minimum sewer debt service and administration fees are still billed. These charges continue to be billed until the property is sold. The only way to stop the billing is to sell the property (and the new owner takes over the charges) or to have the service cut off and capped at the street. If the service is cut off and capped, it must be inspected by the supervisor. If service is ever to be restored, a new tap fee must be paid and a new tap will be installed. The new tap would also need to be inspected prior to the activation of service.

SECTION 11 – MISCELLANEOUS REGULATIONS

Authorized employees of the Authority shall have access to the customer's premises at all reasonable hours and after the provision of reasonable notice for the purpose of inspection, repair and/or replacement of service lines, service line extensions, building sewers, manholes and other appurtenances; observation, measurement, sampling and testing of sewage or industrial wastes; and any other justifiable purposes.

The Authority shall have the right to make such excavations as are required for the proper execution of the work.

No workmen, owner, tenant, or other unauthorized person shall interfere with the Authority's property, or do work service line connections, service line extensions, building sewers and such other facilities, except in accordance with requirements as previously set forth. Any violation of the foregoing may result in termination of service, at the option of the Authority.

No unauthorized person shall maliciously, willfully or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is part of the Authority's sewage works facilities, including the building sewers and such other service facilities. Any person violating this provision of these Rules and Regulations shall be subject to immediate arrest under applicable provisions of the Pennsylvania Criminal Code.

No agent or employee of the Authority shall have the power to bind the Authority by any promise, agreement or representation not provided for in these Rules and Regulations without approval of the Board of the Authority.

All notices and bills relating to the Authority or its business shall be deemed to have been properly served if left upon the premises or if mailed to the premise owner to the address as shown on the records of the Authority.

The Authority will send all such notices and bills to the address given on the application for water and sewer service until a notice of change of address is received at the Authority office.

Complaints concerning service or of bills rendered must be directed to the main office of the Authority.

SECTION 11 – CONTINUED

Nothing in these Rules, nor any contract, nor representation, verbal or written, of the Authority or any of its employees shall be taken or construed in any manner to be or constitute a guarantee to provide unreasonable sewer capacities or facilities, whether for domestic, commercial, industrial, manufacturing or other general uses, or for any other special purposes; but the Authority will at all times and under all conditions endeavor to maintain the efficiency of its service.

The Authority shall have the right to restrict the use of sewers as to capacity and character of sewage.

Pursuant to Section 5607 (d) (17) of the Municipality Authorities Act of 2001, June 19, P.L. 287, No. 22, as amended, any person who shall violate any of the provisions of these Rules and Regulations shall, upon conviction thereof, be sentenced to pay a fine of not more than three hundred dollars (\$300.00), plus the costs of prosecution, provided that each day a violation shall continue, shall constitute a separate offense subject to a total fine of not more than one thousand dollars (\$1,000.00) in any instance; and the Authority shall have the further right, where the same is applicable, to remove or close the sewer connection and terminate the water service until the violation is corrected and any debt due the Authority for fines and expenses is paid in full prior to the reactivation of service.

Any person violating any of the provisions of these Rules and Regulations shall become liable to the Authority for any expense, loss or damage occasioned the Authority by reason of such violation.

SECTION 12 – GENERAL

These Rules and Regulations are hereby declared to be urgent for the preservation of the peace, health and comfort of the citizens of the City of Latrobe and shall take effect and be in force immediately upon the adoption by the Authority.

SECTION 13 PRETREATMENT RULES AND REGULATIONS

These Pretreatment Rules and Regulations have been adopted by the Latrobe Municipal Authority to meet the requirements of the United States Environmental Protection Agency (USEPA), Office of Wastewater Enforcement and Compliance, Permits Division.

Municipalities operating Publicly Owned Treatment Works (POTWs) are required to develop pretreatment programs to regulate industrial discharges to their systems.

The new and revised legal authority will implement and enforce a pretreatment program that fulfills requirements set out in the Code of Federal Regulations (CFR).

- (a) See Attached Pretreatment Rules and Regulations consisting of 42 pages and prefaced with a Table of Contents.