

## **RULES AND REGULATIONS FOR OPERATION AND MAINTENANCE OF GARFIELD AND SUGAR CREEK RURAL WATER SYSTEM**

These Rules and Regulations are issued and designed to govern the supplying and taking of water service in a uniform manner. They are subject to change from time to time. If a provision of the Rules and Regulations conflict with a provision of the rate schedule, the provision of the rate schedule will prevail. If any portion of the Rules and Regulations shall be declared invalid by competent authority, such voidance shall not affect the validity of the remaining portions.

**Definitions:** The following expressions when used herein will have the meaning stated below:

**Applicant:** Any individual, firm, partnership, corporation or other agency owning land located within the area, applying for water service.

**Consumer:** Any individual, firm, partnership, corporation or other agency receiving water from the City's facilities.

**Point of Delivery:** The point of delivery shall be at the meter, unless otherwise specified in the Water Users' Agreement.

**Service:** The term service when used in connection with the supplying of water shall mean the availability for use by the consumers of water adequate to meet the consumer's requirements. Service shall be considered as available when the City maintains the water supply at normal pressure at the point of delivery, in readiness for the consumer's use, regardless of whether or not the consumer makes use of it.

**Water Users' Agreement:** The agreement or contract between the consumer and the City, pursuant to which water service is supplied and accepted.

**Water Service:** A water service shall consist of facilities for supplying water to one residence or business establishment.

### **GENERAL RULES**

1. The supplying and taking of water will be in conformance with these Rules and the applicable rate schedule provided by proper ordinance duly passed and recorded by the City. Provided, however, that such rate schedule is subject to change by action of the City Council. Provided, further, that if at any time the City determines that the total amount derived from the collection of water charges is insufficient for the payment of operating costs, emergency repairs, or debt service, the City shall increase the minimum water rate for the first month thereafter in an amount sufficient to pay such operating costs, emergency repairs, or debt services.

2. Applicants for service shall make application to the City. If the application for service is approved, the applicant will sign a Water Users' Agreement for an indefinite period and make the required connection fee and deposits.

3. Before installing a service extension and providing water available for use, according to State Health Department regulations, a consumer will provide the City of Garfield Water Department a copy of an approved septic system drawing. The City will require three plumbing inspections, as required by the Arkansas Department of Health. The City plumbing inspector will perform inspections of all new construction, and/or modifications of existing plumbing. It is the consumer's responsibility to request a plumbing permit from the City water clerk prior to commencement of construction and of modifications.

**SERVICE IS FOR SOLE USE OF THE CONSUMER:**

A standard water service connection is for the sole use of the applicant or the consumer and for one structure on consumer's property, and does not permit the extension of pipes to transfer water from one property, or another structure on same property, to another, nor to share, resell, or sub-meter water to any other consumer. If the consumer wishes to extend water to another structure on their property, the consumer shall fill out another application and pay the fees set forth by the Council for another meter to be added. If an emergency or specific situation should make such an arrangement advisable, it shall be done only on specific written permission of the City for the duration of the emergency.

**AGREEMENTS WITH GOVERNMENTAL AND PUBLIC BODIES:**

The City may make specific water service contracts with the Federal Government, the State of Arkansas, or agencies thereof, school districts and municipal corporations, differing from stipulations set out in the rate schedule and Rules. Such contracts must receive approval by the State Director of the Farmers Home Administration before being placed in effect.

**RIGHT OF ACCESS:**

Representatives of the City shall have the right at all reasonable hours to enter upon consumers' premises to read and test meters, inspect piping, and to perform other duties for the proper maintenance and operation of service, or to remove its meters and equipment upon discontinuance of service by consumers.

**CONTINUITY OF SERVICE:**

The City will make all reasonable efforts to supply continuous, uninterrupted service. However, it shall have the right to interrupt service for the purpose of making repairs, connections, extensions, or for other necessary work. Efforts will be made to notify consumers who may be affected by such interruptions, but the City will not accept responsibility for losses which might occur due to such necessary interruptions.

The City does not accept responsibility for losses which might occur due to interruptions to service caused by storms, strikes, floods or other causes beyond its control.

**METERS**

Meters will be furnished, installed, owned, inspected, tested and kept in proper operation condition by the City, without cost to the consumer.

**METER LOCATION:**

Meters shall be set in an accessible place on the outside of buildings except where otherwise directed by the City. All meters shall be put horizontally and never connected into a vertical pipe. Meters set at a location specified by the City, shall be placed in a meter box furnished and installed by the City. The consumer will purchase and install a “shut-off” valve, within 2’ (two feet) of the point of delivery.

**BILLS:**

Bills will be rendered for service by the 5<sup>th</sup> day of the month following that in which the service was rendered as set forth in the rate schedule. Service bills not paid by the 12<sup>th</sup> of the month shall be subject to a 10% late charge. Failure of the City to submit a service bill shall not excuse the consumer from his obligation to pay for the water used when the bill is submitted. Failure to pay a bill by the 22<sup>nd</sup> day of the month, in which the bill is rendered, shall result in the disconnection for the service. (Arrangements can be made when documentation is provided for unforeseen emergencies. Call City Hall Water Department for these arrangements)

**RECONNECTION CHARGE:**

If reconnection is authorized and approved, after each suspension of service because of delinquent payment, or for other infraction of these Rules, the reconnection charge for restoration of service shall be; the unpaid balance on the consumers account, plus a reconnection fee set by the City Council.

**CONSUMER’S RESPONSIBILITY:**

The consumer shall be responsible for any damage to the meter and meter box. Consumers can appeal damage charges to the City Council.

**MAIN EXTENSIONS:**

Requests to extend a water main to serve an applicant, the City may at its discretion exercise one of the following options:

- (a) Provide a written declaration, explaining conditions to be met in order to approve said request.
- (b) Approve the request after receiving a written statement that the consumer will pay ALL expenses for said extension.
- (c) Service line extensions are subject to preapproval of the ADH.

The City will require a deposit equal to 75% of the anticipated extension cost, if the City makes extension.

**SERVICES:**

The City will install and pay for all water services pipes from its mains to the meters on property abutting the travel way along which the main is installed. The service pipe shall not be less than 3/4ths inch in size. The City will also install and pay for the City cock, meter and meter setting. The meter will be set in front of the premises to be served or at the closest point as designated by the City.

### **APPLICANTS HAVING EXCESSIVE REQUIREMENTS:**

In the event an applicant whose water requirements are found to exceed the City's ability to supply it from existing plant, the City will not be obligated to render such service, unless and until suitable self-liquidating financing is arranged to cover necessary investment in additional plant.

### **CONNECTION WITH PRIVATE WATER SYSTEM:**

There shall be no physical connection between any private water system and the water system of the City. Representatives of the City shall have the right at all reasonable hours to enter upon consumer's premises for the purpose of inspection and enforcement of this provision. Violation of this provision shall constitute cause for disconnection of a consumer's service.

### **RENTAL PROPERTY:**

The owner or the owner's designated agent shall be responsible for maintenance of plumbing systems. To determine compliance with this provision, the code official shall have the authority to require any plumbing system to be respected, per the Arkansas Plumbing Code, chapter 1, section 102.3.

### **BACKFLOW AND CROSS-CONNECTION**

When a backflow or cross connection device is required, water will not be furnished until the City plumbing inspector approves a device as defined by current City Ordinance/resolution and ADH regulation. Nor will the City permit its mains or service pipe to be connected in any way to any piping, tank, vat, irrigation system or other apparatus containing liquids, chemical, or any other matter which may flow back into the City's service pipes or mains, endangering the water supply. The City, to enforce Arkansas State Plumbing Code and, Federal and State Safe Water Drinking Water Act Regulations, has implemented a Backflow and Cross-Connection program.

### **TRASH SERVICE**

We offer trash service for our water customers at the rate that the current refuse provider charges us. For others that are not on the water and wish to pay for trash service through the city, they will be charged at the rate the current refuse provider charges, plus an additional \$3 per month for administrative fees.

### **CHANGING OF REGULATIONS**

The City reserves the right to change or amend from time to time, these Rules and Regulations and rates for the use of water.