

Rules and Regulations of Water Service
Schedule of Charges

Easton Suburban Water Authority

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I. RULES AND REGULATIONS

These Rules and Regulations are a part of the contract with every Person who takes Water Service, and every such Person by taking Water Service agrees to be bound to these Rules and Regulations.

The Easton Suburban Water Authority (Authority) has been incorporated to operate the Water System. These Rules and Regulations are administered by the Authority, which is solely responsible for any required decisions and approvals.

These Rules and Regulations are not intended to conflict with any local, state or federal legislation, and are intended to be in compliance with the Pennsylvania Municipal Authorities Act of 1945, P.L. 382, as amended. If any provision or provisions are found to be invalid, all other provisions will remain in full force and effect.

II. ENFORCEMENT

These Rules and Regulations shall become effective on and after July 12, 2004 to all Premises then and thereafter connected to the Water System. All prior Authority rules, regulations, and resolutions not consistent with these Rules and Regulations are hereby repealed, provided, however, that all rights accrued and monies due to the Authority under any such rule, regulations and resolutions are preserved to the Authority. The Authority reserves the right to amend the Rules and Regulations in such a manner and at such times, as, in its opinion, may be advisable.

III. DEFINITIONS

Except where context indicates otherwise, the following meanings shall apply when used in these Rules and Regulations regardless of whether the first letter of the word is upper case or lower case.

Applicant – A person who applies for a Connection and/or Water Service for a premises.

Authority – The Easton Suburban Water Authority, a Pennsylvania municipal Authority.

Authority's Service Line – The water service pipe and appurtenances extending from the Authority's main including; the tee or tap in the Main, the lateral pipe to a point at or near the property line of a Premises, curb stop or service valve, and curb or valve box.

In the event that the Authority's service valve is located in the street, the Authority's service line will extend to the curb or the edge of pavement.

Backflow – Water or other substances in the Customer's facility flowing back into the Authority's Water system.

Backflow-Prevention Assembly – The assembly installed on the Customer's Service Line to prevent Backflow.

Capital Charges – The up-front charges, set forth in the Authority's Schedule of Capital Charges; including Connection, Customer Facility, Distribution, Capacity and Fire Capacity Tapping Fees. See Appendix B – Schedule of Capital Charges.

Connection – The physical hook up of a Premises to the Authority's Water System for the purpose of receiving Water Service from the Authority.

Contractor – A builder or other Person who uses water on a temporary basis for construction purposes.

Cross-Connection – Any Connection, direct or indirect, that physically joins a Customer's Service Line, or any piping extension thereof, to a non-potable source of water, or hazardous liquid or gas, or to a water system other than that of the Authority.

Curb Box – A structure which permits access to the Curb Stop.

Curb Stop – A shutoff valve placed on a Service Line generally at the property line of a Premises or curb line separating the Authority's Service from the Customer's Service Line.

Customer – Any Person who receives Water Service from the Authority.

Customer Facilities Fee – The fee established in the Schedule of Capital Charges reflecting the Authority's cost of providing and/or installing a Meter on the Customer's Service Line. See Appendix B – Schedule of Capital Charges.

Customer's Service Line – That part of the Water Service pipe extending from the Authority's Service Line to the Premises, except the Meter.

Main – An Authority-owned pipeline suitable for the connection of a Service Line.

Main Extension – Extension of Service requiring additional Main construction.

Meter – A device for measuring the quantity of water used, which is the basis for determining charges for Water Service to the Customer. See Appendix A – Schedule of Water Rates.

Meter Setting – The location of the Meter and components, including Customer owned and maintained shutoff valves, located on the inlet and outlet side of the Meter.

Meter Test Fee – A fee established and charged for performance of a special test to determine the accuracy of the Meter. See Appendix C – Deposits and Other Charges.

Owner – The Person who is named as the owner of a Premises in the deed of record as recorded in the Northampton County Recorder of Deeds Office in Easton, PA.

Person – An individual, partnership, company, corporation, association, corporate political body, joint ownership, or any other entity capable of functioning in the context used herein.

Premises – The land, building, or other site to which Water Service may be furnished, including:

A. A building under one roof, owned or leased by one Person, and occupied as one residence or business.

B. Each combination of buildings owned or leased by one Person, served by one service line.

C. Each side of a half double or each housing unit.

D. Each apartment, office, or suite of offices located in a building having several such apartments, offices, or suite of offices and using one or more means of entrance.

E. Such other situations as the Authority shall deem proper and advisable.

Schedule of Rates and Charges – The adopted Authority's rates and charges for service. See Appendix A – Schedule of Water Rates.

Service Restoration Charge – A charge established for restoring Water Service to a Premises which had Water Service terminated or discontinued. See Appendix C – Deposits and Other Charges.

Specifications for Water System Construction – The Authority's published specifications which outline methods of installation, materials and testing and disinfection requirements.

Tenant – A Person who leases or rents a Premises from an Owner.

Water – The commodity provided by the Authority through its Water System to its Customers.

Water Service –

A. Furnishing or readiness to furnish Water for any purpose, including the extinguishment of fires, and/or

B. Any installation or improvement or change in the Service Line or system facilities, at the Customer's request or as required by the Authority, and/or

C. Any Authority activities related hereto.

Water Service – Fire Protection – Water Service to be used by a Customer exclusively for the extinguishment of fires.

Water System – All of the Authority's existing and future facilities used and useful in connection with providing and maintaining Water Service, including all property (real, person or mixed), rights, powers, licenses, easements, rights-of-way, privileges, franchises and other interests of whatever nature.

IV. APPLICATIONS

A. Connection

i. Any Owner or Person desiring a Connection which requires the construction of a Service Line(s) from the Authority's Main into his or her Premises must first make written application on the Connection Application furnished by the Authority a minimum of two (2) weeks before Water Service is desired. A true and correct copy of the Connection Application is set forth in Appendix D – Applications for Service. (Authority construction schedules and/or permit requirements could result in longer time periods from time of Application to installation of Connection; Authority's Service Line.)

ii. An Applicant shall complete the Connection Application form that is commensurate with the size and type of Connection desired. Upon approval by the Authority, this Application shall constitute the contract between the Authority and the Customer regarding the Connection. In situations where an Application has not been completed, the provision of Water Service to a Premises by the Authority shall constitute the contractual relationship between the Authority and the Customer. The contract shall be subject to the provisions of these Rules and Regulations.

iii. The Connection Application must be signed by the Owner of the Premises which is the subject of the Connection Application, or his duly authorized agent, and the Connection Application shall together with the Rules and Regulations of the Authority, regulate and control the Connection of the Premises to the Authority's Water System.

iv. The Service Connection Application will not be approved until the Authority receives full payment of all charges, including Connection Fee, Capacity and Distribution Tapping Fees and Customer Facilities Fee, in accordance with Appendix B – Schedule of Capital Charges.

v. A tenant may not make application for a Connection.

vi. A new Application must be submitted to the Authority for approval when there is any change in property ownership or Tenant occupancy. The Authority reserves the right to discontinue Water Service to the Premises until a new Application has been submitted and approved.

vii. Any Person who desires a Connection at more than one Premises must make separate Application for each Premises.

B. Water Service

i. Every Person desiring Water Service at a Premise that has an existing Connection shall make a signed Application on the Authority's designated Application Form at least one (1) week before Water Service is desired.

ii. When a Water Service Application is made by someone other than the Owner, the Owner shall co-sign the Application and shall guarantee payment of Water Service by the execution of a guaranty agreement on the form provided by the Authority.

iii. The fact that a Water Service Application may not exist, may not be signed by the Owner or a guaranty agreement may not exist will not relieve the Owner of his or her responsibility for ultimate payment of all Water Service bills related to the Premises.

iv. A new Water Service Application must be submitted whenever there is a change of Tenant and/or Owner.

v. An Applicant shall complete the Water Service Application. Upon approval by the Authority, this Application shall constitute the contract between the Authority and the Customer regarding Water Service. In situations where an Application has not been completed, the provisions of Water Service to a Premises by the Authority shall constitute the contractual relationship between the Authority and the Customer. The contract shall be subject to the provisions of these Rules and Regulations.

vi. All contracts for Water Service shall continue in force from month to month, but either party may cancel the contract by giving ten (10) days written or verbal notice that the contract will terminate on the tenth day.

vii. When Water Service is initiated or discontinued during a billing period, the charge, minimum or otherwise, shall be prorated on a monthly basis. Consumption charges will be based on actual metered usage in accordance with Appendix A – Schedule of Water Rates.

viii. Separate Applications must be made for the following cases:

a. For each building under one roof owned or leased by one party, and occupied as one residence or business; or

b. For each combination of buildings owned or leased by one party in one common enclosure and occupied by one family or business; or

c. For each side of a double house having a solid vertical partition wall; or

d. For each Fire Protection Connection, whether public or private; or

e. In such other cases as the Authority shall deem to be proper and advisable under the circumstances.

ix. For service lines 1" and larger, the applicant will follow the procedures set forth in Appendix D - Service and Meter Procedures. The Authority reserves the right to waive any and all parts of the aforementioned Procedures.

C. Deposits

i. At the time of Application, deposits may be required from all Customer Applicants in an amount equal to the estimated gross bill for any single billing period plus one (1) month or a minimum deposit set by the Authority. Appendix C – Deposits and Other Charges addresses this category.

ii. The deposit will bear no interest.

iii. Any Customer having a deposit shall pay for Water Service as rendered in accordance with the Rules and Regulations of the Authority, and the deposit shall not be considered as payment on account of a bill during the time the Customer is receiving Water Service.

iv. The Authority reserves the right to apply any deposit to the payment of a final bill, without, however, relieving the Customer of his or her liability to pay any and all balances which shall remain.

V. CONDITIONS OF INSTALLATION AND USE

A. Written Permit for Customer to Supply Other Premises

i. No Customer or any Premises receiving Water Service shall be allowed to supply water to other Persons or other Premises except by written permit from the Authority.

ii. Customers who violate this Rule will have Water Service Termination procedures initiated against them.

iii. Water Service that is turned off will remain so until the Authority is satisfied that the Rules and Regulations have been met. In addition, violators will be required to pay the Authority's Turn-Off / Turn-On charge, in accordance with Appendix C – Deposits and Other Charges, prior to Water Service being restored.

B. Authority's Service Line

i. The Premises to be served must be adjacent to the Main from which the Connection is to be made.

ii. Upon Approval of the Applications for Water Service and Connection, and payment of all applicable charges, the Authority will schedule for the installation of the Authority's Service Line.

iii. Separate Water Service Lines shall be installed from the Authority's main to the facility or premises for Domestic Water Service and Fire Protection Water Service.

iv. The proposed location of the water service line will be determined by the contractor, developer and/or homeowner. The proposed location must be approved by the Authority.

v. No other utility line shall be within four (4) feet of the service line trench, unless previous written approval is secured from the Authority.

vi. If the Authority permits the Service Line to be placed in the same trench with another utility line, the conditions of said installation will be determined by the Authority.

vii. When a Customer desires to change the location or size of an existing Service Line, the Customer will pay for the entire cost of such a change, as well as any Capital Charges required by the change.

viii. The Authority will be responsible for the maintenance and repair of the Authority's Service Line.

ix. The Authority's Service Lines will not be installed on private property. Should the Authority approve such an installation, the Customer must provide a duly recorded written easement granting permission to the Authority to install and maintain the Authority's Service Line on said private property. Furthermore, the conditions of the easements must be approved by the Authority.

x. The Authority reserves the right to construct the Authority's Service Line after the Customer installs the Customer's Service Line to the Authority's satisfaction.

xi. The homeowner, contractor and/or developer will be responsible for protection of the Authority's curb box. Should the curb box be damaged, moved, filled with foreign matter, etc., and access to the curb stop is not obtainable, the homeowner, contractor and/or developer will be responsible for all costs incurred by the Authority to correct the problem.

C. Customer's Service Line

i. The Customer's Service Line, beyond the Authority's Service Line will be installed and maintained by the Customer at the Customer's expense.

ii. The size of the Customer's Service Line shall be established by the Customer and will be subject to Authority review and comment. However, the Authority will assume no responsibility for adequacy of the Customer's Service Line.

iii. The Customer's Service Line shall be no less in size and quality than that of the Authority's Service Line.

iv. The Customer's Service Line shall be laid not less than four (4) feet below finished grade and not less than four (4) feet distance from any open area or vault.

v. The Customer's Service Line shall be installed as a continuous length of pipe.

vi. The Service Line trench shall not be backfilled until the Authority's Service Line is installed and both Service Lines are tested. If any defects are found in the Customer's Service Line, Water Service will not be furnished until such defects are corrected.

vii. A separate stop or valve, with drain, shall be installed by the customer immediately inside the premises wall between said wall and the Meter. A stop or valve shall also be installed by the customer immediately following the meter setting location. The Authority may also require the installation of a bypass, including a valve, to be constructed around the meter. Any connections prior to the Meter are prohibited.

viii. The Customer and/or Applicant shall also furnish and install the plumbing in an approved manner and at a location approved by the Authority. The Applicant shall furnish and install a stop or valve immediately after the Meter to prevent plumbing drainage when the Meter is removed.

ix. If Service Line pressure is deemed excessive by either the Authority, Applicant or Customer, it shall be the Customer's responsibility to install a pressure regulator at his or her expense.

x. If Service Line pressure appears low, the Authority shall be under no obligation to increase pressure by pumping or other means.

xi. The Customer shall keep the Customer's Service Line in good condition under penalty of Water Service discontinuance. The Authority will determine the length of time in which the customer has to repair his/her service line. Failure to comply with the Authority's time requirements will result in termination of water service until the line is repaired or replaced.

xii. The Customer shall pay all costs for relocating or changing Customer's Service Line.

xiii. Installation of all new or replaced Customer's Service Line(s) shall be subject to Authority inspection and approval.

xiv. If the Authority renews, reconstructs, updates, or repairs, the Authority's Service Line, and the Customer's Service Line does not meet the Authority's specifications, the Authority may issue notice to the Customer to renew, reconstruct, update, or repair Customer's Service Line at the Customer's expense, coincident with the Authority's renewal, reconstruction, update, or repair.

xv. All plumbing connections shall be able to withstand 150 pounds per square inch of pressure.

xvi. Service Line Applications will not be approved when proposed Service Line extends beyond the depth of the lot as shown on the approved plot plan; or when the proposed Service Line is not perpendicular to the Authority's Main.

xvii. Customer Service Lines in excess of one hundred fifty (150) feet require the construction of an Authority approved Meter pit inside the curb line. The Authority reserves the right to require an approved Meter pit in circumstances deemed necessary by the Authority.

D. Opening and Closing Valves or Hydrants

i. Under no circumstance shall any Person, not authorized by the Authority, open or close any Curb Stop, street valve, or hydrant on Authority Main lines or Service Lines.

E. Two or More Customers on Same Service

i. Each Customer will be supplied through a separate metered Connection unless the Authority grants an exception.

ii. No Owner of any Premises shall furnish Authority Water to other Persons or Premises without written approval from the Authority.

iii. When two or more Customers are supplied through a single Service Line, any violation of these Rules and Regulations by either or any of said Customers shall be deemed a violation of all and the Authority may take such actions as could be taken against a single Customer except that such action shall not be taken until the innocent Customer or Customers who are not in violation have been given a reasonable opportunity to attach his or her pipes to a separately controlled Connection.

iv. Where two or more Customers are supplied from the same Service Line, a separate service valve and curb box shall be provided for each Customer.

v. Where two or more customers are served by a single service line, the separate meter settings must be constructed in a manner approved by the Authority.

F. Water for Temporary Uses

i. Water Service may be provided on a temporary basis for special conditions. Each case will be reviewed on an individual basis and Water Service will be at the discretion of the Authority.

ii. Applicants for temporary Water Service shall submit a written application on the forms furnished by the Authority, a minimum of two (2) weeks before Water Service is desired.

iii. Public and/or Private fire hydrants will not be used to provide temporary Water Service, unless they are specifically designated in writing for such use.

iv. Water for such purposes will be metered. The Authority will supply and install a meter for construction purposes. Upon signing for the meter, a temporary meter construction fee must be paid, see Appendix A – Schedule of Water Rates. The Customer shall protect the Meter from damage or loss. Bills will be calculated on the basis of the quantity of water used at the Authority's current rates, see Appendix A – Schedule of Water Rates. In the case of a lost or damaged Meter, a bill for the applicable time period shall be based solely at the Authority's discretion, on either ten (10) times the minimum charge for that size Meter or at an Authority-estimated consumption. Upon return of the meter in good condition and after

payment of the final bill, a permanent meter may be installed after the Customer Facilities Fee, based on the meter size, is first paid, see Appendix B – Schedule of Capital Charges.

v. If the temporary Water Service is provided by a newly installed Service Line that will become a permanent Service Line, then the Applicant will be charged the appropriate Capital Charges in accordance with the Schedule of Capital Charges.

G. Non-Permissible Connections

i. Any device that may cause a water hammer or pressure surge.

ii. Connections to any water system, other than the Authority's Water System.

iii. Items specified in the Pennsylvania Department of Environmental Protection, Cross-Connection Control Manual.

H. Pressure Control

i. Where the Customer considers prevailing pressures to be higher than desirable, the Customer may at their own expense install a pressure control valve before the meter. The Customer shall be responsible for the maintenance of any such valve. The Customer should consider pressures of 80 psi and above to be excessive.

ii. Where the Customer considers prevailing pressures to be lower than desirable, the Customer may, at their own expense, install a pressure boosting system after the Meter. A Backflow Prevention Device approved by the Authority must be installed after the Authority's Meter and before the booster system. The Customer shall be responsible for the maintenance of any such system.

iii. Under certain circumstances the Authority may require that a pressure control valve or pressure boosting system be installed upon connection to the Authority System by a developer or homeowner, at their expense. Thereafter, the Customer shall be responsible for the maintenance of such facilities.

VI. METERS

A. Determination of Metering

i. All Water used by Customers of the Authority shall be metered, and the Authority reserves the exclusive right to determine when and where a Meter shall be installed.

ii. For Meters 1" and larger, the Applicant will follow the procedures set forth in Appendix D - Service and Meter Procedures. The Authority reserves the right to waive any or all of the aforementioned procedures.

B. Size, Installation, and Ownership

i. The Authority will determine the Meter size and type, based on Water Service requirements indicated by the Applicant, and the Authority will furnish and set Meters and meter couplings at a cost to the Customer as provided under Appendix B – Capital Charges (Customer Facilities Fee). Fire Line meters will also be furnished and maintained by the Authority, at the expense of the Customer.

ii. The Customer will provide the Authority access to the Meter at all reasonable times for reading, inspection, testing, replacement, and repairs.

iii. No Customer, or Customer's agents, shall remove, disconnect, or tamper with a Meter.

C. Location of Meters

i. The Authority will determine the location of all Meters, and will be in accordance with Appendix D – Water Service and Meter Procedures.

ii. When a Meter is installed within a building, the Customer will provide at the Customer's expense, an approved installation space and approved piping connections complete with stops or valves with drains.

iii. When a Meter is installed outside a building, it shall be placed in an Authority approved Meter pit or vault, complete with approved stops or valves, with drains provided, all at the Customer's expense.

iv. Each Customer unit of any type or class, and whether Owner or Tenant occupied, shall have a separate Meter, except as permitted otherwise by the Authority.

v. Multi-unit buildings served through a single Service Line, where units are Tenant occupied, may have a single Meter if approved by the Authority.

vi. Each Owner occupied unit of a multi-unit building shall have a separate Service Line and separate Meter, even if converted to that type of occupancy from other prior use, unless otherwise approved by the Authority.

D. Protection of Meter

i. The Customer must, at all times, protect the Meter against damage due to freezing, hot water, negligence and other causes. The Customer will be held responsible for any damages and the Authority will bill for loss or damage at the Customer's expense.

ii. If payment for loss or damage is not made within ten (10) days of the billing date, Water Service will be discontinued until the bill is paid. In addition to the payment for loss or damage, the Turn-off/Turn-on charge must also be paid, in accordance with Appendix C – Deposit and Other Charges.

iii. The Authority reserves the right to require the Customer to install, at the Customer's expense, an approved Backflow Preventer on the downstream side of the Meter. The type and location of the Backflow Preventer will be determined by the Authority. If the installation of an approved Backflow Preventer is required, and a pressure expansion tank is needed, the cost of material, installation and maintenance of the expansion tank will be borne by the customer.

iv. If the Service Line is used as a ground for the electrical system, an insulated wire must be properly installed around the Meter and meter couplings so as to provide a continuous connection at all times. If in the opinion of the Authority the grounding of the electrical system to the Service Line will cause undo risk to the Authority's employees, Water System and/or water quality, the Customer, at the Customer's expense, will remove such grounds and install alternate grounding methods.

E. Meter Tests

i. The Authority may test or replace a Meter at any time it deems necessary, or, at the request of the Customer, the Authority will test the accuracy of the Meter supplying the Premises in his or her presence. A deposit in accordance with Appendix C – Deposits and Other Charges, shall accompany each request for a Meter test, for accuracy.

ii. If the Meter accuracy is within plus or minus 4% of 100%, the Meter is considered to be accurate, and the deposit will be retained by the Authority

for costs incurred for such test. If the accuracy is not within the aforementioned range, the Meter will be repaired or replaced at the Authority's expense, and the deposit will be returned.

iii. If a Meter is found to be inaccurate, any adjustment, as determined by the Authority, will be made for the current billing period only based on test results or on the recorded consumption for the same billing period during the prior year.

F. Leaks and Defective Plumbing

i. The Authority is not liable for damage resulting from leaks, broken pipes, or any other causes occurring to, or within a Premises. The Customer shall have no claims against the Authority on account of the bursting or breaking of any Main, Service line, or any water appurtenances of the Authority's Water System. The Authority is also not responsible for damage resulting from leaks or defective plumbing of the customer's service line or interior plumbing.

VII. FIRE SERVICE AND OTHER SPECIAL USES

A. Public Hydrants

i. When a municipality desires installation of a fire hydrant on the Authority's Water System, the municipality will make application to the Authority for the installation. The cost of the hydrant, all appurtenances, necessary permits and the complete cost of installation and restoration will be borne by the municipality. The exact location of the hydrant requested must be included in the application.

ii. Public Fire Protection rate shall be paid by the municipality requesting the public fire hydrant at the rate stipulated in Appendix A – Schedule of Water Rates.

iii. Whenever a municipality desires that the location of a fire hydrant be changed, the change request must be in writing. The Authority at the municipality's expense will relocate the hydrant.

iv. No fire hydrant will be used without the permission of the Authority, except by Persons authorized to use them during fire emergencies.

v. The Authority does not assume any liability as insurer of Premises, property or person. Any Customer receiving Fire Protection will not be entitled (in

the event of a fire) to any Water Service, pressure, capacity, or facility other than that available at the time, in view of the circumstances of the Authority at that time. The Authority shall not be liable for any damage or injury to any Premises, property or person by reason of fire, water failure to supply Water or pressure, or capacity, or lack thereof.

B. Private Fire Service

i. Each Person desiring private Fire Protection, such as a sprinkler system, fire line and/or fire hydrant shall make application for that service to the Authority, on the form provided by the Authority. Forms can be obtained at the Authority's Office. The cost of the hydrant, all appurtenances, necessary permits and the complete cost of installation and restoration will be borne by the applicant.

ii. The Applicant shall submit information on its Fire Protection Application setting forth its requirements including but not limited to site plans, flows, residual and static pressures, size of line, number of hydrants and flow duration. The Authority reserves the right to refuse Fire Protection until all necessary information is provided to the Authority for review.

iii. The size of each private Fire Protection Service Line shall be identified by the Applicant and subject to approval by the Authority prior to installation. Normally, a private Fire Protection Service Line shall be at least one (1) size smaller than the Authority's Main to which the Service Line is connected. Information provided in the Application for private Fire Protection will be used to evaluate the size of the Fire Protection Line to be installed.

iv. Each Applicant shall be required to pay all charges associated with the provisions of private Fire Protection Water Service, in accordance with the Authority's duly adopted Rules and Regulations, and Schedule of Charges, including those charges due and payable before Water Service is provided as well as those due and payable in conjunction with the actual provision Water Service.

v. Private Fire Protection charges shall be determined according to Appendix A – Schedule of Water Rates. These charges are compensation for "Standing Ready to Serve", and that for said charges water can only be used for fire emergencies or scheduled testing. Testing of the system shall only be done when the Authority has been properly notified, permission received and arrangements made. Unauthorized use will result in charges by the Authority for costs incurred including labor, equipment, material, overheads and water consumed as well as possible termination of Water Service. No

private fire hydrant will be used without the permission of the Authority, except by Persons authorized to use them during emergencies.

vi. All private Fire Protection Service lines, the length which exceeds one hundred and fifty (150) feet between curb line and the Premises served shall be metered with an approved detector check Meter or double detector check Meter. The cost of the detector check Meter or Meters, Meter pit, appurtenances and installation shall be borne by the Applicant and/or Customer. The maintenance of the detector check and meters, Meter Pit and appurtenances will also be borne by the Applicant, Customer and/or Owner. The Authority reserves the right to require installation of metering devices for any and all private Fire Protection Service Lines. The Authority also reserves the right to require a Meter pit or vault if circumstances are warranted and said Meter Pit or vault must be approved by the Authority.

vii. No annual Fire Protection Flat Rate charge will be made for fire hydrants installed on the Customer's side of an Authority owned fire line Meter and in cases where the Meter has been sized to accurately measure the flow from any or all hydrants and the Customer is paying the Metered rate.

viii. When an Applicant desires both private Fire Protection and domestic Water Service to a certain Premises, the Authority requires that such Water Service be provided by means of two independent Service Lines to its Water System.

ix. Cross-connections are prohibited.

x. The Authority does not assume liability or responsibility as insurer of Premises, property or person. Any Customer receiving Fire Protection is only entitled to the Water Service, pressure, capacity and facilities available at the time of Water Service. The Authority is not liable or responsible for any damage or injury at any Premises, property or person due to fire, flooding, water supply or Water Service failure, excess pressure or any other occurrences.

xi. If the private fire hydrant(s) is located within public right-of-way or an easement dedicated to the Authority, the maintenance and inspection of the fire hydrant will be the Authority's responsibility. If the private fire hydrant is located on private property, the maintenance and inspection of the fire hydrant(s) will be the responsibility of the entity that pays the Private Fire Protection Water Service.

xii. If a private Fire Protection Customer wishes to alter the location of their fire hydrants, they must first contact the Authority.

C. Use of Fire Service Facilities

i. No fire hydrant or private Fire Protection Service Line shall be used for any other purpose other than extinguishing fires.

ii. Any municipality, fire company, Customer, Customer insurance underwriter, or regulatory underwriter desiring to test hydrants or fire service lines (either public or private) shall notify the Authority at least ten (10) days in advance of the scheduled test. The scheduling and conduct of said tests must be approved and witnessed by the Authority.

D. Customer Equipment

i. Customers who use the Authority's Water System to operate facilities including but not limited to boilers, heat transfer equipment, air conditioning, refrigeration, heating or cooling equipment, air compressors, atmospheric condensers, vacuum pans and/or heat exchangers, do so at their own risk. The Authority does not guarantee that Water System pressures will not vary significantly.

ii. Where a Customer desires to utilize water for heat transfer equipment, the Application for Water Service must clearly state this use. The Authority reserves the right to reject approval of such application if projected water consumption is excessive.

iii. If the Authority determines that water consumption for Customer's equipment is excessive, the Authority may discontinue Water Service until the Customer reduces consumption to an acceptable level.

VIII. DISCONTINUANCE OF SERVICE

A. Notices and Charges

i. The Authority reserves the right to shut off water for non-payment of water bills, or for neglect or refusal to comply with the Rules and Regulations of the Authority, after first giving the Customer ten (10) days notice of such proposed action in writing. Water Service terminated for non-payment will not be restored until the delinquent water bills and Water Service Restoration fee are paid to the Authority pursuant to Appendix C – Deposits and Other Charges.

ii. The Authority reserves the right to suspend or terminate water service in the event of non-payment for any account maintained by the same customer, after first giving the customer ten (10) days notice of such proposed action.

iii. There will be no charge for temporary shut-off and turn-on of Water Service if requested and performed during the Authority's normal weekday business hours, except when Water Service discontinuance for non-payment or returned checks are involved.

iv. There will be a charge in accordance with Appendix C – Deposits and Other Charges, for temporary shut-off and/or turn-on of Water Service if the shut off or turn-on is performed at the Customer's request outside of the Authority's normal weekday business hours, including holidays and weekends, unless the situation is determined to be an unforeseen emergency by the Authority's on-call personnel and his/her supervisor.

v. The Authority reserves the right to shut off Water Service without notice during emergencies, and the Authority will not be liable for any damages or inconveniences suffered.

B. Reasons for Discontinuance

i. Water Service may be discontinued for any of the following reasons:

a. Violation of any Authority Rules and Regulations.

b. Misrepresentation in application as to Premises, Applicant, Owner, or fixtures to be supplied or the use of the Water System.

c. Use of water for any Premises or purpose not described in the application.

d. Tampering with any Service Line, Meter, Curb Stop, Meter seals or any appurtenances of the Authority.

e. Failure to maintain, in good order, connections, Service Lines, Backflow-Prevention Assemblies, or other fixtures or other facilities.

f. Waste of water through improper or imperfect pipes, fixtures, or other facilities.

g. Vacancy of the Premises.

h. Failure to make payments of any Water System charge against the property, or any other property maintained by the same customer.

i. Violation of the Authority's Cross-Connection Control Policy.

j. Refusal of access to the Premises to inspect, read or remove Meters.

k. Refusal to conserve water during periods of advertised restricted supplies.

l. Failure to pay water bills or charges at present or previous location.

ii. Water Service to a Tenant shall not be discontinued for any of the above violations committed by an Owner without giving the Tenant the opportunity to personally cure the violation.

C. Water Supply

i. The Authority shall not be liable for any water supply deficiency or failure, or its consequences.

ii. The Authority reserves the right to restrict the supply of water in the case of scarcity or whenever the public welfare may require it.

D. Vacating the Premises

i. When the Premises are to be vacated, the Customer must give notice at least one (1) week in advance, so that the water may be turned off at the curb, and the Meter removed. The Customer will be held responsible for water usage, charge and/or damages to the Meter until such notice is given.

ii. A new application must be submitted each time there is a change in ownership or Customer identity at the Premises. The Authority shall have the right to discontinue service until a new application is submitted and approved.

iii. Applications may be canceled by the Authority, for proper cause, at any time, upon giving the Applicant a five (5) day notice of such cancellation.

E. Rental Property – Property Owner Pays Water Bill

i. In the event the owner is delinquent in paying the water bill, the Authority will notify the tenant(s) to allow the tenant(s) the opportunity to remedy the delinquency and avoid service discontinuance. The Authority will determine the time period in which the tenant(s) has to pay the bill.

ii. In the event the owner requests service to be discontinued in an effort to evict or force to vacate the tenant(s), the owner must send a registered letter to the tenant(s) of their intent and giving 31 days notice. The

Authority must receive a copy of both the letter and the registration in order to determine if discontinuance is warranted.

IX. EXTENSION OF SERVICE

A. Main Extension Requirements

i. Any Person desiring a Connection shall complete an Application for Water Service and shall submit the application to the Authority.

ii. The Authority will determine whether a Main Extension is required. Main Extensions shall consist of any new Main and appurtenances, including Mains lying wholly within a new development. When a Main Extension is required, the rules and regulations stated below shall apply.

a. The size and location of the Main required will be determined by the Authority based on information contained in the Connection Application and water distribution configuration. The minimum size Main allowable is 8-inch. However, the Authority may increase or decrease, at its discretion, the Main sizes required under these Rules and Regulations or its Policy of Material and Installation Specifications.

b. If the Authority increases the size of a Main Extension to make general improvements to its Water System, as compared to meeting the present and future requirements, including fire protection, the Authority will pay for only the material cost differential, and that differential will be based on the Authority's material price quotations for the year in which the water system becomes operational.

c. The Applicant shall submit complete plans, three (3) sets minimum, of the proposed Main Extension to the Authority for its approval. Plans shall be prepared in accordance with the Authority's Specifications. The Authority may waive this requirement for the simple extensions of a single water Main along a street. Appendix E – Main Line Extension Procedures.

d. All Main Extensions shall extend the entire length of the property to be served in all directions, unless otherwise approved by the Authority.

e. All Main Extensions shall be constructed in public rights-of-way or Authority-owned easements. The Applicant shall grant to the Authority any easements across his or her property that is necessary for the Main Extensions or future Authority needs.

f. No construction of water facilities shall commence until the Authority approves the plans submitted by the Applicant and the Applicant satisfies all municipal regulations.

g. The Applicant shall bear all costs of the Main Extension including but not limited to plan review, permits, construction, testing, material, legal costs, engineering, preparation of as-built drawings, installation inspection and administrative.

h. When the Authority decides that a Main Extension is necessary to supply an Applicant, and said Applicant agrees to proceed with and pay for all costs of the required extension as previously defined, the Authority and Applicant shall execute a Water Main Extension Agreement. At the time of signing the Agreement, the Applicant will pay all deposits and fees required by the Authority.

i. As an alternate to the Authority installing the Main Extension, the Applicant may elect to construct the Main Extension under the supervision of an Authority inspector. If this course of installation is taken, the Water Main Extension Agreement will contain provisions and conditions under which this will be permitted.

j. The number and location of fire hydrants, which shall be installed at the Applicant's expense, shall conform to municipality requirements and be confirmed by the Authority. The Authority shall receive any and all documentation on this matter.

k. The Main Extension, all its appurtenances and other facilities, shall become the absolute property of the Authority on the date of formal acceptance by the Authority. The Authority will provide an Acceptance Certificate which will dictate the warranty period stated in the Main Line Extension Agreement; the owner/developer will be responsible for the maintenance of the Main Extension for a period of twelve (12) months from the date of the formal acceptance of the Main Extension.

l. Unless special conditions dictate otherwise and are agreed to by the Authority, the Authority shall furnish and install the necessary Authority's Service Line, Meters and appurtenances. Each service connection will include the connection to the Main, corporation stop, service line, Curb Stop, Curb Box, and Meter pit if required. The cost of the Meter pit , if required, will be borne by the Applicant.

m. The Applicant shall pay to the Authority, in advance, Connection Fees, Distribution and Capacity Tapping Fees, and Customer Facilities Fees,

for construction of the Authority's Service Line, in accordance with Appendix B – Schedule of Capital Charges.

n. Until conveyed to another Owner, the Applicant and his assigns will be responsible for payment of all charges for Water Service for each Premises served.

o. The Water Main Extension Agreement, together with all its terms and conditions, shall be binding upon and inure to the benefit of the respective successors or assigns or personal representatives of the Authority and Applicant.

X. ENCROACHMENTS

A. No Customer, Person, Owner, Tenant, firm, agency or any other legal entity, person or party shall be permitted to install facilities or pursue any activity whatsoever within or upon Authority-owned easements or rights-of-way, or at any other locations that may or might as determined in the Authority's sole absolute opinion interfere with the Authority's need to construct, operate and maintain existing and new Water Service Facilities.

B. The Authority reserves the right to remove or cause to be removed any facilities that interfere with its need, as determined in the sole and absolute opinion of the Authority, to construct, operate and maintain its existing or new Water Service Facilities, all at the sole expense of the encroaching party including any attorney's fees incurred by the Authority. The Authority further assumes no responsibility for the restoration or replacement of such encroaching facilities.

XI. BILLS AND TERMS OF PAYMENT

A. Bills Rendered

i. All bills will be rendered at stated intervals, either monthly or quarterly at the option of the Authority, for service during the previous month or quarter.

ii. Bills for metered service will be determined by meter reading and service charge, and will be determined according to Appendix A – Schedule of Water Rates.

iii. The quantity of water registered by the Meter will be conclusive upon both the Customer and the Authority except when the Meter has been found not to have been registering for any period or to have been found, by test, to have been registering inaccurately for any period.

iv. Where a Meter fails to register, or is found to be faulty, or the Authority is unable to gain access to read the Meter, a bill will be rendered based on previous average consumption or on current consumption, whichever method shall be most equitable for the Authority and the Customer.

v. Bills shall be estimated by the Authority in cases where the Meter is unable to be read, where the Meter is out of service during a billing period, or where Water has been used which does not pass through a Meter.

vi. A bill for a partial billing period will be determined according to Appendix A – Schedule of Water Rates, based on actual consumption and service charge.

vii. Where special Water Service rates are fixed or cost of Water Service of any kind is estimated, payment must be made at the time of application and before such Water Service is granted.

viii. The Authority without prior notice and in its discretion may transfer the balance due on any customer's account to any other account or accounts maintained by that customer on other properties or premises owned or managed by the customer, and said customer acknowledges that said obligation transferred shall maintain the same priority of payment, security and lien status as billings for water as actually supplied to said property or premises.

B. Bills Due and Payable

i. All water bills are payable by the due date specified in the billing, and must be received by the Authority at its regular place of business by 4:30 PM on said due date. Any amounts unpaid by said time shall be considered delinquent and shall be subject to any applicable late charge. If the due date falls on a weekend or Authority observed holiday, the payment will be considered late as of 8:00 AM on the first Authority business day following the weekend or holiday. After the due date, a five (5%) percent penalty on the outstanding balance will be added to all current charges.

ii. Charges for Connections, temporary uses and special Water Services shall be payable in demand, in accordance with Appendices A, B and C.

iii. Upon failure to pay the full amount of any bill, including any and all balances, on or before the date appearing on the face of the bill, the privilege of payment of the net amount, as payment in full for future bills, shall be forfeited until such time as said balances are fully paid.

iv. Water bills that remain unpaid beyond the date appearing on the face of the bill are considered delinquent, which delinquency constitutes grounds for discontinuance of Water Service.

v. The use of Water by the same Customer through separate Meters in the same or different Premises or localities will not be combined and each Meter installation will be billed separately.

vi. Seasonal accounts will be read and billed while in service, and not read or billed while inactive, in accordance with Appendix D, Water Service and Meter Procedures.

C. Bills of Doubtful Accuracy

i. Any Customer who doubts the accuracy of a bill shall bring or mail the bill, within ten (10) days of receipt, to the Authority office. The Authority will check the bill, and either confirm the original billing or issue a corrected bill.

ii. The registration of the Meter will be the sole criteria in determining consumption and water bills. If the remote reading equipment, installed for the convenience of the Customer and Authority, does not correspond with the Meter's registration, the Meter's registration will be used to calculate the water bill.

D. Failure to Receive Bill

i. Failure to receive a bill shall not exempt any Customer from payment of the net or gross amount, as the case may be. The presentation of a bill to the Customer is only a matter of accommodation and not a waiver of this Rule.

E. Returned Checks

i. When a Customer's check is returned to the Authority by the bank for insufficient funds, or other reasons, a service charge will be added to the bill for each occurrence, in accordance with Appendix C – Deposits and Other Charges. Should any Customer's check be returned for the aforementioned reasons, only cash or credit card will be accepted from the Customer whose check was returned.

F. Capital Charges

i. Each Applicant for Connection shall pay the Authority Capital Charges, prior to the Connection, in accordance with Appendix B – Schedule of Capital Charges.

ii. Capital Charges include Connection Fees, Customer Facility Fees and Distribution and Capacity Tapping Fees.

iii. Capital Charges are to be paid by the Applicant in addition to all other fees, deposits and charges by the Authority.

iv. Capital Charges are determined by the Authority based on size of Service Lines required to serve the Premises, and in accordance with Appendix B – Schedule of Capital Charges.

v. Capital Charges are due and payable each time a Connection is made, even if the installation is a modification of a prior Connection, or involved the installation of individual Service Lines to a Premises previously served by a master Meter.

XII. VIOLATIONS AND PENALTIES

Unauthorized use and/or operation of the Authority's Water System is a prohibited activity, subject to the Authority penalties as set forth below. The application of these penalties shall in no way effect the enforceability of pertinent government statutes, ordinances or regulations for the same offenses. The amount that the Authority will charge for violations can be found in Appendix C – Deposits and Other Charges.

A. Fire Hydrant Use

For unauthorized use of fire hydrants, all wrenches, hoses and other equipment will be confiscated. A charge per incident will be levied against the responsible party in accordance with Appendix C – Deposits and Other Charges.

B. Unauthorized Connections

A per day charge, in accordance to Appendix C, will be levied for unauthorized connections against the responsible party.

C. Unauthorized Water Use

For unauthorized use of water for any purpose, including the violation of any drought restrictions adopted by the Authority, a per day charge will be levied against the responsible party in accordance with Appendix C.

D. Meter Tampering

Where any Meter seal has been broken, a charge for all consequential costs will be levied. In addition, a bill based, solely at the Authority's discretion, on either

i. Ten times the minimum charge for that size meter, or

ii. The estimated consumption for the billing period will also be issued.

E. Unauthorized Operation of Authority's System

Where unauthorized operation of valves, curb stops, etc., has occurred, the responsible party will be charged per incident in accordance with Appendix C.

F. Unauthorized Testing of Private Fire Protection Systems

Where unauthorized testing of sprinkler systems, standpipes, and other Fire Protection Systems has occurred, the responsible party will be charged per incident in accordance with Appendix C.

G. 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.

XIII. MISCELLANEOUS

A. Amendments

The Authority reserves the right to amend these Rules and Regulations, at any time.

B. Access to Premises

Any authorized employee of the Authority, upon presentation of credentials, shall have access at all reasonable hours to any Premises supplied with water, for the

purpose of reading, changing or repairing Meters, making inspections and securing such information relative to Water Service as may be deemed necessary by the Authority.

C. Curtailment or Termination of Service

The Authority may terminate Water Service as set forth in Section VIII, for violation of these Rules and Regulations or for non-payment of charges owed to the Authority by a Customer when due. In the event of an emergency, the Authority reserves the right to discontinue Water Service with or without prior notification. In the event of a general water shortage, such as a drought, the Authority reserves the right to require the curtailment of water usage by Customers generally and to discontinue Water Service to any Customer failing to cooperate in such curtailment, such as referred to in the Authority's Drought Contingency Plan.

D. Waiver

The Authority retains the right to waive provisions of these Rules and 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 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.

Appendix A – Schedule of Water Rates

Schedule of Water Rates

Effective 1/1/26

Quarterly Customers				Monthly Customers		
Suburban Rate Code	City of Easton Rate Code	Service Charge	Meter Size	Suburban Rate Code	City of Easton Rate Code	Service Charge
WA / WZ	CWA	$27.00	**5/8"**	MA	CMA	$12.88
WB	CWB	$39.44	**3/4"**	MB	CMB	$17.03
WC	CWC	$63.98	**1"**	MC	CMC	$25.22
WD	CWD	$96.23	**1-1/4"**	MD	CMD	$35.96
WE	CWE	$125.82	**1-1/2"**	ME	CME	$45.82
WF	CWF	$199.00	**2"**	MF	CMF	$70.22
WG	CWG	$372.89	**3"**	MG	CMG	$128.19
WH	CWH	$620.22	**4"**	MH	CMH	$210.63
WI	CWI	$1,238.01	**6"**	MI	CMI	$416.56

Fire Protection	Quarterly Charge
Public Hydrants	$65
Private Hydrants	$70
Sprinkler Systems:	
1-1/2" connection	$20
2" connection	$34
3" connection	$68

Usage Charge – per 100 cubic feet / 1 unit / 748 gallons
$5.35

Temporary Construction Meters are billed a one-time Administrative Fee depending on meter size – then billed monthly a service charge and an actual usage charge.

Municipality Codes	
1	Wilson Borough
2	West Easton Borough
3	Glendon Borough
4	Williams Township
5	Forks Township
6	Palmer Township

4" connection	$136
6" connection	$240
8" connection	$340
10" connection	$475
12" connection	$650

Residential Sprinkler Service Charge		
Size	**Quarterly**	**Monthly**
¾"	$7.80	$2.60
1"	$7.80	$2.60
1 ½"	$17.95	$5.98

7	Bethlehem Township
8	Lower Nazareth Township
9	City of Easton
10	Upper Nazareth

Appendix B – Schedule of Capital Charges

Effective 04/15/2025

Pipe Size	Connection *	Capacity	Distribution	Customer Facility **
5/8″	N/A	N/A	N/A	$430
3/4″	Actual Cost	$2,700	$1,400	$450
1″	Actual Cost	$4,050	$2,100	$500
1-1/2″	Actual Cost	$8,100	$4,200	$2,200
2″	Actual Cost	$13,800	$7,200	$2,500
3″	Actual Cost	$29,700	$15,400	$3,200
4″	Actual Cost	$52,800	$27,400	$5,000
6″	Actual Cost	$113,400	$58,800	$9,000
8″	Actual Cost	$210,600	$104,600	TBD

Fire Line Size	Connection *	Fire Service Capacity Fee
1″	Actual Cost	$900
1 ½″	Actual Cost	$1,400
2″	Actual Cost	$1,750
3″	Actual Cost	$3,920
4″	Actual Cost	$7,000
6″	Actual Cost	$15,750
8″	Actual Cost	$28,000
10″	Actual Cost	$43,750
12″	Actual Cost	$63,000

* Connection Fees will be based upon actual construction costs. Connection Deposit to be determined by Engineer.

** The Customer Facility charge is per meter. If multiple meters are used, the charge is multiplied by the number of appropriate sized meters.

For Domestic Service: Sum of Connection, Capacity, Distribution, and Customer Facility

For Fire Service: Sum of Connection and Fire Service Capacity Fee

For Special Purpose Residential Fire Service: Sum of Connection, Capacity, Distribution, Fire Service Capacity and Customer Facility Fees

Appendix C – Deposits and Other Charges

1. Consumer Deposit
    A. A deposit equal to 1 and 1/3 times a normal billing cycle usage, monthly or quarterly, or a minimum deposit of $100.00.
    B. If in case a historical usage cannot be determined, the Authority reserves the right to request an additional deposit.

2. Meter Testing Deposit

Meter Size	Deposit
5/8″	$50.00
3/4″	$50.00
1″	$60.00
1-1/2″	$95.00
2″	$110.00
3″	$145.00
4″	$195.00
6″	$270.00
8″	$370.00
10″	$470.00
12″	$570.00

3. Miscellaneous Charges/Fees

    A. Returned Check/NSF/Chargeback - $50.00
    B. Turn-off/Turn-on – during business hours - $75.00
    C. Turn-off/Turn-on – non-business hours - $200.00
    D. Non-Business Hours Request - $200.00
    E. Appointment Rescheduling Fee - $50.00
    F. Meter Removal Fee - $35.00
    G. Frozen Meter Fee - **
    H. Missing Meter Fee - **

** Fee will include, but not limited to, replacement cost of meter, labor, equipment and other related costs.

4. Unauthorized Use of Public Fire Hydrants

   A. Person or Persons using a public hydrant will be charged a fee of $500.00 plus any labor, material, equipment and water usage costs associated with the disturbance caused by unauthorized use.

   B. The fee for repeat offenders will be the product of the $500.00 initial fee multiplied by the number of incidents. All other costs, labor, material, and usage will again be applied.

5. Unauthorized Connections

   A. The Authority will estimate the length of time the unauthorized connection has been in existence and levy a charge of $50.00 per day. All associated costs, labor, material, equipment and water usage associated with this unauthorized connection will also be charged.

6. Unauthorized Water Use

   A. Violations of restricted water use during state mandated drought conditions will be in accordance with the Authority's Drought Contingency Plan.

   B. A per day charge of $50.00 will be levied for all other unauthorized use; also included will be labor, material, equipment and water usage costs.

7. Meter Tampering

   A. Any suspected meter tampering will result in the Authority charging an additional bill of either ten (10) times the minimum for the meter in question or an estimated consumption for the billing period. All consequential costs associated with the matter will also be charged.

8. Unauthorized Use of Authority's System

   A. A Person or Persons operating Authority appurtenances, valves, curb stops, hydrants, etc., will be charged a fee of $500.00 plus any labor, material, equipment and water usage costs.

   B. The fee for repeat offenders will be the product of the $500.00 initial fee multiplied by the number of offenses. All consequential costs will also be charged.

9. Unauthorized Testing of Private Fire Protection Systems
    A. A Person or Persons operating Private Fire Protection Systems, hydrants, sprinkler systems, standpipes, etc., without prior notification and authorization by the Authority will be charged a fee of $500.00 plus any labor, material, equipment and water usage costs associated with the violation.
    B. The fee for repeat offenders will be the product of the $500.00 initial fee multiplied by the number of incidents. Labor, material, equipment and water usage costs will also be charged.

Appendix D – Water Service and Meter Procedures

1. General Requirements of Service and Meter Procedure
    A. All Service Lines (fire and domestic) must have an Authority approved Meter.
    B. The Service and Meter Procedures applies to all non-residential services, services 1" and larger and to meters 1" and larger.
        i. Exemptions to the Service and Meter Procedures will be determined on an individual basis.

2. Water Availability Response
    A. The owner/developer or engineer must request, in writing, water service for the particular project. This should include a brief description of the project, including the use of the water. A sketch plan of the proposed project must be included with the request for service.
    B. Any projects requiring fire protection systems must present estimated fire protection demands for the project.
    C. Within 30 days of the Authority receiving this request, a written Water Availability Response will be sent. The following information will be attached to the Water Availability Response:
        i. A copy of the Authority's Main Line Extension Procedure and the Authority's Service and Meter Procedure if appropriate.
        ii. A copy of the Authority's Distribution System Map within the project area.
        iii. A copy of the Authority's Material and Installation Specifications, if appropriate.

3. Service Line Requirements

    A. The Authority is responsible for the Service Line between the main and the curb stop/shutoff valve. The Owner's responsibility for the Service Line extends from the curb stop/shutoff valve into the premises.

        i. If there is a leak on the Owner's part of the Service Line, the Authority has the right to terminate service until the repairs are made.

    B. Any service line in which the distance between the end of the Authority's service line, curb stop (valve), to the building or premises being supplied is greater than 150', a meter pit is required and must be installed.

        i. A written request can be made to the Authority regarding the 150' rule.

            a. Exceptions will be considered on an individual basis. One exception will not serve a precedent for another exception.

            b. All exceptions granted will require that the Service Line be constructed of an Authority approved material dependent upon the conditions of the situation.

    C. For any single structure facility, the Fire Service Line and the Domestic Service Line must be separate. They must be tapped separately from the Authority's main and both must have valves and/or curb stops to allow for individual termination of Service.

        i. Exceptions to this rule may be applied for by means of a written request for a facility to be master metered by a metering device approved by the Authority.

4. Meter Pit Requirements

    A. If it is determined by the Authority that a Meter Pit is required, the Authority will supply a diagram of the Meter Pit as well as the layout of the Meter(s) within the Meter Pit. The Meter Pit should resemble the diagram; if the finished Meter Pit does not resemble the specification, the Meter will not be installed.

    B. Any requests for modifications to the Meter Pit design shall be addressed to the Authority in written form, with an explanation of why the modification is being requested.

    C. All Meter Pits designed for Meters larger than 2", must be designed with lightweight doors that can be operated by a single person, and some form of drainage in the Meter Pit floor.

D. The location of the Meter Pit will be determined by the Authority. The location of the Meter Pit will be no more than 10' from the Authority's curb stop or valve.

5. Preliminary Design Response

A. After receiving the Water Availability Response and upon completion of preliminary design of the project, the owner/developer and engineer for the project shall provide the Authority with copies of the proposed plans for review and approval.

i. When preliminary plans are provided for the project, the Authority will consider that any information provided with the Water Availability Response has been received and understood.

B. The preliminary plans shall include the following:

i. The number, size, location and type (fire and domestic) of service(s) required for the project.

ii. The use of the service line(s), either domestic or fire.

a. For domestic services, the manner in which the water is used to determine Backflow Prevention requirements.

b. For fire services, the type of fire protection system used to determine Backflow Prevention requirements.

c. A water demand study, including the average gallons per minute, maximum gallons per minute, average daily use and maximum daily use. This will be used to determine size of Service Line(s) and Meter(s).

C. Within 30 days of the Authority receiving the plans, a Preliminary Design Response will be provided with the Authority's comments and requirements for the project.

i. If the Authority deems it necessary, a Preliminary Design Meeting will be scheduled with the owner/developer and the project engineer upon receipt of the plans.

ii. At the least, a representative of the owner/developer and a representative of the project engineer must attend the Preliminary Design Meeting.

iii. The review process of the plans will not begin until after the Preliminary Design Meeting has been conducted. The 30-day review process will begin the day following the Meeting.

D. This review process will continue with subsequent Preliminary Design Responses (1, 2, etc.) until the Authority deems the plans meet all requirements and may be approved.

   i. The Authority may also require additional Design Meetings.

   ii. The Authority reserves the right to request changes to the plans until which time the plans have been approved by the Authority.

6. Letter of Approval

   A. Once the Authority is satisfied that the plans meet all of the Authority's requirements, a Letter of Approval will be issued for the project.

      i. The Letter of Approval will include the date of the approved plans, as well as the date of the last revision.

      ii. The Letter of Approval will be valid for a period of six (6) months.

      iii. Any revisions to the plans after the Letter of Approval must be submitted to the Authority for review and approval.

      iv. Construction of the water system cannot commence without a Letter of Approval being issued for the most recent plans.

7. Final Design Response

   A. If revisions are made to the plans after the Authority has approved the plans, the revised plans must be provided to the Authority for review and approval.

   B. Within 30 days of receiving the revised plans, the Authority will either provide a new Letter of Approval or a Final Design Response.

      i. If a new Letter of Approval is issued, it will follow the requirements of item 6 above.

      ii. If a Final Design Response is issued, the plans must be revised to include the Authority's comments and requirements.

   C. The Final Design Response process will continue until a new Letter of Approval is issued for the project.

8. Preconstruction Meeting

   A. If the Authority is not involved with a Preconstruction Meeting for the project that is conducted by the appropriate municipality, the Authority may require that a separate Preconstruction Meeting be held.

      i. The Authority will determine the location of the meeting.

9. Shop Drawings
    A. The owner/developer's contractor must provide shop drawings to the Authority for review and approval.
    B. Shop drawings must be provided to the Authority for any materials that will be installed as part of the water system.
    C. Shop drawings must be provided to the Authority a minimum of ten (10) business days prior to the start of construction of the water system.
    D. The Authority will return the shop drawings to the contractor within five (5) business days of receiving them.
    E. Construction of the water system cannot begin until the Authority approves all materials to be installed.
    F. No unapproved materials may be installed as part of the water system unless determined acceptable by the Authority Inspector or appropriate Authority personnel.

10. Certificate of Insurance
    A. Prior to beginning construction of the water system, the contractor must provide the Authority with a Certificate of Insurance, with the Authority listed as a "certificate holder/additional insured" on the contractor's insurance certificate.
        i. The Authority will determine the minimum limits of insurance coverage.

11. Curb Stops
    A. Curb Stops are the property of the Authority, but the owner/developer will be responsible to protect the Curb Stop and be liable for any repairs.
    B. When a service line and curb stop are installed in an unfinished development, it is the owner/developer's responsibility to maintain the integrity of the Curb Stop.
        i. The Authority will determine whether the development is unfinished.
    C. If a Curb Stop is damaged, broken or misaligned, the meter will not be installed and the owner/developer will pay for the necessary repair.
    D. No permanent or semi-permanent structure or landscaping may be placed within three (3) feet in any direction of the curb box. This includes but is not limited to mail box posts, fence posts, trees, shrubs, bushes, etc.

12. Meter Installation

A. The following conditions must exist in order for the Meter to be installed:
   i. Permanent heat must be operating in the facility. Exceptions to this rule will be allowed on a case by case basis.
   ii. The designated location of the Meter must be within two (2) feet of where the Service Line enters the premises.
   iii. There should be shutoff valves located directly before and after the location of the Meter.
   iv. A bypass, with valves, shall be constructed for all Service Lines larger than 1" or in the case where shutoff of service due to Meter maintenance will affect operation of the facility.
   v. An Authority approved Backflow Prevention Device must be installed directly after the downstream valve for the meter. The Backflow Prevention Device is required to protect the Authority's Water system from cross-connections.
   vi. The designated location of the Meter shall be easily accessible and where routine maintenance and replacement can occur. Installation and maintenance will not occur if there are objects obstructing access to the Meter; in such cases water service may be terminated until the matter is corrected.
   vii. There will be no connections in the Customer's Service Line prior to the Meter.

B. Once all of the above conditions exist, the owner/developer should contact the Authority in order to make an appointment to have the Meter installed.

C. The Authority will inform the owner/developer of the Customer Facility Fee required for the Meter and its installation. The Fee must be paid before the Meter can be installed.

D. After the Customer Facility Fee is paid, an appointment can be scheduled for the installation of the Meter.

E. The Meter installer must have ready access to the premises in order to install the Meter at the time of the appointment. Failure to allow access will require scheduling of a new appointment, and the possibility of an appointment rescheduling fee.

13. Additional Information and Requirements

A. The Authority may request that modifications be made to the plans until the Letter of Approval is granted to the owner/developer, or engineer. After this point, the Authority cannot make changes until the Letter of Approval expires.

B. Capital Charges associated with Service and Meter installations will be based on fee schedules in effect at the time that formal application is completed and the Meter installation appointment scheduled. The Capital Charges for the Service Line and Meter Installation is not fixed at the time the Letter of Approval is granted or Main Extension Agreement signed.

C. If at any time during the Procedure the project plans change, the Authority must receive a copy of the revised drawings. Failure to do so will result in all water system installation work being stopped and repeating the approval process.

D. The Authority may eliminate or add steps of the Main Line Extension Agreement and Meter and Service Line Procedures at its own discretion.

E. All Domestic and Fire Line meters must be approved by the Authority and conform with the style used by the Authority.

F. The minimum required Fire Service Meter will be an Authority approved Double Check Detector Assembly (DCDA). The DCDA must have an Authority approved style and size Bypass Meter and necessary reading equipment.

14. Seasonal Customer Meter Accounts

A. Definition

i. Accounts routinely terminated for an extended period of time, i.e. four (4) to six (6) months.

ii. Majority of seasonal accounts are associated with but not limited to municipal outdoor or recreational facilities.

iii. Accounts may be monthly or quarterly and meter locations will vary.

B. Seasonal accounts will be turned off and/or on by Authority personnel only, and all work must be scheduled through the Authority's office. Appointments are at the discretion of the Authority.

C. Turn-off Procedure

i. Water will be turned-off at the curb stop.

ii. Valve before meter is to be turned-off and sealed.

iii. Meter is to be disconnected for customer winterizing (dewatering) and either placed back into the meter setting or on the floor at the meter setting.

iv. Valve after the meter shall be turned off. If no valve exists, the Customer must have one installed.

v. Final reading taken and recorded.

D. Turn-on Procedure

i. Meter reinstalled and sealed.

ii. Curb stop turned-on.

iii. Valve before Meter unsealed; and if requested by customer, turned-on slowly to prevent water hammers.

iv. Valve after meter shall be turned-on, slowly, if requested by customer.

v. Read and record reading.

E. Billing

i. While in service, all seasonal accounts will be read and billed in accordance with the Authority's Billing Procedures.

ii. While inactive and turned-off, the account will not be read or billed.

Appendix E – Main Line Extension Procedures

1. Water Availability Response

A. The owner/developer or engineer must request, in writing, water service for the particular project. This should include a brief description of the project, including the use of the water. A sketch plan of the proposed project must be included with the request for water service.

B. Any projects requiring fire protection systems must present estimated fire protection demands for the project.

C. Within 30 days of the Authority receiving this request, a written Water Availability Response will be sent. The following information will be attached to the Water Availability Response:

i. A copy of the Authority's Main Extension Procedure and the Authority's Service and Meter Procedure if appropriate.

ii. A copy of the Authority's Distribution System Map within the project area.
iii. A copy of the Authority's Material and Installation Specifications, if appropriate.

2. Preliminary Design Response(s)

A. After receiving the Water Availability Response and upon completion of preliminary design of the project, the owner/developer and engineer for the project should then provide the Authority with a copy of the proposed plans for review and approval.

i. When preliminary plans are provided for the project, the Authority will consider that any information provided with the Water Availability Response has been received and is understood.

B. The preliminary plans should include the following.

i. The type of development for the project. This being industrial, commercial, single unit residential, townhouses, apartments buildings, or a combination of these. This will determine the required fire flow necessary for the project.

ii. The number, size, location and type (fire or domestic) of services required for the project.

a. If there are services 1" and larger, or meters 1" and larger, then the Service and Meter Procedure must be followed for each service.

iii. Any proposed main extensions, which will be constructed due to the project.

a. This should include the sizes of the mains, the location of hydrants, and all appurtenances for the main extensions.

C. Within 30 days of the Authority receiving the plans, a Preliminary Design Response will be provided with the Authority's comments and requirements for the proposed project.

i. If the Authority deems it necessary, a Preliminary Design Meeting may be scheduled with the owner/developer and the project engineer upon receipt of the plans.

ii. At least a representative of the owner/developer and a representative of the project engineer must attend the Preliminary Design Meeting.

iii. The review process of the plans will not begin until after the Preliminary Design Meeting has been conducted. The 30-day review process will begin the day following the Preliminary Design Meeting.

D. This review process will continue with subsequent Preliminary Design Responses (II, III, etc) until the Authority deems the plans meet all requirements and may be approved.

   i. The Authority may require additional Design Meetings be conducted if it is deemed necessary.

   ii. The Authority reserves the right to request changes be, made to the plans until the time the plans have been approved by the Authority.

3. Letter of Approval

   A. Once the Authority is satisfied that the plans meet all of the Authority's requirements, a Letter of Approval will be issued for the project.

      i. The Letter of Approval will include the date of the approved plans as well as the date of the last revision of the plans if there is a last revision date.

      ii. The Letter of Approval will be valid for a period of six (6) months.

      iii. If any revisions are made to the plans, the revised plans must be submitted to the Authority for review and approval.

      iv. Construction of the water system for a project cannot commence without a Letter of Approval being issued for the most recent plans for the project.

4. Final Design Response

   A. If revisions are made to the plans after the Authority has approved the plans, the revised plans must be provided to the Authority for review and approval.

   B. Within 30 days of receiving the revised plans, the Authority will either provide a new Letter of Approval or a Final Design Response.

      i. If a new Letter of Approval is issued, it will follow the requirements of item 3 above.

      ii. If a Final Design Response is issued, the plans must be revised to include the Authority's comments and requirements.

   C. The Final Design Response process will continue until a new Letter of Approval is issued for the project.

5. Preconstruction Meeting

   A. If the Authority is not involved with a Preconstruction Meeting for the project that is conducted by the appropriate municipality, the Authority may require that a separate Preconstruction Meeting be held.

i. The Authority will determine the location of the Preconstruction Meeting.

6. Main Extension Agreement
    A. When requested by the owner/developer, the Authority will create the Main Extension Agreement for the project.
        i. The Authority may require separate Main Extension Agreement be completed if a project is constructed in phases or if the construction of the project will occur over a long period of time.
    B. A Main Extension Agreement can only be created if the valid Letter of Approval exists for the project.
    C. The work described in the Main Extension Agreement must commence within the time frame stipulated in the Main Extension Agreement.
    D. The scope of work stipulated in the Main Extension Agreement must be completed within 180 days of the commencement date stipulated in the Main Extension Agreement.
    E. If the work does not commence within the allotted time, or is not completed in the allotted time, the Main Extension Agreement will be considered void and a new Main Extension Agreement must be completed.
        i. If the Main Extension Agreement is considered void, the Authority may require additional changes to the previously approved plans in order to attain a new Letter of Approval.
        ii. Any main, which is constructed after the Main Extension Agreement expires, will not be tested or accepted by the Authority.
        iii. No services will be constructed on any mains constructed after the Main Extension Agreement expires.

7. Inspection Deposit
    A. An invoice for the Main Inspection Deposit will be provided to the owner/developer with the Main Extension Agreement.
    B. The Authority will determine the amount of the Main Inspection Deposit.
    C. Construction of the water system cannot occur until the Main Inspection Deposit has been paid.
    D. If a refund is due from the Main Inspection Deposit, the refund will be provided within 90 days of the completion of the water system work described in the Main Extension Agreement.

E. If the actual Inspection Costs exceed the Main Inspection Deposit, a bill for difference will be provided to the owner/developer in a time frame determined by the Authority.

    i. The Authority may require additional Main Inspection Deposits during construction of the water system for the project if the Authority determines the actual costs of Inspection have exceeded the Main Inspection Deposit.

        a. The Authority will determine the amount of the additional Main Inspection Deposits.

8. Shop Drawings

    A. The owner/developer's contractor must provide shop drawings to the Authority for review and approval.

    B. Shop drawings must be provided to the Authority for any materials that will be installed as part of the water system.

    C. The shop drawings must be provided to the Authority a minimum of ten business days prior to the start of construction of the water system

    D. The Authority will return the shop drawings to the contractor within five business days of receiving the shop drawings.

    E. Construction of the water system cannot begin until the Authority approves all materials that will be installed.

    F. No unapproved materials may be installed as part of the water system unless determined acceptable by the Authority's Inspector or appropriate Authority personnel.

9. Certificate of Insurance

    A. Prior to beginning construction of the water system, the contractor must provide the Authority with a Certificate of Insurance, with the Authority listed as additional insured.

        i. The Authority will determine the limits of the insurance coverage.

10. Service Lines and Meters

    A. The Service and Meter Procedure should be followed in order to have a service and meter installed.

11. Additional Information and Requirements

A. The Authority may request modifications be made to plans until the Letter of Approval is granted to the owner/developer or engineer. After the Letter of Approval has been issued, the Authority cannot make changes to the plans until either the Letter of Approval expires or the Main Extension Agreement expires. (After the Letter of Approval is granted, the Authority can request changes, but the owner/developer is not obligated to make these changes.)

B. Capital Charges associated with Service and Meter installations will be based on fee schedules at the time that the formal service application is completed and the meter installation appointment is scheduled. The capital charges for the Service Line and Meter is not fixed at the time the Letter of Approval is granted or Main Extension Agreement is signed.

C. If at any time during this Procedure the project plans change, the Authority must receive a copy of the revised drawings. Failure to comply with this stipulation will result in completely repeating the Procedure, beginning with the water availability request.

D. The Authority may omit steps of the Main Extension and Service and Meter Procedures at its own discretion.

Appendix F – Material and Installation Specifications

Specifications of Materials for Water Main Extensions

SECTION I – PIPE

Pipe shall be Ductile Iron, Class 52, ASA A21.51-02, 18' length or Griffin 20. All pipe installed will be 8" unless otherwise specified by the Authority.

Pipe shall be cement lined, paint seal coated inside, tar coated outside in accordance with ASA A21.4-03, complete with necessary joint accessories.

Provide serrated silicon bronze wedges as supplied by pipe manufacturer for all push-on (tyton) joints. Wedges to be installed 2 per joint for pipe 12 inches and smaller, and 4 per joint for pipe 16 inches and larger. Where 4 wedges are installed per joint, the wedges should be inserted in pairs on either side of the pipe.

SECTION II – FITTINGS

Fittings shall be Class 350 Compact cement lined, paint seal coated inside, tar coated outside in accordance with ASA A21.4-03, complete with necessary joint accessories. Glands for Mechanical Joint Fittings must be Meg-A-Lug or equivalent.

Fittings may also be coated with a 6-8 mil nominal thickness fusion bonded epoxy conforming to the requirements of ANSI/AWWA C550 and C116/A21.16

SECTION III – VALVES AND VALVE BOXES

Valves shall be of Darling Valve Company, U. S. Pipe, Kennedy Valve Company or Mueller Manufacturing Company design and manufacture.

Valves shall be Resilient Seated, Iron Body, and Bronze Mounted and shall conform to AWWA Specifications C-509-01 or C-515-01.

Valves shall be of Mechanical Joint Design with Accessories – Meg-A-Lug or equivalent. The Authority will specify direction of opening.

All valves must have a valve box installed over the operating nut of the valve. The box must be aligned so that a valve key may be placed on the nut of the valve and operated freely without rubbing the sides of the box. The valve box shall have an inside style lid with a 5-1/4 inch shaft. The valve box should be of a two-piece, slip-type design. The valve box should be placed to finished grade or to the grade of the base course of paving. Riser rings must be installed, if necessary, prior to the placement of the final pavement. Under no circumstances will the Authority allow more than one riser ring, 2 inches in thickness, to be placed in the valve box to bring the lid to finished grade or the grade of the final pavement.

Any valves where the operation nut is more than 48 inches below the final grade must have an authority approved valve stem riser placed on the operating nut. The riser should be such that the operating nut is between 24 and 30 inches below the final grade.

SECTION IV – HYDRANTS

Hydrants must be Kennedy K-81-D, Darling B-62-B, or Mueller Super Centurion 250, traffic model with breakaway flange, Mechanical Joint Base, 5-1/4" Main Valve Opening,

and Easton Suburban Water Authority Thread Specifications except in Lower Nazareth Township where National Standard Thread shall be used.

For Fire hydrants that will be installed in Forks Township and Williams Township, an adapter for a 5-inch storz connection shall be placed on the Easton Suburban Water Authority Thread steamer connection of the fire hydrant.

Fire hydrants must be installed so that the breakaway flange is no less than 3 inches and no more than 6 inches above final grade. Hydrant extensions may be used to raise the elevation of the hydrant if needed. If riser kits are installed, they must be a single kit, no combinations may be used, which raise the hydrant no more than 24 inches in height.

In the event that a fire hydrant lateral will be more than one full length of pipe between the valve and the hydrant, an Authority approved restraint device must be installed on the pipe joint.

The Authority shall designate the color of the hydrants and the hydrant caps. Prior to the hydrants being painted the designated colors, the Authority must approve of the manufacturer, type and color of the paint to be used.

All new hydrants must have an Authority approved hydrant marker placed on the fire hydrant. The marker must be placed on the hydrant prior to the hydrant being placed in service.

SECTION V – AIR COMBINATION VALVE MANHOLES

Air Release Valves must be installed at high points in all mains 12 inches and larger in diameter. Where the Air Release Valve Manhole is located, a tee should be placed in the main with the 6" outlet of the tee facing up. A 6" Mechanical Joint Cap with a 2" tapped outlet must be placed on the 6" outlet of the tee. A brass nipple should extend from the tapped outlet of the cap to a 2" ball valve. After the ball valve, a brass nipple should be placed, with the air valve placed after the brass nipple.

The ball valve must be manufactured by Nibco, the Crane Company or an Authority approved equal and have a bronze body with bronze trim and TFE seats and seals. The combination air valve must be manufactured by Val-Matic Valve and Manufacturing Corporation (Model# 202C.2 w/ AVSS), G.A. Industries, Incorporated, or an Authority approved equal and have a cast iron body and cover with stainless steel float and parts and a Buna-N seat.

The manhole must be a precast reinforced concrete manhole, with a 48 inch inside diameter and a minimum wall thickness of 5-1/4 inches, designed for a H20 Wheel Loading. The manhole must be installed such that the top of the main is a minimum of five feet below the finished grade. The manhole must include aluminum steps placed one foot apart and a Neenah R-1773-A manhole frame and vented cover or approved equal. A 25-inch diameter by 1/8-inch thick aluminum cover with vents and lift handle should be placed under the manhole cover.

SECTION VI – BLOW OFF ASSEMBLIES

All blow off assemblies shall be 2 inches in diameter unless otherwise specified by the Authority. For blow offs installed on mains 6 inches and larger, the blow offs shall begin with a 2-inch tapped push in plug, 2-inch tapped mechanical joint plug, or 2-inch tapped mechanical joint cap, depending upon the location of the blow off. A brass nipple (minimum length of 6 inches) shall be placed in the plug or cap. A 2-inch stop and waste curb stop shall be placed on the other end of the brass nipple. The 2-inch curb stop must be a Mueller Company model H-10284 or a Ford Meter Box Company model B11-777SW. On the other side of the curb stop, a galvanized nipple (minimum length of 6 inches) shall be placed with a 2" 90-degree bend on the other side of the galvanized nipple. A galvanized nipple (riser pipe) shall then be placed in the other end of the 90-degree bend. The length of this galvanized nipple (riser pipe) shall be such that the end of the nipple is within 24 inches of the final grade. On the top of the galvanized nipple (riser pipe) a brass threaded coupling must be placed. Separate valve boxes must then be placed over the curb stop and the riser pipe. The valve boxes must be placed so the curb stop and the riser pipe are located in the center of each valve box. A thrust block, approved by the Authority's Inspector, must be placed behind the blow off assembly.

For blow offs installed on mains 4 inches in diameter, a 4-inch mechanical joint tee should be placed at the end of the main. On the run side of the tee, a 4-inch mechanical joint plug should be placed with a thrust block behind the plug. On the outlet side of the tee, a 4-inch by 2 inch tapped mechanical joint plug should be placed with the blow off assembly constructed from the tapped plug. The blow off assembly should be constructed as described above for mains 6 inches and larger.

SECTION VII – CASING PIPE AND ACCESSORIES

Casing pipe shall be constructed as to prevent the leakage of any substance from the casing throughout its length. The inside diameter of the casing pipe shall be such as to allow the carrier pipe to be removed subsequently without disturbing the casing pipe. Please find below the minimum casing pipe requirements.

Carrier Pipe Nominal Size	Carrier Pipe Outside O.D.	Minimum Casing Pipe Size	Minimum Casing Pipe Thickness
4″	9.12″	12″	0.250″
6″	11.12″	16″	0.281″
8″	13.37″	18″	0.312″
10″	15.62″	20″	0.344″
12″	17.88″	22″	0.344″
		24″	0.375″
		26″	0.406″
16″	22.50″	28″	0.438″
		30″	0.469″
20″	27.00″	32″	0.500″
24″	31.50″	36″	0.532″

All waterline constructed within casing pipe must be mechanical joint, or an approved equal as determined by the Authority. The carrier pipe outside diameter information listed above is based upon mechanical joint pipe being installed.

Provide end seal pulled around casing and carrier pipe after installation to provide a barrier to backfill debris and seepage. Each end seal kit is comprised of virgin SBR rubber seal, bonding cement, and T-304 stainless steel bands. The end seal must be manufactured by Cascade Waterworks Manufacturing; Style CCES Casing Ends, PSI Pipeline Seal and Insulator, Inc. or an approved equal.

Support water mains inside steel casing pipe by use of casing spacers to prevent direct contact between water main and steel casing. Casing spacers also facilitate installation of pipe within casing and limits movement of pipe within casing, both vertically and horizontally. The casing spacers should be bolt on style, T-304 stainless steel (14 gauge) shell and risers, lined with ribbed PVC extrusion, and ultra high molecular weight polymer insulating runners. All fasteners shall be T-304 stainless steel. The casing spacers must be manufactured by PSI Pipeline Seal and Insulator, Inc., Cascade Waterworks Manufacturing CO., APS Advance Products and Systems, Inc. or an approved equal.

Specifications for Construction of Water Mains and Appurtenances

SECTION I – PERMITS AND LICENSE

All Permits necessary for opening of streets or highways must be obtained from proper Authorities. The sponsor of the main extension or his contractor must pay for the cost of such permits. Any license necessary shall be obtained before proceeding with the work.

SECTION II – PREPARATION OF SITE

On an improved street the parallel lines of the intended trench shall be sawcut before proceeding with digging equipment.

On an unimproved street the ground must be to rough grade designated on stakes as placed by the engineer representing the developer.

Said engineer shall also provide building line or curb stakes.

Established grades and street layouts must conform to the copy of the print of the development furnished to the Authority at the time of application for the main extension.

It is the responsibility of the sponsor of the main extension to properly stake out the main extension. The Authority is not responsible for errors in the stake out of the water main extension.

SECTION III – EXCAVATION AND BACKFILL

EXCAVATING: Trenches may be excavated and backfilled either by machinery or by hand as the contractor may elect; provided that backfilling by hand shall be done to the extent hereafter specified. The Authority reserves the right to require the contractor to perform digging by hand in situations where existing features will be encountered.

The bed of the trench shall be prepared to receive the pipe by removal of all clay, silt, loam, sand, gravel, slate, hardpan, etc…

When rock is encountered it shall be removed to a depth of six (6) inches below the bottom of the pipe. Such rock excavation shall be backfilled with sand gravel or other suitable material compacted to the satisfaction of the Inspector.

The bottom of the trench shall be prepared to provide a uniform and continuous bearing and support for the pipe. Coupling holes shall be provided to insure this support. The sub grade shall be prepared accurately by hand and shall be free from rocks, large stones or other undesirable substances.

BACKFILLING: All trenches shall be backfilled by hand with clean earth, free of rocks or large stones to a height of one (1) foot above the top of the pipe in six (6) inch layers and thoroughly compacted with mechanical tampers. Great care shall be used to obtain thorough compaction under the haunches and along the sides and top of the pipe. The remainder of the trench shall then be refilled either by hand or approved mechanical means to the required height, except where the trench crosses roads, lies under pavement or is in the road shoulder. Rollers and/or mechanical tampers shall be used so as to obtain compaction equal to or greater than the adjacent undisturbed soil. If hydraulic compacting is used, 24" to 30" of clean earth must be on pipe before compaction is performed.

At no time shall rock over six (6) inches in diameter be used in backfilling.

Trenches across roads, under pavement and parallel to roads in the shoulder shall be backfilled up to grade in six (6) inch layers.

Where existing streets are excavated to construct the main extension, it is the responsibility of the main extension sponsor to restore the street to a state at least equal to that, which was present before excavation. Said restoration must be in compliance with the requirements set forth by the municipality in which the work is performed.

SECTION IV – WATER MAINS

DEPTH OF PIPE: All Pipe shall be laid so as to have four (4) foot cover unless otherwise specified.

HANDLING OF MATERIAL: Pipe, Fittings, Valves and Accessories shall be loaded and unloaded so as to avoid shock and damage. Under no circumstances shall such materials be dropped or rolled against pipe already on the ground.

LOWERING WATER MAIN MATERIAL INTO TRENCH: All Pipe, Fittings, Valves and Accessories shall be carefully lowered into the trench piece by piece by means of a derrick, ropes or other suitable tools or equipments, in such a manner as to prevent damage to the materials

CLEANING PIPE AND FITTINGS: The outside of the spigot and the inside of the bell shall be brushed and wiped clean before the pipe is laid. The inside of the pipe shall be free from dirt or other foreign material. Every precaution shall be taken to prevent foreign material from entering the pipe while it is being placed in the line. The Authority Inspector has the right to refuse any Pipe or Appurtenances if the possibility of contamination exists

LAYING PIPE: Pipe shall be laid with the bell ends facing in the direction of the pipe laying unless otherwise specified. Pipe should always be laid up hill so that spigot does not move out of bell.

After placing a length of pipe in the trench, the spigot end shall be centered in the bell, or coupling, and the pipe forced home and brought to correct line and grade. The proper closure of the joint should then be made.

At times when pipe laying is not in progress, a watertight plug shall close the opens ends of the pipe.

VALVES AND VALVE BOXES: The contractor shall install all valves where designated by the Inspector of the Authority.

It shall be the responsibility of the contractor after proper leakage tests have been performed to install valve boxes and to exercise care in the setting and tamping in place of the same. If the depth to the operating nut of the valve (from ground level) exceeds 48 inches, an Authority approved valve stem extension must be placed on the operating nut. The length of the valve stem extension should be such that the depth to the operating nut will be between 30 and 36 inches.
INSPECTORS WORK DAY: 7:00 A.M. to 3:30 P.M. – All work for any day must start after 7:00 A.M. and must be completed by 3:30 P.M. No pipe laying or backfilling of trenches will be allowed on Saturday, Sunday, or Holidays observed by Easton Suburban Water Authority unless approved by the Authority. Requests for overtime and extra hours shall be made in writing to the Authority. The Authority will supply a written response within three days of receiving the request. If approved, the Sponsor will be required to pay overtime or double time for the Authority's Inspector, dependent upon when the work is

performed. Any work restrictions of the municipality in which the work is performed will overrule the Authority's response.

Five working days' notice must be given to the Authority to schedule an Inspector. Failure to cancel an Inspector will result in a half day being charged to the sponsor for the Inspector.

Pipe laying or backfilling will not be permitted when the Authority inspector is not present. The Authority will not accept any work performed without the Authority Inspector present.

HYDROSTATIC TEST: All water main extensions must be subjected to a hydrostatic pressure test. The contractor must supply all necessary equipment to perform the test.

When the length of the water main exceeds 1,200 feet, the Authority reserves the right to require that the water main be tested in sections, the length of each section to be determined by the Authority.

After the pipeline has been filled with water for a minimum of twenty-four hours, the hydrostatic pressure test may be performed. The duration of the test shall be a minimum of two (2) hours. The Authority will determine the pressure, at which the main shall be tested.

Provide a suitable means to measure the leakage during the pressure test, and a record of water added to the pipeline shall be kept for a period of at least two (2) hours.

Define leakage as the quantity of water that must be supplied into the newly laid pipe, or any valved section thereof, to maintain pressure within five (5) psi of the specified test pressure after the air in the pipeline has been expelled and the pipe filled with water.

All piping inside chambers, manholes, etc., shall show no leakage. No section of pipeline being tested will be accepted if the leakage is greater than that determined by the following formula.

$$\frac{(\text{Length} \times (\text{Pipe Diameter})^{0.5} \times 150 \text{ psi})}{133{,}200} \times 0.25 = \text{Loss per 2 hours}$$

Where: Length is in feet
Diameter is in inches
Loss per 2 hours is in gallons

Should any test of a section of pipeline disclose leakage greater than that permitted, locate and repair the defective joints and/or pipe at the contractor's expense. All visible leaks are to be repaired regardless of the amount of leakage.

If a water main or section of water main fails to meet the specified test requirements and has to be repaired it shall be retested to demonstrate that it meets the specified test requirements.

The Authority will furnish water required for one (1) hydrostatic test of the water main at no cost to the contractor. The contractor, if required, will pay for water for additional tests.

BACTERIOLOGICAL TEST: All water main extensions must pass a bacteriological test, showing the absence of coliform organisms, prior to the water main extension being placed in service. The Authority will determine the location and number of sample sites. The sample must be taken by Authority personnel or in the presence of Authority personnel and must be examined by an approved laboratory.

The Authority must receive written notification of the test results prior to the water main being activated, or before service laterals may be constructed from the water main.