

RESOLUTION NO. 2004-1

(Subdivision Policy)

A Resolution establishing the review, approval, inspection and acceptance requirements for the extension of sanitary sewers and appurtenances within the TriLakes Regional Sewer District.

WHEREAS, the Board of Trustees of the TriLakes Regional Sewer District (TLRSD) has the authority by statutes of the State of Indiana to establish and enforce appropriate rules, policies, and regulations for the safe, cost-effective and orderly expansion of the District's sanitary sewer collection system; and

WHEREAS, the Board of Trustees of the TLRSD recognizes that for the expansion of sanitary sewage collection system to occur and that for the components of the existing system to be protected, the District needs to establish guidelines and requirements for the expansion or extensions to the system as these will become future assets of the system;

NOW THEREFORE, be it resolved that any person, persons, contractor or developer of a new residential subdivision of two (2) or more lots must present to the Board of Trustees of the TLRSD a plat that is to be submitted to the County Plan Commission or a property petitioning for the extension of an existing sewage collection sewer and shall be subject to the following provisions:

SECTION 1. Submittals, Review and Approval

- 1.01 Drawings and Specifications: There shall be submitted to the District three (3) sets of drawings and specifications for the proposed sanitary sewers and appurtenances prepared and signed by a Professional Engineer licensed in the State of Indiana. These drawings and specifications are to be reviewed by the District's Engineer, Board of Trustees, and operations staff with regards to compliance with the 'District's Specifications and Construction Standards,' latest revision as well as downstream sanitary sewer capacity, downstream vacuum and raw sewage pump station(s) capacity, operational considerations, sewage treatment facility capacity and approved by the District prior to the Board of Trustees' President signing the IDEM permit application and the County Plan Commission Routing Form.
- 1.02 The Developer shall submit to and obtain approval from IDEM as evidenced by the issuance of an IDEM Construction Permit in accordance with 327 IAC Article 3, and a Rule 5 Erosion Control Permit.
- 1.03 The Developer or property owner shall obtain all County (Highway, Drainage Board, Plan Commission), IDNR, INDOT and other applicable permits and pay all fees associated therewith.

- 1.04 The Developer shall be responsible for all costs associated with the design, permitting, installation, materials and testing of the sanitary sewers and appurtenances. If the District requests changes and/or oversizing which will benefit future District users and these changes or oversizing are not required to service the Developer or property owner, the District will be responsible for the costs associated with these changes and/or oversizing.
- 1.05 The Developer shall be responsible for payment of a fee of \$1,500 for each new single-family structure to be connected to the sanitary sewer system. This fee shall be presented to the Board at the time of presentation of the IDEM Capacity Certification Letter for signature by the District's Board President. The payment of this fee shall reserve capacity in the collection and treatment systems for the Developer for a period of two (2) years from the date of issuance of the Construction Permit by IDEM (Article 3). This fee is non-refundable but will be applied to the back capitalization fee if connected within the two-year timeframe. At commencement of service, a one-time back capitalization fee will be due in accordance with Section 16 (a) or 17 (a) of the District's Sewer Rate Ordinance, latest revision. At that point, monthly capitalization and operation/maintenance fees will apply in accordance with the rate ordinance, latest revision.

SECTION 2. Inspection of Work

- 2.01 All sewers and appurtenances are to be new and are to be supplied, installed and tested at the total expense of the Developer or property owner in accordance with the IDEM permit, the District Specifications, the project specifications, and all other permits.
- 2.02 All inspection fees incurred by the District will be billed to the Developer or property owner at the District's or Inspection Firm's rate.
- 2.03 During the installation of all sanitary sewers and appurtenances, an inspector for the District shall be present and/or aware of the work being done at all times. The Developer, property owner or contractor shall notify the inspector for the District a minimum of 48 hours in advance of commencing any construction. At no time shall the installation of a sewer pipe or an appurtenance take place without the presence or knowledge of the inspector for the District or other appointed District Representative.
- 2.04 In the event that sewer pipe or an appurtenance is installed without an inspector present or knowledge by the District of such action, the District may order the uncovering and re-examination of the questioned work. If uncovering and/or re-examination is order, the entire cost of the uncovering, examination and re-installation shall be the responsibility of the Developer or Contractor.

SECTION 3. Vacuum Valve Pits and Grinder Pump Stations

- 3.01 Vacuum Valve Pit: If a vacuum valve pit or pits are to be installed, these units shall be purchased from the supplier of this equipment to the District and shall be in accordance with the District's 'Specifications and Construction Standards.' All installation shall be in accordance with the District's Standards and/or the manufacturer's recommendations. The vacuum valve shall be supplied by the Developer, property owner or contractor to the District in the original shipping carton. Installation of the valve shall be performed by District personnel.
- 3.02 Grinder Pump Station: If a grinder pump station or stations are to be installed, this unit shall be a simplex unit purchased from the supplier of this equipment to the District and shall be installed in accordance with the District's 'Specifications and Construction Standards' and/or the manufacturer's recommendations. The electrical power connection to the station control panel shall be from the circuit breaker panel of the structure being serviced by the station. The ownership of the station shall be in the name of the District and the District shall be responsible for all maintenance and replacement costs.

SECTION 4. Acceptance and Dedication

- 4.01 Ownership: All new collection sewers and appurtenances shall become the property of the District following approval of the installation and acceptance by the District. The Developer, property owner and/or contractor will not be permitted to seek a reimbursable payment from any party constructing a future extension to or connecting to these new sewers and appurtenances. The Developer or property owner shall convey ownership of all sanitary sewers and appurtenances, easements and warranties to the District through the executive of Dedication Documents as provided by the District.
- 4.02 Final Acceptance: All new sewers and appurtenances will not be accepted into the District system for ownership, operation, maintenance, repair, and replacement until the Developer and/or property owner has provided to the complete satisfaction of the District all of the following:
- a. A statement including testing results that all new sewers and appurtenances were installed in accordance with the project drawings and specifications, District Specifications and the IDEM Construction Permit, 327 IAC Article 3.
 - b. That all work found to be defective or unsatisfactory has been satisfactorily repaired and/or replaced.
 - c. That all properties and/or other utilities disturbed by the construction have been property and satisfactorily restored.
 - d. The District has been provided with three (3) sets of Record As-Built Drawings.

SECTION 5. Service Lateral Permits and Installation

- 5.01 Following acceptance of the main line sanitary sewers, vacuum valve pit, 4” vacuum service lateral, grinder pump station, station control panel, 1 ½’ force main service lateral and all appurtenances by the District, a ‘Service Lateral Permit’ shall be obtained by the property owner or his representative prior to the connection of a new dwelling to the system. The issuance of the ‘Service Lateral Permit’ will not occur until all connection and inspection fees have been paid in full.
- 5.02 All ‘Service Lateral Connection/Building Service Line’ installations shall be installed in accordance with the District’s ‘Specifications and Construction Standards.’
- 5.03 All ‘Service Lateral Connections’ shall be inspected and approved by the inspector for the District prior to backfilling.

Approved by the Board of Trustees of the TriLakes Regional Sewer District on the 9th day of October, 2006.

Mike Martin, President

Janet Moss, Treasurer

Sue Schroeder, Secretary

George Bruce

Ralph Biggs

Dan Stauffer

Bill Franke