

Proposed Fee Schedule – Water Department – REVIEWED/REVISED every year

Contractor Registration - \$25.00 (should be the same as what the building department charges)

Fee for doing work w/out registration/proper permits: STOP WORK order in place until fines are paid

- \$100.00 (1<sup>st</sup> offense) - \$500.00 (2<sup>nd</sup> offense) – \$1,000.00 (3<sup>rd</sup> offense) –
- If there is a 4<sup>th</sup> offense – fine of \$1,000.00 and barred from doing work in City for 1 year

**Water: (Only applies if tap is NOT a part of the Replacement Bond)**

- Permit Fee – 5/8" & 3/4" @ \$1,900.00 + Cost of Water Meter
- Permit Fee – 1" @ \$2,000.00 + Cost of Water Meter
- Permit Fee – 2" @ \$2,500.00 + Cost of Water Meter
- Permit Fee – 3" @ \$3,035.00 + Cost of Water Meter
- Permit Fee – 4" @ \$4,000.00 + Cost of Water Meter
- Permit Fee for reconnect: \$750.00

Water Tap Inspection Fee: \$125.00 (1<sup>st</sup> 3 hours) - After 3 hours an additional \$75.00 per hour

Fee for Contractor No Show – (not including due to inclement weather) - \$150.00 fee

Stop Box or Water Meter tampering: \$500.00 (1<sup>st</sup> offense) - \$1,000.00 (2<sup>nd</sup> offense) - \$2,000.00 (3<sup>rd</sup> offense)

\*if done by contractor – 4<sup>th</sup> offense = barred from doing work for one year

\*if done by homeowner – 4<sup>th</sup> offense and more - \$2,000.00

Stop Box Damaged by Homeowner or homeowners contractor: T & M @ current employee rate + materials + additional 10% of material costs added

Water Turn On/Off: During business hours - \$0.00

After hours: Rate of employee hourly wage x 3

Holiday hours: Rate of employee hourly wage + OT costs x 3

Backflow device install Permit Fee: \$50.00 Residential \$100.00 commercial \$400.00 – industrial

\*Inspection fees go to Plumbing Inspector from building department

Water Meter Testing: \* City absorbs cost of testing if we want it tested

\*5/8" to 1": Homeowner/Business owner requests testing AND device calibrates properly: \$200.00  
(includes testing fee/travel time)

\*1" +: \$425.00 (includes testing fee/travel time)

If meter does not calibrate w/in the normal range (97% - 103%): City covers cost of new meter

If meter DOES calibrate w/in the normal range: Homeowner/Property Owner is responsible for cost of meter

Water Testing per Homeowner/Property Owner request: \$35.00

Seasonal Water Meter Pull: \$120.00 (both removal/reinstallation)

Demo (Resi) Fee: \$100.00 Demo (Commercial) Fee: \$300.00

Water Meter Costs: (Fee schedule needs to make a notation, that due to the rise in costs of raw materials, the costs of the meters may fluxuate during the fee schedule year):

5/8": \$172.26 3/4": \$248.18 1": \$344.53 1.5": \$735.26 2": \$1,397.25 3": \$2000.00

(ALL meters must be purchased through the City – there should be a fine for furnishing their own meter w/out our knowledge)

Fine for tapping into a Fire Hydrant: \$1,000.00

Fine for dumping surface water into the sanitary system: \$1,000.00

Proposed Fee Schedule – Water Department – REVIEWED/REVISED every year – continued

**Sewer: (Only applies if tap is NOT a part of the Replacement Bond)**

Same as Water for Contractor Registration

Same fees as Water for:

- Doing work w/out registration/proper permits & Contractor No Show

Sewer Tap Fees:

- 5/8" to 3/4": \$1,750.00
- 1": \$1,854.00
- 1.5": \$2,293.00
- 2": \$3,349.00
- 3": \$6,177.00
- 4": \$10,345.00 and up to \$19,750.00 for anything 5" or above
- Permit Fee for reconnect: \$750.00

Sewer Tap Inspection Fee: \$125.00 (1<sup>st</sup> 3 hours) – After 3 hours an additional \$75.00 per hour

Sewer Reconnect Permit/Fee: \$150.00

Illegal Tap Fee: \$1,000.00 w/an additional \$100.00 per day before disconnect

Fine for dumping surface water in sanitary sewer: \$100.00 (1<sup>st</sup> offense) - \$500.00 (2<sup>nd</sup> offense)

Fine for dumping refuse in sanitary sewer system: \$500.00 (1<sup>st</sup> offense)

If we follow the guidelines in our ordinances, there should be the following:

- Fine for illegal grease dumping: (I am waiting for EPA for a approx. cost)
- Yearly inspection for existence of grease trap/dumping of hazardous material (oil – solvents, etc)
- Fine for business owner who does not respond to inspection notice

**Water/Sewer Notes:**

\*ALL work performed must be done by a licensed and insured contractor

\*Certificates of Insurance can only be accepted if mailed/emailed/faxed directly from the insurance carrier

\*Certificates of Insurance must be valid for 1 year and cannot be cancelled after project is completed-----

\*Owner/Owner Contractor excavates to Main only and is responsible for all road, sidewalk and easement repairs

\*Bond the project to ensure they do

\*ALL work **MUST** be inspected prior to backfill – photos not acceptable

\*Our DPW foreman will inspect all water/sewer taps, reconnections, extensions

\*Our tap fees should state that our DPW will remain on-site from the commencement of the dig to the finish

\*Inspection fees - \$125.00 for first 3 hours (or foreman hourly wage) any time over the 3 hours is an additional charge of \$75.00 per hour

\*Other than weather delay due to rain, a fee should be applied for cancellation of an inspection

\*Any taps done w/out inspection = a fine & stop work order – no work performed until fine is paid in full

\*Pool filling - no resident will be exempt from sewer charges on their bill for any reason, including pool filling

Fee Schedule:

Water Taps – all sizes                      Sewer Taps – all size                      Commercial tap fees                      Contractor Registration

Fine for Wtr Meter/Stop Box tampering                      Water Turn On/Off – Business hours – After hours – Holiday hours

Stop box replacement if damaged by owner or owner's contractor

Water Disconnect – commercial                      Water Reconnect – commercial                      Winter Meter Pull – Comm/Resi

Fine for working w/out permit or not obtaining inspection                      Unauthorized sewer connection

Illegal use of sanitary sewer – Fine for connecting or dumping excess surface water, roof runoff (downspouts) or groundwater

Meter Costs                      Meter Testing Fee

Issue w/resident insists meter is not calibrating correctly & wants a replacement.....We get the meter tested at our cost UNLESS it calibrates w/in the normal range – then homeowner has to pay for both the meter testing and the new meter

Grease interceptor questionnaire – (similar to IWC) – do we send the yearly questionnaire out to commercial properties establishing who may be at risk for infiltrating the system w/oil or grease (not sure if this one is EPA or DEQ)

\*Property owner is responsible to provide us w/certification from an independent environmental engineer licensed to practice in the State of Mi that their establishment has been inspected

\*According to Sec 78-325, the city is responsible to provide several names who are licensed to do the aforementioned AND that this certification should be done on a bi-monthly basis

\*The company/individual doing the testing should be charged a yearly fee to perform the tests throughout the city

\*Item 5 of the same ordinance states periodic cleanout of grease interceptors must be done on a quarterly basis w/the required documentation being sent to the city on the 1<sup>st</sup> day of June and December

\*Sec b-1 allows the city to charge \$500 for first violation and each subsequent violation is *at least* \$1,000.00

Misc. Ordinance:

- A late penalty can be removed if: there was an issue w/a missing payment – resident must provide us with documentation from their bank that we cashed their check
  - If they are penalty free for 1 year of consecutive billing cycles – (once a year)
- According to Ordinance Sect78-282: we are supposed to supply the couplings for new meters
- I feel we should purchase some dye test strips that a resident can come up to City Hall & pick one up for each toilet (free of charge) They can be purchased on-line for \$75.00 for a box of 200 strips

## NEW BUILD:

### COMMERCIAL PROPERTY NEW BUILD:

\*When a plan is approved, the powers that be need to notify the water department of:

- \*pre-con meeting to include water department
- \*project address
- \*size of service line
- \*type of business to occupy
- \*name & contact information of pertinent parties: owner, contractor, superintendent etc.
- \*project address
- \*size of service line
- \*date of project commencement

### COMMERCIAL PROPERTY DEMO & RENOVATIONS:

\*The aforementioned plus:

- \*Notify Wtr Dept of project
- \*Water Dept needs access prior to commencement to pull the meter(s) – verify serial numbers, location of meter(s) & what each meter reads (specifically in multi-suite buildings)
  - \*If the water meter appears less than 3 years old, they will pull, tag and store the meter on our premises
  - \*If meter appears 4+ years old, property will need to purchase new meter

### Misc. Items to be addressed:

- BS&A to be updated in the Building Dept program to allow all fees & fines be put in the Water Account GL
  - The exception would only be for a Backflow Device install inspection that is to be conducted by Plumbing Inspector through the Building Dept. – No other fees should be going to the Building Department.

### OTHER:

\*Can the council reconsider the installation of water meters for exterior surface use only? (It will not only be a savings for the resident, but we will generate income w/inspection fees)

\*Can the total amount turned over to taxes each year for delinquent water bills be revisited?? Possibly a higher percentage of the dollar amount be sent to taxes?

\*Consider turning off for non-pymt instead? (This will improve the budget, bring in consistent revenue and also generate income with the Water turn on and Water turn off fees.) General fee for non-pymt shut-off is \$100.00 (This covers both trips - one for discontinuation of service & the other for restoration of service)

\*This practice is discontinued from November 1<sup>st</sup> to April 1<sup>st</sup> due to the cold weather which often leads to stop box damage.