

# FREDERICKSBURG SEWER AND WATER AUTHORITY

## RESOLUTION NO. 2024-02-19

### *A RESOLUTION OF THE FREDERICKSBURG SEWER AND WATER AUTHORITY ESTABLISHING ITS RATES, FEES, SERVICE CALCULATIONS AND CHARGES FROM AND AFTER FEBRUARY 19, 2024*


**WHEREAS**, the Municipality Authorities Act, 53 Pa.C.S. §5601, et. seq., grants the Fredericksburg Sewer and Water Authority the power to fix, alter, charge and collect rates and charges in areas served by its facilities.

**NOW, THEREFORE, BE IT RESOLVED**, that the undersigned, an authorized representative of the Fredericksburg Sewer and Water Authority hereby certifies that at a meeting held on the 19<sup>th</sup> day of February, 2024, after due notice, at which a quorum was present, the Fredericksburg Sewer and Water Authority adopted the following resolution:

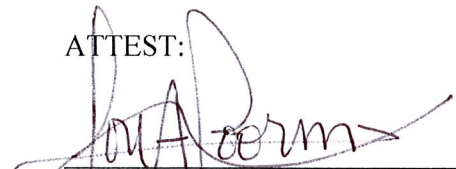
**“RESOLVED**, that the Fredericksburg Sewer and Water Authority hereby establishes the rates, fees, service calculations and charges set forth more fully on the attached Exhibit “A,” which is incorporated herein by reference, which rates, fees, service calculations and charges shall apply from and after February 19, 2024.”

**DULY ADOPTED**, this 19<sup>th</sup> day of February, 2024, by the Fredericksburg Sewer and Water Authority, in lawful session duly assembled.

**FREDERICKSBURG SEWER  
AND WATER AUTHORITY**

  
Dale A. Bevens, Chairman

ATTEST:

  
Lori Poorman, Secretary

## EXHIBIT "A"

### Part I – Application, Subdivision and Land Development Review Fees – All Service Areas

1. **Non-refundable, base Application Fee to Authority\*:**

- |    |   |          |
|----|---|----------|
| A. | One (1) EDU of service (water, sewer or both)           | \$250.00 |
| B. | More than one (1) EDU of service (water, sewer or both) | \$500.00 |

\*All connections of more than one (1) EDU of water or sewer service shall require the execution of a Developer's Agreement prepared by Authority's Solicitor. For clarity, an application for connection to both Authority's public water and sanitary sewage collection system, collectively, are considered one (1) EDU.

#### Then Add to Base Application Fee:

2. **Single Family Dwellings, with or without Land Development.** \$700.00

3. **Land Development Plans - Commercial, Industrial, Institutional, Two or More Residential Dwellings, etc..** These fees are intended to offset the Authority's administrative costs, filing and reproduction expenses, engineering review fees, and legal fees related to preparation of Extender's or Developer's Agreements. Engineering fees are further addressed under paragraph 5, below.

<u>Acres*</u>	<u>Authority Filing Fee</u>
0 – 2	\$1,000.00
2.01 – 10	\$2,000.00
10.01 – 25	\$3,000.00
25.01 – 100	\$4,000.00
100.01 +	\$5,000.00

\* Area of tract for newly developed lot or disturbed acreage of existing tract undergoing expansion.

4. **Sketch Plans in Contemplation of Subdivision/Land Development:** \$250.00

3. **Minor and Major Subdivisions or Land Developments with New Lots/Units - Residential only;** no commercial, industrial or institutional development included. These fees are intended to offset the Authority's administrative costs, filing and reproduction expenses, engineering review fees, and legal fees related to preparation of extender's or developer's agreements. Engineering fees are further addressed under paragraph 5, below.

<u># of Lots/Units</u>	<u>Preliminary Plan Fee*</u>
1 – 10	\$700.00
10-25	\$1,125.00
25-50	\$2,250.00

51 or greater	\$2,965.00
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<u># of Lots/Units</u>	<u>Final Plan Fee*</u>
1 – 10	\$350.00
10-25	\$562.50
25-50	\$1,125.00
51 or greater	\$1,482.50

\* For projects which have a combined Preliminary/Final Plan, fees shall be paid in the cumulative (*i.e.* both the preliminary fee and final fee shall be paid to the Authority upon submission for review).

4. **Land Development Plans - Commercial, Industrial, Institutional, etc., including those with some residential units/development.** These fees are intended to offset the Authority's administrative costs, filing and reproduction expenses, engineering review fees, and legal fees related to preparation of Extender's or Developer's Agreements. Engineering fees are further addressed under paragraph 5, below

<u>Acres*</u>	<u>Authority Filing Fee</u>
0 – 2	\$1,000.00
2.01 – 10	\$2,000.00
10.01 – 25	\$3,000.00
25.01 – 100	\$4,000.00
100.01 +	\$5,000.00

\* Area of tract for newly developed lot or disturbed acreage of existing tract undergoing expansion.

5. **Engineer Review Fees** – All applications for review and approval of the water and sanitary sewer portions of subdivision and land development plans submitted to the Authority by any Person are subject to review and inspection by the Authority and Authority's Engineer, and the Person submitting the application shall pay the Authority for these inspections and reviews at the time of filing of the application in accordance with the Application Fee Schedules set forth above. Recognizing that the amount of effort involved in reviewing and inspecting the work detailed in any application varies depending upon the scope of the work, any Person making an application for water or sewer service may be required to place additional financial security to cover the reasonably anticipated cost to be incurred by the Authority. Any such amount will be detailed in the Developer's Agreement prepared by the Authority's solicitor and remitted to Authority along with the fully executed Developer's Agreement. Also, any work not performed in accordance with Authority Rules and Regulations, or special requirements imposed regarding a particular project, that require reinspection shall require the Person making application to reimburse the Authority at the rate of \$150.00 per hour for the additional effort.



6. **All fees shall be payable at the time of application.** Authority shall not commence any action regarding any application until the application fee is paid in full and, if required, a Developer's Agreement is executed by applicant and all additional fees or charges set forth in the Developer's Agreement paid, or placed, in full and, if necessary, replenished in accordance with the terms of the Developer's Agreement. Authority may cease all efforts with regard to any application if, at any time, the Person making the application is or become delinquent in the payment of any fees, costs or charges due hereunder.

**Part II – Tapping Fees\***

Fredericksburg Unified Sewer District	\$5,000.00 per EDU
Fredericksburg Sewer District – Richard Hills	\$5,500.00 per EDU (includes \$500 special purpose part for pump station repair).
Fredericksburg Water District	\$2,500.00 per EDU
Monroe Valley – Spruce Street	\$9,900.00 per EDU

- \* Tapping fees are set in accordance with an Act 57 calculation performed from time to time by the Authority’s Consulting Engineer and are subject to change. Tapping fees are calculated using applicable census data and are used to determine equivalent dwelling units (“EDUS”) of service per the requirements of Act 57.

### Part III - Metered Water Rates

Service at the schedule of rates listed below is available to any Consumer served by the water system of the Authority, except those to which another rate is specifically applicable:

#### Consumption Charges

<u>Gallons per Quarter</u>	<u>Gallons per Month</u>	<u>Per 1,000 Gallons</u>
For the first		
For the next		
For the next	(See Attachment 1)	
For all over		

#### Minimum Charges

<u>Size of Meter</u> <u>(Inches)</u>	<u>Per Quarter</u> <u>Gallons</u>	<u>Amount</u>	<u>Amount</u> <u>Per Month</u>
5/8			
3/4			
1			
1-2			
2			
3	(See Attachment 1)		
4			
6			
8			
10			
12			

#### **Part IV - Public and Private Fire Service Rates**

##### Annual Charges

Public fire hydrants	\$150.00
Private fire hydrants	\$150.00

Each fire service line (fire line sprinkle service or other) entering a building wall or feeding an on-site storage tank shall be charged the following fees as a "ready to serve" or "standby" fee:

<u>Building Square Footage</u>	<u>Annual Standby Fee</u>
All	\$.0125 per sq. foot

In addition, at the time of connection to the water system, as part of the tapping fee, the following charges shall apply:

<u>Actual or Effective Service Charge</u>	<u>Tapping</u>
<u>Line Size (In Inches)</u>	<u>Fee</u>
2	\$100.00
3	\$200.00
4	\$300.00
6	\$500.00
8	\$1,000.00
10	\$2,000.00
12 (by Special permission of Authority only)	\$3,000.00
No larger lines are allowed	

### **Part V - Special Water Charges**

Temporary for construction, demolition, etc.	\$200.00 plus usage, not including debt service
Frozen meter (residential)	\$50.00
Test meter	\$100.00
Turn Off or Turn On (for each)	\$50.00 or \$100.00 for both turn on and turn off
Remove and reinstall meter (residential)	\$50.00
Removal of meter	\$50.00
Notification in person of turning off service	\$50.00
Change of ownership charge (final meter read)	\$50.00



### **Part VI – Special Purpose Charges**

Infiltration and Inflow Charge (quarterly)	\$500.00
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Fat, Oils and Grease Charge (quarterly)	\$500.00
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Failure to Replace Water Meter (quarterly)	\$500.00
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Delinquent/Overdue Accounts:	In order to avoid substantial economic loss to the Authority, any non-residential account which becomes delinquent or overdue for two consecutive billing cycles, or more than three billing cycles in any twelve month period, may, at the discretion of the Board, be required to post financial security in an amount equal to the highest bill incurred by the customer as a condition for the restoration or continuation of service. The financial security may be any of the types set forth in 53 Pa.C.S.A. §5607(23), as amended.
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Returned/Bounced Check	Per check, per deposit attempt: greater of \$50.00 or bank fee incurred by Authority.
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**Part VII - Schedule of Attorney's Fees to be Added  
to the Amount Collected as Part of Claims and Liens for  
Delinquent Accounts (Established by Resolution 99-1).**

A.	<u>Legal Services</u>	<u>Fee For Services</u>
1.	Initial review; drafting and sending first demand letter	\$150.00
2.	Drafting and sending second demand letter	\$100.00
3.	Preparing and filing Lien	\$300.00
4.	Preparing and filing Writ of <i>Scire Facias</i>	\$500.00
5.	Obtaining Reissued Writ	\$75.00
6.	Preparing and filing District Justice Complaint	\$250.00
7.	Preparing and sending notice required by Pa.R.C.P. §237.1	\$250.00
8.	Preparing and filing Motion for Alternate Service	\$100.00
9.	Preparing and filing Writ of Execution	\$300.00
10.	All other services not covered above	Hourly amount equal to Solicitor's regular rate charged to Authority.
B.	There shall be added to the above amounts the reasonable out-of-pocket expenses incurred in connection with each of these services, which expenses shall be deemed to be part of the fees.	
C.	The amount of attorneys' fees determined in accordance with this Section shall be added to the Authority's claim with regard to each Account.	

Assessment/Collection Procedures – Attorney's Fees. The following collection procedures are hereby established in accordance with the Municipal Claims Act:

- A. At least thirty (30) days prior to assessing or imposing attorneys' fees in connection with the collection of an Account, the Authority shall mail or cause to be mailed, by certified U.S. Mail, return receipt requested, postage prepaid, a notice of such intention to the rate payer or other entity liable for the Account (the "Account Debtor").

- B. If within thirty (30) days after mailing the notice in accordance with this Section, the certified mail to any Account Debtor is refused or unclaimed, or the return receipt is not received, then at least ten (10) days prior to the assessing or imposing attorneys' fees pursuant to this Resolution, the Authority shall mail or cause to be mailed, by first class U.S. Mail, postage prepaid, a second notice to the Account Debtor.
- C. All notices required by this Resolution shall be mailed to the Account Debtor's last known post office address, as recorded in the records of the Authority, and such other address(es) as the Authority is able to obtain from the county office responsible for assessments and revisions of taxes.
- D. Each notice shall include the following:
  - 1. The type of rent, rate or other charge, the date it became due and the amount owed, including penalty and interest;
  - 2. A statement of the Authority's intent to impose or assess attorneys' fees within thirty (30) days after the mailing of the first notice, or within ten (10) days after the mailing of the second notice;
  - 3. The manner in which the assessment or imposition of attorney fees may be avoided by payment of the Account; and
  - 4. The place of payment for Accounts and the name and telephone number of the Authority official designated as responsible for collection matters.

### **Part VIII - Schedule of Equivalent Dwelling Unit ("EDU") Assignment**

This schedule sets the manner for assignment of EDUs for the various classes of structures anticipated within the FSWA service area. Any building or business that falls beyond the scope of anticipated types of structures shall have the EDU determination made by the FSWA Board of Directors, based on recommendations by the authority staff and consulting engineer. For purposes of water and sewer billing, 11,000 gallons of flow per quarter (and the monthly and daily equivalent) shall constitute one (1) EDU.

<u>CLASSIFICATION TYPE</u>	<u>EDUs</u>
Any single family residential dwelling whether stand-alone, semi-attached, modular dwelling, mobile home, or trailer.....	1.00
Multi-unit dwellings:	
a. Every sleeping room in a hotel, motel, rooming house, or other similar structure .....	0.20
b. An efficiency or one-bedroom apartment.....	0.50
c. A two-bedroom or larger apartment.....	1.00
d. If the structure contains a central laundry facility for use by residents, for each five rooms or fraction thereof, add.....	1.00
e. For a laundry facility meant to service the laundry needs of the facility itself to launder linens and housekeeping items, for each 10 rooms or fraction thereof, add.....	1.00
Restaurant, sit-down style, per every 10 seats or fraction thereof.....	1.00
Restaurant, drive-in type, per every 10 seats or fraction thereof.....	1.00
Public or private school or college, with showers, per every 15 students, staff, and employees, or fraction thereof.....	1.00
Public or private school or college, without showers, per every 25 students, staff and employees or fraction thereof.....	1.00
Retail stores, business, or professional office, without showers for employees,	
10 or fewer employees.....	1.00
Each additional five employees, or fraction thereof.....	0.50
Business or industry providing showers for employees, per eight employees or fraction thereof.....	1.00
Manufacturing businesses employing a water intensive process by which water consumption or sewer discharge exceeds normal domestic capacity as defined by the PA Municipalities Authorities Act ("PMAA") provision for tapping fees and EDUs. EDUs shall be determined by Notes #7 and #8 below. See Notes 7 & 8.	



Free-standing barbershop, first chair.....	1.00
Each additional chair.....	0.25
Free-standing beauty shop, per chair.....	1.00
Each additional chair.....	0.50
Barber shop, attached to owner's dwelling, first chair.....	0.25
Each additional chair.....	0.25
Beauty shop attached to owner's dwelling, first chair.....	0.75
Each additional chair.....	0.75
Service station, mini-market, or similar business, with or without public restrooms (but no fast food service or eating area).....	1.00
Any free-standing building used for business purposes.....	1.00
Any commercial area of 450 Square feet used for washing cars or trucks.....	1.00
Each additional 250 square feet of wash area.....	1.00
Each Laundromat, per five washers.....	1.00
Each additional washing machine .....	0.20
Each non-profit building, such as a church, library, firehouse, etc.....	1.00
Each enclosed area or building which is used for meetings, conferences, Weddings or other gatherings and available for rent to the members of the Organization or to the general public, each 2,500 s.f., or fraction thereof.....	1.00
Day care center, per 10 enrolled children, or fraction thereof.....	1.00
Every additional child above ten.....	0.10



NOTES:

- 1) For businesses, schools, and certain other non-residential users, an annual questionnaire related to numbers of individuals using the structure may be required. This questionnaire may result in the recalculation of EDUs for the succeeding year.
- 2) More than one class of user may be assigned to any given account if the use of the structure warrants such assignment. For example, a firehouse, if it also has an area of 5,000 square feet that may be rented for social gatherings, etc., may result in the assignment of both user classes.
- 3) A multi-unit dwelling cannot have each dwelling unit separately metered; there will be one meter for the entire building and the building owner will be billed for all usage and debt service in accordance with number of EDUs determined by reference to Authority's EDU schedule. Multi-unit building owners may meter each unit/apartment but Authority shall not bill individual units/apartments and Authority shall not provide, nor take any responsibility for, installing or repairing any such meters installed by the property owner/landlord.
- 4) Billings for accounts with multiple EDUs will be assumed to have a minimum of 5,000 gallons of usage per EDU per quarter or 1,667 gallons of usage per month. If the usage is measured and is greater than the minimum, then the greater amount will be billed.
- 5) Billing for a car wash will be based on 90% of the water consumed by the car wash, since some of the water will not go into the public sewer system.
- 6) This schedule is used for both the initial assignment of EDUs and for any subsequent determination of EDUs based on changes to either the structure or the use of the structure.
- 7) Non-residential water customers utilizing water for consumption and who discharge beyond normal domestic purposes shall, at the time of application for service, provide the FSWA with an estimate of the anticipated normal daily water use and sewer discharge. The daily flow shall be divided by the number of gallons per day for an EDU as defined by a Resolution of the Authority, or, in the absence thereof, it shall be divided by the applicable provision in the PMAA for the municipality in which the customer is located to arrive the initial EDU assignment. Since the initial EDU assignment is based upon an estimate provided by the customer, the FSWA shall monitor the actual water or sewer consumption for one year (four full quarter of meter readings), after which the actual annual average will then be used to adjust the initial EDU assignment for billing purposes going forward from the date of the adjustment. The tapping fee will then also be adjusted if actual usage varies more than ten percent (10%) from the customer provided estimate, with additional payment required from the customer for any shortfall from the original tapping fee paid at the time of connection. For sewer customers not on the public water system, a well meter shall be installed by the customer in accordance with the FSWA specifications and details, with a

remote read out installed at a location approved by the FSWA. The well meter readings will be utilized for the sewer billings and for the first anniversary recalculation of the EDU assignment as set forth above.

- 8) After the initial adjustment of EDU assignment described in paragraph 8 above, the FSWA will continue to monitor non-domestic customer's water consumption annually, and upon observation of an increase in the use by the customer, a readjustment of the EDU assignment will be made and will be utilized for billing purposes after the readjustment.

Anyone who believes that the assignment of EDUs to his home or business is in error may appeal such assignment to the board of directors who shall make a final determination.

**Part IX - Schedule of O&M Costs for Purposes of Surcharges for Strong Waste**

This schedule sets the Authority's Operations and Maintenance Costs as they relate to calculation of surcharges for Strong Waste in accordance with Section 16 of the Authority's Rules and Regulations, as amended, if amended.

For purposes of strong waste surcharges, the following monthly costs shall be allocated for each of the following:

A. Monthly cost to treat BOD5:	\$26,538.46
B. Monthly cost to treat Total Suspended Solids (TSS):	\$2,211.54
C. Monthly cost to treat Total Phosphorus (TP):	\$22,115.39
D. Monthly cost to treat Ammonia Nitrogen (NH-3):	\$17,692.31
E. Monthly cost to treat Fats, Oil and Grease (FOG):	\$17,692.31
F. Monthly cost to treat Sulfide:	\$0.00
G. All other non-permitted contaminants/chemicals/items:	Actual cost to treat plus 5%.

Attachment 1  
Fredericksburg Sewer & Water Authority  
Annual Sewer & Water Rates

Unified Sewer Rates	
Charge Description	Rate per 1000 Gal
Metered Customers: Quarterly Sewer Charge per 1,000 gallons/5,000 gallon minimum	\$8.75
Non-Metered Customers: Quarterly Sewer Charge	\$165.25
Debt Service Charge per EDU/Quarterly	\$69.00 (Per EDU not Gallons)
Chesapeake Bay Charge Per EDU	N/A

Water Rates	
Water Consumption	Rate per 1000 Gal
ALL GALLONS	\$5.00