

**RULES, REGULATIONS, POLICIES
AND PROCEDURES
OF**

**The
Stone Utility Association Inc.
(SUA)**

**2439 Perkinston Silver Run Rd.
Perkinston Ms. 39573
Stone County
660026**

**AMENDED AND APPROVED BY BOARD OF DIRECTORS
01/24/2019**

Purpose and Scope of Manual:

This manual of Stone Utility Association Inc. Rules, Regulations, Policies and Procedures is designed to outline the principal operating regulations, policies and procedures of the water system. The rules and regulations set forth herein are a part of all contracts for receiving waterworks services from the water system.

These rules and regulations do not cover every conceivable condition or situation that may arise, but only those of recurring situations where standardized policies and procedures have been established. The rules, regulations, policies and procedures set forth in this manual may be amended from time to time by a majority vote of the water system's board of directors.

Administration and Enforcement of Rules and Regulations:

Stone Utility Association inc. rules and regulations shall be administered and enforced by the water system's manager. All appeals from the manager's decisions regarding enforcement of these rules and regulations shall be made in writing to the water system's board of directors. The board of directors have the right to grant exceptions and variances to these rules and regulations in special circumstances.

In all matters involving the exercise of judgment or discretion, the decision of the board of directors shall be final. The determination by the board of directors of disputed questions of fact arising under these rules, regulations, policies, and procedures likewise shall be final.

New Customers:

A user who (1) signed a water user's agreement (2) paid all initiation fees, which included a membership/user fee, deposit, applicable water and connection fees, and (3) a signed MSDH "Notice of Intent" for installation of an individual on-site wastewater disposal system.

Note: If, within 90 days after meter is set and water service is available and continuously thereafter customer does not either pay the minimum monthly water bill or use the water at the metered rate, then the water system may remove the meter. Should service from the water system ever be desired later, the water system will collect for meter installation, service hook-up and whatever charges provided in its rules and regulations.

Application Requirements – Before water service may be rendered, a user's agreement must be signed and witnessed by the water system manager, or notarized if taken from the office. New water meter service must have written request 7 working days prior to date of desired service.

Connection fees, as well as all applicable fees, shall be collected in advance by the water system. This will include the cost of making actual connection and extending the service line to customer's property line. The connection fee shall be non-refundable.

Request for service other than for a single/family residence shall state the level and quantity of water service desired (peak flow, minimum flow, average flow, constituents and strength, etc.) and any special conditions required such as minimum or maximum pressures and related data.

Non-refundable Activation Fee – A non-refundable activation fee, in accordance with the fee schedule in Attachment A, shall be required before service may be rendered to any customer.

A service fee will be charged, in addition to all other applicable charges, to anyone wanting water at an existing service location after business hours. Turn "offs" will be at the time requested in writing by the customer. If services are abandoned an additional service charge will be applied. If service is to be continued, the new customer is responsible for paying all applicable charges at that time. Meter service found "on" where all applicable charges have not been paid will be discontinued without notice. This is considered to be theft.

Connection Fee – Please see Attachment A for service connection fees.

Temporary Builders Service Fee – This fee shall include the applicable connection fees paid in advance of the installation to the water system by a builder and will be retained until the application and applicable connection fee are received from the owner by the water system. At such time the builder's service fee may be refunded to the builder minus the required transfer charge and the charge for water used during construction. No regular monthly meter reading, billing or cut off fee for delinquency will be made; settlement of account shall be made at the time of the transfer.

Refundable Deposit – A refundable deposit will be required at time service is applied for. Balance of deposit will be refunded at termination once bill has been settled.

Service Area Regulations and Minimum Levels of Service:

The water service area currently consists of land area in Stone County. The boundaries of these service areas are modified periodically in response to requests for service from new customers, land developers and others. All service area changes must be granted by the Mississippi Public Service Commission in response to petitions filed by the water system.

In addition to the Mississippi Public Service Commission, the water system is subject to regulation by the Mississippi State Department of Health (MSDH) (waterworks), the Stone County Board of Supervisors and board of directors.

The MSDH enforces regulation governing public water systems, which primarily are concerned with maintaining the physical, chemical, and bacteriological quality of public drinking water supplies. The MSDH also regulates reviews and approves the design of all improvements to public waterworks systems.

The Stone County Board of Supervisors regulates, under the provisions of the Stone County Subdivision Regulations", the provision of public utility water improvements installed by the water system in new county subdivisions.

In general terms, the federal, state, county and municipal regulations require the water system to meet the following minimum requirements.

Availability of Service – Public waterworks services from Stone Utility Association Inc shall be available to all applicants in the water system's certificated service areas. Such service shall be provided by the water system in accordance with its "Service Extension Policy" upon receipt of all applicable fees.

No person shall be permitted to subscribe for or acquire service from the water system if the capacity of the water system is exhausted by the needs of its existing customers.

General Rules and Regulations:

A copy of these rules, regulations, policies and procedures shall be available for inspection by the customer of the water system at the Stone Utility Association Inc business office during regular business hours. Copies of these regulations shall be made available for the price of reproduction. In addition to the rules and regulations set forth herein, the water system shall maintain on file and have available for inspection or reproduction copies of the following documents:

- Water Users Agreement;
- Current schedule of rates and charges (See Attachment A);
- Map showing the water system's certificated area for water service
- By-laws of the water system
- Amendments to these rules and regulations or amendments to the By-laws.

Waterworks Point of Delivery – The point of delivery is the point, as designated by the water system, where the meter is to be set. Meter shall be easily assessable to the water system. The customer shall maintain all installations beyond the point of delivery. (See By-Laws)

- The water system requires that all new installations, and when possible, the customer install a cut-off valve on the customer's side of the meter box.
- Meters may only be set on property owned by the customer.

Separate meters for separate dwellings - In no case shall the customer tie an extra user to his/her meter service. An extra user is any building, mobile home, house or business, which is required to have a separate electric power meter. Each building or structure receiving water including mobile homes (unless designated as trailer park) shall be metered separately.

Resale of Water Prohibited – All purchased water service (other than emergencies or standby service) used on the premises of a customer shall be supplied exclusively by the water system, and the customer shall not directly or indirectly sell, sublet, assign, or otherwise dispose of the water service, or any part thereof.

Cross Connections Prohibited – No customer of the water system shall make a physical connection between any waterworks facilities connected to the water system's public water supply and any other water supply. A customer's private well, cistern, or other private water supply shall be physically disconnected from any plumbing facilities to be connected to the water system's water supply before public waterworks services are connected. (See Attachment B – Cross Connections Policy)

Separation of Waterworks and Sanitary Sewer Facilities – No customer shall install a water service line within ten feet of any sewer service line on his/her premises. Water service lines on a customer's premises shall be at least 25 feet away from any septic tank drain field, pit privy, garbage disposal pit, wastewater lagoon or other major source of contamination.

Complaints Regarding Service – Customers shall notify the water system's business office immediately if waterworks services are unsatisfactory. All complaints shall clearly define the point of delivery of service and the problems being experienced by the customer. Verbal notification of unsatisfactory service should be confirmed, as soon as possible in writing.

The water system shall make a full and prompt investigation of all complaints and shall keep records of such complaints, which shall show the name and address of the complainant, the date and character of the complaint, the adjustment or disposal made thereof, and the date of such adjustment or disposal made thereof. Complaints not resolved by the water system's representatives to the satisfaction of the customer shall be reported in writing by the customer to the water system's board of directors.

Right of Access – The water system's employees shall have the right of access to customer's premises at all reasonable times for reading meters; testing, repairing or removing the water system's equipment; testing for infiltration and inflow; and other lawful duties of the water system. The water system shall have the right, but not the obligation, to inspect any customer installation before water or wastewater is introduced or at any later time regarding extra users, infiltration or inflow into wastewater service lines, cross connections of the water system's public water supply with a private water supply, or any other condition detrimental to the water system's present or future customers.

Customer's Responsibilities for Water System's Property – All meters, service connections, water other equipment furnished by the water system shall be and remain the property of the water system. Customers shall provide a space for and exercise proper care to protect the property of the water system on his/her premises if necessary for the provision of service. In the event of loss of or damage to the water system's property arising from negligence of the customer, the customer shall pay the cost for necessary repairs or replacement of said property.

Water Rates:

The Board of Directors for the Stone Utility Association Inc will review the system's rates in the month following the completion of the annual audit and adjust where necessary.

Billing and Payment – The water system's water meters shall be read once a month within 5 days before or after the 25th of each month. Bills calculated from these meter readings shall be rendered to each customer by the third day of the following month and shall be payable by the 10th day of that month. Bills not paid by

SUA RULES, REGULATIONS, POLICIES AND PROCEDURES | 2019

the 10th day of the month shall be considered delinquent and 10 percent late charge will be added to the bill. Should the final date for payment of the bill fall on a weekend or holiday, the next business day following the final date shall be considered the delinquent date. Remittance received by mail after the time limit for non-delinquent payment will be accepted without penalty by the water system if the incoming envelope bears a U.S. Postal Service date stamp of the final date of non delinquent payment, or any date prior thereto.

Checks returned for insufficient funds shall not be considered timely payment of bills. Checks returned for insufficient funds shall result in a \$35.00 additional charge added to the customer's bill in addition to the 10 percent late charge.

No postdated checks will be accepted for payment. Checks will be deposited in a timely manner.

Adjustments – When a previously hidden leak on a customer's side of the water system is discovered, either by the customer or by the water system, the water system may elect to share equally the loss created by the leak. Adjustments for increased charges resulting from hidden leaks may be made only if necessary repairs are made promptly, and the customer furnishes certain information to the water system. **This will be a courtesy adjustment, available to use only one time per five year period.** Only under extreme hardship will more than one adjustment be considered.

When an adjustment is made for a leak, the adjusted amount will equal to one half of the water loss due to the leak at the current rate with a maximum charge of \$750 to the member. A monthly payment agreement may be entered into but not to exceed 12 months at the discretion of the board.

Discontinuance of Service by the Water System – It is the policy of Stone Utility Association Inc. not to send out delinquent notices. Any outstanding balance past 60 days will be interrupted / locked out of service on the 15th of that same month.

When a Stone Utility Assoc. employee has to lock out / interrupt service, a Collection/Disconnect fee will be applied to that account at that time. The full amount of the bill including reconnect fee must be paid in full before services are reinstated. Reconnect will only occur Monday thru Friday between 9a and 5pm, either the day of full payment or the following business day.

Customers may request an administrative hearing with the water system's manager as to any discrepancy in his/her bill, providing the business office has been contacted three days prior to the deadline for interruption of service. The business manager's decision may be appealed to the board of directors, provided such appeal is filed in writing with the water system's business office within one day of the manager's decision. Service shall not be discontinued during the appeal process. The board of director's decision regarding payment of a disputed bill shall be final, and the water system may discontinue service within 24-hours of the board of director's decision, if the customer has not paid his/her bill in full. Service may be discontinued one day after the business manager's decision if such decision is not appealed in writing to the water system's board of directors.

The water system shall not be liable for damages because of interruption of service at any time after the delinquent date. The interruption of service by the water system for any reason does not release the customer from obligations to the water system for payment of bills. Payment in full shall be required before service may be rendered at any location in the water system's certificated area.

If a meter remains off for a 3 month period due to non-payment the account will be made inactive. At the time it is made inactive there will be a \$50 service fee added. The entire bill must be paid prior to continuing service.

Interruption of Service – The water system endeavors to provide uninterrupted service to its customers. However, interruptions often are inevitable due to accidents, power failures, equipment failure, and related factors. Whenever practical, notice of an impending shut-down of service will be given to customers, but the water system reserves the right to interrupt service at any time in the event of emergencies without notice. The water system shall not be liable for any damages or problems resulting from an interruption of service.

Water Meter Test – The water system may, at its own expense, make periodic tests and inspections of its water meters in order to maintain a high standard of accuracy. The water system may make additional tests or inspections of its meters at the request of a customer. However, if such tests show that the meter is accurate within two percent (high or low), no adjustment will be made in the customer's bill, and a test fee in accordance with the water system's current rate schedule will be added to the customer's bill. In case the test shows the meter to be in excess of two percent high, an appropriate adjustment shall be made in the customer's bill over a period of not more than sixty days prior to the date of such test and replacement of meter. There shall be no charge for the meter test.

Water for Special Uses – Water for special uses may not be obtained under any circumstances (except fire protection) from fire hydrants or blow-off valves in the water system without a permit from authorized personnel of the water system. All water sold by permit for special uses shall be meter or otherwise estimated in quantity and paid for in accordance with the water system's current schedule of rates and charges.

Relocation of Water Meter Services – Relocation of water meter services for the convenience and benefit of a customer shall be at the expense of the customer. The charge for such relocation shall be in accordance with the water system's current schedule of rates and charges.

Sec. 97-25-3. Meters; tampering with electric, gas or water meters

Whoever, intentionally, by any means or device, prevents electric current, water or gas from passing through any meter or meters belonging to any person, firm or corporation engaged in the manufacture, sale or distribution of electricity, water or gas for lighting, power or other purposes, furnished such persons to register current or electricity, water or gas, passing through meters, or intentionally prevents the meter from duly registering the quantity of electricity, water or gas supplied, or in any manner interferes with its proper action or just registration, or, without the consent of such person, firm or corporation, intentionally diverts any electrical current from any wire or cable, or water or gas from any pipe or main of such person, firm or corporation, or otherwise intentionally uses, or causes to be used, without the consent of such person, firm or corporation, any electricity or gas manufactured, or water produced or distributed, by such person, firm or corporation, or any person, firm or corporation who retains possession of, or refuses to deliver any meter or meters, lamp or lamps, or other appliances which may be, or may have been, loaned them by any person, firm or corporation for the purpose of furnishing electricity, water or gas, through the same, with the intent to defraud such person, firm or corporation, shall be guilty of a misdemeanor and upon conviction, shall be punished by a fine of not less than one hundred dollars (\$100.00) and not more than two hundred dollars (\$500.00), or by imprisonment in the county jail not more than three (3) months, or by both fine and imprisonment in the discretion of the court.

The presence at any time on or about such meter or meters, wire, cable, pipe or main of any device or unauthorized meter or pipe or wire resulting in the diversion of electric current, water or gas, as above defined, or resulting in the prevention of the proper action or just registration of the meter or meters as above set forth, the same being knowingly or intentionally installed, shall constitute prima facie evidence of knowledge on the part of the person, firm or corporation having custody or control of the room or place where such device or pipe or wire is located, or the existence thereof and the effect thereof, and shall constitute prima facie evidence of the intention on the part of such person, firm or corporation to defraud and shall bring such person, firm or corporation prima facie within the scope, meaning and penalties of this section.

Provided further, that if any person, firm or corporation engaged in the selling of delivering any electric current, water or gas, to a consumer shall knowingly cause to be installed any meter or meters intentionally adjusted or regulated so as to cause such meter or meters to register a greater amount of such electric current, water or gas, than actually passes through the same, shall be prima facie evidence of the knowledge of such person, firm or corporation engaged in selling or delivering such electric current, water or gas, of the existence thereof and shall bring such person, firm or corporation within the scope and meaning of this section, and subject to the operation of this section. Provided further, any employee, stockholder, or member of the board of directors who, with intent to defraud a customer, falsifies, or acquiesces in the falsifying, of any record which results in billing in excess of the amount lawfully due and owing, shall be guilty of a misdemeanor and shall be fined not more than five hundred dollars (\$500.00) or sentenced to serve not more than six (6) months in jail, or both.

Provided further, this section shall not relieve any person, firm or corporation from any other liabilities now imposed by law.

The governing authorities of any municipality are authorized to prosecute any violation of this section, which is committed upon meters owned or operated by a utility, which is owned or operated by a municipality.

Service Extension & Subdivision Policy:

Application of Policy

- 1) The service extension policy for the Stone Utility Association Inc shall apply to those cases where the service in question is where the property line/designated point of delivery is located more than twenty five (25) feet from the location of the distribution main.
- 2) In general terms, it is the water system's policy that all new customer(s) pay the full cost (both the direct and indirect costs) of the required service extension plus a reasonable impact fee to compensate the water system for maintaining excess capacity in its water system which is available to serve new customers.

Application for Service

In such instances the prospective customer shall clearly state the type water service desired, and shall clearly define the point at which is desired in a written application for service.

Estimate of Cost and Availability of Service

Stone Utility Association Inc will estimate or cause to be estimated the cost of providing the service requested at the point indicated in order to evaluate properly the factors influencing the extension of such service and whether economic feasibility exists.

Subdivision/Developers

The extension of service in or surrounding the certificated area to subdivisions, housing projects, and commercial developments will be handled on a non-refundable contribution-in-aid-of-construction basis. Such extension shall be made by or under the supervision of the Stone Utility Association Inc. The Stone Utility Association Inc. will own and maintain the lines and service installed under such contribution, and the service will be rendered according to the service rules and regulations of the Stone Utility Association Inc., and any special arrangements with such customer, which arrangements have approval of appropriate regulatory authorities.

The policy under this section shall consist of the developer(s) furnishing all materials, equipment, professional services, and labor to install, and complete the additions to the water works distribution system consisting of the water pipe lines, valves, fittings, and all miscellaneous and appurtenant items unless otherwise altered by the water system's board of directors. All references to an Engineer or Contractor refer to those employed by the Developer(s).

REQUIREMENTS BEFORE CONSTRUCTION

Request for Hydraulics

The developer must request from the water system a hydraulic analysis to determine if the proposed area can be served with adequate water at satisfactory pressure without jeopardizing the existing system. This should be done in writing with a location referenced clearly on a copy of a county tax map. If adequate water is not available, the developer may provide the necessary funds for improvements to make that part of the system adequate.

Prior to the analysis, the developer must pay the hydraulic analysis fee. A copy of the analysis will be furnished to the developer's engineer, which must be submitted to the MSDH for a preliminary approval.

The hydraulic analysis in no way assures the developer or individual approval from the MSDH. The approval by the water system of a proposed area for development can be cancelled after eighteen (18) months from the date of the analysis if no construction has begun.

Construction Warranty

Developer/Contractor shall provide a one (1) year warranty on all construction commencing with final approval.

Right-of-Way Easements and Permits

The applicable permits and right-of-way easement must be executed pertaining to county roads, highways, railroads, river crossings, etc.

Mississippi State Department of Health Approval

Plans, specifications, and submittals must be submitted to the MSDH for review and preliminary approval before beginning any construction.

Pre-construction Notification

The developer/contractor must notify the office of the Stone Utility Association forty-eight (48) hours prior to the commencement of construction. In no case shall the developer or contractor tap, cut, or alter existing lines without the presence of a representative of the water system.

The Use of Alternative Materials

If the developer proposes to use alternative materials from those specified by the water system, the necessary brochures, pamphlets, and other information in (3 copies) must be submitted for review. In no case shall an alternative material be used without prior approval from the management. No materials of foreign origin will be accepted.

Utility Locates

It shall be the developer/contractor's responsibility to contact Mississippi 811 and/or any other utility company that may be affected by the construction forty-eight (48) hours before construction commences.

Miscellaneous Policies for Developers

All subdivisions must have six (6) inch mains or larger. (Short cul-de-sacs may be reviewed on a case-by-case basis to consider using four (4) inch mains.)

Fire hydrants with restrained joints and ductile iron laterals must be installed no more than one thousand (1,000) feet apart, with one near the entrance and one where every main terminates. Valves will be required before hydrants along with retainer glands and ductile iron laterals in locations susceptible to damage by traffic.

The Developer/Contractor must have the required insurance and worker's compensation insurance. They must have certificates filed with the water system before construction begins.

Rules and Regulations Governing Multi-Unit Connections:

These regulations shall apply to all multi-unit services which are served through a master meter(s), including mobile home parks, apartments, housing complexes, and businesses.

The customer/developer shall request a hydraulic study from the Stone Utility Association Inc. at the expense of the customer/developer. The customer shall furnish the water system with the proposed locations, number of units, and schedule of phases.

The water system shall furnish a letter to the customer indicating the intent to serve.

All multi-unit connections shall have MSDH approval. All mobile home parks shall comply with the MSDH regulations governing Mobile Home Parks.

No three-fourths ($\frac{3}{4}$) inch meters will be allowed on multi-unit services. Meters for multi-unit services shall be sized and approved as follows:

- Nine (9) units – one (1) inch meter (Local Health Department approval)
- Ten (10) or more units – two (2) inch meter (MSDH approval)

Note: Sizing is subject o hydraulic conditions.

Prior to the beginning of construction, the customer shall submit a distribution layout to the water system, along with a copy of the MSDH approval.

After construction is complete, the customer shall submit a letter to the water system from the MSDH indicating final approval.

The customer shall not connect more units than the MSDH approve.

The calculation of rates for multi-unit customers shall be as follows:

- A gross number of gallons used monthly shall be divided by the number of units being served to establish an average monthly use per unit.
- The monthly average charge per unit shall then be computed by applying the current rate schedule of the Stone Utility Association Inc. to the average monthly use per unit, and such average monthly charge multiplied by the number of units shall be the monthly charge due by the multi-unit customer.
- Rates will be calculated on the basis of units on site, whether occupied or vacant.

Continued service to multi-unit connections will be based on approval of the facilities by the MSDH.

All additions or extensions to existing multi-unit connections shall comply with the regulations adopted by the Board of Directors.

All multi-unit developments requesting individual meters shall comply with the Technical Specifications of the Stone Utility Association Inc.

All multi-unit customers are subject to the rules, regulations, provisions, and amendments of the Stone Utility Association Inc.

**ATTACHMENT A
SCHEDULE OF RATES AND CHARGES**

Membership Fee	\$ 15.00
Administrative Fee	\$ 25.00
Activation Service Fee	\$ 25.00
Refundable Deposit OWNER	\$ 35.0
Refundable Deposit Rental	\$ 100.00
Reconnection/Collection Fee	\$ 50.00
Tampering	\$ 100.00 + Possible criminal charges filed
Meter Lock	\$ 50.00
AMR Meter Fee	\$ 185.00 for 3/4" meter
Service Fee	\$ 32 25.00
Road Bore	\$ 350.00 Basic up
Insufficient Fund Charge	\$ 35.00
Temporary Service (1 month, 4000 gal)	\$ 50.00
Account Transfer Fee	\$ 35.00
Repairs to system and/or property will be time and materials plus 20%	

Water Rates

Monthly service rate: \$17.950 (includes 2000 gal of water) plus \$5.00 for each additional 1000 gals

Example: 1 months use 3000 Gal, first 2000 = \$17.950 + (1000gal @ \$5.00) = \$22.950

ATTACHMENT B

Stone Utility Association Inc.
Stone County PWS 660021

CROSS CONNECTION CONTROL

POLICY

SECTION 1. PURPOSE

As required by the Mississippi Safe Drinking Water Act and the regulations of the MSDH, this cross connection has been officially adopted by the officials/owners of the Stone Utility Association Inc. to protect the drinking water from possible contamination.

SECTION 2. DEFINITIONS

- (1) **Water System:** Whenever this term is used in this document it shall mean the: Stone Utility Association Inc.
- (2) **Potable Water:** Water that is acceptable for human consumption.
- (3) **Non-Potable Water:** Water not acceptable for human consumption or of unknown quality.
- (4) **Cross Connection:** Any arrangement of piping where a potable water line is connected to non-potable water; it may be a pipe-to-pipe connection where potable and non-potable water lines are directly connected, or a pipe-to-water connection where the potable water outlet is submerged in non-potable water. If the potable and non-potable source are separated by gate valves, check valves or devices other than the appropriate backflow preventer as outlined by this policy/ordinance, a cross connection exists. By-pass arrangements, jumper connections, swivel or change over assemblies, or other temporary or permanent assemblies through which, or because of which, backflow may occur are considered to be cross connections.
- (5) **Backflow:** The reversal of normal flow direction where water flows from the intended point of delivery towards the supply.
- (6) **Back Pressure Backflow:** Backflow caused by a lower pressure in the potable supply than at the point of delivery.
- (7) **Back Siphonage Backflow:** Backflow caused by a negative pressure in the potable supply line.
- (8) **Health Hazard, (High Hazard):** Contamination with the potential to endanger the health and well being of the customer.
- (9) **Non-Health Hazard, (Low Hazard):** Contamination that will not endanger the health of the consumer, but does not meet established water quality standards for public water systems.

SECTION 3. BACKFLOW PREVENTION ASSEMBLY REQUIREMENT

- 3.01 **Elimination and Protection of Cross Connections.** Cross connections occurring within the Water System shall be eliminated or protected with the appropriate backflow preventer. Cross connections are eliminated by establishing an air gap between the potable and non-potable sources. Cross connections are protected by installing the appropriate backflow preventer. It shall be the responsibility of the owner of the cross connection to eliminate the cross connection or protect the cross connection with a backflow preventer approved by the Water System.

- 3.02 Connections to Sewer.** Direct connections, permanent or temporary, between the Water System and a sanitary or storm sewer are prohibited.
- 3.03 Home Wells.** Connection to any source of water other than that provided by the Water System including home wells, is prohibited unless a backflow preventer approved by the Water System is installed.
- 3.04 Approved Backflow Prevention Assemblies.** Only backflow prevention assemblies approved by the MSDH shall be installed on this Water System to comply with this policy/ordinance.
- 3.05 Installation Requirements.** Reduced pressure principle assemblies, double check valve assemblies, and pressure vacuum breakers shall be installed in a manner and location that provides adequate access for testing and repair of the assembly. Reduced pressure principle assemblies and double check valve assemblies shall not be subject to possible flooding. Reduced pressure principle assemblies and double check valve assemblies shall not be installed in a pit or enclosure below ground level.

SECTION 4. RESPONSIBILITY OF WATER SYSTEM

- 4.01 Surveys.** An authorized agent of the Water System, utilizing written guidelines published by the MSDH, shall conduct surveys and on-site visits as necessary to locate existing cross connections. Single family dwellings and multi-family dwellings designed to house no more than eight families shall not be included in this survey unless the officials of the Water System have reason to believe a cross connection exists. The survey of the Water System shall be completed by an individual approved by the Water System. Upon completion of this survey, the responsible official of the Water System shall certify to the MSDH, on forms provided by the MSDH, that the required survey has been properly performed and completed in accordance with the written guidelines published by the MSDH.
- 4.02 Right of Entry.** The Water System, acting through its authorized agent, shall have the right to enter any non-residential building, during reasonable hours, to inspect the plumbing system installed in any such building or premises provided prior notification of the inspection is given. The authorized agent shall first obtain consent of the owner to enter any single-family dwelling.
- 4.03 Classification of Hazard.** Each cross connection found will be classified as high hazard or low hazard by the authorized agent of the Water System. If a connection is found to be a high hazard cross connection, the owner of the connection shall be notified in writing within ten (10) days, that the cross connection must be eliminated or protected by the installation of a backflow preventer approved by the Water System within ninety (90) days of notification. If the connection is found to be a low hazard cross connection, the owner of the connection shall be notified in writing within ten (10) days that the connection shall be eliminated or protected by a backflow preventer approved by the Water System within one (1) year of notification.
- 4.04 Selecting the Appropriate Backflow Preventer.** It shall be the responsibility of the Water System, acting through its agent, to determine the type of backflow preventer required at each cross connection and the location where the backflow preventer will be installed. The type of backflow preventer and the required installation location will be selected by the Water System utilizing guidelines published by the MSDH.
- 4.05 Existing Backflow Preventers.** Any backflow prevention device or assembly installed on the Water System to protect the Water System against the possibility of backflow from a customer's water service prior to the adoption of this policy/ordinance shall be governed by this policy/ordinance. Existing backflow preventers shall be inspected and tested within ninety (90) days of identification.
- 4.06 Review of Meter Applications.** The Water System, acting through its authorized agent, shall review all application for new meters to determine if a cross connection will be created. The Water System shall require the installation of an approved backflow preventer at all new connections where a cross connection will be created.

- 4.07 **Inspections.** The Water System, acting through its authorized agent, will periodically inspect any connection to the water system as deemed necessary to insure cross connections have not been created. These inspections may be conducted without prior notice to the customer.
- 4.08 **Record Keeping.** The Water System shall maintain records of the type, size and location of each backflow preventer installed in the system, when each backflow preventer is due to be tested, and the results of each test. Records shall be maintained for five (5) years from date of test and inspection.

SECTION 5. TESTING OF BACKFLOW PREVENTION DEVICES

- 5.01 **Tests Required.** Each reduced pressure principle backflow prevention assembly, double check valve assembly, and pressure vacuum breaker shall be tested immediately after installation, after repairs of any kind, and annually. Any backflow preventer found to be non-functional shall be repaired and re-tested within fourteen (14) days of the initial test.
- 5.02 **Certified Testers.** Only backflow preventer testers certified by the Mississippi State Department of Health shall test backflow preventers located in the Water System.
- 5.03 **Notification.** The Water System shall notify the owner of each backflow preventer sixty (60) days prior to the date that the backflow preventer is scheduled to be tested.

SECTION 6. VIOLATIONS AND PENALTIES

- 6.01 **Refusal of Inspection.** If the owner refuses to let the authorized agent of the Water System perform the necessary inspections to determine if a cross connection exists, the Water System shall require that a reduced pressure principle backflow prevention assembly be installed at that service connection.
- 6.02 **Maintaining a Cross Connection.** If the owner, after having been informed that a cross connection exists at his property, refuses to eliminate or protect the cross connection through the use of the appropriate backflow preventer, water service to the connection shall be terminated until such time as the owner complies with MSDH Regulations.

CERTIFICATION OF ADOPTION

This is to certify that the above Cross Connection Control Policy/Ordinance was adopted by: *Stone Utility Association Inc.* on **01/24/2019** and is being routinely enforced on this public water system.

Mark Cassibry
President
Stone Utility Association Inc.

Mark Cassibry **Jan 24, 2019**