



# **RULES, RATES, & REGULATIONS**

ADOPTED SEPTEMBER 17, 2024

6733 EAST STATE HIGHWAY 76  
KIRBYVILLE, MO 65679  
417-544-0655 / [TCRSD.ORG](http://TCRSD.ORG)

***HELPING TO PRESERVE OUR NATURAL RESOURCES!***

# TANEY COUNTY REGIONAL SEWER DISTRICT

6733 E. STATE HIGHWAY 76, KIRBYVILLE, MO 65679

417-544-0655 / TCRSD.ORG

## RESOLUTION NO. 04-2024

A RESOLUTION OF THE TANEY COUNTY REGIONAL SEWER DISTRICT BOARD OF TRUSTEES APPROVING AND ADOPTING THE DOCUMENT KNOWN AS THE ***RULES, RATES, AND REGULATIONS*** OF THE TANEY COUNTY REGIONAL SEWER DISTRICT IN ORDER TO PROVIDE FOR AND REGULATE THE SAFE AND EFFICIENT COLLECTION AND TREATMENT OF WASTEWATER THROUGHOUT TANEY COUNTY, MISSOURI.

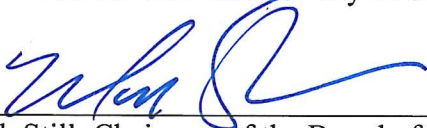
**WHEREAS**, the Taney County Regional Sewer District (“District”) is a regional provider of wastewater collection and treatment services throughout Taney County, Missouri whose boundaries are the county boundaries and exists to protect and improve the drinking water, lakes, and streams of Taney County, Missouri; and

**WHEREAS**, the District’s primary responsibility is to protect the public health, safety, welfare, and environment of Taney County, Missouri through the safe and efficient collection and treatment of wastewater; and

**WHEREAS**, the District has now organized its previously adopted resolutions, regulations, policies, guidelines, procedures, and requirements into one document to be known as the *Rules, Rates, and Regulations* and made updates, revisions, and additions to the contents thereof.

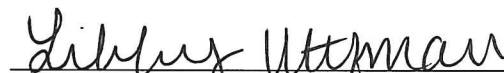
**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Taney County Regional Sewer District that the *Rules, Rates, and Regulations* document attached hereto and incorporated herein by reference is hereby approved and adopted in order to provide for and regulate the safe and efficient collection and treatment of wastewater throughout Taney County, Missouri and furthermore declares that the attached *Rules, Rates, and Regulations* supersedes and replaces all related and previously adopted resolutions, regulations, policies, guidelines, procedures, and requirements.

**ADOPTED** this 17<sup>th</sup> day of September, 2024.



Mark Still, Chairman of the Board of Trustees

Attest:



Libby Utzman, Board Secretary



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## **Article I. GENERAL PROVISIONS**

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### **Section 1.01 PURPOSE**

1. The purpose of these Rules, Rates, and Regulations is to protect the public health, safety, welfare, and environment of Taney County, Missouri by providing for and regulating the safe and efficient collection and treatment of wastewater throughout the county in accordance with the Taney County Regional Sewer District's Mission *to protect and improve the drinking water, lakes, and streams of Taney County, Missouri.*

### **Section 1.02 AUTHORITY**

1. The Taney County Regional Sewer District was formed pursuant to the Revised Statutes of Missouri sections 204.250 through 204.470 and obtains its authority to enact these Rules, Rates, and Regulations from these enacting statutes.
2. The Revised Statutes of Missouri section 204.320 states "The board of trustees of any common sewer district shall have power to pass all necessary rules and regulations for the proper management and conduct of the business of the board of trustees, and of the district, and for carrying into effect the objects for which the district is formed."
3. The Revised Statutes of Missouri section 204.330 subsection 10 states "Whenever any reference is made in this section to any action that may be taken by the board of trustees, such reference includes such action by its executive officer pursuant to powers and duties delegated to such executive officer by the board of trustees." Therefore, the Board of Trustees of the Taney County Regional Sewer District hereby delegates to its District Administrator, as its executive officer, the authority to implement and enforce these Rules, Rates, and Regulations including the development of procedures and policies, applications, forms, and documents necessary for permitting, billing and due dates, sewer service shutoff agreements, standard technical specifications and details, including their revision, modification, and updating as necessary, and issuance and approval of permits, and the authority to pursue the remedy of known violations of these regulations, in order to protect the health, safety, and welfare of the public and the District's collection and treatment systems.

### **Section 1.03 JURISDICTION**

1. The boundaries of the Taney County Regional Sewer District are the exact boundaries of Taney County, Missouri. These Rules, Rates, and Regulations shall apply to all unincorporated areas of Taney County, Missouri and those incorporated areas within Taney County, Missouri where the District currently provides or may in the future provide wastewater collection and treatment services through duly adopted intergovernmental agreements; with exception of unincorporated areas where the authority for regulation of wastewater collection and treatment services has been delegated to another government entity.
2. These Rules, Rates, and Regulations apply to areas served in adjacent counties whereby previous agreements have provided for the District to receive, collect, and provide for the treatment of wastewater from buildings outside of Taney County, Missouri.
3. In the unincorporated areas of Taney County, Missouri where the regulation of wastewater

collection and treatment services has been delegated to another government entity and where it is found that the government entity with authority for regulation of wastewater collection and treatment services is failing to or is refusing to enforce its own wastewater regulations to protect the health, safety, and welfare of the county then the Taney County Regional Sewer District reserves the right to apply and enforce these Rules, Rates, and Regulations in order to remedy known violations in the areas subject to intergovernmental agreements in the unincorporated areas of the county.

#### **Section 1.04 SUPERSEDING DOCUMENT**

1. This document, known as the Taney County Regional Sewer District Rules, Rates, and Regulations supersedes and replaces all previously adopted sewer use resolutions or regulations, user charge rate resolutions or regulations, low-pressure sewer system and grinder pump policies, development guidelines, capacity analysis policies, and delinquent property, security deposit, billing policies or resolutions or other similarly related documents.

#### **Section 1.05 DEFINITIONS**

1. In addition to words and terms that may be defined elsewhere in this document, the following words and terms shall have the meanings and requirements as defined below:

***“Administrative Minor Subdivision”*** is any division of unplatted land in which not more than six (6) tracts will be created, including any remainder proposed to be retained by the owner and which does not follow the preliminary/final plat procedure in compliance with the requirements of Taney County Planning and Zoning.

***“BOD”*** (denoting Biochemical Oxygen Demand) shall mean the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five (5) days at 20° C, expressed in milligrams per liter (mg/l).

***“Board”*** means the Board of Trustees of the Taney County Regional Sewer District.

***“Bond Ordinances”*** shall mean the ordinances duly adopted by the governing body of the District, which authorize the issuance of Revenue Bonds.

***“Building Drain”*** shall mean that part of the lowest horizontal piping of a drainage system, which receives the discharge from waste and other drainage pipes inside the walls of the building and conveys it to the outer face of the building wall.

***“Building Sewer”*** or ***“Service Lateral”*** or ***“Service Line”*** shall mean a private gravity sewer line or private grinder, sewage pump, tank and pressure line extending from the building drain to the public sewer system and serving only one property.

***“Capital Improvement”*** or ***“Capital Improvements”*** shall mean physical assets of a public sewer system when first constructed or purchased, or a replacement, reconstruction or upgrade to a physical asset that extends the useful life or improves the efficiency of a public sewer system.

***“Combined Sewer”*** shall mean a sewer receiving both surface runoff and sewage.

***“Commercial Contributor”*** shall mean one location where an activity providing goods or services is carried out. Schools, churches, and other not-for-profit organizations as deemed by the District will be billed at the Non-Residential Contributor rate.

***“Conventional Gravity Sewer System”*** is a series of pipelines or conduits and all structures, devices, appurtenances, and facilities necessary used for collecting and conveying raw wastewater by gravity flow to an ultimate point for treatment or handling. All sewer mains shall be 8-inches or larger in diameter and manholes are to be placed at all changes in deflection and pipe slope.

***“Decision of Record”*** is the document issued by the District and executed by the Developer that permits and authorizes a sewer extension connecting to a District maintained system and includes the general and specific requirements of the proposed sewer extension that must be followed in order for the District to accept the constructed facilities.

***“Development”*** is any human-caused change to improved or unimproved real estate that requires a permit or approval from the District or the Taney County Planning and Zoning Department.

***“Developer”*** is a person or legal entity who is improving a parcel of land within the boundary of the District and who may or may not be the owner of the property.

***“District”*** shall mean the District as a political subdivision of the State of Missouri, the Board of Trustees of the District, and its Administrator or his duly authorized representatives.

***“District Administrator or Administrator”*** shall mean the chief executive officer of the District.

***“DNR”*** is the Department of Natural Resources of the State of Missouri or Missouri Department of Natural Resources.

***“Garbage”*** shall mean solid wastes from the domestic and commercial preparation, cooking and dispensing of food, and from the handling, storage, and sale of produce.

***“gpd”*** shall mean gallons per day.

***“Individual Grinder Pump Unit”*** is a grinder pump unit designed to serve a specific residential or commercial structure.

***“Industrial Contributor”*** shall mean:

Heavy Industry: A use engaged in the basic processing and manufacturing of materials or products predominately from extracted or raw materials, or a use engaged in storage of, or manufacturing process using flammable or explosive materials, or storage or manufacturing processes that potentially involve hazardous or commonly recognized offensive conditions.



Light Industry: A use engaged in the manufacture, predominantly from previously prepared materials, or finished products or parts, including processing, incidental storage, sales, and distribution of such products, but excluding basic industrial processing.

Commercial and Industrial users can be subject to surcharges as described in Article III at the discretion of the District.

***“Industrial Wastes”*** shall mean the liquid wastes from industrial manufacturing processes, trade, or business as distinct from sanitary sewage.

***“Low-Pressure Sewer System”*** is considered as two (2) or more individual grinder pump units discharging into a common force main.

***“Major Subdivision”*** is any division of land into lots or tracts less than 10 acres in size which does not fall within the classification of Administrative Minor Subdivision.

***“May”*** means what is permissive.

***“Multi-Family Structure”*** is a building designed and used exclusively as a dwelling by two or more families occupying separate suites or units.

***“Natural Outlet”*** shall mean any outlet into a watercourse, pond, ditch, lake or other body of surface or groundwater.

***“Non-Residential Contributor”*** shall mean any contributor to or user of the System who is not a Residential Contributor, specifically it shall mean a Commercial or Industrial Contributor as defined herein.

***“Normal Domestic Wastewater”*** shall mean wastewater that has a BOD concentration of not more than 250 mg/l and a suspended solids concentration of not more than 250 mg/l.

***“Operation and Maintenance”*** shall mean all expenditures during the useful life of the System for materials, labor, utilities, and other items which are necessary for managing and maintaining the System to achieve the capacity and performance for which the System was designed and constructed; provided; however, that the terms “Operation and Maintenance” shall also have the meaning given to them by the Bond Ordinances, and in the event of any conflict in the meaning hereinabove prescribed and the terms of the Bond Ordinances, the Bond Ordinances shall govern.

***“Person”*** shall mean any individual, firm, company, association, society, corporation, or group.

***“pH”*** shall mean the logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.

***“Properly Shredded Garbage”*** shall mean the wastes from the preparation, cooking and dispensing of food that have been shredded to such a degree that all particles will be carried freely

under the flow conditions normally prevailing in public sewers, with no particle greater than one-half (1/2) inch (1.27 centimeters) in any dimension.

***“Property Owner”*** is a person, firm, corporation, or partnership shown on the records of the Taney County Recorder’s office to be the one in whom legal or equitable title rests.

***“Public Sewer”*** shall mean a sewer in which all owners of abutting properties have equal rights and is controlled by public authority.

***“Replacement”*** shall mean expenditures for obtaining and installing equipment, accessories, or appurtenances which are necessary during the useful life of the System to maintain the capacity and performance for which the System was designed and constructed; however, that the term “Replacement” shall also have the meaning given to it by the Bond Ordinances, and in the event of any conflict in the meaning hereinabove prescribed and the terms of the Bond Ordinances, the Bond Ordinances shall govern.

***“Residential Contributor”*** shall mean a home, abode, or place where an individual, or single family, is living at a specific point in time. Owners of Apartment or Condominium buildings, or Mobile Home Parks, under single ownership, shall be required to have a meter for billing purposes and considered Commercial and be billed at the Non-Residential Contributor rate.

***“Revenue Bonds”*** shall mean all bonds or other obligations of the District now outstanding or hereinafter issued which are payable solely from the System Revenues.

***“RSMo”*** means the Revised Statutes of Missouri.

***“Sanitary Sewer”*** shall mean a sewer, which carries sewage, and to which storm, surface and ground waters are not intentionally admitted.

***“Sewage Treatment Plant”*** shall mean any arrangement of devices and structures used for treating sewage.

***“Sewage Works”*** shall mean all facilities for collection, pumping, treating, and disposing of sewage.

***“Sewage”*** shall mean a combination of the water-carried wastes from residences, business buildings, institutions, and industrial establishments, together with such ground, surface, and storm waters as may be present.

***“Sewer”*** shall mean a pipe or conduit for carrying sewage.

***“Sewer Easement”*** or ***“Sewer Right-of-Way”*** is a strip of land granted by the property owner to the public to be used for the purposes of construction and maintenance of public wastewater infrastructure.

***“Shall”*** means what is mandatory.

**“Slug”** shall mean any discharge of water, sewage, or industrial waste which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than fifteen (15) minutes more than five (5) times the average twenty-four (24) hour concentration or flows during normal operation.

**“SS”** (denoting Suspended Solids) shall mean solids that either float on the surface or are in suspension in water, sewage, or other liquids and which are removable by laboratory filtering.

**“Storm Drain”** (sometimes termed “storm sewer”) shall mean a sewer, which carries storm and surface waters and drainage, and unpolluted cooling water, but excludes sewage and industrial wastes.

**“Suspended Solids”** shall mean solids that either float on the surface of, or are in suspension in water, sewage, or other liquids, and which are removable by laboratory filtering.

**“System Cost Analysis”** is an analytic method whereby the cost of construction and the increased costs of operation and maintenance of a proposed low-pressure sewer system can be measured against the construction and operations cost of a conventional gravity sewer system including twenty (20) year present worth calculations for each system. A Professional Engineer licensed with the State of Missouri shall prepare the analysis.

**“System Revenues”** shall mean all income and revenues derived by the District from the Operation of the System.

**“System”** shall mean the sewerage system of the District, consisting of all properties and assets, real, personal, tangible, and intangible, of the District, now or hereafter existing, which are held or used for collecting and treating sewerage, including, but not limited to, the District’s treatment facilities and all collection lines and equipment connected therewith.

**“Taney County Sewer Sales Tax”** is the one half of one percent sales tax collected on allowable sales throughout Taney County, Missouri as overseen by the Taney County Commission and approved via intergovernmental agreements to be used by the District for sewer purposes.

**“Treatment Facilities”** shall mean that part of the System consisting of any devices and systems for storage, treatment, recycling, and reclamation of municipal sewage, domestic sewage, or liquid industrial wastes. These include intercepting sewers, outfall sewers, sewage collection systems, individual systems, pumping, power, and other equipment and their appurtenances; extensions improvement, remodeling, additions and alterations thereof; elements essential to provide a reliable recycled supply such as standby treatment units and clear well facilities; and any works, including site acquisition of the land that will be an integral part of the treatment process or is used for ultimate disposal of residues resulting from such treatment (including land for composting sludge, temporary storage of such compost, and the land used for the storage of treated wastewater in land treatment systems before land application); or any other method or system preventing, abating, reducing, storing, treating, separating, or disposing of municipal waste or industrial waste, including waste in combined storm water and sanitary sewer systems.

***“Useful Life”*** shall mean the estimated period during which the Sewage Works will be operated.

***“User Charge”*** shall mean that portion of the total System Revenues which is levied and collected in a proportional and adequate manner to pay the cost of Operation and Maintenance, to pay the principal of and interest on the Revenue Bonds, if any, and to meet all requirements of the Bond Ordinances, including the cost of Replacement.

***“Water Meter”*** shall mean a water volume measuring and recording device, furnished, installed, and approved by the District.

***“Watercourse”*** shall mean a channel in which a flow of water occurs, either continuously or intermittently.

***“Will Serve Letter”*** is a letter issued by the District for a proposed development after a preliminary review and Capacity Analysis of the project has been completed showing the District has adequate capacity and ability to serve the proposed development and summarizes the next steps to gain final approval.

## **Article II. SEWER USE REGULATIONS**

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### **Section 2.01 TITLE**

1. This regulation including appendices and tables, if any, shall be known, referred to and cited as the Sewer Use Regulation.

### **Section 2.02 PURPOSE**

1. These regulations govern the use of public sanitary sewers, the installation and connection of building sewers, and the discharge of waters and wastes into the public sanitary sewer systems and provides penalties for violations thereof in the jurisdiction of the Taney County Regional Sewer District, as established by the Taney County Regional Sewer District Board of Trustees. These regulations are enacted in order to protect and promote the public health and to ensure the safe and efficient delivery of wastewater collection and centralized treatment services within the areas of Taney County, Missouri, subject to the jurisdiction of the Taney County Regional Sewer District.

### **Section 2.03 AUTHORITY**

1. These regulations are enacted under the authority vested in the Taney County Regional Sewer District by sections 204.320 and 204.330, Revised Statutes of Missouri.

### **Section 2.04 JURISDICTION**

1. These regulations shall be applicable to all areas within Taney County, Missouri, to which the District operates and maintains public sanitary sewer systems and facilities or may operate such facilities in the future.

### **Section 2.05 UNLAWFUL ACTS AND CONNECTIONS REQUIRED**

1. It shall be unlawful for any person to place, deposit, or permit to be deposited in any unsanitary manner on public or private property within the District, or in any area under the jurisdiction of said District, any human or animal excrement, garbage, or other objectionable waste.
2. It shall be unlawful to discharge to any natural outlet within the District, or in any area under the jurisdiction of said District, any sewage, or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this ordinance.
3. Except as hereinafter provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of sewage when public sewers are available.
4. It shall be unlawful for any building sewer to be extended off the described, platted or surveyed lot or tract of land from which it originates except in cases where such private lateral extends into or across a publicly maintained road, street, or sewer right of way or general utility easement abutting such property in order to connect to an existing District owned and operated sewer line located within or immediately adjacent to such road, street or sewer right-of-way, or general utility easement such that the private building sewer does not extend into or encroach upon any other private property.

5. The owner of all houses, buildings, or properties used for human habitation or employment, recreation, or other purposes, situated within the District and abutting on any street, alley, or right-of-way in which there is now located or may in the future be located a public sanitary sewer of the District, is hereby required at his expense to install suitable toilet facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this regulation within ninety (90) days after date of official notice to do so, provided that said public sewer is within three hundred (300) feet of any property line. Capacity/connection fees, and all other required fees as described in the District's User Rates, shall be paid prior to connecting to the Sewage Works. The District at its sole expense, and through its planned capital improvement projects, reserves the right to waive capacity fees and provide a complete connection, including decommissioning of existing private sewage disposal systems, for all houses, buildings, or properties to be served by each capital improvement project.
6. It shall be unlawful for two or more privately owned building sewers originating from separate dwellings, buildings, or other structures, or from two or more septic tanks, lagoons or other wastewater treatment facilities to be connected to each other unless the District grants a variance for such extension or connection. A variance may be granted upon showing that the extension or connection does not violate any applicable federal or state clean water law, rule, or regulation, that without the variance the person or persons seeking the variance will incur unreasonable and unnecessary hardship, and that such person or persons can demonstrate that adequate provision has been made for perpetual maintenance and operation of such facilities.
7. No statement contained in this article shall be construed as preventing any special agreement or arrangement between the District and any owner providing for the waiver of said requirement to connect to public sewer including waiver of required fees.

#### **Section 2.06 PRIVATE SEWAGE DISPOSAL**

1. Where a public sanitary sewer is not available under the provisions of Article II, Section 2.05, the building sewer shall be connected to a private sewage disposal system complying with the requirements of the Missouri Department of Health and Senior Services, as administered by the Taney County Environmental Services department.
2. Before commencement of construction of a private sewage disposal system the owner shall first obtain a written permit signed by the Taney County Environmental Services department.
3. A permit for a private sewage disposal system shall not become effective until the installation is completed to the satisfaction of the Taney County Environmental Services department.
4. The type, capabilities, location, and layout of a private sewage disposal system shall comply with all recommendations of the Missouri Department of Health and Senior Services. No permit shall be issued for any private sewage disposal system employing subsurface soil absorption facilities where the area of the lot is less than two (2) acres. No septic tank or cesspool shall be permitted to discharge to any natural outlet.
5. At such time as a public sewer becomes available to a property served by a private sewage disposal system, as provided in Article II, Section 2.05, within ninety (90) days a direct connection shall be made to the public sewer in compliance with this regulation, and any septic tanks, lagoons, cesspools, and similar private sewage disposal facilities shall be

cleaned of sludge, a hole made in the bottom so as not to hold water, filled with suitable clean gravel material, and properly abandoned.

6. The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times, at no expense to the District.
7. No statement contained in this article shall be construed to interfere with any additional requirements that may be imposed by the Missouri Department of Health and Senior Services or the Taney County Environmental Services department.

## **Section 2.07 BUILDING SEWERS AND CONNECTIONS**

1. No unauthorized person shall uncover, make any connections with or opening into, use, alter, relocate, or disturb any public sewer main or service line, grinder pump or appurtenance thereof without first obtaining a written permit from the District.
2. All costs and expenses incident to the installation and connection of the building sewer shall be borne by the owner, except during projects constructed by the District whereby the District will provide a full connection of each building at the District's sole discretion and expense. The owner shall indemnify the District from any loss or damage that may directly be occasioned by the installation of the building sewer.
3. A separate and independent building sewer shall be provided for every building; except where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, courtyard, or driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer.
4. Old building sewers may be used in connection with new buildings only when they are found, on examination and tested by the District, to meet all requirements of this regulation. Costs required to examine and test old building sewers will be borne by the property owner.
5. The Taney County Regional Sewer District operates and maintains four (4) types of collection systems: a low-pressure sewer system consisting of force main sewers that require an individual grinder pump and pressure service line; a gravity flow system consisting of gravity sewer mains that require a gravity service line only; a septic tank effluent gravity (STEG) system consisting of small diameter gravity sewer mains that require a septic tank at each building and a gravity service line that connects the septic tank to the main; and a septic tank effluent pump (STEP) system consisting of small diameter pressure sewer mains that require a septic tank and effluent pump at each building with a pressure service line from the tank to the pressure main. The requirements herein help to ensure the integrity of the District's sewer systems. The District reserves the right to reject any work, material, service line, or connection found that does not comply with the requirements herein or any other requirement not specifically mentioned herein. The size, slope, alignment, materials of construction, methods to be used in excavating, placing of the pipe, jointing, testing, and backfilling the trench for a new or replaced building sewer, shall all conform to the following requirements, rules, specifications, regulations, and applicable Standard Details and Technical Specifications of the Taney County Regional Sewer District for building sewers:
  - A. Connection to Low Pressure Sewer System Requirements

- 1) When connecting to a low-pressure sewer system the property owner is responsible for obtaining an individual grinder pump and all the necessary material and appurtenances to connect to the system.
- 2) The grinder pump utilized must be a two-stage centrifugal or semi-positive displacement type pump capable of meeting the required flow and head conditions for each specific location within the collection system. Please consult the District to ensure the proper selection of grinder pump can meet the required head condition. The District reserves the right to require an E-One grinder pump when system hydraulics are such that installation of other make and model pumps would be a detriment to the system.
- 3) All grinder pump systems shall be equipped with an audio and visual alarm. When grinder pumps are used for residential customers, one pump unit installations are acceptable. Non-residential customer installations shall require the use of a duplex pump system unless a simplex pump system is deemed acceptable by the District. Grinder pumps must be located outside of the building wall.
- 4) Each individual lot and/or residential unit served by a low-pressure sewer system shall have a separate grinder pump unit and service line. Electrical service shall be supplied to the grinder pump unit by the structure it serves and must be installed in accordance with applicable local and national electrical codes and standards.
- 5) Multi-family structures consisting of two (2) or more units and commercial developments will be served by a duplex unit(s) and the size of the tank shall be sized according to the manufacturer's recommendations. Grinder pump units serving multi-family structures consisting of two (2) or more units shall be served by an independent electrical source and not connected to any electrical source serving any specific dwelling unit.
- 6) Under no circumstances shall the District be responsible for paying electrical costs associated with the operation of any privately owned grinder pump unit.
- 7) All pressure service lines and fittings shall be Schedule 80 PVC and a minimum 1 ¼" in diameter.
- 8) A Schedule 80 PVC shut-off valve is required for all pressure service lines. The valve is to be located as close as possible to the main connection at the edge of the sewer easement/property line near the sewer main. The location of the valve must be approved prior to installation.
- 9) A Schedule 80 PVC check valve located within two feet upstream of the shutoff valve is required. The requirement for a check valve located outside the grinder tank within two feet of the shutoff valve is required regardless if the grinder tank and pump are equipped with a check valve inside the tank.

**B. Connection to Gravity Sewer System Requirements**

- 1) When connecting to a gravity flow system the property owner is responsible for obtaining all the necessary material and appurtenances to connect to the system.



- 2) The minimum pipe size for a building sewer service line is four inches (4") for residential buildings. Non-residential/commercial buildings shall be at least six inches (6") in diameter.
- 3) All building service lines shall be Schedule 40 PVC pipe (no cellular core allowed) constructed on a minimum one (1) percent slope (0.01'/1.0').
- 4) A four-inch (4 ") two-way sweep cleanout should be located within five feet (5') of the building and then every 100' thereafter with one cleanout at the main inside the public sewer right-of-way. All portions of the sewer line shall be reachable within fifty (50) feet of a cleanout. Cleanouts must extend to finished grade with appropriate cap and frame and cover.
- 5) An appropriate size service connection matching the service line and sewer main pipe sizes shall be used for the mainline tap. This shall be an Inserta-Tee, or solvent weld type saddle (No neoprene saddles allowed). Service line saddle taps must be connected to the main with the service line discharging in the direction of flow in the main so as to prevent piling of solids and debris.
- 6) All holes cut into the main for connection must be cut with an appropriate size hole saw and the actual cutting must be performed in the presence of District personnel.
- 7) The service line tap system must be sealed with appropriate clamps and sealant must be used to insure a proper seal to the main.
- 8) Where gravity flow cannot be achieved by a gravity building sewer a grinder pump may be installed and shall meet the requirements as listed in the Low-Pressure Sewer System Requirements section.

C. Connection to Septic Tank Effluent Gravity (STEG) Sewer System Requirements

- 1) A Septic Tank Effluent Gravity (STEG) sewer system, which is defined as a septic tank to settle and collect solids with a gravity sewer service from the septic tank to the gravity sewer main, is required within the District's Lakeway collection system.
- 2) The Connection to Gravity Sewer System Requirements in this Article shall apply to all connections to septic tank effluent gravity sewer systems.
- 3) When connecting to a septic tank effluent gravity sewer system the property owner is responsible for obtaining all the necessary material and appurtenances to connect to the system including an appropriate sized septic tank.
- 4) All connections to a septic tank effluent gravity sewer system shall include the installation of a concrete septic tank (no metal tanks allowed), for each building, meeting the requirements of the Missouri Department of Health and Senior Services for onsite wastewater systems. The location of the septic tank must be as close to the main sewer and road as possible and in a location that is acceptable to the District for purposes of accessing, inspecting, and periodically pumping and cleaning. An appropriately sized effluent filter shall be installed in each septic tank and must be capable of being removed for periodic cleaning. Plastic septic tanks may be allowed in special circumstances only with the approval of the District.

- 5) The liquid capacity of a septic tank serving a dwelling shall be based upon the number of bedrooms contemplated in the dwelling served and shall be at least as large as the following capacities: one (1) to three (3) bedrooms – 1,000 gallons; four (4) bedrooms – 1,250 gallons; five (5) bedrooms – 1,500 gallons.
- 6) For six (6) or more bedrooms, the septic tank shall be sized on the basis similar to an establishment. No tank shall be designed to retain less than two (2) days', forty-eight (48) hours' flow; and individual residences with more than five (5) bedrooms, multiple-family residences or any place of business or public assembly where the design sewage flow is greater than one thousand gallons per day (1,000 gpd), the liquid capacity of the septic tank shall be designed in accordance with the following:  $V = 1.5Q + 500$  where  $V$  = the liquid capacity of the septic tank and  $Q$  = the design daily sewage flow.
- 7) Where gravity flow cannot be achieved out of the septic tank to the gravity sewer main an effluent pump shall be installed inside the septic tank and must be capable of meeting the flow and head requirements for the particular application and location. Connections requiring an effluent pump shall install a two-compartment tank that restricts solids from passing to the pump chamber and ultimately from being pumped out of the tank into the main sewer system.
- 8) Each owner of a property connecting to a septic tank effluent gravity sewer system within the District's Lakeway collection system shall execute an easement granting the District the right to own, operate, maintain, repair, and or replace the septic tank and service line from said tank to the public sewer main including the right of ingress and egress across the property owner's adjacent lands. The District, in its sole discretion, reserves the right to waive this requirement and obligate the property owner to own, operate, maintain, repair, and or replace as necessary the septic tank and service line from said tank to public sewer main.
- 9) The District is responsible for the pumping of solids periodically out of the septic tanks located only in the Lakeway collection system.

**D. Connection to Septic Tank Effluent Pump (STEP) Sewer System Requirements**

- 1) A Septic Tank Effluent Pump (STEP) sewer system, which is defined as a two-compartment septic tank to settle and collect solids with a pump chamber capable of pumping the effluent through a small diameter pressure service line into the pressure sewer main, is required within the District's Emory Creek collection system. Property owners in the District's Emory Creek collection system shall own, operate, and maintain their own STEP tank, pump, and service line out to the shutoff valve prior to its connection to the sewer main. Each property owner is required to pump the solids from their STEP tank periodically in order to properly maintain the system.
- 2) When connecting to a STEP sewer system the property owner is responsible for obtaining all the necessary material and appurtenances to connect to the system including an appropriate sized septic tank and effluent pump meeting the requirements shown in the District's Standard Details. The effluent pumps to be installed shall be capable of meeting a minimum flow rate of 10 to 15 gallons per

minute at a total dynamic head range between 115 – 150 feet up to a maximum of 196 feet.

- 3) All connections to a STEP sewer system shall include the installation of a two-compartment concrete septic tank (no metal or plastic tanks allowed) with pump chamber, for each building, meeting the requirements of the District's Standard Details. An appropriately sized effluent filter shall be installed in each septic tank to filter the effluent prior to being pumped from the pump chamber into the sewer system and the filter must be capable of being removed for periodic cleaning. An appropriately sized effluent pump is required for all STEP systems within the Emory Creek collection system. Please consult the District to ensure the proper selection of effluent pump can meet the required head condition.
- 4) The minimum size two-compartment tank is 1,500 gallons as shown in the Standard Details. For homes with six (6) or more bedrooms, the septic tank shall be sized on the basis similar to an establishment. No tank shall be designed to retain less than two (2) days', forty-eight (48) hours' flow; and individual residences with more than five (5) bedrooms, multiple-family residences, individual septic tank systems serving two (2) or more residences or any place of business or public assembly where the design sewage flow is greater than one thousand gallons per day (1,000 gpd), the liquid capacity of the septic tank shall be designed in accordance with the following:  $V = 1.5Q + 500$  where  $V$  = the liquid capacity of the septic tank and  $Q$  = the design daily sewage flow.

E. General Connection Requirements Applying to all Connections

- 1) All building sewer lines, connections, reconnections, and relocations require an approved District Connection to Central Sewer permit. All permits must be completed with all required information and legible. Prior to issuing all permits a preconstruction meeting shall be held between the District, the property owner or their representative, and the contractor performing the work. The preconstruction meeting is required to allow the District to review with the property owner and contractor the requirements of the District and the permit and to review the work to be completed, mitigate conflicts with utilities, easements, and structures, and plan where and how the service line and connections will be made. The permit once approved is to be posted on the property. A 24-hour notice for the inspection to be performed is required to give the District time to plan their work and respond. Once the service line and connection has been inspected and approved by the District, the system may then be placed in operation.
- 2) The connection of the building sewer into the public sewer and all building sewers themselves shall be made gastight and watertight.
- 3) An inspection of the entire service line from the building to the sewer main is required and must be conducted by District personnel prior to backfilling. The service line trench and connection at the main must remain open for inspection or the contractor will be required to uncover the line to allow for the inspection. Service lines must be installed with specification writing on pipe facing up and visible to allow verification of pipe types during inspection.

- 4) Each individual property must have its own individual building sewer. Building sewers shall not be shared. Building sewers shall remain on the property they are intended to serve or in a sewer or road right-of-way.
- 5) All building sewer service lines including the connection to the sewer main, and grinder pump if required, is the responsibility of the property owner. This includes responsibility for ownership, operation, maintenance, and repair or replacement.
- 6) The property owner/builder shall provide the excavation, equipment, labor, and materials as required to make a proper connection and complete the service line connection and installation.
- 7) Prior to backfilling a visual inspection of the main connection and the entire length of service line shall be made. A pressure test shall be made and passed in the presence of District personnel also prior to backfilling and before tapping the main. For gravity building sewers the pressure test shall be an air test for five (5) psi for fifteen (15) minutes. For pressure sewer service lines, the test shall be an air test for twenty-five (25) psi for fifteen minutes. The pressure test gauge shall be connected to the pipe (no tire gauges) and meet the following minimum specifications:

Size (diameter)	4-1/2 inches
Pressure Range	0-25 P.S.I.
Figure Intervals	1 P.S.I. Increments
Minor Subdivisions	0.5 P.S.I.
Pressure Tube	Bourdon Tube or diaphragm
Accuracy	+ 0.25% of maximum scale reading
Dial	White coated aluminum with black lettering, 270° Arc and mirror edge
Pipe Connection	Low male 1/2" N.P.T.

- 8) All building sewers must be constructed with a minimum eighteen (18) inches of cover from top of pipe to finished grade.
- 9) No. 12 insulated copper trace wire must be installed on all service lines, attached directly to the pipe, from the connection at the main to the first cleanout on a gravity service and to the shutoff valve on low pressure service lines. All trace wire splices shall be connected with a waterproof connection such as wire nuts with gel, trace wire kits, etc. Trace wire shall be inspected and tested by the District prior to backfill.
- 10) All risers for cleanouts, valves, etc. must be installed with traffic-rated lids.
- 11) All service line pipe joints must be properly glued with an approved PVC pipe adhesive to ensure a watertight seal. Approved adhesives include Oatey Purple Primer and Oatey Rain-R-Shine Cement; or approved equals.
- 12) Ninety (90) degree ells or sweeps are prohibited. A minimum distance of six (6) inches must be maintained between two ells.
- 13) Furnco or "no-hubs" on any pipe connections are prohibited.
- 14) Bell and spigot pipe must be installed with the spigot end facing downstream.

- 15) Service lateral trench width must be three (3) times the diameter of the pipe. All service laterals must be bedded with six (6) inches of  $\frac{3}{4}$ " to 1" clean rock below, on each side, and above the pipe and the pipe must be centered in the trench. Backfill to finish grade with zero (0) to two (2) inch rock, dirt, sand, etc. in non-traffic rated areas. Traffic areas must be full depth gravel backfill meeting the requirement of the governing authority of the roadway. Gravel bedding shall be onsite and installed under the pipe prior to and during inspections to allow inspectors to efficiently inspect the work and ensure the pipe is properly bedded.
- 16) For service line construction that crosses or impacts a public roadway, the contractor performing the work must obtain a permit from the governing authority of the roadway prior to beginning any work.
- 17) Service lines required to be installed under roadways, driveways, sidewalks, etc. must be installed utilizing a steel casing or sufficiently sized pipe with adequate wall thickness, and proper spacers around the carrier pipe, all of which is subject to the approval of the District Administrator. When boring is utilized to install service lines, the work must be completed by a qualified boring contractor experienced in the means and methods of boring utilities.
- 18) Manhole connections are allowed when the sewer main is ten (10) feet in depth or greater. The manhole connection must be made with an approved "A-Lok" type gasket and must provide an inside drop with a tee installed in the direction of flow and an adequate number of stainless-steel clamps to fasten the drop to the manhole wall.
- 19) When crossing public water mains or service lines install sewer service with eighteen (18) inch minimal separation preferably with sewer line underneath the water line. If eighteen (18) inch separation is not obtainable the sewer line shall be sleeved in a steel casing or a four (4) inch thick by eighteen (18) inch wide by ten (10) feet long concrete slab must be poured between the sewer service and public water main. The concrete slab shall be positioned along the sewer service line five (5) feet each side of where the sewer service crosses the public water main. Joints of the sewer service shall be located a minimum of five (5) feet from the public water main crossing. This work shall be visually inspected, photographed, and documented by the District.
- 20) When crossing a drainage ditch in solid rock the sewer service shall be entrenched with a minimum of twelve (12) inches of cover and a six (6) inch concrete cap placed at the top of the trench. When crossing a drainage ditch in materials other than rock the service shall have a minimum eighteen (18) inches of cover and encased in concrete a minimum of six (6) inches around the pipe. Concrete caps and encasements shall extend five (5) feet beyond the drainage ditch width.
- 21) For non-residential customers that are billed based on water usage and are on a private well, they shall install a water meter that is suitable for the application such as Epson, Neptune, or approved equal brands with low flow detection capability. The meter shall be installed on the water supply line in a pit outside of the building in a location easily accessible for reading and must report in gallons only. The water meter shall be installed and approved before a sewer connection permit can be issued. The District will read the meter each month to obtain the usage for sewer billing. The

- non-residential customer is responsible for maintaining the meter in good working order. The District shall have the right to inspect the meter and verify its accuracy. The customer must follow the District rules and regulations in regard to payment of sewer bills. For customers that utilize water for wash downs, etc. that does not put all water into the building sewer they are required to install a sub-meter meeting the same requirements as above and that sub-meter will be read monthly and subtracted from the reading from the main water meter serving the building and/or property.
- 22) Any deviations from the requirements listed in this document must be approved by the District in writing prior to the work being completed.
- 23) In the absence of code provisions or in amplification thereof, the materials and procedures set forth in the appropriate specification of the American Society for Testing and Materials (ASTM) or plumbing codes shall apply.
- 24) Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.
- 25) The applicant for the building sewer permit shall notify the District when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the District. If the District is not notified and subsequently does not supervise the construction of the building sewer and/or connection to the public sewer, the District reserves the right to require any building sewer and/or connection to the public sewer to be uncovered in order to determine the work was constructed properly and in accordance with District approved requirements.
- 26) All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the District.
- 27) All persons, developers, plumbers, builders, or their contractors that will be performing construction of building sewers and service lines connecting to a District maintained system must be experienced, capable, and professional in performing the work in a quality, safe, and workman like manner. Contractors must maintain general liability insurance in the amounts and kinds sufficient for the type and cost of work they are performing. Contractors are responsible for all damage that may occur to the District's facilities caused by their work. At a minimum, contractors must maintain a \$5,000 utility/permit bond in the District's name as security for damages that may occur to the District's facilities.
- 28) A connection permit is approved for one year from the date of the administrative approval and all connections approved through the permit must be made during the one year or the property owner must reapply, and the District reserves the right to revoke the capacity granted in its sewer systems. If the connection/capacity fees are waived, the waiver of said fees expires with the expiration of the permit.

- 29) Capacity fees are exempted for properties within an approved District capital improvement project area for one year following project substantial completion. To qualify for the fee waiver, the connection must be finalized prior to the one-year deadline.

### **Section 2.08 DISCHARGE RESTRICTIONS, PRE-TREATMENT, AND ANALYSIS**

1. No person shall discharge any storm water, surface water, groundwater, roof runoff, subsurface drainage, including interior and exterior foundation drains, other sources of surface runoff or groundwater, uncontaminated cooling water, or unpolluted industrial process waters to any sanitary sewer.
2. Storm water and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as storm sewers, or to a natural outlet approved by the District. Industrial cooling water or unpolluted process waters may be discharged on approval of the District, to a storm sewer or natural outlet.
3. No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers:
  - A. Any gasoline, benzene, naphta, fuel oil, or other flammable or explosive liquid, solid, or gas.
  - B. Any waters or wastes containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any sewage treatment process, constitute a hazard in the receiving waters of the sewage treatment plant, including but not limited to cyanides in excess of two (2) mg/l as CN in the wastes as discharged to the public sewer.
  - C. Any waters or wastes having a pH lower than 5.5 or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the sewage works.
  - D. Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the sewage works such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, wet wipes, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails and paper dishes, cups, mild containers, etc., either whole or ground by garbage grinders.
4. No person shall discharge or cause to be discharged the following described substances, materials, waters, or wastes if it appears likely in the opinion of the District that such wastes can harm either the sewers, sewage treatment process, or equipment, have an adverse effect on the receiving stream, or can otherwise endanger life, limb, public property or constitute a nuisance. In forming an opinion as to the acceptability of these wastes, the District will consider such factors as the quantities of subject wastes in relation to flows and velocities in the sewers, materials of construction of the sewers, nature of the sewage treatment process, capacity of the sewage treatment plant, degree of treatability or wastes in the sewage treatment plant, and other pertinent factors. The substances prohibited are:
  - A. Any liquid or vapor having a temperature higher than one hundred fifty (150) degrees F, or (65 degrees C).

- B. Any water or wastes containing fats, wax, grease or oils, whether emulsified or not, in excess of one hundred (100) mg/l or containing substances which may solidify or become viscous at temperatures between thirty-two (32) and one hundred fifty (150)F (0 and 65° C).
- C. Any garbage that has not been properly shredded. The installation and operation of any garbage grinder equipped with a motor of three-fourths (3/4) horsepower (0.76 hp metric) or greater shall be subject to the review and approval of the District.
- D. Any waters or wastes containing strong acid, iron, pickling wastes or concentrated plating solutions, whether neutralized or not.
- E. Any waters or wastes containing iron, chromium, copper, zinc, and similar objectionable or toxic substances; or wastes exerting an excessive chlorine requirement, to such degree that any such material received in the composite sewage at the sewage treatment works exceeds the limits established by the District for such materials.
- F. Any waters or wastes containing phenols or other taste or odor-producing substances, in such concentrations exceeding limits which may be established by the District as necessary, after treatment of the composite sewage, to meet the requirements of State, Federal, or other public agencies of jurisdiction for such discharge to the receiving waters.
- G. Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the District in compliance with applicable State or Federal regulations.
- H. Any waters or wastes having a pH in excess of 9.5.
- I. Materials which exert or cause:
  - 1) Unusual concentrations of inert suspended solids (such as, but not limited to, Fullers earth, lime slurries, and lime residues) or of dissolved solids (such as, but not limited to, sodium chloride or sodium sulfate).
  - 2) Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions).
  - 3) Unusual BOD, chemical oxygen demand, or chlorine requirements in such quantities as to constitute a significant load on the sewage treatment works.
  - 4) Unusual volumes of flow or concentration of wastes constituting “slugs” as defined herein.
- J. Waters or wastes containing substances which are not amenable to treatment or reduction by the sewage treatment processes employed, or are amenable to treatment only to such degree that the sewage treatment plant effluent cannot meet the requirements of the other agencies having jurisdiction over discharge to the receiving waters.
- K. Any waters or wastes having (1) a 5-day BOD greater than 250 parts per million by weight, or (2) containing more than 250 parts per million by weight of suspended solids, or (3) having an average daily flow greater than 2 percent of the average sewage flow of the District, shall be subject to the review of the District. Where necessary in the opinion of the District, the owner shall provide, at his expense, such preliminary treatment as may be necessary to (1) reduce the biochemical oxygen demand to 250 parts per million by



- weight, or (2) reduce the suspended solids to 250 parts per million by weight, or (3) control the quantities and rates of discharge of such waters or wastes. Plans, specifications, and any other pertinent information relating to proposed preliminary treatment facilities shall be submitted for the approval of the District and no construction of such facilities shall be commenced until said approvals are obtained in writing.
5. If any waters or wastes are discharged, or are proposed to be discharged to the public sewers, which waters containing the substances or possess the characteristics enumerated in any section of this Article, and which in the judgment of the District, may have a deleterious effect upon the sewage works, processes, equipment, or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance, the District may:
    - A. Reject the wastes;
    - B. Require pretreatment to an acceptable condition for discharge to the public sewers;
    - C. Require control over the quantities and rates of discharge; and/or,
    - D. Require payment to cover the added cost of handling and treating the wastes not covered by existing taxes or sewer charges.
    - E. If the District permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the District, and subject to the requirements of all applicable codes, ordinances, and laws.
  6. Grease, oil, and sand/grit interceptors shall be provided when, in the opinion of the District, they are necessary for the proper handling of liquid wastes, sand, or their harmful ingredients; except that such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the District and shall be located as to be readily and easily accessible for cleaning and inspection. Grease, oil, and sand/grit interceptors installed throughout the District's collection systems are required to be properly maintained, cleaned, and inspected regularly at the property owner's expense. The owners of grease, oil, and sand/grit interceptors are hereby required to provide for the periodic pumping and cleaning of the interceptors and must provide a copy of invoices to the District upon request showing evidence of periodic pumping and cleaning at least annually or as more frequently required to keep grease, oil, sand or grit from entering the District's system. Food trucks that are connected to the District's system shall be equipped with a proper grease interceptor and maintained in accordance with these regulations.
  7. Where preliminary treatment or flow-equalizing facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his expense.
  8. When required by the District, the owner of any property serviced by a building sewer carrying industrial wastes or wastes of a normal domestic strength where the flow rate for billing purposes cannot reasonably be determined, shall install a suitable control manhole together with such necessary meters and other appurtenances in the building sewer to facilitate observation, determination of flow rate, sampling, and measurement of the wastes. Such manhole, when required, shall be accessible and safely located, and shall be constructed in accordance with plans approved by the District. The manhole shall be installed by the owner at his expense and shall be maintained by him so as to be safe and accessible at all times.

9. All measurements, tests, and analyses of the characteristics of waters and wastes to which reference is made in this ordinance shall be determined in accordance with the latest edition of "Standard Methods for the Examination of Water and Wastewater," published by the American Public Health Association, and shall be determined at the control manhole provided, or upon suitable samples taken at said control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the building sewer is connected. Sampling shall be carried out by customarily accepted methods to reflect the effect of constituents upon the sewage works and to determine whether a twenty-four (24) hour composite of all outfalls or a premise is appropriate or whether a grab sample or samples should be taken. Normally, but not always, BOD and suspended solids analyses are obtained from 24-hour composites of all outfalls whereas pH analyses are determined from periodic grab samples.
10. No statement contained in this article shall be construed as preventing any special agreement or arrangement between the District and any owner or industrial concern whereby an industrial waste of unusual strength or character may be accepted by the District for treatment, subject to payment therefore, by the industrial concern.

#### **Section 2.09 TAMPERING AND DAMAGE TO SEWAGE WORKS PROHIBITED**

1. No unauthorized person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance, or equipment which is part of the sewage works. Any person violating this provision shall be subject to immediate arrest on charge of disorderly conduct and may be charged for the cost of repair or replacement of damages caused.

#### **Section 2.10 REQUIREMENTS CONCERNING ENTRY BY DISTRICT**

1. The District operating through its duly authorized employees bearing proper credentials and identification shall be permitted to enter all properties for the purposes of operating, maintaining, repairing, replacing, inspection, observation, measurement, sampling, and testing in accordance with the provisions of this regulation. The District or its representatives shall have no authority to inquire into any processes including metallurgical, chemical, oil, refining, ceramic, paper, or other industries beyond that point having a direct bearing on the kind and source of discharge to the sewers or waterways or facilities for waste treatment.
2. While performing the necessary work on private properties referred to in Section 2.09 paragraph 1 above, the District operating through its duly authorized employees shall observe all safety rules applicable to the premises established by the company and the company shall be held harmless for injury or death to the District employees and the District shall indemnify the company against loss or damage to its property by District employees and against liability claims and demands for personal injury or property damage asserted against the company and growing out of the gauging and sampling operation, except as such may be caused by negligence or failure of the company to maintain safe conditions.
3. The District operating through its duly authorized employees bearing proper credentials and identification shall be permitted to enter all private properties through which the District holds a duly negotiated easement for the purposes of, but not limited to, inspection,

observation, measurement, sampling, replacement, repair, and maintenance of any portion of the sewage works lying within said easement. All entry and subsequent work, if any, on said easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.

4. The District reserves the right to require all property owners to provide and maintain adequate access to all portions of the sewage works that may be lying within an easement on private property. If adequate access is not maintained to the sewage works lying within an easement on private property, the District reserves the right to require any and all obstructions to be removed. When an obstruction or inadequate access to the sewage works is observed, the District will request the obstructions to be removed and for proper access to be restored. In the event a property owner refuses to provide adequate access to the sewage works after written notice is given and sufficient time is allowed for removal of all obstructions, the District reserves the right to relinquish all ownership, operation, and maintenance responsibilities of said sewage works. Said relinquishment of ownership, operation and maintenance of sewage works will be made to the property owner in writing and will become effective upon receipt of notice by property owner.

#### **Section 2.11 ENFORCEMENT**

1. Commission of Unlawful Act – Any person who commits an unlawful act under these regulations or who knowingly makes any false statement, representation or certification in any application, record, plan or other document filed or required to be maintained or who falsifies, tampers with or knowingly renders inaccurate any monitoring device or method required hereunder shall be subject to the remedies provided for in section 2.11 below. Each day the unlawful act occurs or continues shall constitute a separate violation under these regulations.
2. Violation of Chapter 644 RSMo Prohibited – It shall be unlawful for any person to violate or allow violation of any provision of Chapter 644 RSMo within the geographic boundaries of the District and any person who violates or allows violation of any such provision shall be subject to any penalties or relief provided for in these regulations; provided, however, that no enforcement proceeding hereunder shall be brought by or on behalf of the District or maintained by the District if any enforcement proceeding is brought by the Missouri Clean Water Commission or the Missouri Department of Natural Resources for the same violation or if either such agency shall notify the District of its intent to bring an enforcement proceeding for any such violation. No violation proceeding shall be brought by or on behalf of the District for violation of any provision of Chapter 644 RSMo except in emergency or exigent circumstances unless the District has provided the Missouri Clean Water Commission or the Missouri Department of Natural Resources with actual notice of its intent to bring such proceeding, in writing or otherwise, and the fact of such notice is stated in the pleading filed in the legal proceeding for enforcement.

#### **Section 2.12 REMEDIES**

1. If any person is found to be violating any provision of these regulations, the administrative authority may, at his or her discretion, pursue any combination of the following remedies. The penalty provided in this section shall not be construed to be exclusive but is intended to be supplementary and in addition to any other remedy provided by law or at equity. Any

person who repeatedly violates the same provision or provisions of these regulations shall be subject to injunctive relief in addition to the remedies provided for herein.

- A. Injunctive Relief – Injunctive or other appropriate relief in circuit court restraining the violation, requiring compliance with District regulations, and recovering the District's cost in remediating any damage caused by the violation.
- B. Civil Penalty – Any person or property owner who violates or facilitates the violation of any provision of these regulations shall be subject to payment of a civil penalty as determined by the Circuit Court of Taney County, Missouri, in a sum not to exceed \$1,000.00 per day for each day's violation of any such regulation. In the event of a second conviction, the person shall be punishable by a fine not to exceed three thousand dollars per violation per day or imprisonment for not more than three years or both. Every separate violation of these regulations shall be considered subject to a separate penalty and each day's violation of each such regulation shall subject the violator to a cumulative penalty.
- C. Costs and Expense of Violation and Remedy are Responsibility of Violator – In addition to any other remedy available to the District authorized under these regulations, any person violating any of the provisions of these regulations in accordance with their terms shall be liable to the District for any expense, loss, or damage occasioned to the District by reason of such violation. As an alternative to an enforcement action, the District may specially invoice or add as a special charge to a customer account the costs and expenses incurred by the District to respond to and repair or remedy defects or damages to property or equipment owned or otherwise maintained by the District resulting from any violation of these regulations.
- D. The District is authorized to do any combination of the following if any person shall fail to remedy a violation after notice of the violation: revoke any application for service or construction permit granted by the District; discontinue sanitary sewer service to that person; use District or contract forces to remedy the violation and charge the costs of the remedy to the person in violation.

### **Section 2.13 INTERPRETATION AND SEVERABILITY**

1. The regulations enacted hereunder are intended to be supplementary to all of the provisions or remedies authorized or prescribed by law, rule or regulation enacted thereunder. The invalidity of any particular regulation enacted herein shall not affect the validity of any other provision and all regulations hereunder shall be construed as consistently and harmoniously as possible with each other and other applicable provisions of law. In the event these regulations conflict with another law, rule or regulation, the law, rule, or regulation imposed by a higher governmental authority shall be applicable in cases of preemption, but otherwise the law, rule or regulation which affords the greater protection to the public health or safety shall prevail. These regulations also shall be liberally construed to the fullest extent permitted by law to effectuate the broad remedial purposes for which they are intended.

### **Section 2.14 VARIANCES**

1. The District may grant a variance from the strict application of the regulations adopted in this regulation upon application if it finds after public hearing and upon competent and

substantial evidence that the applicant meets the criteria for grant of a variance required by these regulations. No variance from any requirement contained within these regulations shall be granted unless the District finds: (a) the applicant will incur unreasonable and unnecessary hardship if a variance is not granted and the variance is not sought primarily to avoid financial expense in complying with the requirements of these regulations (b) grant of a variance will not endanger the health, safety or welfare of the public, and (c) grant of a variance will not hinder, thwart or circumvent the general intent or any specific purpose of these regulations. All applications for variances shall be filed with the District Administrator and after review thereof the District Administrator shall make a recommendation to the Board to grant or deny the application and state the reasons for his recommendation.

## **Article III. USER RATE REGULATIONS**

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### **Section 3.01 TITLE**

1. This regulation including appendices and tables, if any, shall be known, referred to and cited as the User Rate Regulation.

### **Section 3.02 PURPOSE**

1. This regulation establishes a user rate charge system for the Taney County Regional Sewer District to provide funds needed to pay for all expenses associated with the District's Sewage Works.

### **Section 3.03 AUTHORITY**

1. This regulation is enacted under the authority vested in the Taney County Regional Sewer District by sections 204.320 and 204.330 of the Revised Statutes of Missouri.

### **Section 3.04 IMPLEMENTATION OF SYSTEM**

1. The District has constructed a sewerage system and must pay all expenses associated with the System and charge the users of the System accordingly and has established a charge system for the expenses. It is determined and declared to be necessary and conducive to the protection of the public health, safety, welfare, and convenience of the District to collect charges from all users who contribute wastewater to the District's Sewage Works. The proceeds of such charges so derived will be used for the purpose of operating, maintaining, and retiring the debt for such public Sewage Works, if any. The liability for payment of any user charges, connection fees, or other charges levied by the District shall be against the owner or owners of real property which is connected to District sanitary sewers made available for collection and treatment of wastewater generated on the property and such property is subject to a statutory lien for payment as provided in section 204.455, RSMo.

### **Section 3.05 GENERATION OF ADEQUATE REVENUES**

1. The user charge system shall generate adequate annual System Revenues to pay costs of Operation and Maintenance, to pay principal of and interests on the Revenue Bonds, if any, and to provide funds to meet the requirements of the Bond Ordinances, if any, including Replacement, which the District may by resolution designate or have designated to be paid by the user charge system or other available funds. The user charge system may consider other sources of funds available to the District to help fund the Operation and Maintenance, Replacement, upgrades, improvements, and new construction, and debt service associated with the District's System.
2. That portion of the total User Rates collected which is to be for Operation and Maintenance and, after meeting the requirements of the Bond Ordinances, if any, for Replacement may be deposited in separate non-lapsing funds and accounts as follows:
  - A. Operations Account
    - 1) An account designed for the specific purposes of defraying Operation and Maintenance costs of the System.

**B. Reserve Fund Account**

- 1) An account designed for funds in excess of the yearly Operations costs of the District to be held in case of emergencies, exigent circumstances, and the need to meet future operations or replacement expenses. Deposits in the Reserve Fund Account shall be made annually from the excess revenue of the Operations Account at the direction of the District Administrator.

**C. Capacity Fee Account**

- 1) An account designed for the specific purposes of funding future Replacement and/or upgrade and expansion of the System by the collection of Capacity Fees charged to property owners at the time they are connecting to the Sewage Works.

**D. Capital Improvement Account**

- 1) An account designed for the specific purposes of paying for capital improvement projects and expenditures funded by the Taney County Sewer Sales Tax.

**E. Other Accounts**

- 1) Other accounts shall be established from time to time as necessary and as directed by the District Administrator in order to pay for special projects, expenses, security deposits, etc.
3. Fiscal year-end balances in the Operation, Reserve Fund, Capacity Fees, and Capital Improvement Accounts shall be carried over to the same accounts in the subsequent fiscal year and shall be used for no other purpose than those designated for these accounts. Monies which have been transferred from other sources to meet temporary shortages in the Operations Account shall be returned to their respective accounts upon appropriate adjustment of the user rates for operation and maintenance and for replacement. The user rates shall be adjusted such that the transferred monies will be returned to their respective accounts within the fiscal year following the fiscal year in which the monies were borrowed.
4. The District is authorized to invest and/or place monies in banks as certificates of deposits (CDs) in order to earn interest on funds in reserve not regularly needed to meet the financial obligations of the District.

**Section 3.06 USER RATES**

1. This article will set the rates to be charged to property owners for the collection and treatment of sewerage in order for the District to meet its annual budgeted expenditures. Each property owner shall pay for the sewerage collection and treatment services provided by the District, based on the determined non-metered flat rate for Residential Contributors or the volumetric metered charge for Non-Residential Contributors. Budgeted revenue and expenditures are approved annually by the Board. Budget documents showing justification for the set user rates may be requested through the District office.
2. For industrial and commercial contributors (Non-Residential Contributors) User Charges for the collection and treatment of sewerage shall be based on water used during the current month. If a commercial or industrial contributor has a consumptive user of water, or in some other manner uses water which is not returned to the wastewater collection system, the User Charge for that contributor may be based on a wastewater meter or separate water meters

installed and maintained at the contributor's expense and in a manner acceptable to the District.

3. Rates for Residential and Non-Residential Contributors

- A. For Residential Contributors, the minimum monthly flat rate charge for the collection and treatment of sewerage for each separate structure shall be as follows:

<u>Unit</u>	<u>Flat Monthly Rate</u>
<b>Residential Contributor</b>	<b>\$37.50</b>

- B. For each Non-Residential Contributors, the minimum volumetric charge for the collection and treatment of the first 2,000 gallons of sewerage shall be as follows:

<u>Unit</u>	<u>Minimum Monthly Rate</u>
<b>Non-Residential Contributor</b>	<b>\$37.50</b>

- 1) **In addition, each Non-Residential Contributor shall pay a user charge of \$7.98 per 1,000 gallons of water (or wastewater) above the minimum monthly rate.**
  - 2) To qualify for the metered rate, the contributor must be Non-Residential and shall have a District approved meter and approved meter reading method.
4. For those contributors who contribute wastewater, the strength of which is greater than normal domestic sewage, a Surcharge in addition to the normal User Charge will be collected.
- A. The Surcharge is:      \$0.87 per pound BOD and \$0.65 per pound TSS.
5. The District shall restrict the users from discharging industrial or other waste waters that fail to meet the criteria set forth in the District's Sewer Use Regulation and from discharging surface water, rainwater, and ground water into the District's interceptors, pumping systems, or any other part of the District's collection and treatment systems. Any user which discharges any toxic pollutants which cause an increase in the cost of managing the effluent or the sludge, or any water user which discharges any substances which singly or by interaction with other substances causes identifiable increases in the cost of operation, maintenance, or replacement of the System, shall pay for such increased costs. If tests conducted by the District indicate wastewater discharged by the user exceed the quality criteria established in the District's Sewer Use Regulation, the District may:
- A. Require pretreatment to an acceptable condition before discharge, in keeping with good engineering practices and recommendations of the Missouri Department of Natural Resources or other regulatory agencies.
  - B. Require a surcharge payment to cover the additional cost of pumping and treatment for characteristics outside the established limits in keeping with good engineering practices and the recommendations of the Missouri Department of Natural Resources or other regulatory agencies. Such charges shall be as determined by the District.
6. The User Rates established in this article apply to all properties served by the Taney County Regional Sewer District.
7. At no time will the District discontinue billing a property owner for structures that are connected to the System, with the exception of exigent or extenuating circumstances such as



severe damage by fire, flood, or other events subject to approval by the District.

8. Property owners, upon request and written approval and inspection by the District, may demolish or remove a structure from their property, properly disconnecting the structure from the System, at which time the user charge will be discontinued.

### **Section 3.07 BILLING AND ENFORCEMENT**

1. All property owners will be billed monthly based on actual water used for Non-Residential Contributors or on a flat rate charge if a Residential Contributor. For Residential Contributors, each separate structure will be billed a flat rate charge.
2. Sewer bills will be prepared and mailed out to each property owner once each month for the previous months use; and will be considered delinquent, incurring late penalties, if not paid by the prescribed due date each month. Non-payment of sewer charges may result in the termination of water service (if applicable) until such bill is paid. The property owner will be responsible for all fees associated with water service termination for non-payment of sewer bills, which may include, but is not limited to, shutoff/disconnect and turn-on/reconnect fees, and lost revenue reimbursed to the water provider. At the owner's request, the District may provide a copy of the regular monthly billing to be sent to a tenant or persons other than the property owner. However, the owner is solely responsible for payment of all charges. The District is not responsible for contacting tenants due to non-payment.
3. It shall be the duty of the District to notify property owners if their account becomes delinquent. The District may proceed immediately to cause water service to each delinquent customer to be discontinued upon proper notification.
4. A late fee of \$5.00 per month will be charged to the accounts of all Residential Contributors for balances remaining after the prescribed due date each month. A late fee of five percent (5%) of the outstanding account balance or a minimum of \$5.00 will be charged to all Non-Residential Contributors on balances not paid in full by the prescribed due date each month.
5. All returned checks or ACH withdrawals will be charged a \$25.00 Returned Check Fee.
6. As per Chapter 204 of the Revised Statutes of Missouri, a lien may be placed on the property when an account is in the arrears one hundred twenty (120) days and the lien will remain until such bill is paid in full. If a lien is placed on a property, the property owner will also be responsible to pay for lien placement and release fees.
7. As per Section 249.255 of the Revised Statutes of Missouri, any property owner or customer whose bill for sanitary sewer services is more than ninety (90) days in arrears shall be notified by certified and first class mail that their bill is past due and their premises are subject to having sanitary sewer service disconnected by the District from the main line by removing the grinder pump, disconnecting the property owner's service line from the system or by other means of disconnection. Said notice shall state that payment in full must be received within thirty (30) days of the date of such notification. The District shall not be liable for any damages or expenses directly or indirectly resulting from the continued usage of the plumbing facilities of the property after the service has been terminated whether caused by overflow or other causes. Any disconnection from sanitary sewer services must be approved by the District Board of Trustees prior to initiating the disconnection and shall be made in compliance with the provisions of Missouri Statutes.

**Section 3.08 APPLICATIONS**

1. Application for sewerage services shall be made to the District office by the owner of the property to be served. Pursuant to RSMo. 250.140 all sewer services require an application by the property owner and acceptance of such application by the District prior to establishment of an account. The property owner will be billed directly for the services provided, and as a result, any delinquent payment of a bill, late fee or other charges becomes the sole responsibility of the property owner rather than any occupant or tenant.
2. All new connections must be made in accordance with the District's Sewer Use Regulation and User Rate Regulation. By submittal of said application, the property owner agrees to be and to remain in compliance with the District's duly adopted Sewer Use Regulation and User Rate Regulation. Upon approval of such application, the applicant shall have the right to connect to the Sewage Works. The District will prescribe a capacity/connection fee to be paid by such applicant at the time of application. The District shall have the right to inspect all such service lines and connections and to reject such service lines and connections due to poor workmanship, inadequate materials, or other known violations of the District's regulations.
3. An application for voluntary shut-off ("VSO") of sewer services may be submitted to the District office by the property owner of record for situations where a structure will be vacant for an extended period. A property owner requesting a voluntary shut-off of sewer services shall pay a fee of \$35.00 for District staff to implement the shut-off and turn-on of sewer services. Once a VSO is implemented the monthly sewer charge will be reduced to \$15.00 per month. The property owner must contact the District to have the VSO removed. If a property owner does not contact the District to have the VSO removed a sewer backup may occur at the property as a device may be installed in the property's service line to block flow while on VSO.

**Section 3.09 CAPACITY FEES**

1. The following capacity/connection fees apply to all new connections to the District's System:
  - A. The capacity fee for all residential units, such as single-family residences, each half of duplex residences, apartment units, condo units, boarding houses, and mobile homes shall be one thousand five hundred dollars (\$1,500.00).
  - B. The capacity fee for all non-residential units or commercial buildings shall be seven dollars and forty cents (\$7.40) per gallon per day of estimated wastewater flow. The estimated wastewater flow shall be calculated in gallons per day based on the uses as shown in Exhibit A – Capacity Fee Schedule which is attached hereto and incorporated herein by reference.
  - C. For Commercial and Industrial Facilities not listed above, domestic wastewater only, the capacity fee may be calculated utilizing 15 gpd/employee times current rate/gpd or total square foot divided by 400 times 15 gpd times current daily rate/gpd, subject to approval by the District.
  - D. The property owner may request a variance from the District from the estimated wastewater flow for purposes of calculating the capacity fee if sufficient documentation is provided to justify a lower contribution, subject to approval by the District.

- E. The District hereby waives all capacity/connection fees for properties served during the construction of District sewer projects and for up to one year after the date of substantial completion of each sewer project.

### **Section 3.10 USER CHARGE SYSTEM REVIEW**

1. The District will review the user charge system each year and revise user rates as necessary to ensure that the System generates adequate revenue to pay the costs of Operation and Maintenance, to pay principal of and interests on the Revenue Bonds, if any, and to provide funds to meet the requirements of the Bond Ordinances, if any, including Replacement, and that the system continues to provide for the proportional distribution of operation and maintenance and replacement costs among users and user classes. The District may consider other sources of funds available to help fund the Operation and Maintenance, Replacement, and debt service associated with the District.
2. The District will notify each user at least annually of all rate changes, if any, in conjunction with a regular bill charged for sewerage service.

## **Article IV. DEVELOPMENT REGULATIONS**

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### **Section 4.01 PURPOSE**

1. These regulations govern the development of land within Taney County, Missouri where public use requires the subsequent design, construction, and eventual operation of public sewer extensions and wastewater treatment facilities that discharge to the waterways of the county. These regulations are enacted in order to protect and promote the public health and to ensure new sewer extensions and wastewater treatment facilities are designed and constructed in accordance with State and Federal laws and requirements and ultimately to provide for the safe and efficient delivery of wastewater collection and centralized treatment services within the areas of Taney County, Missouri.

### **Section 4.02 AUTHORITY**

1. These regulations are enacted under the authority vested in the Taney County Regional Sewer District by sections 204.320 and 204.330, Revised Statutes of Missouri.
2. The Taney County Regional Sewer District is the local approving authority of any proposed wastewater system to be constructed in the unincorporated areas of Taney County.

### **Section 4.03 JURISDICTION**

1. These regulations shall be applicable to all areas within Taney County, Missouri, to which the District operates and maintains public sanitary sewer systems and facilities or may operate such facilities in the future.

### **Section 4.04 GENERAL PROVISIONS GOVERNING DISPOSAL OF WASTEWATER**

1. The following general provisions shall be applicable to the disposal of wastewater or sewage:
  - A. Developers and/or persons desiring to develop land within Taney County, Missouri must provide for the proper disposal of sanitary sewer wastewater in accordance with the Missouri Clean Water Law, the Missouri Department of Natural Resources requirements, and these regulations.
  - B. Developments proposing to connect to the District's existing public sanitary sewer system, or a municipal public sanitary sewer system in the unincorporated area of the county, or constructing a new wastewater treatment facility in the unincorporated area of the county must be designed by a licensed professional engineer registered in the State of Missouri and in accordance with the Missouri Department of Natural Resources requirements and the District's Standard Details and Technical Specifications.
  - C. Developers or their contractors that will be performing construction of wastewater facilities connecting to a District maintained system must be experienced, capable, and professional in performing the work in a quality, safe, and workman like manner. Contractors must maintain general liability insurance in the amounts and kinds sufficient for the type and cost of work they are performing. Contractors are responsible for all damage that may occur to the District's facilities caused by their work. At a minimum, contractors must maintain a \$5,000 utility/permit bond in the District's name as security for damages that may occur to the District's facilities.

**Section 4.05 CONNECTION TO A DISTRICT MAINTAINED SYSTEM**

1. Any development in which connection to a District maintained collection system is proposed must be granted approval from the District. For sewer extensions proposed to serve Administrative Minor Subdivisions or existing subdivided land, the Board of Trustees hereby delegates its authority to the District Administrator for approval of said sewer extensions. Sewer extensions proposed to serve Major Subdivisions require approval from the District Board of Trustees.
2. Pre-Submittal Meeting
  - A. The pre-submittal meeting is necessary to provide a time in which the District and the Developer and/or his/her representative can meet to discuss the proposed layout and design of their project, sewer system capacity concerns, the review and approval process, and the necessary information required, including whether or not a DNR construction permit is required, and which entity will be responsible for the difference pieces of infrastructure after the project is complete. A preliminary plat, plan, or aerial photo of the project site will be required at this meeting to use as a point of discussion. At this meeting the District will explain the requirements to obtain approval of the sewer extension and give directions to the Developer for completing the required sewer extension application, capacity analysis, plan review, execution of the final decision of record, inspection of the work, testing of the constructed infrastructure, and submittal of final record drawings, and transfer of assets agreements.
3. System Cost Analysis and Approval of Low-Pressure Sewer Systems
  - A. Low pressure sewer systems create hydrogen sulfide gases that result in nuisance odors and deterioration of sewer infrastructure. The District will not accept any other types of sewage collection systems other than conventional gravity sewer systems unless it can be shown through a system cost analysis, as described herein, that a low-pressure sewer system cost of construction and long-term operations is equal to or less than the construction and long-term operational cost of a conventional gravity sewer. Unless waived by the District, all new developments proposing the construction and usage of a low-pressure sewer system that will connect to the District's sewer utility must present a thorough system cost analysis completed by a professional engineer licensed in the State of Missouri. The system cost analysis must compare the construction and additional operation and maintenance costs of the low-pressure sewer system to the construction and operations costs of a conventional gravity collection system including twenty (20) year present worth calculations for each system.
  - B. The system cost analysis must include all components of the system that will be owned and operated by the District, including:
    - 1) Gravity sewers
    - 2) Manholes
    - 3) Lift stations
    - 4) Force mains
    - 5) Grinder pumps (whether or not they are installed by the Developer)

- 6) Low pressure sewer mains
  - 7) Low pressure lines between grinder pumps and mains
  - 8) Flushing assemblies
  - 9) Valves (all types)
  - 10) Odor/corrosion control stations
  - 11) All other related infrastructure.
- C. The system cost analysis shall include all construction costs including all labor, materials, equipment, and overhead for a complete installation. The District may require that construction costs for items not specifically listed be included so long as they are required components of the system.
- D. The system cost analysis shall include a drawing(s) showing preliminary layouts for both the low-pressure sewer system and a conventional gravity sewer system alternative. This drawing(s) must be prepared by a Professional Engineer licensed in the State of Missouri and must include the following:
- 1) Project name
  - 2) Developer's name and address
  - 3) Engineer's name and address and Engineer's signed and dated seal
  - 4) Location map drawn to scale
  - 5) Existing and proposed property lines
  - 6) Existing utilities
  - 7) Existing structures
  - 8) Existing roads and public infrastructure
  - 9) Existing elevation contours
  - 10) Proposed elevation contours (if required by the District)
  - 11) Proposed low-pressure sewer concept plan view (showing all system components)
  - 12) Conventional gravity sewer concept plan view (showing all system components)
  - 13) Drawing scale
- E. At the District's discretion, the system cost analysis may be subject to additional engineering review at the Developer's expense. The District will review each request to construct a low-pressure sewage system on its own merit and the District's decision will be final.
- F. If the District approves a request for a low-pressure sewer system, or the system cost analysis requirement is waived, the Developer may proceed with the capacity analysis, plan review, and eventual permitting and construction of the low-pressure sewer system based on the criteria contained herein. The District will not accept ownership, operation, or maintenance responsibility for any new individual grinder pump units except those

units that are to be installed and utilized in a regional pumping/lift station that is approved by the District.

#### 4. Capacity Analysis

- A. A Capacity Analysis will be conducted in order to determine if the District's existing systems have available capacity to accept the wastewater to be generated from the proposed development or if upgrades or modifications to the District's systems are required. The District Administrator may waive the requirement for a capacity analysis for developments where impact to the District's existing systems are minimal, in the sole discretion of the District Administrator.
- B. The Capacity Analysis will be performed by one of the District's consulting engineering firms, as selected by the District Administrator, and the Developer is required to complete and execute the District's Capacity Analysis/Plan Review application and pay for the services. The said application shall provide necessary information to the District on the proposed development to assist in evaluating the impacts of the proposed development to the District's systems and provides general terms for payment of Capacity Analysis/Plan Review services by the Developer.
- C. One set of preliminary engineering plans, specifications, and engineering report shall be submitted to the District and the District's consulting engineer performing the Capacity Analysis. It is recommended that the Developer provide accurate information in order to expedite this process thus keeping the costs for these services to a minimum. The information must give specific detail regarding design average and peak flows, population equivalents and proposed point of connection to the District's system. Submittals are to be provided in electronic PDF format unless paper copies are requested by the District.
- D. After completion of the Capacity Analysis, and upon payment by Developer for the services of the District's consulting engineer performing the Capacity Analysis, the District will issue to the Developer the results of the Capacity Analysis and its "Will Serve" letter if acceptable.
- E. Based on the results of the capacity analysis, upgrades to the District's existing system may be necessary. In this event, the Developer and the District shall enter into a "Development Agreement" that will specify how the development will be approved to proceed. It is the general policy of the District that the cost of any necessary upgrades shall be borne by the Developer. The estimated cost to perform said upgrades must be paid to the Taney County Regional Sewer District in the form of a cashier's check or electronic funds transfer to the District's account prior to the development being allowed to move forward in the process.

#### 5. Plan Review

- A. Upon completion of the Capacity Analysis phase, the Plan Review process will begin. A completed sewer extension application, and one set of preliminary engineering plans, specifications and engineering report shall be submitted to the District, who may enlist one of the District's consulting engineers to perform the plan review. The cost of the consulting engineer's service will be charged to the Developer by the Consulting Engineer firm at an hourly rate the same as described in the Capacity Analysis section

above. It is recommended that the Developer provide accurate information in order to expedite this process thus keeping the costs for these services to a minimum. The information must give specific detail regarding design and peak flows, population equivalents and point of connection to the District's system.

- B. During the Plan Review process, the Developer's consulting engineer shall provide preliminary engineering plans, specifications, and an engineering report to the District, and the District's consulting engineer for review. The District and its consulting engineer will provide comments and the Developer's consulting engineer shall sufficiently address all comments provided by the District and its consulting engineer. Once the Developer's consulting engineer has sufficiently addressed all comments on the plans, specifications, and engineering report the Developer may progress to Concept and Final Approval. Prior to completing the Plan Review phase, the Developer must obtain a continuing authority letter, or use an approved DNR form, to obtain approval from the District and the continuing authority treatment facility where the wastewater from the proposed development will be treated. A copy of this letter or DNR form must be forwarded to the District.

#### 6. Concept Approval (Major Subdivisions Only)

- A. The concept approval meeting is the time that the project is presented to the Taney County Regional Sewer District Board of Trustees for their review and is required for all Major Subdivisions only. At this time, the project's file shall include a completed project application, assessor property number identifying the location of the site, a copy of the capacity analysis, complete engineering report and accurate engineering design plans and specifications. This information must be presented at least two-weeks (2) prior to the requested meeting date to provide time for staff review. Once all necessary information is on file and found to be in order, the project will be placed on the next available meeting agenda for concept presentation to the Board. If all the information is deemed to be in order and concept approval is granted by the Board, the Continuing Authority Letter will be signed and the project will be allowed to move forward to begin the Missouri Department of Natural Resources (DNR) review and approval process. If there are issues or questions from the Board, the Developer must address them and resubmit documentation for the next Sewer Board meeting, if necessary.

#### 7. Final Approval and Decision of Record

- A. After Concept Approval (Major Subdivisions Only) or for projects that are Administrative Minor Subdivisions or existing subdivided land, and the project has been reviewed and approved by the DNR and the "Construction Permit" issued, the project is ready to proceed with Final Approval. The Final Approval requires that the District have on file the most recent up to date electronic set of signed and sealed final plans, specifications, and engineering report, along with a copy of the DNR construction permit, and a construction cost estimate of the project to be provided by the Developer's project engineer. Also, if any part of the engineering documents including the engineering report, design plans or specifications has changed due to DNR requirements, the District shall be copied of all changes. After review of the final documents by the District and its consulting engineer, and if all documents, plans, specifications, applications, DNR permits, and report are found to be in order then the Decision of Record will be prepared



and sent to the Developer for execution. The Decision of Record must be followed throughout the project. If it is shown that the Decision of Record is not being followed, the approval shall be revoked, and construction halted on the project until the issue is corrected in a manner consistent with the District's regulations.

- B. Once the project is granted final approval, capacity in the District's system is reserved for only five (5) years from the date that final approval was issued. If the Developer does not construct the project within five (5) years from final approval the capacity reservation may be revoked.
- C. The District charges an inspection fee that is equal to five (5) percent of the estimated cost of construction as provided by the project engineer to cover the District's expense in providing an inspector to inspect the construction of the facilities. This fee will be determined as part of the Final Approval and must be paid by the Developer to the District before the start of construction.

#### 8. Construction of Wastewater Facilities

- A. Prior to beginning construction of the wastewater facilities, a preconstruction meeting must be held to be scheduled and coordinated by the Developer or his representative or contractor. All pertinent parties shall be invited to the preconstruction meeting such as local utility companies, road and bridge departments, project owner, project engineer, District staff including operations manager and inspector, and the District's consulting engineer. Required attendees include the property owner or their designated representative, the contractor performing the work, and District representatives. The preconstruction meeting is a time to share contact information and to discuss the plan for the facilities to be built, schedules, inspections, coordination issues, etc. The Developer and/or his representative or contractor must coordinate with the District's inspector at least twenty-four (24) hours in advance for inspections of the work. Inspections and observations must be performed and witnessed by the District's inspector on all components of the wastewater facilities to include sewer mains, service lines, grinders, lift stations, and all other appurtenances. The District reserves the right to require the Developer or his contractor to uncover work that has been completed and backfilled and was not properly inspected or observed by the District inspector. The District reserves the right to inspect all systems before acceptance and may reject any system that does not meet its requirements.

#### 9. Acceptance By District of Facilities

- A. At the time of completion of the wastewater facilities and prior to acceptance of the facilities by the District, an agreement shall be entered into providing for the transfer of assets to the District as well as the Right-of-Way easements necessary to access and maintain the facilities. All components of the system must be tested in accordance with the District approved specifications to ensure proper construction demonstrating a passing result of each test. Any deficiencies found must be corrected prior to acceptance by the District. All testing results must be certified by the project engineer and submitted in writing to the District prior to final connection being approved. Any development making connection to the District's system prior to these issues being complied with shall be promptly disconnected. The Developer must reimburse any and all costs incurred for this disconnection from the District system before final connection will be allowed. The

Developer shall be responsible for the workmanship and components of the system for a period of one year beginning at the date of acceptance by the District. It shall be the responsibility of the Developer to correct, at his/her expense, any failures of the system resulting in poor workmanship or component, material, or equipment failure.

- B. Sewer easements providing for the construction, operation, maintenance, and repair or replacement of any sewer system to be dedicated to the District shall be provided on an approved plat or on a form approved by the District, duly recorded, and supplied to the District prior to the District's acceptance of the system. Detailed sewer easement drawings and exhibits clearly outlining the exact location of each easement shall also be submitted with the easement documents.
- C. After the District accepts a newly constructed sewer system, the District will assume the ownership and responsibility for operating and maintaining the system. The District's responsibility will extend only to the sewer main and does not include individual grinder pump units or service lines or the connections of service lines to the mains. All new collection systems connecting to the District's systems shall be owned and operated exclusively by the District, unless otherwise defined in the Decision of Record. Individual grinder pump units and sewer service lines will not be owned, operated, or maintained by the District.
- D. After acceptance of the facilities the Developer must provide electronic PDF record drawings and as-builts signed and sealed by the project engineer along with electronic GIS shapefiles of the project. Record drawings must show the location, size, depth, elevations, lengths, and materials of each component of the sewer system and must be drawn to scale. Record drawings must be received by the District prior to their acceptance of any portion of the sewer system. GIS shapefiles must be in the format required by the District for implementation into the District's GIS.

#### 10. Development Check List

- A. The Developer and District shall utilize a check list for required items and milestones to be completed throughout the project. The check list is shown in Exhibit B – Development Check List which is attached hereto and incorporated herein by reference.

### **Section 4.06 CONNECTION TO MUNICIPALLY OWNED SYSTEMS**

- 1. Any proposed development in the unincorporated areas of the county in which connection to a municipally owned system is proposed and where the development is subject to an intergovernmental agreement by and between the District and the subject municipality, where jurisdiction for wastewater facilities has been delegated to the municipality, the Developer must comply with the requirements for connection of the subject municipality.
- 2. Any proposed development in the unincorporated areas of the county in which connection to a municipally owned system is proposed and where the development is NOT subject to an intergovernmental agreement by and between the District and the subject municipality, the Developer must comply with the requirements for connection of the District as if connecting to a District maintained system as provided herein and become a customer of the District including paying and providing for the installation, operation, and maintenance of flow metering devices and structures necessary for billing purposes and payment of wholesale treatment rates to the subject municipality. Payment of connection/capacity fees by the

Developer to the subject municipality may be required for connection to and use of the municipality's wastewater collection and treatment system.

**EXHIBIT A - CAPACITY FEE SCHEDULE****COMMERCIAL FACILITIES**

<b>TYPE</b>	<b>FLOW (GPD)</b>	<b>TYPE</b>	<b>FLOW (GPD)</b>
TERMINALS (AIRPORTS, BUS, RAILROAD, ETC.)	5/PASSENGER	MOTEL/HOTEL/RESORTS WITH COOKING FACILITIES	175/ROOM
LAUDROMATS	480/MACHINE	OFFICES	25/PERSON/SHIFT
BEAUTY SHOPS/SALONS	125/CHAIR	SERVICE STATIONS	250/RESTROOM
BOWLING LANES	50/LANE	24 HOUR SERVICE STATIONS	325/RESTROOM
BUSINESSES	25/EMPLOYEE	MOVIE THEATERS	5/SEAT
FACTORIES	25/PERSON/SHIFT	DRIVE-IN THEATERS	15/SPACE
FACTORIES W/ SHOWERS ADD	10/PERSON/SHIFT	WAREHOUSES	30/EMPLOYEE
MARINAS	10/BOAT SLIP	PUBLIC PARKS (TOILET ONLY)	5/USER
MARINAS W/ BATHHOUSE ADD	10/BOAT SLIP	CAR WASH	1200/BAY
MOTEL/HOTEL/RESORT	120/ROOM		

**CAMPS AND RV PARKS**

<b>TYPE</b>	<b>FLOW (GPD)</b>	<b>TYPE</b>	<b>FLOW (GPD)</b>
CONSTRUCTION OR WORK CAMPS	60/PERSON	SUMMER CAMPS	60/PERSON
CAMPGROUNDS WITH COMFORT STATION (W/O WATER & SEWER)	100/CAMPSITE	TRAVEL TRAILER/RV PARKS (W/ WATER & SEWER)	60/SPACE

**ASSEMBLY AND MERCANTILE**

<b>TYPE</b>	<b>FLOW</b>	<b>TYPE</b>	<b>FLOW</b>
RETAIL STORES	120/1000 SF SALES AREA	COUNTRY CLUB	20/MEMBER
STADIUM, AUDITORIUM	5/SEAT	CHURCHES (W/O KITCHEN, FOOD SERVICE)	3/SEAT
SWIMMING POOLS, SPAS, BATHHOUSES	10/SEAT	CHURCHES (W/ KITCHEN ONLY, NO DAYCARE OR DAY CAMP)	5/SEAT

**FOOD OR DRINK ESTABLISHMENTS**

<b>TYPE</b>	<b>FLOW (GPD)</b>	<b>TYPE</b>	<b>FLOW (GPD)</b>
CAFÉ OR RESTAURANT	5/PERSON & 15/EMPLOYEE	TAVERN OR BAR	2/PERSON & 15/ EMPLOYEE
FAST FOOD (PAPER SERVICE)	3/PERSON & 15 EMPLOYEE	RESTAURANT SERVING ALCOHOLIC BEVERAGES	5/PERSON & 15/EMPLOYEE
RESTAURANT GRINDING GARBAGE	6/PERSON & 15/EMPLOYEE		

**INSTITUTIONAL**

<b>TYPE</b>	<b>FLOW (GPD)</b>	<b>TYPE</b>	<b>FLOW (GPD)</b>
HOSPITAL	300/BED	BOARDING SCHOOL	60/STUDENT
RESIDENTIAL CARE FACILITY	60/PERSON	DAY SCHOOL (W/ CAFETERIA, GYM & SHOWERS)	15/STUDENT
REST HOME OR NURSING HOME W/ LAUNDRY	120/BED	DAY SCHOOL (W/ CAFETERIA ONLY)	12/STUDENT
REST HOME OR NURSING HOME W/O LAUNDRY	60/BED	DAY SCHOOL (W/O CAFETERIA OR SHOWERS)	10/STUDENT
DAYCARE FACILITY	15/PERSON		

**EXHIBIT B - DEVELOPMENT CHECK LIST****PROJECT NAME:** \_\_\_\_\_

CHECK LIST ITEM/DESCRIPTION	COMPLETED	DATE
Pre-Submittal Meeting		
System Cost Analysis and Approval of Low-Pressure Sewer Systems		
Capacity Analysis Application		
Capacity Analysis Results Letter		
Will Serve Letter/Concept Approval Issued		
Completed Project Application		
Engineering Report (Prepared in accordance with DNR requirements)		
Engineering Plans & Specifications		
Continuing Authority Letter signed		
Concept Approval Granted (Major Subdivisions Only)		
Copy of DNR "Construction Permit" Provided to District		
Copy of DNR Approved Plans and Specifications Provided to the District		
Cost Estimate/Actual Bids Provided for Calculation of Inspection Fee		
Developer Paid the Inspection Fee		
Final Approval and Decision of Record Issued and Executed		
System Tested and Certified in Writing by Project Engineer		
Agreement for Transfer of Assets Executed by Developer		
Easements or Plats to Access and Maintain Facilities Granted/Approved by the District		
District has received Final Electronic PDF Record Drawings and GIS Shapefiles		
District Acceptance of Facilities Letter Issued with Notification of Warranty Period		
GIS Accurately Updated with Linework/Elements from Record Drawings/Shapefiles		