

## **RULES AND REGULATIONS (Residential Users)**

These rules are issued in compliance with the provisions of the Bylaws of the Noble County Rural Water District # 2 and are designed to govern the supplying and taking of water service in a uniform manner for the benefit of the members. They are subject to change from time to time.

**DEFINITIONS:** The following expressions when used herein will have the meaning stated below:

1. **Applicant:** Any individual, firm, partnership, corporation, or other agency owning land located within the service area who applies for water service and membership for residential use only.
2. **Membership Certificate:** A right entitling the holder to one water service connection provided he/she meets all requirements stipulated under the “Bylaws” and “Rules and Regulations”.
3. **Board:** The Board of Directors of the District is elected by members of the Water District as stipulated in the Bylaws.
4. **Consumer:** Any individual, firm, partnership, corporation or other agency receiving water service from the Water District as a residential user only.
5. **Point of Delivery:** The point of delivery of water service shall be at the meter, unless otherwise determined by the Board of Directors.
6. **Water Service:** The term “water service” when used in connection with the supplying of water shall mean the availability for use by the consumers. All requests are based upon the availability of water determined by hydraulic analysis. Service shall be considered as available when the Water District maintains the water supply at normal pressure at the point of delivery, in readiness for the consumer’s use, regardless of whether the consumer makes use of it. Such service shall consist of facilities for supplying water to one residence. Only the applicant can own the residence to be eligible for one membership (meter), as determined by the Board of Directors.

It is the policy of the Water District to not allow multiple residential users through a single meter.

## GENERAL RULES

1. The supplying or taking of water service will be in conformance with these rules and the applicable water rate schedule, as adopted by the Board of Directors, and filed with the Administrative Assistant of the Water District; provided, however, the water rates schedule is subject to change by action of the Board, whenever the Board determines that the total amount derived from the collection of water changes is insufficient for the payment of operating costs, emergency repairs, or debt service.
  
2. Applicants for service shall file an application with the Administrative Assistant of the Water District at its business office. Such application shall not be approved unless voted and approved by the Board and the Applicant:
  - a. pays the Water District the current membership fee as approved by the Board;
  - b. pays the Water District for the costs of installing the water meter on his/her property;
  - c. pays the Water District a meter deposit;
  - d. pays the Water District the cost of any line extension, road crossing, or boring under any permanent road or highway when such line extension, road crossing, or boring is necessary to place the water meter on applicant's property; and
  - e. pays any other expense required for installation of water to applicant's property.
  
3. Before installing a water service connection and providing water available for use, the Board may require the applicant to pipe his/her home and be in readiness to accept service.

**Service is for the sole use of the applicant:** A standard water service connection is for the sole use of the applicant or consumer, and does not permit the extension of pipes to transfer water from one property to another, nor to share, resell, or sub-meter to any other consumer. If an emergency or specific situation should make such an arrangement advisable, it shall be done only on specific written permission of the Board for the duration of the emergency. Furthermore, if the account is for rental property owned by the applicant, the applicant will be solely responsible for the payment and maintenance of said account.

**Rights of Access:** Representatives of the Water District shall have the right at all reasonable hours to enter upon the applicant's property to read and test meters, inspect piping and to perform other duties for the proper maintenance and operation of service, or to remove its meters and equipment upon discontinuance of service by consumers. The consumer shall provide clear, clean, and safe access to the meter for monthly meter readings. The Water District shall assess a fifty-dollar (\$50.00) fee, every billing cycle, in which the meter is obstructed during the regular meter reading cycle causing Water District employees multiple trips to the location to get the reading.

**Continuity of Service:** The Water District will make all reasonable efforts to supply continuous, uninterrupted service. However, it shall have the right to interrupt service for the purpose of making repairs, connections, extensions, or for other necessary work. Efforts will be made to notify applicants who may be affected by such interruptions, but the Water District shall not be responsible for losses which might occur due to such necessary interruptions. Nor shall the Water District be responsible for losses caused by storms, floods, or other causes beyond its control.

**Rural Water District Meters:** After the Board has approved an application for membership, and the applicant pays the Water District all fees and costs as set out in “Rules and Regulations General Rules” paragraph two (2) the water meter for such service will be furnished, installed, owned, inspected, tested and kept in operating condition by the Water District.

7. That meter will be set on the premises to be served at the closest point on the applicant’s premises as designated by the Board; preferably, close proximity of the residential driveway of that property. The consumer shall be responsible for all piping from the dwelling to the meter.

A complete record of tests and histories of meters will be kept. Meter tests will be made by the Water District according to the methods of the American Water Works Association, as often as deemed necessary by the Board.

**Meter Accuracy:** Service meters whose errors do not exceed two percent (2%) fast or slow shall be considered as being within the allowable limits of accuracy for billing purposes. The percentage of error will be considered as that arrived at by taking the average of the error at full load and that at ten percent (10%) load, unless the consumer’s rate of usage is known to be practically constant in which case the error at such constant use will be used.

**Meter Location:** Meters shall be set in an accessible place adjacent to the property line of the member except where otherwise directed by the Water District. All meters shall be set horizontally and never connected to a vertical pipe.

**Bill:** Bills will be rendered for service by the 5<sup>th</sup> day of the month following that in which the service was rendered as set forth in the rate schedule. Bills not paid by the 15<sup>th</sup> day of the month shall be subject to a 10% late charge. Accounts with a delinquent balance of thirty (30) days, regardless of the account balance, shall result in disconnection of service and a disconnection/reconnection fee in an amount approved by the Board shall be levied upon the account. Payment shall be made in full, including the disconnection/reconnection fee, before disconnected service is restored. Payments for disconnected service must be made at the Water District’s office during regular business hours. No payments will be accepted by employees in the field. Failure of the Water District to submit a bill shall not excuse the applicant from his/her obligation to pay for the water.

**Reconnection Charge:** The reconnecting charge for the restoration of service, if reconnection is authorized and approved under the provisions of the bylaws of the Water District, after each suspension of service because of delinquent payment or for other infraction of the rules, shall be the unpaid amount charged to date against the applicant's membership, plus the disconnection/reconnection fee, and any reasonable costs of materials and labor necessary to make such reconnection.

**Requested Meter Test:** Meter tests requested by applicant will be performed without cost to the applicant if the meter is found to be in excess of two percent (2%) fast. Otherwise the applicant for whom the request test was made will be charged with the cost of making the test. If the meter is tested for loss of excess water use and the meter is found to be within two percent (2%), the consumer must pay the charge in full.

**Applicant's Responsibility:** The applicant shall be responsible for any damage to the meter installed for service, on account of any cause other than normal wear and tear.

**Change of Occupancy:** It shall be the responsibility of the consumer to anticipate changes in occupancy, and to have the membership certificate transferred to the new member as prescribed in the bylaws. Until the certificate is formally transferred, the original holder shall be responsible for payment for service. All charges levied against a member must be paid before the membership certificate may be transferred, or service resumed where there has been a suspension. The new member shall complete a Certificate of Membership and pay a deposit on the meter. All meters, regardless of ownership or how they are acquired, shall be assessed the current meter deposit rate.

**Applicants having excessive water requirements:** In the event an applicant whose water requirements are found to exceed the Water District's ability to supply it without adversely affecting service to other existing consumers, the Water District shall not provide such applicant with water service, and the Board shall reject any such application.

**Customer Installed Water Lines (CIWL).** Customers may install line extension only after the following criteria are met:

1. The extension is approved by the Board.
2. Engineering, if required, is complete.
3. All costs, including but not limited to, materials, engineering, equipment, inspection, lab testing and labor associated with the extension are, paid to the District.

The CIWL shall be subject to inspection by the District. The District will furnish water only after the extension is approved and fully tested. The customer shall be responsible for any necessary repairs or alterations to the line for one year. After one year, the line shall be dedicated, in writing, to the District.

**Line Extensions:** In the event a new applicant(s) is added on a line extension less than three (3) years old, the original applicant(s), if they paid for the extension, will be due a fair portion of said extension by the new applicant(s) as determined by the Board. All new line extensions which are added to the existing water system must be approved by the Water Board.

**Cross Connections:** There shall be no cross connections made or maintained between the water system of the Water District or any other system (private or otherwise), and all new structures constructed within the area served by the Water District shall, prior to service connections, comply with the plumbing standards of the State of Oklahoma.

Representatives of the Water District, the State and Local Health Departments shall have the right at all reasonable hours to enter upon the applicants premises for the purpose of inspection and enforcement of this provision.

Violation of this provision shall constitute cause for disconnection of an applicant's service.

APPROVED and adopted at the regularly scheduled monthly meeting of the Board of Directors held on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

SEAL

\_\_\_\_\_  
President

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Secretary