

Terry Valley-Trojan Water Project District  
Water Service Connection and Usage Ordinance  
Approved 4-22-24

The Board of Directors of Terry Valley-Trojan Water Project District has outlined and ordained the following policies and regulations that apply to all persons and properties using and/or applying for the right to use water from the Terry Trojan Water District.

SECTION A. New Service Connection:

1. Complete the TTWPD Service Application, which includes the Lawrence County Building Permit number and the Terry Valley Land Owners Association Building Permit number. Applications will not be accepted unless county and HOA permit numbers are provided. Applications must be accompanied by a connection and meter fee.
  - a. Residential Connection Fee - \$6,500
  - b. Commercial Connection Fee - \$8,500
  - c. ¾" Residential Meter & Installation - \$700.00.
2. The Connection Fee includes the materials and installation of the saddle onto the water main, the copper line from the saddle to the curb stop valve, the curb stop valve, and the copper line from the curb stop valve to the meter pit and the meter pit. All excavation costs for the new water service are the sole responsibility of the property owner.
3. The application and fee must be received by Sept 15 for hook-up to occur before Oct 1. The applicant must schedule the connection with the TTWD Plumbing Contractor at least one week before the connection.
4. All service billing will be the responsibility of the property owner. Billing will not be sent to a renter tenant.

SECTION B. Curb stops, Valves, Boxes, and Meters:

5. All new service connections to water mains must have no less than a framed foundation, ready for the water line to be run under the foundation. Also, a certification from Ponderosa Land Surveyors, (605) 722-3840, must show that all setbacks have been met and sent to the Terry Valley Land Owners Association. This certification is required to obtain a building permit number from the Terry Valley Land Owners Association, which is required on the Water Tap Application.
6. All water main services must have a curb stop valve and box located on the public right of way or public easement outside the property line of the property to be served. All new services to the water mains must have a meter pit located within the owner's property boundary.
7. Before installation, the TTWPD Plumbing Contractor will contact the applicant once the completed application and application fee have been received. The TTWPD Plumbing Contractor will determine the exact location of the curb stop and meter pit.
8. No construction or exposure to any water main or service line shall be allowed from October 1st to April 30 unless an emergency arises or is authorized by the Terry Trojan Water District Board.
9. All (new) service lines must have a meter pit using the TTWD Meter Pit Specifications. The specifications for the meter pit are as follows: meter pits shall be constructed of rigid PVC, 18" X 72", with a standard single setting coil pit setter, full port angle ball valve,

cascading angle dual check valve, 1" coil and 1" MIP in/out, 4" insulating foam disc, standard lid frame and 18" cast iron side locking lid. Where a pressure-reducing valve is specified, the coil pit setter shall have a tandem setting instead of a single setting. Approved manufacturers/models are Mueller/Hunt Thermal- Coil Meter Box, Ford Single Set Soil Meter Pit, or approved equal.

10. A meter is required for each service and will be located after the curb stop in the meter pit. To maintain uniformity, the property owner must purchase the meter from TTWPD. The TTWPD Plumbing Contractor will deliver and install the meter. The water service will be turned on upon proper installation of the meter.
11. The monthly service fee billing will begin the month the service is turned on.
12. The property owner will maintain ownership of the meter. If the meter fails, the property owner will replace it with a working meter purchased from the TTWPD within 30 days of notification of meter failure.
13. Any attempt to change the meter reading by the property owner is considered fraud and will result in the disconnection of the water service.
14. The property owner must provide all excavation and backfill on any new service (according to the guidelines in SECTION C., D., and E.). Before being backfilled, the TTWPD plumbing contractor must inspect the proper installation of the service line from the curb stop to the meter pit and the house.
15. The property owner will maintain their water service from the curb stop to the meter pit into the home.

SECTION C. Standard Service Line Installation:

16. The TTWPD Plumbing Contractor will install all materials from the main to the meter pit. A contractor licensed to install utility lines must install the service line from the meter pit to the home.
17. Service lines must have a minimum of seven (7) feet of cover.
18. Service lines are to be installed according to South Dakota State Plumbing Codes concerning water and sewer line spacing and interior plumbing.
19. All service lines must be copper from the main to the curb stop. The service line must be copper or at least 200 PSI rated or better from the curb stop to the house. To comply with county regulations, a location wire must be buried with all lines.
20. Service line must not exceed one inch (1") in diameter except for commercial service. The TTWPD must approve the size of the commercial service.
21. All service lines must be bedded with at least 6" of fine sand bedding surrounding the pipe. This means six inches above and six inches below the service line.
22. All installation expenses, including all dirt work, shall be the property owner's expense.

SECTION D. Standard Service Line Connection:

23. Water service lines must be connected to the TTWPD's water mains only with approved taps and tapping saddles installed by the TTWPD Plumbing Contractor.

SECTION E. Inspections and Testing:

24. The TTWPD plumbing contractor must inspect and test all newly installed service lines for leakage before backfilling the top six-inch bedding and the balance of the excavation.
25. A location wire must be buried with all lines to comply with County regulations.
26. If an inspection has not been performed before being backfilled, the property owner will be required to exhume the work for the TTWPD inspection.

SECTION F. Right of Way Repair:

27. The property owner will be responsible for repairing and restoring any excavation to install or repair a service line between the curb stop and the house. All backfill and surface repairs to roads and other ground surfaces must be done to the satisfaction of the TTWPD.

SECTION G. Monthly Water Service Fee Payments:

28. All users will be charged a fixed monthly service charge determined by the installed meter size or rental or non-rental occupancy certification. The monthly base service charge (a.) and usage fee (b.) will begin the month the water service has been turned on.

a. Base Service Charge:

3/4" Meter - \$82.00 per month / residential/non-vacation rental

3/4" Meter - \$107.00 per month / residential/vacation rental

1.5" Meter - \$124.00 per month

2" Meter - \$147.00 per month

b. Water will be metered and billed to the nearest 100 gallons, and \$4.00 per 1,000 gallons will be charged.

c. Monthly billings shall be the arithmetic sums of the service charge plus the water use charge. If a meter is not read during a billing period, the fixed service charge will be billed, and the water used may be estimated. Any estimated charges will balance out on the next successful reading.

29. All accounts for which payments are due monthly and for which payments are not received by the 25<sup>th</sup> of the month will be charged a late charge and/or may be disconnected.

30. TTWD doesn't perform a special reading for an account's final billing. Any prorations need to be handled directly between the seller and the buyer.

31. If a bill is delinquent, the water district staff will make every reasonable effort to contact the customer. Efforts shall include a telephone call and a certified letter. The water service will be disconnected if the delinquent bill and a collection charge of \$75 are not paid. No service will be reconnected until all delinquent amounts plus appropriate fees have been paid.

32. TTWPD will impose the following charges in addition to any amounts due for water service and fixed charges.

Late Charge \$25.00

Collection Charge \$75.00

Shut-Off Fee \$500.00 (Must provide TTWD 10-day notification)

Reconnection Fee \$500.00 (Must provide TTWD 10-day notification)

Returned Checks \$50.00

33. If a new or existing owner requests restoration of service at a location where water service has been terminated due to non-payment, the reconnection fee shall be as set forth above, plus any previous outstanding amounts owed for that particular service.

SECTION H. Non-domestic Use:

34. All water used for lawn and garden, swimming pools or hot tubs, or other non-domestic use may be restricted at any time should a scarcity of water or emergency of any kind occur.

SECTION I. Emergency Regulations:

35. TTWPD may restrict water usage in an emergency water shortage.

SECTION J. Damage to The System:

36. Any person damaging a fire hydrant, water main, or connection shall notify the TTWPD immediately. The responsible party shall pay the costs of repair and replacement.

SECTION K. Exclusive Control:

37. The water mains, curb stop valves, pumps, valves, and switches related to the water system are the sole and exclusive property of the TTWPD, and no one may turn on or off any valve hydrant or pump which is the property of the TTWPD without express authorization from the TTWPD Board. Any unauthorized access will result in prosecution.

SECTION L. Maintenance of Service Lines & Meters

38. If TTWD District must turn the water on or off due to an emergency at a property, the cost of having the service contractor do that will be forwarded to the property owner on the next billing cycle.

39. All service line or mechanical leaks between the curb box, meter pit, and the building are the property owner's responsibility and shall be promptly repaired. Water charges incurred by such leakage shall be the property owner's responsibility. If a leak is not repaired promptly, water service may be shut off immediately, and a reconnection charge of \$50 shall be assessed for reconnection.

40. Once repairs have been made and the water service is turned back on, the property owner must immediately notify TTWD.

41. the Water District Plumbing Contractor/Assistant or System Operator must complete a troubleshooting inspection if a meter malfunctions. The request to schedule a meter inspection will come from a TTWD representative. A TTWD representative will notify the homeowner that an inspection of the meter is to be scheduled. If the homeowner makes no response or attempts to schedule an inspection of the meter, they will be notified by certified mail that they will have 30 days to schedule the inspection, or the water services will be shut off, and a \$50 service charge will apply to turn the service back on. If the meter is out of commission, the homeowner will be responsible for the full replacement cost, including installation labor of the new meter, and invoiced on the water bill. Sensus meters have a one-year warranty, so if the meter is under one year old, it will be sent to Sensus for replacement.

SECTION M. Frozen Pipes:

42. No person shall connect any electric welder, generator, or other electric devices to any water service line to thaw frozen water lines without the express authorization of the TTWPD.

SECTION N. Expansion of The Water System into Non-Developed Areas of Terry Trojan Water District:

43. When a landowner/developer requests that the Terry Trojan Water System be expanded to areas not currently serviced with the water system, the landowner/developer must

provide a professionally engineered plan with Specifications of the proposed expansion. To avoid a conflict of interest, the landowner/developer must engage an engineering firm independent of what the TTWD uses unless approved by the TTWD Board. The plans must be submitted to the TTDW Board no less than 14 days before the next available regularly scheduled board meeting for review. The Expansion Plan proposal will be scheduled on the agenda for the upcoming meeting. At the next meeting, the TTWD Board will offer discussion and act upon the proposal. The motion for approval on the expansion must pass by a majority vote of the Board of Directors. Upon approval, the landowner/developer must provide a legally binding contract prepared by the TTWD Attorney at their expense, ensuring performance compliance with a Performance Bond insurance instrument.

44. The landowner/developer must incur the total expense of all materials, including lines, hardware, excavation, bedding fines, backfill, and all labor costs, including installation of the lines and system hardware, as well as the original hook-up fee of whichever type of service might apply.
45. Dead-ends shall be minimized by looping the water main. Dead-end mains up to six hundred feet will be allowed in permanent cul-de-sacs. Dead-end mains longer than six hundred feet are expressly prohibited and require looping. Costs associated with looping are the developer's responsibility.
46. All Terry Trojan Water Mains shall remain on a public or private road with a maintenance easement to Terry Trojan Water District.
47. All design, construction, and materials used in the water main expansion shall conform to City of Rapid City Standards for Public Works Construction and Infrastructure Design Criteria, both current edition and Terry Trojan Water District standards. Corrosion control specifications do not apply.  
The Terry Trojan Water District System Operator and Plumbing Contractor must be allowed to perform a complete inspection of installation and materials before backfilling.
48. The landowner/developer that incurred the expansion cost will receive additional hookup fees collected within the expansion area, less \$4,000 per hook-up, to cover TTWD material and labor costs. This will apply to all water taps done on the expanded line up to the total cost of the expansion or four years, whichever may come first.

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