



Dear Scott County Property Owner:

Would you like the peace of mind of having public water supplied to your home or property? Have you wondered what you would do for water if your well fails or if your power goes out? If so, I ask that you consider this invitation to allow us to meet your water needs.

Scott County Public Service Authority is determining the level of community interest in a waterline for your area. Once we determine there is sufficient interest in the project, we will apply for funds to construct the waterline. For those who sign up while we are still seeking funding for the project, there will be NO CHARGE for their connection fee.

For potential drinking water projects like the one for your area that have not been funded, residents/property owners who sign up before the project secures funds will get a connection free of charge. However, the fee increases to \$750 after funds have been secured and during construction. After construction is complete, the connection fee will be \$1,500. Therefore, if you sign up now, you will not have to pay a connection fee, if we are able to secure public funding for the project. (There will be a \$50 deposit and a \$50 administrative fee due, but not until the project is complete and we are ready to turn your water on.) If we are not able to get suitable public funding to construct the waterline, then we will contact those who have signed up and try to arrange another plan to pay for the construction.

For water service stipulations, please see the *Terms and Conditions for Water Service* listed on the reverse side of this letter. The current residential user charge (for fiscal year 2018) is \$24.85 for the first 2,000 gallons and \$8.61 for each 1,000 gallons used over 2,000 gallons.

If you would like PSA water service to your property, please complete the attached User Agreement and mail or return it to the PSA office at your earliest convenience. One Agreement is required for each water meter you need.

If you have any questions about the water project or the form, please contact our office.

Sincerely,

C. Michael Dishman  
Executive Director

## TERMS AND CONDITIONS FOR WATER SERVICE

1. SCPSA will install the new waterline on VDOT right-of-way if possible. If it is necessary or advantageous to install the water main on private property, SCPSA will work together with the property owner to determine the path of the new waterline.
2. SCPSA will notify the customer when the new waterline is complete and ready to go into service. At that time, the customer will complete and return a SCPSA *Application for Service* form.
3. Customer will abide by Scott County Public Service Authority (SCPSA) Rules and Regulations, the SCPSA Cross Connection Control Program, applicable Scott County ordinances, the Virginia Plumbing Code, and the Uniform Statewide Building Code.
4. Customer will pay all SCPSA charges, including connection fee, deposit, administrative fee, monthly use charges, penalties and reconnection fees.
5. SCPSA will provide sufficient water system capacity to serve Customer's connection, including a minimum pressure of 20 psi at customer's water meter under normal conditions as required by state regulations.
6. SCPSA will mail bills before the 1<sup>st</sup> of each month. Customer payment is due the 10<sup>th</sup> of each month and SCPSA will assess a 10% penalty if payment is made after the 10<sup>th</sup> of the month. SCPSA will disconnect service if a bill is not paid by the 20<sup>th</sup> of the following month.
7. Customer will allow SCPSA to inspect the customer's water plumbing at any reasonable time deemed necessary by SCPSA to verify there are no cross connections or other hazards to the SCPSA water system.
8. Customer will keep their water meter accessible at all times and will give SCPSA the right of ingress and egress to the meter for the purpose of meter reading, cross-connection prevention, sampling, repair and maintenance of SCPSA lines and equipment, or other necessary operations.
9. Customer will install and maintain all plumbing on the customer's side of the water meter. This includes installing the water service line to the SCPSA meter, plus any pressure reducing valve or cutoff valve required by the building code on the customer's side of the water meter and repairing leaks in the customer's plumbing.
10. Customer will contact SCPSA prior to backfilling and covering Customer's new waterline. This is for SCPSA's benefit to allow SCPSA to inspect the connection of the water service line. This inspection does not replace any inspection required by the Scott County Building Official.
11. Customer will disconnect all private sources of water (wells, springs, cisterns, etc.) from the building plumbing before connecting to the SCPSA meter.
12. Customer will prohibit extension of the customer's service line to serve additional customers. All customer connections must have a separate SCPSA meter.
13. SCPSA has a Water Leak Adjustment Policy with the following main stipulations: (1) The leak must be on the customer side of the meter; (2) The customer must request the adjustment after repairing the leak; (3) The leak must have caused the water usage to exceed 3 times the normal usage; (4) The adjustment may be applied to two consecutive months; and (5) A leak adjustment may only be done once in 12 months.
14. Customer will inform SCPSA of any changes to their account, including name and billing address changes.

Please read the agreement below and then check either the YES or NO box and sign at the bottom.  
We need a response from you, either YES or NO, to proceed with planning for the below named water project.

**SCOTT COUNTY PUBLIC SERVICE AUTHORITY  
WATER USER AGREEMENT**

**NAME OF WATER PROJECT:**  Hunters Valley  Big Moccasin 2  Robinette Valley  Manville 4  Gas Well Rd  
(Check box for correct project name)  Reed Hollow Ln  Long Hollow Rd  Other: \_\_\_\_\_

This Agreement is made on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, between the Scott County Public Service Authority ("Authority") and \_\_\_\_\_ ("User"). The term "User" in all cases shall mean the owner of the property herein described.

Whereas, the User desires water service from the Authority and to enter into a Water User Agreement, now therefore, in consideration of the mutual covenants, promises, and agreements herein contained, it is hereby understood and agreed by the parties hereto as follows:

Upon completion of the proposed Water Project, the Authority shall furnish, subject to the limitations set out in its Bylaws and Rules and Regulations as hereafter adopted (which are on file at the office of the Scott County Public Service Authority, 156 Legion Street, Weber City, Virginia), a water connection for the User for the User's property located at:

\_\_\_\_\_ (911 address or Tax Map No. with Road Name)

The Authority intends to provide User with water service dependent upon the successful funding and construction of water distribution pipes in the area. This Agreement assures that User's property will be included in the Water Project engineering evaluation. It does not guarantee water service will be made available to User's property as there may be technical and financial issues that would prevent building a water system to serve User's property. This Agreement obligates User to pay for water service only if the service is made available to User's property.

If this project receives favorable funding for construction, then the User shall pay the Authority a connection fee of zero dollars, a refundable deposit of \$50.00 (owners) or \$150.00 (tenants), and a \$50 Administrative Fee to establish a new account.

User's water service line shall be installed and maintained at the User's sole expense from the Authority's water meter to the User's dwelling or building. The water meter shall be placed at User's property line unless that point is deemed impractical by the Authority. The Authority shall have final say in the location of the water meter.

The User agrees to comply with the Rules and Regulations of the Authority, including paying the Authority for water service. **The User shall pay at least the minimum rate (for 2,000 gallons a month) for water service for a period of 10 years from the date service is available, regardless of whether the User actually utilizes the service.**

**USER – Please check one of the boxes below; fill in your information, and sign.**

- YES, I want public water service for my property listed above. I have read and understand this agreement and will comply with the terms herein.
- NO, I do not want public water service for my property listed above.

User (Print): \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_/\_\_\_/20\_\_\_

Phone No.: (\_\_\_\_) \_\_\_\_\_ Billing Address: \_\_\_\_\_

Email address (optional for communication about the project, etc.): \_\_\_\_\_

Please mail or deliver this form to:

Scott County Public Service Authority  
156 Legion Street  
Weber City, VA 24290

**OFFICE USE ONLY**

- Entered into system: by \_\_\_\_\_ on \_\_\_/\_\_\_/20\_\_\_
- Scanned form: by \_\_\_\_\_ on \_\_\_/\_\_\_/20\_\_\_
- Given to engineers: by \_\_\_\_\_ on \_\_\_/\_\_\_/20\_\_\_
- Location mapped: by engineers on \_\_\_/\_\_\_/20\_\_\_