

INSTRUCTION FOR CUSTOMERS REQUESTING SEWAGE PUMPING STATIONS

Property owners whose homes do not have access to a gravity sewer because of elevation restrictions or who have a pressurized sewer line (force main) on their frontage may request to tie-in to these lines with the use of an individual sewage pumping station. Property owners must pay a tap-in fee to the Miami County Sanitary Engineering Department (MCSED). The tap-in fee permits the owner to tie into the sewage line and also includes the provision of a pumping station and controls (ordered by MCSED). The property owner then must secure their own contractor to install the station at a predetermined location according to MCSED specifications. Four to six week's lead-time is required, to allow for the pump station order to be processed with the manufacturer.

INFORMATION THE PROPERTY OWNER WILL NEED TO KNOW AND/OR PROVIDE TO MCSED AT THE TIME OF TAP-IN FEE PAYMENT

1. Electrical requirements necessary to power up the station are:
 - single pump units 30 amp circuit
 - duplex pump units 50 amp circuitProperty owners will need to have a dedicated circuit available meeting the above amperage to power up the pumping station.
2. Pump stations are sized according to the flow requirements of the property owners, this will determine whether a single or duplex station is necessary. Property owners will be expected to have a general idea of their water usage so proper sizing by MCSED can be determined.
3. The location of their existing septic tank and leaching field piping. MCSED will need this information for locating the pumping station.
4. The name of the excavator, licensed plumber and licensed electrician who will be performing the installation work and their telephone numbers. It is the property owner's responsibility to apply and pay for any permit fees to other agencies.

PROPERTY OWNERS RESPONSIBILITY

1. All tap-in fees.
2. All installation costs, permit fees and monthly service charges.
3. Provision and maintenance of electric service. Payment of all monthly electric service bills.
 - Multiple users served by one pumping station shall have the electric utility account for the sewage pump station placed in the county's name. An electric surcharge will be placed on all users monthly sewer bill to cover the cost of electricity. The electric surcharge will be proportioned according to the sewage flow of the users of the station. The multiple user installation will require a separate electric service be installed to the pump station at the property owners' expense.
4. To provide security and physical protection to the pump stations.
5. To notify MCSED in event of an alarm on the pump stations.
6. To follow factory user guide (attached). To discharge to the pump station only normal domestic sewage and not discharge debris or objects which could cause the pump station to fail. Other user considerations are:

- In event of an alarm or power failure during the hours of 5:00 PM through 8:00 AM Call 911 to have a Miami County Sanitary Engineering technician dispatched to your home. During the hours of 8:00 AM through 5:00 PM call Miami County Sanitary Engineering Department direct at 440-5654 for this service.
 - To cease water usage from sinks toilets and other sources until the alarm or power failure is normalized.
7. To agree to pay all service call and labor costs associated with pump station failures caused by the customer as determined by MCSED. A user guide will be given to all pumping station users explaining what should and should not go into the station.
 8. To grant MCSED a permanent access easement to the pump station for operational and maintenance activities. To keep the area around the pump stations open so that maintenance personnel can have an area to work in.

MCSSED RESPONSIBILITY

1. To provide on-call repair service as necessary to keep the pump station in service.
2. To provide in stock replacement parts and spare units to assure continual service.

OWNERSHIP

Inspected and approved pumping stations become the property of MCSED. Property owners agree to allow access to the pumping station located on their property to MCSED employees or their designees. Property owners must provide unobstructed access at all times to the pumping station and controls.

Ownership of the physical structure of the pumping station by the county does not eliminate the property owner from the responsibility of:

1. Paying for all associated repairs made by MCSED to the pumping station.
2. Maintaining power to the pumping station.
3. Paying all utility bills associated with the operation of the pumping station.

SEWER USE FEES

A charge of \$10.54 will be added to each month's sewer bill for preventive maintenance, pump replacement and electrical component's related to the operation of the pump. Additional charges may be incurred for repair or replacement of the station and its operating components.

Fees are subject to change with out notice.