



James Island Public Service District

Dedicated to Public Service Excellence

WASTEWATER COLLECTION SYSTEM

USE AND RATE ORDINANCE

Ordinance No. 2021-02



TABLE OF CONTENTS

CHAPTER 1 GENERAL PROVISIONS 3

SECTION 1.1 DEFINITIONS..... 3

SECTION 1.2 PENALTIES 6

SECTION 1.3 VALIDITY..... 6

CHAPTER 2 MANDATORY PROVISIONS..... 6

SECTION 2.1 USE OF PUBLIC SEWERS REQUIRED 6

SECTION 2.2 EXTENSION OF PUBLIC SEWERS..... 7

SECTION 2.3 APPLICATION FOR NEW OR CHANGE-IN-USE SERVICE..... 7

SECTION 2.4 SERVICE CONNECTIONS 8

SECTION 2.5 SEWER SERVICE LATERAL..... 8

SECTION 2.6 APPLICABLE STANDARDS 9

SECTION 2.7 SERVICE PROBLEMS 9

SECTION 2.8 PRETREATMENT REQUIREMENTS..... 9

SECTION 2.9 RIGHT OF ACCESS..... 10

CHAPTER 3 PROHIBITIONS..... 10

SECTION 3.1 DISPOSAL..... 10

SECTION 3.2 DISCHARGE..... 11

SECTION 3.3 PRIVATE WASTEWATER DISPOSAL..... 11

SECTION 3.4 UNAUTHORIZED CONSTRUCTION..... 11

SECTION 3.5 PROHIBITED WASTES 11

SECTION 3.6 REGULATED WASTEWATER 12

SECTION 3.7 PROHIBITED DISCHARGED SEWER..... 13

CHAPTER 4 FEES AND CHARGES 13

SECTION 4.1 GENERAL 13

SECTION 4.2 SEWER CONNECTION FEES 13

SECTION 4.3 USAGE RATES & SERVICE CHARGES..... 14

SECTION 4.4 BILLING..... 15

SECTION 4.5 MONTHLY BILLING PAYMENT ARRANGEMENT POLICY 17

SECTION 4.6 PAYMENT TERMS AND METHODS 18

SECTION 4.7 SEWER CONNECTION INSTALLMENT PAYMENT POLICY..... 18

SECTION 4.8 CONTACTING THE JAMES ISLAND PUBLIC SERVICE DISTRICT..... 18

SECTION 4.9 APPEAL..... 19

SECTION 1.1 DEFINITIONS

Unless the context specifically indicates otherwise, the meaning of terms used in this ordinance shall be as follows:

- 1.1.1 **BUILDING:** Any structure on any property discharging sewage.
- 1.1.2 **BUILDING DRAIN:** That part of the lowest horizontal piping of an internal plumbing system which discharges sewage from within the walls or floors of a building and conveys it to the Building Sewer.
- 1.1.3 **BUILDING SEWER:** An extension from the building drain, beginning five (5) feet beyond the building wall, extending to service lateral connection.
- 1.1.4 **CHANGE-IN-USE:** A change in a customer's land use or business which, in the JIPSD's opinion, results in a substantive change in the type or amount of flow into existing wastewater transmission facilities as a result of the change. A change-in-use may result in a fee to the customer.
- 1.1.5 **COMMISSION:** The James Island Public Service District Commission, as defined in Act 498 of the Acts of the General Assembly for the year 1961 and subsequent acts amendatory thereof, or any authorized person acting for it.
- 1.1.6 **CONTRACTOR:** Any person(s) properly licensed to install sewer systems by the appropriate governmental agency as applicable for the type and magnitude of work to be performed. Person(s) must be licensed in the state of South Carolina. Person(s) must have a WL certification to accompany their utility contractor's license if the work to be performed is on public easements or rights-of-way or connecting to a JIPSD sewer main.
- 1.1.7 **CWS:** Charleston Water System.
- 1.1.8 **CUSTOMER:** The party, person, firm, corporations, municipality or associates in any premise(s) provided sewer service by the JIPSD. Customers are divided into two general categories: residential customers and non-residential customers.
- 1.1.9 **DESIGN AND CONSTRUCTION STANDARD MANUAL:** A document containing JIPSD Administrative and Technical Review requirements applicable to wastewater systems extension design and construction, inspections. etc.
- 1.1.10 **DEVELOPER:** Any person(s) who subdivide(s) a lot or parcel of land.
- 1.1.11 **DEVELOPMENT:** Any residential subdivision, mobile home park, real estate development, or any commercial, business, industrial or institutional complex requiring the construction of new wastewater infrastructure to include new main gravity line or lift station.
- 1.1.12 **DHEC (SCDHEC):** South Carolina Department of Health and Environmental Control.
- 1.1.13 **ERU:** Equivalent Residential Unit which equals 300 gallons per day of sewage flow.

- 1.1.14 **FIXTURE UNIT:** A unit measuring the rate of water flow, equal to one cubic foot of water per minute.
- 1.1.15 **FATS, OILS AND GREASE (FOG);** Organic polar compounds derived from animal and/or plant sources. FOG may be referred to as “grease” or “greases”
- 1.1.16 **GREASE TRAP/INTERCEPTOR:** A device that is utilized to effect the separation of grease and oils in wastewater effluents primarily from food service establishments, but may be required in other instances. Such traps or interceptors may be of the outdoor underground type or the under the counter package, with the type required being dictated by the amount of grease being produced.
- 1.1.17 **GRINDER PUMP:** A grinder pump is a wastewater conveyance device that aids in grinding down waste to discharge into the central sewer system.
- 1.1.18 **IMPACT FEE:** A non-recurring, non-refundable fee charged to a customer to assist the JIPSD in paying for major capital buildings to wastewater collection and transmission facilities.
- 1.1.19 **JIPSD:** James Island Public Service District.
- 1.1.20 **MAIN:** Generally, those public sewers owned, operated and maintained by the JIPSD whose primary function is to transport sewage, as compared to public sewers and sewer service laterals whose primary function is to collect sewage at the point-of-service connection with an individual customer service line.
- 1.1.21 **NATURAL OUTLET:** Any discharge into a water course, pond, ditch, lake, wetland, or other body of surface or groundwater.
- 1.1.22 **NEW ACCOUNT FEE:** Fee that covers the costs of establishing a new account.
- 1.1.23 **NON-PAYMENT FEE:** Fee for failure to bring a delinquent account current by the delinquent due date.
- 1.1.24 **NON-RESIDENTIAL CUSTOMER:** Any customer that does not qualify as a residential customer.
- 1.1.25 **PROPERTY OWNER(S):** The person(s), firm(s), partnership(s), corporation(s), association(s) having an ownership interest, whether legal or equitable, sole or only partial, in any premise which is or is about to be supplied with sewer service by the JIPSD.
- 1.1.26 **PREMISES:** A division of a property or building that is devoted to the exclusive use of one household, family, or establishment and having a separate and distinct entrance, and complete privacy from the remaining portions of the building or property.
- 1.1.27 **PUBLIC SEWER:** A sewer located within a public right-of-way or sewer easement which is owned, operated and maintained by the JIPSD.
- 1.1.28 **RATE:** The term rate as used in this ordinance shall mean and include every compensation, charge, rental, classification, or availability fee, or any combination thereof, including impact fees, service connection fees, or other one-time nonrecurring charges demanded, observed, charged, or collected by the JIPSD for any sewer service provided to the public customer, and any rules and regulations, practices or contracts affecting any such compensation, charge, rental or customer classification.

- 1.1.29 RESIDENTIAL CUSTOMER: Customer who uses the building as a permanent or temporary residence and does not regularly conduct business from the structure.
- 1.1.30 SANITARY SEWER: Infrastructure which transmits residential, commercial, or industrial waste. Storm, surface and groundwater are not permitted.
- 1.1.31 SECURITY DEPOSIT: Amount paid at time of application for new accounts. Security deposits may be refunded pending account status when terminating service with the JIPSD.
- 1.1.32 SERVICE AREA: The geographical area designated as the James Island Public Service District by legislative action under its enabling statutes inclusive of all public sewers, mains, collection and transmission facilities, and appurtenant components therein and inclusive of any areas served as a result of contract or consent order.
- 1.1.33 SERVICE CONNECTION: See Sewer Service Lateral.
- 1.1.34 SEWAGE: The subset of wastewater that is contaminated with feces or urine, but is often used to mean any wastewater. "Sewage" includes residential, municipal, or industrial liquid waste products disposed of, usually via a pipe or sewer or similar.
- 1.1.35 SEWAGE WORKS: All facilities for collecting, pumping, treating, and disposing of sewage.
- 1.1.36 SEWER: A pipe or conduit for carrying sewage.
- 1.1.37 SEWER SERVICE CHARGE: The monthly charge for collection, transmission and treatment of wastewater.
- 1.1.38 SEWER SERVICE LATERAL: A sewer line that connects the customer's building with a JIPSD force main or gravity line. The portion of a sewer service lateral within a public right-of-way or easement which begins at the point-of-connection with the customer service lateral line and extends to the public sewer is referred to as the JIPSD's service lateral and is the JIPSD's responsibility for maintenance and repair. The portion of the service lateral which is upon the customer's property is referred to as the customer's service lateral and is the customer's responsibility for maintenance and repair. Responsibility for maintenance and repair may shift between the JIPSD and the customer depending upon which person or entity caused the need for maintenance and repair.
- 1.1.39 TAP AND SERVICE CONNECTION FEE: A non-recurring, non-refundable, one-time fee charged to a new customer to assist the JIPSD for inspection of the service connection to public sewers owned by the JIPSD and represents a permanent reservation of wastewater collection system capacity.
- 1.1.40 TOTAL SOLIDS: The sum of suspended matter, settleable matter, and dissolved matter, both volatile and nonvolatile.
- 1.1.41 WASTEWATER: Any water that has been adversely affected in quality by anthropogenic influence. It comprises liquid waste discharged by residences, commercial properties, industry, and can encompass a wide range of potential contaminants and concentrations. In the most common usage, it refers to the municipal wastewater that contains a broad spectrum of contaminants resulting from the mixing of wastewaters from different sources.

All other words shall be construed as having the meaning defined in Glossary Water and Wastewater Control Engineering, published by the Water Environment Federation, Washington, D.C., or by their general usage if undefined.

SECTION 1.2 PENALTIES

Customers who fail to comply with this ordinance shall be subject to all penalties available to the JIPSD pursuant to law or ordinance, and payment for all damages incurred, by the JIPSD as a result of non-compliance.

Customers within the JIPSD who willfully fail or refuse to comply with this ordinance, after written notice hereof and hearing as required by S.C. Code Ann. S 6-11-285 (1976), as amended from time to time, shall be subject to civil penalties established by the 1961 Enabling Act No. 498 Section 9, JIPSD Ordinances, and state and federal statutes and regulations as amended from time to time.

The current schedule of penalties established by the JIPSD is listed in Appendix A attached and made a part hereof.

SECTION 1.3 VALIDITY

All ordinances or parts of ordinances or regulations in conflict with this ordinance are hereby repealed.

The Commission reserves the right to take immediate, emergency action, as it deems necessary in the interest of public health and safety and further reserves the right to amend this ordinance, in part or in whole. Such right of action will be exercised only in the manner established or prescribed by applicable law including but not limited to public notice as may be required prior to final action.

The invalidity of any section, clause, sentence or provision in this ordinance shall not affect the validity of any other section, clause, sentence or provision of this ordinance which can be given effect without such invalid part or parts. It is the intent of the JIPSD that all elements contained herein shall be given the fullest effect and validity as allowed by law, and those portions, and only those portions, which have been determined by a court of last resort as contrary to law should be severed, leaving the balance of these provisions in full force and effect.

CHAPTER 2 MANDATORY PROVISIONS

SECTION 2.1 USE OF PUBLIC SEWERS REQUIRED

The owner(s) of all houses, buildings, buildings to real property or properties used for human occupancy, employment, recreation or other purposes situated within the JIPSD which produce or generate sewage or wastewater, and for which the JIPSD has made sewer available is hereby required at the owner's expense to connect directly into public sewer in accordance with provisions of this Ordinance. The customer shall pay thereafter a sewer service charge at current rates established by the JIPSD Commission and shall be either a residential or non-residential customer of the JIPSD.

2.1.1 AVAILABILITY OF PUBLIC SEWER

Sewer service is available where public gravity sewer or force main four (4) inches or smaller is within 300 feet of the nearest point of the foundation of any building which generates or produces sewer and it is technically feasible, in the JIPSD's sole discretion, to connect the

building to the public sewer either by gravity flow or by pumping of sewage from the building to the public sewer.

2.1.2 EXCEPTION

Where a public sewer is not available as defined by Section 2.1.1, on-site wastewater disposal shall be provided by the use of a septic tank or a grinder pump if the JIPSD finds it to be a feasible solution. Septic tank and drain field system shall be designed, constructed, and permitted pursuant to applicable South Carolina DHEC Regulations. For applicable fees, JIPSD may install and/or maintain a grinder pump system.

2.1.3 TIMING OF CONNECTIONS TO PUBLIC SEWER

When public sewer becomes available to a building capable of producing or generating sewage due to a change-in-use or which has been served by a private septic tank, a direct connection shall be made to the public sewer in compliance with this ordinance. Connection to public sewer shall be completed within 90 days after written notice from the JIPSD to the property owner that sewer is available. Regardless of connection to public sewer, after 90 days, the customer will be billed the monthly base rate as well as applicable Tap and Impact fees. Upon connection to the public sewer, the septic tanks and appurtenances, if any, previously serving the building(s) shall be properly abandoned pursuant to applicable SCDHEC Regulations.

SECTION 2.2 EXTENSION OF PUBLIC SEWERS

All new sanitary sewer collection and transmission facilities, and extensions to existing sewers located in public streets or dedicated sewer easements installed or installed by others besides the JIPSD shall be built in accordance with current JIPSD Design and Construction Standards and conveyed to the JIPSD by properly recorded legal instruments. New sanitary sewers located on private property constructed or installed by others may be conveyed to the JIPSD provided required approvals have been obtained pursuant to current SCDHEC and JIPSD standards and suitable permanent sewer easements are conveyed to the JIPSD.

Developers may be responsible for basin capacity or downstream upgrades if found necessary during engineering review. The JIPSD will collect a cash bond in the amount of 10% of the value of the wastewater system(s) as shown on the Project Completion Questionnaire (closeout documentation supplied by the engineer). No bonding certificates will be accepted. The bond will be held for a two-year period, during which time, if repairs or modifications are needed and the developer fails to correct the repairs within the prescribed time, bond funds will be utilized to make the repairs. If the JIPSD must utilize any part of the bond funds, the entire amount will be forfeited by the developer. Otherwise, if no bond funds are used, the JIPSD will reimburse the bond amount in full.

SECTION 2.3 APPLICATION FOR NEW OR CHANGE-IN-USE SERVICE

Permits for the construction of building sewers and application for service connections serving new residential, non-residential, or change-in-use customers shall be obtained by the property owner or his agent from the JIPSD. The permit application shall be supplemented by plans, detail drawings, specifications or other information considered pertinent in the judgment of the JIPSD.

All persons permitted to install sewer service lines shall notify the JIPSD when the service lateral line is ready for connection and inspection. Permits need to be on site and visible for the inspector. The JIPSD

will either approve or disapprove the connection. Disapproved connections are required to be corrected and re-inspected. Reinspection fees will apply.

Billing will begin after final inspection and approval of service lateral connection.

The JIPSD will attempt to make inspections, weather permitting, within three (3) working days (Monday-Thursday) after receipt of notice to the Wastewater Department.

SECTION 2.4 SERVICE CONNECTIONS

All connections shall be made in accordance with all JIPSD Design and Construction Standards in effect at the time.

SECTION 2.5 SEWER SERVICE LATERAL

There shall be a separate and independent sewer service lateral for every residence or non-residential building capable of producing or generating sewage, subject to the exceptions described in this section.

A. GENERAL

1. Each property owner shall be responsible for the normal routine maintenance and inspection of the property owner's sewer service lateral. Each property owner is required at his/her expense to repair/replace the property owner's sewer service lateral if found defective by the JIPSD during inspections of the sanitary sewer system. The JIPSD will give written notification of the defective service lateral to the property owner. Correction of the defect shall be made within sixty (60) days after notification. If the correction has not been made within sixty (60) days following the date of notification, the JIPSD shall terminate the sewer service to the residence.
2. Whenever the property owner extends service from an existing main to property that is not immediately adjacent to the utility's right-of-way or the public road that contains the JIPSD main, the cost of the extension shall be the responsibility of the property owner. Extensions of service within a property owner's property shall be at the cost of the property owner and completed by a contractor as previously defined. If the JIPSD agrees, the property owner, at his/her expense, may pay for extensions of JIPSD facilities to make service available to the property.
3. If a service lateral was installed, and thereafter the location of the road changes such that the service lateral does not extend to the property line, the property owner will be responsible for the cost of extending the lateral as needed to supply service.
4. In cases where a lot was platted and a service lateral was not constructed, the JIPSD will provide a service lateral line to the property line if sewer service is available. In cases where the lot was platted and then subdivided into smaller lots, a service lateral must be provided by the property owner.
5. If a service lateral is provided to a lot and is required to be enlarged in accordance with Design and Construction Standards, moved, or otherwise modified to accommodate the property owner, the property owner is responsible for all costs associated with such change.
6. Duplex or multi-unit buildings not served by a master water meter must have individual service connections (elder valve) for disconnection purposes.

B. EXCEPTIONS

1. Where one or more buildings are constructed to the rear of another on a single lot and separate property owner service lines cannot be constructed to the rear buildings through an adjoining alley, courtyard, utility easement or driveway, the JIPSD may grant permission for the building sewer from the front building to be extended to the rear buildings and the whole considered as one building sewer, provided the property owner certifies in writing to the JIPSD that buildings so connected will not be later subdivided into separate building lots. The owner will be billed in full for the entire wastewater bill unless separate water meters are provided. No more than three buildings can be serviced by a six (6) inch sewer service lateral.
2. Existing building sewers may be used to provide service to new buildings subject to examination and testing by the JIPSD and provided such existing facilities meet all applicable local and state requirements as well as applicable JIPSD requirements.

SECTION 2.6 APPLICABLE STANDARDS

The size, slope, alignment and materials of construction of a building sewer and the methods to be used in excavating, placing of the pipe, jointing, testing and backfilling trenches shall conform to applicable requirements of the International Plumbing Code (Latest Revision) unless JIPSD Standards are in conflict with the code, in which case JIPSD standards take precedence over the code.

SECTION 2.7 SERVICE PROBLEMS

Customers experiencing sewer problems shall have the option of either first calling the JIPSD or hiring a licensed plumber to investigate the source of the problem. However, the customer shall be solely responsible for payment of a hired plumber's services regardless of the location of the problem. The JIPSD shall not assume any responsibility to reimburse the customer for services of a privately retained plumber.

- 2.7.1 NOTIFICATION - In response to customer service calls, the JIPSD will investigate the condition of the JIPSD's service lateral connection within its easement or public right-of-way. If JIPSD personnel confirm the proper function of the service connection and/or JIPSD sewer service lateral, the JIPSD will notify the customer that the problem is not the JIPSD's responsibility and that appropriate action must be taken by the customer.
- 2.7.2 PRIVATELY RETAINED PLUMBER - If a plumber is hired by the customer, the plumber should be instructed to start an investigation at the point of Service Connection to the JIPSD's Sewer Service Lateral. Should the problem be found in the JIPSD's lateral, the JIPSD should be notified to confirm the situation, and if appropriate, take immediate corrective action.

SECTION 2.8 PRETREATMENT REQUIREMENTS

Wastewater, other than typical residential strength wastewater as defined in JIPSD standards in effect from time to time may require pretreatment as specified by the JIPSD. In order for the JIPSD to evaluate possible adverse effects of non-residential strength wastewater upon its sewer works and CWS's treatment facility, each customer proposing to discharge non-residential strength wastewater shall submit a complete, certified laboratory analysis for all current parameters listed on CWS's Pretreatment Program Headworks Analysis to the JIPSD pursuant to Subsection 2.8.3 below.

- 2.8.1 Oil, Grease, Sand and Settable Solids Pretreatment Facilities shall be provided when, in the opinion of the JIPSD, they are necessary for the proper treatment of liquid wastes containing oil, grease or other flammable wastes or excessive settleable solids, sand or other similar materials. (See JIPSD's Oil and Grease Management Program.)
- 2.8.2 Installation and operation of any commercial/institutional garbage grinder equipped with a motor of four (4) horsepower or greater shall be subject to the review and approval of the JIPSD.
- 2.8.3 The design and installation of wastewater pretreatment facilities shall be subject to the review and approval of the JIPSD in addition to all other applicable regulatory agencies.
- 2.8.4 Pretreatment facilities shall be readily and easily accessible for JIPSD inspection and shall be properly cleaned and maintained continuously by the building owner at his expense.
- 2.8.5 Grease traps shall be required for all customers having food service operations and/or operations which have the capability to produce wastewater containing oils and grease in excess of 100 mg/l, substances which may solidify or become viscous at temperatures between 32 and 150 degrees Fahrenheit or shredded garbage particles greater than one-half (1/2) inch nominal diameter. All grease trap installations shall be permitted, inspected and approved by the JIPSD before final sewer service connection is completed by a licensed plumber or the owner. Grease trap design and construction shall be as required by the JIPSD.
- 2.8.6 All food service establishments, including but not limited to cafés, restaurants, hotels, retirements centers, nursing homes, hospitals, grocery stores, prisons, mobile food units, schools, markets, or other food preparation establishments, are required to comply with the JIPSD's Fats, Oils and Grease (FOG) Management Policy 2011-01. The grease interceptor must be designed in accordance with the JIPSD's standards, shall be easily accessible for cleaning, have all property components, and be approved by the JIPSD. Failure to meet these policy requirements may result in fines, penalties and required compliance scheduling.

SECTION 2.9 RIGHT OF ACCESS

JIPSD associates, bearing credentials and identification, shall be permitted to enter private property through which the JIPSD holds a valid sewer easement for the purposes of, but not limited to inspection, observation, measurements, sampling, repair, and maintenance of any portion of the sewage works lying within its easement. In the event of an emergency and the property owner is not present, JIPSD personnel may enter the property to take action on the emergency. Once the emergency is resolved, the supervisor will provide the resident with a follow-up notification.

CHAPTER 3 PROHIBITIONS

SECTION 3.1 DISPOSAL

It shall be unlawful for any person to place, deposit or permit to be deposited in any unauthorized or illegal manner onto public or private property within the JIPSD or in any area under the jurisdiction of the JIPSD, any human or animal excrement, garbage or other objectionable waste.

SECTION 3.2 DISCHARGE

It shall be unlawful to discharge into any watercourse or receiving stream within the JIPSD or in any area under the jurisdiction of the JIPSD, any sewage or other prohibited or regulated liquid waste except where suitable treatment has been provided in accordance with subsequent provisions of this ordinance and the SCDHEC.

It is permitted to drain a pool, spa, filter back wash and pool wastewater into the facilities sewer lateral. Pool chemicals can be deadly to our local waterways. Water flow into the sewer lateral should not exceed 20 gallons per minute and should be pumped at low flow times of midnight to 5 am or noon to 5 pm. Pumping into a manhole is not allowed and may result in a fine for tampering with the wastewater structure.

SECTION 3.3 PRIVATE WASTEWATER DISPOSAL

It shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, or disposal of sewage, where public sewers are available.

SECTION 3.4 UNAUTHORIZED CONSTRUCTION

No person shall uncover, make any connections to or opening into, use, alter or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the JIPSD. No person shall maintain or make cross-connections between roof downspouts, exterior foundation drains, subsurface groundwater drains, or other sources of stormwater run-off or groundwater to a building sewer or customer service lines, which in turn is connected directly or indirectly to a JIPSD sewer.

No person shall break, damage, destroy, uncover, deface, tamper with, alter, or impair any property of the sewage system or interfere with the safe and economical operation and maintenance thereof. Covering, burying, paving over, or otherwise modifying access to sewer system manholes is also prohibited.

No person shall erect, construct or develop nor cause to be erected, constructed or developed, any structure, building, retaining wall, water feature, signage, artifice, building or other physical barrier, including roadway-type surfaces or earthen berms, or make changes to ground surface contours over or upon any part of the sewage system without the prior approval of the JIPSD.

If it is the determination of the JIPSD that any such structure or building shall hinder or interfere with the safe and economical operation and maintenance of the sewage system, including proper access to lines and facilities, then the JIPSD shall be authorized to issue directives or take other action to protect the sewage system by ceasing or removing any such structure or building at the expense of the property owner at the expense of the system as may be needed for its protection, which would include but not limited to relocation of lines or facilities, encasement of lines or pipe, replacement of the sanitary sewer main, structural armoring for drainage way crossings or similar buildings.

SECTION 3.5 PROHIBITED WASTES

No person shall discharge or cause to be discharged any of the following substances or pollutants into the JIPSD's sewage works. Any person discharging or causing to be discharging prohibited wastes into the JIPSD's sewage works may be subject to fines and penalties as prescribed by the JIPSD.

- A. EXPLOSIVE SUBSTANCES:** gasoline, benzene, naphtha, fuel oil, or other petroleum derivative or any other explosive or volatile liquid, solid, or gas.
- B. HAZARDOUS WASTE MATERIALS:** pollutants containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes; 1) which could or to interfere with or adversely impact any sewage treatment process; 2) to constitute a hazard to humans, or wildlife, or domestic animals; 3) to create a public nuisance or to create an adverse environmental impact upon public waters receiving treated effluent from the CWS Wastewater Treatment Facility.
- C. CORROSIVE WASTES:** Wastewater having pH less than 6.5 or greater than 8.5, being acid or alkaline in chemical reaction having corrosive properties capable of causing damage or hazard to structures, equipment, and personnel of the sewage works; or any wastewater containing strong acid, iron pickling wastes, or concentrated plating solution whether neutralized or not.
- D. OBSTRUCTANTS:** Solids, semi-solids, or viscous substances in quantities and/or of such size to cause obstruction in the flow of sewage or other interference to the proper operation of the sewage works, including, but not limited to, ashes and cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, insufficiently ground garbage, whole or paunch manure, hair and fleshlings, plastic or paper dishes, cups, and beverage containers either whole or shredded; lime, chemical or paint residues, mortar, concrete and other miscellaneous bulk solid waste products. Materials which exert or cause unusual concentration of inert suspended solids such as, but not limited to, Fullers earth, lime slurry, and lime residues or of dissolved solids; such as, but not limited to, sodium chloride and sodium sulfate.
- E. HIGH TEMPERATURE WASTEWATER:** Liquids or vapors otherwise deemed acceptable but having a temperature higher than 150 degrees Fahrenheit.
- F. OILS AND GREASES:** Wastewater containing fats, wax, grease, or oils, whether emulsified or not, in excess of 100 mg/1 or containing substances which may solidify or become viscous at temperatures between 32 and 150 degrees Fahrenheit.
- G. RADIOACTIVE MATERIALS:** Radioactive wastes or isotopes of such half-life or concentrations as may exceed limits established by the JIPSD in compliance with applicable CWS, state and federal regulations.
- H. SLUDGE/SCAVENGER WASTE:** Septic tank sludge or other similar scavenger waste.
- I. OTHER PROHIBITED WASTE:** Any wastewater entering the public sewer containing concentrations of pollutants in excess of the values set forth in CWS's current Pretreatment Program Regulations and/or other state and federal agencies having jurisdiction.

SECTION 3.6 REGULATED WASTEWATER

Any wastewater entering the public sewer containing concentrations of pollutants in excess of the values set forth in CWS's current Pretreatment Program Regulations including phenols, volatile organic compounds and other wastes or odor producing substances in such concentrations exceeding limits necessary to meet applicable requirements of CWS and/or other state and federal agencies having jurisdiction such over the controlled or prohibited substances into public sewers are not permitted and will be subject to fines.

Regulated wastewaters shall include, but are not limited to, materials which exert or cause:

- A. Excessive discoloration; such as, but not limited to dye wastes and vegetable tanning solutions.
- B. Unusual biological oxygen demand, chemical oxygen demand, or chlorine requirements in such qualities as to constitute a significant load on CWS's treatment facility.
- C. Substances which are not amenable to treatment or reduction by the sewage treatment processes employed by CWS to meet permitted water quality permit limitations applicable to the treatment facility.
- D. Unusual rates of flow or concentrations of wastes constituting sludge as defined herein.

SECTION 3.7 PROHIBITED DISCHARGED SEWER

If any wastewater discharged or proposed to be discharged into sewage works are prohibited or regulated pursuant to either Sections 3.5 or 3.6, the JIPSD may:

- A. Reject such wastes.
- B. Require pretreatment to an acceptable concentration and/or influent quality prior to discharge to the public sewers.
- C. Require contractual control including periodic sampling, monitoring and flow metering of the quantity and quality of such wastes discharge.
- D. Require payment of a sewer surcharge fee to the JIPSD for the added cost of handling and treating the otherwise prohibited or regulated wastes.
- E. Levy penalties and fines as prescribed by the JIPSD for each violation.

CHAPTER 4	FEES AND CHARGES
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SECTION 4.1 GENERAL

All customers shall pay applicable fees, rates, penalties and charges as delineated in the Wastewater Collection System Rates & Fees Schedule ([Appendix A / Appendix B](#)).

Customers who are served through a written contract with the JIPSD shall be charged pursuant to such contract with the JIPSD. The JIPSD reserves the right to fix and determine by contract, charges for services to any customer or governmental entity outside of the JIPSD's legislatively defined service area which utilizes the JIPSD's facilities for the transmission of sewage.

SECTION 4.2 SEWER CONNECTION FEES

JIPSD rates and charges are subject to periodic adjustments. Therefore, service fees and charges due will be based on the rates established in the Wastewater Collection System Use and Rate Schedule Ordinance at the time a service application is completed.

- 4.2.1 TAP AND SERVICE CONNECTION FEES - A tap and service connection fee shall be paid at the time a permit is obtained to connect to public sewer and shall be based upon the total number of fixture units and/or ERU's determined in accordance with the SCHEC R.61-67, Standards for Wastewater Facility Construction, latest revision (the "R.61-67"). For specific fixture types not

listed in the Code, the number of fixture units shall be determined by the fixture drain or trap size as listed in the R.61-67.

- 4.2.2 IMPACT FEES - Impact fees are used to recover the costs of capital buildings to the wastewater system primarily associated with increasing capacity. A property owner's impact fee is based upon ERU's and shall be paid prior to the extension of or initial connection to public sewer.

Multiple units served by one service connection shall be charged the connection fee for the first unit plus an additional connection fee for each additional unit.

Impact fees shall include two components: (a) a treatment impact fee, collected by the JIPSD on behalf of CWS for treatment of sewage, and (b) a transportation impact fee based on an ERU.

When zoning districts and development density are not clearly defined, impact fees shall be based upon current zoning classifications and maximum allowable building densities resulting in the greatest number of ERU's allowable for existing zoning.

- 4.2.3 GREASE INSPECTION FEE - Customers required to install and maintain a grease trap and/or interceptor shall be charged a grease inspection fee after inspection by the JIPSD. The first re-inspection of a failed inspection will be at no charge to the customer. Fees charged will be added to the customer's next sewer bill following the inspection.

- 4.2.4 PROJECT ADMINISTRATIVE FEE - The project administration fee shall be based upon the JIPSD approved cost estimate of proposed public sewer construction and shall be paid prior to the JIPSD's issuance of the permit to construct. In the event actual construction costs exceed the estimated costs, the project administration fee shall be increased based upon the actual cost of construction. The additional fee shall be paid prior to connection to public sewer.

SECTION 4.3 USAGE RATES & SERVICE CHARGES

- A. JIPSD's operations are funded by revenue from sewer bills. JIPSD's rate structure is designed to recover costs and fund capital improvements. This is critical to JIPSD's long-term financial and operational sustainability. JIPSD retains a rate consultant to ensure that its rates meet cost recovery requirements and follow industry standards. Rates are approved by the JIPSD Commission.
- B. JIPSD rates and charges are subject to periodic adjustments. Therefore, the service charges, fees and penalties due will be based on the approved Wastewater Collection System Use and Rate Ordinance at the time charges are imposed. (Appendix A)
- Service charges shall be billed monthly and charged to all customers that discharge, cause, or permit the discharge of sewage into the public sewerage facilities. This includes customers who are required to connect to the sewer system.
 - The base charge shall, at a minimum, reflect the costs of operation and maintenance of the public sewage facilities.
- C. Exceptions to charging the base charge will only be made if the property owner provides proof of fee simple condemnation from one of the following governing bodies in which the property is located: City of Charleston, Town of James Island, City of Folly Beach or the unincorporated areas of Charleston County on James Island. If the service is dug up and capped and inspected by JIPSD, then this will be proof of non-use.

- Each user shall pay at a minimum its proportionate share of operation and maintenance cost based on volume flow.
- The JIPSD shall review, not less often than every five (5) years, the sewage contributions of users, the total costs of operation and maintenance of the sewage facilities, and the user charge system.
- All flow of the sewage facilities not directly attributable to the users, i.e., infiltration/inflow, shall be distributed among all users of the sewage facilities based upon the volume of flow of the users.

SECTION 4.4 BILLING

- A. The JIPSD bills for wastewater usage based on consumption reads received from CWS on a monthly basis at the rates established in the Wastewater Collection System Use and Rate Ordinance that is approved by the JIPSD Commission.
- B. No wastewater service shall be furnished or rendered free of charge to any person, corporation, or other legal entity, except the internal JIPSD operations.
- C. A wastewater bill consists of two components; a) the base rate is determined by the water meter size and b) the volumetric charge is determined based on water consumption / gallons used. If a customer does not have a water meter, service charges are based on a uniform flat rate.
- D. Wastewater accounts can be established for rental properties in either the tenant's name or the property owner's name. This is determined by the lease agreement. Verification of the lease agreement will be required at the time of application. If the account is established in the tenant's name, the tenant will be required to pay a new account fee and a security deposit.
- E. The tenant is responsible for all charges until the account is closed and the final bill has been paid. It is the responsibility of the tenant to notify the JIPSD if the tenant is vacating the property. If the service is changed to the property owner's name, there will be a transfer fee assessed to the account.
- F. Wastewater bills are mailed via United States Postal Service bulk mailing on or before the 10th of each month. The JIPSD is not responsible for late or non-delivery of wastewater bills by the post office. If a customer has not received their bill by the 15th of each month, it is their responsibility to contact the JIPSD for the balance due on their account. Failure to receive a bill in the mail does not excuse timely payment nor does it entitle the customer to a billing adjustment or the consequences of nonpayment. To ensure timely bill payment customers may elect to view their bills online at any time during the month at the JIPSD website, www.jipsd.org. JIPSD's online portal offers several options for customers to view bills and make payments.
- G. Due dates for non-delinquent accounts will be due the last JIPSD working day of the month as the date will be indicated on the bill. The last JIPSD working day of each month will never be a Friday, Saturday, Sunday, or holiday. JIPSD's workdays are Monday through Thursday 8:00am – 5:00pm. These hours may be modified with little or no notice in the event of emergencies or public health concerns.

- H. Due dates for delinquent accounts will be due on or around the 15th of the month as the date will be indicated on the bill. All past charges, current charges, and fees incurred will be due.
- I. All returned payments are subject to insufficient funds fees in accordance with the Wastewater Collection System Use and Rate Ordinance. After two payment returns on an account, the JIPSD reserves the right to require guaranteed funds as a form of payment on time for 12 consecutive months.
- J. If payment is not received by 5:00 pm on the due date for non-delinquent bills, a late fee will be applied the next day. If payment is not received on the due date of the delinquent bills, a non-payment fee will be applied the next day and the account will be sent to the Wastewater Department for disconnection. No additional notice will be given prior to disconnection. A reconnection fee as established in the District's Wastewater Collection System Use and Rate Ordinance will be paid at the time of reconnection. In order for services to be restored, the account must be brought current. This includes current and past due balances, any fees incurred, as well as the reconnection fee.
- K. The JIPSD will provide a monthly statement outlining the costs incurred, which will be due and payable in its entirety by the due date printed on the statement. The customer agrees and understands that the JIPSD has the right to collect any sum due and owed by the customer. The collections processes may include the following: South Carolina Setoff Debt Collection, Small Claims Court, the Court of Common Pleas, collections agencies, reporting to the credit bureaus and placement of liens on the properties with outstanding balances. The customer agrees to pay all fees and costs incurred through these processes.
- L. An account may be eligible for a one-time adjustment on a late payment fee once every 5 years. No adjustments will be made on any other fees or charges.
- M. Leak adjustments will only be considered for underground system leaks upon proof of repair by a licensed plumber. Customers are eligible for 1 leak adjustment per calendar year. The adjustment is based upon the average of 6 months not including the leak period. Adjustments can be done once the JIPSD can confirm that the leak has been repaired and consumption returns to normal usage. The adjustment is only on the highest bill during the leak period.
- N. Wastewater reconnections will take place from 3:00 pm – 5:30 pm Monday – Thursday. If a payment following disconnection is received after 3:00 pm, services will not be reconnected until the next business day. If the property is to be reconnected immediately, an after-hours fee will be assessed to the account balance. The JIPSD assumes no responsibility for any impact on the property that may occur as a result of the wastewater service being disconnected.
- O. Payments may be made at the drop box located in front of our office at 1739 Signal Point Road. Payments placed in the drop box must be made by check or money order only; the JIPSD cannot be held responsible for any cash payments left in the drop box. Drop box payments are picked up daily with the last pick up at 5:00 pm. The drop box should not be used if a payment is due immediately or the account is pending disconnection. Payments made after 5:00 pm will be credited the next business day. Lobby hours of operation are Monday – Thursday, 8:00 am to 5:00 pm. These hours may be modified with little or no notice in the event of emergencies or public health concerns.

- P. Payments can also be made through accessing JIPSD on-line payment portal at www.jipsd.org or calling the JIPSD automated payment system at 855-731-9910.

SECTION 4.5 MONTHLY BILLING PAYMENT ARRANGEMENT POLICY

- A. JIPSD understands that our residents may occasionally fall behind on their bills. JIPSD may offer arrangements to help the residents get caught up and get back on track with on time payment under extenuating circumstances as set and approved by the Revenue Collections Manager or the Director of Finance.
- B. A payment arrangement option is available to any eligible customer. The length of a payment arrangement is based on the total past due amount owed. Only one (1) payment arrangement will be granted during a 12-month period. There will be no payment arrangements made for balances under \$200. All payment arrangements bear 0% interest.
- C. All payment arrangements must be signed and dated by the customer. There will be no verbal payment arrangements.
- D. Customers are required to pay the agreed upon monthly installment, in addition to paying their monthly charges in full by the due date each month. Payment arrangement amounts will not be subject to "Non-Payment Fees", however, late fees will still apply on outstanding balances.
- E. Failure to fulfill the payment agreement will result in disconnection of service and the total bill, including fees and current charges, will have to be paid in order to be reconnected. No other payment arrangements will be granted if the arrangement is broken.
- F. Terms of Arrangements
- Amount due is \$200 to \$500
½ of the balance due to be paid immediately + the reconnection fee if applicable
½ of the balance due to be paid the second month + current month bill, payment must be made by the customer's current due date
 - Amount is due \$501 to \$2,000
¼ of the balance due to be paid immediately + the reconnection fee if applicable
¼ of the balance due to be paid the second month + current month bill, payment must be made by the customer's current due date
¼ of the balance due to be paid the third month + current month bill, payment must be made by the customer's current due date
¼ of the balance due to be paid the fourth month + current month bill, payment must be made by the customer's current due date
 - Amount is due over \$2,001
Payment arrangements may be granted only up to six months, only in extenuating circumstances.

G. Eligibility

A customer may not qualify for a payment arrangement if:

- Customer has tampered with any sewer plug
- Customer has had an agreement within the past 12 months
- Customers' payments made on utility accounts have been returned due to insufficient funds

SECTION 4.6 PAYMENT TERMS AND METHODS

- A. Because the James Island Public Service District bills for wastewater services after the service is provided, payment is due by the due date printed on the bill. Failure of the customer to receive a bill does not relieve the one of the obligation for payment nor from the consequences of nonpayment. A late payment charge will be added to any balance remaining after the due date. Nonpayment can result in additional charges and disconnection of service without further notice. The total balance due and all fees must be paid in order to restore service. In the event of a rate increase, the increase will take effect by the actual effective date and not the months of usage.
- B. If a customer is opening a new account, the first bill will be charged a new account fee and the first month's base charge. The customer is responsible for all charges until the account is closed and the final bill has been paid. It is the responsibility of the customer to contact our office if they are vacating the property.
- C. Payment methods:
- a. Mailed to PO Box 896681, Charlotte, NC 28289-6681
 - b. Made through bank draft, text, e-check, or credit card via our website at www.jipsd.org
 - c. Pay by phone at 855-731-9910
 - d. Drop Box, 1739 Signal Point Road, Charleston, SC 29412 8:00 am - 5:00 pm (checks only)

SECTION 4.7 SEWER CONNECTION INSTALLMENT PAYMENT POLICY

In an attempt to provide reasonable access to residential wastewater facilities for those who cannot or do not wish to secure outside financing, the following guidelines are hereby established for account financing for wastewater tap & impact fees only.

Customers may apply for monthly installment payments of service connection fees including tap and impact fees, for the initial connection of a single-family residence to public sewer. Such an installment plan may extend for period not to exceed six (6) months and bear 0% interest.

SECTION 4.8 CONTACTING THE JAMES ISLAND PUBLIC SERVICE DISTRICT

- Questions regarding a sewer bill, account information, or changes:
Contact Customer Service at 843-795-9060
- To report a sewer backup or overflow during business hours:
Contact Wastewater at 843-762-5258
- To report a sewer emergency after hours:
Contact the 24/7 answering service at 843-795-2345

SECTION 4.9 APPEAL

Any person aggrieved by JIPSD action under this Wastewater Collection System Use and Rate Ordinance may appeal by filing a written document stating the action appealed and the grounds for appeal. The appeal must contain the account number, the service address and the dates of service under appeal. It must also be postmarked or otherwise received by JIPSD at its office on Signal Point Road no later than 15 working days after the JIPSD's final action on the matter. The District Manager (or their designee) will send a determination letter to the customer within 10 business days of receiving the appeal. If the person aggrieved, still does not agree with the District Manager's final decision, then the JIPSD Commission will consider the appeal at the next regularly scheduled meeting following the District Manager's response to the appeal. The JIPSD Commission may allow the person appealing to present evidence and have counsel at a public hearing, or, in its discretion, may consider the appeal on the materials submitted. The JIPSD Commission shall deliver its decision in writing within 10 days of hearing the appeal. Delivery will either be by postmarked U.S. postal service to the address indicated in the appeal by the appellant, or via electronic mail if so chosen by the appellant and an address for electronic mail is provided by the appellant.

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James Island Public Service District

Dedicated to Public Service Excellence

Appendix A

Wastewater Rates & Fees

Base & Volumetric Rates - Residential & Non-Residential	FY22
	<u>7/1/2021</u>
*Base Charge	\$20.15
Volume Charge (per ccf)	\$6.07
Non-Metered Customers	\$62.23
Transportation Rate	\$27.04
<i>*Base Charge is subject to meter size</i>	
Connection Fees	
New Account Fee	\$35.00
Transfer Fee	\$25.00
Tap Inspection Fee	\$100.00
Tap Re-Inspection Fee	\$150.00
Service Connection Fee	\$500.00
Transportation Impact Fee	\$1,210.00
Treatment Impact Fee	\$887.00
Ancillary Fees	
Late Payment Fee	\$10.00
Non-Payment of Services Fee	\$50.00
Reconnection Fee	\$50.00
After Hours Fee	\$100.00
Credit Card Convenience Fee	\$1.50
Returned Check / ACH / Insufficient Funds Fee	\$45.00
Lien Recording Fee	\$35.00
Lien Release Fee	\$10.00
Security Deposit	\$200.00
Wastewater Charges	
Grease Trap Inspection Fee	\$50.00
Grinder Pump Maintenance Fee	\$30.00
Unauthorized Use / Tampering Fee	\$500.00
Project Administration Fee	2.00%
Project Administration with Pump Station Fee	3.00%
Sewer Investigation Fee	\$100.00
<u>Televising</u>	
Up to 200 feet	\$450.00
>200 feet	\$2.25 / lf
<u>Sewer Infrastructure Cleaning</u>	
Up to 3 hours	\$600.00
>3 hours	\$200.00 / hr



James Island Public Service District

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Appendix B

Monthly Charge by Meter Size

<u>Monthly Charge by Meter Size</u>	FY22 7/1/2021
5/8 or ¾ Inch	\$20.15
1.0 Inch	\$32.24
1.5 Inch	\$52.38
2.0 Inch	\$76.56
3.0 Inch	\$141.04
4.0 Inch	\$213.57
6.0 Inch	\$415.05
8.0 Inch	\$656.82
10.0 Inch	\$1019.49
Non-Metered Customers	\$62.23



Wastewater Payment Policy

The purpose of this policy is to establish the payment policies, late fees, non-payment fees and disconnection / reconnection practices to be utilized by the James Island Public Service District (JIPSD).

Payment of Wastewater Charges

1. The JIPSD bills for wastewater usage based on consumption reads received from Charleston Water System on a monthly basis at the rates established in the Wastewater Collection System Use and Rate Ordinance that is approved by the JIPSD Commission.
2. A wastewater bill consists of two components; a) the base rate is determined by the water meter size and b) the volumetric charge is determined based on water consumption / gallons used. If a customer does not have a water meter, service charges are based on a uniform flat rate.
3. Wastewater accounts can be established for rental properties in either the tenant's name or the property owner's name. This is determined by the lease agreement. Verification of the lease agreement will be required at the time of application. If the account is established in the tenant's name, the tenant will be required to pay a new account fee and a security deposit. The tenant is responsible for all charges until the account is closed and the final bill has been paid. It is the responsibility of the tenant to notify the JIPSD if the tenant is vacating the property. If the service is changed to the property owner's name, there will be a transfer fee assessed to the account.
4. Wastewater bills are mailed via United States Postal Service bulk mailing on or before the 10th of each month. The JIPSD is not responsible for late or non-delivery of wastewater bills by the post office. If a customer has not received their bill by the 15th of each month, it is their responsibility to contact the JIPSD for the balance due on their account. Failure to receive a bill in the mail does not excuse timely payment nor does it entitle the customer to a billing adjustment or the consequences of nonpayment. To ensure timely bill payment customers may elect to view their bills online at any time during the month at JIPSD website, www.jipsd.org. JIPSD's online portal offers several options for customers to view bills and make payments.
5. Due dates for non-delinquent accounts will be due the last JIPSD working day of the month as the date will be indicated on the bill. The last JIPSD working day of each month will never be a Friday, Saturday, Sunday, or holiday. JIPSD's workdays are Monday through Thursday 8:00am – 5:00pm. These hours may be modified with little or no notice in the event of emergencies or public health concerns.
6. Due dates for delinquent accounts will be due on or around the 15th of the month as the date will be indicated on the bill. All past charges, current charges, and fees incurred will be due.
7. All returned payments are subject to insufficient funds fees in accordance with the Wastewater Collection System Use and Rate Ordinance. After two payment returns on an account, the JIPSD reserves the right to require guaranteed funds as a form of payment on time for 12 consecutive months.
8. If payment is not received by 5:00 pm on the due date for non-delinquent bills, a late fee will be applied the next day. If payment is not received on the due date of the delinquent bills, a non-payment fee will be applied the next day and the account will be sent to the Wastewater Department for disconnection. No additional notice will be given prior to disconnection. A reconnection fee as established in the District's

Wastewater Collection System Use and Rate Ordinance will be paid at the time of reconnection. In order for services to be restored, the account must be brought current. This includes current and past due balances, any fees incurred, as well as the reconnection fee.

9. The JIPSD will provide a monthly statement outlining the costs incurred, which will be due and payable in its entirety by the due date printed on the statement. The customer agrees and understands that the JIPSD has the right to collect any sum due and owed by the customer. The collections processes may include the following: South Carolina Setoff Debt Collection, Small Claims Court, the Court of Common Pleas, collections agencies, reporting to the credit bureaus and placement of liens on the properties with outstanding balances. The customer agrees to pay all fees and costs incurred through these processes.
10. Wastewater reconnections will take place from 3:00 pm – 5:30 pm Monday – Thursday. If a payment following disconnection is received after 3:00 pm, services will not be reconnected until the next business day. If the property is to be reconnected immediately, an after-hours fee will be assessed to the account balance. The JIPSD assumes no responsibility for any impact on the property that may occur as a result of the wastewater service being disconnected.
11. Payments may be made at the drop box located in front of our office at 1739 Signal Point Road. Payments placed in the drop box must be made by check or money order only; the JIPSD cannot be held responsible for any cash payments left in the drop box. Payments are picked up daily with the last pick up at 5:00 pm. The drop box should not be used if a payment is due immediately or the account is pending disconnection. Payments made after 5:00 pm will be credited the next business day. Lobby hours of operation are Monday – Thursday, 8:00 am to 5:00 pm. These hours may be modified with little or no notice in the event of emergencies or public health concerns.
12. Payments can also be made through accessing JIPSD's on-line payment portal at www.jipsd.org or calling the JIPSD automated payment system at 855-731-9910.
13. To report a sewer emergency after hours, contact the JIPSD 24/7 answering service at 843-795-2345.
14. Please reference the Wastewater Collection System Use and Rate Ordinance No. 2021-02 for the current rates, schedule of fees and other detailed information.

The undersigned has received a copy of the JIPSD Wastewater Payment Policy and Fee Schedule and acknowledges both documents.

Applicant Signature

Date

JIPSD Signature

Date



STATE OF SOUTH CAROLINA)
)
JAMES ISLAND PUBLIC SERVICE DISTRICT)

WASTEWATER SERVICE AGREEMENT

THIS AGREEMENT made this _____ day of _____ 20_____, between
_____ as property owner / developer / tenant of certain real property within
the **JAMES ISLAND PUBLIC SERVICE DISTRICT**, designated as:

SERVICE ADDRESS TMS NUMBER

And the James Island Public Service District, designated operator of the Public Sewer System serving the above referenced property:

FOR and in consideration of the collection and treatment of Wastewater generated at the property, the undersigned hereby agrees:

1. To submit the Wastewater New Service Application, including a copy of the applicant's state issued ID / Driver's License, a copy of the applicant's lease or settlement statement, the applicant's social security number / business' tax ID number or Identity Verification Form, the Wastewater Service Agreement and the Wastewater Payment Policy.
2. To pay a new account fee and a security deposit at the time of application. Security deposits may be refunded pending account status when terminating service with the JIPSD.
3. The JIPSD will provide a monthly statement outlining the costs incurred, which will be due and payable in its entirety by the due date printed on the statement. The customer agrees and understands that the JIPSD has the right to collect any sum due and owed by the customer. The collections processes may include the following: South Carolina Setoff Debt Collection, Small Claims Court, the Court of Common Pleas, collections agencies, reporting to the credit bureaus and placement of liens on the properties with outstanding balances. The customer agrees to pay all fees and costs incurred through these processes.
4. The customer will comply with all fees, rate schedules, rules, regulations and ordinances of the JIPSD in connection with this service.
5. JIPSD associates, bearing credentials and identification, shall be permitted to enter private property through which the JIPSD holds a valid sewer easement for the purposes of, but not limited to inspection, observation, measurements, sampling, repair, and maintenance of any portion of the sewage works lying within its easement. In the event of an emergency and the property owner is not present JIPSD personnel may enter the property to take action on the emergency. Once the emergency is resolved, the supervisor will provide the resident with a follow-up notification.
6. The JIPSD reserves the right, at any time, without notice to interrupt service for maintenance, repairs or extensions without liability to the customer for damages resulting therefrom.

7. That the applicant is not now in default to the JIPSD for service rendered at any other premises. Service will be established upon completion of the Wastewater New Service Application and payment of delinquent fees from prior service locations if any are owed to the JIPSD.
8. That this Wastewater Service Agreement and Wastewater New Service Application becomes a binding contract upon both the applicant and the JIPSD when signed. It is agreed that upon failure to pay for wastewater services as herein provided the JIPSD is authorized to terminate the wastewater service and collect any debt owed.
9. Any legal disputes that must be decided in the court of law will proceed within the jurisdiction of Charleston County, South Carolina.
10. Please reference the Wastewater Collection System Use and Rate Ordinance No. 2021-02 for the current rates, schedule of fees and other detailed information.

IN ACKNOWLEDGEMENT, the undersigned have executed the foregoing Agreement on

_____, 20____.

APPLICANT NAME

SERVICE START DATE

APPLICANT SIGNATURE

DATE

JIPSD SIGNATURE

DATE



James Island Public Service District

Dedicated to Public Service Excellence

WASTEWATER NEW SERVICE APPLICATION

"I hereby apply to the James Island Public Service District for sewer service in accordance with all ordinances, regulations and rate schedules now or hereafter in effect. I agree to be individually liable for all charges accruing for this service without notice or demand. I hereby waive any claim against the JIPSD arising out of interruption of service for any reason, with or without notice."

(SIGNATURE) (DATE) (DATE SERVICE IS TO BEGIN)

CUSTOMER INFORMATION

SERVICE ADDRESS _____ GRINDER PUMP ACCT Y / N

APPLICANT NAME _____ SSN _____

2nd APPLICANT NAME _____ SSN _____

DRIVER'S LICENSE # _____ STATE _____

BILLING ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

TELEPHONE # (Home) _____ (Cell) _____

E-MAIL ADDRESS: _____

****REQUIRED: ATTACH A COPY OF YOUR PHOTO ID**
A NEW ACCOUNT FEE AND DEPOSIT IS REQUIRED**

TRANSFER from existing account # _____ Balance: _____

I RENT this property from (Lease agreement required to transfer accounts with a balance)

PROPERTY OWNER / LANDLORD INFORMATION

PROPERTY OWNER _____ PHONE _____

OWNER ADDRESS _____ CITY _____ STATE _____ ZIP _____

I PURCHASED this property

OFFICE USE ONLY

_____ Copy of Social Security Card and Driver's License Received

_____ Copy of Identity Verification Form Received (in lieu of Social Security Card)

_____ Copy of Lease or Settlement Statement Received

_____ Deposit Received: Cash _____ Check # _____ Credit Card _____

CWS FINAL BILLING DATE: _____ FINAL CONSUMPTION _____

ENTERED BY: _____ DATE: _____

ADDITIONAL COMMENTS

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IDENTITY VERIFICATION FORM

Upon request by the JIPSD, this form must be completed to validate an individual's identity in connection with establishing or maintaining a wastewater account.

Section I

I, _____, the undersigned, do hereby state and declare the following:
Printed Name

This Identity Verification Form concerns wastewater service at the following location:

Address: _____

City: _____ State: _____ Zip: _____ Contact Phone #: _____

I understand that knowingly making any false or fraudulent statement or representation may constitute a violation of federal, state, or local criminal statutes, and may result in imposition of a fine or imprisonment or both.

Applicant Signature: _____ Date: _____

Section II (To be completed by a Notary)

State: _____ County: _____

I do hereby certify that, _____, personally appeared before me this day and is Known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and Acknowledged that he/she executed the same for the purposes therein contained. WITNESS my hand and official seal this _____ day of _____ in the year 20____.

My commission expires: _____

Notary Printed Name

Notary Signature

This identity Verification Form was completed by a notary at the following address:

Notary Address: _____

City: _____ State: _____ Zip: _____



IDENTITY VERIFICATION FORM INSTRUCTIONS

Instructions for Applicant:

In order to receive wastewater service from the JIPSD, this Identity Verification Form must be completed.

1. Complete all fields in Section I.
2. Present yourself to a licensed SC Notary.
3. Have the licensed notary complete Section II (request an ink notary stamp). The name and address should be the location at which the notary can be contacted. (For example – XYZ Bank, 123 Main Street, Charleston, SC 29412 or Notary's home address).
4. Return the completed and notarized Identity Verification Form using one of these methods:
Fax: 843-762-5240
Email: tuckerj@jipsd.org
Mail: James Island Public Service District
PO Box 12140
Charleston, SC 29422
5. Once received, JIPSD may contact you, if necessary, at the contact number provided in Section I on the Identity Verification Form to complete the application process. Otherwise, your request will be completed as requested.
6. If you have any questions, please call us at 1-843-795-9060. Our Revenue Collection Specialists are available to assist you Monday – Thursday, 8:00 am – 5:00 pm.