

# **PUBLIC WATER SUPPLY DISTRICT #1 OF COLE COUNTY, MISSOURI**



## **RULES AND REGULATIONS FOR SERVICE**

**Revision 2 - Effective Date: March 11, 2024**

### **RESOLUTION**

Be it resolved by the Board of Directors for Public Water Supply District #1 of Cole County, Missouri, that the rules and regulations in which water service will be provided to the customers of the Public Water Supply District #1 of Cole County, Missouri water system are hereby set forth. These rules and regulations provide for orderly service and system uses, sets standards for connections to the system, sets rates and charges, provides for conservation and protection of drinking water, sets penalties for violations and other matters relating thereto. On motion duly made, seconded and carried, this resolution is hereby adopted by the Board of Directors of Public Water Supply District #1 of Cole County, Missouri on this 11 March 2024.

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**Rules and Regulations**

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**PUBLIC WATER SUPPLY DISTRICT #1 OF COLE COUNTY, MISSOURI**  
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**Rule #1. General Rules and Regulations**

- A. The Rules and Regulations of the District shall govern and be enforced by the District and its agents. The Rules have been adopted to govern the services provided in the best interest of the District and the District's customers and to provide for consistent and orderly use of the District's water systems. The Rules and Regulations apply to all persons, firms, businesses, corporations, partnerships and governmental entities, etc. using or intending to use water services provided or to be provided by the District.
- B. All persons, firms, corporations, partnerships, etc. desiring to obtain water services from the District shall request to obtain such services. All applicants shall meet and follow all requirements set forth in these rules and regulations. Failure to do so may result in disconnection of service or other penalties as defined herein.
- C. All connections to District's water systems shall be requested in advance, connection fees paid in full, be properly installed and water services properly metered prior to the turn on of service.
- D. The water service made available under these rules are for the sole use of the person, persons and customer at his/her premise(s) and he/she shall not resell in any manner any water service without the specific written consent and permission of the District.
- E. Water service is for the sole use service described above and prohibits any extension of pipes, hoses, etc. to transfer water service from one property to any other property, person, persons, or customer and also prohibits any person, persons, customer from sharing, reselling, submetering to another person, persons or customer. No more than one premise shall be served by a service connection, unless express written permission is given by the District on an individual basis. A farm containing a residence and out buildings for use in farming operations shall be considered as one residence and that customer may use water service from a single connection/meter for all such buildings. Farms containing more than one residence require that each residence be connected and metered separately.
- F. The District has the right to inspect meters, pumps, backflow prevention devices and all other water fixtures, lines and appliances for the use of water whenever deemed necessary by the District for the purpose of regulating such use, keeping accurate account, preventing waste, leakage or other violations of these rules and regulations. For such purpose it shall be the duty of the water customer to allow District access to their premises at reasonable times and intervals; should any person, persons or customer refuse to allow such access, upon order of the District, water service may be discontinued and withheld from any customer so refusing.
- G. The District reserves the right, at any time, without notice, to discontinue water service in their distribution and collection lines for the purpose of making extensions, repairs or for any other purpose they deem to be in the best interest of the District's systems and customers. The District reserves the right to discontinue water service to any customer, at any time, so long as the service pipe through which such user may be supplied, or any meter, or any pump, or any part of any such pipe of system may be out of order or in disrepair for the proper supply of water service through same. When reasonably possible the District will attempt to notify in advance of service interruptions when water service will be limited, restricted or temporarily shut off.

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- H. All persons and customers are hereby advised and cautioned that risk of damage due to the discontinuance or disruption of water service is hereby assumed by the customer. All persons and customers are advised to take measures to prevent water tanks from draining, boilers from collapsing, follow standard backflow prevention practices, and any and all other damages that could be incurred in the event water service was discontinued or interrupted for any reason. The District is not liable for damages caused by defective piping or appliances on the customer's premises or for any defect in customer's water piping. It is expressly understood and agreed by and between the District and the customer/user that no claim shall be made against the District by reason of breaks, leaks, bursting of, repairs to, or maintenance of any water facilities owned by the District or for any failure to supply service for any reason.
- I. No water pipe of any kind, including water service lines shall be installed within any right of way or easement of the District or be connected to the District's water system unless approval is given by the District and connection fees are paid. All water service shall be billed as set forth in these rules and regulations.
- J. Line extensions and connections to the District water system shall be at the sole cost of the customer or user and all extensions and connections shall be subject to the District's approved inspection. The District reserves the option to provide incentives and participate in line extensions, if the line extension is deemed to be beneficial to the District.
- K. The District's water systems shall be self-sustaining. The user/service charges for water services shall generate adequate annual revenues to pay costs of annual operations and maintenance of the water system including replacement costs associated with debt retirement related to financing of the water and/or any capital costs related with said systems which the District may designate be paid from revenue collected by the user/service charges. The District shall bill customers for any and all miscellaneous charges set forth by State, Local and Federal Law, examples of which include, but are not limited to: primacy fees, taxes, laboratory testing fees, etc.
- L. Prohibition Against Firearms in Water District Buildings
- (a) No customer, with the exception of a Law Enforcement Officer, shall be permitted to bring a Firearm, whether concealed or not, into any building or portion of a building owned, leased or controlled by the Water District.
- (b) No customer who has been issued a concealed carry endorsement by the Missouri director of revenue under Section 571.094 RSMo or who has been issued a valid permit or endorsement to carry concealed firearms issued by another state or political subdivision of another state, shall, by authority of that endorsement or permit, be allowed to carry a concealed firearm or to openly carry a firearm in any building or portion of a building owned, leased or controlled by the Water District.
- (c) Signs may be posted at each entrance of a building entirely owned, leased or controlled by the Water District stating that carrying of firearms is prohibited. Where the Water District owns, leases or controls only a portion of a building, signs may be posted at each entrance to that portion of the building stating that carrying of firearms is prohibited.
- (d) Any customer violating this section may be denied entrance to the building or ordered to leave the building. Any customer violating this section will be prosecuted for trespassing.

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**M. Board Meetings**

- (a) Regular board meeting will convene at 5:30 p.m. on the second Tuesday of each month.
- (b) The meeting shall be open to the public at all times except: the board has the right to go into executive session by majority vote of the board or upon request of the president of the board for any purpose authorized by law.
- (c) The meeting shall be conducted according to parliamentary practice operating from a previously prepared agenda.
- (d) All request and information to be included on the agenda, shall be submitted to the Water District office no later than 4:30 p.m. on the Wednesday preceding the meeting.
- (e) The last two items on the agenda shall be open to the floor for old and new business.
- (f) Special meetings may be called at any time at the request of any board member provided five days written notice given to each board member.
- (g) It may be permissible to vary from the agenda by a majority vote of the board members.
- (h) The minutes from the previous board meeting, a list of all checks, drafts, warrants, and etc., which have been prepared for the Board Meeting shall be mailed to all board members on the Thursday preceding the scheduled Tuesday Board Meeting.
- (i) Quarterly financial reports will be available the month following the end of the quarter.

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**Rule #2. Definitions**

Definitions shall be as follows:

Applicant - Any person, persons, firm, corporation, partnership, etc. desiring or applying for either water service.

Agents - Any person, persons, firms, corporations or partnerships engaged in work, and serving as representatives of Public Water District #1 of Cole County, Missouri, including but not limited to its employees, engineers, operations, maintenance and management personnel and any and all such designates as the District may have from time to time.

AWWA -American Water Works Association.

Auxiliary Water System - Any water source, supply or system, other than the Public Water Supply District #1 system, that may be available in the building, establishment, residence, premises or property.

Board of Directors - Persons duly elected or appointed by the District with general powers pertaining to the management of the business affairs of the District.

Customer- Any person, persons, firm, corporation or partnership using or allowing the use of water service provided by the District.

Commercial Customer - Customers that are non-residential or whose general purpose and use is of a business nature. Includes commercial, business and industrial establishments, with or without dwelling units in the premises or on the property. Condominium and other similar type complexes may be classified as Commercial Customers.

Clerk - The person duly appointed annually by the Board of Directors serving in the capacity as Clerk.

Cross Connections -Any physical link between a potable water supply and any other substance, fluid, or source, which makes contamination of the potable water supply possible due to the reversal of the flow of water in the potable water piping or distribution system were to occur.

Certified Backflow Prevention Tester - A person who has successfully completed training and is recognized by the State of Missouri to be a competent person in the testing, checking and rebuilding of backflow prevention devices.

Consumptive - (use of water) - Indicates the use of water by a commercial, business or industrial customer(s) that is not returned to the sewer system. Examples of such customers would be beverage, food and ice manufacturing, water used for cooling purposes and discharged under (National Pollutant Discharge Elimination System) NPDES permits, etc.

District- (Water District) - The Public Water Supply District No. 1 of Cole County.

Farm - A parcel of ground used at one time or being used for livestock or planting purposes.

Multi-Unit Building - Any one building or structure containing more than a single residential dwelling unit.

Premise(s) - Any building, land or structure on it used as a dwelling unit or used for any commercial, business or industrial use or purpose.

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Service Line - Any water line or portion of a water line connected to or to be connected to the discharge side of a water meter.

User - Any person, persons, firm, corporation or partnership using any District water services.

W.E.F. - Water Environment Federation.

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**Rule #3.      Application, Supply and Taking of Service**

- A.      Applicant shall be responsible for requesting service from the District and in doing so requests and becomes a customer. Before the District begins rendering water service, the applicant/customer shall supply such necessary information as required by the District including but not limited to customer(s) name(s), driver's license number(s) or other government issued identification number(s), address, telephone number and requested date for start of service. Rental Lease Agreement to be provided upon request. Any customer who has taken service from the District without requesting such service from the District shall be considered to have expressed consent to the District's rules and regulations and shall be responsible for any and all appropriate water charges/payments as specified in the District's rules and regulations beginning on the first day of taking such service. The District reserves the right to make reasonable estimation of service usage if an exact determination cannot be made.
- B.      Applicants and customers for water service shall conform to all rules and regulations as approved and as those rules and regulations may be modified, revised or amended from time to time.
- C.      Commercial applicants and customers shall, upon request, present in writing a list of water devices which are or are proposed to be attached to the water lines servicing the building and/or property, giving location, types, size of devices and estimated daily water flow. The District will then advise of any improvements that must be constructed or any special conditions of use that must be followed by that commercial applicant or customer.
- D.      No substantial increases or additions to water use, water use equipment or appliances may be connected to the District water system by Commercial Customers except upon notice to the District and with the consent of the District.
- E.      All applicants and customers are required to pay security deposits prior to the initiation of service. Failure to pay security deposits may result in refusal or termination of service.
- F.      The District reserves the right to reject any applicant and/or customer request for service that does not comply with any District rule and regulation. Rejection may include, but not be limited to, refusal and disconnection of water service, in which the District may notify any appropriate local authorities if the District deems a public health detriment exists, could exist or will exist.



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**Rule #4. Connection Fees and Procedures**

**Section 1. General**

- A. All new connections to the District's water system shall be subject to payment of a connection fee(s) for the right to connect to the District's water system.
- B. Connection fees to the District's water system shall be due and payable prior to any connection. An additional delayed payment penalty of one (1) percent per month of the outstanding balance will be added each month, or portion thereof, the payment of the connection fee(s) remains outstanding.
- C. No water service line shall be connected to any line owned by the District or any private line that may be connected to the District's system until all connection fees are paid. If any such lines are connected, the District may disconnect any such line and charge the owner, developer, contractor, plumber or any other person, persons or parties, jointly or severally liable, all costs incurred for the disconnection, including but not limited to, attorney fees, court costs and interest earnings from the date of connection.
- D. All water connections, as well as the materials and workmanship used in those connections shall be subject to inspection and approval prior to the initiation of service. Connections, materials and/or workmanship not meeting inspection approval shall be corrected so as to meet the inspection approval prior to the initiation of service or those connections are subject to disconnection. Furthermore, the District will not be required to provide water service until connections to District's water system is approved by the District.
- E. Locations of connections to the District's system will generally be given and directed by the District. Any deviation to prescribed location will need prior approval by the District. Connections to the District's system shall be installed and at the expense of the customer or owner of the property/premise(s) receiving service by bonded and/or licensed plumbers authorized to perform work in Cole County, Missouri. Connections, service lines, etc. will not be extended along public streets or roadways or through property of others to the point of connection without the written prior approval of the District. Connections to the District's system that must be excavated for inspection shall have that excavation performed at the customer's expense.
- F. The District may construct water system improvements to serve a particular area as may be described by the District from time to time. The water system improvements shall connect with public, or other District water system. The Board may cause the water system improvements to be constructed in each area whenever the Board shall deem the water system improvements necessary to thereby promote public health and sanitation, make available conveniences not otherwise possible, and for the general public welfare.

After the District has entered into a contract for construction of the water system improvements, the District's engineer shall compute the whole cost thereof and shall apportion the same against the lots or tracts of ground in the area to be served by the water system improvements, exclusive of the public highways, and the District engineer shall report the same to the Board of Directors of the District, and the Board shall therefore levy a surcharge against each lot or piece of ground within the area to be served by the water system improvements as they connect to the same.

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**Rule #4. Connection Fees and Procedures**

**Section 2. Connection Fees and Procedures**

- A. Connection fees for the right to connect to the District's water system are set on the applicable tariffs in Appendix A for all meter sizes.
- B. All connection fees above shall be paid at least 48 hours prior to the scheduling of a connection or request for inspection of connection.
- C. A minimum of 48 hours' notice is required for the scheduling of a connection or request for inspection of connection. Any persons or firms excavating in City, County or State right-of-ways must have the proper permits from that particular entity prior to any excavations and may be required to produce proof upon demand.
- D. The District will install and pay for all water service pipes (except for private fire protection) from its mains to the meters in-so-far as its current financial responsibilities, obligations and conditions will permit from the connection fees. The service pipe shall not be less than  $\frac{3}{4}$ 's inch in size. The District Engineer will size the service lines above  $\frac{3}{4}$  inch as the engineer determines necessary for adequate service. The District will also install and pay for the corporation stop, meter, meter yoke and meter tile from the connection fees. The meter will be located in front of the premises to be served or at the point on the water user's premises closest to the main, as designated by the District. Meters shall be set 10 feet past curb, no further. Excavation for water service pipe to be provided by Owners.
- E. Water connections over 1 inch in size shall be made only with the District's prior approval, installed by the District, and billed at cost plus 15% to the customer. The required saddle, the required corporation fitting, and the labor and equipment to tap and connect the service line to the water main is to be paid by the customer, developer, builder or plumber. Connections over 2 inch in size generally require additional time and coordination of work.
- F. Water connection fees include the right to connect, the installation of water meters up to 1 inch in size, and any applicable inspections by the District. Water connections and service lines shall be installed in accordance with the procedures, specifications and standards established by the District from time to time and on file with the Clerk. These procedures, specifications and standards will be provided upon request.

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**Rule #5      Security Deposits**

**A.**      Security deposits for water service in the District shall be as follows:

Residential, single and multi-family, per dwelling unit, up to 1 inch Water service.....	\$ 50.00
Residential Rental Tenant, single and multi-family, per dwelling unit, up to 1-inch Water service.....	\$ 50.00

Commercial, Business and/or Industrial customers, security deposit are based on size of meter and are considered minimum deposit amounts. Additional deposits may apply for higher use customers and will be evaluated on a case by case basis. Minimum deposit amounts shown below:

3/4-inch meter.....	\$ 50.00
1-inch meter.....	\$ 50.00
1 1/2-inch meter.....	\$ 75.00
2-inch meter & Over.....	\$100.00

- B.**      Security deposits shall be paid prior to the initiation and start of service. The District reserves the right, at their option, to bill for security deposits with the customer's water bill. In any event, services with security deposits unpaid after 45 days of billing are subject to disconnection of service.
- C.**      Security deposits shall be held until customers move and applied to customers' final bill.
- D.**      Security Deposits, at the request of the customer and upon subsequent approval by the District, may be transferred from a customer's previous account to that customer's new account. Security deposits are not transferable from one customer to another customer in any way.
- E.**      The owner of any multi-unit building (residential or commercial) containing two or more units, shall be considered the user of water furnished to the building and is liable for payment of security deposit and service bills, unless the owner installs or causes to be installed separate water meters for each and every unit. Only if separate water meters are installed are the tenants allowed to be the customers for water service. In all other cases the owner shall be deemed the customer by the District.
- F.**      Security deposits may be adjusted higher if the District deems necessary to ensure protection from delinquent water usage charges.

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**Rule #6. Water Rates and Charges**

- A.** A charge for water service to customers of the District shall be made based on water meter readings and computed at the rates herein set on the applicable tariffs in Appendix B, whether single metered or master metered. The District, through its authorized employees and agents, may read water meters monthly, bi-monthly or quarterly as deemed in the District's best interest and statements (bills) shall be rendered accordingly.
- B.** Failure to receive a bill and/or (delinquent) notice of non-payment shall not excuse the customer from their obligation to pay for water service when a bill is submitted.
- C.** Whenever, for any cause, a water meter fails to operate correctly, or for some reason the District is unable to read the water meter, the District shall make a reasonable estimate of the amount of water supplied by the District during the specified period and the customer shall be liable for payment based on the estimate of water supplied.
- D.** Water meters will be owned and maintained by the District. Meters will be kept in proper operating condition by the District. Water meters or other components of the water meter installation damaged or destroyed through tampering or abuse will be repaired or replaced at the customer's expense. Meters that fail or are replaced due to routine use and wear will be repaired or replaced at the District's expense.
- E.** Meter tests will be performed from time to time to determine accuracy and meters may be replaced from time to time to ensure accuracy. Meter tests will be performed as deemed necessary by the District at no charge to the customer. Meter tests requested by the customer that are deemed unnecessary in advance by the District will result in a \$50.00 testing charge to the customer, unless the meter registers outside of the 98 to 102 percent accuracy level in which no charge will incur.
- F.** From time to time, and in amounts determined by the State and Local Authorities, the District will bill and collect for primacy fees, taxes, user fees, laboratory fees and after doing so, will pass those fees onto those appropriate State or Local Authorities.
- G.** Each customer, user, or owner of the premises connected to the District's water system shall pay for water drawn from the system each month according to readings of the water meters (or estimates thereof) for each particular connection for all bills issued as set on the applicable tariffs in Appendix B.
- H.** The District reserves the option, at the Board's sole discretion, to grant a customer a leak adjustment. The Board will consider Staff's recommendation after Staff has verified that a leak occurred and that it has been promptly and properly repaired. To be eligible for an adjustment, all of the following conditions must be met:
  - 1.** The customer's account balance must be current.
  - 2.** The account shall not have been placed in "shut-off for nonpayment status" for one year prior to the request.
  - 3.** Requests shall be a one time, life time adjustment.

Leak adjustments shall be based on average water usage's over the previous three (3), six (6) or twelve (12) month period or as however deemed appropriate by the District. Leak adjustments will not be granted to customers who do not promptly repair leaks after notification by District personnel. Leak

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adjustments shall not be granted to customers with an active leak. Leak adjustments shall be calculated at the rate of 50% of the excess water billed to the customer, over and above the average usage. Leak adjustments shall be limited to two billing cycles. Any leak adjustment exceeding \$150 will require specific Board approval. In addition, any potential adjustment exceeding \$500 may be subject to alternate abatement methods to include "cost to produce" calculations.

- I. Fire hydrant use must be authorized in advance. Fire Hydrant use is granted in the District's sole discretion and may require water metering under special circumstances as determined by the District. Special conditions such as location, flow rates, permits, and times of use may apply and must be followed to avoid penalties. See Rule 10 for additional information, policies and procedures.

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**Rule #7. Billing, Payment of Bills and Collections**

- A.** Water service shall be deemed to be furnished to both the occupant and/or owner of the premises receiving service and the occupant and/or owner of such premises shall be severally and jointly liable to the District for payments of the charges on or to the premises served. All reasonable attempts will be made to have the occupant of the premises pay for services rendered before collection for services rendered is made to the owner of the premises.
- B.** For water customers, the District will bill for services rendered monthly, bi-monthly or quarterly as deemed to be in the best interest of the District. Bills are due and payable upon receipt.
- C.** Bills not paid by the 15<sup>th</sup> day of the month are considered past due and delinquent. Bills not paid within 15 days from date of bill will be subject to a ten (10) percent delayed payment charge of the current water service charges due which shall be added to the amount due.
- D.** Any account not paid by the last day of the month is subject to immediate disconnection of service without further notice.
- E.** Customers whose service has been disconnected for nonpayment of bills are required to pay the past due and current amounts of service rendered by the District to the District as well as any and all disconnection and reconnection charges due prior to the restoration of water service disconnected.
- F.** Disconnection and reconnection charges are as shown below:

Failure to pay a bill on an account which has a past due balance shall subject the service to disconnection. Services subject to disconnection, unless previously agreed on by the District, are subject to the following disconnection-reconnection charges:

- \$50.00, from 8:00 AM to 4:00 PM Monday through Friday, excluding Holidays. No payment from customers to service personnel will be accepted at the time of disconnection to avoid loss of service. The \$50.00 administrative, disconnect, reconnect fee will be applied to the past due amount once the customer service personnel leaves the office to perform disconnection of service on accounts that are past due.
  - Restoration of service between the hours of 4:00 PM to 8:00 AM, Monday - Friday or Saturday, Sunday or Holidays: \$75.00.
- G.** Returned checks due to insufficient funds, closed accounts or other reasons will be considered seriously past due and delinquent accounts. Customers of such accounts will be given notice to make immediate restitution and pay a \$25.00 returned check charge and in doing so may avoid service disconnection. Customers who do not make restitution and pay the \$25.00 returned check charge are subject to water service disconnection without further notice and are subject to the charges outlined in section F. above.
- H.** In all cases involving returned checks, only cash, money orders, cashier's checks or valid credit cards will be acceptable for payment of services rendered for that particular restitution of payment. Future incidents involving returned checks may require all future payments for services rendered to be cash, money order, cashier's check or valid credit card.

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- I. For any water customer's account delinquency, the customer is responsible and liable for all costs incurred to collect this debt including collection fees, Attorney fees and costs. The District may direct the attorney for the District to file suit against any customer whose account is considered delinquent for one hundred eighty (180) days or more or is delinquent in amounts exceeding two hundred fifty dollars (\$250).
  
- J. Customers who will be temporarily vacating their premises may request temporary suspension of water service. All such customer requests must indicate the beginning date of temporary suspension of service. Customers who are granted temporary suspension of water service for one or more full billing periods will not be charged for services during the time service is temporarily suspended. Service will be considered restored and billable for water during the billing period in which water usage resumes. Bills for restored service will be for the full billing period and will not be prorated for portions of the billing period. A \$10 reinstatement fee will be charged at turn on of service and for turn on of irrigation meters.
  
- K. Water service shall be deemed to be furnished to the occupant and/or owner of the residence or establishment receiving the service. All reasonable attempts will be made to collect payment for service from the occupant. If the occupant fails to pay for service, the District will make all reasonable attempts to determine the ownership of the residence or establishment, and at the option of the District, to hold the owner responsible for service if deemed proper by the Board of Directors.

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**Rule #8. Water Conservation Plan**

- A.** All connections to the District's water system shall be subject to the District's Water Conservation Plan as identified below and for which plan is to provide for public health and to regulate use of the District's water system.
- B.** The District or its agents shall give notice to customers of any voluntary requests or mandatory measures the District places into effect by means of radio, television, newspapers and any other news media. In cases of extraordinary measures or disasters the District may utilize all of the above as well as any emergency warning system including local law enforcement agencies.
- C.** If a disaster occurs, severe conditions exist and/or voluntary water curtailment or restrictions are requested by the District or if demands on the water system continue to indicate that the threat of a water shortage will occur or continues to occur, the District or its agents may immediately implement any parts of the below conservation plan as the District deems necessary:
1. Mandatory Restriction of Lawn Watering. Even-numbered addresses water on even-numbered days of the month, odd-numbered addresses water on odd-numbered days of the month.
  2. Mandatory Ban of Lawn Watering. All lawn watering, watering of gardens, crops, plants, trees and bushes is prohibited except from a hand held container.
  3. Mandatory Ban on Washing Paved Areas. All washing of sidewalks, driveways, parking areas, patios and any other paved or concrete surfaced area is prohibited.
  4. Mandatory Ban on Filling and Washing. All filling or refilling of any kind or type of swimming pools and/or washing of cars, trucks or other motor vehicles and/or any washing of trailers or boats is prohibited.
  5. Mandatory Ban of Water Uses from Hydrants. All water uses from fire hydrants except for fighting fires and/or flushing mains to alleviate specific complaints and/or sampling and/or testing of water is prohibited.
  6. Commercial and Industrial Uses. All commercial and industrial customers shall reduce water usage by twenty-five (25) percent of average use like time period.
- D.** Any customer or person(s) violating the provisions of this rule shall be subject to disconnection of water service and the District and/or its agents shall have the authority to disconnect or terminate said service in the event of violation of mandatory water use restrictions. Any customer or person(s) violating the provisions of this rule shall be subject to a charge not to exceed five hundred (\$500) dollars per occurrence. Each day shall count as a separate occurrence. The District shall authorize any law enforcement agency to diligently enforce the provisions of this rule in connection with his/her duties imposed by law.



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**Rule #9. Backflow Prevention**

- A. Each water customer and/or user shall install an approved backflow prevention device on each service line to the water system serving the premises where, in the judgment of the District or the Missouri Department of Natural Resources, actual or potential hazards to the public (District) potable water system exist. The type and degree of protection required shall be commensurate with the degree of hazard. Each water customer required by the District or the Missouri Department of Natural Resources shall follow the rules, regulations and requirements set forth in this backflow prevention rule and all other regulations that may be adopted from time to time by the United States Environmental Protection Agency, the Missouri Department of Natural Resources or by Public Water Supply District #1 of Cole County, Missouri.
- B. Cross connections are prohibited and no water service connection shall be installed or maintained to any premises where actual or potential cross connections to the District's potable or customers water system may exist unless such actual or potential cross connection(s) are abated or controlled to the satisfaction of the District and as required by the laws and regulations of the Missouri Department of Natural Resources.
- C. No water service connection shall be installed or maintained whereby an auxiliary water supply may enter the District's or customer's potable water system(s) unless the connection of such an auxiliary water supply and the method of connection and the use of such a supply shall have been approved by the District and the Missouri Department of Natural Resources.
- D. No water service connection shall be installed or maintained to any premises in which the plumbing systems, facilities, point of use devices and water fixtures have not been constructed or installed using acceptable plumbing practices considered by the District necessary for the protection of the District water supply and for the protection of the health and safety of the District's customers.
- E. On request by the District or its authorized representative(s), the customer or user shall furnish information regarding water use practices within his/her premises. The customer's or user's premises shall be open at all reasonable times to the District or its authorized representative(s), for the conduction of surveys and investigations of water use practices within the premises to determine whether there are actual or potential cross connections to the District's water system or the customer's water system through which contaminants or pollutants could backflow into the customer's water system or the District's water system.
- F. The type of backflow protection required shall depend on the degree of hazard which exists and shall be as follows:
  - 1. An approved air-gap separation shall be installed where the District potable water system may be contaminated with substances that could cause a system or health hazard.
  - 2. An approved air-gap separation or an approved reduced pressure principle backflow prevention device shall be installed where a public potable water system may be contaminated with a substance that could cause a system or health hazard.
  - 3. An approved air-gap separation or an approved reduced pressure principle backflow prevention device or an approved double check valve assembly shall be installed where the public potable water system may be polluted with substances that could cause a pollution hazard not dangerous to health.

**PUBLIC WATER SUPPLY DISTRICT #1 OF COLE COUNTY, MISSOURI**  
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- G.** An approved air-gap separation or reduced pressure principle backflow prevention device shall be installed after the metered flow of any service connection or within any premises where, in the judgment of the District or the Missouri Department of Natural Resources, the nature and extent of activities on or in the premises, or the materials used in connection with the activities, or materials stored on or in the premises, would represent an immediate and dangerous hazard to health should a cross connection occur, even though such a cross connection may not exist at the time the backflow prevention device is required to be installed. This includes but is not limited to the following situations:
1. Premises having auxiliary water supply, unless the quality of the auxiliary water supply is acceptable to the District and the Missouri Department of Natural Resources.
  2. Premises having internal cross connections that are not correctable or intricate plumbing arrangements which make it impractical to ascertain whether or not cross connections exist.
  3. Premises where entry is restricted so that inspection for cross connection cannot be made with sufficient frequency or at sufficiently short notice to assure that cross connections do not exist.
  4. Premises having a repeated history of cross connections being established or re-established.
  5. Premises, which due to the nature of the enterprise therein, are subject to recurring modification or expansion.
  6. Premises on which any substance is handled under pressure so as to permit entry into the District's or customers water supply system, or where a cross connection could reasonably be expected to occur. This shall include handling of process waters and cooling waters.
  7. Premises where materials of a toxic or hazardous nature are handled such that if backsiphonage or backpressure should occur, a serious health hazard may result.
- H.** The following types of facilities fall into one (1) or more categories of premises where an approved air-gap separation or reduced pressure principle backflow prevention device is required by the District and/or the Missouri Department of Natural Resources to protect the public water supply and must be installed at these facilities unless all hazardous or potentially hazardous conditions have been eliminated or corrected by other methods to the satisfaction of the District and the Missouri Department of Natural Resources:
1. Aircraft and missile plants
  2. Automotive plants
  3. Auxiliary water systems and water loading stations
  4. Beverage bottling plants
  5. Canneries, packing houses, reduction plants, stockyards
  6. Car washing facilities
  7. Chemical manufacturing, processing, compounding or treatment plants
  8. Dairies, animal and veterinary clinics
  9. Film laboratories
  10. Fire protective systems
  11. Hazardous waste and disposal sites
  12. Hospitals, mortuaries, clinics and medical buildings
  13. Industries using toxic substances
  14. Irrigation and sprinkler systems, residential or commercial, any size
  15. Laundries and dye works

**PUBLIC WATER SUPPLY DISTRICT #1 OF COLE COUNTY, MISSOURI**  
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16. Metal manufacturing, cleaning, processing and fabrication plants
  17. Nursing and convalescent homes
  18. Oil and gas production, storage and transmission facilities or properties
  19. Paper and paper products plants
  20. Plant nurseries, tree farms and fertilizer facilities
  21. Plating plants of any kind
  22. Power plants; printing and publishing facilities
  23. Radioactive material processing plants or nuclear reactors
  24. Research and analytical laboratories
  25. Rubber plants, natural and synthetic
  26. Sewage and storm drainage facilities
  27. Pumping stations and treatment plants
  28. Water front facilities and industries
  29. Any customer using any type of booster pressure pump(s) for any purpose or reason.
- I.** The District may, at the District's discretion and in the District's sole opinion, require a backflow prevention device(s) at facilities and premises other than those above that the District deems may have a hazardous or potentially hazardous condition.
- J.** Any backflow prevention device required under this rule shall be of a type, model and construction approved by the District and the Missouri Department of Natural Resources (MoDNR) as follows:
1. Air-gap separation shall be at least twice the diameter of the supply pipe or supply line as measured vertically above the top rim of the vessel, but in no case less than three (3) inches.
  2. Double check valve assemblies or reduced pressure principle backflow prevention devices shall meet MoDNR approval or an approved equivalent.
- K.** Existing backflow prevention devices previously approved by the District at the time of installation and properly maintained shall, except for inspection and maintenance requirements, be excluded from the requirements of this rule so long as the District, in the District's sole opinion, is assured that said backflow prevention devices will satisfactorily protect the water system. Whenever the existing device is moved from its present location, or requires more than minimum maintenance or when the District finds that the maintenance or lack of maintenance constitutes a hazard to health, the device shall be replaced by a backflow prevention device meeting the requirements of this rule and shall be subject to all requirements under this rule.
- L.** Backflow prevention devices required under this rule shall be installed at a location and in a manner approved by the District and shall be installed and maintained at the expense of the water customer or user.
- M.** Periodic inspection and testing schedules are hereby established by the District for all backflow prevention devices at the following intervals:
1. Air-gap separations shall be inspected at the time of service connection or installation and every twelve (12) months thereafter.
  2. Double check valve assemblies shall be inspected and tested for tightness at the time of installation and at least every twelve (12) months thereafter. They shall be dismantled, inspected internally, cleaned and repaired whenever needed and at least every thirty (30) months.
  3. Reduced pressure principle backflow prevention devices shall be inspected and tested for tightness at the time of installation and at least every twelve (12) months thereafter. They shall be dismantled, inspected internally, cleaned and repaired whenever needed and at least every five (5) years.

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- N.** All costs associated with inspections, cleaning, testing, repairing, overhaul or replacement of backflow prevention devices shall be the responsibility of the water customer or user. All inspections, cleaning, testing, repairing and overhaul of backflow prevention devices shall be performed by a State of Missouri certified backflow prevention service tester. It shall be the responsibility of the customer/user to provide the District with written inspection or repair documentation upon receipt.
- O.** Backflow prevention devices found to be defective shall be repaired or replaced at the expense of the water customer or user without undue delay and in any event no later than thirty (30) days from the discovery of the defect. Backflow prevention devices shall not be bypassed, made inoperative, removed or otherwise made ineffective without specific written authorization from the District. Bypass piping around a backflow prevention assembly is allowed only if the bypass is equipped with an identical or better backflow prevention assembly.
- P.** The District shall maintain a complete record of each backflow prevention device. Records will include comprehensive listing of installation, testing, inspections, cleanings, repairs and overhauls and will generally be a complete history of each backflow prevention device from installation to retirement. It shall be the customer's and/or user's responsibility to provide the District with complete records of installations, testing, inspections, cleanings, repairs and overhauls upon receipt or upon request, whichever occurs first.
- Q.** The District shall deny or discontinue, after reasonable notice to the customer/user thereof, the water service to any premises or facilities wherein any backflow prevention device required by this rule is not installed, tested or maintained in a manner acceptable to the District or if it is found that a backflow prevention device has been removed or by-passed or if an unprotected cross connection exists on the premises. Water service to such facilities or premises shall not be restored until the customer/user has corrected or eliminated such conditions or defects in conformance with this rule to the satisfaction of the District.

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**Rule #10. Fire Hydrants, Regulations for Use.**

- A. Hydrants and flushing assemblies shall only be operated by District personnel, Fire Protection Districts, persons carrying written authorization or permit to operate hydrants and flushing assemblies or those persons or companies granted temporary permit to operate hydrants and flushing assemblies in accordance with the regulations of the District. The operation of any hydrant or flushing assembly by any unauthorized person(s) or company may result in the impoundment of any hose(s), wrenches, nozzles, backflow preventers, meters or other items used in the hydrant operation with charges and penalties defined in Rule #15 and those persons shall be subject to prosecution by the District.
- B. Persons or companies authorized to use and operate hydrants may be required to provide a security deposit and shall pay for all water used, including the monthly minimum amount. The authorized hydrant user shall provide all equipment necessary for hydrant use including hoses, control valves, approved backflow prevention device, plus any other equipment deemed necessary by the District for the safe and proper operation of the hydrant and/or flushing assembly.
- C. The District reserves the right to deny any person, persons, company, companies or any other entity any request for hydrant or flushing assembly use for any reason the District believes necessary to protect the property and/or best interests of the District.
- D. The District reserves the right to develop and implement detailed regulations for hydrant use, permits, fees and charges, and procedures for hydrant operation and amend hydrant use procedures whenever the District deems necessary. The District reserves the right to waive or reduce hydrant deposits and water use charges for improvements or for construction projects and extensions to the District's system directly awarded and paid for by the District.
- E. All District hydrant users shall follow the permit and use procedures and pay the applicable fees as adopted by the Board of Directors and as may be amended from time to time.
- F. Resolution 1-01-024 sets Fire Hydrant and Fire Protection Flow testing fees at \$1,500 per test.

**PUBLIC WATER SUPPLY DISTRICT #1 OF COLE COUNTY, MISSOURI**  
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**Rule #11. Sprinkler System Uses**

- A. Fire protection, irrigation systems and similar types of sprinkler systems shall be subject to all backflow requirements set forth by the District and the State of Missouri. Those systems not complying with the requirements shall be subject to disconnection, with no liability incurred to the District, or by any other entity, company or person serving as the District's agent. All liability is assumed by the customer, user or owner of the residence or establishment receiving the service.
- B. All water mains laid on private property for the sole purpose of providing fire protection through fire hydrants or sprinkler systems are subject to the installation of a detector check valve with bypass water meter, sized as approved by the District. The detector check valve design and installation shall be approved by the District. All costs for the furnishing and installation of the fire protection service shall be borne by the customer, user or owner and not the District. The detector check valve and meter will be checked periodically by the District and water use through the meter shall be added to other water usage for billing to the customer, user or owner.

**Accessibility Charge**

Users of a Supply of Elevated Stored Water and Fire Sprinkler System, shall be charged equal to the rate on file with the Missouri Public Service Commission by Water Companies in the local area.

\$93.50 annually for 20,000 sq. ft. or less.

\$3.60 per thousand sq. ft. above 20,000 sq. ft.

Fire Lines are un-metered. District doesn't charge for fire suppression use.

- C. The customer and/or water user shall promptly report to the District any situation or fires that occur that resulted in water use through the fire protection line and the District or other authorized persons will reset the detector check valve. In the event a periodic check shows that the valve was opened and no situation or fire was reported, the customer, user or owner shall be subject to a charge as identified within the Rule addressing the charges for tampering and penalties for violation. Furthermore, the District reserves the right to require that all water lines be fully metered with all costs of metering to be borne by the customer, user or owner.
- D. All fire protection systems are also subject to the approval of the Fire Protection District having authority in the area the premises are located and the customer or user shall follow all requirements set forth by the Fire Protection District as they pertain to fire protection regulations.

**PUBLIC WATER SUPPLY DISTRICT #1 OF COLE COUNTY, MISSOURI**  
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**Rule #12. Private Systems**

- A. All owners of land or customers receiving District service(s) for buildings or premises who derive their water in whole or in part from sources independent of the District shall register with the District, the location, building or premises, all wells or other private sources of water supply used or consumed thereon, and furnish such information as may be reasonably requested, including location, size, depth, capacity or wells or other sources of water drawn.
  
- B. No cross connection between any private water supply system and the District water system shall be permitted.

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**Rule #13. Water Line Extensions**

- A. The specifics and details of this rule pertaining to water line extensions are generally described in the latest edition of the "Water Distribution System Specifications" a copy of which can be obtained upon request from the District. All existing and current practices, written and unwritten, now in effect, remain in effect and may be amended from time to time. All water line construction and water line extensions shall be designed in accordance to industry standards set forth by AWWA and the District's Engineer. Prior to any construction of any water line extension, all applicable planning, engineering, reviews and permits must be approved in writing by the District and all other applicable governmental agencies. Also, any applicable inspection fees must be paid.



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**Rule #14. Governmental Agreements, Tank Sales & Emergency Interconnections**

- A.** The District may make specific water service contracts and agreements with the United States of America and its agencies, the State of Missouri and its agencies, school districts, municipal and political corporations differing from the stipulations set out in the rules, regulations and rate schedules set forth herein.
- B.** The District has the option and authority to authorize tank sales and sales of water in bulk by any method at any such rate as the District may designate. Sales of this nature may be restricted whenever and however as deemed necessary or desirable by the District. The District reserves the right to develop or modify bulk sales requirements or restrictions at will.
- C.** The District may make and enter into specific reciprocal agreements for emergency interconnections between the District water system and other public, governmental or other water systems regulated by the Public Service Commission for the purposes of providing an emergency supply of potable water from the District or to the District as the need arises. Such specific agreements shall set out the respective duties, rights and obligations as respects the construction, operation, maintenance and use of the reciprocal emergency interconnections.

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**Rule #15. Penalties for Violation**

- A. Any user, person, firm, customer, corporation, partnership, etc. found to be in violation of any provision of these rules and regulations or who fails to comply with any of the requirements stated herein or who deliberately tampers with, operates or otherwise uses a District owned water line, water meter, water setter, water valve, water storage tank, water supply or water pumping facility shall be subject to an administrative charge not to exceed five hundred dollars (\$500) per occurrence and/or imprisonment as the Federal, State and/or County law provides in addition to any costs incurred by the District for repairs necessary due to any tampering or failure to follow rules and regulations of the District. Each day of violation and each tampering incident shall count as a separate occurrence.
- B. The District shall have the option and authority, in lieu of, or in addition to the above penalties, to discontinue water service to the buildings and/or premises in violation of the requirements, rules and regulations herein. The District absolves itself of any claims of liability for damages incurred as a result of discontinuance of service. Any such liability or damages resulting from the discontinuance of water service is the responsibility of the customer, user, owner, etc.
- C. Water service shall not be restored until the violations have been corrected and eliminated to the satisfaction of the District and once service has been disconnected, all charges, fines, court costs and permit fees must be paid prior to the restoration of service.
- D. Nothing contained herein shall prevent the District from taking other lawful actions as necessary to protect the health and safety of the public and/or to prevent damage to the District's water systems and facilities, including obtaining court orders in law or equity. Should the District go to court in law or equity against any one or more customers, users, owner/owners, then such customer, user, or owner/owners shall pay for all costs thereof, including attorney's fees.

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**Rule #16. Payment Arrangements**

Be it ordained by the governing body of the Public Water Supply District #1 of Cole County, State of Missouri:

**Section I. Procedures for Payment Arrangements - General Policy**

Payment arrangements shall be considered for homeowners who meet the qualifying conditions listed under the following procedures. Payment arrangements shall not be considered for rental properties and mobile home pad rentals. Payment arrangements will not be considered after disconnection for non payment.

- A. Check to see if other payment arrangements for the customer have been successful. No arrangements allowed if two or more arrangements within the last 24 months were not met by the customer.
- B. If the total amount of the current and the past due balance is greater than \$30, and less than \$50, the total balance must be paid in full.
- C. If the total amount of the current and past due balance is between \$50 and \$100, the payment due date can be extended up to 10 days.
- D. If the total amount of the current and the past due balance is over \$100, the payment due date can be extended up to 14 days.
- E. If the customer cannot make payment of the full current and past due balance within 14 days, the District requires a written signed payment plan within the following guidelines:
  - 1. Current balance must be paid by the due date, in addition to the agreed upon amount on the old balance.
  - 2. Past due balances under \$50 shall be paid within 30 days.
  - 3. Past due balances between \$50 and \$100 shall be paid within 60 days.
  - 4. Past due balances between \$100 and \$200 shall be paid within 90 days.
  - 5. Past due amounts over \$200 shall be paid within 120 days.
  - 6. No payment plan shall exceed 4 months.

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**Rule #17. Lead Ban**

Be it ordained by the governing body of the Public Water Supply District #1 of Cole County, State of Missouri:

**Section I. Lead Ban - General Policy**

- A. Purpose. The purpose of this ordinance is:
- 1) To ban the use of lead materials in the public drinking water system and private plumbing connected to the public drinking water system; and
  - 2) To protect city residents from lead contamination in the city's public drinking water system and their own private plumbing systems.
- B. Application. This rule shall apply to all premises served by the public drinking water system of the Public Water Supply District #1 of Cole County, Missouri.
- C. Policy. This rule will be reasonably interpreted by the water purveyor. It is the purveyor's intent to ban the use of lead-based material in the construction or modification of the District's drinking water system or private plumbing connected to the District's system. The cooperation of all consumers is required to implement the lead ban.

**Section II. Definitions**

- A. The following definitions shall apply in the interpretation and enforcement of this ordinance.
- 1) "Consumer" means the owner or person in control of any premises supplied by or in any manner connected to a public water system;
  - 2) "Lead base materials" means any material containing lead in excess of the quantities specified in Section II. B;
- B. In General, "Lead Free" means:
- 1) When used with respect to solder and flux, refers to solders and flux containing not more than 0.2 percent (0.2%) lead; and
  - 2) When used with respect to pipes and pipe fittings, refers to pipes and pipe fittings containing not more than 0.25 percent (0.25%) lead.

**C. Calculation**

The weighted average lead content of a pipe, pipe fitting, plumbing fitting, or fixture shall be calculated by using the following formula: For each wetted component, the percentage of lead in the component shall be multiplied by the ratio of the wetted surface area of that component to the total wetted surface area of the entire product to arrive at the weighted percentage of lead of the component. The weighted percentage of lead of each wetted component shall be added together, and the sum of these weighted percentages shall constitute the weighted average lead content of the product. The lead content of the material used to produce wetted components shall be used to determine compliance with paragraph (A)(2). For lead content of materials that are provided as a range, the maximum content of the range

**PUBLIC WATER SUPPLY DISTRICT #1 OF COLE COUNTY, MISSOURI**  
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shall be used.

- 4) "Public drinking water system" means any publicly or privately owned water system supplying water to the general public which is satisfactory for drinking, culinary and domestic purposes and meets the requirements of the Missouri Department of Natural Resources; and
- 5) "Water purveyor" means the owner, operator, or individual in responsible charge of a public water system.
- 6) "Exemptions"
  - (a) pipes, pipe fittings, plumbing fittings, or fixtures, including backflow preventers, that are used exclusively for non-potable services such as manufacturing, industrial processing, irrigation, outdoor watering, or any other uses where the water is not anticipated to be used for human consumption; or
  - (b) toilets, bidets, urinals, fill valves, flush-a-meter valves, tub fillers, shower valves, service saddles, or water distribution main gate valves that are 2 inches in diameter or larger.

**Section III. Lead Banned from Drinking Water Plumbing**

- A. No water service connection shall be installed or maintained to any premises where lead base materials were used in new construction or modifications of the drinking water plumbing after January 1, 1989.
- B. If a premise is found to be in violation of Section III. A, water service shall be discontinued until such time that the drinking water plumbing is lead free.

**PUBLIC WATER SUPPLY DISTRICT #1 OF COLE COUNTY, MISSOURI**  
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**Rule #18. Severability and Effective Date**

- A. This resolution provides that the rules and regulations covered herein supersede previous rules and regulations pertaining to the items herein addressed. Should any provision or portion of this resolution, rules and regulations be found to be unlawful or invalid by any court of competent jurisdiction, the remaining portions and provisions of this resolution, rules and regulations shall continue to be in full force and effect.
  
- B. That this resolution be in full force and effect upon the adoption by the Board of Directors for Public Water Supply District #1 of Cole County, Missouri and the effective dated noted herein.



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John Bosch - President

SEAL

ATTEST:



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Ruth Winters – District Manager

On motion duly made, seconded and carried, this resolution is hereby adopted by the Board of Directors of Public Water Supply District No.1 of Cole County, Missouri on this 11th day of August, 2020.

**PUBLIC WATER SUPPLY DISTRICT #1 OF COLE COUNTY, MISSOURI  
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**APPENDIX A**

**Tariff Sheet - Connection Fees - Water**

**Service Areas:** All of PWSD #1 of Cole County

**Connection Fees:** For all connections on or after April 1, 2024

**All Customers, Regardless of Type**

<b>WATER METER SIZE Inches</b>	<b>AREA Sg. Inches</b>	<b>ERC's</b>	<b>CONNECTION FEE WATER</b>
¾" Meter, all types	0.44	1.0	\$1,000
1" Meter, all types	0.79	2.5	\$1,200
>1" Meter, all types	-	-	Cost + Labor +15%
1" to Two ¾" Meters	0.79	2.5	\$1,900

(ERC is an Equivalent Residential Connection, which equals Service line area/1.0)

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**APPENDIX B**

**Tariff Sheet- Rate Code A- WATER RATES & CHARGES**

**Service Areas: All PWSD #1 of Cole County Customers**

**Rate: For all billings on or after March 12, 2024**

**Residential Rates:**

Service Availability Fee	0-1,000 gallons	\$6.00 (plus \$0.44 primacy fee) Monthly Minimum (Includes up to 1,000 gallons of water)
Usage Rates	Over 1,000 gallons (Usage Per Month)	\$0.24 per each 100 gallons, or portion thereof

**Commercial Customer Rates:**

All commercial metering installation shall have the meters read by the District personnel, billings computed, and statements mailed to the Commercial water user each month.

Commercial Rate Schedule:

Minimum	5/8" x 3/4" Meter	0-1,000 gallons Over 1,000 gallons	\$6.00 (plus \$0.44 primacy fee) \$2.40 per 1,000 gallons
Minimum	1" Meter	0-3,000 gallons Over 3,000 gallons	\$10.80 (plus \$0.44 primacy fee) \$2.40 per 1,000 gallons
Minimum	1 1/2" Meter	0-5,000 gallons Over 5,000 gallons	\$15.60 (plus \$1.75 primacy fee) \$2.40 per 1,000 gallons
Minimum	2" Meter	0-7,000 gallons Over 7,000 gallons	\$20.40 (plus \$8.50 primacy fee) \$2.40 per 1,000 gallons



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**Resolution 1-01-024**

**A Resolution of the Board of Directors of Public Water District #1 of Cole County  
Establishing Fire Hydrant and Fire Protection Flow Test Fees  
Effective January 1, 2024.**

**Service Areas: All areas of PWSD #1 of Cole County**

**Fire Hydrant Flow Test Fees: For all Fire Hydrant and Fire Protection flow test on  
or after January 1, 2024.**

Be it resolved by the Board of Directors of Public Water Supply District #1 of Cole County that:

The District will assess a \$1,500.00 Fire Hydrant and Fire Protection Flow Test Fee for each test as requested by the responsible party. The responsible party will be required to give notice of no less than 7 business days before the test and pay the Fire Hydrant and Fire Protection Flow Test Fee prior to the test being performed.

This resolution, which establishes the District's Fire Hydrant and Fire Protection Flow test fees, shall be effective January 1, 2024.

PASSED, APPROVED, AND ADOPTED THIS 12<sup>th</sup> DAY OF DECEMBER 12, 2024



PRESIDENT

Attest:



BOARD CLERK

SEAL