



NEW PUMP INSTALLATIONS

Page (1 of 2)

Chairperson: _____

PURPOSE:

To provide guidance for management of new pump installation.

APPLICABLE REGULATIONS:

New pump installation shall be in compliance with Sacheen Lake Standard Operating Procedure SWP-P05 Section 2.9 Pump Policy

PROCEDURE:

1. All new pump installations will be installed by the District.
2. The legal home owner of the property is to make a written request to the District Manager to install a new pump on a property.
3. The District Manager will then coordinate with the home owner and the District Waste Water Treatment Operator(WWTO) to locate the pump in accordance with WDOE requirements.
4. The home owner will then sign a memorandum of understanding to pay for the following items within 30 days of being billed the District.
 - a. E-One pump & control box – OEM cost, plus taxes and shipping + 3%
 - b. Piping and fittings – OEM cost, plus taxes and shipping + 5%
 - c. Labor - \$45/hour for WWTO while on new install.
5. The home owner will arrange for an excavation contractor and pay them directly. The excavation contractor will work under the direction of the District WWTO. The District will supply a list of local excavation contractors if needed. The home owner/excavation contractor will be responsible for having underground utilities located before excavation begins.



NEW PUMP INSTALLATIONS

Page (2 of 2)

6. The home owner will be responsible for providing the electrical contractor for power installation from the home power panel to the pump control box and to the pump. The power supply will be 30 amp 240v to the panel. The home owner/electrical contractor will be responsible for having the electrical service inspected by the state electrical inspector before the District will authorize initiation of sewer service. The District can provide a list of local electrical contractors.
7. The home owner will be responsible for properly decommissioning of any existing sewer tank per Tri-County Health procedures. This work will be inspected by the District WWTO.
8. The new pump will be commissioned by the District WWTO.
9. The District will then take over maintenance of the new pump from the control box and pump to the main line.
10. The home owner will be billed monthly as per the current rate schedule SWP-P08. The billing will be the stub rate plus the full M&O rate.
11. Home owners that are not a part of the Phase I project will need to join the District if not already a member, pay the stub rate plus the full M&O rate and a catch-up fee for the infrastructure backbone. This calculation will be done by the District Manager prior to the new pump installation.