

CITY OF BARDSTOWN



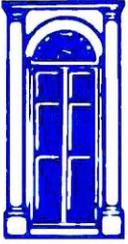
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Bardstown Sanitary Sewer Service Policy

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This document is to serve as a policy for the Bardstown Sanitary Sewer Department and its sewer customers. It provides guidance in order to operate and maintain the public sewer system efficiently.



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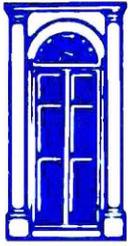
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ART TREASURES IN
ST. JOSEPH CATHEDRAL

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1.0 General

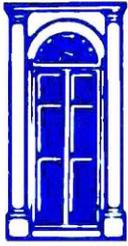
The City of Bardstown is committed to its sanitary sewer system and its customers. Bardstown strives to keep the sanitary sewer system maintained to prevent overflows, back-ups, and user rates down. Bardstown cleans a portion of the system every year and routinely televises and inspects segments of the collection system. Efforts are ongoing to eliminate inflow and infiltration of rain and ground water (I/I) from entering the sanitary sewer system.

2.0 Bardstown Responsibility

- A. Sanitary sewer manholes, mains, and sewer pump stations that have been designed, approved, constructed, and accepted by the City of Bardstown into its public sanitary sewer system are owned and maintained by the City. It is the City's responsibility to maintain their facilities in order to keep them functioning and providing adequate service to its customers.
- B. The City shall make decisions on how and when it will perform maintenance on its system. The City may determine to upgrade and/or replace if a portion of its system can no longer handle the flow, or maintenance efforts are ineffective. Larger efforts take more time in order to reserve funds, design, permit, bid and construct. All efforts and decisions are made to keep the system functioning while holding rates as low as possible.
- C. The City will repair/clean the portion of a private service line where the following conditions are met:
 - i. The service is under the public street, alley, and/or sidewalk AND;
 - ii. The customer/owner installs a cleanout at the edge of property AND;
 - iii. The defect is verified to be in the public right-of-way via rodding and/or televising the line.
 - a. Where repairing the line requires digging in the public street that would result in disruption of traffic, and higher costs, the City may choose to perform more frequent maintenance activities. If blockage occurs more than 2 times in a year or 3 times in a 2 year span, the City will replace the faulty portion of the main in the right-of-way.

3.0 Customer/Private Property Owner Responsibility

It shall be the responsibility of the customer/private property owner receiving service to maintain the private sanitary sewer service line from the served building to the connection of the public sewer main. This includes clearing of blockages, repair of defects, and replacement when necessary. See the Bardstown Code of Ordinances Chapter 53 Wastewater for rules and requirements of proper discharge to the public system.



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4.0 Tree Roots

If root intrusion/blockages occur due to trees on private or public property that are present within the:

- A. Private sewer service - it is the property owner’s responsibility to remediate the problem by means of rodding, chemical root treatment, replacing the segment of service line affected by the roots, and/or removing the tree, as necessary.
 - i. The City may require the line be replaced with PVC or approved equal by code if there is excessive I/I entering the sewer system as a result of the roots or defects in the line.
- B. Public sewer main or manhole –
 - a. If trees or shrubs are outside of the sewer easement - the City of Bardstown will make said repairs as necessary to remediate blockages and I/I.
 - b. If trees or shrubs are within the sewer easement - the City of Bardstown will remove the vegetation if deemed necessary for the proper maintenance of the system, and make repairs to the infrastructure. The City will not replace trees and shrubs within the easement. The City may require the private property owner to reimburse them for repairs if damage was caused by the roots and violation of the easement restrictions. Refer to Section 7.0 Sanitary Sewer Easements, Paragraph B on page 6 of this document.

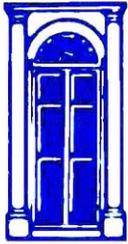
5.0 Shared Services

Customers/ Property owners who share service lines to get to the public main shall share in the maintenance of the line. Each customer is responsible in full for that portion of the line that is independent of others’ service and shall share equally in all maintenance and replacement efforts and costs from the point at which they run jointly to the public sewer main.

Customers/property owners that perform maintenance on any portion their service line, whether individual or shared, across another property or public right-of-way are responsible for returning the property to its pre-existing condition. Each property owner shall be responsible for knowing the location of their service lines and be mindful of actions that could negatively affect the condition of the pipe. Such things include planting of trees or bushes, erecting a structure (garage, porch, shed, pool, etc.), or cutting or filling over the service line.

6.0 New Construction

- A. Each platted lot within newly constructed subdivisions shall have a sewer tap with a service line extended to the property line.
 - i. Shared service lines shall not exceed 100’ in length and serve more than two properties.



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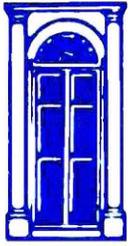


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- ii. A shared service line shall not cross over a property that the service line does not serve. A main extension is required to provide service to avoid exception to both i. and ii.
- iii. Where service lines extend under the public street, cleanouts shall be installed near the property line and/or near the connection point of the shared service.
- iv. When a private service line crosses private land, a service easement shall be granted and recorded in favor of the lot or lots it serves. A general utility easement is granted to utility companies and not to individuals unless otherwise stated, thus private easements are needed to preserve the ability of the customer/property owner to perform future maintenance on the property of others.
- v. A hard copy as-built plan shall be submitted to the office of the City Civil Engineer with all sewer manholes, mains, and tap locations as well as a digital .dwg, .crd, and/or shape file with GPS points of said infrastructure.
- vi. At the end of each service tap, a metal rebar shall be installed behind the end cap and sleeved in 1 ½" pvc conduit stubbed out of the ground. Once final grade is set, the conduit and rebar can be cut off flush with the ground to prevent damage to mowers. This will allow the tap to be located when the customer is ready to connect and ensure the system is as water tight as possible.
 - a. If the marker for the neighboring tap is dug-up at the time a customer is connecting to one of the double services, the first customer and/or its contractor is responsible for re-installing a marker for the neighboring tap.
 - b. This will help prevent damage to the live tap when the other service tap is being exposed and the connection made.
- vii. It is recommended that a clean-out be installed at the property line if the public sewer main does not run thru the private property. See 2.0 Bardstown Responsibility, paragraph C. of this policy for details.

B. A clean-out is required every 100 feet on a service line.

C. All tap fees must be paid prior to connection to the public sewer system. All sewer connections must be inspected by a representative of the City of Bardstown Sewer Department prior to final plumbing inspection. Failure to obtain proper inspection can result in the termination of water service, and failure to obtain certificate of occupancy. Once service tap has been dug up, and the proper connection has been verified via inspection all services will be restored.



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7.0 Sanitary Sewer Easements

Sanitary sewer easements for public sanitary sewer mains are generally required to be twenty (20) feet to allow for continued maintenance. Certain activities can cause damage to the sewer. Please see the below list of things that property owners should know about sewer easements.

- A. No permanent structures shall be built over a sewer main or within its easement area. This includes home extensions, garages, decks, sheds, out buildings, swimming pools, etc.
- B. No trees shall be planted within the sewer easement and no shrubs shall be planted closer than five (5) feet from the sewer main unless permission is granted by the City of Bardstown Sewer Department.
- C. Fencing shall be installed outside of the sewer easement unless otherwise approved by the City of Bardstown Sewer Department.
- D. Adding extra fill or cutting the existing ground reducing or adding cover over the public sewer system may harm the ability to maintain the lines.
 - i. Grade changes in excess of twelve (12) inches or one (1) foot are prohibited unless written permission is granted by the City of Bardstown City Engineer.
 - ii. Manhole covers and/or cleanouts shall be adjusted when the yard grade is changed by the property owner at the property owner's expense. Access to the public sewer system must be maintained at all times. Manhole covers shall not be buried. Any manhole cover discovered by the City that has been buried will be brought to grade by the property owner or the City will raise it and the property owner is to reimburse the City for all expenses.
- E. In the event that a home or building that is connected to the public sanitary sewer system is demolished or burned beyond repair, or when the sewer service is abandoned, the sewer service shall be capped at the property line by the property owner. This is to prevent damage to the sewer system from dirt, debris, ground water, and/or storm water. This shall take place at the time other utility services are disconnected.