

**RESOLUTION NO. 11-13-2008-01**

**A RESOLUTION OF THE COLLIER TOWNSHIP MUNICIPAL AUTHORITY  
AMENDING THE ESTABLISHED PROCEDURE FOR THE INSTALLATION AND  
READING OF CREDIT METERS INSTALLED BY PROPERTY OWNERS ON  
PROPERTY WITHIN THE COLLIER TOWNSHIP MUNICIPAL AUTHORITY  
SERVICE AREA.**

**WHEREAS**, the Collier Township Municipal Authority will, under certain limited circumstances, allow the installation of credit meters designed to determine the amount of water that has bypassed the sanitary sewer system and allow for a credit for properly bypassed water, and;

**WHEREAS**, the Collier Township Municipal Authority has a sewage processing agreement with ALCOSAN, and;

**WHEREAS**, ALCOSAN requires that any credit meter or auxiliary meter service be approved by ALCOSAN, and;

**WHEREAS**, ALCOSAN has a clearly established application procedure and installation format procedure, for credit meters, a copy of which is attached hereto, and;

**WHEREAS**, ALCOSAN has been reading the credit meters and has currently established an annual fee of \$110.00 for the reading of the meter, and;

**WHEREAS**, ALCOSAN has requested that the Collier Township Municipal Authority assume the responsibility for the reading of the meters and providing the credit information to ALCOSAN for credit, and;

**WHEREAS**, the Collier Township Municipal Authority is agreeable to reading the auxiliary meters (credit meters) and providing the information to ALCOSAN on an annual basis, and;

**WHEREAS**, ALCOSAN requires that there be an annual submission of credit meter readings to ALCOSAN, by November 15 of each calender year, and;

**WHEREAS**, ALCOSAN has agreed to discontinue its annual fee of \$110.00 for the processing of each meter accounts should CTMA assume this responsibility.

**NOW THEREFORE**, the Collier Township Municipal Authority believes that it is in the best interests of CTMA to assume the responsibility for the annual credit meter reading and submissions of the same and, to that extent, establishes the following procedure:

1. All applications for the installation of a credit meter or auxiliary meter service must be first submitted to Collier Township Municipal Authority and it will be forwarded to ALCOSAN for approval and the initial reading and inspection. Copies of each application must include the required attachments at the time it is submitted to CTMA.

2. The customer is responsible for the payment of any and all charges established by ALCOSAN for the processing of the application for auxiliary meter service and/or the inspection of the installation of the auxiliary meter.

3. The property owner shall be responsible, on an annual basis, for reading of the auxiliary meter and submitting to the Collier Township Municipal Authority, in writing, on a form provided by CTMA, the actual credit meter reading.

4. Each property owner must, on or before October 31<sup>st</sup> of each year, submit in writing to CTMA and on the form provided by CTMA, the credit meter reading in order to be eligible for consideration of a credit for the current calender year.

5. The failure of the property owner to submit, in writing on the CTMA form, the meter readings on or before the above listed date (October 31th), shall be treated as full and complete waiver of any credit due or owing the property owner for that current year and any prior years. This self reading procedure places the entire responsibility for the timely submission of the written credit application on the property owner and any failure of the property owner to timely deliver the credit request form shall constitute a complete waiver of any refund that the property owner may be able to claim.

6. CTMA reserves the right to inspect and read the credit meter as often as CTMA believes that a physical reading of the meter is necessary.

7. The property owner agrees that, by the installation of the credit meter and the request for credit, CTMA, its agents, servants and employees, or designated representatives have the unconditional and absolute right to enter onto and go upon the property of the customer for the purposes of reading the credit meter, which must be accessible from the outside of the property.

8. The Collier Township Municipal Authority establishes an annual charge of Twenty-five (\$25.00) dollars as a service fee for the record keeping and processing of credit forms and credit applications for each credit meter installed within the service area of the Collier Township Municipal Authority.

9. The annual fee shall be deducted from any credit amount established by the credit meter reading. Should the credit meter reading not be in excess of the annual charge, the property owner shall be responsible for the balance, which shall be invoiced on an annual basis.

10 A property owner may, at any time, discontinue the credit meter by notifying the Collier Township Municipal Authority, in writing, that the credit meter application is being discontinued.


11. Should the property owner discontinue the utilization of the credit meter, any request for reinstating of a credit meter for the property address where the credit meter has been withdrawn must be returned to CTMA by the close of business on March 31 and shall be subject to approval by CTMA and shall subject to a charge in the amount of Fifty (\$50.00) dollars for a actual reading of the meter and administrative costs. No credit meter will be reactivated if CTMA determines that the owner or prior owner inaccurately submitted credit readings to CTMA unless and until the applicant refunds the full amount of any improper credit refunded to the owner or prior owner.

12. The sale or transfer of the property, after the discontinuance of the credit meter, shall not guarantee the new purchaser with the opportunity of having installed, or putting in place, a residential, commercial, or industrial sewage meter.

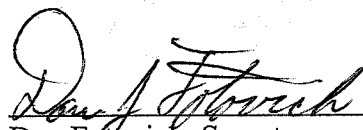
13. CTMA will physically read the credit meter prior to the issuance of any no lien letter for the sale or transfer of the property in question. The property owner shall be responsible for any excess credit made to the property owner and which was based on the property owner's self reading of the meter.

Adopted this 13<sup>th</sup> day of November 2008, by the Collier Township Municipal Authority as revision to Resolution 05-11-2006-01.

**COLLIER TOWNSHIP MUNICIPAL  
AUTHORITY**

  
\_\_\_\_\_  
Daniel Oberleitner, Chairman

Attest:

  
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Dan Fotovich, Secretary