

# **BUTLER AREA SEWER AUTHORITY**

**100 LITMAN ROAD • BUTLER, PA 16001-3256**

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**www.basapa.org**

## **RESOLUTION NO. 09-12-2023-1 OF THE BUTLER AREA SEWER AUTHORITY ADOPTING A SCHEDULE OF FEES PER THE AUTHORITY'S RULES AND REGULATIONS**

**WHEREAS**, the Butler Area Sewer Authority is a duly organized municipal authority under the Municipality Authorities Act, as amended, and,

**WHEREAS**, the Act requires that the Authority involved must approve by Resolution a schedule of reasonable Authority fees, consultant service fees, other charges and expenses; and,

**WHEREAS**, the Authority Board is desirous of establishing a schedule of fees in a single document; and

**WHEREAS**, in keeping with good practice, the Authority Board reviews the schedule of fees periodically and will make appropriate revisions thereto; and

**WHEREAS**, the Authority Board has determined that certain revisions are necessary and are in the best interest of the Authority; and

**WHEREAS**, the Dutchtown Road surcharges have been removed from the attached sewer service rate schedule to match the Pennsylvania American Water (PAWC) submission to the Public Utility Commission (PUC) to reflect that PAWC will not be involved in collecting the Dutchtown Road surcharge payments. Notwithstanding this, the obligations for payment of the surcharge payment shall remain and will be collected by the Authority pre-closing and post-closing as part of the final quarterly bill, and then will be collected by the third-party vendor contracted to collect accounts receivable for the Authority, the City of Butler and Butler Township;

**NOW, THEREFORE**, let it be resolved and enacted that a schedule of fees be established as contained herein and that this Resolution shall replace all previous fee schedule resolutions.

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**I. SEWER SERVICE RATE SCHEDULE:**

<b>BUTLER AREA SEWER AUTHORITY NOTICE OF CHANGE IN RATES EFFECTIVE OCTOBER 1, 2023</b>				
<b>BILLING DISTRICT</b>		<b>TOTAL PER YEAR (\$/EDU)</b>	<b>TOTAL PER QUARTER (\$/EDU)</b>	<b>TOTAL PER MONTH (\$/EDU)</b>
<b>BUTLER CITY</b>	<b>BC</b>	<b>546.00</b>	<b>136.50</b>	<b>45.50</b>
<b>BUTLER/SUMMIT</b>	<b>BS</b>	<b>546.00</b>	<b>136.50</b>	<b>45.50</b>
<b>BUTLER TOWNSHIP</b>	<b>BT</b>	<b>546.00</b>	<b>136.50</b>	<b>45.50</b>
<b>CENTER/LAGOON</b>	<b>CL</b>	<b>546.00</b>	<b>136.50</b>	<b>45.50</b>
<b>CENTER TOWNSHIP</b>	<b>CT</b>	<b>546.00</b>	<b>136.50</b>	<b>45.50</b>
<b>DESHON AREA</b>	<b>DA</b>	<b>546.00</b>	<b>136.50</b>	<b>45.50</b>
<b>EAST BUTLER</b>	<b>EB</b>	<b>546.00</b>	<b>136.50</b>	<b>45.50</b>
<b>HULL PLAN</b>	<b>HP</b>	<b>546.00</b>	<b>136.50</b>	<b>45.50</b>
<b>MERIDIAN AREA</b>	<b>MA</b>	<b>546.00</b>	<b>136.50</b>	<b>45.50</b>
<b>MERIDIAN/HEATHER</b>	<b>MH</b>	<b>546.00</b>	<b>136.50</b>	<b>45.50</b>
<b>NORTHWEST AREA</b>	<b>NW</b>	<b>546.00</b>	<b>136.50</b>	<b>45.50</b>
<b>OAK HILLS AREA</b>	<b>OH</b>	<b>546.00</b>	<b>136.50</b>	<b>45.50</b>
<b>SOUTH BUTLER</b>	<b>SB</b>	<b>546.00</b>	<b>136.50</b>	<b>45.50</b>
<b># Base rate increased by \$2.50 per month per EDU effective October 1, 2023 (last increase 7/1/2022).</b>				
<b>For sewer services effective July 1, 2011, interest will be applied at 10% APR (5% APR on liens).</b>				
<b>EDU = Equivalent Dwelling Unit (or Unit) average water usage of 4,000 gallons per month.</b>				
<b>BASE SEWER SERVICE RATE FOR MULTI-FAMILY RESIDENTIAL UNITS:</b>		<b>TOTAL PER YEAR # (\$/EDU)</b>	<b>TOTAL PER QUARTER # (\$/EDU)</b>	<b>TOTAL PER MONTH # (\$/EDU)</b>
or the first 25 Units or any part thereof		546.00	136.50	45.50
or the next 25 Units or any part thereof		535.20	133.80	44.60
or the next 25 Units or any part thereof		524.40	131.10	43.70
or the next 25 Units or any part thereof		513.60	128.40	42.80
or the next 25 Units or any part thereof		502.80	125.70	41.90
or the next 25 Units or any part thereof		492.00	123.00	41.00
or all Units over 150 or any part thereof		481.20	120.30	40.10

**II. TAPPING FEES:**

All customers desiring to make a new sewer connection for a Single Family Residential house to the various segments of the Public Sewer System owned, maintained, and operated by the Butler Area Sewer Authority will be charged a connection fee and tapping fee in accordance with the following rate schedule:

<b>PERMIT CLASS</b>	<b>SANITARY SEWER SEGMENT USED FOR NEW CONNECTION</b>	<b>CONNECTION FEE (Per Connection)</b>	<b>INSPECTION FEE (Per Connection)</b>	<b>TAPPING FEE (Per E.D.U.)</b>	<b>TOTAL FEE</b>
<b>A</b>	Butler Area Sewer Authority public sewer with an existing wye connection	\$300.00	\$100.00	\$2,790.00	\$3,190.00
<b>B</b>	Butler Area Sewer Authority public sewer requiring a new sewer connection by owner	\$150.00	\$100.00	\$2,790.00	\$3,040.00
<b>C</b>	New sewer constructed by a developer since March 1, 2008 with an existing wye connection	\$0.00	\$100.00	\$2,790.00	\$2,890.00

**MULTI-FAMILY RESIDENTIAL TAPPING FEES**

All customers desiring to make a new sewer connection of a Multi-Family Residential structure by a single service line shall pay a single connection fee and inspection fee in accordance with the schedule shown above PLUS a tapping fee for each dwelling unit in accordance with the rate schedule shown above. An additional connection fee shall be paid for each additional physical connection to the Public Sewer System. Each apartment or dwelling unit having a separate kitchen and bath shall be considered to be one (1) Equivalent Dwelling Unit (E.D.U.).

**COMMERCIAL, INDUSTRIAL, INSTITUTIONAL, PUBLIC OR MIXED USE FEES**

All customers desiring to make a new connection of a building being used for Commercial, Industrial, Institutional, Public or Mixed Use (i.e., Residential and Commercial) by a single service line shall pay a single connection fee and inspection fee in accordance with the rate schedule above PLUS a tapping fee for each Equivalent Dwelling Unit (E.D.U.) of water consumption. For the purposes of calculating the applicable tapping fee, an E.D.U. shall be defined as the assumed water use of 222 gallons per day, or 6,660 gallons per month, as established in accordance with the procedures mandated by Act 57 of 2003. The initial tapping fee will be based on the estimated water usage for the development per the DEP-approved Sewage Facilities Planning Module. The tapping fee will subsequently be adjusted based on the actual metered average daily water usage after twelve (12) consecutive months of normal, full capacity operation.

### III. NEW DEVELOPMENT AND SEWER EXTENSION FEES:

(Effective April 13, 1999)

#### 1. Planning Module Review Fees (Non-Refundable)

A. Residential – (Per Plan)	
1. 1 – 5 (Lots or EDU’s)	\$ 50.00
2. 6 – 25 (Lots or EDU’s)	\$ 100.00
3. Over 25 (Lots or EDU’s)	\$150.00
B. Commercial/Industrial Land Development	\$200.00
C. Commercial/Industrial Subdivision	\$300.00

#### 2. Sanitary Sewer Plan Review Fees (Non-Refundable)

A. Residential Subdivision	
1. 1 – 5 (Lots or EDU’s)	\$100.00
2. 6 – 25 (Lots or EDU’s)	\$250.00
3. Over 25 (Lots or EDU’s)	\$500.00
B. Commercial/Industrial Subdivision or Land Development	\$500.00

#### 3. Sewer Lateral Inspection Fee (Per Visit)

The initial Sanitary Sewer Connection Permit purchased for a property includes two site visits for a new sewer lateral installation. The fee listed above will be charged for any inspection required in addition to the two visits included in the Permit.

#### 4. Sewer Extension Fees

Developer must enter into an “Agreement for Construction of Sanitary Sewer Line Extension”. As part of this Agreement, the Developer must pay a fee to cover the Authority’s estimated cost for engineering inspections, “as-built” drawing reviews, and other costs as provided in the Agreement. This initial fee is calculated on a unit cost basis of \$1/LF of sewer line, including service laterals, proposed to be constructed by the Developer in the Final Sanitary Sewer Plans approved by the Authority.

#### 5. Bond Release Fee

There is a \$50.00 fee due at the time of the Final Bond Release request. As-Built drawings on Mylar are also due prior to the final bond being released.

#### 2. Planning Module Review Fees (Non-Refundable)

A. Residential – (Per Plan)	
1. 1 – 5 (Lots or EDU’s)	\$ 50.00
2. 6 – 25 (Lots or EDU’s)	\$100.00
3. Over 25 (Lots or EDU’s)	\$150.00
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**IV. LEGAL FEES:**

(Effective February 14, 2023)

Pursuant to Act 1 of 1996, 53 P.S. §§7106(a) *et seq.*, as amended,  
for collection actions on delinquent account actions  
commenced after February 14, 2023

**FILING OF MUNICIPAL CLAIMS AND PROCEDURES:**

I.	Certified Mail and/or ordinary mail letter advising of delinquent account, collections procedures, fees and costs of collection .....	\$48.75
2.	Fee for Research to obtain property owners' correct names, correct description of property and location thereof, mortgagee and/or foreclosure information preparatory to filing municipal claim .....	\$146.25
3.	Attorney's Fees for preparation of municipal claim, preparation of copies, filing claim, filing copy of claim, mailing copy of claim to Authority and to owners of property .....	\$146.25

4. Prothonotary's fee to file claim  
(Subject to changes in schedule of Prothonotary's Fees).....\$ 24.00
5. Preparation of paper required to  
satisfy claim, signing same and  
filing in Prothonotary's Office.....\$48.75
6. Prothonotary's fee for filing  
satisfaction of lien, discontinuance  
of lawsuit  
(Subject to changes in schedule of Prothonotary's Fees).....\$ B.00
7. Title search on properties (if needed).....\$250.00
8. Updating title required to file papers  
and A.D. Docket in Prothonotary's  
Office preparation to commencing  
Praecipe for Writ of Scire Facias  
Sewer/Water Municipal Lien, updating  
title..... \$146.25
9. Attorney's fees, preparation of Praecipe of  
Scire Facias Sewer/Water Municipal Lien,  
preparation of instructions for Sheriff of  
Butler County regarding service of Scire  
Facias and following  
time tables..... \$585.00
10. Attorney's fees, preparation of 10-  
Day default notice required  
before taking judgment..... \$48.75
11. Advanced costs include all costs  
required of Prothonotary and Sheriff of  
Butler County as  
filing fees ..... *as billed by row office*
12. Attorney's fees, preparation of paper  
for taking judgment against property  
owners and filing same with  
Prothonotary together with mailing  
copies  
to land owners and BASA .....\$97.50

- 13. Attorney's fees, preparation of description of property, Praecipe for Writ of Execution, instruction to Sheriff of Butler County causing advertisements in Butler Eagle and Butler County Legal Journal, attendance at Sheriff's sale and like items..... \$780.00
- 14. Filing costs for Praecipe for Writ of Execution in Prothonotary's Office, advertising costs in Butler Eagle and Butler County Legal Journal, Sheriffs costs and like items as stated by Prothonotary and Sheriff of Butler County (approximately \$2,500) plus Prothonotary filing fee.....\$2,500.00
- 15. All other matters on hourly basis done by partners and associates.....\$195.00
- 16. Fractional hours to be a multiple of one quarter hour (1/4) minimum charge

**V. REALTY TRANSFER I&I INSPECTION PROGRAM FEES:**

- 1. Application Fees
  - A. \$150.00 application fee is due prior to scheduling the inspection. An additional \$150.00 fee may be assessed during the application review or after the inspection is completed. Additional buildings or improved structures on the property that have multiple laterals or multiple taps connected to the Public Sanitary Sewer System will be assessed an additional \$150.00 per lateral or tap. The Notice of Failure or the Document of Certification will not be issued until all fees have been paid.
- 2. Processing Fees
 

(Adopted August 14, 2018, effective January 1, 2019)

  - A. \$30.00 for all rescheduled Realty Transfer I&I Inspections if 24 hour notice is not provided.
  - B. \$10.00 for each addition distribution of the inspection results, up to two (2) may be requested with the application for no additional charge.



**VI. PRETREATMENT PERMIT FEES:**

1. Industrial Waste Discharge Permit Fee \$500.00

**VII. NO LIEN LETTER FEES:**

1. Request Issuance of No Lien Letter \$20.00

**VIII. PUBLIC RECORDS REQUEST FEES:**

(Adopted December 31, 2008)

1. Fees and Expenses

- A. Photocopying: \$0.25 per page (8.5"x11"), wide format (full size) black and white reproduction \$0.50 per square foot, wide format (full size) color reproduction \$0.75 per square foot, wide format (full size) scanned to external drive \$.025 per page.
- B. Duplication of public electronic and/or tape records: Actual cost to the Butler Area Sewer Authority of duplicating the public record.
- C. Certified copies: \$5.00 per page plus Notary fees.
- D. Postage: Actual cost to the Butler Area Sewer Authority of mailing the public record.
- E. In the event the estimated cost of fulfilling a request submitted under this policy is expected to exceed \$100.00, the designated employee(s) shall obtain from the requester fifty percent (50%) of the expected cost in advance of fulfilling the request.
- F. Special Documents, nonstandard size documents or blue prints: black and white 24"x36", \$0.50/square foot, color 24"x36", \$0.75/square foot. Standard sizes consist of 8.5"x11" and 8.5"x14" paper.

**IX. OTHER FEES AND EXPENSES:**

1. Turn Water off / Turn Water on Fee

- A. In the event your water must be turned off due to non-payment or other reason there will be a \$30.00 charge to turn the water off and a \$30.00 charge to turn the water on. This charge will be displayed as a \$60.00 charge on the account upon shutoff.

2. Non-Sufficient Fund (NSF) or other returned items

- A. A fee of \$20.00 will be assessed to the customer's utility billing account

3. Late Payment Penalty

- A. A one-time 10% penalty will be charged on the current utility bill amount if not paid by the due date displayed on the bill

4. Collection Fees

- A. Third party expenses incurred by Butler Area Sewer Authority in the attempt to collect past due sewer service and related penalty and interest costs accumulated on an account that requires the use of third parties; such costs would include filings at the Magistrate and

utilizing a third party such as a Constable to serve appropriate documents will be charged to the utility billing account at the rate charged to BASA by the third party, if awarded by the court to do so.

5. **Grinder Pump Fees (Authority owned pumps only)**

- A. A quarterly assessment of \$49.00 is charged to customers on the sewer utility bill cards for maintenance of grinder pumps owned and maintained by the Butler Area Sewer Authority.

**Revisions Key**

<u>No.</u>	<u>Resolution No.</u>	<u>Date Adopted</u>	<u>Comment</u>
1.	03-12-2019-1	March 12, 2019	Single Comprehensive Document
2.	07-09-2019-1	July 9, 2019	Sewer Service
3.	02-11-2020-1	February 11, 2020	Legal Fees
4.	08-11-2020-1	August 11, 2020	Realty Transfer Escrow
5.	02-09-2021-1	February 9, 2021	Legal Fees
6.	02-08-2022-1	February 8, 2022	Legal Fees
7.	07-12-2022-1	July 12, 2022	Sewer Service
8.	07-11-2023-1	July 11, 2023	Sewer Service
9.	08-08-2023-1	August 8, 2023	Multi-Tenant Rate Revised
10.	09-12-2023-1	September 12, 2023	Removed Surcharges Effective on Closing Date



Chairman  
Butler Area Sewer Authority

9/12/23  
Date