

STEP Systems

Collection Systems & Distributed Wastewater Systems



Wastewater Information, Policy, Criteria, Forms and Customer Manual



WATTS BAR UTILITY DISTRICT

Wastewater Contract/Application

It is the policy of Watts Bar Utility District (WBUD) to require that the applicant seeking service be the responsible party residing at the service address. Anyone seeking service who is acting on the applicant's behalf may be required by WBUD to provide the applicant's written verification as well as applicant's identification papers, as required below.

Whenever an application is made for service and WBUD has knowledge of a dispute as to the ownership of the right of occupancy at the service address, and one or more of the claimants attempts to prevent such service being furnished, WBUD reserves the right to adopt either one of the following two courses:

- a) Treat the applicant in actual possession of the premises at the service address as being entitled to such service, notwithstanding the rights or claims of other persons;
b) Withhold service pending a judicial or other settlement of the rights of the various claimants.

THIS AGREEMENT, entered into by and between Watts Bar Utility District, a UTILITY established and existing under the laws of the State of Tennessee, hereinafter referred to as the "WBUD," and the applicant, hereinafter referred to as "CUSTOMER":

Bills can be paid without penalty until the 20th of each month, after the 20th a 10% penalty will be added to the bill. Accounts not paid by the 25th of each month will be subject to be discontinued (cutoff) and a fee will be charged for reconnection. (see Schedule of Rates and Chargers).

All Blanks Must be Completed:

Full Legal Name(s) (print): _____ County _____

Street / 911 Address (for service): _____

Street / 911 Address City: _____ State: _____ Zip: _____

Subdivision Name: _____ Lot # _____

Applicant is: ___ Owner ___ Renter ___ Other _____

Property is: ___ Residential ___ Commercial ___ Other _____

Commercial Customers

The customer agrees and understands that Grease Trap maintenance costs will be the responsibility of the Customer. WBUD will provide monitoring of the Grease Trap and will advise the Customer regarding maintenance requirements. The Customer shall set a Grease Trap pumping schedule and maintain records of the pumping. The following data shall be collected but not limited to: Date, Time, Company Pumping Grease Trap, amount pumped, condition of Grease Trap. If WBUD notifies the Customer that the Grease Trap needs maintenance and the Customer has not provided the needed maintenance within three (3) working days, WBUD will schedule the required maintenance and bill the Customer directly for all costs associated with the maintenance.

If the customer becomes habitual with Grease Trap maintenance, WBUD will discontinue service to the property until the Customer meets with WBUD to discuss a plan of action.

The Customer agrees to abide by the following, but not limited to:

- Wastewater/Sewer Installation Criteria and Stipulations for STEP Systems
• Wastewater User Manual (Do's and Don'ts)

If the system is damaged as a result of customer negligence, the customer will be held financially responsible for any and all repairs association with the damage.

WBUD shall be responsible for operation and repair of all components of the sewer system starting at the septic/pump tank and all elements of the STEG (septic tank effluent gravity) or STEP (septic tank effluent pump) system.

"This institution is an equal opportunity provider, and employer."



Wastewater Contract

All applicants requesting the installation of a new tap or the activation of an existing tap, not previously activated. Shall be required to pay WBUD's monthly minimum bill plus usage for a period of (1) year. Failure to pay said monthly minimum bill plus usage shall result in the tap being de-activated to the property and water being no longer available to said property until a new tap fee is paid at the current rate charge by WBUD.

In consideration of payment by the CUSTOMER of certain fees detailed in the SCHEDULE OF RATES AND CHARGES, WBUD agrees to furnish service to the service address listed herein, and the CUSTOMER agrees to purchase services from WBUD, subject to the terms and conditions herein set forth.

- 1 ... The obligations of this contract shall be binding upon the executors, administrators and estate of the original parties, provided that no application, service agreement or service contract may be assigned or transferred without the written consent of WBUD.
- 2 ... It is agreed that if CUSTOMER sells, subdivides or leases the property herein described, CUSTOMER will notify WBUD in order that it may execute a new contract with the successor CUSTOMER.
- 3 ... It is understood and agreed that every condition of this contract is of the essence of the contract, and if breached, WBUD may cut off one or all of its services to the service address and may not be reconnected except by order of WBUD, after the payment of all rates and charges have been made by the CUSTOMER.
- 4 ... Services provided by WBUD shall be supplied only to the applicant at the address named in this contract. CUSTOMER **shall not connect any other dwelling or property to his service.**
- 5 ... The STEP Tank and related appurtenances serving the CUSTOMER'S service address shall remain the property of WBUD.
- 6 ... WBUD or its agents reserve the right to make inspections of the service installation within the CUSTOMER'S premises upon reasonable notice and at reasonable time. WBUD assumes no liability operation or maintenance of the CUSTOMER'S plumbing.
- 7... The CUSTOMER agrees to keep the property at the service address accessible and free from impediments included but not limited to : not to be fenced-in, clear of trees, bushes, shrubs, structures, vehicle and equipment to WBUD access, maintenance and inspection. Upon notification from WBUD, the CUSTOMER agrees to remove any impediments to WBUD access. If such impediments are not removed within such reasonable time as requested by WBUD, service will be disconnected. Service shall be reinstated after any impediments are removed and all bills, reconnection fees and other such fees are paid by the CUSTOMER.
- 8... WBUD shall have the right to restrict, control or discontinue service at any time during emergencies or repairs.
- 9... WBUD shall, at its discretion, specify how and what uses may be made of service provided to CUSTOMER. If the CUSTOMER fails to comply with the uses so specified, service shall be discontinued.
- 10 ... All requests for disconnection of service should be made either in writing or in person if possible. WBUD will accept telephone requests for discontinuance if caller can give adequate identification. WBUD will make every effort to respond within a reasonable time.
- 11 ... If WBUD discontinues service for non-payment or any other reason and the service is turned on without authority of WBUD, WBUD shall charge a reconnection fee and penalty charge according to its Rates and Fees Schedule.
- 12 ... The CUSTOMER agrees that in the event any WBUD property is damaged, destroyed or tampered with by the fault of the CUSTOMER, it shall be repaired or replaced at the CUSTOMER'S expense and shall be subject to the fees and charges set forth in WBUD's "Theft & Tampering policy" .
- 13 ... WBUD shall have the right to estimate or prorate any bill when conditions beyond the control of WBUD prevent the normal billing procedure.
- 14 ... If the CUSTOMER after signing this CONTRACT does not take the service for any reason, the CUSTOMER shall reimburse WBUD for any expenses incurred.
- 15 ... The receipt by WBUD of the application for service of the prospective CUSTOMER, regardless of whether or not accompanied by payment of fees, shall not obligate WBUD to render such service. If the service cannot be supplied in accordance with WBUD'S policies, rules, regulations and general practice or those of any state or federal agency with oversight regarding service, the liability of WBUD to the applicant for such service shall be limited to the return of any fees paid to WBUD by such applicant.
- 16 ... CUSTOMER agrees that this document is only an APPLICATION for service and shall not be effective as a CONTRACT until approved by an official of WBUD. If the service in the opinion of WBUD cannot be supplied, the liability of WBUD to the CUSTOMER shall be limited to the return of any fees, less any project development costs as incurred by WBUD.
- 17 ... As a condition of service, the property owner shall provide at no cost a suitable place for the installation of the STEP Tank and related equipment and give an easement to WBUD for said location. If for any reason a CUSTOMER wishes to have their STEP Tank relocated (any time after the initial installation) the CUSTOMER must pay all cost incurred for the relocation. If WBUD at any time determined that the CUSTOMER has altered the area where the STEP Tank was initially installed, and this area is no longer a suitable location as determined by WBUD the customer must pay all, cost incurred by WBUD to relocate the STEP Tank.
- 18 ... WBUD bills for services monthly, and bills are mail in bulk at the US Post office. WBUD cannot guarantee the delivery of it bills. Failure to receive a bill does not relieve the CUSTOMER of the responsibility of paying of the bill.
- 19 ... **If WBUD damages any underground facilities the CUSTOMER cannot locate, the CUSTOMER will be responsible for all repairs.**
- 20... **The customer agrees to grant WBUD, its successors and assigns, a perpetual easement in, over, under and upon the land, with the right to erect, construct, install and maintain sewer system components.**
- 21... **The customer shall be responsible for operation and repair of the outfall line to the septic tank and/or double cleanout (utility discretion) and ALL plumbing in structures on the property.**

By my signature, I obligate myself to obey all rules and regulations of WBUD and pay for all WBUD service at the service address in accordance with the prevailing rate schedule set by the Governing Board. In the event of non-payment or unauthorized partial payment, I agree that WBUD may terminate service and that all unpaid bills are immediately payable by me, including all costs of collection and attorneys fees. It is further understood that WBUD has the right and shall continue to have the right to make, amend and enforce any policies, regulations or by-laws that may be necessary or proper regarding any WBUD matter. The CUSTOMER agrees to abide by such policies, regulations or by-laws.

Signature : _____

Date: _____

Disclosure to Lot Buyer at “Point of Sale Contract” will be as follows:

Water Service

You will be responsible for a one-time connection fee (tap fee) when you are ready to build and it is paid to Watts Bar Utility District (WBUD). This fee may change at the discretion of WBUD. The tap is installed at the lot corner or at WBUD discretion. There will be a minimum monthly water bill plus usage. See “Schedule of Rates and Charges”.

Wastewater System and Service

Availability: Wastewater service (STEP System) is available for all lots. WBUD is the owner and operator of the wastewater system and will provide installation, service and maintenance as follows:

You will be billed a monthly wastewater (sewer) bill at the time you purchase your lot.

Estimated Cost of Obtaining Service:

You will be responsible for a one-time connection fee (tap fee) when you are ready to build of and it is paid to WBUD. This fee may change at the discretion of WBUD. WBUD will then install the pump tank, pump system, and force main on your lot.

This will include the installation of the pump tank, pump, filter(s), and pipe lines **on your lot**. You will also be required to sign a Wastewater Service Agreement for this system.

See “Wastewater/Sewer Installation Criteria and Stipulations”

A copy is available at the WBUD office, phone number is listed below. See “Schedule of Rates and Charges”.

Any additional costs incurred by WBUD for this installation will be your responsibility.

The exact cost of installation can be determined by WBUD when you are ready to build and have a site plan, house location, and house plans.

Thereafter, you will be billed monthly by WBUD for service plus usage. These rates are subject to change at the discretion of WBUD. See “Schedule of Rates and Charges”.

You may not install an individual sewage disposal system on your lot. You will be required to install the type of STEP system in accordance with the WBUD standard specifications. All septic tank effluent shall be connected and pumped into the low pressure collection lines.

This Point of Sale Contract is subject to change at any time. Contact WBUD for current Point of Sale Contract, rules, regulations, and policies before you build on your lot.

For further information Contact: Watts Bar Utility District @ 1-800-882-5099 or www.wbud.org

Wastewater Tap and STEP System Policy

POLICY STATEMENT

1 ...The Customer shall pay the Wastewater Tap Fee for the STEP or STEG system at the time they sign up for water service.

2 ... If Watts Bar Utility District (WBUD) has to “break” or excavate rock on the property/lot, the customer will be billed for the “Rock Clause.” The customer will be invoiced for the “Rock Clause” and must pay within thirty (30) days of the invoice date. Failure to pay “Rock Clause,” may cause a lien to place on the property or dwelling or water service terminated. A proper Startup will also not be done until all fees and cost have been paid in full.

3 ... The customer shall provide WBUD with house plans if WBUD request the customer to do so to properly size the STEP System.

4 ... The Customer shall sign a “Wastewater Contract/Application” with WBUD and must be completed in full.

5... The Customer shall follow the “Wastewater/Sewer Installation Criteria and Stipulations for STEP Systems”.

6...The “Customer” is also referred as the Homeowner, Builder, or Property Owner.

7... If WBUD damages any underground facilities the Customer cannot locate or does not locate, the Customer will be responsible for all repairs.

8... The Customer shall be responsible for the operation and repair of the “outfall” line to the double cleanout and **ALL** plumbing in the structures on the property.

9... WBUD will allow a maximum of 6 Meetings/Visits before charging a fee for additional Meeting/Visit. Below is a list of recommended Meeting/Visits:

- 1) First Meeting/Visit – Meet with Builder/Homeowner to go over Policy and Specifications.
- 2) Second Meeting/Visit – Onsite Meeting for placement of Tank.
- 3) Third Meeting/Visit – Verify plumbing and electric has been stubbed out and location of each. Tap will also be located if visible.
- 4) Fourth Meeting/Visit – Crew will install Tank and Service Line.
- 5) Fifth Meeting/Visit – Crew will install Pump and Control Panel. (4 and 5 can be combined if conditions are met.)
- 6) Sixth Meeting/Visit – Startup of STEP system.

10... This Policy and the Wastewater/Sewer Installation Criteria and Stipulations for STEP Systems is not and does not supersede any plumbing codes, building codes, or any Local or Federal Laws, rules or regulations or any other “Code.”

11... This Policy and the Wastewater/Sewer Installation Criteria and Stipulations for STEP Systems does not cover 100% of every situation that could occur, some situations are just common sense and some situations are just construction industry standards on knowing what do and how to do it. This document cannot contain 100% of every situation, if you have questions about a situation, you need to call to get the answer or best practice to the situation you have.

12... The Builder/Homeowner must complete the following forms for each new construction:

- a. Homeowner/Property Information
- b. Builder Information (Only if you need to update)
- c. House Information
- d. Homeowner Agreement, Receipt, and Acknowledgment
- e. Builder Agreement, Receipt, and Acknowledgment

13... If the Homeowner switches to a different Builder during the construction process, the new Builder must complete the forms in “Paragraph 12 of this Policy.”

14... Electric Permit for the STEP system only will be the responsibility of WBUD. All other fees, includes but not limited to, Wastewater (Sewer) Tap Fee, Plumbing Permit, Erosion Control Permit, etc. will be the responsible of the customer.

Strict interpretation of this policy may be deviated by/from General Manager.

Adoption Date: April 14, 2016

Effective Date: April 14, 2016

Wastewater/Sewer Installation Criteria and Stipulations for STEP Systems

1. The Homeowner/Business will be responsible for the following during construction and/or prior to installation:

- a. “Outfall Line” stubbed out five (5) feet of 4” schedule 40 pipe from your home at the lowest point possible and at the minimum slope possible (meaning that we don’t want the 4” pipe to be 3 feet deep when it could have been 18” deep). WBUD will install a double clean out. At the double clean out is where WBUD will take responsibility.
- b. The Pump Tank shall not be installed within ten (10) feet of a driveway or any access that accommodates a vehicle. If the Pump Tank must be installed next to the driveway or access road, the Homeowner must talk with WBUD to have a conversation about the issue and the Homeowner must understand that the Pump Tank and components could become damaged or even a Pump Tank collapse could happen. The Homeowner will be 100% responsible for damages and repairs.
- c. Electric line, stubbed out of wall by itself at least two (2) foot from wall and 16 inch radius of clearance from all wall transitions, wires, boxes, etc., of **10-3 with ground** on the outside wall next to the pump tank at 4 feet above finished ground level.
- d. Electric line shall be stubbed out of the wall above the schedule 40 pipe, see section 1. a., of this document.
- e. WBUD will install at a minimum, a 30 amp non-fusible disconnect, but typically a 60 amp non-fusible disconnect on the outside wall and that will be where WBUD will take responsibility for the electric.
- f. 30-amp 220-volt double pole electric breaker inside in breaker box.
- g. **Control Panel must be insight of the STEP system and accessible at all times.**
- h. Control Panel and conduit must be able to be replaced at any time.
- i. Control Panel shall not be hindered in way.
- j. The STEP will be installed by WBUD and will need to be installed before any permanent work is done to the following, but not limited to:
 - i. Yard
 - ii. Driveway
 - iii. Sidewalks
 - iv. Landscaping
 - v. Buildings, (i.e. offset garages that block access to tank site and can only be accessible by another property.)

- k. Only sanitary wastewater shall be plumbed into the STEP Tank. The following is not permitted, but not limited to: gutter drains or downspouts, basement drains, garage drains, or any other drains that is not sanitary wastewater. If any chemicals, including motor oil, gets into the STEP system, then the Homeowner is 100% responsible for all damages to the STEP System, Wastewater Collection System and Wastewater Treatment Plant.
- l. Pump Tank will not be installed under a deck or any structure of any kind. There is to be no items placed on the Pump Tank. No structures within five (5) feet of the STEP tank of any kind.
- m. The WBUD customer will be responsible for any damages to the STEP system. This is before, during and after construction.
- n. The customer shall have a faucet/spigot within 25 feet of the STEP system.
- o. Easement or Right of Way
 - i. WBUD must stay on the property the STEP Tank is being installed.
 - ii. If WBUD has to use an access or cross over another property, not owned by the owner of the property the STEP Tank is being installed, the Customer is responsible for obtaining written easement/access on the property or properties that WBUD must use to gain access to the STEP Tank.
 - iii. Any damage to the property or properties that WBUD crosses over, the customer will be liable or responsible for.
 - 1. The following damages include, but not limited to:
 - a. Broke pipes
 - b. Trees
 - c. Grass
 - d. Driveways
 - e. Anything underground, not seen
 - f. Sprinkler Systems
 - iv. Size of Truck to Deliver STEP Tank – Large Tandem Truck
 - 1. Weighs empty at 36,000 lbs, (Tank weighs 17,000 lbs)
 - 2. Height is 13' 6",
 - 3. Length is 35' long, with a 14' boom off the back, total length 49',
 - 4. Width is 8',

- v. If WBUD can not set the STEP Tank with the Tank truck, the Homeowner is 100% responsible for cost and any damages in setting the STEP tank.
1. Options for Tank Set include, but not limited to:
 - a. Track-hoe/Excavator set, additional estimated cost of \$2,000. Estimated total cost could be around \$9,500.
 - b. Crane set, additional estimated cost of \$10,000 to \$20,000. Estimated total cost could be around \$17,500 to \$27,500.
 - c. Alternative Tank set, allow 60 to 90 days for product delivery estimated additional cost of \$10,000 on top of “Standard Fee” price. Estimated total cost could be around \$17,500.
- p. The STEP tank can be installed before the dwelling is built.
- q. When WBUD is requested to perform installation of any part of STEP system and WBUD comes onsite and cannot perform work due to Homeowner/Builder not ready, i.e. brick in the way, scaffolding blocking area, side of house not complete for control panel, dumpster in the way etc. The homeowner will pay a fee for the crew showing up and not being able to perform work. See “*Schedule of Rates and Charges*” for the Fee.
- r. TVA 1974 Agreement with TDEC in summary:
- i. Must maintain a 25-foot horizontal distance from the Normal Full Pool Elevation.
 - ii. No Portion of the sewerage system shall be installed below the “minimum elevation for any part of disposal.”
 - iii. Check the Reservoir in your area, i.e. Watts Bar, Fort Loudon, Chickamauga, Melton Hill, Tellico.

2. When the Homeowner/Business is ready for Installation:

- a. **A two (2) week notice is required prior to installation of the STEP system.**
- b. **The “Outfall Line” stubbed out five (5) feet of 4” schedule 40 pipe from your home. If the pipe has not been stubbed out, WBUD will not install STEP system. (A variance can be given if pipe is not stubbed out, this must be determined before WBUD arrives onsite).**
- c. **Where the control panel is to be mounted, the brick/siding must be completed/finished.**
- d. Do not finish or complete the construction of the yard and/or landscaping until after the installation of the STEP system has been completed.
- e. Pump Tank will be no closer than 5 feet to the home and any other structures, also no further than 15 feet from home, unless there are conditions that require further distance. This will be a case-by-case basis. **Additional charges will apply if over 15 feet from home.**
- f. WBUD will install Tank, Pump, Control Panel, and Service line (1” class 200 CTS black tubing, TBA Inc. Titan Pipe or equal) from Pump Tank to tap at Road. Tracer wire will be installed with Service Line. See Specs for Tracer Wire.
- g. Electric Permit will be the responsibility of WBUD.
- h. WBUD install at a minimum, a 30 amp non-fusible disconnect, but typically a 60 amp non-fusible disconnect on the outside wall next to control panel.
- i. There shall be no obstruction of the tank site, conduit, and service line (pump system) the day of delivery/installation. I.e.... lumber, brick, block, scaffolding, machines, House, garage, etc....
- j. Don’t wait until the last minute on the installation. Examples include, but not limited to:
 - i. Weather delays, improper installation of wire, plumbing not stubbed out correctly, tap at street might not exist.
- k. If STEP system is to be installed next to the property line and it is a “tight install,” then the Homeowner is responsible for pulling a string to verify the property line and the STEP system is installed

3. General Information after Installation of STEP System:

- a. After the STEP system has been installed, the ground will settle around the Pump Tank. The customer will be responsible for dress-up around the tank. After settling of the ground around the Pump Tank, the customer should make sure the dirt is sloped away from the Pump Tank if all Possible. A swale could also be utilized around the tank to keep rainwater runoff from penetrating through the lids, risers, or PVC pipes. Another example is an earthen mound built around the Pump Tank. Making sure rainwater is diverted away form the Pump Tank could make the system last longer, reduce energy cost, and prevent backups.
- b. Landscaping is prohibited on or around the Pump Tank; due to it can damage WBUD equipment. If there is any landscaping and it damages WBUD equipment, the Homeowner will be responsible for the damages and removal of the landscaping. If landscaping is damaged by WBUD, WBUD is not responsible for the damages.
- c. WBUD will need 24-hour access to the STEP system installed on your property for maintenance.
- d. Pump Tank must be accessible at all times for maintenance and/or replacement.
- e. Pump Tank will have either two (2) or three (3) 24” green riser lids, these lids must be visible and accessible at all times to WBUD.
- f. There shall be no painting of WBUD Equipment.
- g. The customer is responsible for maintaining the power to the 60 amp non-fusible disconnect. WBUD will be responsible from the disconnect to the Control Panel and to the STEP Tank.
- h. The Homeowner must fill tank with water up to the bottom of the concrete lid, not to enter into the risers, (this will cause the concrete lid to float). After tank is filled with water and the STEP system has permanent power, WBUD will do a proper startup of the STEP system.
 - a. WBUD requires a minimum of a two (2) week notice to perform startup.
 - b. Caution! If a proper startup is not done, then a backup could occur in the home and cause damage. WBUD will not be responsible for any damages if STEP system does not have a proper startup.
- i. Do not pour any chemicals down the drain that can harm or damage the STEP system and/or wastewater collection system. Examples include but not limited to, Paint, Paint Thinner, Large amounts of Bleach, Oils, and any large amounts of Cleaning Chemicals. This could damage the Pump, Plastic PVC pipes, Pump System components, the wastewater collection system and possibly the Wastewater Treatment Plant. If the Tank has to be pumped due to contamination of Chemicals, it could cost up to \$4,000 to have it properly disposed of.

- j. **Do not turn on breakers or toggle switch to the STEP system.** There is a reason it is off. They are off for a reason. Failure to follow this rule, could result in damage to the pump or fittings. Homeowner will be responsible for damages.
- k. When you are ready for a startup of the STEP System, turn the Breaker on in the house and call to schedule a startup. The Disconnect and the Control Panel breakers are in the “Off” position for a reason, **DO NOT TURN ON.** WBUD’s representative will flip the disconnect pull out and turn on the Control Panel breakers on.

4. Other Information:

- a. Service Line ditch from STEP Tank to wastewater tap at street shall only include the 1” wastewater service line. Only under extreme circumstances can any other utilities can be buried in same trench unless authorized by WBUD.

Homeowner/Property Information

Homeowner Name: _____

Home Phone: _____

Work Phone: _____

Cell Phone: _____

Email: _____

Homeowner Name: _____

Home Phone: _____

Work Phone: _____

Cell Phone: _____

Email: _____

Current Mailing Address: _____

Builders Name: _____

Builder Information

Company Name: _____

Contact Name 1: _____

Work Phone: _____

Cell Phone: _____

Email: _____

Contact Name 2: _____

Work Phone: _____

Cell Phone: _____

Email: _____

Company Billing Address: _____

Name of Billing Contact: _____

Work Phone: _____

Cell Phone: _____

Email: _____

House Information

Subdivision Name: _____

Builders Name: _____

Homeowners Names: _____

911 Address: _____

Lot Number: _____

Number of Bedrooms: _____

Number of Bathrooms: _____

Total Square Footage of Home (excluding garage): _____

Notes: _____

Homeowner Agreement, Receipt, and Acknowledgment

I acknowledge receipt of Watts Bar Utility District (WBUD) “Wastewater Tap and STEP System Policy,” “Wastewater/Sewer Installation Criteria and Stipulations for STEP Systems,” and “Schedule of Rates and Charges,” and “Homeowner’s Manual.” I understand that I am responsible for reading it. I agree to accept and abide by WBUD “Wastewater Tap and STEP System Policy” and “Wastewater/Sewer Installation Criteria and Stipulations for STEP Systems.”

911 Address: _____

Lot Number: _____

Homeowner Name: _____

Homeowner Signature: _____

Date: _____

Builder Agreement, Receipt, and Acknowledgment

I acknowledge receipt of Watts Bar Utility District (WBUD) “Wastewater Tap and STEP System Policy,” “Wastewater/Sewer Installation Criteria and Stipulations for STEP Systems,” and “Schedule of Rates and Charges,” and “Homeowner’s Manual.” I understand that I am responsible for reading it. I agree to accept and abide by WBUD “Wastewater Tap and STEP System Policy” and “Wastewater/Sewer Installation Criteria and Stipulations for STEP Systems.”

Homeowners Names: _____

911 Address: _____

Lot Number: _____

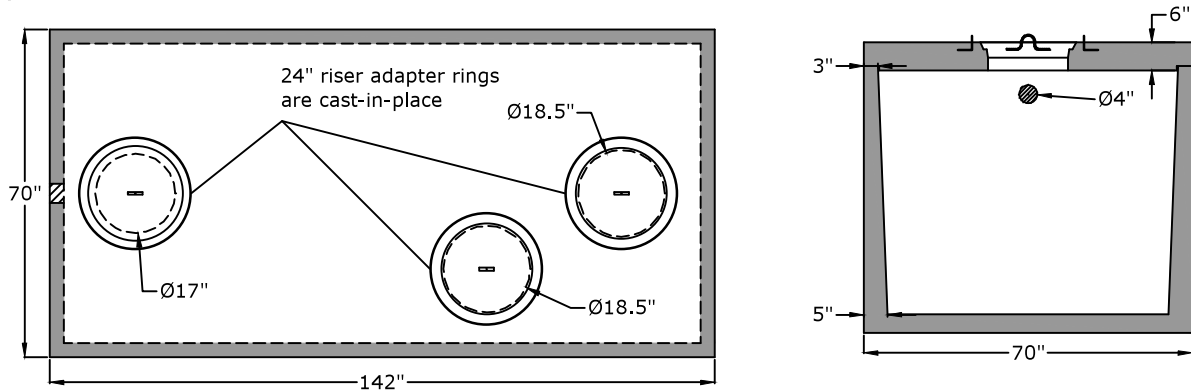
Builder Name: _____

Builder Rep Name (Printed) _____

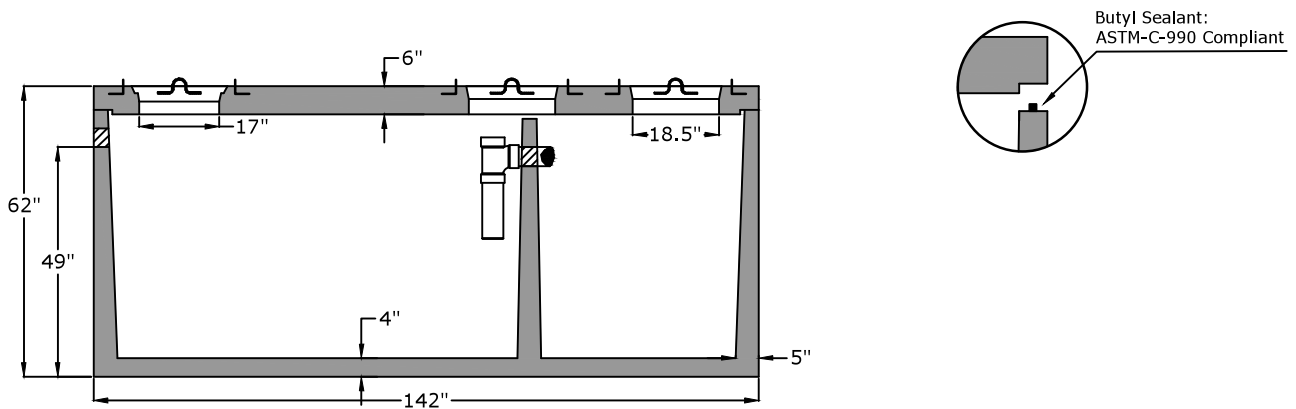
Builder Rep Signature: _____

Date: _____

Top View



Side View



Approved for Production

Project: _____

Date: _____

Quantity: _____

By: _____

Specifications

- Concrete:** 5,000 psi minimum strength (28 day)
- Reinforcing:** Primary reinforcement will be rebar.
- Riser Adapter Ring:** Cast in place.
- Sealant:** Sealant used in the seam of the tank will meet or exceed ASTM C990.
- Pipe Penetrations:** Inlet and outlets are fitted with seals that meet or exceed all ASTM C923 specifications.
- Partition Wall:** The partition wall, if present, is poured monolithically.
- Watertight:** ASTM C 1227 latest revision. Tank must be tested within 3 working days of delivery.
- Drawing:** All measurements are accurate within ± 1 inch.
- Warranty:** See Terms and Conditions.



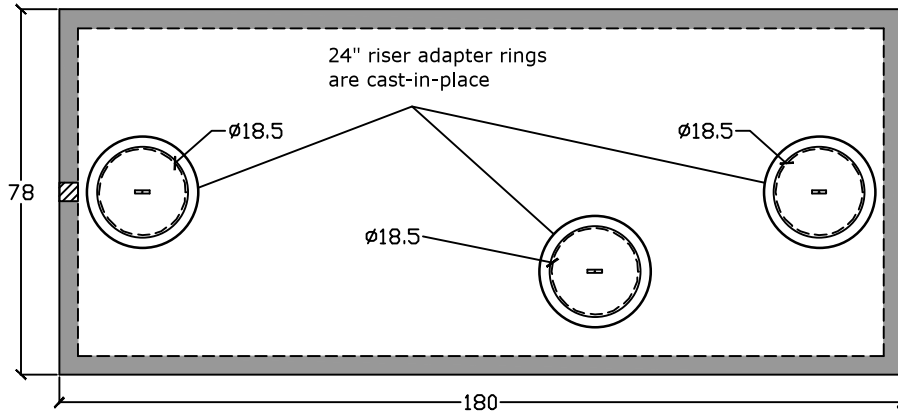
C.R. Barger & Sons, Inc.
 P.O. Box 370 - Kingston TN 37763
 Phone 888.882.5860 - BargerAndSons.com

**WBUD 1500 Pump Tank
 Standard Inlet Configuration**

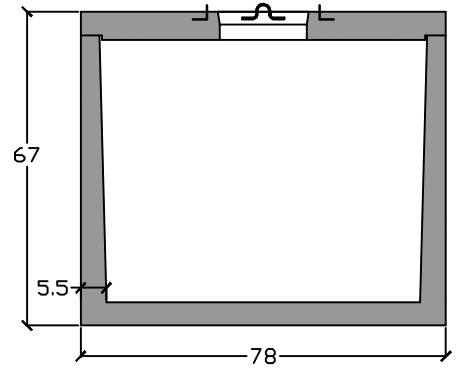
Date: 3.252013

Drawn By: EB

Approx. Vault Weight: 17,000 lbs.

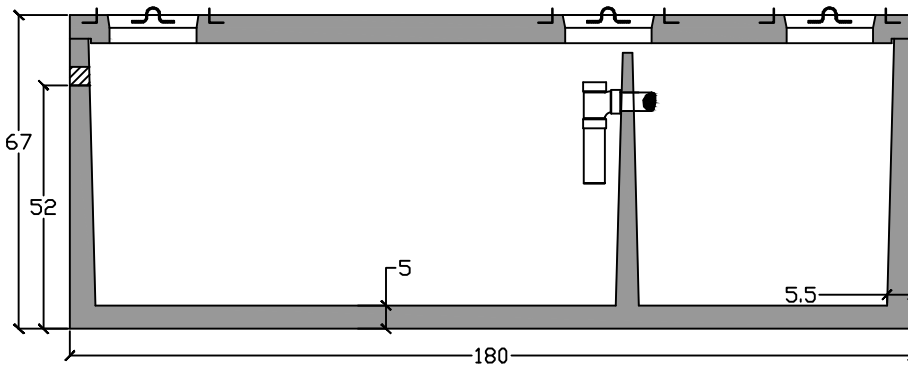


Top View



End View

- 4" inlet/outlet (standard)
- 2/3 - 1/3 compartment capacity



Side View

Approved for Production

Project: _____ Date: _____

Quantity: _____ By: _____

Specifications

Concrete: 5,000 psi minimum strength (28 day)
Reinforcing: Primary reinforcement will be rebar.
Riser Adapter Ring: Cast in place.
Sealant: Sealant used in the seam of the tank will meet or exceed ASTM C990.
Pipe Penetrations: Inlet and outlets are fitted with seals that meet or exceed all ASTM C923 specifications.
Partition Wall: The partition wall, if present, is poured monolithically.
Watertight: ASTM C 1227 latest revision. Tank must be tested within 3 working days of delivery.
Drawing: All measurements are accurate within ± 1 inch.
Warranty: See Terms and Conditions.



C.R. Barger & Sons, Inc.
 P.O. Box 370 - Kingston TN 37763
 Phone 888.882.5860 - BargerAndSons.com

Installation: The tank hole is not to be more than 18 in. longer and wider than the tank. There shall be a minimum of 6" of 3/4" stone bedding. Do not install across path of vehicles or heavy equipment. This tank is designed for one hundred fifty pounds per square foot (150 lb/ft²) uniform loading on the top of the tank with a max backfill cover of 36" and a minimum of 6".

**Watts Bar Utility District 2100
 Standard Inlet Configuration**

Date: 3.252013

Drawn By: Eric Barger

Approx. Weight: 27,000 lbs.

WBUD Customer's Manual

Collection Systems & Distributed Wastewater Systems



Preventive Maintenance for
Homes with Collection Systems and
Distributed Wastewater Systems



WATTS BAR UTILITY DISTRICT

800.882.5099
www.wbud.org

WBUD Customer's Manual



Welcome!

Your home is connected to a Wastewater Collection System or an Distributed Wastewater System.

When properly designed and installed, the wastewater system does an excellent job of breaking down waste at the homeowner's house. This is known as primary treatment. Next, the wastewater is filtered through a gravity effluent filter or a pump vault and filter and sent via a watertight collection line to the secondary facility. If your waste is sent to a Distributed Wastewater System, it can clean the wastewater so well that the final discharge of water can be pumped into nearby streams or rivers, used to irrigate golf courses, or even used to recharge the water table without affecting the local ecosystem.

WBUD which owns and operates the Treatment System that serves your home is responsible for maintenance and operation of all system components following the double clean-out from your home.

To ensure the vitality of your home's system and that of the collection system or treatment system as a whole, you and every member of your household need to know what can and cannot be put down the drain or flushed at your home. Please read on to learn which items are okay and which are not.

If you have guests who want to "help out in the kitchen," be sure to tell them, too. With this preventive maintenance, along with inspections by WBUD, your system should function for decades.

If a wastewater problem arises that appears to be beyond the plumbing in your home and the double clean-out from your home, you should contact WBUD immediately. If the problem is deemed to be related to the plumbing within your home or the double clean-out and your home, a licensed plumber should be contacted.

WBUD Customer's Manual

Preventive Maintenance for Homes on Distributed Wastewater Collection, Treatment and Disposal

Do's and Don'ts for the Homeowner

As a general rule, please adhere to the following guidelines regarding items and substances that can and cannot be flushed, put down the drain, or disposed of into your home's plumbing system. Failure to do so may result in increased costs and/or tank pumping fees or fines:



DON'T flush dangerous and damaging substances into your wastewater treatment system. (Please refer to the "Substitutes for Household Hazardous Wastes," section).

Specifically, do not flush:

- Excessive amounts of bath or body oils
- Water softener backwash, treatments, or salts
- Flammable or toxic products
- Household cleaners, especially floor wax and rug cleaners
- Chlorine bleach, chlorides, and pool or spa products
- Pesticides, herbicides, or agricultural chemicals or fertilizers



DON'T use special additives that are touted to enhance the performance of your tank or system. The natural microorganisms that grow in your system generate their own enzymes that are sufficient for breaking down and digesting nutrients in the wastewater. Additives can cause major damage to the collection system and treatment system and you may be **financially responsible!**



DO use your trashcan to dispose of substances that cause maintenance problems and/or increase the need for septage pumping. Dispose of the following with your trash:

- Egg shells, kitty litter, coffee grounds, tea bags, cigarettes butts, chewing tobacco
- Paper towels, newspapers, sanitary napkins, diapers, gum, candy wrappers and tampons
- Cooking grease and meats
- Rags, large amounts of hair, and pet dander



DO collect grease in a container and dispose with your trash. And avoid using garbage disposals excessively. Compost scraps or dispose with your trash, also. Food byproducts accelerate the need for septage pumping and increase maintenance.

WBUD Customer's Manual



DON'T let your faucets run to prevent waterlines from freezing. Running faucets can increase your water usage by tenfold. This can overload your system and cause further problems. Take the necessary steps to properly insulate all of your plumbing fixtures, inside and outside.

DON'T use unnecessary amounts of water. It is normal for a person to use 50 gallons of water per day. To help conserve water, follow the tips below:



DON'T ignore leaky plumbing fixtures; repair them. Leaky toilets can allow up to 8,000 gallons of water to go down the drain in a 24 hour period. This can cause your water bill to average more than ten times your normal bill due to wasted water! This also can overload your system and cause maintenance problems and/or costs.



DO help save water:

- Take showers that are as short as possible. Also, do not overuse larger soaking tubs (use sparingly).
- Don't let water run while you are not using it. For example, shut the water off while you are brushing your teeth; only turn the water on to rinse your toothbrush or mouth.
- Only run the dishwasher and washing machine when you have a full load and avoid doing several loads back to back.
- When replacing showerheads and toilets, use low-flow models or a model to save water



DO clean the lint traps on your washing machine or dryer before each use. This will help hinder lint and unnecessary materials from entering your pump tank. This in turn will help keep your tank pumping frequencies to a minimum. (This normally takes just a few minutes.)

WBUD Customer's Manual



Substitutes for Household Hazardous Wastes

DO use alternatives for household dangerous materials and cleaners. Use the following products in lieu of more harmful conventional cleaners. See the list below for recommended alternatives to conventional cleaners:

Cleaners that contain Ammonia: Sprinkle baking soda on a damp sponge. To clean glass and windows use a solution of 2 tablespoons of white vinegar in 1 quart of water. Store the mixture in a spray bottle for easy use.

Disinfectants: Mix $\frac{1}{2}$ cup of borax into one gallon of water and apply to desired area. This mixture can also be used to deodorize.

Drain unclogging gels and liquids: DO NOT use any of these. DO use a standard plunger or a metal plumbing snake. If this does not work, remove and clean the S-traps in the sink or plumbing lines.

Scouring cleaners and powders: See "Cleaners that contain Ammonia" above. You could also search for natural products that do not scratch surfaces or harm wastewater treatment systems. They are widely available.

Carpet and Upholstery Cleaners: Sprinkle some dry cornstarch or baking soda on the affected area then vacuum. If the stain is too tough for that, you can blot the stain with white vinegar mixed into soapy water.

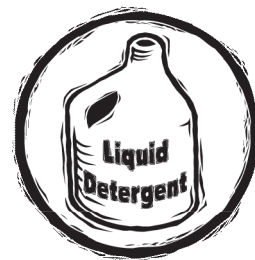
Toilet Cleaners: Sprinkle baking soda onto a toilet brush and then scrub the bowl.

Furniture and Floor Polish/Cleaner: Use an oil-based soap with warm water as a cleaner then dry off with a soft rag. For a polish, mix 1 part lemon juice and 2 parts oil of any kind. You can also seek natural and alternative cleaners that work well too.

Metal Polish: To clean brass and copper, scrub the items with a sliced lemon coated with table salt.

To clean stainless steel, use a scouring pad dipped in mild soapy water. For silver, apply toothpaste to a scrap rag and rub the paste gently onto the silver. Wipe clean with a damp cloth then dry.

Oven cleaners: On new oven spills, sprinkler normal table salt on the spill areas then scrub with a scouring pad or cloth. For older set-in spills, pour baking soda on the spills then scour with a scouring pad.



Laundry detergents: Always use a zero phosphate detergent or use soap flakes with $\frac{1}{3}$ cup of washing soda. Before switching, wash clothes in pure washing soda to remove accumulated residues.

WBUD Customer's Manual



DON'T dig in your yard if you do not know where the components of your wastewater treatment system are located. If possible, avoid these areas when landscaping and adding permanent outdoor structures. Bird baths and picnic tables are okay to place anywhere in your yard, as they are easily removed and don't harm your system.

State law requires that utilities be notified before beginning excavation. Call the One-Call center before you dig. Phone Number 811.



DON'T drive your vehicle or any heavy machinery over the lid or surface of your tank or cover buried components of your system. If there is a chance of vehicular traffic over your system, construct a barrier or plant rows of shrubs that would block this traffic.



DON'T ever enter your tank. Any work on your system shall be done by a authorized WBUD representative. Gasses in the tank may be fatal.



DON'T dump waste from RVs or campers into your tank, down the drain, or into your plumbing system. It will increase the frequency of necessary tank pumping. When dumped directly into the pump vault, RV waste can clog equipment or cause it to lose function or longevity, causing undue maintenance and repair costs. Chemicals that may be found in RV waste can literally kill off the necessary bacteria and microorganisms that live in your tank and provide primary treatment.

DON'T ever connect rain gutters or storm drains to the sewer or allow surface water to drain into it. Don't discharge hot tub water into your system. The additional water will increase costs and reduce the capacity of the collection and treatment systems. It can also wash excess solids through the tank.

DON'T remove the riser access lid on your tank for any reason, ever. If bolts are lost or damaged, contact WBUD for a maintenance technician. This person is the only one that should ever remove the lid from your tank unless otherwise directed.

Outside the House



WBUD will provide regular monitoring and maintenance. The access lids must be accessible at all times for maintenance.

WBUD Customer's Manual

Important! Caution!

Only a qualified electrician or authorized installer and/or wastewater operator should work on your control panel. The control panel and all other components of your wastewater system are property of WBUD. The homeowner shall never service these items under any circumstances. If your system needs attention, please contact WBUD.

At the Control Panel



DO familiarize yourself with the location of the components of your wastewater system and electrical control panel.

DO take immediate action to correct the problem by calling WBUD immediately in the event of an alarm condition; it resembles the sound of a smoke alarm.



DO remember that if there is an audible alarm coming from your panel, it can be silenced by pushing the lighted "Push to Silence" button on the front of the control panel. With ordinary use, your tank has a reserve storage of 24 hours.

DO leave all circuit breakers on in the control panel and in the house at all times, even when going on vacation. This will allow for the discharging of water whenever necessary.

WBUD Customer's Manual

DON'T flush Swiffer sheets or anything similar. By doing so will damage the sewer system at your house and could potentially damage the wastewater treatment system. The financial responsibility will be charged to the property owner of record.

DON'T flush flushable wipes, such as baby wipes or wipes that say they are septic tank friendly. They cause major maintenance problems and the property owner of record will be financial responsible for damages and extra maintenance.

Don't vandalize or tolerate vandalism of your sewer system. Repairs necessitated by abuse or deliberate misuse will be charged to the property owner. Too many problems can lead to rate increases for everyone or service charges on your account.

Do realize that all legal matters, monthly sewer charges and assessment payments are the obligation and responsibility of the property owner of record. All correspondence will be directed to the property owner of record and the owner will be responsible for compliance and informing any tenant users.



WATTS BAR UTILITY DISTRICT

P. O. Box 910 Kingston, TN 37763 - Phone: 865-270-8070 – Toll Free 1-800-882-5099- Fax 865-270-8073 – www.wbud.org

Wastewater Schedule of Rates and Charges

Wastewater Rate Schedule - Effective 09-01-2025

Lake Front Estates, Georgia Point, Harbour Crest (Espalier Bay), Lakeside Coves, Garlington Pointe, Highland Reserve The Cove at Blackberry Ridge, Buttermilk Rd (RRBTP), Kingston Connection (Paint Rock Ferry)

Residential

Table with 2 columns: Description and Amount. Rows: Customer Charge per month (\$72.00), Over 0 gallons per month (16.00 per 1,000 gallons).

Residential – Kingston Connection

Table with 2 columns: Description and Amount. Rows: Customer Charge per month (\$80.00), Over 0 gallons per month (16.00 per 1,000 gallons).

Residential - All

Table with 2 columns: Description and Amount. Row: Customer Charge per month (No Water) (\$150.00 flat fee).

Commercial – All Wastewater Facilities

Table with 2 columns: Description and Amount. Rows: Customer Charge per month (\$115.00), Over 0 gallons per month (18.60 per 1,000 gallons).

Table with 2 columns: Description and Amount. Row: Customer Charge per month (No Water) (\$220.00 flat fee).

All Wastewater Facilities – Effective 09-01-2023

Table with 2 columns: Description and Amount. Row: Non-User Fee (\$33.00 minimum bill).

Wastewater Tap Fee Rates – Effective 9-01-2025 (Tank Sizes determined by Criteria set forth by WBUD)

Table with 3 columns: Description, Amount, and Notes. Rows: 1,500 gallon - Standard (\$16,500.00), 2,000 gallon - (\$21,500.00), Developer Surcharge (\$6,000.00 Highland Reserve Only).

Tank Cost over 2,000 gallons will be priced at time tap is applied for.

Service Charges – Effective 9-01-2023

Table with 2 columns: Description and Amount. Rows: Wastewater Service Charge (\$100.00), Rock Clause First Day (\$3,500.00), Rock Clause 2nd and 3rd Days (Each Day) (\$2,500.00), Crew (\$1,000.00), Extra Wiring – (minimum – case by case basis) (\$600.00), Additional Meeting/Visits (per hour) (\$150.00).

Always Call 811 Before You Dig!! It’s free, it’s easy, and it’s the law! Call 811 or (800) 351-1111 or (615) 366-1987.



“This institution is an equal opportunity provider, and employer.”



WATTS BAR UTILITY DISTRICT

P. O. Box 910 - Kingston, TN 37763 - Phone: 865-270-8070 - Toll Free: 800-882-5099 - Fax: 865-270-8073 - www.wbud.org

Customer Checklist Sign-off

I acknowledge the receipt of the following forms listed below and that I am responsible for completing them in full and returning them to Watts Bar Utility District.

1. **“Wastewater Contract / Application”**
2. **“Disclosure to Lot Buyer at Point of Sale Contract”**
3. **“Wastewater Tap and STEP System Policy”**
4. **“Wastewater/Sewer Installation Criteria and Stipulations for STEP Systems”**
5. **“Homeowner/Property Information”**
6. **“Builder Information”**
7. **“House Information”**
8. **“Homeowner Agreement, Receipt, and Acknowledgement”**
9. **“Builder Agreement, Receipt, and Acknowledgement”**
10. **“Wastewater Schedule of Rates and Charges”**
11. **“WBUD Customer’s Manual”**

Customer Name _____
(Please Print)

Customer Signature _____

Date _____

WBUD Representative Signature _____

Date _____