



SEELEY COUNTY WATER DISTRICT
1898 West Main Street (P.O. Box 161) Seeley, CA92273
Telephone: 760.352.6612 Facsimile: 760.352.0589

Board President: Leslie Hill **Vice President:** Donald Murphy
Board Members: Jason Grima, Esteban Jaramillo, Bianca Vásquez

Resolution No. 091420-02
(Sewer/Connection Lateral Maintenance)

**A RESOLUTION OF THE BOARD OF DIRECTORS OF SEELEY
COUNTY WATER DISTRICT ESTABLISHING A POLICY RE:
SEWER CONNECTION/ LATERAL MAINTENANCE AND REPAIR**

WHEREAS, Seeley County Water District ("District") owns, operates, and maintains a wastewater collection system throughout the District; and

WHEREAS, it is the desire of the District to implement a policy for the best available procedures of operation and maintenance, in order to protect the natural resources and the environment within the District; and

WHEREAS, the District's policy is to maintain all of its existing wastewater system facilities on a regular basis, so as to minimize the opportunity for accidental discharges or spillage of wastewater; and

WHEREAS, the District provides wastewater collection services to approximately 458 parcels of property within the District, which are connected to the District's system by lateral sewers from improvements on the parcel; and

WHEREAS, the ownership and responsibility for maintenance of lateral sewers is that of the owners and occupants of the property, including to the point of connection with the District's system; and

WHEREAS, the District has determined that the lack of maintenance or improper maintenance of sewer laterals can be the cause for accidental spills of wastewater due to broken lines or blockages; and

WHEREAS, the District wishes to take all measures possible to broaden the areas of responsibilities to further minimize the risk of wastewater spills; and

WHEREAS, the United States Environmental Protection Agency is currently proposing expanded regulations which will place liability, including the possibility of imposition of monetary fines, upon the public agency owners of wastewater sewer lines, to include spillages which occur outside of the District's system and as part of a property owner's own lateral connector sewer line; and

WHEREAS, the District desires to minimize the potential exposure to the enforcement action resulting in payment of taxpayer dollars as fines or penalties arising out of spills caused from lateral connector sewers not owned and maintained by the District.

NOW, THEREFORE, the Board of Directors of the Seeley County Water District, does hereby RESOLVE, DETERMINE, and ORDER:

Section 1: That the property owner is responsible for the installation, maintenance, and repair of the sewer lateral to include the point of connection of the District sewer main sewer; and

Section 2: That it is the policy of Seeley County Water District that all sewer lateral lines connecting structures to the District's sewer system shall be regularly and adequately maintained by the property owners, so as to prevent sewer blockages or spills caused by damage to the lateral.

Section 3: That property owners shall be responsible for the maintenance of sewer lateral line, to the point of connection with the District's main sewer.

Section 4: That all property owners shall notify the District in advance of any interference, including repair or cleaning of the lateral sewer line, whether performed by the property owner or a contractor. In the event of emergency service to the lateral line, the owner or its contractor shall notify the District immediately before the performance of the maintenance, in order that the District may take reasonable measures to accommodate material and debris that is removed or discharged into the District's collector system.

Section 5: That, to the extent possible, materials causing a blockage of the lateral sewer connector shall be removed and not discharged into the District's collector system.

Section 6: That the District encourages all property owners and occupants to cooperate with the District in the operation and maintenance of the sewage collection system, so as to insure the highest level of environmental protection within the District's service area.

Section 7: That Policy entitled **WASTEWATER COLLECTION SYSTEM POLICY (SEWER CONNECTION / LATERAL MAINTENANCE AND REPAIR)** dated September 14, 2020, a copy of which is attached hereto and incorporated herein by this reference, is hereby approved by the District and adopted as the policy by which the sewer laterals are to be maintained.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Seeley County Water District held this 14th day of September 2020.

Motion made by: Director: E. Jaramillo

Motion seconded by: Director: B. Vasquez

AYES: - Director(s): E. Jaramillo, B. Vasquez, and L. Hill

NOES: -

ABSENT: - Director(s): D. Murphy, J. Grima

Date: **September 14, 2020**



LESLIE M. HILL

President of the Board

A T T E S T:



MIRIAM A ROSALES – Secretary of the Board &
Administrative General Manager

CERTIFICATE OF SECRETARY

The undersigned Secretary of the Board of Seeley County Water District hereby certifies that the foregoing is a full, true, and correct copy of Resolution No. 091420-02 Adopted September 14, 2020.



MIRIAM A ROSALES, Secretary of the Board



Seeley County Water District

Wastewater Collection Division Operation and Policy Manual

Seeley County Water District	Resolution / Document # 091420-02
Wastewater Collection System Policy (Sewer Lateral / Connections Maintenance)	Approved / Effective Date: September 14, 2020
Subject: Ownership and responsibility in maintenance sewer connections	Rev.

1. PURPOSE

- 1.1. To define the areas of ownership and responsibility requiring action from the Seeley County Water District ("District") operations and maintenance staff

2. AUTHORITY

- 2.1. Per Resolution 091420-01
- 2.2. Chief Plant Operator, Seeley County Water District Wastewater Department
- 2.3. Administrative General Manager

3. OWNERSHIP AND CONTROL

- 3.1. Sewer Main - District installed, owned, and maintained. District ownership and control ends at the point of connection serving any sewer connections
- 3.2. Sewer Connection - Installed, owned, and maintained by the premises/property served ("privately" owned)

4. DEFINITIONS

- 4.1. **Maintenance** is the upkeep of the sewage conveyance piping and facilities to prevent stoppages. Includes the removal of obstructions when they occur as well as the repair of any breakage in the piping
- 4.2. **Sewer Connections** consist of the piping (i.e. laterals), tubing, fittings, valves, and other related facilities necessary to convey sewage from the premises/property to the District main
- 4.3. **Sewer Main** is the piping used to convey sewage from the town to the wastewater treatment plant facility. This may also refer to any District owned pressure mains
- 4.4. **Manhole** is an access point to the sewer main
- 4.5. **Upstream** refers to an area located prior to a specific reference point within the sewer main
- 4.6. **Downstream** refers to an area located after a specific reference point in the sewer main
- 4.7. **Hydro-Jetting** is the process of maintaining a sewer main by using a high-pressure water stream to scour and flush the pipeline. This process may also be used to clear obstructions within the sewer main

5. RESPONSIBILITIES

- 5.1. Property owner/agent shall be responsible for:
 - A. Maintenance of the sewer lateral connection that serves the premises including the point of connection to the sewer main
 - B. Filing a sewer complaint with the District when failure or stoppage of a sewer lateral occurs for inspection by District staff
 - C. Contracting a licensed plumber or certified drain cleaning service to resolve sewage failure/stoppage *after* the District crew advises that the sewer main is clear and free of obstructions
 - D. Notifying the District prior to any excavation when conducting sewer connection repairs that will occur within the public right of way
- 5.2. Seeley County Water District shall be responsible for:

- A. Maintenance of the sewer main to ensure proper operation
- B. Responding to customer sewer complaints filed with the District by conducting an inspection of the upstream and downstream manholes. Hydro-jetting may also be used at the discretion of the responding District staff
- C. Following up on the customer sewer complaint to communicate the result of the inspection
- D. Sending a District representative to be on-site during excavation and repairs that occur in the public right of way

By: 

Printed Name: Leslie Hill
Title: President, Seeley County Water District
Dated: September 14, 2020

ATTEST:



Printed Name: Miriam Rosales
Title: Administrative General Manager
Secretary to the Board
Dated: September 14, 2020