

METROPOLITAN DISTRICT COMMISSION
BUREAU OF PUBLIC WORKS
SPECIAL MEETING
MONDAY, NOVEMBER 25, 2019
4:00 P.M.

<u>Location</u>		<u>Commissioners</u>
Board Room	Adil	Magnan
District Headquarters	Avedisian	Marotta
555 Main Street, Hartford	Currey	Pane
	DiBella (Ex-Officio)	Patel
Quorum: 7	Healy	Sweezy
	Hoffman (VC)	Taylor
	Lester	Vicino (C)

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1. CALL TO ORDER
 2. PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS
 3. APPROVAL OF MEETING MINUTES OF SEPTEMBER 11, 2019
 4. CONSIDERATION AND POTENTIAL ACTION RE: SEWAGE SLUDGE INCINERATORS
NEW SOURCE PERFORMANCE STANDARDS (POSSIBLE EXECUTIVE SESSION)
 5. CONSIDERATION AND POTENTIAL ACTION RE: SEWER LATERAL INSTALLATION
PROGRAM
 6. OPPORTUNITY FOR GENERAL PUBLIC COMMENTS
 7. COMMISSIONER COMMENTS AND QUESTIONS
 8. OTHER BUSINESS
 9. ADJOURNMENT

SEWER LATERAL INSTALLATION PROGRAM

To: Bureau of Public Works for consideration on November 25, 2019

At the September 11, 2019, Bureau of Public Works meeting, staff discussed the implementation of a Sewer Lateral Installation Program. At the Water Bureau meeting on the same day, staff also discussed the implementation of the Water Service Installation Program. The impetus to creating these two new programs is to assist property owners in connecting to both sewer and water mains for various reasons.

Due to the increase in petitions for water service and the lack of connections to recently constructed Class 1 water mains, and the fact that many of the properties that abut these new water mains have not connected to them in the past because of the cost, the effort of hiring a contractor to do the work, or both, staff is proposing a new program to allow new or renewed water services installed on private property to be funded through the District, i.e., the Water Service Installation Program. This new program will work in conjunction with the Water Service Installation Charge, whereas the customer pays for MDC forces to install the water service from the main to the property line.

In order to provide the same service to property owners on the sewer side, staff is proposing to initiate the Sewer Lateral Installation Program ("Program"), that will mirror the Water Service Installation Program by allowing the installation of new or renewed (i.e., replaced or rehabilitated) sewer laterals on private property to be funded through the District and paid back in timed payments by the property owners.

Contained in the 2019 Schedule of Flat Rates of Sewer Assessment, Connection Charges and Outlet Charges is the rate for laterals of \$4,420. This rate is assessed when a sanitary sewer lateral is installed as part of a Layout & Assessment project, as part of the three component sewer assessment consisting of front footage, area or outlet charge and lateral charge. The sewer lateral is installed to the property line by the contractor performing the main line construction work. Currently, the entirety of the assessment, including all three components, can be paid in timed payments by the property owner when the assessment becomes due.

With the new Program, the owner will have the ability to hire a private contractor to install sewer laterals on private property and fund the entire new sewer connection cost (assessments plus lateral construction costs), with reimbursement to the District by the property owner over time. Upon completion of the work, the District would pay the property owner's contractor for the cost of the work, up to \$10,000, and the property owner will repay the District over time, including interest at the same rate as sewer assessments (6%). The Program would offer property owners the ability to roll the installation costs of a new lateral into the property's assessment and for property owners to pay for the installation or renewal of laterals as part of their monthly water bill. The Program would be limited to 6-inch laterals for residential properties. Exceptions to the service size or type would be subject to approval of the Chief Executive Officer or his/her designee. Credit checks of property owners may be performed at the District's discretion. Sewer laterals will only be funded if the lateral is built to District standards

Renewals to laterals will include lateral lining or replacements, with the present practice of MDC renewing the lateral in the public right of way portion continuing. The property owner will then be responsible for renewing the private portion of the lateral if needed. Renewals must be for the full length of lateral piping rather than only a damaged portion. If the property owner wants to spot repair a damaged lateral, it will not be eligible for the Program. Staff will develop technical specifications to pre-qualify contractors, for rehabilitation only specific to lining, similar to the Back Water Valve Program.

The benefits of renewing sanitary sewer laterals and establishing new sewer customers are a reduction in infiltration from private property (contributing to the goals of the Clean Water Program), less Customer Service/Operations involvement in repairing laterals extending onto private property, and reduces potential backups caused by deteriorated laterals, root intrusion, etc.

The Program is entirely voluntary but participants will be required to sign a waiver and voluntary lien as part of the Program. A list of qualified (licensed, bonded and insured) contractors for open cut work will be available to property owners but property owners may select their own contractors so long as they meet all District requirements for such work.

Prior to acceptance into the Program, contracts and/or price quotes between the property owners and their contractor(s) must be submitted to Utility Services for review to verify the appropriateness of the cost proposal. The District reserves the right to deny any price proposal. Any increase in the price of the lateral construction due to unforeseen circumstances shall be approved by the District prior to funding. The owner shall be bound to the terms of the written contract with contractor. In order to pay the contractor for the work, the District will issue a two-party check addressed to the property owner and the contractor. The property owner will be required to endorse the check over to the contractor as acceptance of completed work and to pay for the completed work. A 10% down payment of the cost proposal shall be required from the property owner. If the contractor requires a deposit, the property owner will be responsible to pay the contractor. Monthly payments for borrowing will be a separate line item on the water bill. There will be no pre-payment penalties.

The Program shall be established with a revolving fund from the Assessable Sewer Fund, currently adequately funded with a balance of \$13.9M. Coupled with the revenue from the principal and interest payments, the fund will become self-sustaining.

After reviewing the information contained herein

It is RECOMMENDED that it be:

VOTED: That the Bureau of Public Works establishes a Sewer Lateral Installation Program for approved properties abutting a newly installed or existing sanitary sewer main, subject to the following terms:

Scenario	Sewer Type	New 6-inch Lateral*** in Public ROW	New 6-inch Lateral*** in Private Property	Lateral Renewal/Rehab**
1	New Sewer Main – Layout & Assessment	District installs as part of the project, cost to property owner \$4,420* plus frontage and dwelling unit assessment	Property owner responsible for actual cost. District pays contractor and property owner repays District over time	N/A
2	Existing Sewer Main with Existing lateral in ROW	District installed as part of the previous project, cost to property owner \$4,420* plus frontage and dwelling unit assessment	Property owner responsible for actual cost. District pays contractor and property owner repays District over time.	District responsible for public portion within the ROW.
3	Existing Sewer Main with no lateral	Property owner responsible for actual cost. District pays contractor and property owner repays District over time.	Property owner responsible for actual cost. District pays contractor and property owner repays District over time.	N/A
4	Existing Sewer Main with Existing lateral to be renewed			Property owner responsible for private property portion actual cost, District responsible for public portion within the ROW. District pays contractor and property owner repays District over time.

*\$4,420 – prevailing rate per lateral or inlet

** Renewals to include lining of lateral, include PPID work with prequalified contractors

***Subject to approval by CEO or designee

Criteria of Sewer Lateral Installation Program:

- Residential properties requiring a sanitary sewer lateral of 6” abutting an MDC sewer main. Exceptions to the lateral size or type would be subject to approval of the Chief Executive Officer or his/her designee.
- Renewals shall be installed for the full length of lateral pipe.
- Sewer laterals/renewals must be built to MDC standards.
- Limit of \$10,000 per property for sewer lateral installation/renewal for all work in public right-of-way and private property.
- Amount owed by property owner will be paid to District over fifteen or twenty years with same interest rate as water assessments (6%).
- Credit checks performed at District’s discretion.
- Contracts and/or price quotes between the property owners and their contractors must be submitted to Utility Services for review to verify the appropriateness of the cost proposal. The District reserves the right to deny any price proposal. Any increase in price of construction must be approved by District in order for property owner to receive increase of District payment to contractor.
- Owner bound to terms of the written contract with Contractor.
- District will issue a two-party check addressed to the property owner and the contractor. The property owner will be required to endorse the check over to the contractor as acceptance of completed work and to pay for the completed work. A 10% down payment of the cost proposal shall be required from the property. Property owner will repay the District by monthly payments as a separate line item on the water bill.
- Any deposit required by the contractor will be the sole responsibility of the property owner.
- No pre-payment penalties
- Funding to be established with a revolving fund from the Assessable Sewer Fund

AND

VOTED: That the Controller or Chief Administrative Officer be requested to make tentative allocations for this program pending passage by the District Board, and funding for the same is authorized from the Assessable Sewer Fund.

Respectfully submitted,

Scott W. Jellison
Chief Executive Officer