

**CITY OF CHARLES TOWN PUBLIC NOTICE OF
SEWERAGE SYSTEM IMPROVEMENT PROJECT**

NOTICE is hereby given pursuant to the requirements of W. VA. CODE § 24-2-11 that the City of Charles Town (the “City”), by and through Charles Town Utility Board (the “Board”), proposes to enact an ordinance authorizing sewerage system improvement projects that are not in the ordinary course of business.

The respective projects consist of the following:

(i) 2022 Collection System Project. The intent of this project is to reduce sewer flow in the Old Town Ranson gravity sewer system and address various necessary infrastructure improvements within the sanitary sewerage collection system. The project includes improvements to the Burr East Pump Station, the Moose Lodge Pump Station, the Jett’s Farm Pump Station and force main, and the Flowing Springs Pump Station. Also included in the Project is the decommissioning of the Forrest Avenue, Lloyd’s Flat, and 11th Street Pump Stations, construction of the Lakeland Place Pump Station, extension of the Clarence Drive Pump Station force main through Jefferson Memorial Park, and upgrade of the Evitt’s Run gravity line (collectively, the “2022 Collection System Project”).

(ii) Charles Town Wastewater Treatment Plant Renewal and Replacement Project. This project focuses on essential upgrades to the existing main wastewater treatment plant facilities and equipment. The project includes upgrades to the Influent Screening, Influent Pump Station and Metering Manhole, Sequencing Batch Reactors, Ultraviolet Disinfection System, Solids Digestion and Dewatering System, Effluent Pump Station, and Electrical System (collectively, the “WWTP Renewal and Replacement Project” and, together with the 2022 Collection System Project, the “Projects”).

The City estimates the total cost for the (i) 2022 Collection System Project as \$5,000,000, and (ii) WWTP Renewal and Replacement Project as \$8,000,000. These amounts may change based on the construction bids received and other factors.

The City intends to finance all or a portion of the cost of each of the Projects through the issuance of one or more series of its combined waterworks and sewerage system revenue bonds secured by the gross revenues of the City’s Combined Waterworks and Sewerage System pursuant to West Virginia Code Section 8-20-1 *et seq.* The City anticipates that all or a portion of such Combined Waterworks and Sewerage System Revenue Bonds issued for the purpose of financing a portion of the costs of the 2022 Collection System Project will be purchased by the West Virginia Water Development Authority on behalf of the West Virginia Department of Environmental Protection Clean Water State Revolving Fund (the “CWSRF”). The City anticipates that all or a portion of such Combined Waterworks and Sewerage System Revenue Bonds issued for the purpose of financing a portion of the costs of the WWTP Renewal and Replacement Project will be purchased by the CWSRF.

The Council of the City will conduct a public hearing to receive public comment regarding the ordinance authorizing the Projects on January 3, 2022 at 7:00 p.m. Any person interested may appear before the City Council at the Council Chambers, 101 East Washington Street, Charles Town, West Virginia and be heard. Following such public hearing, the City Council shall take such actions on the Project Ordinance as it shall deem proper.

Details regarding the proposed Projects are on file with and available for public inspection during normal business hours at the office of the Board, 661 S. George Street, Suite 101, Charles Town, West Virginia.

The City ***DOES NOT*** plan to increase its current rates and charges for sewer service in order to pay for the costs associated with the Projects. The City's current rates, fees and charges for service to customers of the existing sewerage system of the City are as follows:

SCHEDULE I

APPLICABILITY

Applicable within the entire territory formally served by the Charles Town Utility Board or the City of Ranson, including the municipalities of Charles Town and Ranson. Effective for service rendered on or after the date of enactment.

AVAILABILITY

Available for general domestic, commercial and industrial service and sale for resale sewer service.

RATES (Customers with a metered water supply)

First	2,000 gallons used per month	\$14.79 per 1,000 gallons
Next	8,000 gallons used per month	\$10.64 per 1,000 gallons
All over	10,000 gallons used per month	\$ 9.67 per 1,000 gallons

MINIMUM CHARGE

No bill shall be rendered for less than \$29.58 per month, which is the equivalent of 2,000 gallons. Where sewer service is available by gravity flow and the customer has not connected to public sewer, the customer shall pay this minimum charge.

FLAT RATE CHARGE (Customers with non-metered water supply)

Equivalent of 3,500 gallons of water usage, \$45.54 per month.

MULTIPLE OCCUPANCY

In apartment buildings, trailer parks, shopping centers or other multiple occupancy buildings or properties served by a master water meter, each discrete dwelling or business unit shall be required to pay not less than the minimum monthly charge provided herein.

DELAYED PAYMENT PENALTY

The above scheduled is net. On all accounts not paid in full when due, ten percent (10%) will be added to the net current amount unpaid. This delayed payment penalty is not interest and is to be collected only once for each bill where it is appropriate.

TAP FEE

A tap fee of \$400.00 will be charged to customers applying for service outside of a sewerage system improvement project for each new tap to the system.

RETURNED CHECK CHARGE

A service charge equal to the actual bank fee assessed to the sewer utility up to a maximum of \$25.00 will be imposed upon any customer whose check for payment of charges is returned by the bank due to insufficient funds.

LEAK ADJUSTMENT

Upon proof that metered water did not enter the Utility’s sewer system, customer will be given credit at the full tariff rate for all water gallons billed for sewer service that did not enter the Utility’s system.

SECURITY DEPOSIT

Each new customer shall make a security deposit of \$75.00 which shall be refunded per West Virginia regulation.

EXCESS POLLUTION SURCHARGE

A surcharge to recover extraordinary costs is levied upon customer discharges placing extraordinary demand upon treatment facilities, as measured by waste stream parameters of biochemical oxygen demand (BOD) and/or suspended solids in the wastewater. Users discharging any water or wastes with a zero day average BOD in excess of 300 milligrams per liter or a 30-day average suspended solids content in excess of 300 milligrams per liter or containing suspended solids with a character or quantity of pollutant requiring unusual attention or expense to handle or treat, shall pay, in addition to the base monthly sewer user charges, an additional surcharge (Cs) as determined by the following formula:

$$Cs = Bc(B) + Sc(S) + Pc(P)Vu$$

B = Concentration of B.O.D. from a user above a base level (300 mg/l)

Bc = O&M cost of treatment of unit of biochemical oxygen demand (B.O.D.)

S = Concentration of suspended solids from a user above a base level (300mg/l)

Sc = O&M costs for treatment of a unit of suspended solids

Pc = O&M cost for treatment of a unit of any pollutant

P = Concentration of any pollutant from a user above a base level

V_u = Volume contribution from a user per unit of time.

SCHEDULE II

APPLICABILITY

Applicable within the territory formerly served by Jefferson County Public Service District. Effective for service rendered on or after the date of enactment.

AVAILABILITY

Available for general domestic, commercial, and industrial service.

RATES (customers with a metered water supply)

First	2,000 gallons used per month	\$15.36	per 1,000 gallons
Next	8,000 gallons used per month	\$14.29	per 1,000 gallons
Over	10,000 gallons used per month	\$13.98	per 1,000 gallons

MINIMUM CHARGE

No bill will be rendered for less than \$30.72 per month which is equivalent to 2,000 gallons per month. Where sewer service is available by gravity flow and the customer has not connected to public sewer, the customer shall pay this minimum charge.

FLAT RATE CHARGE (Customers with non-metered water supply)

Equivalent of 3,500 gallons of water usage, \$52.16 per month

MULTIPLE OCCUPANCY

In apartment buildings, trailer parks, shopping centers or other multiple occupancy buildings or properties served by a master water meter, each discrete dwelling or business unit shall be required to pay not less than the minimum monthly charge provided herein.

DELAYED PAYMENT PENALTY

The above schedule is net. On all accounts not paid in full when due, ten percent (10%) will be added to the net current amount unpaid. This delayed payment penalty is not interest and is to be collected only once for each bill where it is appropriate.

TAP FEE

A tap fee of \$400.00 will be charged to customers applying for service outside of a sewerage system improvement project for each new tap to the system.

RETURNED CHECK CHARGE

A service charge equal to the actual bank fee assessed to the sewer utility up to a maximum of \$25.00 will be imposed upon any customer whose check for payment of charges is returned by the bank due to insufficient funds.

LEAK ADJUSTMENT

Upon proof that metered water did not enter the Utility’s sewer system, customer will be given credit at the full tariff rate for all water gallons billed for sewer service that did not enter the Utility’s system.

SECURITY DEPOSIT

Each new customer shall make a security deposit of \$75.00 which shall be refunded per West Virginia regulation.

EXCESS POLLUTION SURCHARGE

A surcharge to recover extraordinary costs is levied upon customer discharges placing extraordinary demand upon treatment facilities, as measured by waste stream parameters of biochemical oxygen demand (BOD) and/or suspended solids in the wastewater. Users discharging any water or wastes with a zero day average B.O.D. in excess of 300 milligrams per liter or a 30-day average suspended solids content in excess of 300 milligrams per liter or containing suspended solids with a character or quantity of pollutant requiring unusual attention or expense to handle or treat, shall pay, in addition to the base monthly sewer user charges, an additional surcharge (Cs) as determined by the following formula:

$$Cs = Bc(B) + Sc(S) + Pc(P)Vu$$

B = Concentration of B.O.D. from a user above a base level (300 mg/l)

Bc = O&M cost of treatment of unit of biochemical oxygen demand (B.O.D.)

S = Concentration of suspended solids from a user above a base level (300mg/l)

Sc = O&M costs for treatment of a unit of suspended solids

Pc = O&M cost for treatment of a unit of any pollutant

P = Concentration of any pollutant from a user above a base level

Vu = Volume contribution from a user per unit of time.

SCHEDULE III

APPLICABILITY

Applicable to the entire service area and due and payable for each customer connection adding new flows into the sewer collection system and treatment facility. Effective for service connections proposed on or after the date of enactment.

CAPACITY IMPACT FEE

For all new service proposed to be connected to the Utility at a point of the system formerly operated by either the Utility Board or the City of Ranson, there shall be paid to the Utility Board at the time of issuance by the Utility Board of a final sewer availability letter for the

property to be served a capacity impact fee of \$1,127 for each residential connection adding new flows into the sewer collection system and treatment facility. Connections for non-residential use shall be paid in accordance with the usage equivalent schedule set forth below.

For all new service proposed to be connected to the Utility at a point of the system formerly operated by Jefferson County Public Service District, there shall be paid to the Utility Board at the time of issuance by the Utility Board of a final sewer availability letter for the property to be served a capacity impact fee of \$3,207 for each residential connection adding new flows into the sewer collection system and treatment facility. Connections for non-residential use shall be paid in accordance with the usage equivalent schedule set forth below.

ADDITIONAL CAPACITY IMPACT FEE - HUNTFIELD PUMP STATION

In addition to the Capacity Impact Fee, there shall be paid to the Utility Board at the time of issuance by the Utility Board of a final sewer availability letter for any new connection using the Huntfield pump station an additional capital capacity improvement fee of \$2,875 for each equivalent dwelling unit. The funds collected from the capacity improvement fee shall be maintained in a separate fund administered by the Utility Board and shall be used only for the purpose of expanding the Huntfield pump station. All properties within the originally annexed acreage of the Huntfield subdivision, as described by the annexation of additional territory of the City of Charles Town pursuant to West Virginia Code 8-6-4 Order by the County Commission of Jefferson County dated January 10, 2002, shall be exempt from this fee.

ADDITIONAL CAPACITY IMPACT FEE – FLOWING SPRINGS PUMP STATION

In addition to the Capacity Impact Fee, there shall be paid to the Utility Board at the time of issuance by the Utility Board of a final sewer availability letter for any new connection using the Flowing Springs pump station an additional capital capacity improvement fee of \$1,625 for each equivalent dwelling unit. The funds collected from the capacity improvement fee shall be maintained in a separate fund administered by the Utility Board and shall be used only for the purpose of expanding the Flowing springs pump station.

USAGE EQUIVALENTS FOR MULTIPLE RESIDENTIAL OR NON-RESIDENTIAL
CAPACITY IMPACT FEES

Capacity impact fees for multi-residential and non-residential structures adding new flows to the sewer collection system and treatment facility shall be based upon the following:

<u>UNIT</u>	<u>WATER GALLONS/DAY</u>	<u>RESIDENTIAL USAGE EQUIVALENT</u>
Apartments	150/unit	1.0/unit
Bowling Alleys	200/alley	1.33/alley
Churches with kitchen	8/member	0.05/member
Churches w/o kitchen	2/member	0.013/member
Food Service	32/seat	0.213/seat
Fast Food Restaurant	35/seat	0.23/seat
Bar & Cocktail Lounge (additive)	2/patron	0.013/patron
Tavern-Little or no food	20/seat	0.132/per seat
Hotel	120/room	0.8/per room
Industry, sanitary	15/person/shift	0.1/person per shift
<u>Institutions:</u>		
Hospital	250/bed	1.67/bed
Nursing Homes	150/bed	1.0/bed
Others	75/person	0.5/person
Office Buildings	15/person	0.1/person
Laundry Self Service	250/washer	1.67/washer
Motels	120/room	0.8/room
Retail Stores	400/toilet room	2.67/toilet room
Residence	150/residence	1.0/residence
<u>School:</u>		
Day, no cafeteria/showers	15/pupil	0.1/pupil
Day with cafeteria	18/pupil	0.12/pupil
Day with cafeteria/showers	20/pupil	0.133/pupil
Boarding	75/pupil	0.5/pupil
Service Station	500/set of pumps	3.33/set of pumps
Shopping Centers	16/100 ft. of sales area	0.12/100 ft. of sales area
Swimming Pools	10/swimmer design capacity	0.067/swimmer design capacity
Capacity Theaters	3/seat	0.02/seat
Warehouse	15/employee	0.1/employee

If a unit does not appear on this schedule the sewer department shall determine its Residential Usage Equivalent in consultation with its consulting engineer.