

HARBORCREEK TOWNSHIP SEWER AUTHORITY

Adopted by the Board of the Harborcreek Township Sewer Authority – May 12, 2014

POLICIES AND PROCEDURES

Harborcreek Township Sewer Authority was formed by Harborcreek Township in 1971 to provide public sanitary sewer service to Township residents and businesses. The Sewer Authority owns and operates twelve pump stations which transport sanitary sewage from Harborcreek Township to the City of Erie Wastewater Treatment Facility where it is treated and processed. Use of the sanitary sewer system is governed by Harborcreek Township's Sewer Use Ordinance, (No. 2011-203 and 203-1). This Ordinance permits the Sewer Authority to adopt rules and regulations that further govern the use of the system. The following policies have been adopted by the Sewer Authority consistent with the Sewer Use Ordinance and the Municipality Authorities Act.

BACKFLOW PREVENTORS:

Backflow Preventors are devices that can be installed in a home to help prevent sewer backups. The Harborcreek Township Sewer Authority does not install or pay for the installation of sewer backflow preventors. It is the homeowner's responsibility to install a backflow preventor if the homeowner feels that one is necessary.

SEWER MAIN EXTENSIONS:

When a sanitary sewer main is extended, either by the Sewer Authority or by a private developer or homeowner, said main shall be extended to the far property line of the last parcel abutting the main.

ONE METER – ONE BILL:

The Harborcreek Township Sewer Authority will instruct the Erie Water Works, the Authority's billing contractor, to issue one bill for each water meter installed on a property.

SNOW BIRDS/TEMPORARY SUSPENSION OF SERVICE:

Residents who will be away from their homes for extended periods ("snow birds") or otherwise wish to have their sewer bill suspended must follow the following procedures:

For Sewer Customers who are also customers of Erie Water Works: Contact the Erie Water Works and request that your water service be shut off. This will cause your sewer bill to be suspended until water service is restored.

For Sewer Customers who are serviced by a well and not by the Erie Water Works: Contact the Sewer Authority prior to your requested termination date and tell the staff the date that you will be leaving and the date that you will be returning to the property. (The length of time must be greater than three months.) The Sewer Authority will contact the Erie Water Works to suspend the sewer billing.

SPEC HOMES:

Contractors constructing spec houses will have their sewer bill suspended for up to 6 months after the installation of the water meter. If the house is sold in the first 6 months, the sewer bill will be issued by the Erie Water Works, the Authority's billing contractor, as of the closing date. If the house is not sold within 6 months of the date of the installation of the water meter, the property will be activated for billing and a sewer bill will be issued.

Brian McNamara

Manager – Harborcreek Township Sewer Authority