

TM Rural Water District Application for Water Service

Please indicate the Water Demand Classification that you require in gallons of water per month:

20,000 40,000 60,000 80,000 100,000 >100,000

If this application is being submitted for a planned housing project, please answer the next three questions.

What is the total number of Housing Units planned? _____

What is the type of housing? Single Family Apartments Seasonal

Is there a potential for additional lots to be developed? Yes No

If this application is for commercial, industrial, or any use other than farm or residential, please complete the following.

Please provide description of intended water use.

What is the expected water use? Gallon per minute: _____ Gallons per day: _____

Is water usage expected to vary on a daily, monthly or seasonal basis? Yes No

If the answer to the previous question was yes, please explain expected usage pattern.

Please include any additional information that may be pertinent to this application.

Applicant acknowledges that submission and acceptance by the District of this application is not a guarantee of service and that any cost estimate provided by the District for service is an estimate only and is not binding on TM Rural Water District. Applicants further acknowledge that the TM Board of Directors shall have the authority to determine the cost of service and/or other terms and conditions for the provision of water service.

Signature of Applicant: _____ Date: _____

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Underground Facilities Location

Existing Utilities:

Please check all underground facilities located on this property:

Septic Tank Septic Drain Field Existing Water Lines Well
 Cistern Telephone Power Gas Lines Cable TV Fuel Tanks

Other (Please Specify) _____

Please include a sketch or Google Earth Map of your property showing buildings, driveways, future buildings, tree belts, and locations of all know facilities. Indicate which direction is North. This sketch will assist us in planning the route for the water service line.

Before any construction begins, TM Rural Water District will contact the public utilities to locate their facilities in the area.

However:

Private underground facilities, such as sewer, water, telephone lines, cable lines and power distribution lines, are the water service applicant's responsibility to locate and mark. TM Rural Water District shall not be responsible for loss or damage to any private underground facilities that are inaccurately marked or that are unmarked.

I, the above named and undersigned applicant for water service, agree to hold TM Rural Water District harmless for any loss or damage to private underground facilities or any subsequent damages which resulted from failure on my part to accurately locate and mark underground facilities.

Signature: _____ Date: _____

[Email Form to TM Rural Water District](#)

[Reset Form](#)

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The following information is provided with water service applications. It provides general information and is not, nor is it intended to be, the complete policy regarding applications, fees or rates, etc.

I. **Fees for Water Service Applications**

Some or all of the following fees may apply when requesting water service from TM Rural Water District. Any fees that may apply will be shown in the “estimated cost to provide service: which is included in the application process.

- A. **Application Fee:** A \$50.00 non-refundable application fee shall be submitted with each completed application. This fee is to offset the cost of providing an estimated cost to provide service which will be given to the prospective user upon approval of their application.
- B. **Hook-Up Fee:** A \$3,500.00 hook-up fee shall be charged for each new service requesting one service unit (20K/month). This fee includes all material and labor to install a single service at the location requested. Any applicant requesting more than one service unit will need to be approved by the TM Rural Water District’s Board of Directors. Please see Water Demand Classification on the following page for more information on this fee.
- C. **Construction Charges:** The applicant is required to pay the entire estimated cost of construction as calculated by the District, in order to provide water service to the location of the meter on the applicant’s property. The District does not install any waterline downstream of the meter pit and new user must hire another contractor to take the waterline into the residence.

Construction charges not included in the Hook-Up Fee include:

- \$5.00/foot of service line to feed the meter pit.
 - \$17.50/foot for open cut gravel road crossing with 3” casing.
 - \$25.00/foot for road bore with 3” casing.
 - All additional charges as listed above include labor and material.
- D. **Crop Damage:** It shall be sole responsibility of the new user to negotiate and pay for any crop damage that occurs during the construction of new waterlines to their residence. TM Rural Water District shall not be responsible to pay crop damage on individual hookups.
 - E. **Engineering Fees:** If it is determined by the District in its sole discretion to utilize the services of any engineer in order to plan for the provision of water service for an applicant, the applicant shall be required to pay the cost of all engineering services.

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- F. **Mainline Extension:** If an extension of the District's main lines must be completed in order to provide water service to the applicant's property, the applicant shall be responsible to pay for the mainline extension.
- G. **Refused Easement Fee:** If the applicant has ever refused to grant an easement to TM Rural Water District, a refused easement fee, as established by the District, shall be collected before the service will be constructed.
- H. **Reconnection of Previous Water Service:** Reconnection of services that have been inactive for more than 24 months by a new property owner shall be considered as a new water services or hookup and all current fees apply. Any services provided to repair or modify the service to make it usable are considered construction costs and the applicant shall be responsible for such costs.
- I. **Assessment Area Fee:** The District has established certain areas with fees and/or assessment specific to the area.

II. **Approved Application Process Overview**

- A. **Estimated Cost to Provide Service:** Once the application has been approved, a representative from the District will be scheduled to meet with the applicant to determine the route the District will take to get water to the applicant. Once the route has been determined an estimated cost to provide service will be completed and sent to the applicant. The estimated cost to provide service will be the maximum amount that the applicant will have to pay to get water service to the meter pit located on their property. Once receiving the estimate, the applicant will have 30 days in which to make the decision to move forward to the scheduling phase of the new water service process.
- B. **Scheduling of Construction:** Applicant shall be required to pay 50% of the estimated cost to provide service, to the District before the District will schedule construction of the new service. The applicant's check will be held by the District until the first day of construction at which time the check will then be cashed.
- C. **Completion of Construction:** Upon completion of construction of the new water service TM Rural Water District will issue a final bill for any outstanding amount remaining. Final construction payment must be received within 30 days of receipt or water will be shut off until payment is received.

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III. New User Financial Assistance Policy

A. Policy Statement

TM Rural Water District understands that there may be instances where potential water users within the District's boundaries may find themselves in a situation where the initial cost of hookup may be cost prohibitive. This policy has been developed to offer limited financial assistance to potential water users from a Financial Assistance Fund established by the District.

B. Policy

The TM Rural Water District Board of Directors shall create a Financial Assistance Fund and make a budgetary transfer into such fund not to exceed \$50,000 per calendar year. The transfer into the fund may be completed on an annual basis after consideration of the financial condition of the District. The decision to make a transfer into the fund shall be a decision which shall be discretionary by the Board. In any calendar year where the funds allocated to the account have been expended, no other assistance will be offered until additional transfers are made in whole or part by the Board the next calendar year.

Any applicant whose estimated cost of construction of water service shall exceed \$6,500.00 would be eligible to apply for assistance from TM.

Upon receipt of payment by the applicant of the first \$6,500.00 of the estimated total construction costs, TM would then pay for 50% of the next \$5,000.00. If the total cost of the water service project shall exceed \$11,500.00, the additional cost in excess of \$11,500.00 of costs attributed to the project will be the responsibility of the applicant.

Prior to construction, the District shall provide a total construction cost estimate to the potential water user. The District shall require the water user to deposit the sum of \$6,500.00 with the District with any remaining amount due upon completion of construction.

Crop damage shall not be part of the estimate created by the District and shall not be eligible under the District's Financial Assistance Policy. It shall be the sole responsibility of the new user to negotiate and pay for any crop damage that occurs during the construction of new waterlines to their residence.

Any assistance offered by the District will be considered loan forgiveness with the following conditions.

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1. User keeps account in good standing with the District for a period of not less than 5 years. If account is not kept in good standing, all loan forgiveness will be forfeited and will be due and payable to the District before water service is restored to the property.
2. User will be required to sign up for ACH auto-pay thru their checking or savings account to pay their monthly water bill.

IV. Water Demand Classification

TM Rural Water District has established a rate schedule that takes into consideration the amount of water an applicant expects to use on a monthly basis. According to the state of South Dakota 7,000 gallons per month is the “normal” amount of water a rural residence uses each month.

Upon applying for water service the user shall indicate approximately how much water they expect to use on a monthly basis. This information is required in order to make sure that we have an ample supply of water to feed all the users in the surrounding area.

TM breaks down the amount of water consumed each month into “service units” and one serving unit is no more than 20,000 gallons of usage each month. Any excess usage above 20,000 but less than 40,000 would be considered 2 service units and so on in 20,000 gallon increments.

If application is approved the user will pay the District an additional \$500.00 Hookup fee for each service unit, they are expecting to use. To clarify, if user expects to use 20,000 gallons or less each month, the initial hookup fee will be \$3,500.00 but if the user expects to use 20,000-40,000 gallons each month the initial hookup fee will be \$4,000.00 and so on for each additional service unit. Any application for additional service units will have to be approved by the TM Rural Water District’s Board of Directors.

Once approved and water service is connected a user may request in writing a maximum of once each calendar year to the District to increase their water demand classification. Once evaluated, the District will respond to the users request as quickly as possible, but not before being reviewed by the TM Rural Water District Board of Directors. If the request is granted the user shall pay the District \$500.00 for each additional service unit that they are requesting. If denied, options will be given to the user in regards to on-site storage or cost of upgrades needed to the system to allow the requested amount of water usage.

If a user requests a decrease in the number of service units, no refunds will be granted for any hookup fees paid in the past.

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V. Monthly Minimums

Monthly Minimums are used to pay for debt service incurred by the District when building the District's infrastructure, including the Water Treatment Plant, entire Distributions system and Water towers. The current monthly minimum charge is based on the previous year's average monthly usage.

Please see water rates section for current Minimums and Water Rates. The current monthly minimum charge for each rural tap is \$36.00 per month before any water is sold. **Once water service is provided, the user will be responsible to pay the monthly minimum even if there has been zero usage.**