

## SECTION 4 – FEE SCHEDULE

The MHOG Utility System has spent significant funds over the past years improving existing infrastructure, organizing and identifying all as-built records, developing design and construction standards, and implementing a Geographic Information Systems (GIS) database of all sewer and water utility appurtenances. The purpose of this fee schedule is to provide funds for MHOG to ensure that construction of new infrastructure within the system is an asset to current and future users and become incorporated into the existing infrastructure management system, while minimizing the impact to existing customers.

The following section outlines the fees associated with additions to the municipal sanitary sewer and water system that will be collected by MHOG:

### 1. MHOG Fees

MHOG collects fees for staff time associated with the management, inspection, and operation services necessary for the connections. The MHOG Fee Tables are outlined below; the first table is for charges typically associated with a single residential or business collection, the second table outlines charges for system expansion projects:

<i>Single Residential or Business Connection</i>		
<b>Item</b>	<b>Cost</b>	<b>Unit</b>
Flushing Fee	\$50	Each
Sewer Clean Out Fee	\$25	Each
Non-Municipal Irrigation Fee	\$100	Annual
Meter Set Re-Trip Fee	\$25	Each
Water Meter	See Appendix A	

<i>System Expansion</i>		
<b>Item</b>	<b>Cost</b>	<b>Unit</b>
Administrative Base Amount	\$500	Each
Water Line Construction	\$1.50	LF
Water Valves	\$20	EA
Hydrants	\$20	EA
Bacteriological Sampling	\$25	EA
Water Leads	\$12	EA
Tracer Wire Verification	\$0.05	LF
Sewer Line Construction	\$1.50	LF
Sanitary Sewer Structures	\$20	EA
<i>System Expansion (continued)</i>		
<b>Item</b>	<b>Cost</b>	<b>Unit</b>
Sewer Leads	\$12	EA

Hydrant Meter Rental – 1”	\$1,000 Deposit
Hydrant Meter Rental – 3”	\$1,500 Deposit
Water Meter	See Appendix A

**2. Escrow Fees (Applicable to Fire Suppression and System Expansion Projects)**

As outlined in Section 3, System Expansion, expansions to the existing municipal water or sanitary infrastructure require additional review, inspection, and acceptance processes from the smaller residential or business connection. Examples of these projects include a new commercial building, a new residential subdivision, expansion of an existing commercial building, and installation of a fire hydrant on an existing site. A sample invoice can be found in Appendix E, and the text below further describes the additional fees associated with system expansion projects.

***Construction Plan Review and Construction Inspection – Engineering Consulting Fees***

The MHOG Sewer and Water utilities department rely upon outside consultants for plan review and construction inspection fees. Appendix E contains the current fee table for the Engineering Consultant fees for construction plan review and construction inspection services for system expansion projects.

The Construction Plan Review fee consists of the initial review of plans, specifications, permit application, and one resubmittal. The initial Construction Plan Review Fee must be paid before plan review starts. Any additional submittals necessary will be charged to the developer on a time and materials basis.

The Construction Inspection Services Fee includes shop drawing review, coordination, on-site representation for a specified number of days, red line mark ups, and office support. If the number of days on-site exceeds the original number of days calculated in Appendix E, the developer will be charged for this additional effort on a time and material basis.

***Project Close Out Contingency Fund***

MHOG requires the developer to provide a Project Close Out Contingency Fund that will be held in an escrow account as cash or certified check deposit. The Project Close Out Contingency Fund ensures completion of the final punch list, subsequent close out documents are received, and protection of the newly installed municipal utilities during site buildout. MHOG shall have the authority to utilize the existing contingency to cover costs incurred by the Utility Department prior to final acceptance. The Project Close Out Fund is calculated as 20% of the sum of the Engineering Services Fee and the MHOG Construction Fee.

A final site walkthrough will occur after buildout of the site or two years following Utility Acceptance, whichever comes first. Following this final walk through MHOG will issue a Final Acceptance Letter which will outline the state of the project and contingency fund. If the site is 100% built out, all punch list items have been addressed, and all record files have been received; then any unused funds associated with the project will be refunded to the developer. The refund will be issued

to the party on the check that deposited the escrow fees. If a different party is to receive the escrow refund, it should be noted on the initial deposit.

If the site is not 100% built out two years following Utility Acceptance the MHOG Utility Department will transfer a portion of the project closeout contingency fund to the corresponding system’s operation and maintenance budget. The percentage returned to the developer will be calculated based on the percentage of site buildout at the time of final site walkthrough.

**3. Description of MHOG Construction Fees**

Below is a summary of the tasks performed by the MHOG Utility Department for the fees associated with new connections to the municipal water and/or sanitary sewer system:

<i>Residential or Business Connection</i>	
<b>Item</b>	<b>Description</b>
Disconnection/Abandonment Fee	Witnessing the cutting and capping of sewer or water lead. Witnessing installation of marking post at end of lead, removal from billing system, lead sheet updates, and GIS updates
Fire Suppression Line	Plan review, inspection of live tap, two bacteriological samples, pressure test, construction inspection, integration into GIS, as built updates
Live Tap Inspection Fee, Sewer or Water	Inspect connection to the existing utility, generate lead sheet, if necessary
Meter Set Re-Trip Fee	If site conditions prevent setting of meter at first appointment the fee covers technician time to go to site and administrative time to set up a new appointment.
Flushing Fee	Fee charged to new homes for unmetered water loss during construction. Includes water to disinfect and flush lines, test system, and in construction tasks.
Sewer Cleanout Fee	Fee charged to new homes for sewer line cleaning following completion of the subdivision. Fee covers typical construction debris deposited into sewer line during construction.
Non-Municipal Irrigation Fee	Fee charged on utility bill to properties listed as high hazard due to non-municipal irrigation source. Fee covers the annual inspection and reporting requirements for compliance with the water systems cross connection program.
Water Meter	A water meter must be purchased from the Township in which the building is located in. For instructions on the purchase and installation of a meter, refer to Section 2.1 – Purchase of a Water Meter. The fees payable to MHOG include the cost of the meter and MXU radio read device, inputting the data into our billing system, and a site visit for installation.

Below is a summary of the tasks performed by the MHOG Utility Department for the fees associated with expansion of the municipal water and/or sanitary sewer system:

<i>System Expansion</i>	
<b>Item</b>	<b>Description</b>
Administrative Base Amount	Developer coordination, internal plan review, permit execution, close out procedures, assigning MHOG IDs, preconstruction meetings, and general office support
Water Line Construction	Linear foot cost covers operator's periodic inspection, witnessing of live taps, shut down of water main as necessary, walkthrough, and GIS updates
Water Valves	During initial and final walkthroughs, operation of valves during construction, inspection of valve box or well, verification of operation nut, GIS updates
Hydrants	During initial and final walkthroughs, covers operator time to operate the hydrant, inspect break away coupling and valve box depth, verify centering of operating nut, and GIS updates
Bacteriological Sampling	Covers cost of operator to collect and preserve samples, testing of the sample in the MHOG lab, and published results
Water Leads	Covers cost of operator verifying water lead curb stop is to grade and accessible. Includes staff time to add the lead to GIS, populate the attributes, and file the lead sheet in the record file system.
Tracer Wire Verification	Covers cost of operating connecting locating equipment to tracer wire, verifying conductivity, and tracer wire being to grade and accessible.
Sewer Line Construction	Linear foot cost covers operators periodic inspection, witnessing of live taps, and GIS updates
Sanitary Sewer Structures	During initial and final walkthrough, covers operator time to open manhole, inspect casting, grouting around casting and infiltration, verify grouting and smoothness of flow channel, and GIS updates
Sewer Leads	Covers cost of operator verifying sewer lead marking is to grade and accessible. Includes staff time to add the lead to GIS, populate the attributes, and file the lead sheet in the record file system.
Hydrant Meter Rental	Usage of a hydrant meter to supply water during construction. If the contractor will be using MHOG water, renting a certified hydrant meter from the Authority is a requirement. This fee is a one-time deposit based on the hydrant meter size required (see Appendix F for pricing) by the contractor. The balance of this will be returned to the developer, less the cost of the water used, billed at the current rate. If the amount of the water exceeds the original deposit, the developer will be billed for the excess usage. A copy of the hydrant rental forms are provided in Appendix F.