

P.S.C. W. Va. No. 17  
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**UNION WILLIAMS PUBLIC SERVICE DISTRICT**, a public utility

OF

WAVERLY, WEST VIRGINIA

**INTERIM**

RATES, RULES AND REGULATIONS FOR FURNISHING

**SEWERAGE AND SEWAGE DISPOSAL SERVICE**

at

Portions of Union Magisterial District, Wood County, and Grant Magisterial District,  
Pleasants County, WV

Filed with **THE PUBLIC SERVICE COMMISSION**

of

**WEST VIRGINIA**

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Issued June 16, 2025


Effective for all service rendered on and  
after June 15, 2025, subject to refund.

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Issued by authority of an Order of the Public  
Service Commission of West Virginia in  
Case No. **25-0451-PSD-PW-42T** dated  
June 10, 2025.

Issued by **UNION WILLIAMS PUBLIC SERVICE DISTRICT**, a public utility

By



Attorney

Title

RULES AND REGULATIONS

- I. Rules and Regulations for the Government of Sewerage Utilities, adopted by the Public Service Commission of West Virginia, and now in effect, and all amendments thereto and modifications thereof hereafter made by said Commission.

APPLICABILITY

Applicable within the entire territory served.

AVAILABILITY OF SERVICE

Available for general domestic, commercial, industrial service.

(C)(I) RATES (Customer with metered water supply)

Service Charge \$14.82 per month

Usage Charge \$14.12 per 1,000 gallons of water usage

(C)(I) MINIMUM CHARGE

No bill will be rendered for less than \$43.06 per month.

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

Residential customer with non-metered water supply:

Equivalent to 4,500 gallons of water usage - \$78.36 per month.

Commercial and Industrial Customer:

Meter installation at water source required

(C)(I) RESALE RATE - Town of North Hills based on flow meter readings

Usage Charges \$4.87 per 1,000 gallons

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

The following charges are to be made whenever the utility installs a new tap to serve an applicant:

A tap fee of \$150.00 will be charged to customers applying for service before construction is completed adjacent to the customer's premises in connection with a certificate proceeding before the Commission. This pre-construction tap fee will be invalid after the completion of construction adjacent to the applicant's premises that is associated with a certificate proceeding.

A tap fee of \$350.00 will be charged to all customers who apply for service outside of a certificate proceeding before the Commission for each new tap to the system.

(C) Indicates change in text

(I) Indicates increase

RETURNED CHECK CHARGE

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

DISCONNECT/RECONNECT/ADMINISTRATIVE FEES

Whenever water service has been disconnected for non-payment of sewer bill in conjunction with a water service termination agreement with a water company, a disconnection fee of \$20.00 shall be charged or, in the event the delinquent sewer bill is collected by the water company, an administrative fee of \$20.00 shall be charged.

Whenever water service, which has been previously disconnected or otherwise withheld for nonpayment of a sewer bill in conjunction with a water service termination agreement with a water company, is reconnected, a reconnection fee of \$20.00 shall be charged.

(C) LEAK ADJUSTMENT

\$1.55 per 1,000 gallons is to be used when the bill reflects unusual water consumption which can be attributed to eligible leakage on the customer's side of the meter. This rate shall be applied to all such consumption above 200% of the customer's historical average usage.

(C) SECURITY DEPOSIT

Not to exceed two-twelfths (2/12) of the average annual usage of the applicant's specific customer class, or fifty dollars, whichever is greater. This fee may be changed by applicable statutory provisions.

(C) Indicates change in text

(C) SURFACE OR GROUNDWATER SURCHARGE

Wherever the utility has discovered that a customer's roof drain, downspout, storm sewer or similar facilities that conduct surface water have been connected to the utility's sewer system, and such customer has failed to take appropriate action, within thirty (30) days of receipt of a demand by the utility in accordance with the Rules and Regulations of the Public Service Commission, to eliminate such connection, a surcharge will be imposed upon the customer calculated on the basis of the following formula:

$$S = A \times R \times 0.0006233 \times C$$

S = The surcharge in dollars.

A = The area under roof and/or the area of any other water collection surface connected to the sanitary sewer, in square feet.

R = The measured monthly rainfall, in inches.

C = The utility's approved rate per thousand gallons of metered water usage.

0.0006233 = A conversion factor to change inches of rain x square feet of surface to thousands of gallons of water.

The District shall not impose the surcharge unless and until the customer has been notified by certified mail, return receipt requested, or by hand delivery, that it has been established by smoke testing, dye testing or on-site inspection that rain or other surface water is being introduced into the sanitary sewer system at the customer's location, and that the customer has not acted within thirty (30) days from receipt of such notice to divert water from the sanitary sewer system.

Said surcharge shall be calculated and imposed for each month that the condition continues to exist. Failure to pay the surcharge and/or correct the situation shall give rise to the possible termination of water service in accordance with the Rules and Regulations of the Public Service Commission of West Virginia.

(O)

(C) Indicates change in text

(O) Indicates omission

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## Water Leak Adjustment Policy

***As per "West Virginia Public Service Commission Rules and Regulations for the Government  
Of Water and Sewer Utilities", 150CSR7 6.4.3a***

"Each utility shall implement a written leak adjustment policy consistent with this rule. Where the bill reflects unusual usage in excess of 200% of the customers historical usage that can be attributed to leakage on the customers side of the meter the utility will adjust the bill. The policy shall be maintained in the utility's office for inspection by the public and shall be applied in a non-discriminatory manner to all its customers. The policy shall be filed with the Commission as part of the utility's tariff. The reasonableness of the utility's policy shall be subject to approval by the Commission and the reasonableness of the utility's practice with respect to implementing a policy shall be subject to Commission review in a formal complaint".

The purpose of this Water Leak Adjustment Policy is to provide the customer with some relief from abnormally high-water and/or sewer bills resulting from leakage.

The district must be notified by the customer as soon as possible that a leak occurred and an adjustment is desired. A written request for an adjustment must be made using the Leak Adjustment Form (see attachment). The completed Leak Adjustment Form must be received by the district within forty-five (45) calendar days following the discovery and repair of the leak.

Adjustments to the water and/or sewer bill will be based on the customers historic usage. Historic usage shall be defined as the average usage of the preceding twelve (12) months or actual period of service if less than twelve (12) months. Usage over 200% caused by leakage, will be recalculated using the districts incremental cost of water, as determined by the districts tariff.

Water utility customers are allowed one (1) leak adjustment per leak incident (an incident is defined by the location of the leak). Exceptions are allowed in the case of leak repairs being made during billing readings with proof of repairs. Such exceptions will not exceed two (2) billing periods. The utility reserves the right to refuse a requested adjustment if records reveal frequent prior requests for leak adjustment made at the same address.

This policy duly adopted by a quorum vote at the regularly scheduled Board Meeting of the Union Williams Public Service District held November 9, 2021.



Stephen Nulter, Chairman

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UNION WILLIAMS PSD  
LEAK ADJUSTMENT REQUEST FORM

**\*\*This documentation must be received within 45 calendar days following discovery and correction of leak\*\***

ACCOUNT NUMBER \_\_\_\_\_

NAME(S) ON ACCOUNT \_\_\_\_\_

DAYTIME PHONE # \_\_\_\_\_

BILLING AMOUNT, USAGE, PERIOD IN QUESTION \_\_\_\_\_

LOCATION OF LEAK: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

SERVICE ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ATTACH DOCUMENTATION PROVING LEAK WAS REPAIRED!**

(Example: Photos, plumber's invoice, receipt for materials, etc.)

I do hereby certify that the above is true and request that a leak adjustment be made to my bill:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR UTILITY USE ONLY**

Date of last leak adjustment \_\_\_\_\_

Usage including leak \_\_\_\_\_ gallons

Average historical usage \_\_\_\_\_ gallons

Excess Usage \_\_\_\_\_ gallons

- |   |                    |
|---|--------------------|
| 1) Was last leak adjustment more than 12 months ago?      | Yes _____ No _____ |
| 2) Is this an eligible leak, with adequate documentation? | Yes _____ No _____ |
| 3) Was request received on time?                          | Yes _____ No _____ |
| 4) Did leaked water enter sewer system?                   | Yes _____ No _____ |

Original Bill \$ \_\_\_\_\_ For Billing Period \_\_\_\_\_

Leak Adjustment \$ \_\_\_\_\_ Gallons Adjusted \_\_\_\_\_

Employee: \_\_\_\_\_ Date: \_\_\_\_\_

Supervision Authorization: \_\_\_\_\_ Date: \_\_\_\_\_