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be notarized?

Yes, all owners must sign the agreement and easement in the presence of the Notary.

Why does the \$525 need to be paid now?

Rural Development requires that the system obtains the hook-up fee before construction for two reasons:

- To make sure the connection is committed so the system can pay its loan.
- To allow the system to pay some of its upfront costs as loan draw downs are being processed.

What if someone does not sign up now and wants to do it in a few years?

- The capacity may not be there to connect users, even if the pipe goes right past their front yard. Rural Development does not allow us to design a large overcapacity system.
- As there are several parties currently interested in more development, small excess capacity will probably be utilized.
- Anyone signing up after this point will be responsible for ALL costs to be connected; including curb stop, road crossings, meters, pipe and a hookup fee of \$1,200, if after bid-letting, and \$2,400, if signing up after construction is complete. This is because the costs above are included in the construction bids. A rough estimate of the later costs is nearly \$30,000 per mile with the possibility of additional costs such as road borings.



The North Central Rural Water Consortium II does not discriminate on the basis of race, color, national origin, sex, religion, age, marital status, or disability in employment or the provisions of

BEFORE CONSTRUCTION

Feasibility Fee

A one-time \$75.00 fee is charged per customer, per location. This fee is non-refundable and used to pay expenses associated with a particular North Central Rural Water Consortium (NCRWC II) rural water project.

User Agreement Fees

A **\$525.00 fee (plus \$75.00 Feasibility Fee if not previously paid)** fee is assessed to all potential customers prior to bid-letting. This fee is refundable by NCRWC II if it is determined that a water connection will not be made to the area specified on the User Agreement Form. If the potential customer requests a refund due to changing their mind about receiving water services PRIOR to bid-letting, the board will review on a case-by-case basis. Once the project has been bid, there will not be a refund issued.

-OR-

A **\$1,200.00** fee is assessed to all individuals that request water service *after* the bid has been awarded.

-OR-

A **\$2,400.00** fee is charged for individuals interested in receiving a *new* water service after a project is completed. The customer will be responsible for this fee as well as all construction costs to be connected including curb stop, road crossings, pipe and any other costs incurred during installation up to and after the curb stop.

Easement Application Fee

A fee determined by the county in which the recording of the easement takes place. This fee is paid by the customer. NCRWC II will not reimburse for these charges.

Development Policy

Any person proposing to establish a development will be required to make application to the NCRWC II Board of Directors for approval of the additional service.

The cost of initial engineering feasibility studies will be paid by the developer. The purpose of the study is to assure the NCRWC II that adequate supply exists to provide the needs of the proposed development.

Development Policy Cont.

All developers will be required to post bond in either cash or surety for the cost of construction including a tapping fee as established by the Board of Directors. The failure to complete the project shall cause forfeiture of the bond or other appropriate action to assure completion of the project.

Upon completion of the project, all transmission and delivery up to the point of the curb stop to each service will become the property of the NCRWC II.

The developer shall provide NCRWC II with a customary warranty during the first year of service after the project is turned over to NCRWC II.

Developers will be required to provide NCRWC II with appropriate easements and access as approved and required by NCRWC II.

All plans prepared for the development and the water service shall be prepared and certified by a professional engineer. The developer shall assure that all appropriate governmental approvals are obtained.

Upon completion of the project, final as built plans and specifications for the project are to be delivered to NCRWC II in a format selected by the NCRWC II and/or its engineer.

Crop Damage Payment Policy

The area damaged for any parcel shall be determined by the actual affected area measured width and length in the field by a representative of NCRWC II and converted acreage.

A representative of NCRWC II will contact the county Agricultural Extension office on or about September 15 to obtain average crop yields and unit prices for the respective type(s) of crop found to be affected.

The measurement in acreage shall be multiplied by the average county yield and unit price for the respective effected crop to determine a monetary value for the disturbed area. This value shall be multiplied by a factor of 1.25% to determine the actual monetary compensation to the landowner.



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sary for a NCRWC II technician to obtain a reading, a \$30.00 fee will be charged to the account. Some exceptions may apply. Please notify our office if you are not using any water or if you are a seasonal user, so that we can mark your account accordingly.

Past Due/Delinquent Account

- All past due customer accounts will be charged a \$5.00 service fee for each month they are past due.
- If NCRWC II deems it necessary to attempt collection at the residence for a past due balance, an additional \$50.00 will be charged to the account.
- NCRWC II reserves the right to terminate water access to customers with past due balance(s). The disconnect and reconnect fee will be calculated as follows:
 1. Past due balance must be paid in full, including any no-read fees, past due service charges, disconnect and reconnect fees (see Seasonal Accounts below) plus the number of months account was inactive times the base rate.
 2. If account is inactive for more than 9 months, the fees listed under the Liquidated Damages Clause applies..

Seasonal Accounts

- Scheduled connection \$40.00
- Scheduled disconnection \$40.00
- Unscheduled connection \$40.00 + round trip mileage at Federal rate.
- Unscheduled disconnection \$40.00 + round trip mileage at Federal rate.

Online Meter Reading Submission

To submit your meter reading online, please go to <http://www.ncrwc.com> and click on *Meter Submission* on the left hand side of the page.

Liquidated Damages Clause

Customers may not terminate their account until after the first 36 months of monthly minimum fess have been paid (36 months x base rate). A reactivation fee will apply if customer decides to reconnect to the system. Reactivation fee is the less of: \$600.00 plus the number of months account was inactive times the base rate OR \$2,400.00

Transfer of Service

Service may not be transferred to a new properties, but may be transferred to a new property owner(s) with the notification and permission of North Central Rural Water Consortium II. All transfers shall be required to have a signed Water Users Agreement and a Right of Way Easement on file. Failure to comply could result in a loss of service. If account was inactivated by the seller prior to the sale, a \$600 reactivation fee will be required. If seller's account is current no fee is required for transfer of service.

Direct Payment Option

NCRWC II is pleased to be able to offer a billing convenience—DIRECT PAYMENT. Now you can have your water bill payment made directly from your checking or savings account AND you don't have to change your present banking relationship to take advantage of this service.

DIRECT PAYMENT can help you save time and money. It will help you meet your billing commitments even when you are on vacation or out of town. It's convenient, timely, and gives you peace of mind.

The DIRECT PAYMENT plan is worry-free, convenient, and easy. To participate in this service please request an authorization form from our office at 877-410-0760. NOTE: A meter submission is still required with direct deposit.

NSF Check Fee

\$20.00 plus any other fee incurred by the NCRWC II in the process of obtaining payment will be assessed for each NSF check received by any customer at any time.



Users Handbook

2718 Gateway Avenue Suite 201
Bismarck ND 58503-0585

To report outages after hours: 701-852-1886

701-751-0870 or 877-410-0760

Fax; 701-258-5002