

Paducah-McCracken County Joint Sewer Agency

SANITARY SEWER SERVICE POLICY



**621 Northview Street
Paducah, KY 42001**

March 27, 2025

The Paducah McCracken County Joint Sewer Agency (JSA) is committed to operate and maintain the publicly owned sanitary sewer system located within the City of Paducah and McCracken County. JSA works to inspect, clean, rehabilitate, remove infiltration and inflow (I/I) and improve the system in order to:

- Provide for a reliable sanitary sewer system
- Achieve and maintain regulatory compliance
- Provide for economic development by expanding sewers into previously unsewered areas of Paducah and McCracken County

Sanitary sewer manholes, mains, and sewer pump stations that have been designed, approved, constructed, and accepted by JSA into its public sanitary sewer system are owned and maintained by JSA.

The majority of the requirements of JSA and the use of public sewers is defined within the sewer use ordinance and rate ordinance passed by the Paducah City Commission and McCracken Fiscal Court. This service policy generally relates to specifics associated with maintenance responsibilities and connection to the public sewer system.

CONNECTIONS

Owner(s) of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes, situated within the boundaries of the JSA and abutting on any street, alley, or right-of-way in which there is located a public sewer of the JSA, are required, at the owner's expense, to install suitable sanitary facilities, and to connect such facilities directly with the proper sewer in accordance with the provisions of the sewer use ordinance, JSA's rate ordinance and this policy.

A fully executed sanitary sewer permit is required for connection to the public sanitary sewer. This permit is required whether the connection is physically made at the public sewer, or within the limits of a private sewer served by a JSA sanitary sewer main. Connection fees and any other required fees are required in full at the time of permit issuance. Connection Fees are based on Equivalent Residential Units (ERUs). Each house is the equivalent of 1 ERU. For multi-unit residential facilities, each 1 bedroom unit is 0.5 ERU, each 2 bedroom unit is 0.75 ERU and each 3 bedroom unit is 1 ERU. For high density residential, commercial, and industrial connections, a site plan submittal is used to calculate the ERU fees. These are submitted to the Agency for calculation.

New connections to the JSA sanitary sewer system are required to be inspected by the JSA. The JSA will inspect the point of connection, as the Health Department is responsible for the inspection of the full length of the service line. A 6-inch cleanout is required at the right-of-way or easement line for each new service line connected.

Lateral Connection Fee Policy

Generally, sewers were built with a service lateral for each lot. JSA charges a fee to cover costs associated with building a new service lateral. JSA desires to build these service laterals on existing mains, under most conditions, due to the concern for damage to the main. The minimum charge is \$625, however, this can be increased to cover the costs of actual construction of the lateral. A lateral

connection fee is required when building a service lateral during certain situations, including, but not limited to, the following:

- Building a service lateral or extending a main for a lot subdivided by a lot owner or developer.
- Building an additional service lateral for a lot when the current lateral location is not desirable for the owner.
- Building a service lateral for a lot which is adjacent to a main, but not served by a service lateral, for a main extension built by a developer or other entity (not JSA).
- Building additional service laterals for a commercial lot.

Generally, when JSA builds a sewer extension, a service lateral is constructed for each adjacent lot as they exist at the time of the extension. However, at times service laterals are not constructed, due to various reasons. If JSA decides not to extend a lateral to an existing lot at time of performing a sewer extension, the agency may construct a service lateral to that existing lot without charging a lateral connection fee at a later date. This exemption would not apply to:

- Lots requiring easements for service (they are not adjacent)
- Lots requiring crossing a railroad right of way
- Lots requiring boring of an interstate or 4 lane highway
- Providing additional service laterals to an existing lot, or a lot created after construction of the main.

This exemption would only apply to sewer mains constructed by JSA during the existence of the agency.

MAINTENANCE AND REPAIR OF SANITARY SEWER SERVICE LINES

Per ordinance, individual property owners are responsible for all maintenance, operation and cleaning of their sewer service line from the building or residence to the point of connection with the public main line sewer. Repairs and reconstruction of the sewer service line from the building to a public roadway shall be the responsibility of the owner.

If the building sewer service line is damaged under publicly owned improved surfaces, the JSA will perform a repair of the service line for the property owner, provided:

- The service is within a public utility easement, under the public street, alley and/or sidewalk
- The customer /owner installs a cleanout at the edge of the property
- The defect is verified and located to be in the public right-of-way

Remember, this type of repair is a free service to JSA customers. JSA will attempt to schedule the repair as soon as possible, within normal scheduling constraints concerning manpower and other repair priorities.

It is the resident's responsibility to maintain the building sewer service line free of roots, debris, grease, etc. all the way to the sewer main.

BILLING ADJUSTMENTS

JSA will adjust the monthly bill of customers who have experienced the following:

Water Leaks

Leaks that are in an outside line or due to a faulty water heater (i.e. water used does not enter into the wastewater collection system)

An adjustment will be made by using the average of the previous 6-month period as the adjusted consumption for the billing cycle(s) in question. The adjustment will be made over a maximum of two billing cycles. Only one sewer adjustment will be made during any 12-month period. Customers are to contact Paducah Water to initiate the adjustment and provide satisfactory evidence (plumber repair bill) to qualify for the adjustment. If the leak has spanned more than one billing cycle, customers should contact JSA after receiving positive verification of the initial month adjustment to receive an additional sewer adjustment for one additional month.

Swimming Pools

Customers who have residential swimming pools will be allowed one adjustment per calendar year. The Adjusted Consumption shall be computed and charged as discussed above. JSA reserves the right to verify the existence of the pool.

Adjustments for leaks created by faulty inside plumbing (i.e. faucets, toilets, etc.) and adjustments for gardening/lawn maintenance will not be considered.

One-Time Lifetime Billing Adjustment

The Executive Director is hereby given discretion to provide a one-time lifetime billing adjustment to a customer who disputes a high bill that is not the result of an underground leak or swimming pool adjustment. The Director's discretion to grant such a credit will be based on his assessment that there are extreme circumstances affecting the customer's account that merit a credit. If awarded, such credit will be a 100 percent credit to the sewer portion of the customer's high bill above 20,000 gallons usage. The customer would still be required to pay for usage below the 20,000-gallon threshold.

- (a) For purposes of this policy, the term "extreme circumstances" is defined as those situations in which a customer receives a bill that exceeds three (3) times the past year's average monthly consumption but is unable to show the Agency that the high bill is due to a leak and cannot otherwise explain the high water bill.

The Agency shall keep track of adjustments to ensure that a customer receives only one lifetime adjustment based on extreme circumstances.

- (a) For residential customers, only one lifetime adjustment will be available to the property owners based on the name(s) appearing on the water account.
- (b) The adjustment is also limited to one per person for their lifetime regardless of where they are residing. Individuals who have received a one-time lifetime adjustment while living at

one location will not be entitled to any further adjustments under this section, even if they subsequently relocate to a different property.

- (c) With regard to commercial entities (corporations, LLCs, partnerships, etc.), each commercial entity and all related parties will be limited to one lifetime adjustment collectively in the commercial context. For purposes of this section, "related parties" shall mean entities, their principals, corporate officers and managers that have a direct or indirect ownership interest in another entity. Notwithstanding the foregoing, no more than one lifetime adjustment may be awarded in connection with a commercial property every five years regardless of what commercial entity occupies the property