

NOTICE OF CONNECTION

RE: WHITLEY COUNTY REGIONAL WATER & SEWER DISTRICT

Dear Fellow Residents & Businesses:

The Whitley County Regional Water & Sewer District (“District”) is pleased to report that the construction of the new wastewater collection system is complete. At this time, it is important to advise you of the process for connection to the new wastewater collection system.

To provide additional background, the District has issued a Certificate of Substantial Completion to the contractor working on the collection system as of January 31, 2024. This means that the constructed works are complete and ready to be placed in service/use. There may be minor items that remain to be completed, such as final restoration, clean-up, etc. but these will not be adverse to the use of the constructed works.

As a result, this letter also serves as an official Notice of Connection to all property owners advising them of the sewer availability and the direction to connect to the system within 180 days from January 31, 2024. The District has prepared a document titled Guidelines for Building Sewer Construction that discusses all the requirements for making the connection to the new wastewater collection system. The document is available for you at <https://www.whitleyrsd.com/information-and-faq>. In addition, if you would prefer a hard copy, there will be hard copies available at the informational meeting as scheduled below or you may reach out to Jennifer Bowman at JPR (260-422-2522) and a copy can be provided to you. There are a number of forms at the back of the Guidelines that will be required to be completed as the connection occurs and prior to final approval being granted. Please note that there is no connection or inspection fee for the connection process. However, it is vital for each property owner or the installing contractor to apply for and receive a permit, prior to starting any customer connection. If any customer starts or completes a connection to the sewer system without receiving a valid permit and inspection, any work completed by the property owner will need to be exposed and verified at the property owner’s expense.

An informational meeting discussing the customer connection process will be held for all who are interested at the following:

Date:	Tuesday, February 20, 2024
Time:	6:30 – 8:00 PM
Location:	Coesse Elementary School - Gymnasium
	2250 S 500 E
	Columbia City, IN 46725

After the property owner or installing contractor receives a permit from the District to connect, the property owner or contractor must contact the District’s connection inspector with a minimum of 48 hours’ notice prior to the site visit/inspection scheduling. Be advised that inspection can only take place from Monday through Thursday between 10 am to 3 pm. The Guidelines will provide details on who to contact for setting up a billing account for either Columbia City (Coesse) or Aqua IN (Stable Acres, Dunfee and County Line South)

At the time of scheduling this visit/inspection, the property owner/contractor must ensure that all the application paperwork and documentation as required, such as septic abandonment, etc. is complete at the time of the first inspection visit. This completed paperwork must be provided to the inspector during this initial visit before any actual inspection can take place on the day of the first visit.

Additionally, the property owner/contractor shall not backfill excavated trenches and cover pipe until the District has inspected the connection for compliance.

In the event the inspection does not pass within two site visits, the property owner or installing contractor must re-submit the application, as well as pay a \$100 reinspection fee for up to two additional visits. The same process and additional payment schedule must be repeated until the connection inspection is approved.

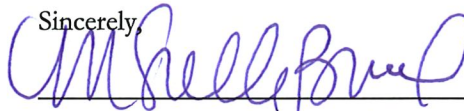
Please note that the District board members or professional staff will NOT make recommendations about which contractor(s) to hire. However, a list containing local contractors who have expressed an interest in performing this work will be published on the District's website at <https://www.whitleyrsd.com/information-and-faq>.

As a reminder, all wastewater, including gray water, must be captured, and directed to the collection system. This may necessitate modifications to your plumbing. Sump pumps for groundwater, roof drains or storm water may not be connected to the collection system and must be directed elsewhere.

The District has retained the firm of Jones Petrie Rafinski Corp to administer this customer connection process. Please reach out to the program administrator for this project (Jennifer Bowman) at 260-422-2522 or email Jennifer at WCConnection@jpr1source.com, if you have any questions or need assistance with the application process.

The JPR office administrator (Denise Ensign) will also be able to help you with the permit application process at the same phone number noted above.

Sincerely,



Printed Name: Madalyn Sade-Bartl

Title: President, Board of Trustees

Whitley County Regional Water and Sewer District

Date: 2/2/2024