

HARDIN COUNTY WCID #1 PINEWOOD NEW HOME CONSTRUCTION PACKET

The cost for new water and sewer taps within the Pinewood community is \$5,000.00 which has to be paid before any utility work is performed. This work is performed by the District Operator and no other individuals are allowed to install or connect anything to the system. Listed below you will find the forms that are required to be completed in full and delivered to Mr. Jack Maddox. If there are any questions about any of these forms or where you need to return them, please call (409) 781-5574

1. HARDIN COUNTY WCID #1, APPLICATION FOR WATER AND WASTEWATER CONNECTION.
2. PINEWOOD NEW HOME CONSTRUCTION INFORMATION. This document provides some important information that needs to be understood by the home builder. If there are any questions about the requirements, please contact Mr. Maddox.
3. HARDIN COUNTY WCID #1 CUSTOMER SERVICE AGREEMENT. Be sure to sign and date in the appropriate spaces.
4. HARDIN COUNTY WCID #1 SEWER EASEMENT FORM. All spaces in this document have to be filled in. The homeowner/builder must sign the document before a notary, then take the completed document to the Hardin County Clerk's Office in Kountze Texas and have it recorded. A copy shall be returned with the packet.
5. HARDIN COUNTY WCID #1 AUTHORIZATION AGREEMENT FOR AUTOMATIC DEBITS (ACH). The Automatic Debit (ACH) form is not required and your bill can be paid with a monthly check. However, it is highly recommended that you use ACH, as the Water District is not responsible if your payment is not received by or on the due date. All monies received past this date will be assessed a late penalty fee.
6. RESIDENTS OF PINEWOOD. Information sheet.
7. HARDIN COUNTY WCID #1, CUSTOMER SERVICE INSPECTION CERTIFICATE FORM, TCEQ-20699-S INSTRUCTIONS. This is a document that is required by TCEQ and must be kept on file. This inspection can only be made by a person who has the state mandated training. This inspection cannot be performed until the structure is completed and ready to be moved into. If

the structure currently has water and sewer service and the form has not been completed and returned, service shall be disconnected by the district.

**HARDIN COUNTY WCID #1
APPLICATION FOR WATER AND WASTEWATER
CONNECTION**

Please fill out and return to P. O. Box 699, Sour Lake, TX 77659

Customer Name _____

Spouse's Name _____

Service Address _____

Mailing Address _____

Home Phone No. _____

Work Phone No. _____

Date Water Service To Be Turned On _____

Please check one: Own _____ Rent _____

Signature: _____

\$100.00 Service Deposit required for new construction

\$200.00 Service Deposit required for rental/lease properties

\$300.00 Service Deposit required for commercial properties

If you are purchasing a home, you can submit a letter of credit from another utility or you can send a check, money order or a cashier's check made payable to Hardin County Water Control & Improvement District #1.

If you are renting or leasing, you must send a check, money order or a cashier's check made payable to Hardin County Water Control & Improvement District #1.

If you have any questions, call **Keel Enterprises @ 409 617 7519**.

Pinewood New Home Construction Information

- 1) Contact Mr. Jack Maddox before any new construction begins at (409) 781-5574.
- 2) Mr. Maddox will collect all tap fees before any utilities can be installed.
- 3) The building contractor must notify the utility operator **Keel Enterprises @ 409 617 7519** before beginning any construction for information on where the utilities are located in your area.
- 4) The water meter will be installed prior to construction; this water meter will be set on the property line.
- 5) The sewer line must extend outside the slab with one 4" PVC SCH 40 pipe with a double cleanout and have the end exposed; the District's contractor will tie this pipe into the grinder station basin.
- 6) Notify the District's contractor:
 - a. When there is permanent electricity to the house.
 - b. Fourteen (14) working days in advance before your grinder station is needed. (After all outside construction is completed on the home and permanent electricity is available).
 - c. Before any grass is planted or any cosmetics are done around the house or yard.
- 7) The grinder station basin will be set within ten feet (10') of the house.
- 8) The grinder station basin will be set three inches (3") above finished grade of yard.
- 9) The electrician must furnish a 240 volt, rain-tight disconnect with a #10 wire containing a neutral and a ground. The disconnect box must contain a 30 amp double pole breaker. The disconnect must be located at the point where the sewer line exits the house slab. The height of the disconnect must be set at an elevation of five feet (5') above finished grade of the yard. This disconnect must be energized before the grinder station can be installed
- 10) Any variations to these requirements must be approved by the District representative.

I have read the above instructions and information and completely understand.

Print Name: _____ Signature: _____

Address: _____

Date: _____

Information for New Homeowner

Call Utility Specialties if you are experiencing:

- 1) Sewer problems or if the red light is on your grinder station control box; the District is responsible for all repairs on the grinder station.
- 2) The District is responsible for all repairs from the water main to the water meter.

HARDIN COUNTY W.C.I.D #1 CUSTOMER SERVICE AGREEMENT

- I. **PURPOSE.** Hardin County W.C.I.D #1 is responsible for protecting the drinking water supply from contamination or pollution which could result from improper system construction or configuration on the retail connection owner's side of the meter. The purpose of this service agreement is to notify each customer of the restrictions which are in place to provide this protection. The public water system enforces these restrictions to ensure the public health and welfare. Each retail customer must sign this agreement before the Hardin County W.C.I.D #1 will begin service. In addition, when service to an existing retail connection has been suspended or terminated, the water system will not re-establish service unless it has a signed copy of this agreement.

- II. **RESTRICTIONS.** The following unacceptable practices are prohibited by State regulations.
 - A. No direct connection between the public drinking water supply and a potential source of contamination is permitted. Potential sources of contamination shall be isolated from the public water system by an air-gap or an appropriate backflow prevention device.
 - B. No cross-connection between the public drinking water supply and a private water system is permitted. These potential threats to the public drinking water supply shall be eliminated at the service connection by the installation of an air-gap or a reduced pressure-zone backflow prevention device.
 - C. No connection which allows water to be returned to the public drinking water supply is permitted.
 - D. No pipe or pipe fitting which contains more than 0.25% lead may be used for the installation or repair of plumbing at any connection which provides water for human use.
 - E. No solder or flux which contains more than 0.2% lead can be used for the installation or repair of plumbing at any connection which provides water for human use.

- III. **SERVICE AGREEMENT.** The following are the terms of the service agreement between the Hardin County W.C.I.D #1 (the Water System) and _____ (the Customer).
 - A. The Water System will maintain a copy of this agreement as long as the Customer and/or the premises is connected to the Water System.

- B. The Customer shall allow his property to be inspected for possible cross-connections and other potential contamination hazards. These inspections shall be conducted by the Water System or its designated agent prior to initiating new water service; when there is reason to believe that cross-connections or other potential contamination hazards exist; or after any major changes to the private water distribution facilities. The inspections shall be conducted during the Water System's normal business hours.
 - C. The Water System shall notify the Customer in writing of any cross-connection or other potential contamination hazard which has been identified during the initial inspection or the periodic re-inspection.
 - D. The Customer shall immediately remove or adequately isolate any potential cross-connections or other potential contamination hazards on his premises.
 - E. The Customer shall, at his expense, properly install, test, and maintain any backflow prevention device required by the Water System. Copies of all testing and maintenance records shall be provided to the Water System.
- IV. ENFORCEMENT. If the Customer fails to comply with the terms of the Service Agreement, Hardin County W.C.I.D #1, at its option, either terminate service or properly install, test, and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this agreement shall be billed to the Customer.

CUSTOMER'S SIGNATURE: _____

DATE: _____

SEWER EASEMENT

THE STATE OF TEXAS §
 §
COUNTY OF HARDIN §

_____, of Pinewood Estates, Hardin County, Texas, (the “Grantor” whether one person or more), for and in consideration of ONE AND NO/100 (\$1.00) DOLLARS cash and other valuable consideration to us in hand paid by the HARDIN COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 1 (the “District”), 1043 Pine Needles Drive, Sour Lake, Hardin County, Texas 77659, the receipt and sufficiency of which is hereby acknowledged and confessed, have GRANTED, SOLD and CONVEYED to the District, a perpetual, non-exclusive right-of-way and easement for the purpose of constructing, operating, maintaining and repairing a sewer service discharge line, grinder pump and tank, electrical control panel and wiring to tank and other related improvements on, under, over and across the real property described as Lot _____ of Block _____ of Pinewood Addition, Section _____, Hardin County, Texas according to the map thereof as recorded in Volume _____, Page _____ of the Map Records of Hardin County, Texas.

Grantor and District agree that upon construction of the sewer services discharge line and installation and connection of the Individual pumping unit, the easement for the grinder pump shall be seven (7’) feet in diameter from the center of the pumping unit and the easement for the discharge line shall be five (5’) feet in width, two and one-half (2.5’) feet from each side of the center line of the sewer services discharge line and shall extend from the pumping unit to the District’s collection pipeline located in the public right-of-way adjacent to the Property. District shall place the sewer system improvements so as to create the least possible interference with Grantor’s existing improvements. District shall restore the surface of the easement as much as reasonably possible to its pre-construction or pre-maintenance condition if the surface of the Property is disturbed by the Installation of the sewer service discharge line, grinder pump and related improvements or the maintenance of such facilities and improvements. The consideration hereinabove recited shall constitute payment in full for any damage to the Property of Grantor, Grantor’s successors and assigns, by reason of construction and maintenance of the sewer service discharge line and related improvements.

District shall have the exclusive right to locate the sewer service discharge line and the pumping unit on, under and across the Property, and the District shall have reasonable egress and ingress across the Property in order to locate, operate and maintain the utility system improvements described in this easement.

Grantor agrees to supply and pay for the electric power required to operate the grinder pump. District shall install the electrical lines and conduit from the grinder pump location to the existing meter box on the Property of Grantor.

This sewer easement does not convey any interest of Grantor in any of the oil, gas or other minerals, in, on, under or to or that may be produced from the Property and

the District, its successors and assigns, shall never participate in any of the proceeds of any oil, gas or mineral lease or the royalty therefrom by reason of this sewer easement.

SIGNED this ____ day of _____, 20____.

Address of Grantor: GRANTOR:

Phone: (409) _____

STATE OF TEXAS
COUNTY OF HARDIN

This instrument was acknowledged before me on the ____ day of _____
20____, by _____.

Notary Public, State of Texas

AFTER RECORDING WITH HARDIN COUNTY CLERK, KOUNTZE, TEXAS,
RETURN TO:

Jack Maddox
1043 Pine Needles Drive
Sour Lake, TX 77659

**Hardin County W.C.I.D. #1
P. O. Box 699
Sour Lake, TX 77659
(409) 617-7519**

Authorization Agreement for Automatic Debits (ACH)

Please complete all information on the authorization form below.

Name (as on your account) _____ Water/Sewer Acct. # _____

Address _____ City/State/Zip Code _____

Telephone Numbers:

Daytime _____

Evening _____

I, _____, authorize Hardin County WCID #1 and the Financial Institution listed below to charge my checking or savings account for the amount of my Water/Sewer utility bill each month for the total charges due. This authorization will remain in effect until Hardin County WCID #1 has received thirty (30) days written notification from me of its termination.

Name (as on your bank account) _____ Name of Financial Institution _____

City/State/Zip Code _____

Bank Routing Number _____ Checking/Savings Account _____
Number _____ (circle one)

Signature _____ Date _____

***** ATTACH VOIDED CHECK *****

Residents of Pinewood

In an effort to eliminate some problems we have been having, we are reminding all Hardin County WCID #1 customers that if you experience any sewer problems you should first call **Keel Enterprises @ 409 617 7519**. They will come out and determine whether the problem you are experiencing is the district's responsibility or the homeowner's responsibility. We have had occasions in the past with outside contractors damaging district equipment and lines. If this occurs, the homeowner could be responsible for the cost of repairs.

CONSERVATION TIPS

In the Bathroom...

- Install a low-flow showerhead that restricts the flow from the shower to less than 3.0 gallons per minute.
- Test toilets for leaks. Add a few drops of food coloring or a dye tablet to the water in the tank, but do not flush the toilet. Watch to see if the coloring appears in the bowl within a few minutes. If it does, the toilet has a silent leak that needs to be repaired.

In the Kitchen...

- Never run the dishwasher without a full load. This practice will save water, energy, detergent and money.

In the Laundry...

- Use cold water as often as possible to save energy and to conserve the hot water for uses which cold water cannot serve.
- Check all water line connections and faucets for leaks. A slow drip can waste as much as **170** gallons of water **EACH DAY**, or **5,000** gallons **per month** and will add to the water bill.

Outdoors...

- Check for a water leak between the water meter and the house. To check, turn off all indoor and outdoor faucets and water-using appliances. Read the meter at 10 to 20 minute intervals. If it continues to run or turn, a leak probably exists and needs to be located and repaired.
- Water slowly for better absorption and never on windy days.
- Condition the soil with mulch or compost before planting grass or flowerbeds so that water will soak in rather than run off.
- Operate automatic sprinkler systems only when demand on the community's water supply is lowest. Set system to operate between 4:00 AM and 6:00 AM.



**Texas Commission on Environmental Quality
Customer Service Inspection Certificate
Form TCEQ-20699 - Instructions**

General Instructions:

The purpose of form TCEQ-20699 is to certify the identification and prevention of cross connections, potential contaminant hazards, and illegal lead materials as per ***Title 30 of the Texas Administrative Code(30 TAC) 290.46(j)(4)***. The form can be completed one of two ways:

1. The form can be printed and completed manually, or;
2. The form can be completed electronically through an electronic medium (tablet, laptop computer, etc.).

The yellow areas on the form can be completed electronically.

NOTE: The form is intended to be completed on-site while the inspection is occurring. If the form is completed electronically, the electronic device must also be on-site for proper use of this form.

The form must be printed and signed by the Inspector that performed the work. The hardcopy original or a copy must be provided to the Public Water System (PWS) for record keeping purposes as specified in ***30 TAC §290.46(f)(3)(E)(iv)***.

Specific Instructions:

Please follow these instructions when completing Form TCEQ-20699:

1. Check boxes: If completing the form electronically, all check boxes are highlighted in yellow and can be selected to make the desired indication. Selecting a box will insert an "X" in the box.
2. Remarks: The "Remarks" section of the form is expandable, which means your final report can be more than one page. Make sure to include all pages when submitting to the local water purveyor.
3. Due to there being three (3) different licensed individuals that can fill out this form: TCEQ Licensed Customer Service Inspector, Licensed Plumbing Inspector or Licensed plumber with Water Supply Protection Specialist endorsement. Please provide your title.

Texas Commission on
Environmental Quality
**Customer Service Inspection
Certificate**

Name of PWS:	
PWS ID #:	
Location of Service:	

Reason for Inspection:	
New construction	<input type="checkbox"/>
Existing service where contaminant hazards are suspected	<input type="checkbox"/>
Material improvement, correction or expansion of distribution facilities	<input type="checkbox"/>

I _____, upon inspection of the private water distribution facilities connected to the aforementioned public water supply do hereby certify that, to the best of my knowledge

Compliance	Non-Compliance	
<input type="checkbox"/>	<input type="checkbox"/>	(1) No direct or indirect connection between the public drinking water supply and a potential source of contamination exists. Potential sources of contamination are isolated from the public water system by an air gap or an appropriate backflow prevention assembly in accordance with Commission
<input type="checkbox"/>	<input type="checkbox"/>	(2) No cross-connection between the public drinking water supply and a private water system exists. Where an actual air gap is maintained between the public water supply and a private water supply, an approved reduced pressure principle backflow prevention assembly is properly installed.
<input type="checkbox"/>	<input type="checkbox"/>	(3) No connection exists which would allow the return of water used for condensing, cooling or industrial processes back to the public water supply.
<input type="checkbox"/>	<input type="checkbox"/>	(4) No pipe or pipe fitting which contains more than 8.0% lead exists in private water distribution facilities installed on or after July 1, 1988 and prior to January 4, 2014.
<input type="checkbox"/>	<input type="checkbox"/>	(5) Plumbing installed on or after January 4, 2014 bears the expected labeling indicating $\leq 0.25\%$ lead content. If not properly labeled please provide written comment.
<input type="checkbox"/>	<input type="checkbox"/>	(6) No solder or flux which contains more than 0.2% lead exists in private water distribution facilities installed on or after July 1, 1988.

I further certify that the following materials were used in the installation of the private water distribution facilities:

Service lines:	Lead <input type="checkbox"/>	Copper <input type="checkbox"/>	PVC <input type="checkbox"/>	Other <input type="checkbox"/>
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Solder:	Lead <input type="checkbox"/>	Lead Free <input type="checkbox"/>	Solvent Weld <input type="checkbox"/>	Other <input type="checkbox"/>
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Remarks:	

I recognize that this document shall be retained by the aforementioned Public Water System for a minimum of ten years and that I am legally responsible for the validity of the information I have provided.

Signature of Inspector:		License Type:	
Inspector Name(Print/Type):		License Number:	
Title of Inspector:		Date / Time of Insp.:	/

A Customer Service Inspection Certificate should be on file for each connection in a public water system to document compliance with 30 TAC § 290.44(h)/290.46(j).