

P.S.C. W. Va. No. 37  
Canceling P.S.C. W. Va. No. 36

**SUN VALLEY PUBLIC SERVICE DISTRICT**, a public utility  
OF

REYNOLDSVILLE, WEST VIRGINIA

**INTERIM**

RATES, RULES AND REGULATIONS FOR FURNISHING

**WATER**

at Sun Valley, Reynoldsville, Wilsonburg, Wolf Summitt, Davisson Run and vicinities in  
Harrison County, West Virginia

Filed with **THE PUBLIC SERVICE COMMISSION**  
of  
**WEST VIRGINIA**

Issued November 20, 2023

Effective for all service rendered on and  
after October 15, 2023, subject to refund.

Issued by authority of an order of the  
Public Service Commission of West  
Virginia in Case No. 22-1064-PWD-30B  
dated January 26, 2023.

Issued by **SUN VALLEY PUBLIC SERVICE DISTRICT**, a public utility

By 

Chairman

Title

**RULES AND REGULATIONS**

- I. Rules and Regulations for the Government of Water 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.

**STEP 2**

**APPLICABILITY**

Applicable within the entire territory served.

**AVAILABILITY**

Available for general domestic, commercial, industrial and sale for resale service.

(I) **RATES** (Customers with metered water supply) \*

First	3,000 gallons used per month	\$18.15 per 1,000 gallons
Next	3,000 gallons used per month	\$17.46 per 1,000 gallons
Next	3,000 gallons used per month	\$16.86 per 1,000 gallons
Next	6,000 gallons used per month	\$16.36 per 1,000 gallons
Next	22,500 gallons used per month	\$14.12 per 1,000 gallons
All Over	37,500 gallons used per month	\$12.89 per 1,000 gallons

**MINIMUM CHARGE**

No bill will be rendered for less than the following, based on meter size:

5/8 inch meter	\$ 51.27 per month
1 inch meter	\$ 128.18 per month
1- 1/2 inch meter	\$ 256.35 per month
2 inch meter	\$ 410.16 per month
3 inch meter	\$ 820.32 per month
4 inch meter	\$ 1,281.75 per month
6 inch meter	\$ 2,563.50 per month
8 inch meter	\$ 4,101.60 per month

(I) The above minimum charge is subject to an additional \$1.06 per 1,000 gallons of water per month.

**TRANSPORTATION RATE** \*

\$0.65 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 penalty is not interest and is to be collected only once for each bill where it is appropriate.

(I) Indicates increase

**STEP 2** (Continued)

**TAP FEE**

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

A tap fee of \$50.00 will be charged to customers who apply 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 an applicant's premises that is associated with a certificate proceeding.

A tap fee of \$450.00 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.

**PRIVATE FIRE PROTECTION \***

\$81.18 per month on all unmetered private fire service connection lines.

**RECONNECTION - \$25.00**

To be charged whenever the supply of water is turned off for violations of rules, non-payment of bills, or fraudulent use of water.

(I) **LEAK ADJUSTMENT \***

\$6.21 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.

**RETURNED CHECK CHARGE**

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

**SECURITY DEPOSIT**

Not to exceed two-twelfths (2/12) of the average annual usage of the applicant's specific customer class, or fifty dollars (\$50), whichever is greater. This fee may be changed by applicable statutory provisions.

(I) Indicates increase

**STEP 2** (Continued)

**TERMINATION SERVICE**

Per the service termination agreement with Lake Floyd Public Service District (Lake Floyd), a disconnection fee of \$25.00 for each termination will be charged to Lake Floyd whenever water service has been terminated for non-payment of Lake Floyd's sewer bills.

Per the service termination agreement with Lake Floyd Public Service District (Lake Floyd), a reconnection fee of \$25.00 for each restored service will be charged to Lake Floyd whenever water service has been reconnected which had been previously terminated for non-payment of Lake Floyd's sewer bills.

(D) \* **6.75% CASH WORKING CAPITAL RESERVE INCREMENT**

6.75% of total billings at the indicated rates is required to be recorded as a credit to "Miscellaneous Operating Reserves," with related collections to be charged to "Other Special Funds" and deposited into a distinct CWCR Bank Account.

(D) Indicates decrease

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Website: [sunvalleypsd.com](http://sunvalleypsd.com)

Richard Dale, Chairman  
Connor Thompson, Treasurer

Sandra Patterson, Secretary  
Kevin Short, General Manager

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## LEAK ADJUSTMENT POLICY

Effective August 9, 2022

The Sun Valley Public Service District (District) in accordance with West Virginia Public Service Commission (Commission) Water and Sewer Rule 6.4.3 has established the following Water & Sewer Leak Adjustment Policy. This policy shall be maintained in District's office for inspection by the public during normal business hours and shall be applied in a non-discriminatory manner to all customers. This policy as well as any required forms will also be available on the District's website, [sunvalleypsd.com](http://sunvalleypsd.com), under forms.

1. This policy concerns the adjustment of a customer's water and/or sewer bills where the bills are based upon metered water consumption, and the bill reflects unusually high usage which can be attributed to a leak on the customer's side of the meter.
2. No leak adjustment will be considered for Customers using less than two times (200%) of their historical usage (as defined in paragraph #7 below).
3. A water leak adjustment will not be considered for Customers using less than the minimum of 3,000 gallons of water (or the applicable minimum per the District's water tariff in effect at the time of the leak). A sewer leak adjustment will not be considered for customers using less than the minimum of 2,000 gallons (or the applicable minimum per the District's sewer tariff in effect at the time of the leak).
4. The District will generally adjust the two (2) highest bills during the period the leak occurred unless unusual circumstances are clearly demonstrated by the customer. If the leak occurs and is repaired within one (1) billing cycle, then only the one (1) month of billing will be adjusted. All leak adjustments granted will be credited to the customer's account.
5. The District must be notified by the customer as soon as possible that a leak has occurred and that an adjustment is desired. Customer must request a leak adjustment in writing by completing the required information on the District's Leak Adjustment Form. A completed Leak Adjustment Form, including documentation (described in paragraph #7 below) must be received by the District within one (1) month following discovery and repair of the leak. Failure to do so will forfeit the Customer's right to a leak adjustment, unless inclement weather or unusual difficulties in locating or repairing the leak can be documented by the customer. The District may disqualify and refuse to consider any incomplete request forms.

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6. The burden of proof that the leak occurred, has been repaired and is eligible for adjustment rests solely with the Customer. The District requires documentation of leak repairs.  
Types of leak documentation which will be accepted include detailed photographs of the leak and repair, copies of plumber/contractor's invoice for repairing the leak, copies of receipts for materials purchased to repair the leak, and/or a written statement detailing the materials and repairs. All such documentation shall remain the property of the district.  
The District is under no obligation to verify leak adjustment requests. The District staff does not inspect the work that has been completed, but will look for evidence of repairs and verify a leak no longer exists.
  7. The Customer's average historical usage is defined as the average usage of the preceding twelve (12) months, or the actual period of service if less than twelve (12) months. If no historical usage is available, a customer has not been billed a minimum of two (2) complete billing cycles, then the District will use the average of 4,500 gallons that the West Virginia Public Service Commission has set for a normal household. The average historical usage will not be billed at less than the minimum water and/or sewer bill for the particular class of service.
  8. The District reserves the right to review all leak adjustment requests and inspect to insure the customer's service connections have been repaired according to West Virginia Code. Customer negligence in making prompt repairs to leaks may constitute discontinuance of service until the service line has been replaced and inspected by a District representative. The District reserves the right to refuse or limit the amount of adjustments granted, based on the number of adjustments granted in the previous (12) months, the timeliness of each request or if the customer has been found negligent in making prompt repairs to eliminate the leaks from their service connection.
  9. **If a leak is deemed eligible for an adjustment, the Customer's bill will be adjusted in compliance with Commission's Water & Sewer Rule 6.4.3:**

#### WATER

- A. Charge for 2 times (200%) average historical usage (as defined in paragraph #7 above) at the District's water rates per the water tariff in effect at the time of the leak.
- B. Charge for usage in excess of the 2 times (200%) average historical usage (as defined in paragraph #7 above) at the applicable leak adjustment rate per the District's water tariff in effect at the time of the leak.

#### SEWER

Water from eligible leak entered the sanitary sewer system:

- C. Charge for 2 times (200%) average historical usage (as defined in paragraph #7 above) at the District's sewer rates per the water tariff in effect at the time of the leak.
- D. Charge for usage in excess of 2 times (200%) average historical usage (as defined in paragraph #7 above) at the applicable leak adjustment rate per the District's sewer tariff at the time of the leak.

Water from the eligible leak did not enter the sanitary sewer system:

- E. Any eligible leak above 2 times (200%) of average historical usage, which the Customer can prove did not enter the sanitary sewer system shall be credited at full tariff rates per the District's sewer tariff at the time of the leak. Sewer adjustment at full tariff rate would **include** leaks on service line up to and entering the home including under the home. This **would not include** leaks in basements with floor drains unless the Customer can prove the floor drain is not connected to the sanitary sewer system.

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10. If the Customer continues to experience leaks, the District reserves the right to reject any and all future leak adjustment claims.
  11. The District advises its Customers that a dispute regarding leak adjustments may be taken to the Commission in the form of an informal or formal complaint.
  12. The reasonableness of the District's policy or practice with respect to the policy shall be subject to Commission review in a formal complaint proceeding.
  13. The Customer will be notified if the leak is eligible for an adjustment or not.

**Swimming Pool Adjustments  
From April 1 – August 31 Only**

The District will consider making one (1) adjustment per calendar year to sewer charges for water used to fill a pool that holds no less than 2,000 gallons. Should the increased water usage carry over into a second billing cycle, adjustments will be made on both months billings. See terms below:

- A. The pool must hold a minimum of 2,000 gallons to qualify for an adjustment.
- B. A completed Pool Filling Adjustment Form must be completed and returned to the District within one (1) month of filling pool. This must include a current photo of the filled pool. If pool measurements are visible on the side of the pool a photo of these should be attached as well. All documentation shall remain the property of the District.
- C. The adjustment will be calculated by the District based upon average historical usage (as defined in paragraph #7 above) but not to exceed the maximum gallons the pool will hold based on the manufacturer or the pool dimensions and shall be credited at full tariff rates per the District's sewer tariff at the time the pool is filled.
- D. The District reserves the right to disqualify and refuse to consider an adjustment for any incomplete pool adjustment forms.

**ALL FORMS MENTIONED ABOVE ARE AVAILABLE AT THE DISTRICT'S OFFICE  
OR THE WEBSITE, SUNVALLEYPSD.COM, UNDER FORMS**

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Richard Dale, Chairman  
Connor Thompson, Treasurer

Sandra Patterson, Secretary  
Kevin Short, General Manager

**LEAK ADJUSTMENT REQUEST FORM**  
**TO BE COMPLETED BY CUSTOMER**

Name on Account: \_\_\_\_\_

Account Number: \_\_\_\_\_ Daytime Phone No: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Service Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Leak Was Discovered: \_\_\_\_\_ Date Leak Was Repaired: \_\_\_\_\_

Detailed Description of Leak Location: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Customer Signature)

\_\_\_\_\_  
(Date)

**ATTACH PROOF THAT LEAK WAS REPAIRED!!**

**EXAMPLES: Photos, plumber's bills/receipts, material receipts, etc.**

(You can e-mail photos of above and completed form to [sunvalleypsd@sunvalleypsd.com](mailto:sunvalleypsd@sunvalleypsd.com))

**ALL THE ABOVE MUST BE COMPLETED AND RETURNED TO SUN VALLEY PSD WITH PROPER DOCUMENTATION OF LEAK REPAIR WITHIN ONE (MONTH) OF LEAK DISCOVERY &/OR REPAIR. FAILURE TO COMPLY MAY DISQUALIFY THE CUSTOMER FROM ANY LEAK ADJUSTMENT. FOR MORE INFORMATION ON WHAT QUALIFIES AS A LEAK AND HOW AN ADJUSTMENT IS CALCULATED, PLEASE SEE OUR LEAK ADJUSTMENT POLICY.**

**FOR OFFICE USE ONLY**

200% Average Usage: \_\_\_\_\_ gallons. Usage with leak: \_\_\_\_\_ gallons. Date of last leak adjustment: \_\_\_\_\_

- |  |     |    |
|--|-----|----|
| 1) Is usage with leak at least twice (200%) historical average usage?  | YES | NO |
| 2) Is the leak source eligible for adjustment                          | YES | NO |
| 3) Was request received on time? (one (1) month from discovery/repair) | YES | NO |
| 4) Was adequate proof provided?  | YES | NO |

Questions 1 - 4 must be answered YES to qualify.

Does Customer Qualify \_\_\_\_\_ YES \_\_\_\_\_ NO

If Yes then;  
Original Bill \$ \_\_\_\_\_  
Adjusted Bill \$ \_\_\_\_\_  
Adjusted Amount \$ \_\_\_\_\_

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

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**POOL FILLING ADJUSTMENT FORM**  
**TO BE COMPLETED BY CUSTOMER**

Name on Account: \_\_\_\_\_

Account Number: \_\_\_\_\_ Daytime Phone No: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Service Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date Pool Filled: \_\_\_\_\_ Pool Dimensions: \_\_\_\_\_

Manufacturers estimate of water volume: \_\_\_\_\_

\_\_\_\_\_  
(Customer Signature)

\_\_\_\_\_  
(Date)

**ATTACH CURRENT DATED PHOTO OF YOUR FILLED POOL!!**

**Also attach photo that shows pools measurements if possible.**

(You can e-mail photos of above and completed form to [sunvalleypsd@sunvalleypsd.com](mailto:sunvalleypsd@sunvalleypsd.com))

**ALL THE ABOVE MUST BE COMPLETED AND RETURNED TO SUN VALLEY PSD WITH PROPER DOCUMENTATION OF FILLED POOL WITHIN ONE (MONTH) OF FILLING POOL. FAILURE TO COMPLY MAY DISQUALIFY THE CUSTOMER FROM ANY ADJUSTMENT.**

Sun Valley Public Service District will adjust sewer accounts once (1) per calendar year for filling pools, upon completion of this application. Adjustments will only be processed for filling pools between April 1 and August 31 each calendar year. Pools must hold a minimum of 2,000 gallons to qualify for a sewer adjustment. Final determination to your qualification for this adjustment will be made as soon as possible. If it determined that you qualify for this adjustment, it will be calculated on no more than the maximum gallons the pool will hold above your historical average. There is no adjustment on water for filling a pool. For more information, please see Swimming Pool Adjustments on page 3 of our Leak Adjustment Policy.

**YEARLY RENEWAL OF THIS FORM IS REQUIRED!!**

Date Adjusted: \_\_\_\_\_

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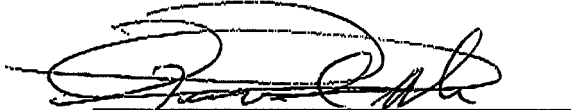
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Kevin Short, General Manager

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August 9, 2022

We, the members of the Sun Valley Public Service District's Board of Directors, approved the amended Leak Adjustment Policy to conform to the Public Service Commission's Water and Sewer Rules 6.4.3 regarding leak adjustments.



Richard Dale, Chairman



Sandra Patterson, Secretary



Connor Thompson, Treasurer

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