



POLICY NO. 08-1  
ADOPTION DATE: 6/16/2008  
REVISION NO. 000  
REVISION DATE: n/a

**COUNTY OF BRUNSWICK  
PUBLIC UTILITIES DEPARTMENT**

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**Title: GRINDER PUMP MAINTENANCE POLICY**

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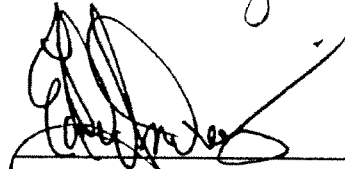
**Purpose:**

County staff is responsible for repairing non-functioning grinder pump stations in which the NCDENR Operation and Maintenance Agreement is in the County's name. Currently, the costs associated with these repairs are billed back to the property owner. Under the policy below, owners of grinder pump stations shall be charged a monthly flat fee for maintenance rather than billing for the actual costs of the repairs. The policy outlined below will ensure that owners of grinder pump stations are never saddled with the unanticipated high cost to replace or repair a worn out grinder pump, guarantee that funds are available to replace and repair worn out grinder pumps as they reach their life expectancy, increase the efficiency of grinder pump repairs, and reduce the actual costs of grinder pump repairs.

**Policy:**

Brunswick County sewer customers being served by a grinder pump station that the County is responsible for operating and maintaining shall pay a grinder pump maintenance fee. Responsibility for operation and maintenance shall be as defined in the Operation and Maintenance Agreement that accompanies the North Carolina Department of Environment and Natural Resources sewer permit or as agreed to by formal contract. Typically, grinder pump stations associated with residential developments are permitted by the County and grinder pump stations for commercial developments are permitted by private entities. This policy does not apply to commercial developments permitted by private entities in which the NCDENR Operation and Maintenance Agreement is in the name of the private entity. The Grinder Pump Maintenance fee shall be paid monthly as part of the customer's regular water and sewer bill. The Brunswick County Board of Commissioners shall set the Grinder Pump Maintenance Fee and make fee adjustments as necessary. The fee shall be indicated on the Wastewater Fee Schedule. Fees paid into the Grinder Pump Maintenance Fee Fund shall be used exclusively for the repair and maintenance of customer-owned grinder pump systems. Each year, fees collected in excess of those required to cover the actual costs associated with grinder pump maintenance and repair shall be put into a Grinder Pump Maintenance Reserve Fund for the exclusive use of paying costs associated with customer-owned grinder pump system repairs. Customer-owned grinder pump systems include the small diameter force main from the property line/easement line to the grinder pump wet well, the grinder pump, valves and valve boxes on the small diameter force main, the wet well, the grinder pump electrical panel, and associated appurtenances. The gravity service line from the structure to the grinder pump wet well, electrical connections to the grinder pump panel, telephone lines connected to any telemetry system, and generators connected to the grinder pump power supply are not considered part of the "Customer-owned grinder pump system" and repairs to such are not covered under this policy. The cost for telephone service and telephone repair, if required for telemetry systems, shall be the responsibility of the customer and shall not be covered under this policy. The customer shall bear the cost of repairs required due to negligence or misuse of the grinder pump station. Negligence or misuse includes violations of the Brunswick County Sewer Use Ordinance, disposing of sand, rock, gravel, metal, or any other substance that cannot reasonably be expected to be ground and conveyed by a Grinder Pump.

The foregoing standard policy is hereby adopted by the County of Brunswick Utility Operations Board and the Board of Commissioners this the 16<sup>th</sup> day of June, 2008.



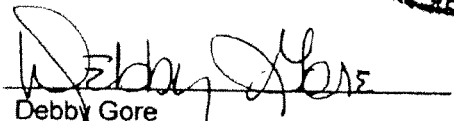
Earl Andrews, Chairman  
Utility Operations Board  
County of Brunswick



Bill Sue, ~~Vice~~-Chairman  
Board of County Commissioners  
County of Brunswick



Attest:



Debby Gore  
Clerk to the Board of Commissioners

## **GRINDER PUMP MAINTENANCE POLICY AMENDMENT**

### **MULTIFAMILY**

#### **New Construction:**

The county will provide maintenance for low pressure duplex grinder pump stations installed at new multi-family projects provided the following criteria are met:

1. The NC DENR Authorization to Construct Permit that includes the installation of the duplex grinder pump stations is issued to Brunswick County.
2. The duplex grinder pump stations are installed in accordance with Brunswick County Standard Specifications and Details.
3. The county staff has inspected and approved the installation of the duplex grinder pump station, control panel, and low pressure force main from the pump station to the county-maintained for main or gravity manhole.
4. A blanket easement or a dedicated easement must be provided for the location of the pump station and force main that allows county crews access to maintain the pump station and force main.
5. A duplex grinder pump station must be installed for each building. If the number of units in the building exceeds eight units, additional duplex grinder pump stations may be required.
6. Any telemetry or stand by power capability required to meet NC DENR requirements will be the responsibility of the owner or POA.

If the units are individually billed for sewer service, a grinder maintenance fee will be added to the bill for sewer service. If the multi-family project receives one sewer bill for the entire project, a grinder maintenance fee equal to the number of units served times the grinder maintenance fee will be added to the bill for sewer service.

#### **EXISTING CONSTRUCTION**

The county will assume maintenance responsibility for low pressure duplex grinder pump stations installed at existing multi-family projects provided the following criteria are met:

1. The NC DENR Authorization to Construct Permit that includes the installation of the duplex grinder pump stations is transferred to Brunswick County.
2. The existing duplex grinder pump stations and control panel are upgraded to meet current Brunswick County Standard Specifications and Details.
3. The county staff has approved the plans for the upgrade of the pump station and panel and approves the final constructed upgrade of the duplex grinder pump station and control panel.
4. The County receives a petition signed by a majority of the owners of the units in the buildings served by the grinder pump station requesting that the county assume maintenance of the grinder pump station or a resolution of the Property Owners Association if allowed by the POA covenants.

5. A blanket easement or a dedicated easement must be provided for the location of the pump station and force main that allows county crews access to maintain the pump station and force main.
6. Any telemetry or stand by power capability required to meet NC DENR requirements will be the responsibility of the owner or POA.

If the units are individually billed for sewer service, a grinder maintenance fee will be added to the bill for sewer service. If the multi-family project receives one sewer bill for the entire project, a grinder maintenance fee equal to the number of units served times the grinder maintenance fee will be added to the bill for sewer service.

## **COMMERCIAL PROPERTIES**

### **NEW**

The County will provide maintenance responsibility for duplex grinder pump stations installed at new commercial projects provided the following criteria are met:

1. The NC DENR Authorization to Construct Permit that includes the installation of the duplex grinder pump stations is issued to Brunswick County.
2. The projected flow from the project is less than 1,680 gallons per day as determined by the NC DENR Wastewater Design Flow Rate Regulation.
3. The duplex grinder pump stations are installed in accordance with Brunswick County Standard Specifications and Details.
4. The county staff has inspected and approved the installation of the duplex grinder pump station, control panel, and force main from the pump station to the county-maintained for main or gravity manhole.
5. A blanket easement or a dedicated easement must be provided for the location of the pump station and force main that allows county crews access to maintain the pump station and force main.
6. Any telemetry or stand by power capability required to meet NC DENR requirements will be the responsibility of the owner.

The grinder maintenance fee based upon the REU for the use will be added to the sewer service bill for the commercial business.

### **EXISTING**

The County will assume maintenance responsibility for duplex grinder pump stations installed at existing commercial projects provided the following criteria are met:

1. The NC DENR Authorization to Construct Permit that includes the installation of the duplex grinder pump stations is transferred to Brunswick County.
2. The projected flow from the project is less than 1,680 gallons per day as determined by the NC DENR Wastewater Design Flow Rate Regulation.
3. The existing duplex grinder pump stations and control panel are upgraded to meet current Brunswick County Standard Specifications and Details.

4. The county staff has approved the plans for the upgrade of the pump station and panel and approves the final constructed upgrade of the duplex grinder pump station and control panel.
5. A blanket easement or a dedicated easement must be provided for the location of the pump station and force main that allows county crews access to maintain the pump station and force main.
6. Any telemetry or stand by power capability required to meet NC DENR requirements will be the responsibility of the owner.

The grinder maintenance fee based upon the REU for the use will be added to the sewer service bill for the commercial business