This brochure provides information on some of the regulations which will be most useful as a customer of the Authority. To obtain a complete copy of the Rates, Rules and Regulations, please contact the office at 717-627-2379 or visit our website at www.warwicktownship.org

Water & Sewer Rates
For each Domestic or Nondomestic Establishment, regardless of the number of water and/or sewer connections, the following rates apply:

Water Rentals and Charges
- Metered service for quarterly charges
  - $32.00 Minimum (for usage up to 6,000 GPQ)
  - $3.28 Per each additional 1,000 GPQ

Sewer Rentals and Charges
- $77.00 Flat Rate Residential or Non-metered Commercial
- $77.00 Minimum Commercial Metered (12,000 gallons)
- $4.30 Each additional 1,000 GPQ Commercial

Acceptable Forms of Payment
- Cash, Check, Money Order
  - By Mail: WTMA (make payable to) PO Box 336 Lititz, PA 17543-0336
  - Not responsible for lost, late, or misdirected mail
- In person: 315 Clay Road, Lititz PA (dropbox available 24/7)
- ACH payments—one time registration, quarterly withdrawal from your bank account on a date specified by WTMA. Printable application available through our website.
- Online payment through AuthorityPay—view, print and pay your bill. To register: https://warwicktwp.authoritypay.com
- Credit or debit card

Billing and Collections
Water and sewer service is billed quarterly after usage. Invoices are sent to the post office on the last working day of the quarter. PAYMENT IS DUE UPON RECEIPT. A penalty of 10% will be applied if payment is not received at the Authority office by the close of business on the 28th (or next business day) of the following months: January, April, July or October. A lock box is conveniently located in the foyer of the Municipal Building at 315 Clay Road and is accessible 24/7 for you to drop off your payment. WTMA IS NOT RESPONSIBLE FOR LOST LATE OR MISDIRECTED MAIL.

Easements and Hydrants
EASEMENTS—Please be aware that neither you nor any other person is permitted to erect or maintain any building or structure within the boundary lines of an easement area. Plants or devices placed within the easement area are there at the owner’s risk. The Authority accepts no responsibility and has no obligation or liability to reimburse for damage to vegetation or subsurface devices located within the easement area, whether caused by the Authority or otherwise. The Authority will re-grade and re-seed any areas that are damaged during the maintenance of a water or sewer line. Your deed should tell you if there is an easement on your property. If you need assistance, please contact the Authority office.

HYDRANTS—If a fire hydrant is located on your property, you are required to maintain the area around it, including but not limited to the removal of snow. Landscaping or other obstacles are prohibited within 4 feet of all fire hydrants.

Please take a moment to either:
- Provide your phone number on your signed water/sewer contract
- Call WTMA at (717) 627-2379
- Email us at WTMA@warwicktownship.org or:
  - Go to our website: www.warwicktownship.org and click on the SwiftReach911 symbol to enter your contact information.
- We appreciate your assistance in helping us implement this directive.

Warwick Township Municipal Authority
315 Clay Road, PO Box 336
Lititz, PA 17543

Phone: (717) 627-2379
Fax: (717) 627-7997
E-mail: wtma@warwicktownship.org
Facebook: Warwick Township Municipal Authority

Providing a safe and dependable water supply and means of sanitary sewage disposal

In May, 2009 Pennsylvania passed new notification regulations with which all public water suppliers were required to comply by May 2010.

In order to comply with the Tier 1 Notification regulations (a Tier 1 emergency event is one that could cause adverse health effects as a result of short-term exposure), WTMA has contracted with SwiftReach911, which provides telephonic messaging capable of delivering water emergency notifications to all of our customers within hours. Should a water emergency occur, we will also be able to quickly alert you when a problem has been corrected. Recent trends have many people abandoning their land lines or using un-published numbers and we need your assistance by providing a telephone number where we could contact you in the event of an emergency.

Pocket pg
Locating your Water and Sewer Service to Your Home

Each homeowner should know the location of the sanitary sewer vent trap and cleanout and the water curb stop/shut off valve. Vent traps and cleanouts should extend between 6" - 12" above ground and should always be properly capped to insure that debris or small animals cannot enter your sanitary system. If you cannot locate either of these appurtenances, please contact the Authority office.

*NOTE* A minimum charge of $150.00 will be billed to customers when an Authority employee is called out after normal hours Mon.-Fri., 7AM—3PM. WTMA Employees are not licensed plumbers and are not authorized to perform plumbing work in your home.

Access and Inspections

At times, it may be necessary for a properly identified Authority employee or authorized representative to gain access to your property for the observation or sampling and testing of the water and/or sewer system on your property. You are required to provide access at reasonable times for these purposes. Otherwise, it will be presumed a violation exists and WTMA has the right to terminate service or take any other actions permitted by law.

Grinder Pumps

Several of WTMA’s customers own grinder pumps in order to be connected to the municipal sewer system. Although WTMA does not own these grinder pumps, we provide free packets of information about them in our office. WTMA also keeps loaner pumps at our shop, in case of emergency. If you would like to receive a copy of this information, please stop by or call the WTMA office. You may also find this information on our website at www.warwicktownship.org.

Because of their potential to impair or cause damage to the sanitary sewer system or treatment plant, specific discharges are prohibited and violators may incur substantial fines. Some of these illegal discharges are:

- Kitchen grease
- "flushable" wipes
- Rags
- Unground garbage with particles greater than a half-inch in any dimension
- Exhaust steam or oil, tar, grease, gas, benzene or other combustible gases or liquids
- Roof run-off
- Sump pumps which collect subsurface, building, cellar or basement drainage
- Cooling system discharge
- Storm, surface or drainage water
- Spring or ground water

Sewers are designed to take away used dirty water from sinks, baths, showers, laundry, and toilets. Flushing away unflushables adds to the cost of operating and maintaining your sewers. Putting trash down the toilet causes blockages in sewers and possible damage to the environment. “Disposable” doesn’t mean flushable. Disposable means you should bag it and trash it... don’t flush it! For example, “flushable” wipes are, in fact, not flushable. These wipes do not fall apart in water like toilet paper and should be disposed of in your trash.

Do Not Flush Items:

- Baby wipes
- Adult wipes
- Paper towels
- Diapers
- Feminine products
- Razors and blades - put these into a rigid container
- Medicines - any unwanted or unused medicines should be transferred to authorized collectors for disposal

Prohibited Wastes

Responsibility of Owners of Improved Properties

- The owner of any improved property connected to the water system shall be responsible for all acts of tenants or other occupants of such improved property insofar as such acts shall be governed by provisions of these Rules, Rates and Regulations.
- All connections, service lines and fixtures furnished by the owner shall be maintained by them in good order, and all valves, meters and appliances, furnished by the Authority and on the property of customer shall be protected properly and cared for by said customer. All leaks in the service or any other pipe or fixture in or on the premises supplied must be repaired immediately by customer.
- The Authority shall in no event be responsible for maintaining any portion of the building water connection owned by the customer or for damage done by water escaping therefrom or from lines or fixtures on the customer’s property. The customer shall at all times comply with all WTMA ordinances and regulations.

Pictured above is a subsurface water connection. WTMA owns the portion from the water main to the curb stop which is usually located within the public right-of-way. Property owners are responsible for the water service from the curb stop to the structure. In addition, the property owner is responsible for the curb box. The curb box is to help the property owner locate the curb stop when water service has to be turned off at the street. The top of the curb box is round and will be stamped “WATER”. The curb box should be flush with the ground, as shown, and should not be covered or obscured by plantings. If you need help to turn off your water service, due to an emergency, WTMA will send an employee during regular working hours or, after hours, and will lend a curb stop key to your plumber.

Each homeowner should know the location of the sanitary sewer vent trap and cleanout and the water curb stop/shut off valve. WTMA is responsible for service line to and including Curb Stop. Homeowner is responsible for Service Line from Curb Stop to home.