



Water Meter Rules and Regulations for Residential Properties Served by a Private Well and not Connected to the Public Water Utility

Montgomery Township Code section 12-10.4, allows for owners of premises not connected to the public water utility and served by a private well to install, at the owner’s cost and expense, additional water meter(s) in accordance with the rules and regulations herein. Furthermore, all sewer connections made after October 31, 2007 are required to have a water meter.

To ensure uniformity, meters shall be obtained from the Engineering Department at the Department’s actual cost-plus shipping. Current 2024 costs (subject to change by supplier) are below. The meter includes a remote touch pad which must be installed at an exterior location accessible to the Township. This will be used when meter readings are not submitted by the owner (see below). Mechanical dial registers are available for the meters.

5/8" x 3/4" without couplings	\$202.05 plus \$24.00 for shipping
3/4" x 3/4" without couplings	\$223.65 plus \$27.00 for shipping
1" x 1" without couplings	\$312.30 plus \$32.00 for shipping
5/8" x 3/4" with couplings	\$215.10 plus \$28.00 for shipping
3/4" x 3/4" with couplings	\$265.50 plus \$30.00 for shipping
1" x 1" with couplings	\$336.15 plus \$39.00 for shipping

Meter Ordering and Installation Process:

- Step 1. Consider consulting a licensed plumbing contractor to determine a meter location, to verify that the entire plumbing system tributary to the sanitary sewer is metered (*note: irrigation systems can be metered separately at your choice to limit irregularities in sewer bills*), and to determine the required meter size.
- Step 2. Apply for a Plumbing Permit from the Construction Department.
- Step 3. Order a meter at the Engineering Department. **Payment is required** before the meter will be ordered. Engineering will contact you when the meter arrives (approximately 15-17 weeks). We will advise you of vendor price increases, which will be assessed during meter pickup.
- Step 4. Once the Plumbing Permit is obtained, you may pick up the meter and touch pad, then have your plumber install them. Arrange plumbing inspections with the Construction Department. Once inspection passes, the property owner or tenant must submit an initial meter reading to the Engineering Department on the **required website form**. Construction will notify Engineering and Finance that the meter has been installed.

Meter Readings:

Form: <https://www.montgomerynj.gov/finance/page/residences-sewer-and-private-well>

Required Annual Reading:

Meter readings shall be reported to Engineering by the property owner **annually between December 15 and December 31**. If readings are not received **by December 31, a \$100 charge will be added to the sewer bill**. The Township reserves the right to read meters without notice at any time between the hours of 8:00 a.m. and 6:00 p.m., and recalculate sewer service charges in

the event the unit owner submits inaccurate meter reading(s) to the Township. The \$100 charge will also apply if inaccurate meter readings are submitted.

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Optional Quarterly Reading:

The property owner may submit meter readings on a quarterly basis according to the schedule below. If all four (4) quarterly readings are not reported, the annual / fourth quarter reading shall be used.

	<u>Reading Date</u>	<u>Reporting Deadline</u>
Quarter 1	March 15 and March 31	March 31
Quarter 2	June 15 and June 30	June 30
Quarter 3	September 15 and September 30	September 30
Quarter 4 or Annual	December 15 and 31	December 31

Sewer Service Charge Rate:

Charges and rates established in Code section 12-10.2a (subject to change from time to time) will be used to calculate the annual service charge. For residential premises served by private wells and not connected to the public water utility, the annual service charge will be lesser water usage computed using following methods:

- (a) Annual Reading – Provided there has been positive metered water use in the calendar year preceding the service year, the unit’s metered water usage for the calendar year preceding the service year; or
- (b) Quarterly Reading – Provided there has been positive metered water use in each of the first two quarters in the calendar year preceding the service year, the sum of the unit’s first two quarters of metered water use, reported prior to June 30 of the calendar year preceding the service year, multiplied by two, and added thereto the last month’s water use reading (Quarter 4 / Annual reading), charged prior to December 31 of the second year preceding the service year.
- (c) In the event there has not been positive metered water use in each of the first two quarters of the calendar year preceding the service year, the portion of the sewer service charge attributable to costs of operation, improvement, contingencies and maintenance of the sewer system shall be calculated pursuant to Code section 12-10.2 and 12-10.4, but if the unit’s annual metered water use for the calendar year preceding the service year is not positive, i.e., negative or zero, the prior calendar year’s water use shall be used; and, if that year is not positive, or if there is not sufficient data, it shall be based upon a reasonable estimate of water consumption for the use, taking into consideration the average water consumption of comparable uses, as determined by the Township Engineer.
- (d) In all instances, if there is not sufficient data, or the data is otherwise clearly erroneous and does not reflect an actual discharge to the sewer system, the rate shall be based upon a reasonable estimate of water consumption for the use, taking into consideration the average water consumption of comparable uses, as determined by the Township Engineer.

New Connections:

The annual sewer service charge for billing, administration and debt service for the year in which a new connection is made shall be pro-rated as of the date of connection to the sewer system. The annual sewer service charge for costs of operation, improvement, contingencies and maintenance for the year in which a new connection is made shall be based upon a reasonable estimate of water consumption for the new use, taking into consideration the average water consumption of comparable uses, as determined by the Township Engineer, prorated as of the date of connection to the sewer system.

Sewer service charges will be billed based upon the private meter readings reading after at least six months data.