



UNMETERED CONNECTIONS CERTIFICATION

*Instructions for Completing the Unmetered Connections Certification
and the Survey of Sewer User Data for 2009*

Metropolitan Council Environmental Services (MCES)
390 North Robert Street
St. Paul, MN 55101

I. Number and Type of Sewer Connections That Flow Unmetered to Another Community

- Report the number and type of sewer connections by year-end date which flow unmetered to another community.
- Report all unmetered service areas.
- Once completed, the form's information needs to be certified by a high-level City staff member (i.e., Public Works Director, City Engineer, City Manager, Finance Director, etc.)
- Communities may contact Council staff to assist in the accurate reporting of this information.
- ***This information is needed by January 30, 2010.***

Information provided on this form will be used to determine regional treatment costs allocations. **Failure to submit the information or submission of incorrect information could result in future cost adjustments to the City.**

SURVEY OF SEWER USE DATA

II. General Information

- A. Enter name of municipality.
- B. Enter the 2009 estimated population as of 12/31/09 (census data plus growth).
- C. Enter the 2009 estimated sewer population as of 12/31/09.
- D. Enter the total length of sewer system in 2009. (Furnish updated sewer map.)

E. Check “yes” and go to E1 if municipality **does** have its sanitary sewer system mapped into a computerized mapping/drawing system, (AutoCADD, ArcGIS, etc.).

Check “no” and go to E2 if municipality **does not** have a computerized sewer system map.

E1. If municipality **does** currently have a computerized sanitary sewer map, please indicate date of last update and go to Part II.

E2. If municipality does not currently have a computerized sanitary sewer map but **plans to develop one**, please list date when map would be available.

III. Sanitary Sewer Use Information Based on Connections and Dwelling Units

A. This section is to provide information on the **total** number of **physical service pipe** connections, actual residential living units (dwelling units) and residential equivalents of non-residential users within community as of year-end 2008 and 2009.

B. Institutional connections are public buildings such as schools, hospitals, city halls, libraries and any other governmental buildings located in your community.

C. The commercial category includes all non-industrial and non-residential connections such as stores, laundromats, service stations, etc.

D. An industrial connection is one that includes a discharge from a manufacturing process in addition to normal sanitary sewage.

E. Provide the estimate of total flow for your municipality for 2009 into the four categories. Since some data is not complete for the year, please use your best engineering estimate being based on the current and past years.

F. Provide an estimate of 2010 sewer connections expected in each of the four categories.

IV. Municipal and Private Water Use Information

- A.** Indicate the total number of connections, by type, to the municipal water supply as of 12/31/08 and the number of actual or estimated connections that will exist on 12/31/09.

- B.** Report the amount of water your municipality sold to water users during the year. *Note: Fourth quarter may be estimated since all of the fourth quarter information may not be available at the time the survey is prepared.*
 - B5.** Indicate the unit of water measurement used in the survey (such as cubic feet, gallons or whatever unit of measurement your municipality uses).

 - B6.** Indicate the residential population served through municipal waste supply system if different than sewer population in 1C.

- C.** Report the amount of water pumped in your municipality in 2009.

- D.** This section is to provide information on the number of water connections and volume from private water supplies (i.e., private water systems or wells used in your municipality). Indicate the connections and your best estimate of the volume from this source of water use.

- E.** This section is to provide information on the community's current programs regarding the disconnection of existing rain leader connections to the sanitary sewer system. Indicate whether your community has programs or ordinances aimed at removing these sources of inflow from the regional disposal system. This information will be used by the Metropolitan Council to evaluate future metropolitan I/I programs and community I/I reduction goals.

- F.** This section is to provide information on the community's current programs regarding the disconnection of existing sump pump and foundation drain connections to the sanitary sewer system. Indicate whether your community has programs or ordinances aimed at removing these sources of inflow from the regional disposal system. This information will be used by the Metropolitan Council to evaluate future metropolitan I/I programs and community I/I reduction goals.

V. Data Regarding On-Site Sewage Disposal Systems

This section is to provide information on the status of on-site sewage disposal systems in your community.

- If there are none, list “none.”
- If such systems are permitted, complete the attached On-Site Disposal System Survey.
- If your community relies on County Government to administer your on-site septic system, **please indicate this on the survey.**

The information provided in the survey will be filed as part of your Comprehensive Sewer Plan. Please list the person who prepared the sewer use data in the space provided below.

The completed survey should be submitted to MCES *no later than March 31, 2010*.

If you have any questions, please contact Anna Bessel, Engineering Planning Section, at (651) 602-1125 or anna.bessel@metc.state.mn.us.

VI. Community Contacts

In order to gather various contacts for each community, please provide the requested information for each job responsibility.