



KISHWAUKEE WATER RECLAMATION DISTRICT

LATERAL ASSISTANCE PROGRAM

The Kishwaukee Water Reclamation District (KWRD) is dedicated to providing safe and proper sanitary sewer service to its customers through the operation of its sanitary collection system and wastewater treatment plant. As such, KWRD performs regular inspections, maintenance, and repairs on components of the collection system to prevent improper connections and service blockages. Despite these efforts, the collection system is still impacted by the inflow and infiltration (I/I) of stormwater from wet weather events. Under extreme conditions, this can result in the backflow of sanitary sewage through basement drains and fixtures, into private properties.

To address the private need and public benefit of reducing these backflow events, KWRD has established a Lateral Assistance Program geared to assist homeowners and eliminate negative impacts caused by I/I in its collection system and at its treatment facility. This program is intended to provide financial assistance to property owners to pay for the installation of backflow prevention systems and sanitary lateral improvements, which have been proven to significantly reduce the possibility of backflow. If you are interested in the program, please review the following:

- Program Description
- Program Requirements
- Submission and Approval Process
- Application for Participation

After reviewing the enclosed materials, please contact us by email or phone if you have questions or need any additional information. The pdf for this program is also available on the KWRD website (www.kishwrd.com).

During normal operations, the KWRD water reclamation facility has more than adequate capacity to treat sanitary sewer flow from our customers through its collection system. Although there is a separate stormwater sewer system, the amount of water conveyed through the sanitary sewerage system increases dramatically during wet weather events through inflow and infiltration (I/I).

Program Description:

The Lateral Assistance Program has been established as part of the KWRD's ongoing efforts to reduce the I/I of storm and/or surface water that impacts its sanitary sewer system. This program is intended to assist homeowners that have experienced sanitary sewer backups by providing financial assistance with the installation of KWRD-approved Backflow Prevention Systems and/or the repair or replacement of homeowners' private service(s).

Inflow and Infiltration

Inflow and infiltration (I/I) is storm, surface, or ground water that enters the sanitary sewer system through defects in the public sanitary sewer system, defects in the private sanitary services, or illegal connections from private sewer systems. Though KWRD conducts ongoing maintenance and rehabilitation of its sanitary sewer system, the amount of water conveyed through its sanitary sewer system increases dramatically during heavy rainfall. Through the use of flow monitoring devices, KWRD has determined that there are sources of I/I that originate from private sewer connections. KWRD's ordinance prohibits the connection of stormwater drains and pumps to sanitary sewer mains, as stormwater is to be conveyed through the stormwater sewer system. These private sources of I/I include roof drains, foundation drains, and sump pumps that are illegally connected to a private sewer lateral or KWRD sewer main as well as defects in private sewer laterals from cracking, root intrusion or collapsed pipes. The increased water resulting from this I/I can overwhelm the sewer system and backup through private service laterals and into basements, often causing basement flooding.

Through this private sewer rehabilitation program, KWRD will reimburse eligible homeowners for a portion of the qualifying costs incurred by a licensed contractor for the installation of Overhead Sewers, External Check Valves, or other eligible backflow prevention systems. For those that participate, KWRD will reimburse homeowners up to \$9,000, or 50% of the cost, whichever is less, of installing a KWRD-approved backflow prevention system.

To participate in this program, all illegal private connections must be removed. In addition to the installation of KWRD-approved Backflow Prevention Systems, the removal of these illegal connections with further help to reduce the I/I into the sanitary sewer system and any backups that may occur as a result.

Additional Funding Opportunities:

This program is intended to help homeowners with the costs associated with the installation of KWRD-approved Backflow Prevention Systems and repairs/replacement of private sanitary service line. However, the KWRD is aware that the costs of preliminary program requirements, such as the removal of any illegal connections to the sanitary collection system, can present homeowners with unanticipated costs.

Therefore, KWRD has deemed that additional funding may be made available for homeowners who require assistance in removing illegal connections. This additional funding will be made available in the event budgeted program funds have not been significantly diminished and is at the sole discretion of KWRD.

Illegal Connection Removal Assistance

KWRD ordinances prohibit the discharge of stormwater, surface water, or any flows other than wastewater into its sanitary sewer system. These prohibited sources of flow contribute to I/I and can overload the sanitary sewer system. If a homeowner has properly engaged in the preliminary approval process, but is unable to pay for the costs of removing these illegal connections to proceed with the Lateral Assistance Program, the homeowner can appeal to KWRD for additional funding to help cover the costs associated with removing these illegal connections.

Under this program, KWRD would pay for a portion of the costs of identifying and removal all eligible I/I sources, including: testing, televising, disconnection of existing drains from sanitary sewer, and reasonable restoration. The installation of stormwater sump pits and footing tile drainage system are not eligible through this program.

Private Sewer Lateral Repair/Replacement

According to KWRD ordinance, maintenance and proper operation of private sewer laterals is the sole responsibility of the property owner. As such, any structural issues with, or improper connections to, a private sewer lateral are the property owner's responsibility. However, leaks and structural defects within a private sewer lateral can have significant negative impacts on the sanitary sewer system as well as the water reclamation facility owned and maintained by KWRD.

If, during the site inspection for the Lateral Assistance Program, a leak or structural defect is identified within the private sewer lateral, the KWRD may decide to provide assistance in financing any necessary repairs or replacement of the lateral. Private sewer lateral lining or replacement have been determined as costs that are eligible for financial assistance through this program.

KWRD has the sole authority to determine eligibility for additional funding, as well as the amount of funds to be allocated towards either illegal connection removal or lateral repair/replacement.

Program Requirements:

KWRD has determined that certain requirements for this program are necessary to protect the KWRD sanitary sewer system, to ensure that the work performed complies with KWRD standards and for the financial well-being of the KWRD and its customers. The requirements for participation in this program are as follows:

1. The applicant must own residential property within KWRD’s service boundaries and be a current KWRD customer.
2. The applicant must be in good standing with KWRD with regard to any outstanding bills owed to KWRD.
3. Financial participation in this program is limited by availability of budgeted funds, which are determined annually and may vary year-to-year.
 - a. Priority for program participation will be given to homeowners that have or are currently experiencing a basement backup that has resulted from sanitary sewer backflow.
 - b. All other applicants will be addressed on a first-come first-serve basis, until program funds are depleted.
 - c. Budgeted funds for a given Fiscal Year are typically \$200,000.
4. A homeowner desiring to participate in this program must complete the steps described in the “*Submission and Approval Process*” section of this program document.
5. Homeowner must allow KWRD staff member to inspect the home and service lateral to confirm that the backup is resulting from backflow of the sanitary system, not just surface water or stormwater. This inspection may include some or all of the following:
 - a. Televising of private lateral
 - b. Dye or smoke testing
6. In the event that structural problems are identified within the private lateral, KWRD may decide to allocate funding to improve the condition of the private lateral. This additional funding shall be used for the purpose of assisting the homeowner in repairs of the private lateral or complete replacement of the private lateral.
 - a. KWRD has the sole authority to determine eligibility for additional funding.
 - b. If KWRD determines that the allocation of additional funding is reasonable, the homeowner must complete the “Application for Participation and Access Agreement”.
 - c. If approved for funding, the work must be completed by a KWRD-approved contractor. Once the work has been completed and the homeowner has received a receipt/invoice for the work, KWRD will provide reimbursement to the homeowner upon receiving the receipt/invoice.
7. Applicant must remove all illegal connections.
 - a. If the homeowner is unable to finance the removal of illegal connections, the homeowner may make an appeal to the KWRD for additional funding as outlined in the “*Additional Funding*” section of this program document.

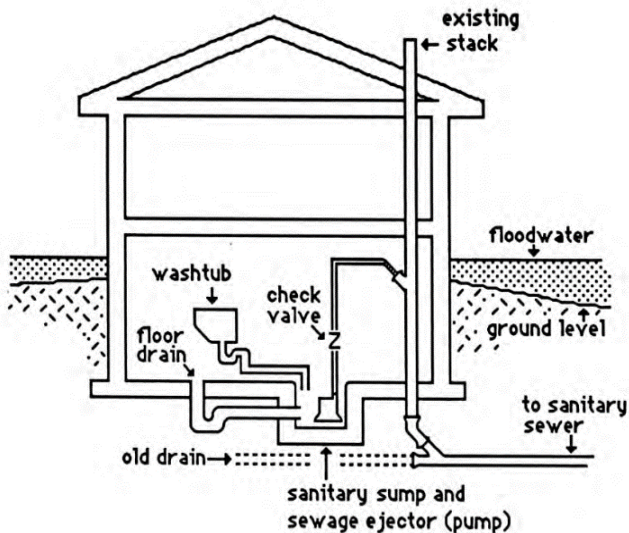
- b. The availability of additional funding to be provided to the homeowner will be evaluated on a case-by-case basis, dependent upon remaining budgeted funds.
8. Reimbursement through this program is limited to once per property (parcel).
9. All plumbing/electrical work must be performed by licensed contractor(s) that are registered within the respective municipality. City of DeKalb contractors can be found on the City's website at: <https://cityofdekalb.com/1092/Registered-Contractors-List>
 - a. Applicant must submit a minimum of two quotes from contractors that clearly show project scope, costs and materials.
 - b. Must obtain all necessary permits from the respective building department.
10. All work performed must meet applicable KWRD, DeKalb County and local municipality standards, ordinances and building codes for the construction/installation of sewer systems. In the event of any conflict between the KWRD and municipal/county standards, ordinances and building codes, KWRD shall prevail.
11. Homeowner shall release KWRD from all liability and damages associated with any previous backups, operational consequence(s) of the Backflow Prevention System selected, installation of specified system, and consequences of contracted sanitary service repair/replacement.
12. This program will be evaluated annually by the KWRD and may be changed or eliminated at the KWRD's discretion.
13. KWRD is not party of third-party beneficiary to any contract between homeowner and selected contractor(s).
14. KWRD shall have the sole authority to determine eligibility for participation, prioritization of applications, and compliance with all required ordinances, codes and standards.
15. The following costs are deemed eligible for reimbursement through the Lateral Assistance Program:
 - a. Cost of location, excavation, exposure, and repair/replacement of private lateral line
 - b. Cost of materials/labor associated with installation of selected system
 - c. Cost of new ejector pit and pump; associated electrical/plumbing work
16. The following costs are deemed **ineligible** for reimbursement through this program:
 - a. Permit and planning fees
 - b. Costs associated with disconnecting illegal stormwater sources (unless the homeowner has made an appeal to KWRD for additional funding)

- c. Incidental costs, such as: drywall repair, paint, carpeting, finishes, and/or flooring
- d. Exterior plantings, landscaping and/or hardscape (retaining walls, pavers, etc.)
- e. New electrical panels and/or upgrades to house electricity supply
- f. Use of any materials not in compliance with KWRD or municipal/county standards, ordinances, and codes

17. The following Backflow Prevention Systems are deemed by KWRD as qualifying for reimbursement through this program:

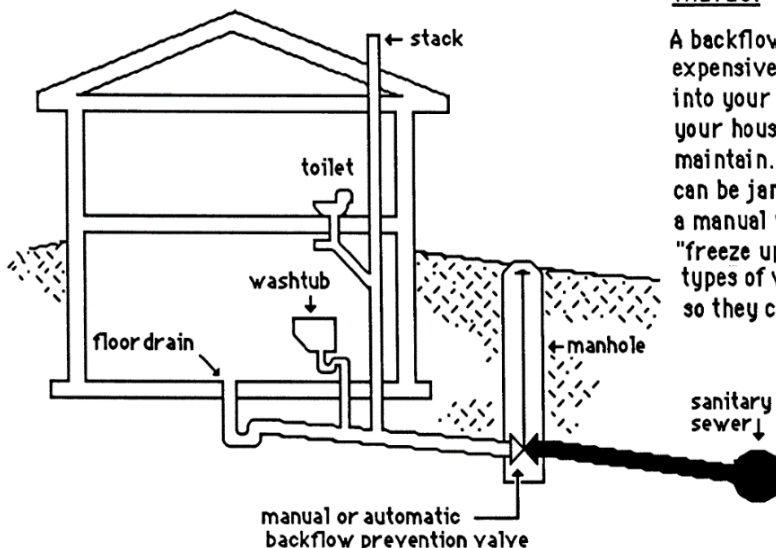
- a. External Check Valve/Backflow Prevention Valve
- b. Overhead Sewer System

Accepted Backflow Prevention Systems:



OVERHEAD SEWER:

This is the most expensive but the most dependable and convenient method. Your sewer line would have to be rebuilt so all sanitary sewage from the basement (floor drain, washtub, washing machine etc.) would drain to a pump (sewage ejector). The sewage is then pumped into your existing system. With this setup, the sewer system will back up into the street before it can get high enough to create problems in your house. Since there are different ways to construct overhead sewers, you should talk to your plumber about the best method for your home.



VALVES:

A backflow prevention valve in the sewer line is more expensive but it will not permit the sewer to back up into your basement. A valve could be placed outside your house where it would be easier to install and maintain. A valve can be manual or automatic. Valves can be jammed open by debris. This is less likely in a manual valve, but manual valves have been known to "freeze up" if they are not turned periodically. Both types of valves should have a manhole or other access so they can be cleaned out or repaired.

Submission and Approval Process:

Step-By-Step Process

1. Complete the “Application for Participation and Access Agreement” and mail to District office at 1301 Sycamore Rd, DeKalb, Illinois or via email at nnewman@kishwrd.com. Online version of “Application for Participation and Access Agreement” can be found and submitted on District website at <https://www.kishwrd.com/lateral-assistance-program>.
2. Homeowner will be notified within 14 days of application submission. A property/service inspection by KWRD staff member will be planned following submittal of the application. KWRD performs inspection, including some or all of the following procedures:
 - a. Confirmation that associated property is connected to KWRD sanitary sewer system
 - b. Confirmation that all illegal connections/sources of stormwater have been disconnected from private lateral and/or sanitary sewer main
 - c. Identify source of backflow
 - d. Use of dye, televising or other method of detecting connections between property, private lateral, and sanitary sewer main
3. After KWRD staff have performed inspection, Homeowner will receive “Lateral Assistance Program Inspection Report” from KWRD containing staff recommendations for remediation. Homeowner must then submit all required documentation, including minimum of two quotes from contractors to determine projected costs.
 - a. Any work that begins before KWRD inspection is completed is ineligible for funding through the LAP program.
4. Upon review of provided contractor quotes, Homeowner to receive notice of approval. In the event that provided quotes are not approved, KWRD to notify Homeowner of any necessary changes to quoted scope(s) of work to ensure work is in compliance with KWRD recommendations.
5. Upon approval of contractor quote and signed proposal with selected contractor, Homeowner must obtain all permits, complete the work specified by contractor, and submit copies of all paid and itemized receipts as well as cancelled checks or credit card receipts for the contracted work.
6. After completion of work, especially if work involved lining of Homeowner sanitary service, KWRD staff may inspect the site to determine if the work is within acceptable standards, ordinances, and codes.

7. Upon submittal of all final documents and completion of final inspection, KWRD to issue “Agreement to Participate in Lateral Assistance Program.” Homeowner to sign and execute Agreement at District office. Agreement will then be notarized by authorized representative.
8. After execution and notarization of “Agreement to Participate in Lateral Assistance Program,” the District will reimburse homeowner 50% of eligible costs, up to a maximum of \$9,000.
9. If homeowner fails to comply with the steps provided above, funding priority concludes and homeowner must submit a new Application for Participation. Such an application would be treated as a new application for determination of funding eligibility.