

MUNICIPAL AUTHORITY MEMBERS:  
Daniel Oberleitner, *Chairman*  
Richard Ruffennach, *Vice Chairman*  
Dan Fotovich, *Secretary*  
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Edward Smith, *Asst. Secretary/Treasurer*  
Michael B. Kaleugher, *Solicitor*  
NIRA Consulting Engineers, Inc.

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2418 Hilltop Road • Suite 200 • Presto, PA 15142 • (412) 279-4941 • Fax (412) 278-2001 • CollierCTMA.com

## **CTMA SEWER CERTIFICATION TESTING INSTRUCTIONS AND DIRECTIONS**

Effective January 1, 2017 the procedure for applying for a Municipal Lien Letter from Collier Township Municipal Authority (Authority) has changed. The Authority will require a CCTV video inspection in addition to the dye test as previously required for all property transfers in the Township. In an effort to reduce testing costs and to streamline the testing procedures, the Authority has entered into a contract with Krupp Whitney Plumbing to handle both the CCTV video inspections and dye testing for all of the residential properties (including new construction) in Collier Township requesting Municipal Lien Letters from Collier Township Municipal Authority. Newly constructed residential dwellings will only require dye testing since the lateral construction is inspected by the Authority prior to occupancy. Existing residential dwellings will require both the CCTV video inspection and the dye test. The CCTV video inspection will remain valid for five (5) years with the dye test remaining valid for two (2) years upon proof of successful passing test results.

The applicant is required to provide access to their lateral piping for testing procedures. The video camera is typically inserted through an existing cleanout on the piping. However, if no such access exists, the applicant may be required to provide access through an excavation and have a new cleanout installed. The lateral piping will be evaluated per the National Association of Sewer Service Companies (NASSCO) condition grading system. Any lateral that is determined to be structurally deficient, shows sign of infiltration, or has roots present will require complete replacement or the installation of a cured-in place liner.

The testing company/plumber will be responsible for dye testing all interior plumbing fixtures (sinks, laundry tubs, floor drains, showers and toilets) as well as exterior roof leaders, exposed stairwell drains, driveway drains, and other area drains located on the property. The testing company/plumber is responsible to verify that all internal plumbing fixtures are connected to the Authority sewer system and that there are no illegal connections to the Authority sewer system. If any of the internal plumbing fixtures is not connected to the Authority sewer system or if an illegal connection is discovered, it shall be the property owner's responsibility to have the problem corrected.

The testing company/plumber will also be required to determine the existence and location of the site tee, sanitary sewer fresh air vent(s) as well as the sanitary sewer clean out and to verify that neither the fresh air vent nor the clean out acts as a conduit for surface water to enter the sanitary sewer system.

The property must also be inspected in such a manner as to determine if there is a sump pump and any basement sump pumps that must be identified and the discharge point must be determined.

Finally, any sanitary sewer manholes on the property must be located to verify that they clearly have accessibility and there is no surrounding ground conditions that will allow for surface water to enter through the lid.

If the tests reveal that all internal plumbing fixtures are connected to the Authority sewer system, that there are no illegal connections, and that the lateral piping passes the NASSCO inspection, the property will be considered to have passed the tests and no further action is required. However, if the lateral requires replacement; lateral rehabilitation; or lateral connections removed or altered to meet compliance; such work is required to be inspected by the Authority representatives prior to the issuance of any municipal no lien letter. The applicant is required to use the Authority's contractor for the testing services, however they may use any plumber licensed & registered in Allegheny County for corrective services.

The intent of the CCTV video inspection and dye test is to assure that the lateral is in fair condition, the premise is connected to the public sanitary sewer system, and to identify extraneous water entry to said public sewer system through roof leaders, area drains, vents, low lying manholes, improperly connected sump pumps, etc. in accordance with the rules and regulations of the Collier Township Municipal Authority, Township of Collier and the Allegheny County Plumbing Code. These tests must be conducted on premises prior to the issuance of a no-lien letter.

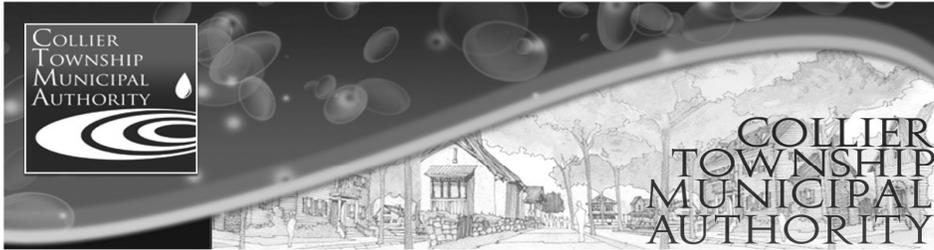
When a Municipal Lien Letter is applied for, the applicant shall pay a fee of \$195.00, made payable to "Collier Township Municipal Authority", which includes the Authority's costs for hiring the plumber to perform the sewer certification testing services. Upon submission of a properly completed application and accompanying fee, the Authority shall notify the plumber to schedule the lateral certification testing inspection. Please make sure all sections and answers on the application are completed and answered. **Please note if the lateral is over 100 ft.** there will be an additional charge of \$1.00/per ft. to the applicant and this must be paid to the Authority prior to the issuance of the Municipal Lien Letter.

We ask that you submit your application and fee to our office at least 20 days prior to the closing date. Generally lateral certification tests will be scheduled on a Friday between 7:00 am and 5:00 pm and will be coordinated by Mister Sewer with the applicant. Scheduling with the applicant may be coordinated for days and times more convenient to the applicant but are not guaranteed.

Please be advised that it is the applicant's responsibility to make sure that the fresh air vent, cleanout, and site tee are exposed and accessible in order for the plumber to complete the testing. Once the testing has been completed, the plumber will forward the completed test reports to Collier Township Municipal Authority for approval and issuance of the Municipal Lien Letter.

*A Common Lateral is a lateral that collects sanitary drainage from more than one house/building and conveys it to the public sewer in a single lateral. Basically it is a shared lateral between two or more units and single point of connection to the sanitary sewer, and is generally not permitted by CTMA.*

*A Deduct Meter records the amount of water that flows only to the exterior of your house and does not enter the sanitary sewer lines of CTMA. In some cases a sprinkler system would warrant the use of a deduct meter and in most cases if a home owner has a sprinkler system and a swimming pool it would warrant the use of a deduct meter.*



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Application # \_\_\_\_\_

**APPLICATION FOR A MUNICIPAL LIEN LETTER**

This application is to be returned with a check made payable to the Collier Township Municipal Authority in the amount of **\$195.00**, which includes the cost of having the sewer certification testing services performed and processing the lien letter. The lien letter will be processed upon receipt of a properly conducted lateral certification test which will be scheduled upon submission of this completed application (all sections and questions are to be completed/answered. See definitions on page 2)

I, we, hereby apply to the Collier Township Municipal Authority for a Municipal Lien Letter covering the following real estate and, as part of the application, provide to the Collier Township Municipal Authority the following information. (information to be printed or typed)

Address of the property:

\_\_\_\_\_  
 \_\_\_\_\_

Is this property new construction?

YES \_\_\_\_\_ NO \_\_\_\_\_

Did this property ever have a septic tank?

YES \_\_\_\_\_ NO \_\_\_\_\_

Tax identification number (Parcel ID):

\_\_\_\_\_

Does the property have a deduct meter?

YES \_\_\_\_\_ NO \_\_\_\_\_

Full names, addresses and telephone number of the Owner(s) of the property:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Is this property served by a common lateral?

YES \_\_\_\_\_ NO \_\_\_\_\_

Current Pennsylvania American Water Company premise number:

\_\_\_\_\_

Full names and current addresses and telephone number of the Purchasers of the property:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Name and fax number of the Closing Company:

\_\_\_\_\_  
 \_\_\_\_\_

Closing Date: \_\_\_\_\_

Date Lien Letter Needed: \_\_\_\_\_

**Representation of Applicant**

I, we, hereby certify to the Collier Township Municipal Authority, the prospective Purchasers of the property and to the Allegheny County Health Department that there are no improper or illegal connections located on this property that discharge into the Collier Township Municipal Authority sanitary sewer system.

I, we, further certify that there are no roof drains, driveway drains, surface drains, French drains, sump pumps or basement drains or other drains or connections to the sanitary sewer system which allow extraneous water to enter the sewer system. I, we, certify that the property contains an exterior trap and separate clean out as required by the Allegheny County Health Department and that the lateral is properly connected to the sanitary sewer system by our lateral.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Owner

If not signed by the Owner(s), the requesting party agrees to assume all liability of the Owner(s), including the liability of correcting any violations determined to exist by the inspection. (supply full name, address and telephone number)

\_\_\_\_\_  
Responsible party

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone number

\* NOTE: The applicant is responsible to locate and expose the fresh air vent, clean out, and view port (site tee) where installed as part of the lateral prior to the plumber performing the lateral certification test inspection.

## **REQUIRED PROCEDURE FOR IDENTIFIED FAILURES**

Where dye tests or video inspections have identified failures (NASSCO condition failures, connection violation, etc.) and repairs/replacement to the resident's plumbing system are required, the property owner or agent must file a plan for repairs to the plumbing system with the ACHD Plumbing Division, including the payment of any filing fee, payable to ACHD Plumbing Division.

The required work must be performed by a Registered Plumber or the live-in property owner and inspected and approved by the ACHD County's representative and NIRA Consulting Engineers. Any repair work on individual plumbing and service laterals must follow the same procedures.

Copies of the repair plans must be filed with the Municipal Authority along with a copy of the ACHD permit and a copy of the ACHD final inspection report showing correction of the violations. Additionally, the Authority's engineer (NIRA) must inspect and approve the repair of the identified failures.

Allegheny County Health  
Department South Hills  
Plumbing Office  
1100 Washington Avenue (Rear)  
Carnegie, PA 15106  
Telephone: (412) 278-2515  
Fax: (412) 278-2521

NIRA Consulting Engineers, Inc.  
950 Fifth Avenue  
Coraopolis, PA 15108  
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