SUBJECT: New Customer Welcome Letter

It is my pleasure to welcome you as a sewer service customer of the Wastewater Division of the Cecil County Department of Public Works. We are committed to providing you with high quality and environmentally sound sewer service at the lowest possible cost.

Enclosed you will find several pamphlets and information sheets providing you with additional information regarding County sewer service. It is my hope that you will review and retain them for future reference or pass them along to the occupants if you are, in fact, the landlord.

We welcome any questions, comments or concerns you may have regarding your sewer service or billing. You can reach us as follows:

- Billing inquiries should be directed to the Billing Coordinator in the Cecil County Finance Office at (410) 996 – 5390 from 8:00AM to 4:30PM, Monday thru Friday.

- All other issues should be directed to the Wastewater Division of the Cecil County Department of Public Works at (410) 996 – 6260 from 8:00AM to 4:30PM, Monday thru Friday. You can also send e-mail inquiries to Mr. Mark Durrett, Chief, Wastewater Division, at mdurrett@ccgov.org.

- After-hours emergencies (such as sewer backups or sewer overflows) should be reported to the Cecil County Department of Emergency Services Dispatch Center at (410) 996-5588.

You can find additional information regarding sewer billing and service on the County’s website, www.ccgov.org.

Once again, welcome. We look forward to serving you!

Sincerely,

W. Scott Flanigan

W. Scott Flanigan, P.E.
Director of Public Works

Cc: Mark Durrett, Chief, Wastewater Division

www.ccgov.org
COUNTY SEWER SERVICE
FREQUENTLY ASKED QUESTIONS
(FAQ) (Updated 7/15/19)

1. I’m moving into (or from) a residence which has County sewer service. How do I start (or stop) sewer service?
   To initiate or terminate service/billing, call the Billing Coordinator in the Cecil County Finance Office at (410) 996-5390 between the hours of 8:00AM to 4:30PM, Monday thru Friday.

2. When will I receive my sewer bill?
   Sewer bills are sent out by the Cecil County Finance Office quarterly. You should receive your bill in late January, April, July, and October.

3. How is my sewer bill calculated?
   For customers connected to public water systems and connected to the Cecil County public sewer, sewer bills are based on the number of gallons of water consumed during the quarter. The number of gallons of water consumed is multiplied by the sewer rate (currently $13.65/1000 gallons) to arrive at the billed amount, with a minimum charge of $122.85 per quarter. The minimum charge is for 9,000 gallons usage per quarter. This is for metered usage from 0-100,000 gallons. For all gallons of usage over the 100,000 gallons, the rate increases to $14.86/1000 gallons. For example usage of 150,000 gal would breakdown as follows: 100,000 x $13.65/1000 = $1365.00, 50,000 x $14.86/1000= $ 743.00, Total for 150,000 = $2108.00, Customers not connected to public water are billed at a non-metered flat rate (currently $204.75) per quarter per ELU (equivalent living unit). The rate schedule is subject to change as approved by the Cecil County Council.

4. Who do I call if I have a question about my sewer bill?
   Call the Billing Coordinator in the Cecil County Finance Office at (410) 996-5390 between the hours of 8:00AM to 4:30PM, Monday thru Friday.

5. What options are available for paying my sewer bill?
   You can pay your sewer bill by mail, in person at the Cecil County Finance Office in the County Administration Building at 200 Chesapeake Boulevard in Elkton, at a kiosk in the lobby of the County Administration Building, or on-line thru the Cecil County Finance Office portion of the County website at www.ccgov.org.

6. What happens if I don’t pay my sewer bill?
   If sewer bills are not paid on time, they are subject to a 1% per month interest charge. If the sewer bill remains unpaid, then a lien will be placed against the property and it could ultimately be sold by the County at tax sale. If your sewer bill is in arrears, contact the Billing Coordinator in the Cecil County Finance Office at (410) 996-5390 to make payment arrangements.

7. Can I connect my sump pump, roof gutters, or other drains to the County sewer system?
   No. The Cecil County Code prohibits the connection of such things as sump pumps, roof gutters, area drains, etc. The County’s sanitary sewer system was not designed to accommodate the large volumes of stormwater that would be introduced to the system during rain events if such connections were permitted. The sewer system would likely be overwhelmed by stormwater, potentially resulting in sewer overflows which can threaten human health and the environment. Any such existing connections should be disconnected immediately and the stormwater managed in other, more environmentally-friendly ways such as rain barrels, rain gardens or dry wells. Sediment & Stormwater Management Branch of Development Services Division of the Department of Public Works is available to provide technical assistance and advice to residents regarding stormwater management. The phone number is (410) 996-5265.
8. Who is responsible for maintaining the sewer lines?
Wastewater Division of the Cecil County Department of Public Works is responsible for maintaining sewer lines that lie in public streets or rights-of-way. Property owners are responsible for maintaining sewer lines on their property.

9. Who do I call and what do I do if I have a sewer back-up?
During normal work hours (Monday thru Friday from 8:00AM to 4:30PM) you should call the Cecil County Department of Public Works Wastewater Division at (410) 996-6260. Outside of those hours, you should call the Cecil County Department of Emergency Services dispatch center at (410) 996-5588. Wastewater Division staff will go to your residence or place of business as rapidly as possible to attempt to determine the nature and location of the sewer clog which is causing the back-up. If the clog is in the section of pipe for which the County is responsible, then Wastewater Division staff will take action to remove the clog and fix the problem. If the clog is in a section of pipe for which the property owner is responsible, then they will advise the property owner to contact a licensed plumber or other professional to remove the clog; such work would be at the property owner’s expense.

10. Who is responsible for the cost of cleaning up a sewer back-up?
Cleanup and damages are generally the responsibility of the property owner. If you believe that the County is responsible, however, you may contact the County Risk Manager at (410) 996-5250 for instructions on how to file a claim.

11. Is insurance coverage available to cover the cost of damages resulting from a sewer back-up?
Yes. Most regular homeowner’s insurance policies do not cover damage from floods or water or sewer back-up. Special coverage is required. Maryland state law requires private insurers that sell homeowners’ insurance policies in Maryland to offer water and sewer backup coverage. The Department of Public Works recommends that property owners consider the purchase of a policy or rider to provide water and sewer backup coverage. Contact your insurance company for additional information.

12. What can I do to help prevent sewer back-ups?
Be careful what you put down the drain. Items that should NOT be put down the drain include diapers, rags, paper towels, trash, cigarette butts, grease, household chemicals or other items that will not dissolve.

13. Can I dispose of unwanted, unneeded, or expired medications by flushing them down the toilet?
The Cecil County Department of Public Works asks that residents NOT flush medications down the toilet or other drain. Current wastewater treatment plants do not remove pharmaceuticals from the wastewater stream which means that they will pass thru the wastewater treatment plant and be discharged into receiving bodies of water where they may negatively affect aquatic life and/or enter the drinking water supply. Instead, we ask that residents turn in their unwanted, unneeded, or expired medications for proper disposal at Household Hazardous Waste Day events conducted at the Cecil County Central Landfill every April and October. Residents can call the Solid Waste Management Division of the Department of Public Works at (410) 996-6275 for the date of upcoming collection events.

ADDITIONAL QUESTIONS?
Call Wastewater Division at (410) 996-6260
Wastewater Treatment Plants: Where Clean Water Begins

Clean water is critical for sustaining life and health, yet people often take for granted the flow of water in and out of their homes. Where does it go after we flush the toilet or empty the sink, and how does it safely find its way back into the environment?

Wastewater from homes, businesses, industries, and institutions drains into a community’s sanitary sewer system, an underground network of pipes that leads to the wastewater treatment plant. At the wastewater treatment plant the used water is cleaned and returned to the environment to be used over and over again. These complex treatment processes are essential to the protection of our water resources. There are no holidays for wastewater treatment — in fact most plants operate 24/7 to meet clean water standards on a continuous basis.

Your Treatment Plant Team Protects Water Quality-and the Environment

Treatment of wastewater is a relatively modern practice. While sewers were common in ancient Rome to carry away wastes, it was not until the 19th century that cities began to understand the effects of wastewater on the environment. Since then, the practice of clean water collection and treatment has undergone substantial engineering improvements, and many state and federal regulations have been enacted.

Today’s wastewater treatment plant employs people skilled in environmental engineering, chemistry, biology, microbiology, and public policy to ensure the efficiency and effectiveness of the treatment process. Clean water production requires programs for maintenance and repair of equipment, upgraded operator skills, attention to safety, energy conservation, process efficiency, and up-to-date treatment and analytical technologies.

Each plant’s treatment team is committed to a cleaner environment, and as a result of their continuous attention, public health and water quality are better protected today than ever before.

Cecil County Department of Public Works Water and Wastewater Division
410-996-6260

This brochure describes wastewater treatment in very general terms; your local plant may use different processes, tailored to local conditions and requirements. For more information, contact your local wastewater treatment plant or visit www.wef.org to learn how you can help protect our precious water resources.

Water Environment Federation®
601 Wythe Street
Alexandria, Virginia
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Tel. 1-800-666-0206
Fax. 1-703-684-2492
www.wef.org

® Printed on 100% recycled paper.
A Typical Treatment Plant: Clean Water Step by Step

Most homes, businesses, and institutions are connected to a sewer system that carries their wastewater to a treatment plant. Sanitary sewer systems carry only domestic and industrial wastewater, while combined sewer systems also carry stormwater runoff. Wastewater in these systems flows mostly by gravity with occasional help from pumps, until it reaches the treatment plant.

At the plant, wastewater is typically treated through a series of five major steps: preliminary treatment, primary treatment, secondary treatment, tertiary treatment, and disinfection, followed by processes to reuse or to dispose of the remaining products. This treatment requires an intricate balance of physical, and chemical processes.

1: Preliminary Treatment

This step includes screening to remove large objects (such as rags, leaves, and trash) and settling of grit (heavy, sandy, particles). The removed material is discarded, and the remaining flow moves on to primary treatment.

2: Primary Treatment

In this phase, the flow is slowed to allow large particles of solid organic matter to settle by gravity to the bottom of settling basins known as sedimentation tanks or clarifiers. Primary treatment can remove 50% or more of the solids from the wastewater.

3: Secondary Treatment

Secondary treatment removes dissolved contaminants and some solid matter, mostly organic or suspended in the wastewater. Secondary treatment is conducted to grow naturally occurring microorganisms to digest the solids in the wastewater and then to settle to the bottom of a secondary sedimentation basin. After secondary treatment, 85% to 90% of the solids have been removed from the wastewater.

4: Tertiary Treatment (Advanced)

This step is used to improve the quality of the water leaving the treatment plant. The most common treatment is advanced filtration to remove any minute suspended solids, such as nitrogen and phosphorus.

5: Disinfection

Disinfection reduces remaining bacteria and viruses in the final effluent and helps protect the public from exposure to pathogens. Alternatives for disinfection include chlorination followed by dechlorination, exposure to varying intensities of ultraviolet light, and the infusion of ozone.

Reuse and Recycling

Wastewater treatment produces two major products: clean water, which is used over and over again, and treated solids, known as biosolids. The cleaned wastewater is released to a waterway, such as a lake, stream, river, or underground aquifer, where it is often used again in ways such as golf course and landscape irrigation or even for recreation or drinking water. Some of it will evaporate into the atmosphere and return as rain in some other part of the world. The biosolids can be recycled in a variety of ways: applied as a fertilizer/soil conditioner, burned to produce energy, or used as a filler or binder in construction products.

Your Support Can Help

Your support for efficient wastewater treatment is extremely important to the vitality of your community. Start by learning as much as you can about your local wastewater treatment plant and then make a difference through your support for measures to protect and improve clean water infrastructure. Clean water is everyone’s right and responsibility.

To learn more about protecting water and wastewater infrastructure, visit www.waterislife.net.
It’s a Toilet, Not a Trashcan!

Water Environment Federation
601 Wythe Street
Alexandria, Virginia 22314-1994 USA
Tel. 1-800-666-0206
Fax. 1-703-684-2492
www.wef.org

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HS1806 5/2009
Some Things Just Don’t Belong in the Toilet…
Toilets are only meant for one activity, and you know what we’re talking about! When the wrong thing is flushed, results can include costly backups on your own property or problems at your local wastewater treatment plant. That’s why it’s so important to treat toilets properly and flush only your personal contributions to the local wastewater treatment plant.

Don’t rush to flush any items like:
- Baby wipes and diapers
- Rags and towels
- Cotton swabs
- Syringes
- Candy and other food wrappers
- Clothing labels
- Cleaning sponges
- Toys
- Plastic items of any description
- Aquarium gravel or kitty litter
- Rubber items such as latex gloves
- Cigarette butts
- Sanitary napkins
- Hair
- Underwear
- Disposable toilet brushes

Sewer Overflows Are a Mess—Disposable Does Not Mean Flushable!
It will take a lot more than the paper towels that caused this mess to clean it up. Flushing paper towels and other garbage down the toilet wastes water and can create sewer backups and overflows. This can also cause time-consuming backups in the public sewer pipes and at the local wastewater treatment plant, and related costs can be passed on to ratepayers. Even if its label reads “flushable,” you are still safer and more environmentally correct to place the item in a trashcan. And because homeowners are responsible for their property’s sewer pipes, improper flushing can cost you money. You plug it, you pay for it!

And There’s More…
Whatever ends up in your toilet can potentially impact the water environment, so it’s really important to keep household wastes such as window cleaners, unused or expired pharmaceutical products, paint thinners, fats, and fruit labels out of toilets and drains and dispose of them properly. For more information, visit http://www.wef.org/HouseholdWaste.
Drug-Free Drains

You can help protect our water from pharmaceuticals and personal care products!

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HS1802  6/2008
You can help protect our water from pharmaceuticals and personal care products!

Every day the average adult uses nine personal care products that contain 126 unique compounds that could end up in our water. In addition to traces of products like shampoo, toothpaste, sunscreen, and cosmetics, minute amounts of prescription and over-the-counter drugs also make their way into water. They should be limited or prevented from entering our environment.

Due to our increased use of these products and greater analytical sensitivity, very tiny amounts of compounds and drugs can be detected in conventional treatment plant outflow and end up in creeks, streams, and rivers. While there is no evidence these traces pose a risk to human health, scientists can sometimes find interference with aquatic organisms, and studies continue. Meanwhile, it’s prudent to control what we put into water, and everyone’s help is important.

In addition to following product recommendations for use and disposal and decreasing use when possible, you can help keep water clean by simply not flushing unused medication down the toilet! Controlling what goes down the drain is the easiest and most effective way to protect the environment, and you can start today!

Help keep our drains drug-free!

For more information on how to dispose of household products, please visit:

http://www.wef.org/AboutWater/ForThePublic/FactSheets/FactSheetDocuments/HouseholdWaste.htm

Visit the White House Office of National Drug Control Policy consumer guidance for the Proper Disposal of Prescription Drugs at

http://www.whitehousedrugpolicy.gov/drugfact/factsht/proper_disposal.html
Fats, oils, and greases aren’t just bad for arteries and waistlines; they’re bad for sewers, too.

Sewer overflows and backups can cause health hazards, damage home interiors and threaten the environment. A common cause of overflows is sewer pipes blocked by grease. Grease gets into the sewer from household drains as well as from poorly maintained grease traps in restaurants and other businesses.

Las grasas y los aceites no sólo son perjudiciales para las arterias y para la figura; también son dañinos para las alcantarillas.

Los derrames y desbordamientos de aguas residuales pueden ser peligrosos para la salud, dañar el interior de los hogares, y amenazar el medio ambiente. Una causa cada vez más común de derrames es las alcantarillas obstruidas por grasa. La grasa llega a las alcantarillas desde los desagües domésticos y trampas de grasa mal mantenidas en restaurantes y otros negocios.
Helping To Prevent Sewer Overflows and Backups Is Easy.

Where Does the Grease Come From?
Grease is a byproduct of cooking that comes from meat fats, lard, oil, shortening, butter, margarine, food scraps, baked goods, sauces and dairy products. When washed down the sink, grease sticks to the insides of sewer pipes (both on your property and in the street). Over time, it can build up and block an entire pipe.

Caution: Home garbage disposals do not keep grease out of the plumbing system. Moreover, hot water and products such as detergents that claim to dissolve grease only pass it down the line and cause problems elsewhere.

The results can be:

- Raw sewage overflowing in your home or the house next door.
- An expensive and unpleasant cleanup that often must be paid for by you, the home or business owner.
- Raw sewage overflowing into parks, yards, and streets.
- Potential contact with disease-causing organisms.
- An increase in operation and maintenance costs for local sewer departments, which leads to higher sewer bills for customers.

You Can Help!
Help prevent sewer overflows by:

- Never pouring grease down sink drains or into toilets.
- Scraping grease and food scraps into a can or the trash for disposal (or recycling where available).
- Putting baskets/strainers in sink drains to catch food scraps and other solids, and emptying them into the trash.
- Speaking with your friends and neighbors about how to keep grease out of sewers.

Es fácil prevenir los derrames y desbordamientos de aguas residuales.

¿De dónde proviene la grasa?
La grasa, uno de los productos derivados de la preparación de comida, está presente en la carne, manteca animal, aceite vegetal, manteca vegetal, man- tequilla, margarina, sobras de comida, productos para hornear, salsas, y productos lácteos. Cuando entra por el desagüe, la grasa se pega al interior de las tuberías de alcantarillado (tanto las de su propiedad como las de la calle); con el tiempo, puede acumularse a punto de bloquear la tubería por completo.

Advertencia: Los trituradores de basura domésticos no impiden la entrada de grasa al sistema de cañerías. Es más, el agua caliente y los productos como los detergentes que alegan ser capaces de disolver la grasa, pueden trasladarla por las cañerías y causar problemas en otras zonas.

Aunque la grasa no es un desperdicio, se convierte en un problema para los sistemas de alcantarillado cuando se desagüa.

Esto puede traer las siguientes consecuencias:

- Desborde de aguas residuales en el interior de su hogar o el de su vecino.
- Necesidad de una limpieza costosa y desagradable que casi siempre es responsabilidad de usted, el propietario de la casa o negocio.
- Desborde de aguas residuales hacia parques, jardines, calles, y las sobras de comida y colóquelas en una lata o en la basura para desechelas (o reciclarlas, si dispone de esta opción).
- No vierta nunca grasa por el desagüe del fregadero ni en inodoro.

¡Usted puede ayudar!
Ayude a evitar derrames en las alcantarillas de las siguientes maneras:

- Posible contacto con organismos causantes de enfermedades.
- Crecientes costos de operación y mantenimiento para los organismos locales de alcantarillado y, en consecuencia, facturas más altas para los consumidores.

En resumen, lo que primero baja es la comida, y lo último lo que viene es el desperdicio. Haga de su hogar un hogar saludable y proteja al sistema de alcantarillado de su vecindario.
desagües de los fregaderos para atrapar las sobras de comida y otros sólidos, y deseche su contenido en la basura.

- Hable con sus amigos y vecinos sobre cómo impedir que la grasa entre en las alcantarillas.
Help Prevent Sanitary Sewer Overflows, Back Ups, and Rate Increases

Do not connect the following to the sanitary sewer:

- Sump Pumps
- Down Spouts
- Yard Drains
- Area Drains
- Stairway Drains
- Foundation Drains

Please

- Report broken clean outs
- Do not plant trees near sewer lines; keep bushes at least 5 feet away from clean outs

Did You Know?

Discharging Storm Water or Ground Water to the Sanitary Sewer System is Illegal

Emergency Contact Numbers:

- Monday thru Friday, 8:00AM to 4:30PM: Wastewater Division
  (410) 996-6260
- All other times: Department of Emergency Services Dispatch Center
  (410) 996-5588

For Additional Information Contact:

Cecil County Department of Public Works Wastewater Division
123 Carpenters Point Road
Perryville, MD 21903
Phone (410) 996-6260
Fax (410) 996-6263
www.ccgov.org
Cecil County Code
States

- Cecil County Code, in Part II General Legislation, Chapter 365, Water and Sewers Article V, Discharges to Sewers Subsection 365-19 Prohibited Discharges
- Prohibited Discharges - No Person shall discharge or cause to be discharged any stormwater, surface water, groundwater, roof runoff, subsurface drainage, uncontaminated cooling water or unpolluted industrial process waters to any sanitary sewer.
- It further states in Subsection 365-20 Discharge of Stormwater and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as storm sewers or to a natural outlet approved by the County. Industrial cooling water or unpolluted process waters may be discharged, on approval of the County, to a storm sewer or natural outlet.

Why is discharging these waters to the sanitary sewer a problem?
- Sanitary sewers are not designed to handle the large volumes of water these discharges can generate.
- These large volumes of water can overload the sewer system causing backups into your and your neighbors homes and businesses.
- It can also cause SSO’s, sanitary sewer overflows that discharge raw sewage endangering the environment, your drinking water, and your health.
- Cause the County to undertake costly improvement projects to the system and treatment plants to handle these large volumes of water costing millions of dollars and causing sewer rates to increase.

If I can’t discharge these waters to the sanitary sewer then where can I discharge them?
- Sanitary sewers are not designed to handle the large volumes of water these discharges can generate.
- These large volumes of water can overload the sewer system causing backups into your and your neighbors homes and businesses.
- It can also cause SSO’s, sanitary sewer overflows that discharge raw sewage endangering the environment, your drinking water, and your health.
- Cause the County to undertake costly improvement projects to the system and treatment plants to handle these large volumes of water costing millions of dollars and causing sewer rates to increase.
• Stormwater and groundwater drainage may be connected to a system designated as a storm sewer.

• Other natural outlet approved by the County

• Green areas of your yard.
Help Prevent Sewer Backups

Do not put the following products down the sewer:

- Cooking grease
- Diapers (infant or adult)
- Feminine hygiene products
- Food
- Cigarette butts
- Swiffer’s pads
- Paper towels
- Sump pump or downspout discharge
- Pharmaceuticals
- Household chemicals, oil, etc.

Please

- Report broken clean outs
- Do not plant trees near sewer lines; keep bushes at least 5 feet away from clean outs

It’s a toilet, NOT a trash can!

Emergency Contact Numbers:

- Monday thru Friday, 8:00AM to 4:30PM: Wastewater Division
  (410) 996-6260
- All other times: Department of Emergency Services
  Dispatch Center
  (410) 996-5588

For Additional Information Contact:
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Wastewater Division
123 Carpenters Point Road
Perryville, MD 21903
Phone (410) 996-6260
Fax (410) 996-6263
www.ccgov.org

(Version 3/7/13) (Previous editions can be used until supplies are exhausted.)
Is insurance coverage available to cover the cost of damages from sewer backups?

- Yes. Most regular homeowners insurance policies do not cover damage from floods or water or sewer backups. Special coverage is required.
- Maryland state law requires insurers that sell homeowners’ insurance policies in Maryland to offer such backup coverage.
- Contact your insurance company for more information.

Who is responsible for the cost of cleaning up a sewer backup?

- The County is not automatically responsible when a sewer backup occurs.
- There are many causes of backups which the County cannot control including such things as people flushing inappropriate items such as grease or diapers down a toilet or drain or tree roots growing into and obstructing sewer laterals.
- Generally, the County is responsible only if it was negligent in maintaining the main sewer lines.
- If you believe that the damage occurred as a direct result of the County’s negligence, you can file a claim by calling the County’s Risk Management Office at (410) 996-5250.

Who do I call if I experience a sewer backup?

- During normal business hours (Monday thru Friday, 8:00am thru 4:30pm) call the Cecil County Department of Public Works Wastewater Division at (410) 996-6260.
- During all other times, call the Cecil County Department of Emergency Services dispatch center at (410) 996-5588.
- Wastewater Division staff will go to your residence or place of business as rapidly as possible to determine the nature and location of the sewer clog which is causing the backup.
- If the clog is in the section of the pipe for which the County is responsible, then Wastewater Division staff will take action to remove the clog and fix the problem.
- If the clog is in a section of pipe for which the property owner is responsible, then the Wastewater Division staff will advise the property owner to contact a licensed plumber or other professional to remove the clog; such work will be at the property owner’s expense.