

RULES, RATES, AND REGULATIONS

GREENE COUNTY RURAL WATER DISTRICT

**451 Michelle Lane
Carrollton, IL 62016**

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Effective March 1997

**Amended: 10/16/03, 12/18/03, 4/15/04, 12/15/05, 6/15/06, 09/20/07, 12/20/07, 11/20/08,
07/16/09, 05/19/11, 12/20/18, 03/18/21, 08/18/22, 08/17/2023, 09/21/2023**

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RULES, RATES AND REGULATIONS FOR THE OPERATION OF THE
GREENE COUNTY RURAL WATER DISTRICT

BE IT ORDAINED, by the Board of Trustees, of the Greene County Rural Water District, as follows:

SECTION 1. APPLICATION FOR SERVICE:

Water service shall be furnished only to District users upon filing of an application and water users' agreement with the Secretary of the District upon a form to be supplied by the District.

SECTION 2. INITIAL AND MINIMUM CHARGES WHETHER WATER USED OR NOT:

The rates as shown in the rate schedule in Section 8 of this ordinance shall be paid by each customer, who has signed a User's Contract, beginning at the time the District makes service available to the customer.

The minimum rate will be paid by those customers not using the service even though they may not be connected to the system, provided the service is available from the District.

Connection Fees for future phases.

There shall be a \$500.00 tap-on-fee paid in advance for service of a ¾ inch meter to each property for which a water user's agreement has been signed and prior to the start of the initial planning/designing of the phase. If a larger meter is desired the tap-on fee will be increased and billed at a later date.

The tap-on-fee for service **after construction** has begun and any new installations thereafter, shall be \$3,500.00 for each 5/8 or ¾ inch meter. This fee covers the material for the meter, connection fee and meter placed on landowners' property. Location will be decided by District with property owners. For meters larger than ¾ inch the tap-on-fee will be the actual cost of installing the meter and appurtenances but shall not be less than \$3500.00 meter larger than ¾ inch.

In addition to the above charges, a \$100.00 deposit shall be made by the user to guarantee payment of water bills. The deposit shall be returned to the user without interest upon termination of water service and all accounts of that user being paid.
(Ordinance 2008-1 approved November 20, 2008)

SECTION 3. DISTRICT'S RESPONSIBILITY AND LIABILITY:

- A. **Ownership, Installation and Maintenance.** The District shall own and maintain the complete water system, water mains and service line to the property lines or a mutually agreed upon point subject to the Board of Trustees determination that a particular service is economically feasible to install. The District shall furnish, install and maintain a meter and appurtenances including a shutoff valve. The shutoff valve shall be installed on the user's property line, or such other point determined by a duly authorized representative of the District. The meter may be located near the shutoff valve or within the user's premises as determined by the District representative. The meter and shutoff valve must be located at a point where it is readily accessible.

- B. Refusal of Service. The District may at any time refuse additional service(s) to any applicant if in the judgment of the Board of Trustees the capacity of the system will not permit such use. If any person or entity refuses to grant the District a right of way easement across his/her/their/its respective lands for the installation of any project phase, then the Board may in its sole discretion deny water service to any previous owner, current owner, or subsequent owner of said lands where a right of way easement was denied to the Board, or to any other lands owned by said person or entity who refused to grant a right of way easement to the Board. The Board may in its sole discretion elect to give water service to any such person or entity described in the preceding sentence, under certain conditions, including but not limited to, payment by such person or entity to the District of the actual cost incurred by the District to install the water main in the road right of way or a sum of \$10.00 per lineal foot, whichever is greater. In order to document the refusal to grant an easement, the District is authorized to record in the public records a 'Certificate of Declination to Give Right of Way Easement' in a form satisfactory to the District, after giving the said person or entity written notice by certified mail return receipt requested of the District's intent to record the same and appeal rights as specified in the following sub-paragraph 1. (*Ordinance 2005-1 approved December 15, 2005*)

1. Notice of Right to Appeal and Hearing Opportunity. The person or entity referred to above shall have the opportunity within fourteen (14) days after the date of receipt of the notice, to mail or deliver a written request to the District office for an appeal hearing prior to the recording of the said Certificate. If the person or entity fails to request a hearing within fourteen (14) days from the date of receipt of the notice, the Secretary shall record the Certificate. If the person or entity makes a written request for a hearing with the District, the Certificate shall not be recorded, if ever, until after a hearing is held. The hearing board shall consist of the Board of Trustees, which shall conduct a hearing at the next regularly scheduled board meeting or at a special board meeting if called by the Chairman of the Board, and render its decision within fourteen (14) days after the hearing and shall notify the person or entity of the same in writing. (*Ordinance 2005-1 approved December 15, 2005*)

- C. Liability. All water service supplied by the District shall be upon the express condition that the District shall not be liable nor shall any claims be made against it for damages or injury caused by reason of shutting off water for repair, relocation, or expansion of any part of the system or failure of any part of the system or for concentration of water for such purposes as fire-fighting or restricted use of water.
- D. User of Water on Users Premises. The District shall reserve the right to use the water from the user's facilities at any time deemed necessary. No charge shall be made by the user for the use of his facilities and no charge shall be made by the District for the water used by the District.

SECTION 4. USER RESPONSIBILITY FOR:

- A. Installing and Maintaining Service Lines. The user shall be responsible for installation and maintenance of service lines between the meter and the residence or business. Such service lines must be at least one (1") inch diameter and must be installed at a minimum depth of three feet, six inches (3'6"). Service lines must have a minimum working pressure rating of 200psi at 73.4F and must be constructed of one of the following types of materials: Copper (Type K), polyvinyl chloride (PVC), polyethylene or polybutylene. Service lines must not be covered until they are inspected and approved by a duly authorized District representative. The user will not connect any service line, or any plumbing connected with service line to any other water source. All service lines shall be installed upon the user's property; any

exception to this rule shall be at the district's sole discretion and only with the use of a special easement which shall be approved by and drafted by the District's attorney. All expenses related to this special easement shall be paid for by the User, prior to the water service being approved. The service line must meet any requirements of the State of Illinois, Environmental Protection Agency.

- B. Provision for Location of Meter. The user shall permit the meter to be located upon their property.
- C. Easements. The user shall give such easements and rights-of-way as necessary to the district and allow access for the purposes of construction, repair, maintenance, meter reading, relocation, or expansion of the water system. The necessity shall be determined by the Board of Trustees. All service lines shall be installed upon the user's property; any exception to this rule shall be at the district's sole discretion and only with the use of a special easement which shall be approved by and drafted by the District's attorney. All expenses related to this special easement shall be paid for by the User, prior to the water service being approved.
- D. Damage to District Property. No user shall tamper, adjust, damage or in any manner interfere with the components or operations of the water system owned by the District. The shutoff valve shall be opened by a duly authorized representative of the District. Penalty for tampering, damaging, adjusting, or in any manner interfering with the components or operation of the system shall be up to \$500.00 payable to the District. If the penalty is not paid within 30 days after the amount is determined, the District shall discontinue the water service. The amount of penalty shall be determined by the Board of Trustees.

In addition to the penalty the user responsible shall reimburse the District for the actual cost of repairing any damage arising from the user's actions. Users shall report any known evidence of tampering, adjusting, damaging, or interference with operation of the system, owned by the District, to the Chairman of the Board of Trustees. Any malicious act or damage to the system that is not appropriately punishable by the foregoing shall be prosecuted through a court of law.

- E. Specified Uses of Water. Water purchased from the District may be used for Ordinary domestic, industrial or farm use upon the premises of the user provided
 - 1. No user shall resell or permit the resale of water purchased from the District.
 - 2. Each dwelling, apartment, business, and farm located outside and separate from a single-family living unit is a separate unit. The user must make application for service for each unit, and each unit shall have a separate cutoff valve, meter and service line, and users shall pay the minimum monthly rate and other rates and fees herein established for each unit.

For purposes of this section the following definitions apply:

Dwelling: Single family living unit.

Apartment: Single family living unit that may be an individual living unit or part of a multiple family living complex.

Business: Business outside and separate from a single-family living unit.

Farm: Consists of one single family dwelling and all related farm enterprises served by that meter and service line.

F. Cross-Connections.

1. Definitions. For the purpose of this subsection, the following definitions shall apply:
 - a. “Backflow” shall mean water of questionable quality, wastes or other contaminants entering a public water supply system due to a reversal of flow.
 - b. “Cross-Connection” shall mean a connection or arrangement of piping or appurtenance through which a backflow could occur.
 - c. “Safe air gap” shall mean that minimum distance of water inlet or opening above the maximum high-water level or overflow rim in a fixture, device or container to which public water is furnished which shall be at least two times the inside diameter of the water inlet pipe: but shall not be less than one inch and need not be more than 12 inches.
 - d. “Secondary water supply” shall mean a water supply system maintained in addition to a public water supply, including but not limited to, water systems from ground or surface sources not meeting the requirements of Act. No. 98 of the Public Acts of 1913, as amended being Sections 325.201 to 325.214 of the Compiled Laws of 1948, or water from a public water supply which in any way has been treated, processed or exposed to any possible contaminant or stored in other than an approved storage facility.
 - e. “Submerged inlet” shall mean a water pipe or extension thereto from a public water supply terminating in a tank, vessel, fixture, or appliance which may contain water of questionable quality, waste or other contaminant and which is unprotected against backflow.
 - f. “Water Utility” shall mean the District.

2. Cross-Connections Prohibited. Connection to the public rural water system must comply with Section 890.170 (c) and Section 890.1130 of the Illinois State Plumbing Code, in regard to cross-connections. There must be a physical break between the two systems, or a reduced pressure backflow preventer must be installed by the customer (if the customer’s well, was properly installed according to the Code referenced above.) Cross connections are prohibited between the public rural water system and other water supply system or source, including but not limited to, the following:
 - a. Between a public water supply system and a secondary water supply.
 - b. By submerged inlet.
 - c. Between a lawn sprinkling system and the public water supply system.
 - d. Between a public water supply and piping which contains sanitary waste or a chemical contaminant.

- e. Between a public water supply system and piping immersed in a tank or vessel which may contain a contaminant.
 - f. Between a yard hydrant and the public water supply system.
3. Cross-Connection Control Program. The water utility shall develop a comprehensive control program for the elimination and prevention of all cross-connections and prevention of all future cross-connections. It shall be the duty of the Operator of Greene County Rural Water District or any representative thereof to cause surveys and investigations to be made of commercial, industrial, and other properties served by the public water supply to determine whether investigations, at the expense of the consumer, shall be made a matter of public record and shall be repeated every two years or as often as the Inspector shall deem necessary. Cross-connection control devices shall be inspected upon installation and at least annually thereafter by a licensed plumber according to the Illinois Plumbing License Law, 225 ILCS 320/3(1), who is licensed to inspect plumbing appurtenances.” A copy of the inspection report shall be submitted to GCRWD. (*Ordinance #01-10-03, approved October 16, 2003 and revised by Ordinance approved December 18, 2003*).
 4. Corrections and Protection Devices. Any user of the water utility water shall obtain written approval from the water utility of any proposed corrective action or protective device before using or installing it. The total time allowed for completion of the necessary corrections shall be contingent upon the degree of hazard involved and includes the time required to obtain and install equipment. If the cross-connection has not been removed within the time as hereinafter specified, the water utility shall physically separate the water system from the on-site piping system in such manner that the two systems cannot be connected by any unauthorized person.
 5. Piping Identification. When a secondary water source is used in addition to the water supply, exposed water utility water and secondary water piping shall be identified by distinguishing colors or tags and so maintained that each pipe may be traced readily in its entirety, it will be necessary to protect the water utility water supply at the service connection in a manner acceptable to the water utility.
 6. Private Water Storage Tanks. A private water storage tank supplied from the water utility water supply system shall be deemed a secondary water supply unless it is designed and approved for portable water usage.
 7. Elimination of Existing Cross-Connection. Within one year from the effective date of this Section all existing cross-connections to the water utility water supply system shall be eliminated. The expenses of such elimination shall be that of the owner of the property on which such cross-connection exists.
 8. Inspection. A Cross-Connection Control Device Inspector (CCCDI) or an Illinois licensed plumber may enter the premises at any reasonable time to inspect plumbing and piping systems to detect the presence of cross-connections and to order the elimination of any detected unprotected connections. Water utility personnel may enter the premises at any reasonable time to verify inspection data submitted by a CCCDI or an Illinois licensed plumber regarding the presence or absence of cross-connections and backflow protection, to verify data regarding testing or maintenance of backflow assemblies on the premises and to verify the presence of cross-connections and/or backflow protection. (*Ordinance approved April 15, 2004*)

9. Discontinuance of Water Service. The water utility shall discontinue water service after a reasonable notice to any person owning any property where a cross-connection in violation of the Code exists or where the user refuses to allow an inspection to determine the presence of a cross-connection. The water utility may take such other precautionary measures as necessary to eliminate any danger of the contamination of the water utility water supply system. Water service to such property shall not be restored until such cross-connection has been eliminated.

SECTION 5. EXTENSIONS OF MAINS:

- A. Determination of Who Pays Expense of Extension. The Board of Trustees shall first determine if an extension of water main is economically feasible based on the estimated cost of the extension and the number of existing potential users that will use water along the extension. If the extension is economically feasible then the District may install and pay the cost of the extension at the discretion of the Board of Trustees. If the District elects not to pay the cost of extending the water main, then the person or persons desiring water service shall install the extension at their own personal expense upon written consent by the Board of Trustees. The District shall not pay for any extensions to an undeveloped area such as a subdivision being developed unless there are sufficient existing residents or businesses to make the extension economically feasible.
- B. Requirements if Extension is Installed by Someone Other than the District.
 1. The District must approve all plans, specifications and easements for any extensions.
 2. Before any extensions are installed, the plans and specifications must be reviewed and approved by the State of Illinois, Environmental Protection Agency.
 3. Ownership, rights-of-way, and title must be conveyed to the District for all extensions installed by anyone other than the District. The District will maintain the mains thereafter.
 4. No extension will be permitted if in the opinion of the Board of Trustees, the system does not have the necessary capacity to service the proposed extension.

SECTION 6. CHANGE IN OCUPANCY”

- A. Notice to District. Any user requesting a termination of service shall give written notice to the District ten (10) days prior to the time such termination of service is desired. The meter shall be read by the District and the user will be billed.
- B. Responsibility-Payment of Services Already Consumed. Responsibility for payment for water consumed prior to the date of termination shall be with the property owners as well as the user.
- C. Charges for Change. There shall be no charge for transferring the water service to the subsequent user.

D. Vacancy or Delinquency; Requests for Disconnection and Reconnection. If a property owner or tenant, who have previously actively used water service at a property for a period of at least one (1) year, should allow the property to remain vacant and use no water at the property, the property owner shall continue to be responsible to pay the current minimum monthly bill for the property. If the owner of such a property which has remained vacant for more than thirty (30) days, or a property owner or tenant who has become delinquent in paying the applicable water use charges, desires the meter to be disconnected from the water service in order to cease being responsible to pay the current minimum monthly bill, the owner and/or tenant, as the case may be, shall first pay the following fees and follow the procedures listed below: (*Ordinance No. 2009-1, approved July 16, 2009*)

1. Any past due water service charges, penalties, interest, attorney's fees, court costs, recording fees, and any other expenses owed to the District by the owner or tenant, together with a voluntary lockout disconnection fee of \$100.00 to cover the district's costs for labor and materials to disconnect, lock out, or remove the water service from the property.
2. If a tenant requests disconnection they must first notify the owner of the property in writing by certified mail, return receipt requested, of their desire to disconnect, and provide a copy of the mail receipt to the District.
3. In addition, to any of the fees, charges, or expenses listed above which might not yet have been paid, a reconnection fee of \$250.00 shall be paid in full to the district by the owner or tenant before the meter at said property is reconnected to water service.
4. If the request to reconnect is submitted more than one (1) year after the property was disconnected, the reconnection fee shall be \$500.00, or the then current tap-on fee for new installation as provided in the third paragraph of Section 2, whichever is higher.
5. These reconnection fees, charges and expenses shall apply to all meters requested to be reconnected after the date of this amendatory ordinance.
(*Ordinance 2009-1 approved July 16, 2009*)

E. Disconnection of Unused Water Service; Reconnection; Notice Recorded. If a property owner who has signed a Water User's Contract for a property, but has never used water service at the property, desires to have the meter disconnected from water service and cease paying the minimum monthly bill for said property, the property owner, prior to disconnection, shall pay \$1000.00 disconnection fee, and the fees as follows:

1. The District's actual cost for labor and materials to install the water service to the property, including but not limited to, the cost of the meter, fittings, pipe, and boring, if any, related to this particular water service, and taking into consideration any unusual circumstances or costs encountered by the District in supplying water to this particular location; and
2. The District's actual cost for labor and materials to disconnect, lock out, or remove the water service from the property; and
3. Any delinquent water service charges or other fees, including but not limited to, penalties, interest, attorney fees, court costs, recording fees, and any other expenses owed to the District by the owner or a renter, all as stated in SECTION 7, Paragraph B.

If the property owner, or his heirs, successors, renters, or assigns, ever desire to reconnect the property to water service, the following fees shall be paid prior to reconnection:

1. The reconnection fee shall be \$500.00, or the then current tap-on fee for new installations as provided in the third paragraph of Section 2, whichever is higher; and” (*Ordinance 2009-1 approved July 16, 2009*)
2. The District’s actual cost for labor and materials to re-install the water service to this particular property, taking into consideration any unusual circumstances or costs encountered by the District in supplying water to this particular location; and
3. All other charges or fees related to this particular property, including but not limited to, penalties, interest, attorney fees, court costs, and other expenses incurred by the District, all as stated in SECTION 7, paragraph B.

The District may file a notice of such disconnection and the terms for reconnection of said property to water service as provided in this ordinance in the office of the Recorder of Deeds of Greene County, Illinois. (*Ordinance 2007-1 approved September 20, 2007*)

- F. Determination in Writing, Appeal, and Board Decision. The District operator shall determine the amount owed for disconnection and reconnection pursuant to Subparagraphs D and E above and notify the owner or tenant in writing. The owner Or tenant may appeal this decision in the same manner as an appeal under SECTION 3, B. 1. and the Board shall use its discretion to consider the facts and any extenuating circumstances with regard to the amount of these fees, charges, and expenses, and the decision of the Board shall be final.” (*Ordinance 2009-1 approved July 16, 2009*)

SECTION 7. PAYMENT OF BILLS:

- A. Due Date. The meters will be read on or about the 10th day of the month. If weather conditions or other circumstances prevent the reading of meters then each bill will be estimated by the District. Bills will be mailed by the 18th day of each month and will be due and payable, and considered delinquent if not paid, on or before the 1st day of the following month. Bills will be paid to the Treasurer of the District or a designated representative.
- B. Penalties and Interest for Late Payments, Attorney Fees, Court Costs, and Expenses. There will be a ten percent (10%) penalty added to each bill that is not paid on or before the due date. Bills remaining unpaid thirty (30) days after mailing shall begin to accrue interest at the rate of one percent (1%) per month. Delinquent users shall also be responsible to pay attorney’s fees, court costs, and other expenses incurred by the district in collecting delinquent water charges. All delinquent water charges, penalties, interest, attorney’s fees, court costs, recording fees, and any other expenses, and disconnection fees shall constitute a lien upon the real estate to which the water service has been rendered. The Secretary is hereby authorized and directed to start the lien process 60 days after lock out of water service. All penalties charged to the customer by GCRWD for monthly billing will cease when the customer is 60 days delinquent, and the lien procedures are in progress. The secretary is directed to file a notice of such lien in the Office of the Greene County Clerk/Recorder of Deeds, Greene County, Illinois, and to pursue such legal action as is necessary to collect the delinquent water charges, penalties, interest, attorney fees, court cost, recording fees, and any other expenses, and disconnection fees.
(*Ordinance 2009-1 approved July 16, 2009*)
- C. Notice of Hearing Opportunity. If 21 days after mailing of the monthly bill, the bill is

still unpaid then the Secretary shall send a written notice to the user that the user has the opportunity within seven (7) days after the date of the notice, to request a hearing prior to the water service being shut off. If the user fails to request, in writing, a hearing within seven (7) days from the date of the notice, the Secretary shall notify the water superintendent of such failure and the water superintendent shall thereupon shut off the water service. If the user in writing requests a hearing with the District, the water shall not be shut off until after a hearing is held. The hearing board shall consist of the Board of Trustees, which shall render its decision within 7 days after the hearing and shall notify the user of the same. After the hearing board has rendered its decision, the user shall have seven (7) days to abide by the decision. If any bills then remain unpaid after the expiration of said seven days, the Secretary shall notify the water superintendent who thereupon shall shut off the water. Once water service has been shut off pursuant to this subsection, it shall not be restored to the property affected until the delinquent water charges, penalties, interest, attorney fees, court costs, recording fees, and any other expenses owed to the District by the owner or renter, have been paid in full, together with a reconnection fee due pursuant to all the terms of SECTION 6, Paragraph D or Paragraph E, whichever is applicable. (*Ordinance 2007-1 approved September 20, 2007, and revised by Ordinance 2009-1 approved July 16, 2009*)

- D. Returned Check Fee. Any check returned to the District will result in a \$25.00 fee. This fee will be automatically charged to the customer's account.

SECTION 8. RATE SCHEDULE: (*Ordinance 2018-1 approved August 17,2023*)
(Effective October 01,2023)

The minimum monthly bill will be as follows: (*Includes first 2000 gallons per month*):

For a 5/8" or 3/4" outlet meter	\$47.25
For a 1" outlet meter	\$52.00
For larger outlet meter	\$82.00

The minimum monthly bill will be payable irrespective of the amount of water used.

The monthly bill for additional water used is computed on the following rate schedule:

From 2001 gallons to 30,000 gallons	\$12.00/1000 gallons
From 30,001 gallons to 75,000 gallons	\$11.00/1000 gallons
From 75,001 gallons to 150,000 gallons	\$10.00/1000 gallons
From 150,001 gallons to 400,000 gallons	\$8.00/1000 gallons
In excess of 400,001+ gallons	\$6.45/1,000 gallons

Service Charge Fees

Service Charge for Meter Repairs (During regular business hours)	\$25.00 (plus additional costs, mileage & cost of materials)
Service Call Fee (During regular business hours)	\$75.00 per hour (Payable if the user requests our service and the problem is the user side of the meter.)
Service Charge for Meter Repairs (After regular business hours & on holidays)	\$50.00 (plus additional costs, mileage & cost of materials)
Service Call Fee (After regular business hours & on holidays)	\$100.00 per hour (Payable if the user requests our service and the problem is on the user side of the meter.)

Since the water purchase contract with the City of Greenfield is an Emergency Water Purchase Contract only, it will require no minimum monthly charge for zero water usage, however the rate schedule above shall apply in any month that water is purchased by the City of Greenfield.

PASSED and APPROVED this 20th day of December 2018.

DAVID LONGMEYER
CHAIRMAN

ATTEST:

Cassie Cox, SECRETARY

STATE OF ILLINOIS)
) ss.
COUNTY OF GREENE)

SECRETARY'S CERTIFICATE

I, Cassie Cox, certify that I am duly appointed and acting Secretary of the Greene County Rural Water District, Carrollton, Illinois.

I further certify that the foregoing is a true and correct copy of the Rules, Rates and Regulations of the Greene County Rural Water District.

Dated at Carrollton, Illinois this 21st day of September 2023.

Cassie Cox, SECRETARY