**New Owner Welcome Packet**

**WHY YOU RECEIVED THIS**: We want to welcome you to the Pickerel Lake Sanitary District (PLSD), introduce you to our District, and provide you with some helpful information.

**WHO WE ARE**: Pickerel Lake Sanitary District was formed in 1992 and became operational in 1998. We are a Class III municipality formed under the South Dakota Statues 34A-5.

**WHAT WE DO**: We operate and maintain nearly 17 miles of sanitary sewer lines and 13 main pumping stations serving over 265 customers residing within our boundaries.

**WHERE TO FIND US**: Our website is at [www.PLSDistrict.org](http://www.plsdistrict.org/) or come visit us at our office located at the south end of the lake at 2908 Peabody Avenue.

**HOW TO REACH US**: If you any questions or comments, please email us at [info@plsdistrict.org](mailto:info@plsdistrict.org) or call us at: (605) 486-0069 for administrative questions or (605) 467-1503 to report or discuss maintenance issues.

**Owner Responsibilities**

1. Property owners are responsible for the cost of all normal service, repair, and maintenance of the line and equipment, including septic tanks, located between the property owner’s structure and the Sanitary District’s main collection line. PLSD maintains the collection line and equipment necessary to operate the system. Contact the PLSD System Manager at (605) 467-1503 to report any repair issues.
2. Owners are responsible for maintaining access to all sewer lines and equipment located on your property. PLSD will address any encroachment issues with the property owner if they arise.
3. Customers are billed twice a year on March 1st and September 1st. Each billing cycle includes charges for operation and maintenance costs that are determined during the budget process each year. In addition, customers are billed for reserve and replacement. This is a funded depreciation account that accumulates and is set aside for necessary system improvements. The fee structure is available on PLSD’s website at [www.PLSDistrict.org/rates-fees](http://www.PLSDistrict.org/rates-fees). Payment is due within 30 days of the invoice date. Unpaid balances more than 30 days after the invoice date will be assessed a late payment fee of 1.5% per month (18.0% per annum) or $5.00 whichever is greater. Accounts unpaid 90 days or more will be assessed a late payment fee of 1.5% per month or $10.00 for each month or portion thereof more than 90 days.
4. For new properties without previous connections, PLSD assesses an initial debt service fee to connect to the sanitary system for each new property in the amount of $6,414.00. In addition, new connections must apply and pay a $250 fee to seek approval for placement and installation of the new system connecting to the PLSD main line. The application must be reviewed and approved by the sanitary district prior to commencement of any work. The application form is available on PLSD’s website at [www.PLSDistrict.org/rates-fees](http://www.PLSDistrict.org/rates-fees).