

## **Sample Water Ordinance--Meters**

### WATER METER POLICY

#### A. NEW METER INSTALLATION - DWELLING (PERMANENT)

1. Owner pays cost of new meter and remote reader.
2. Owner responsible for all plumbing to install meter.
3. Owner shall have approved valves on both sides of meter.
4. Any service larger than 1 inch must be plumbed with bypass and all necessary valves.
5. All meters will be mounted horizontally for all services.
6. City will install meter and remote reader, including transmitting wire.
7. If dwelling has a finished basement or unit requires transmitting wire to be concealed, it will be the owner's responsibility to install wire.

#### B. NEW METER INSTALLATION — COMMERCIAL (PERMANENT)

1. Owner pays cost of new meter and remote reader (if required).
2. Owner responsible for all plumbing to install meter.
3. Owner shall have approved valves on both sides of meter.
4. Any service larger than 1 inch must be plumbed with bypass and all necessary approved valves.
5. All meters will be mounted horizontally for all services.
6. If meter is located in a mechanical room with an electrical meter, it will be the discretion of the Water Department to determine whether a remote reader will be required.
7. City will install meter and remote reader, including transmission wire.
8. If transmitting wire is to be concealed in a finished area, it will be the owner's responsibility to install wire.

#### C. NEW METER INSTALLATION - DWELLING (MOBILE HOME)

1. Owner pays \$65 deposit for new meter.
2. Owner responsible for all plumbing to install meter.
3. Owner shall have approved valves on both sides of meter.
4. Meter must be installed inside of mobile home ahead of all connections.
5. If remote wire must be inside the unit, then owner will be responsible for installation; if remote wire can be installed outside, the City will be responsible for installation.
6. The City will install the meter and the remote reader.
7. The City will pay interest on deposits as required by state statutes.

#### D. MAINTENANCE AND REPLACEMENT OF EXISTING METERS AND REMOTE READERS

1. City will maintain all meters and remotes after original installation.
2. If a meter cannot be repaired or maintained, the City will furnish a replacement meter and/or remote.
3. Remote reader will be installed on all replacement meters, with installation of remote wire subject to provisions of Sections A, B and C.
4. If meter or remote is damaged due to owner negligence, the owner will be responsible for all repair or replacement costs.
5. If meter or remote is tampered with or removed, City may estimate water loss and bill the owner for that amount based on past meter history.
6. Owner must provide access to meter and remote for maintenance and/or replacement.

Address: \_\_\_\_\_

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

Notice

Dear Homeowner:

We have just installed a new meter in your home and a remote reader on the outside of your house next to your electrical meter. The remote reader will eliminate the need to enter your home every month to obtain a meter reading and eliminate estimating your bill for periods when we are unable to gain access to your meter.

The remote reader is a mechanical device that duplicates the inside reading on your meter. This remote reader does not measure flow and therefore the inside meter is the only metering device that can measure your water consumption.

The remote reader is connected to the inside meter by two wires. Occasionally, these wires are broken and the outside reader will cease functioning.

In addition to broken wires, the outside reader can become inoperable because it operates under adverse weather conditions.

You should periodically compare the inside and outside readings to make sure both readings correspond to each other. If you find any discrepancies, please notify the Water Department at \_\_\_\_\_ (phone number), and we will correct the problem.

Remember, the inside meter is the only device that measures flow, and therefore, your actual consumption will be billed from the reading on the inside meter, should there be any discrepancies.

\_\_\_\_\_  
Signature