

## City of Wooster Meter Specifications

### What Should Be Metered

#### Service Connection Serves One Premise

No single service connection shall serve more than one premise. For the purpose of this Code, "premise" is defined as a lot or parcel under one owner; provided, however, portions thereof having well defined boundaries such as fences, structures, or hedges may be deemed a separate premise. Water used by any consumer shall be restricted to that use and area specified in his application for service. All residences or businesses in separate buildings shall have separate water taps and services. This applies to all new and existing services.

#### *Water Metering Guidelines*

- 1. All Commercial structures receiving city water shall be master metered.*
- 2. Regardless of meter configuration, the owner, contractor or plumber shall provide water service within a building, both residential and commercial, in accordance with the latest edition of the Ohio Basic Plumbing Code, Chapter 6.*
- 3. Meter configurations shall be approved during the plans approval process by the Building Standards Division in consultation with the Water Maintenance Division.*
- 4. Residential properties shall be required to install a separate service line and curbbox for each living unit for which separate metering and billing are requested.*
- 5. Condominiums and other private developments are required to comply with the above guidelines.*

*Entry of the Director of Administration - January 13, 2000*

#### Effect of Subdivision

When property provided with a service connection is subdivided, each service connection shall be considered as belonging to the lot or parcel of land that is nearest to it.

#### Service Connection to Each Consumer Discretionary

Where more than one consumer is supplied through one service connection, the City shall hold the owner of the property responsible for payment of all service regardless of whom the billing is sent in care of.

### Metering Decisions

(July 1999)

#### Residential

**The city shall furnish, install, and maintain all water meters 2" and smaller for each dwelling unit or separate occupancy, provided the plumbing for each such unit is a completely separate system. Meters are registered to the service address (property), not to its occupant, and cannot be set, removed, or adjusted by anyone except authorized city employees or contracted agents.**

### **Industrial/Commercial**

**Effective with the meter change/upgrade and/or retrofit and AMR installation project of 1999 and 2000, all meters larger than 2" shall be purchased and installed by the property owner or his/her contractor until the City contracts for meter installations and maintenance. Large meters shall be periodically tested and certified and, where necessary, repaired or replaced by the City or its contractor. All meters shall conform to the Standard Specifications for all meters (on file in the Utilities Services office) and any other specifications required by the City of Wooster.**

- 1. Meter must be six wheel encoder type.**
- 2. Meter must register in gallons (not cubic feet).**
- 3. All meters of 1 1/2" or larger shall have a full bypass of equal size installed by a licensed plumber. *All 1 1/2" meter settings shall be 13".***
- 4. All meters up to 2" may be equipped with a ball valve. All meters 2" and larger may be equipped with gate valves. *All 2" meter settings shall be 17".***

***(Effective 4/01/2000 where emphasized)***

### **Subtraction/Other Meters**

**Additional meters to show division of service such as a subtraction meter may be obtained, but the cost of the meter, installation and maintenance must be borne by the property owner. Plumbing changes for such installations must be made by a licensed plumber. The City or its contractor shall assist in meter/mtu installations.**

**Additional meters on any service line should be contained in the same room as the original meter, and must have a separate shut off valve in the area they serve. Meters placed elsewhere may be charged an additional maintenance fee.**

### **Access to Meters**

**It shall be the duty of each consumer/property owner to keep the space about the meter free and clean of trash, barrels or boxes, dirt, oil, building material or other obstructions which may in any way interfere with the free access by the employees of the city at any time. Upon failure to do so, the City of Wooster may give notice either in writing or in person to the owner, customer, or occupant of the property to remove such obstruction within twenty-four hours. Obstructions may be removed by the city and the cost plus administrative fees may be charged to the water portion of the service address.**

### **Metering of Private Water Wells (08/20/98)**

**Where a private water well supplies the water for a City of Wooster sanitary sewer customer, the option to meter such usage rests with the customer. All plumbing changes necessary to mount the**

**meter must be made at the customer's expense and must be inspected by the plumbing inspector prior to meter installation.**

**Meter installation will be made at time of inspection and the cost of the meter will be added to the customer's next city services billing. Current cost of meter and installation shall be \$50.00.**

### **Other Connections**

**All connections, fixtures, machines, or other devices connected to any piping system in a manner that could allow or induce any foreign substance to enter any part of the City water system are prohibited.**

### **By-passes**

**Any by-pass or connection around the meter except those approved by the city for purposes of continuing service during meter testing or repair of the meter is prohibited. All water used except as provided in these guidelines shall pass through the meter.**

## **Meter Maintenance & Repair**

### **Meter Testing - Industrial/Commercial**

**The City of Wooster may periodically test, or require testing, any meter of any size, which in its judgment is registering incorrectly. All meters 1 1/2" and larger shall be tested, cleaned and repaired periodically as determined necessary by the city.**

**The cost of tests, cleaning and repairs of privately owned meters shall be paid by the customer. All meter tests shall conform to A.W.W.A. standards. A qualified contractor approved by the city will do all meter tests and/or repairs.**

### **Stopped/Frozen Meters**

**All stopped meters must be repaired and back in service within a ten-day period. Temporary replacement meter must be available.**

### **Repairs and Replacements-Fittings & Valves with Meters**

**A. The fittings accompanying repair or replacement of a residential meter must be provided by the property owner.**

**(1) A valve must be installed on each side of the meter bracket on new installations and when extensive repairs to the plumbing system are made. Service valves before and on the house side of (less than 2") meters shall be ball type valves.**

**(2) The water line to the water heater shall be not less than three-quarter inch (3/4"). All water main lines in the floor or basement shall be a minimum of three-quarter inch (3/4") to within a maximum of eight feet (8') of all fixtures.**

**(3) There shall be valves on all inlets of water heater, toilets, kitchen sinks, and wash basins, or any fixture that uses water in the house.**

**B. The expense of maintenance, repair, and renewal of residential size meters due to normal wear and tear shall be borne by the city. Expense incurred by an act, careless or otherwise on the part of the customer, or any member of the household or any person in his employ, or any tenants, shall be charged to such property owner.**

**C. Meters shall not be installed over a wood or carpeted floor.**

**D. No connection to the City water supply shall be made on any service line before the meter.**

### **Moving Meters and Services**

**When a meter or service has been properly installed and it is found necessary or advisable to move such meter or service due to construction of a driveway, sidewalk, or for any other reason, the work shall be done by a licensed plumber. The plumbing inspector shall approve such move. The owner thereof shall pay all material and labor costs. The City shall assist in moving any meter reading equipment.**

### **Changes in Customers Equipment**

**Customers making any change in the character, or extent of their equipment or operation, and whose change in operation results in changes in plumbing and/or water usage, shall immediately give the city written notice of the nature of the change.**

### **Discontinuing Water Service**

**The City may require each property owner give advance written notifications of the date when they want water service discontinued (other than in delinquency situations-see S&G 1000.00) in their or a tenant's name. The property owner shall be liable for all charges and fees incurred until such notification.**

### **Turning Water On and Off**

**All curb stops or valves installed by the city on the inlet side of the water meter shall be for the exclusive use of the city and shall not be operated by anyone other than an authorized employee of the city, unless prior approval has been obtained from the city. The city will turn the water off at any time for the purpose of making emergency repairs and will resume service when the repairs are made. There shall be no charge for the first call out (unless caused by carelessness of property owner). Repeated calls to the same service address may result in a service call charge added to the water portion of the utility bill. A service call fee will be charged for turning water off and/or on during off-duty hours.**

### **Residential Meter Removal**

**At the property owner's request, the city will remove a meter from a property for a fee and take a final reading to bring the account up to date. The fee shall include the cost of reinstallation of the meter at a later date.**

**When the city turns off the water at any premises, it does not drain the pipes or otherwise protect the fixtures within the premises and is in no way responsible for damage.**

## **Damage to meters**

**Meters damaged by freezing, by hot water backing into them or by any carelessness or accident will be replaced by the city and all costs shall be added the utility billing for that service address.**

**The property owner must also make repairs to fixtures, valves, or other plumbing, including the meter horn.**

## **Meter Accuracy Issues**

### **Flow Measurement**

**Positive displacement (residential size) meters can not register a greater quantity of water than has actually passed through them. Excessive usage is most likely due to plumbing leakage on the premises served and/or changes in usage patterns.**

### **Flow Testing**

**Upon request by the property owner, the City may test the flow of a water meter. If meter registers 5 per cent or less over the correct value all utility bills must be paid as presented. Repeated requests for tests shall be subject to the approval of the Director and a service fee may be added to the water portion of the utility bill at the service address. If the meter registers greater than 5 per cent of the correct value a proportional reduction shall be made in the current bill, and another meter substituted for the inaccurate meter.**

**A. The owner or his agent shall witness any such test.**

**B. Meters may not be removed for testing or repairs by anyone other than a city employee.**

***All specifications and guidelines are subject to appeal and/or exception by the Director of Administration***