

**LAKE CITY PUBLIC UTILITIES
WATER SERVICE
RULES AND REGULATIONS**

Revised October, 2011

INTRODUCTION

Lake City Public Utilities (hereafter referred to as LCU) has assembled this information to assist its customers, prospective customers and their architects, engineers or plumbing contractors in planning for, making arrangements for, obtaining and maintaining municipal water service.

The information presented here is intended to supplement the requirements of the Minnesota Plumbing Code Chapter 4715 and all other applicable federal, or state, and municipal codes, regulations, laws and ordinances. It is always necessary to refer to and comply with such other codes, regulations, laws, and ordinances when planning, designing, and installing a new water service. Specific requirements of LCU do not intentionally conflict with any other requirements known to be in effect as of the publication date of this information. Any apparent conflicts of this nature should be brought to the attention of LCU for interpretation.

LCU wishes to serve its customers promptly and satisfactorily. It will endeavor to cooperate with customers and their authorized representatives to the fullest extent in completing service connections with as little delay and inconvenience as possible, and will gladly give special attention to any particularly difficult situation confronting a customer.

LCU will be happy to confer with those customers desiring information concerning rates, services, fees, charges, etc., upon request by telephone or otherwise. Such requests should be directed to an LCU Customer Service Representative at City Hall, 205 W. Center St. or by phone at 651.345.5383 or fax 651.345.3208.

The current Water Service Rules and Regulations are also available at: www.ci.lake-city.mn.us

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SECTION 100

DEFINITIONS

Accessory Building: A structure, on a parcel of property, whose maintenance and use is not the primary purpose of the parcel.

Air Gap: The unobstructed vertical distance through the free atmosphere from the lowest opening of any device discharging to the flood rim of the receiving device.

Backflow Preventer: A device or means to prevent backflow into the potable water system.

City: The City of Lake City, Minnesota.

Combined Domestic/Fire Service: A single water service line providing both domestic water service and fire protection service to a building or premises.

Common Service: A water service line which serves more than one metered premises.

Commodity Charge: That portion of a customer's water bill which is directly related to the quantity of water used during the billing period.

Corporation Stop: A device designed to connect a water service sized 2" or smaller to a water main.

Cross-connection: Any connection or arrangement, physical or otherwise, between a potable water supply system and any plumbing fixture, or tank, receptacle, equipment, or device through which it may be possible for non-potable, used, unclean, polluted, or contaminated water or other substance to enter any part of such potable water system under any condition.

Curb Box: A device designed to provide access to a curb valve.

Curb Valve: A device designed to control the flow of water within a service line from a water main (located outside a customer's building or premises).

Curb Wrench: A device designed to operate a curb valve.

Customer: Any individual, partnership, corporation, or other legal entity now being served or to be served, using the water service of LCU at any specified location.

Customer Charge: That portion of a customer's water bill intended to recover the fixed cost of providing water service.

Deduct Meter: A device designed and used to measure water used in a process where the water used becomes a product or is lost to evaporation. The deduct meter usage is subtracted from the normal water meter reading for the purpose of determining the sewer billing.

ERT: A wireless Encoder Receiver Transmitter fitted on a water meter to permit automatic meter reading (AMR). A handheld or vehicle-mounted radio transceiver broadcasts a wake-up signal to the ERT, and the ERT then sends the present water meter reading back to the transceiver.

Fire Service: A single water service line providing water to fire protection devices (such as sprinklers or fire hose connections) within a building or premises.

House Piping: A series of pipes for the conveyance of water extending from the water meter to points of consumption within a building.

Irrigation Meter: A water meter installed for the express purpose of metering water used for irrigation.

Water measured by irrigation meters is not to enter the sanitary sewer system.

Premises: A defined area of a property parcel or building contained thereon, where water consumption occurs.

Readily accessible: Capable of being reached safely and quickly for installation, operation, repair, replacement or inspection without requiring those to whom ready access is requisite to remove obstacles, panels or similar obstructions.

Remote Register: A device located on the outside of a customer's premises which is designed to permit the reading of a water meter contained within the premises. (Remote registers are being replaced by ERTs.)

LCU: Lake City Public Utilities.

Stop Valve: A device designed to control the flow of water within a water service or the water distribution system of a building, unit or customer application served.

Tapping Sleeve and Valve: A device designed to connect a water service sized 4" or larger to a water main without removing the water main from service.

Water Main: A pipe, or system of pipes and fittings, used to distribute water from water supply wells to the water service of any customer. Water mains are owned by the City of Lake City and maintained by LCU.

Water Meter: A device designed and used to measure the quantity of water supplied to a customer.

Water Service: The pipe, fittings and devices needed to convey water from a water main (typically underground in a street) to the water distribution system of the building, unit or customer application served (to the water meter). (See Exhibits A, B, C, D and E).

Utility Board: The Lake City Public Utilities Board with authority to operate the municipal water utility owned by the City of Lake City.

SECTION 200

GENERAL INFORMATION

201 Scope and Applicability

201.1 The requirements of this section shall govern the furnishing of water by LCU from the public water main to premises inside and outside the City of Lake City.

201.2 Every customer applying for water service or receiving water from the public water main, and/or owner of property for which such application is made or water is received, shall be deemed by such application or use, to consent to abide by all the rules and regulations established and to all material/construction requirements and modifications described herein.

202 Temporary Interruption of Service

LCU reserves the right to interrupt the flow of water within the distribution system to any premises at any time to facilitate system improvements, repairs, testing and connections, to ensure adequate fire flows or for any other good cause. LCU will attempt to furnish an uninterrupted supply of water to all customers. LCU, or a designated representative, will attempt to notify customers in advance of any planned (non-emergency) interruption in their water service.

203 Termination of Service

203.1 Water service provided to a premises may be terminated, upon the giving of written notice, for the following reasons:

- (1) The customer or owner of the premises served, or any person working on any pipes or equipment thereon which are connected with the public water main, has violated any of these rules relative to the water supply system or connections with it.
- (2) The customer or owner of the premises served has threatened to violate or cause to be violated any of the provisions of these rules including, but not limited to, installation of backflow preventers where required at meters and/or elsewhere.
- (3) Any unpaid water service charge or other financial obligation imposed by the provisions of these rules.
- (4) Fraud or misrepresentation by the owner or customer in connection with an application for service.
- (5) Unauthorized use of water during a declared water shortage. (See Section 205.)
- (6) Unauthorized use of fire hydrants or fire protection systems. (See Sections 604 and 705.)
- (7) Denial of access to a water service line, backflow preventer or water meter. (See Sections 403, 503 and 903.)

203.2 Form of Notice

A notice of intent to terminate water service for a reason set forth in Section 203.1 above will be mailed to the person in whose name the service has been provided, at the address of record maintained for billing purposes. Service of the notice will be considered complete on depositing the same in the United States mail, properly addressed, with first class postage prepaid.

204 Emergency Interruption of Service

In the event an immediate interruption of water service to a premises is required to protect the public health, safety or welfare, public property or the property of others, or to protect the water distribution system or any of its parts from destruction or damage, LCU may do so without prior notice and without a hearing as provided by Section 206 below.

205 Water Supply Shortages

Whenever LCU determines a water supply shortage exists, LCU will take necessary actions to alleviate the situation. Customers will be notified of a declared shortage and of any actions required of them through the use of the news media or other appropriate methods.

206 Appeal

An appeal procedure has been established to hear disputes regarding interpretations of these Rules. Appeals will be heard by the Utility Board which has the final authority in disputes.

207 Revisions of Requirements

All requirements stated or implied herein are subject to change at any time without prior notice. Any such revisions will be available at the Lake City City Hall.

SECTION 300

RATES, FEES AND CHARGES

301 Rates

Copies of the current Water Rate Schedule (Rate Schedule WTR) and Fire Hydrant Facilities Charge Schedule (Rate Schedule FHFC) established by the Utility Board and approved by the Common Council are available at the Lake City City Hall and on the City of Lake City web site.

302 Miscellaneous Fees and Charges

302.1 Equipment and labor furnished by LCU and determined to be a customer's responsibility will be invoiced in accordance with the current LCU fee schedule. Material furnished by LCU and determined to be a customer's responsibility will be invoiced at inventory cost plus the current overhead rate.

302.2 The LCU Miscellaneous Fee Schedule has been established for commonly provided services (such as water main tapping, frozen meter replacement, and hydrant meter rental), and for unauthorized water use. A copy of this schedule is available at the Lake City City Hall.

SECTION 400
WATER SERVICE

401 Responsibility

The property owner is responsible for the cost of installing a water service. The property owner owns the water service, and is responsible for its repair, maintenance or replacement. Repair, replacement or abandonment of a water service shall be done by a licensed plumber or water and sewer contractor licensed by the City of Lake City.

402 Installation

Water service installations shall conform to the current version of the Minnesota Plumbing Code Chapter 4715 as adopted by the City and the requirements of these Rules.

403 Access

LCU and the Building and Safety Department shall have the right to access the served premises at all reasonable times for inspection, maintenance and operation of any water service component.

404 Single Family Residences

Each single family residence shall have a properly sized, individual water service line with a readily accessible curb valve located exterior to the building. (See Exhibit A.) No part of an individual water service shall cross another lot line or pass under or through another dwelling unit.

405 Residential Multiple-Unit Buildings

Whenever a building with two or more units is constructed, and the individual units and underlying property are to be under individual ownership, each unit shall have a separate, properly sized, individual water service line with a readily accessible curb valve located exterior to the building. No part of the individual water service shall pass under or through another unit or lot. However, multiple residential units having common ownership of the property around the units may be served by a properly sized, master water service line extending from the water main to the individual water services and curb valves. (See Exhibit G.) In such cases, a homeowners' association shall be responsible for maintenance and repair of the common service line.

406 Commercial, Industrial and Other Non-Residential Multiple-Unit Buildings

406.1 Commercial, industrial and other multiple-unit buildings not included in Section 405 above shall have a properly sized, single domestic water service line extending from the water main to a single, common metering area within the building readily accessible to LCU without entering an individual unit. (See Exhibit C.) In certain situations where providing a single common metering area is not practical due to building layout, a separate service shall be brought into each unit.

406.2 A combined domestic water service/fire protection service line may be installed only if LCU determines that domestic water consumption is sufficient to prevent water from becoming stale in the combined service line.

407 Manufactured Home Developments

407.1 A separate and individual water service shall be provided for each lot within a manufactured home development constructed hereafter. (See Exhibit B.) The curb valve shall be readily accessible to LCU.

407.2 A separate and individual water service shall be provided for each accessory building within a manufactured home development.

408 Additional Buildings Under Same Ownership

408.1 If an additional building under the same ownership is placed or constructed on a parcel of land with an existing building or buildings and requires water service, a common water service will be permitted if LCU determines the existing service has sufficient hydraulic capacity. The water service extension to the additional building shall:

- (1) Connect to the existing service outside the existing building and before the existing water meter;
- (2) Not extend through the existing building;
- (3) Be separately metered.

408.2 If, at some time in the future, separate ownership of the buildings occurs, either separate water services or a recorded joint maintenance agreement will be required.

409 Service Materials and Sizing

New water services shall be 1" diameter minimum. Existing 3/4" diameter services shall be replaced with 1" services of acceptable service materials. Water services for large homes, multi-unit residential buildings, unusually long services, low pressure areas or commercial/industrial uses shall be sized in accordance with the current Minnesota Plumbing Code. (See Exhibit I for acceptable water service materials.)

410 Service Failures and Repairs

410.1 Repairs of only copper, cast iron or ductile iron water service lines are permitted except as provided in 410.4 below.

410.2 Failed services determined to be lead or galvanized iron shall be replaced with acceptable materials. If a lead or galvanized iron water service fails, all lead and galvanized portions of the entire service shall be replaced with an acceptable service material.

410.3 In the event a water service leak is not repaired after 10 days notification or the owner refuses to make the repairs, and LCU determines damage to public property is imminent or there is danger to traffic on the adjacent street, LCU may repair the service leak and charge the owner for the costs incurred and an additional amount to cover the estimated water loss occasioned by the leak. The loss will be estimated from the date the leak is reported to the date the leak is repaired.

410.4 Polyethylene water service lines are permitted under the following conditions:

- (1) That portion of a new water service line extending as one-piece from the curb stop or the end of the in place copper water service stub-out to the inside of the building served, only if the service extends more than 100' from the curb stop to the building served.
- (2) That portion of a replacement water service line extending one-piece from the existing curb stop to the building being served, only if the service extends more than 100' from the curb stop to the building being served.

- (3) All 2" and smaller water service lines within the street right-of-way shall be Type K copper. Installation of polyethylene pipe will not be permitted where volatile organic materials are determined to be present in or near the water service line trench materials.

411 Frozen Water Services

411.1 The thawing of a frozen water service is the responsibility of the owner of the premises served. The owner shall be responsible for obtaining the services of a thawing contractor. LCU personnel will assist the thawing contractor in the location of curb stop valves and in the location of any freeze-up. LCU may require reimbursement of any expenses incurred as a result of services provided by LCU at the request of the thawing contractor.

411.2 When a service has been thawed, the owner may allow water to flow from a tap at the approximate rate of 1/4 GPM to prevent freezing. The water consumed will be billed at the normal rate.

412 Abandoned Water Services

412.1 An unused or abandoned water service shall be cut off and disconnected at the water main, and the curb box removed by a licensed plumber or licensed sewer and water contractor at the expense of the property owner.

412.2 In order to guarantee disconnection in accordance with this specification, a deposit, **as set forth in the Lake City fee schedule**, may be required at LCU discretion before LCU will sign a City Demolition Permit. The deposit will be returned when the water service disconnection and curb box removal have been completed in a manner satisfactory to LCU. In the event the abandoned service is not satisfactorily disconnected or the service owner requests LCU to assume responsibility for accomplishing the service abandonment, the deposit will be used by LCU to defray the cost of properly abandoning the service.

412.3 If a water service is no longer used and there is doubt about the future use of the service, one year may elapse before the service must be disconnected and the curb box removed. Unless LCU is provided with definite plans for future use, the deposit will remain with LCU until the disconnection or reconnection is completed.

412.4 No new connection to a water main will be permitted until arrangements have been made for properly abandoning all unused water services on a site.

413 Service Replacements Prior to Street Paving

413.1 The portion of any water service of lead or galvanized iron extending from the curb box to the corporation tap, and any inoperative curb valve, shall be replaced during a street construction or reconstruction project. The cost of replacing this portion of the water service and the curb valve will be invoiced directly to the service owner, or will be incorporated into the street project cost and assessed by the City to the service owner.

413.2 Any single water service connecting to multiple services at the front lot line shall be replaced in such manner as to provide each premises with an individual water service, unless the multiple services are owned by a single property owner association. The cost of replacing this portion of the water service and the curb valves will be invoiced in equal shares directly to the individual water service owners, or will be incorporated into the street project cost and assessed by the City to the individual water service owners.

414 Locations

LCU will mark the approximate location of City-owned water system facilities when requested to do so. **LCU will also mark the approximate location of privately owned water services, but assumes no responsibility for the accuracy of, or liability for any outcome resulting from, such locations.** However, the owner of the privately owned water service must execute a release and indemnification agreement with the City prior to LCU marking the location of the water services. In accordance with State statute, customers, contractors and others shall use the Gopher State One-Call System for requesting location services (1.800.252.1166). LCU will provide locations within 48 hours from the time of notification by Gopher State One-Call, except in emergency situations.

SECTION 500

WATER METERS AND METERING

501 Multiple Unit Installations

Whenever a multiple unit residential, commercial or industrial building is to be constructed and served by the City water system, the owner shall submit to LCU for approval a set of drawings showing the proposed water service(s) and a plumbing schematic for the building and a tabulation of the plumbing fixture units to be installed.

502 Meter Ownership

All water meters and metering-related equipment used for water and sewer billing will be furnished, owned and maintained by LCU. Meters used only for sewer billing will be furnished and maintained by LCU.

503 Meter Access

503.1 LCU shall have the right to access the served premises at all reasonable times to install, read, inspect, maintain or remove any water meter or metering-related equipment. If a customer denies LCU reasonable access to a water meter or metering-related equipment, water service may be terminated until access is gained. (See Section 203.1(7).)

503.2 If a customer does not furnish a protected, suitable location for a meter, LCU may refuse connection of the premises to the City water system.

504 Meter Installation

504.1 Location and Number

- (1) In a single-family residence and residential multiple-unit buildings where the individual units and underlying property are to be under individual ownership, the meter shall be installed in the residence/unit being served.
- (2) Water meters installed to serve manufactured homes with an unheated crawlspace, or structures of a temporary nature shall be installed as shown in Exhibit B.
- (3) In all other buildings not listed in (1) and (2) above, water meter(s) shall be located in a single common area readily accessible to LCU without entering an individual unit.
- (4) Existing meter installations are grandfathered in.

504.2 Installation Requirements

- (1) Only the following may be connected to a water service ahead of the meter (See Sections 408, 704 and 801.1.):
 - a) An approved separately metered water service to an additional building under the same ownership;
 - b) A private fire protection system (See Section 704 for an exception);
 - c) A metered irrigation service.
- (2) Water meter(s) shall be installed at the point of entry of the water service into the building. All water meter installations shall have a full flow stop valve on each side of, and adjacent to, the water meter.

- (3) For 1" and smaller meter installations, the water service line shall be brought vertically through the floor of the premises and shall have a readily accessible meter stop valve installed immediately before, and on the street side of, the meter between 12" and 48" above the finished floor. (See Exhibit A.) The pipe and meter shall be rigidly supported in order to prevent vibration when the meter operates.
- (4) A bypass (the same size as the meter) shall be installed for all meters 1-1/2" in size or larger.
- (5) The water meter shall be readily accessible. An unobstructed area extending not less than 12" above the meter, and on all sides and the front of the meter shall be provided to permit LCU to easily read and maintain the meter and operate the meter stop valves. Meter stop valves shall be maintained in operable condition.
- (6) In newly constructed buildings, the water meter(s) shall be installed immediately after the water service is flushed.

505 Remote Registers

LCU is phasing out remote registers. However, a remote register shall be maintained for each water meter at a premises until LCU furnishes a meter with an ERT for automatic water meter reading. The remote register shall be maintained adjacent to the electric meter. If an existing electric meter is relocated, LCU will install an ERT and remove the remote register.

506 Maintenance, Repairs and Replacements

LCU maintains all water meters used to determine City water and sewer billings. Any repair expense caused by actions, neglect or carelessness of the owner or occupant of a premises will be charged to either the customer or the owner of the premises.

507 Meter Testing

507.1 LCU will test a meter at the request of a customer. If the meter is determined to accurately measure or under-register, LCU may charge the customer for the meter test. (See Section 1003 related to billing adjustments for defective meters.)

507.2 Customers who request additional testing of a water meter within a twelve month period will be charged for the meter test in accordance with the LCU Miscellaneous Fee Schedule in effect at the time of the test. This schedule is available at the LCU Service Center.

508 Frozen Meters

Customers shall be responsible for protecting water meters from freezing. If a meter freezes, the customer may be required to relocate the meter to a location approved by LCU. For manufactured homes, the meter shall be relocated to the interior of the home. If a meter is damaged by freezing and is replaced, the Frozen Meter Replacement Fee will be charged.

SECTION 600

FIRE HYDRANTS

601 Materials, Locations and Relocations

- 601.1 Public and private fire hydrant materials and locations shall be as specified in the City of Lake City "Standards for Street and Utility Construction". Fire hydrant locations will be approved by the Lake City Fire Department.
- 601.2 Fire hydrants may be relocated at the owner's expense and only if approved by LCU. Payment shall be made in advance if LCU relocates the hydrant. The new hydrant location shall be on the property frontage of the owner requesting the relocation. Hydrant relocations shall be in accordance with the City of Lake City "Standards for Street and Utility Construction".

602 Permits for Private Use

- 602.1 A temporary hydrant use permit will be issued when, in the opinion of LCU, the private use of a fire hydrant will not unduly jeopardize the rights of the public and when water cannot be conveniently provided from another source. (See Exhibits J and K.)
- 602.2 A permit will be issued for each hydrant location. The permit shall be carried by the individual using the hydrant and shall be available for inspection by the Fire Department and LCU. Only LCU employees may install or remove temporary hydrant valves and meters, and the permit holder or his representatives shall not operate the main hydrant valve.
- 602.3 A deposit may be required at LCU discretion to guarantee payment for water used and to cover any breakage or damage to the fire hydrant, flush valve or meter. Upon expiration of the permit, the deposit will be refunded less any resulting charges.

603 Charges for Hydrant Meter Rental

- 603.1 A Hydrant Meter Installation Fee and Hydrant Meter Rental Fee will be charged for each permit issued and each subsequent renewal period. Expenses resulting from actions, neglect or carelessness will also be charged to the permit holder.
- 603.2 In addition to the meter installation and rental fees, and charges for damages, a charge will also be made for all water used in accordance with the standard water rate schedule.

604 Unauthorized Fire Hydrant Use

An identified unauthorized user of water from a City fire hydrant will be charged the Unauthorized Use of Water Fee in accordance with the LCU Miscellaneous Fee Schedule. A copy of this schedule may be obtained at the LCU Service Center.

SECTION 700

PRIVATE FIRE PROTECTION SYSTEMS

701 Connection to City Water Mains

701.1 Connection of any private exterior or building interior fire protection or extinguishing system to a City water main requires City approval.

701.2 Complete plans and specifications for private fire protection systems to be connected to a City water main shall be submitted to the LCU and the Lake City Fire Department for review and approval. All such systems shall conform to the latest Minnesota and City plumbing and fire protection codes.

701.3 Private fire hydrants shall be of the same make, model and color as those installed by the Water Utility. Private fire hydrant use is governed by the conditions for fire protection systems set forth in these Rules. A release indemnity agreement will be required for any private fire hydrant not maintained by LCU.

702 Modifications

Complete plans and specifications for any modifications or additions to an existing private fire protection or fire extinguishing system connected to a City water main shall be submitted to LCU and the Lake City Fire Department for review and approval. No modification or addition to or alteration of the systems shall be made without written permission from the City. Any such changes shall conform to the latest State and City plumbing and fire protection codes.

703 Release and Indemnification

A release indemnity agreement in the form prescribed by the LCU shall be provided at the time of construction for any building where an **unmonitored** private fire protection or extinguishing system is to be connected to a City water main, or at the time an **unmonitored** fire protection or extinguishing system is added to such a building. The indemnity agreement shall indemnify and hold the City harmless from any and all actions, causes of action, costs, damages, claims and demands to which the City may be subjected by reason of the connection to or utilization of City water mains. The release indemnity agreement shall be filed with LCU and recorded before permission may be granted hereunder to connect the **unmonitored** fire protection or fire extinguishing system to a City water main.

704 Metering of Fire Service

The owner of a premises protected by a private fire protection system connected to a public water main shall, if directed to do so by LCU, install a meter (furnished by LCU) on the fire service at the property owner's expense.

705 Unauthorized Fire Service Use

If water from a fire service is being wasted or used for purposes other than fire protection, the owner or occupant will be notified and a charge may be made for the estimated amount of water so used. If such improper conditions are not corrected within ten (10) days, the water service may be terminated until proper corrections are made.

SECTION 800

IRRIGATION SYSTEMS

801 Metering and Backflow Prevention

801.1 Service and Meter

Customers have the option of taking the water supply for an irrigation system from the water service before the customer's main water meter and separately metering irrigation water usage. The meter installation shall comply with Section 500. (See Exhibits D, E and F.)

801.2 Backflow Prevention

A reduced pressure backflow preventer or vacuum breaker shall be installed on all new and existing irrigation systems as required by the Minnesota Plumbing Code. (See Exhibits D, E, and F).

802 Yard Hydrant Installations

Yard hydrants shall be metered and provided with an appropriate backflow preventer. A yard hydrant installation shall be similar to Exhibit E in order to provide a means of removing water subject to freezing from the service line. Installation of freeze-proof hydrants with bottom drains is not permitted. Yard hydrants are expected to be seasonal in use, and the meter and backflow preventer shall be removed and the curb valve shut off at the end of each watering season.

SECTION 900

CROSS CONNECTIONS

901 Rules/Codes

The most recent edition of the Cross Connection Control Manual published by the Foundation for Cross Connection Control and Hydraulics Research, and the Section of the Minnesota Plumbing Code Chapter 4715 dealing with "Protection of Potable Water Supply" are adopted for these Rules. The Minnesota Plumbing Code shall take precedence where any conflict occurs.

902 Backflow/Cross Connection Prevention

902.1 No private well shall be connected to any LCU residential or commercial customer house piping. Wells located within buildings to be connected to the City water system must be sealed and abandoned within 90 days of connection to the City water system hereafter.

902.2 Any industrial water customer also served by a private well shall install a reduced pressure backflow preventer at the owner's cost immediately downstream from the LCU water meter, and shall provide written proof to LCU of the installation and annual inspection of the backflow preventer by a City licensed plumber possessing a Minnesota backflow preventer maintenance certificate.

902.3 Any customer whose operations are determined by LCU to constitute a potential for the occurrence of a cross connection or backflow shall install and maintain an appropriate backflow preventer, and shall provide written proof to LCU of the installation and annual inspection of the backflow preventer by a City licensed plumber possessing a Minnesota backflow preventer maintenance certificate.

902.4 When private use of a fire hydrant is authorized by LCU, the Hydrant Use Permit holder shall install a suitable backflow preventer to protect the municipal water distribution system. (See Exhibits J and K.)

903 Access

LCU shall have the right to access the served premises at all reasonable times for inspection of backflow preventer devices.

SECTION 1000
METER READING

1001 Meter Reading Frequency

LCU will attempt to read all water meters on a monthly basis and will make a reasonable effort to verify meter readings a minimum of once each year.

1002 Final Readings

For the purpose of issuing a final bill, LCU will make a final reading of the customer's meter or outside remote register. Where a remote register is in use, LCU will use the remote register reading if it has been verified within the past year.

1003 Billing Adjustments for Defective Meters

If a water meter is determined to be stopped or not accurately measuring water use, the amount billed will be corrected based on LCU Board policy. (See Section 507 for meter testing rules.)

1004 Defective Remote Registers

In the event of failure or malfunctioning of a remote register, a customer's bill will be adjusted based on the inside meter reading.

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Exhibit A and Exhibit B

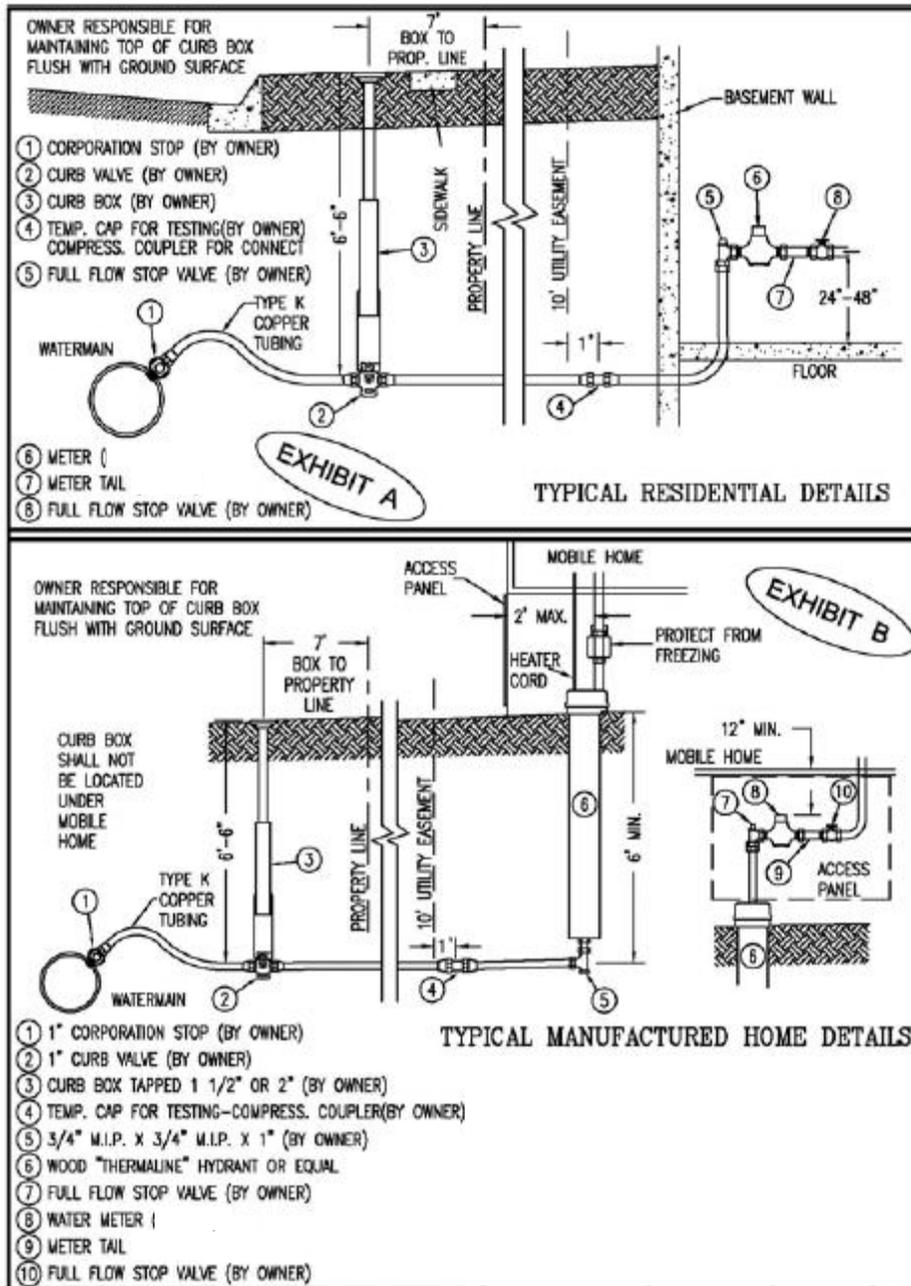


Exhibit C

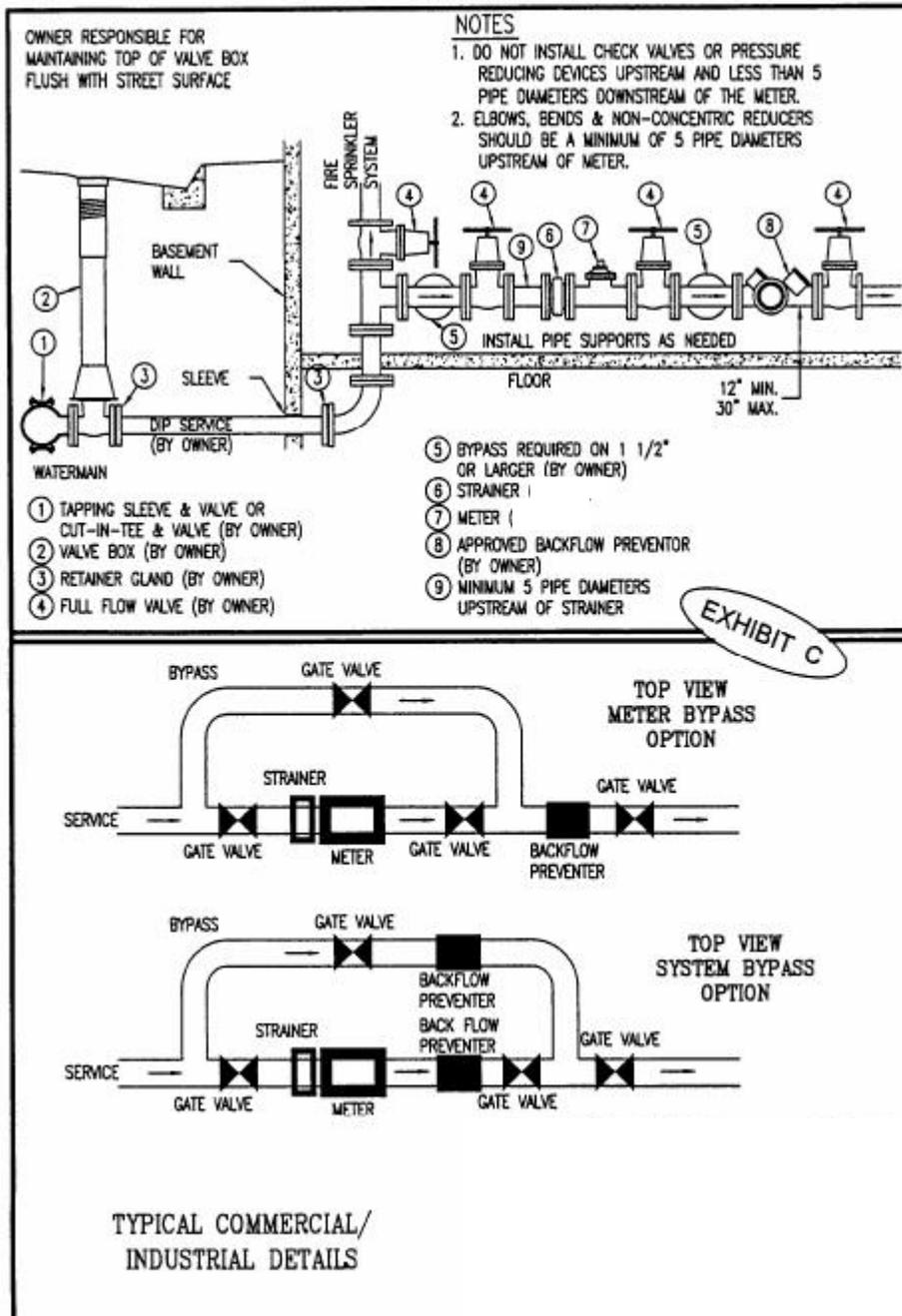


Exhibit D and Exhibit E

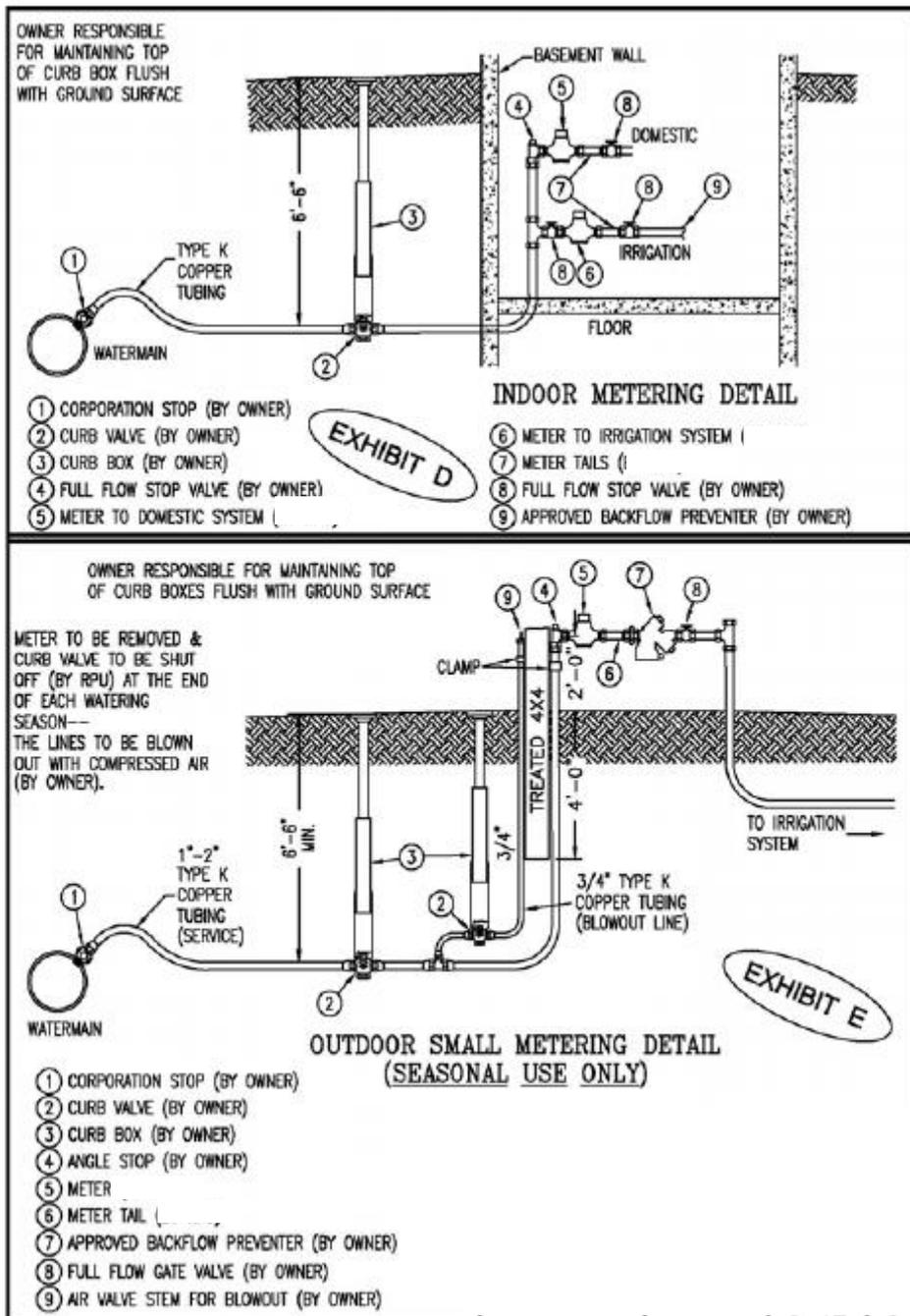


Exhibit F

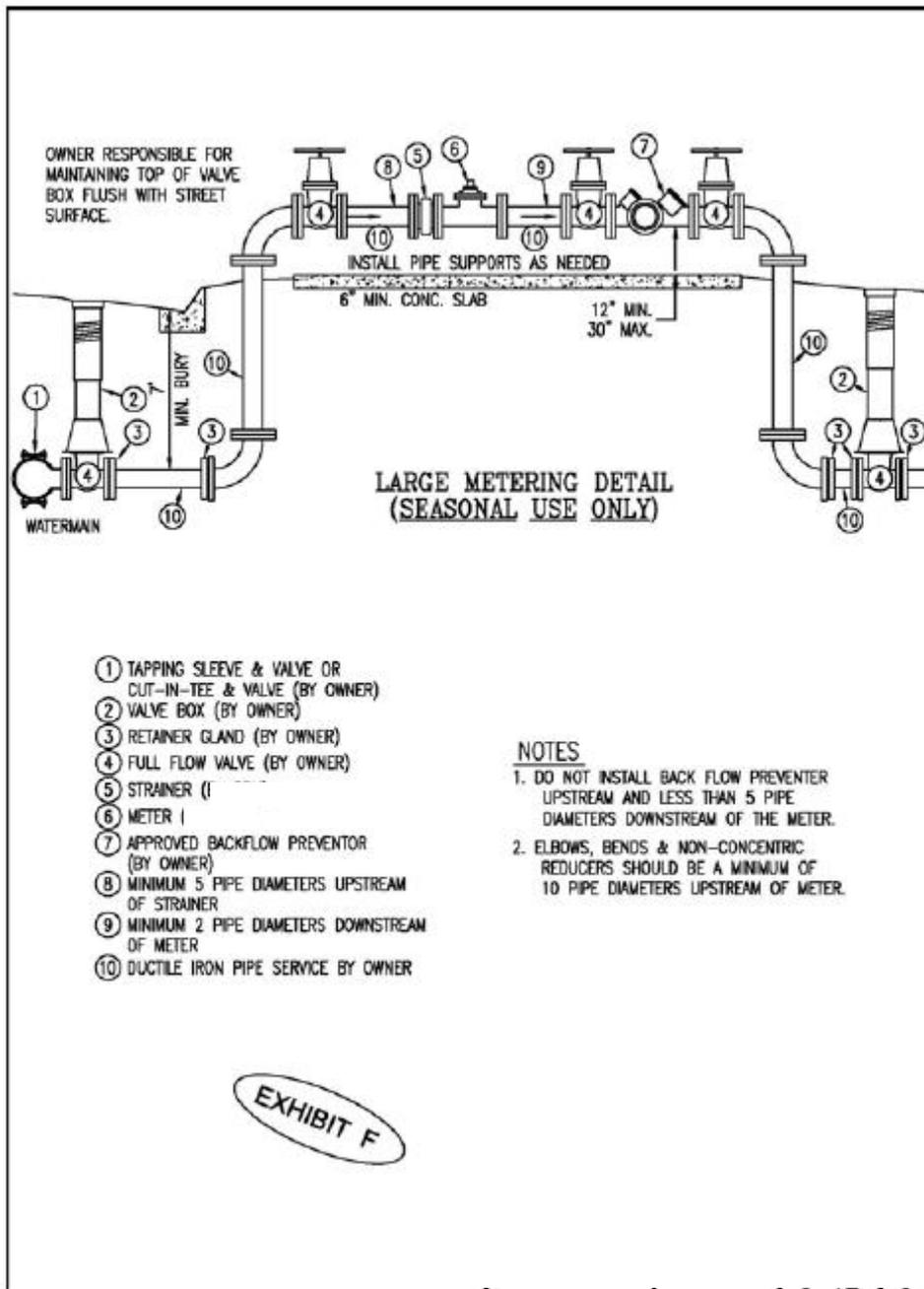
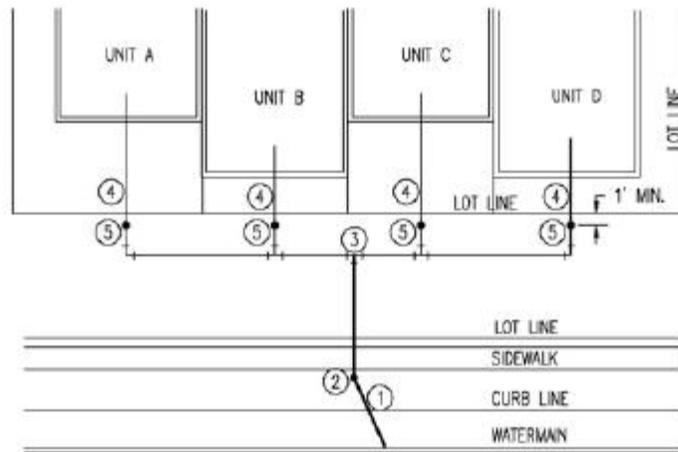


Exhibit G

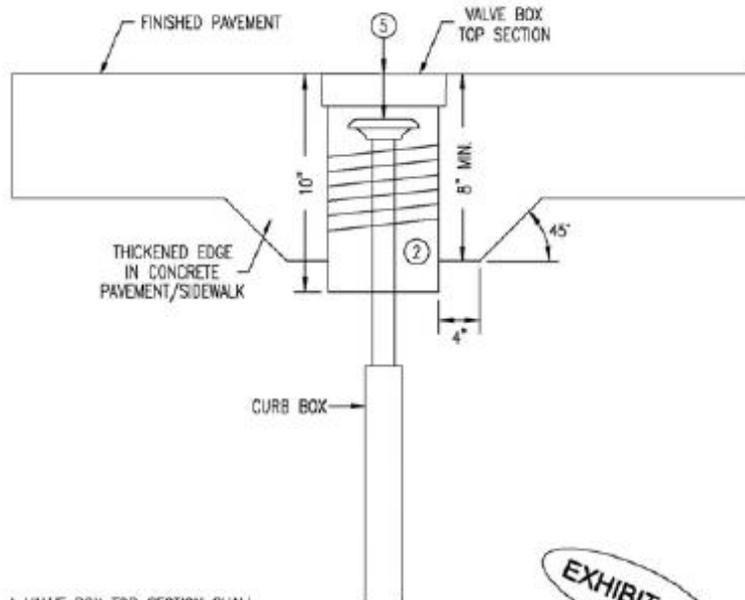


- ① MASTER SERVICE
- ② MASTER CURB BOX
- ③ MASTER TEE (SPLIT FOR INDIVIDUAL UNIT SERVICES)
- ④ INDIVIDUAL SERVICES—MINIMUM 1"
- ⑤ INDIVIDUAL CURB BOXES

Note:
All service connections of this type shall be reviewed by Lake City Utilities for proper sizing prior to installation. Service from water main to building by owner.

EXHIBIT G

Exhibit H



- EXHIBIT H
1. A VALVE BOX TOP SECTION SHALL BE USED AS A CURB BOX COVER WHENEVER THE CURB BOX FALLS INTO NEW OR REPLACED CONCRETE SIDEWALK, DRIVE APPROACH, OR BITUMINOUS PAVEMENT AREAS.
 - ② VALVE BOX TOP SECTION SHALL BE OF THE SCREW TYPE, HAVE A MINIMUM INSIDE SHAFT DIAMETER OF 5 1/4", AND HAVE A CAP WITH THE WORD "WATER" PLAINLY MARKED ON TOP.
 3. IN ALL RESPECTS THE VALVE BOX SHALL BE EQUAL TO TYLER/UNION-10T-UPC#144939.
 4. VALVE BOX COVER SHALL BE OF THE LOCKING TYPE, EQUAL TO A TYLER/UNION UPC#145462.
 - ⑤ CURB BOX RISER CAP IS TO BE A MINIMUM OF 4" AND A MAXIMUM OF 6" BELOW THE FINISHED PAVEMENT GRADE.
 6. CURB BOX RISER ADJUSTMENT, AND THE FURNISHING & INSTALLATION OF VALVE BOX TOP SECTION AND COVER, SHALL BE INCLUDED IN PAYMENT FOR CURB BOX COVER.

EXHIBIT I

ALLOWABLE WATER SERVICE PIPE MATERIALS

<u>Diameter</u>	<u>Material</u>
3/4"	Type K Copper
1"	"
1 1/4"	"
1 1/2"	"
2"	"
4"	Ductile Iron
6"	"
8"	"
10"	"
12"	"

ALLOWABLE WATER SERVICE PIPE MATERIALS

Note 1—Polyethylene water service pipe meeting the following specifications will be permitted as a substitute for copper water pipe only for the below-stated applications and only with written Water Utility approval prior to installation. Required polyethylene pipe diameter for each such service will be determined by the Water Utility. (Upsizing from copper will be likely due to the increased polyethylene pipe wall thickness.)

- 1) **Materials.** Pipe shall be new, meeting requirements of the latest revision of AWWA C901 "Standard for Polyethylene Pressure Pipe and Tubing, 1/2" Through 3" for Water Service", PE3408 material conforming to ASTM D2737, 200 psi pressure rating, copper tube OD-sized with DR 9 outside diameter ratios, meeting portability requirements of NSF 61, and factory supplied in blue-color. Contractor shall provide affidavit of compliance with these specifications to include name of pipe manufacturer.
- 2) **Allowable Polyethylene Water Service Pipe Applications. (All 2" and smaller water service lines within the street right-of-way shall to be Type K copper.)**
 - a. That portion of a new water service line extending as one-piece from the curb stop or the end of the in-place copper water service stub-out to the inside of the building served, only if the service extends more than 100' from the curb stop to the building being served.
 - b. Portion of a replacement water service line extending one-piece from the existing curb stop to the building being served, only if the service extends more than 100' from the curb stop to the building being served.
 - c. That installation of polyethylene pipe will not be permitted where volatile organic materials are determined to be present in or near the water service line trench materials.
- 3) **Fitting and Sleeving Requirements.** Standard brass fittings as specified in the city of Rochester Standards for Street and Utility Construction, C150 "Service Connection Specifications", shall be used at the termination points of polyethylene water service pipe. A standard stainless steel stiffener shall be installed inside the polyethylene pipe at such joints. Polyethylene pipe is to be installed inside a Schedule 40 PVC sleeve where passing through a building wall or floor.

- 4) **Service Tracer Wire Requirement.** A continuous solid core #10 (blue colored) THHN insulated tracer wire shall be installed immediately above the entire length of the service to the curb stop (and into the building served), and permanently attached to the copper portion of the service line on the street end. The brass coupling nut is to be provided with a tapped bossed projection suitable for connection of the tracer wire.
- 5) **Water Service Grounding Requirement.** The water service within the building served shall be properly grounded as required by the National Electric Code.

Exhibit J

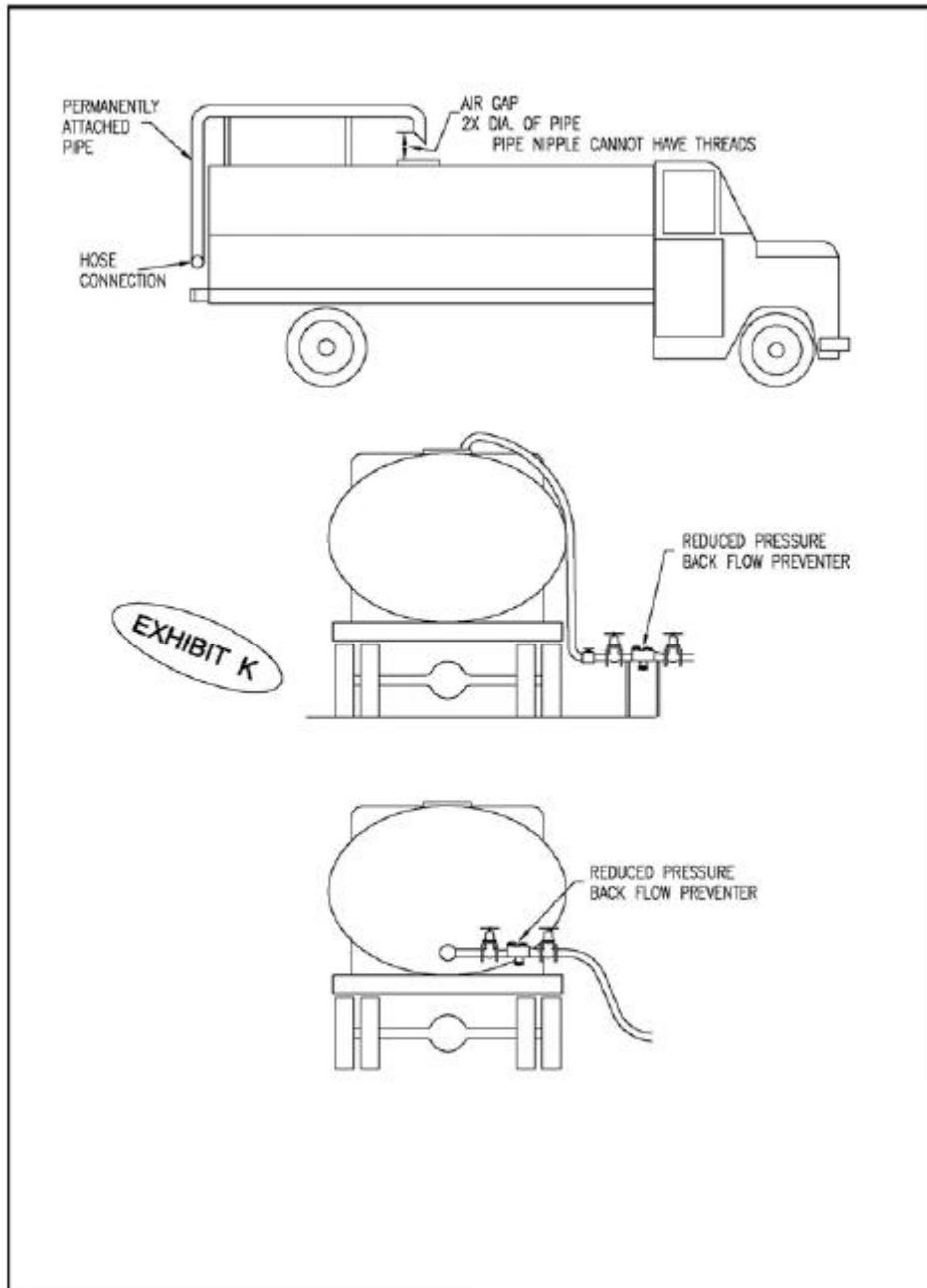
USE OF WATER FROM FIRE HYDRANTS

See Section 600 (Fire Hydrants) of these rules for appropriate non-fire fighting use of fire hydrants. Temporary hydrant use permits will be issued for authorized use.

Prior to the issuance of Hydrant Use Permits, all tank trucks, street sweepers and other water using equipment will be inspected by LCU for compliance with the Section of the Minnesota Plumbing Code Chapter 4715 dealing with "Protection of Potable Water Supply".

The Permit holder shall install a permanently attached fill pipe with an air gap between it and the tank at least twice the diameter of the fill pipe. As an alternative, an approved reduced pressure backflow preventer may be installed on the fill pipe. See Exhibit L.

Exhibit K



PHONE NUMBERS

Metering Department.....	651-345-6854
Customer Service.....	651-345-5383
Bill Payment and Collections	651-345-5383
General Information.....	651-345-5383
Electrical Outage (24 Hours)	651-345-4711
Water Outage	
7:00 a.m. to 4:00 p.m.	651-345-5383
4:00 p.m. to 7:00 a.m.	651-345-4711
Underground Location Assistance	
Gopher State One Call	1-800-252-1166
Fax	651-345-4763

Lake City Utilities
205 W. Center St.
Lake City, MN 55041



205 West Center Street
Lake City, MN 55041

Polyethylene Water Service Line Installation Form

Allowable polyethylene water service pipe applications: All 2" and smaller water service lines within the street right-of-way shall be Type K copper.

- a. That portion of a new water service line extending as one-piece from the curb stop or the end of the in-place copper water service stub-out to the inside of the building served, **only if the service extends more than 100' from the curb stop to the building served.**
- b. That portion of a replacement water service line extending one piece from the existing curb stop to the building being served, **only if the service extends more than 100' from the curb stop to the building being served.**
- c. Installation of polyethylene pipe will not be permitted where volatile organic materials are determined to be present in or near the water service line trench materials.

- 1. Property address: _____
- 2. Attach a sketch of the proposed water service line.
- 3. List or circle type of fittings to be used: _____
 - a. Copper to CTS PE curb stop or coupling at street end: _____ (AY McDonald 6104QA curb stop or AY McDonald 4758Q coupling or equal with QJN4 TW bossed nut for tracer wire)
 - b. CTS angle stop meter valve at building end: _____ (AY McDonald 4602 BQ or equal)
- 4. Provide customer plumbing fixture information (note quantity of each):
 ___ Bathtub ___ Dental Lav ___ Clothes washer ___ Dishwasher
 ___ Drinking fountain ___ Kitchen sink ___ Lavatory ___ Shower ___ Urinal
 ___ Toilet ___ Mop sink ___ Hose bibs ___ Beverage dispensers

I understand the conditions for installation of a polyethylene service and agree to comply with them.

Owner of record: _____ Signature: _____ Date: _____

Contractor: _____ Signature: _____ Date: _____

Lake City Utilities approved size of PE portion of service: _____

LCU representative: _____ Signature: _____ Date: _____

Remarks: _____
