

WORTHINGTON PUBLIC UTILITIES
WATER SERVICE RULES AND REGULATIONS

Version 1.2018

INTRODUCTION

Worthington Public Utilities (hereafter referred to as WPU) has assembled this handbook 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 WPU do not intentionally conflict with any other requirements known to be in effect as of the publication date of this handbook. Any apparent conflicts of this nature should be brought to the attention of WPU for interpretation.

WPU 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.

WPU 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 a WPU Customer Service Representative at the WPU Office, 318 Ninth Street, P. O. Box 458, Worthington, MN 56187.

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WORTHINGTON PUBLIC UTILITIES
WATER AND LIGHT COMMISSION
WORTHINGTON, MINNESOTA

Before you dig, contact Gopher State One-Call: 1-800-252-1166

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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.

Board of Health: The Nobles - Rock Public Health Services or the Nobles County Health Officer acting pursuant to its authority.

City: The City of Worthington, 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.

Condominium: A building or complex in which units of property, such as apartments, are owned by individuals and common parts of the property, such as the grounds and building structure, are owned jointly by the unit owners. Water service lines are joint ownership responsibility.

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 WPU at any specified location.

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

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.

Facilities Installation Charge (FIC): The charge made to the customer by WPU for the cost of the installation of the on-site water distribution system. (e.g. meter horn, meter flanges)

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.)

WPU: Worthington 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.

Townhouse (As Defined for Water Utility Purposes): A single family dwelling unit constructed on a single lot or a group of lots, and consisting of three or more attached dwelling units (premises), each unit extending from the foundation to the roof and having at least two exposed sides. Each unit maintains their own water service lines.

Twin Home (As Defined for Water Utility Purposes): A single family dwelling unit constructed on a single lot or a group of lots, and consisting of two attached dwelling units (premises), each unit extending from the foundation to the roof and having at least two exposed sides. Each unit maintains their own water service lines.

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 Worthington and maintained by WPU.

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, C and D).

Water and Light Commission: The Worthington Public Utilities Governing Board created by Chapter 6 of the Charter of the City of Worthington with authority to operate the municipal water utility owned by the City of Worthington.

SECTION 200

GENERAL INFORMATION

201 Scope and Applicability

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

202.2 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

WPU 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. WPU will attempt to furnish an uninterrupted supply of water to all customers. WPU, or a designated representative, will attempt to notify customers in advance by telephone, letter or doorknocker of any planned (non-emergency) interruption in their water service.

203 Termination of Service

203.1 Water service provided to 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, WPU may do so without prior notice and without a hearing as provided by Section 206.

205 Water Supply Shortages

§ 53.04 LAWN SPRINKLING; WATER EMERGENCY CONDITIONS AND WATER SHORTAGES.

(A) It is unlawful for any person to use water from the municipal system for the purpose of sprinkling lawns or gardens; provided, however, that a property which has been designated with a street address ending in an even number may be sprinkled on even numbered days of the calendar prior to 10:00 a.m. and after 5:00 p.m. and a property which has been designated with a street address ending in an odd number may be sprinkled on odd numbered days of the calendar prior to 10:00 a.m. and after 5:00 p.m. ('69 Code, § 3.04, Subd. 5)

(B) Whenever the Water and Light Commission shall determine that a shortage of water supply threatens the city or any part thereof, the Commission may by notice, posted, public address, mailed or published in the legal newspaper, limit the times and hours during which water from the municipal system may be used for lawn and garden sprinkling, irrigation, car washing, or any other uses specified in the notice. The limitation may be up to and including a total ban of all water from the municipal system for uses specified in the notice. Following two days subsequent to said notice, any person who shall cause or permit water to be used contrary to the provisions of said notice shall be subject to an administrative fine which shall be determined pursuant to a schedule established by the City Council. The failure by any person to pay an administrative fine within ten days after the issuance of notice of the fine, shall be deemed guilty of a misdemeanor. Continued violation is hereby prohibited, and each day of violation may be considered as a separate

offense under this division (B). Violation of this section will also be a violation of the city water department policies which could subject the account to additional penalties up to, and including, the discontinuance of water service.

206 Appeal

If you are not satisfied with the outcome of a dispute, you may ask for a special review by the Water and Light Commission. The Commission will decide whether Worthington Public Utilities' policies and procedures have been administered properly on your behalf. The Commission's decision is Worthington Public Utilities' final determination on the matter.

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 WPU Office.

SECTION 300

RATES, FEES AND CHARGES

301 Rates

The rates to be charged for water and the various classifications of service for which rates are charged, are established by the Water and Light Commission with the concurrence of the City Council of the City of Worthington. These rates are subject to change from time to time. Copies of the most current rate schedules are available at the WPU Customer Service Office or on the WPU website at:

<http://www.worthingtonpublicutilities.com/water-rates.php>

302 Miscellaneous Fees and Charges

302.1 Equipment and labor furnished by WPU and determined to be a customer's responsibility will be invoiced in accordance with the current WPU fee schedule. Material furnished as a Facilities Installation Charge (FIC) by WPU and determined to be a customer's responsibility will be invoiced at inventory cost plus the current overhead rate.

302.2 The WPU 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 WPU Office.

SECTION 400

WATER SERVICE

401 Responsibility

Residential and commercial properties with two inch and smaller service lines own their water service from the curb valve to the meter and from the meter to all internal plumbing. The repair, maintenance or replacement of these sections is the sole responsibility of the owner. On new service installations, the property owner is also responsible for all installation costs associated with the said service. After installation is complete WPU accepts responsibility of the service line from the main to the curb valve. Installation, repair, replacement or abandonment of a water service shall be done by a licensed plumber or water and sewer contractor.

Commercial properties with service lines larger than two inches own their water service from the valve closest to the water main tap to the meter, and from the meter to all internal plumbing. The repair, maintenance or replacement of these sections is the sole responsibility of the owner. On new service installations, the property owner is also responsible for all installation costs associated with the said service. After installation is complete WPU accepts responsibility of the service line from the main to the first valve. Installation, repair, replacement or abandonment of a water service shall be done by a licensed plumber or water and sewer contractor.

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.

402.1 After December 31, 2005 all water services new or replacement shall be installed with a tracer wire from the water main to the edge of the public right of way (typically the curb box plus six feet), to comply with Minnesota Rules Chapter 7560.0150 Subpart 2. The tracer wire shall be stripped of its' jacketing the initial two feet nearest the water main. The installation shall be completed as shown in Exhibit A1.

402.2 The installer shall submit to the city evidence of the installed service lateral locations. Failure to provide prompt and accurate information on service laterals installed may result in the denial of service.

403 Access

WPU and the plumbing inspector 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, Twin Home and Townhouse Dwelling Units

404.1 This type of residence includes any building constructed on a single lot or group of lots and consisting of one dwelling unit or two or more attached dwelling units (premises) in which each unit extends from the foundation to the roof.

404.2 Each single family residence, twin home and townhouse unit 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 Condominiums (As Defined for Water Utility Purposes)

A condominium is a single family dwelling unit constructed on a single lot or a group of lots and consisting of two or more attached dwelling units (premises), each unit extending from the foundation to the roof and having at least two exposed sides. Condominiums may be served by a properly sized, master water service line extending from the water main to the individual water services and curb valves. In such cases, evidence of a legally recorded homeowners' association agreement documenting association responsibility for repair and maintenance of the common service line shall be provided to WPU before construction begins. (See Exhibit F.)

406 Manufactured Home Developments

A master water service and meter shall provide water to the entire development. All water mains, valves, services and meters beyond this point shall be the responsibility of ownership. WPU will send only one bill for the entire development's water consumption.

407 Commercial, Industrial and Other Multiple Unit Buildings

407.1 Commercial, industrial and other multiple unit buildings not included in Sections 404 and 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. (See Exhibit C.)

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

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 WPU 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 A single residential accessory building (garage) may be connected to the principal residential structure water service after the meter provided such building is used only by persons residing on the premise for purposes consistent with a Group U Occupancy, as defined by the current version of the International Building Code.

408.3 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 may be replaced with 3/4" 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.

410 Service Failures and Repairs

410.1 Repair of only polyethylene, copper, cast iron or ductile iron water service lines are permitted.

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 notification or the owner refuses to make the repairs, and WPU determines damage to public property is imminent or there is danger to traffic on the adjacent street, WPU 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.

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. WPU personnel will assist the thawing contractor in the location of curb stop valves and in the location of any freeze-up. WPU may require reimbursement of any expenses incurred as a result of services provided by WPU 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 Abandoning Water Services

Unused water services on a property must be utilized in any new construction which requires a service line. If this is not possible the cost to abandon the unused service line may be required of the property owner.

413 Service Replacements Prior to Street Paving

The portion of any water service of lead or galvanized iron extending from the curb box to the corporation tap, shall be replaced during a street construction or reconstruction project. WPU will incur the cost of replacing this portion of the water service and the curb valve.

414 Locations

WPU will mark the location of water system facilities within the public right of way (per Minnesota Rules Chapter 7560.0375 Subpart 1) when requested to do so. WPU 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 WPU 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). WPU 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 WPU 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 WPU.

503 Meter Access

503.1 WPU 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 WPU 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, WPU 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, twin home or townhouse, the meter shall be installed in the unit (premises) being served
- (2) In all other buildings not listed above, water meter(s) shall be located in a single common area readily accessible to WPU without entering an individual unit.
- (3) 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 24" – 48" above the finished floor on the street side of the meter. (See Exhibit A.) The pipe and meter shall be rigidly supported in order to prevent vibration when the meter operates.

- a) All 1" and smaller meters shall be installed with a copper meter horn or insetter which shall be furnished by WPU, subject to a FIC, and installed by the customer. (See exhibit A)
- b) All meters larger than 1" shall be installed with meter flanges which shall be furnished by WPU, subject to a FIC, and installed by the customer.
- (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 WPU to easily read and maintain the meter and operate the meter stop valves.
- (6) In newly constructed buildings, the water meter(s) shall be installed immediately after the water service is flushed.
- (7) Installation shall comply with all meter manufacturers' requirements for accurate flow measurement.

505 Remote Registers

WPU is phasing out remote registers. However, a remote register shall be maintained for each water meter at a premises until WPU 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, WPU will install an ERT and remove the remote register. (See Exhibits G and H.)

506 Maintenance, Repairs and Replacements

WPU 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 WPU will test a meter at the request of a customer. If the meter is determined to accurately measure or under-register, WPU 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 WPU Miscellaneous Fee Schedule. This schedule is available at the WPU Customer Service Office.

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 WPU. If a meter is damaged by freezing and is replaced, the Frozen Meter Replacement Fee will be charged.

509 Meter and Bypass Seals

All water meters, remote registers and bypasses will be sealed. Unauthorized connection to, bypassing of, or tampering with a water meter, associated equipment or meter seals, or indications or evidence thereof subjects the customer to immediate discontinuance of service, prosecution under the laws of Minnesota, adjustment of prior bills for services rendered and reimbursement to WPU for all extra expense incurred on the account.

510 Meter Identification

In multiple meter installations, the owner shall provide permanent, easy to read markings to identify the premises served. (See Exhibit G.)

511 Irrigation Meter Installations

(See Exhibits D and E.)

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 Worthington “Standard Utility Construction Specifications”. Fire hydrant locations will be approved by the Worthington Fire Department.

601.2 Fire hydrants may be relocated at the owner's expense and only if approved by WPU. Payment shall be made in advance if WPU 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 Worthington “Standard Utility Construction Specifications”.

602 Permits for Private Use

602.1 A temporary hydrant use permit will be issued when, in the opinion of WPU, 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 I and J.)

602.2 The maximum size of any hydrant connection allowed will be 2.5 inch.

602.3 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, the plumbing inspector and WPU. Only WPU employees may install or remove temporary hydrant valves and meters, and the permit holder or his representatives shall not operate the main hydrant valve.

602.4 A \$50-\$200 connection fee and a \$50-\$1500 deposit will be required at WPU 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 Water Usage

603.2 In addition to the connection fee, and charges for damages, a charge will also be made for all water used in accordance with the standard water rate schedule – seasonal use.

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 WPU Miscellaneous Fee Schedule. A copy of this schedule may be obtained at the WPU Customer Service Office.

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 WPU does not allow joint ownership of any private fire service lines.

701.3 Complete plans and specifications for private fire protection systems to be connected to a City water main shall be submitted to the City Plumbing Inspector and the Worthington 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 WPU.

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 the Minnesota Department of Public Safety State Fire Marshall 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 WPU shall be provided at the time of construction for any single family, twin home or townhouse 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 WPU 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 WPU, install a meter (furnished by WPU) 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 and E.)

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 and E.).

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. The curb valve shall be 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 WPU 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 WPU water meter, and shall provide written proof to WPU 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 WPU 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 WPU 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 WPU, the Hydrant Use Permit holder shall install a suitable backflow preventer to protect the municipal water distribution system. (See Exhibits I and J.)

903 Access

WPU and the Department of Community and Economic Development 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

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

1003 Billing Adjustments for Defective Meters

Whenever any meter is found upon test to have an average error of more than two percent (2%) fast, WPU shall refund the customer the overcharge. Whenever any meter is found upon test to have an average error of more than two percent (2%) slow, WPU may charge for water consumed but not included in bills previously rendered. The refund or charge for both fast and slow meters shall be based on corrected meter readings for a period equal to one-half of the time elapsed since the last previous test but not to exceed six months, unless it can be established that the error was due to some cause, the date of which can be fixed with reasonable certainty, in which case the refund or charge shall be computed to that date, but in no event for a period longer than one year. (Minnesota Rules, Public Utilities Commission, Utility Customer Service, Chapter 7820.3900)
(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.

LIST OF EXHIBITS

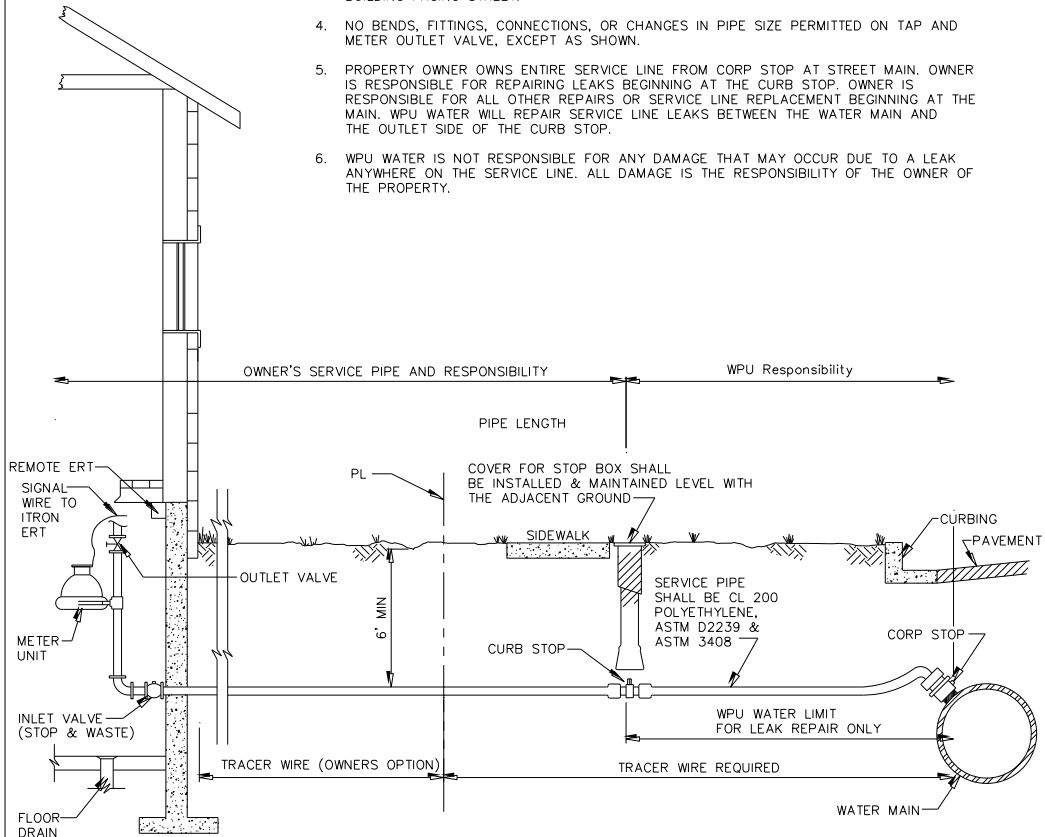
Exhibit A	Typical Residential Water Service and Meter Installation	21
Exhibit B	Tracer wire installation	22
Exhibit C	Typical Commercial/Industrial Meter Installation Details	23
Exhibit D	Small Irrigation System – Outdoor Metering Detail	24
Exhibit E	Large Irrigation System – Outdoor Metering Detail	25
Exhibit F	Alternate Service Layout for Townhouses	26
Exhibit G	Typical Water Remote Register Setting for Multiple Dwelling	26
Exhibit H	Typical Water Remote Setting for Manufactured & Residential Homes	27
Exhibit I	Use of Water From Fire Hydrants in the City of Worthington	28
Exhibit J	Backflow Prevention for Water Tankers	29

Note: Exhibits shown (except Exhibit J) are Detail Plates from the City of Worthington “Standards for Street and Utility Construction”. The exhibits are provided for general information, and may not be current. Copies of current Detail Plates may be obtained from the WPU Customer Service Office.

EXHIBIT A

NOTES:

1. PLACE STOP BOX WITHIN 6 FT OF PL.
2. INDOOR METER SHALL BE PLACED IN BASEMENT WITH FLOOR DRAIN NEARBY.
3. ITRON REMOTE ERT WILL BE MOUNTED BY WPU WATER AT TIME METER IS SET. ERT IS USUALLY LOCATED NEAR BASEMENT CEILING ON OUTSIDE WALL FACING STREET. IF CONDITIONS INTERFERE WITH RADIO METER READING, ERT MAY BE MOUNTED ON OUTSIDE OF BUILDING FACING STREET.
4. NO BENDS, FITTINGS, CONNECTIONS, OR CHANGES IN PIPE SIZE PERMITTED ON TAP AND METER OUTLET VALVE, EXCEPT AS SHOWN.
5. PROPERTY OWNER OWNS ENTIRE SERVICE LINE FROM CORP STOP AT STREET MAIN. OWNER IS RESPONSIBLE FOR REPAIRING LEAKS BEGINNING AT THE CURB STOP. OWNER IS RESPONSIBLE FOR ALL OTHER REPAIRS OR SERVICE LINE REPLACEMENT BEGINNING AT THE MAIN. WPU WATER WILL REPAIR SERVICE LINE LEAKS BETWEEN THE WATER MAIN AND THE OUTLET SIDE OF THE CURB STOP.
6. WPU WATER IS NOT RESPONSIBLE FOR ANY DAMAGE THAT MAY OCCUR DUE TO A LEAK ANYWHERE ON THE SERVICE LINE. ALL DAMAGE IS THE RESPONSIBILITY OF THE OWNER OF THE PROPERTY.



ANY VARIATION FROM THIS STANDARD REQUIRES APPROVAL PRIOR TO INSTALLATION FROM WORTHINGTON PUBLIC UTILITIES WATER DEPARTMENT.

WATER DEPARTMENT

318 Ninth Street • P.O. Box 458
Phone (507) 372-8680

SERVICE LINE, STOP BOX AND INSIDE METER INSTALLATION FOR 3/4" AND 1" METERS

Scale: NONE Date: May 2006

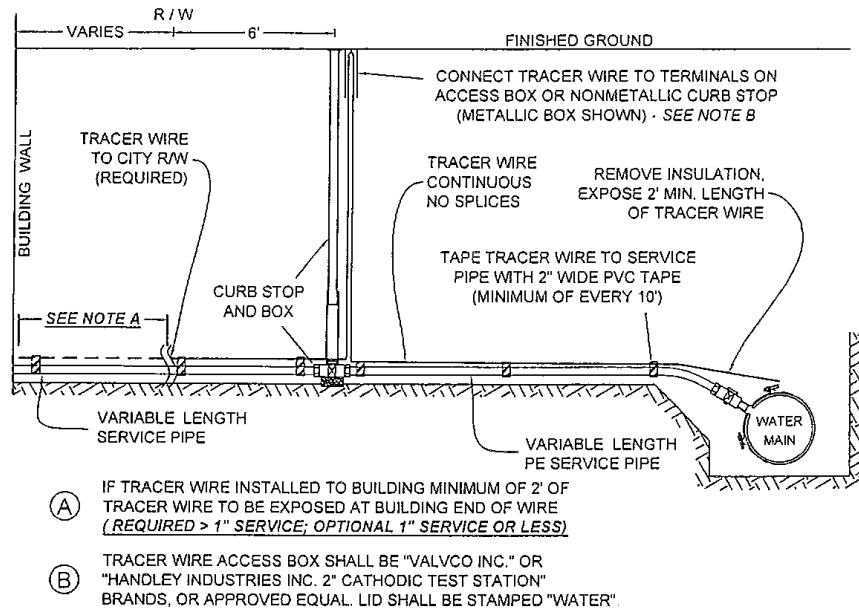
Drawn: E.J.R. Tr: Ck:

Approved: Dr. 1 No. 1

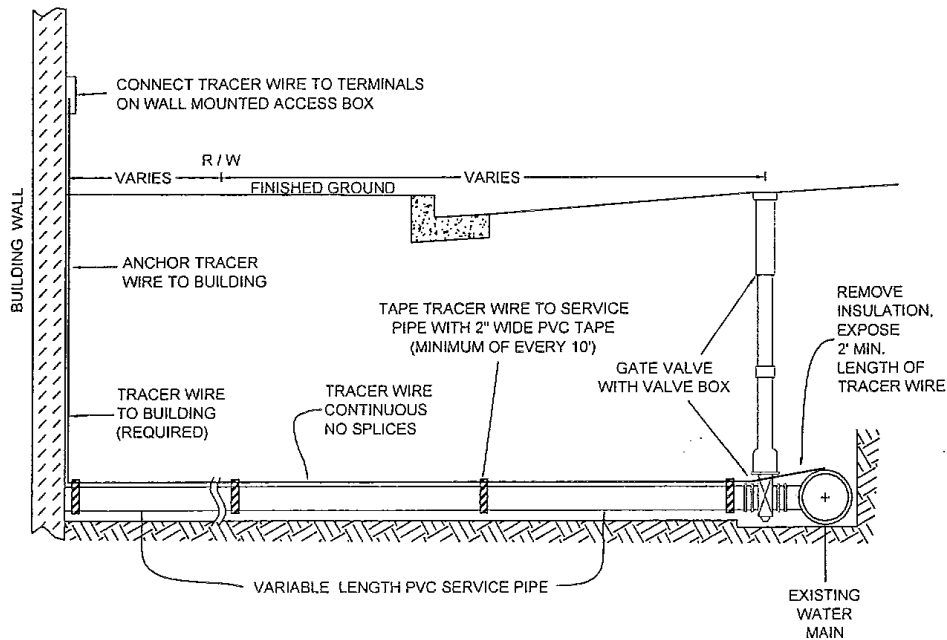
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Sheet 1

EXHIBIT B



WATER SERVICE TRACER WIRE
(DOMESTIC SERVICE LINE)



WATER SERVICE TRACER WIRE
(COMMERCIAL SERVICE LINE)

EXHIBIT C

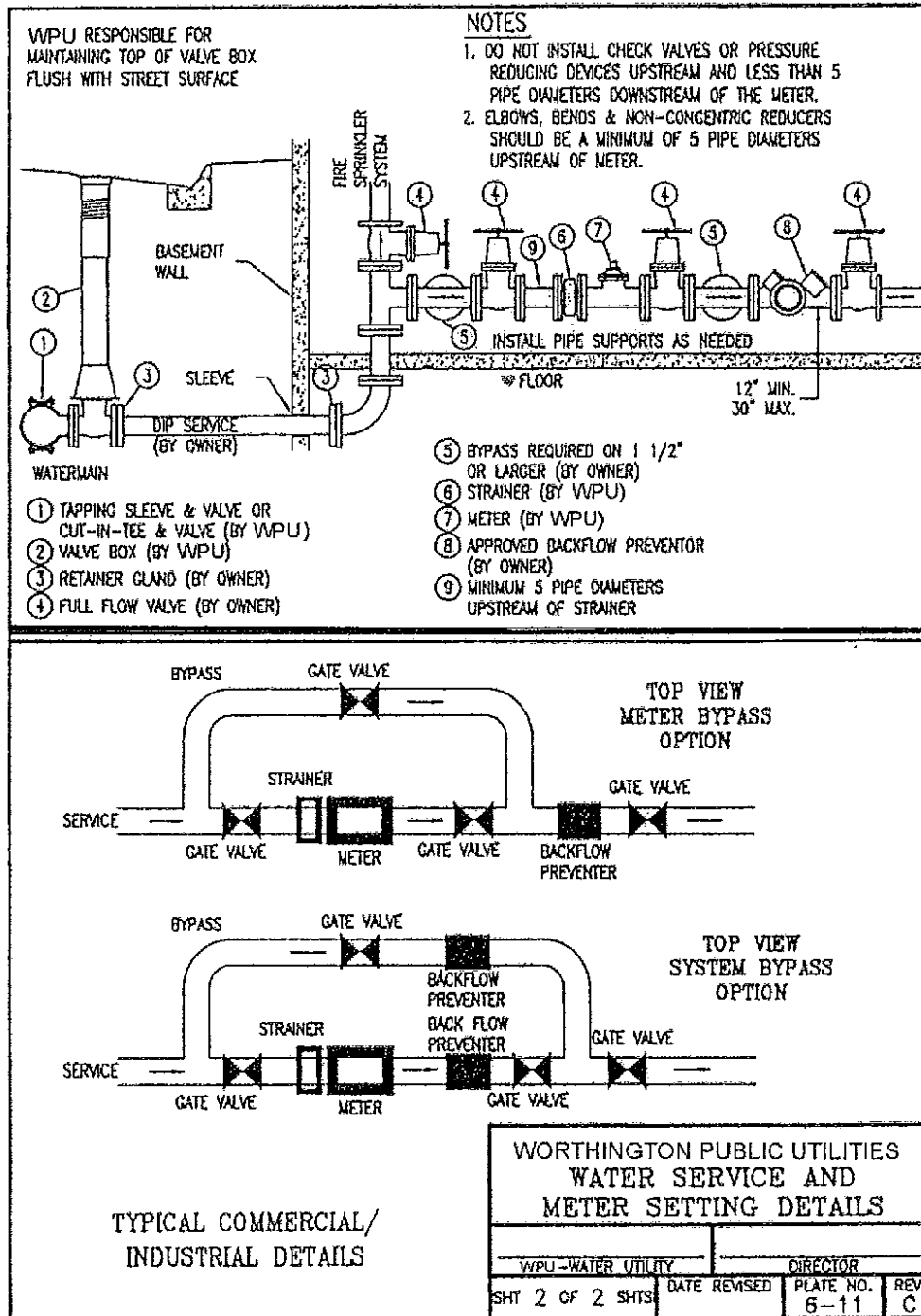


EXHIBIT D

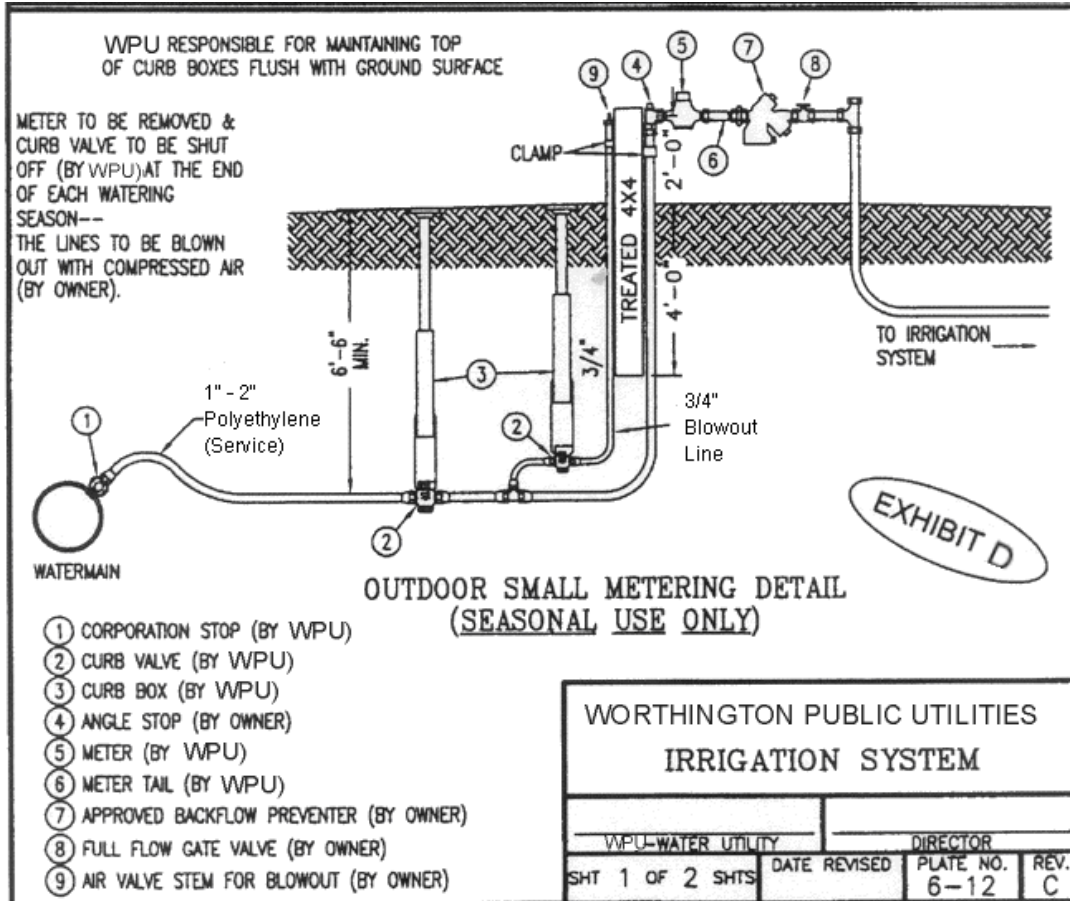
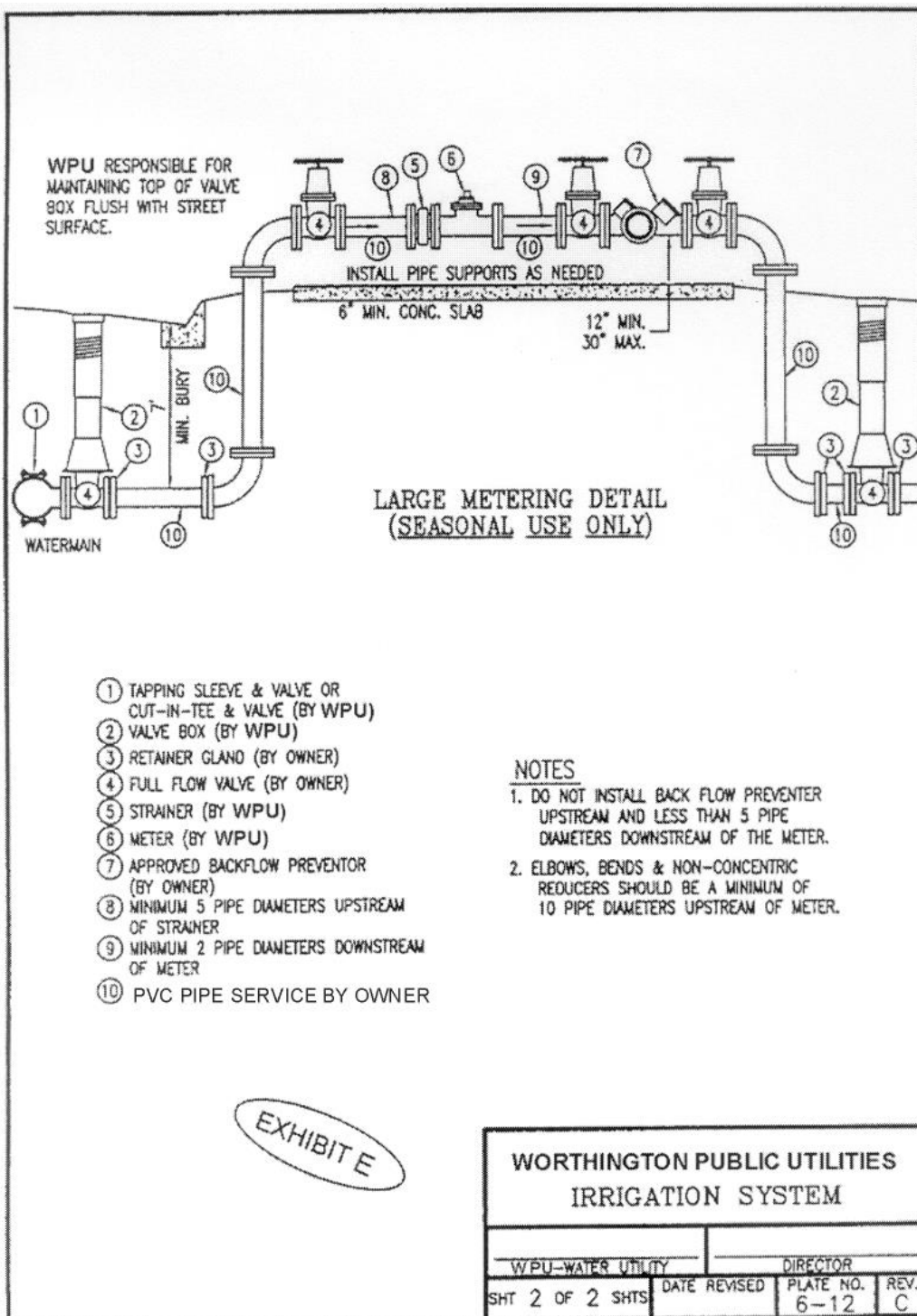


EXHIBIT E



EXHIBITS F and G

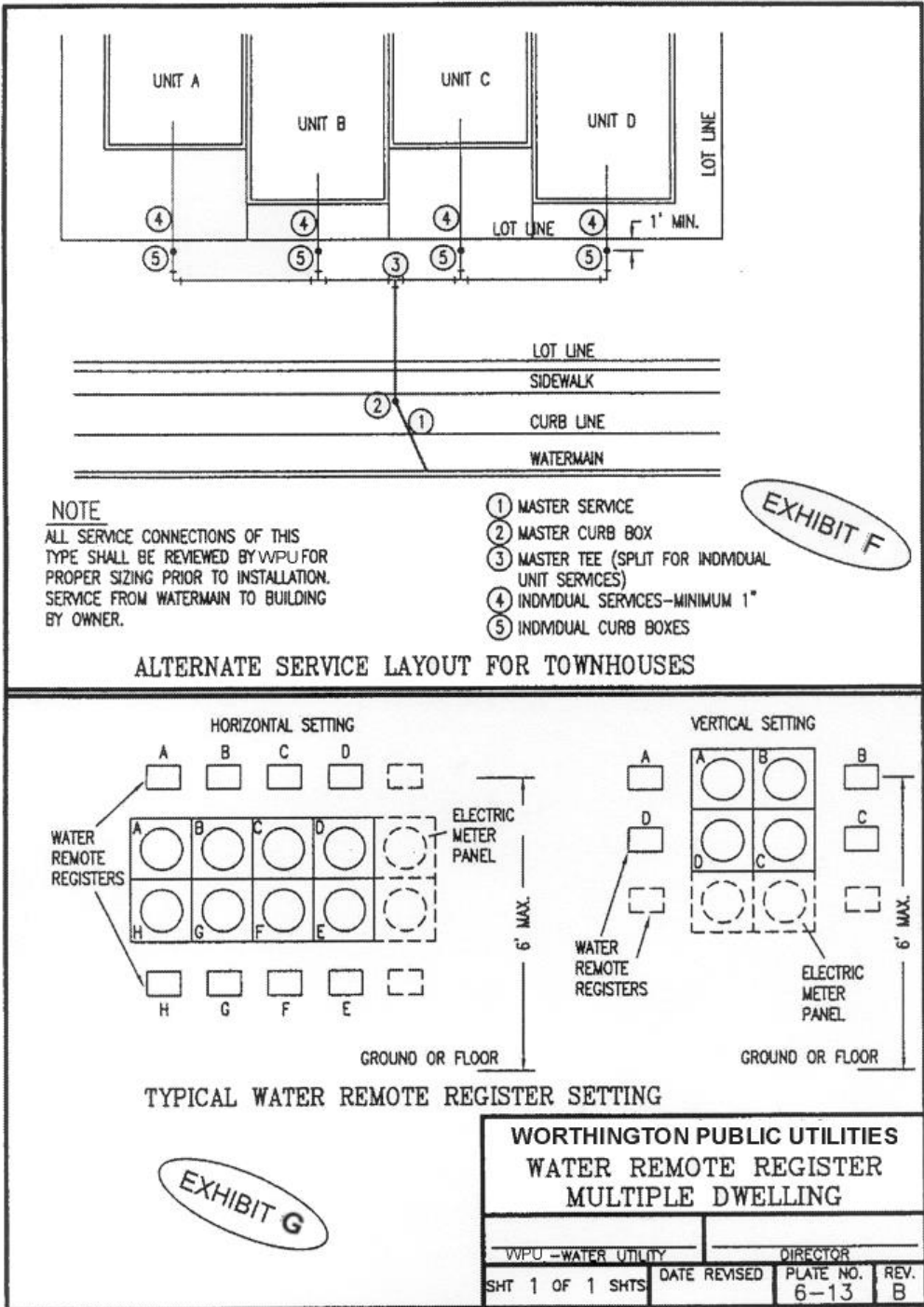


EXHIBIT H

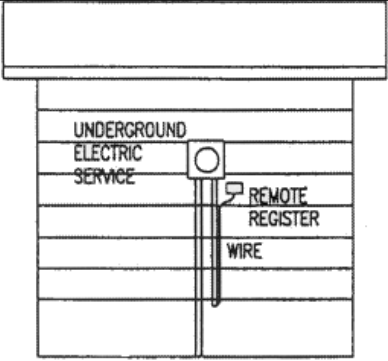
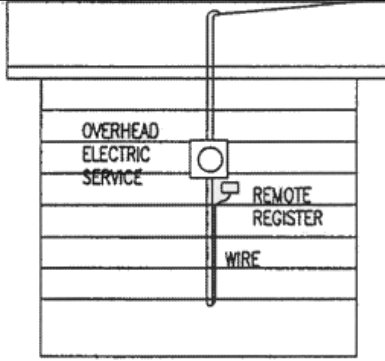
 <p style="text-align: center;">UNDERGROUND ELECTRIC SERVICE</p> <p style="text-align: center;">REMOTE REGISTER</p> <p style="text-align: center;">WIRE</p>	 <p style="text-align: center;">OVERHEAD ELECTRIC SERVICE</p> <p style="text-align: center;">REMOTE REGISTER</p> <p style="text-align: center;">WIRE</p>												
<p>AN OUTSIDE REMOTE REGISTER SHALL BE LOCATED NEXT TO THE ELECTRIC METER. NEW HOMES OR NEW REWIRE OF OLDER HOMES, THE ELECTRICIAN SHALL RUN THE WIRE FOR THE REMOTE FROM THE WATER METER IN THE BASEMENT TO THE OUTSIDE OF THE HOUSE NEXT TO THE ELECTRIC METER. THE WPUSERVICE WORKER WILL THEN INSTALL THE REGISTER AND MAKE THE CONNECTIONS.</p> <p style="font-weight: bold;">TYPICAL RESIDENTIAL HOME</p>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="4" style="text-align: center;"> <p>WORTHINGTON PUBLIC UTILITIES</p> <p>WATER REMOTE REGISTER</p> <p>SETTING DETAILS</p> </td> </tr> <tr> <td colspan="2" style="text-align: center;"> <p>WPU-WATER UTILITY</p> </td> <td colspan="2" style="text-align: center;"> <p>DIRECTOR</p> </td> </tr> <tr> <td style="text-align: center;"> <p>SHT 1 OF 1 SHTS</p> </td> <td style="text-align: center;"> <p>DATE REVISED</p> </td> <td style="text-align: center;"> <p>PLATE NO.</p> <p>6-14</p> </td> <td style="text-align: center;"> <p>REV.</p> <p>B</p> </td> </tr> </table>		<p>WORTHINGTON PUBLIC UTILITIES</p> <p>WATER REMOTE REGISTER</p> <p>SETTING DETAILS</p>				<p>WPU-WATER UTILITY</p>		<p>DIRECTOR</p>		<p>SHT 1 OF 1 SHTS</p>	<p>DATE REVISED</p>	<p>PLATE NO.</p> <p>6-14</p>	<p>REV.</p> <p>B</p>
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EXHIBIT I

USE OF WATER FROM FIRE HYDRANTS IN THE CITY OF WORTHINGTON

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 WPU 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 J.)

If you have any questions, please contact WPU.

EXHIBIT J

