

NEW WATER CONNECTION PROCEDURES FOR LEE TOWNSHIP RESIDENTS

WATER DISTRICT NO. 1 of MIDLAND COUNTY

**Office Location:
246 E. Price Rd.
Midland, MI 48642**

**Mailing Address:
PO Box 320
Sanford, MI 48657-0320**

**Lee Township Contact Number
Telephone (989) 832-2874
Treasurer**

PERMIT VALID FOR CONSTRUCTION PHASE

Revised 07-10-2017

"This institution is an equal opportunity provider and employer"

Water District No. 1 customers receive quality potable water which originates from Lake Huron, approximately one mile off shore from White Stone Point. The intake is at a depth of fifty feet. The water is sold to the City of Midland by the Saginaw-Midland Water Supply Company. The City of Midland Water Department treats and distributes the water. Water District No. 1 of Midland County buys treated water from the City of Midland Water Department and currently distributes the water to customers in the townships of Edenville, Hope, Jerome, Lee and Lincoln and the Village of Sanford.

Water service consists of delivering quality water to the customer's home or business. Water mains are buried underground at the edge of the street or road. A pipe called a service line installed by the customer carries water from the water main in to the home or business. Water is sold by volume and is measured by a water meter which is located in the home or business. All installations are equipped with a curb stop that is located between the water main and the service line. This valve is located in a round container called a curb box which will be on or near the property line. The curb stop is to be used by Water District personnel **only**.

STEPS TO GETTING NEW WATER SERVICE

- I. OBTAIN SIGNED "AUTHORIZATION LETTER" AND BOOKLET FROM LEE TOWNSHIP TREASURER (989) 832-2874

- II. OBTAIN PLUMBING/WATER SERVICE PERMIT
Lee township residents need to obtain a plumbing/water service permit through the Township Code Authority of Midland County, contact phone # 837-6521.
A COPY OF THIS PERMIT WILL BE NECESSARY TO PURCHASE YOUR WATER CONNECTION PERMIT FROM WATER DISTRICT #1.

- III. OBTAIN WATER CONNECTION PERMIT
Permits must be purchased from:

WATER DISTRICT No. 1 OF MIDLAND COUNTY
246 E. PRICE RD.
MIDLAND, MI 48642
Phone: (989) 687-2709
Fax: (989) 687-9145

OFFICE HOURS: Monday -Friday
8:00 a.m. to 12:00 noon &
1:00 p.m. to 5:00 p.m.

The following will be required to obtain a water connection permit:

1. Copy of the plumbing/water service permit from the Township Code Authority.
2. A copy of the legal description of the property & parcel code number (tax bill will serve)
3. The distance from the building to be served to the road right-of-way.
4. The number and type of plumbing fixtures to be served, such as: 1 bath tub, 1 kitchen sink, 3 outside faucets, 1 toilet, 1 lavatory, 1 washer, 1 dishwasher, or lawn sprinkler system.
5. Cash or check to cover payment for the water connection permit.

Permit Fees for average homes, 500' or less from road right-of-way where a tap exists already:

1" Connection with 5/8" x 3/4" standard meter: 610.00 Water District permit fee
800.00 City of Midland Capital fee
\$ 1,410.00 Total

***Additional Costs Apply for Larger Service Lines or Meters.
Size of Lines and Meters Determined by Water District.
All Fees Subject to Change.
All Fees are Non-Refundable.***

LARGER CONNECTIONS ARE HANDLED ON AN INDIVIDUAL BASIS: PERMIT FEE PLUS CITY OF MIDLAND CAPITAL FEE AND ADDITIONAL TIME AND MATERIALS.

III. INSTALL WATER SERVICE LINE:

A. Who May Install the Service Line

1. The service line may be installed by the property owner personally, or, he may contract to have it installed. This must be inspected and approved by the Township Code Authority before it is backfilled.

B. Service Line

1. The water service line from the right-of-way to the building will be installed by the property owner. No permanent service line shall be installed which will parallel a public or private road within, or adjacent to, the road easement or right-of-way.
2. All new material must be used from the water main up to the meter. The service pipe must be either Type K copper or polyethylene which is a minimum of 160 psi, ASTM D 2239 (SIDR7 must be marked on tubing). Where ground contamination is suspected Type K copper will be required. All pipe except copper tube must be standard iron pipe size.
3. The service line must be a minimum of five (5) feet deep and, six feet deep under driveways or paving. There should be a minimum number of joints in the service line.

Point of termination at road will be at least five (5) feet from driveway edge.

Polyethylene service line should be snaked in the trench to allow for the high amount of expansion and contraction of this material. Joints in polyethylene must be approved brass compression fittings or professionally fused. Plastic inserts with steel bands are not allowed. All joints before the meter shall be mechanical joints only.

Lee Township contractor putting in the water main will set the curb stop. It is the homeowner's responsibility to tie in the private service line to the curb stop. Any leaks at the curb stop are the homeowner's responsibility for one year after tie in. After that year only the homeowner's side is homeowner's responsibility. Proper depth of curb box must be maintained for grade adjustment. Movement of curb box during tie in may cause water to turn on, **verify off after tie in.**

Notify **Miss Dig 1-800-482-7171** to locate the utilities before beginning excavation. Usually at least three (3) day notice is required. Location of service line shall be such as to allow 10 feet separation from any sewage disposal facility.

C. Service Line Inspection

The service line and connection to the curb stop must be inspected and approved in the trench by the Township Code Authority before it is backfilled. The fitting for this connection is provided by Water District #1. Lee Township residents must schedule with the Township Code Authority. Water District #1 will NOT supply water without approval documents from the Code Authority.

IV. INSTALLING METER YOKE

A. Location & Installation

The meter must be located inside, within five (5) feet of where the service line becomes exposed after entering the building. The meter must be accessible for maintenance by the Water District's service personnel. It shall not be located in a crawl space, garage, behind paneling or under stair steps. It is the owner's responsibility to keep the meter from freezing. An outside transmitter will be installed so that the meter can be read from outside the building. At the time the meter is installed, it may be necessary for the Water District to run a small wire from the water meter to the transmitter.

A meter yoke will be supplied by the Water District with the water connection permit. This yoke is to be installed where the meter is to be located. The yoke must be positioned so that the meter sits in a horizontal position (see attached diagram). The owner is to furnish two (2) brass valves – gate or ball. One valve is to be installed just above the yoke and the other is to be installed just below the yoke directly connecting to the service line. No additional valves are permitted before the meter yoke. All brass materials from service line to the top valve shall be mechanical joints only.

B. Inside Inspection

After the service line has been installed to the curb box, and, after the meter yoke has been set, arrange an inside inspection with the Township Code Authority at 837-6521 and Water District #1 at 687-2709. Meter installation and water turn-on will NOT be done without approval documents from the Code Authority.

In addition, the building plumbing must meet the following plumbing requirements before final approval:

1. Anti-siphon valves on all water closets (toilets). Relocation of all faucets presently located below the flood level of the fixture served. Vacuum breakers may be installed in lieu of relocating faucets, if the vacuum breaker is located above top rim of fixture.
2. Install vacuum breakers to all swimming pools, underground sprinkling systems, farm systems and other similar locations.
3. Eliminate all cross connections (physically disconnect) between wells and other private water systems, and Water District No. 1 systems.

4. Electrical service grounding shall be reviewed if it is currently connected to cold water piping and a new plastic water line is installed. Homeowner is responsible to have a qualified electrician verify that there is proper grounding.
5. No drain cocks or valves on underground lines are permitted.
6. No cross connection – wells can remain being used for outside faucets as long as they are separated from the city water system.
7. A pressure and temperature relief valve must be installed in the top of all water heaters. The pressure relief is to be set at 125 pounds per square inch, and, the temperature relief valve is to be set at 210 F.
8. Yard hydrants must be ASSE 1057.

C. Meter Installation and Water Turn On

Meter installation and water turn-on is scheduled only after the Code Authority verifies disconnect and above requirements have been met. Meter installation and water turn-on is scheduled in conjunction with the inside inspection. Water will not be turned on until the water main is accepted by Water District #1.

D. Back Flow Prevention

In order to protect the quality of the water system, no source of water is allowed to be connected to any part of the plumbing served by Water District No. 1 water. Existing well pumps must be disconnected from the building plumbing. Hot water heating boilers must be equipped with an approved back flow prevention device.

V. CHARGES FOR WATER SERVICE

Charges for water service are based upon the number of thousand gallons that pass through the meter in a billing period and a Readiness to Serve fee based on meter size. Other township fees may apply.

Water bills are sent to each customer four times a year, near the middle of the months of **February, May, August and November** and are due the third Monday of the following month (March, June, Sept & Dec).

In order to prepare the water bills, each water meter is read four times a year approximately two weeks before the bills are prepared. All water meters are located inside buildings, and are equipped with a radio transmitter on the outside of the building. The transmitter is connected to the water meter through a low voltage wire.

CURRENT FEES FOR SERVICES:

Ready to Serve Fees:

5/8" meter	\$ 16.75/quarter
1" meter	\$ 18.43/quarter
1.5" meter	\$ 30.15/quarter
2" meter	\$ 48.58/quarter
3" meter	\$184.25/quarter

Ready to Serve Fees for Multi-Unit Factor:

Number of units x \$16.75
(ex: Mobile Home Parks, Strip Mall, Apartments, Duplexes, etc.)

Local Unit Fees (Determined By Your Township Board)

Lee Township Quarterly Local Unit Fee: \$55.00
Multi-Unit Factor applies: Number of Units x Established Fee

Local Unit Fees for Multi-Unit Factor:

Number of units X Local Unit Fee
(ex: Mobile Home Parks, Strip Mall, Apartments, Duplexes, etc.)

Water Usage Rate:

\$4.20 per thousand gallons

Charges for Special Billings:

Water Shut-off	\$ 25.00
Water Turn-on	\$ 25.00
Service Call	\$ 25.00 plus T & M
Water Shut-off/Turned-on <i>after</i> business hours:	\$50/hour (portal to portal)
NSF Checks	\$ 25.00

METHOD OF PAYMENT

Payments may be paid at:

- Water District #1 Office
- Drop-box on Water District #1 fence (after hours / no cash, please)
- Sanford Chemical Bank *Sanford only (no service charge)*
- Auto-draft is available – payment can be taken from customer’s checking or savings account (please see Water District staff)

WATER DISTRICT BOARD MEETINGS ARE HELD THE 3rd WEDNESDAY OF EACH MONTH at 7:00 p.m., at the Jerome Twp. Hall, 737 W. Beamish Rd., Sanford, MI 48657.

OWNER ACKNOWLEDGEMENT AND AGREEMENT

I, _____, the property owner or authorized representative of the property owner of Parcel # _____, located at street address _____ hereby acknowledge receipt of **Connection Procedures for Lee Township Residents Water District**, and agree to comply with the requirements as set forth in that *Booklet*.

I understand that **FAILURE** to follow the requirements outlined in the **Booklet** could delay my water connection or jeopardize the ability of Water District No. 1 to supply water to my property.

Owner Signed: _____, Date: _____

Township Official: _____, Date: _____

(After signing, copy of this page to be kept on file at Township Office.)