



# COMMISSION POLICY

## Water Hydrant Use

Category: <b>Water</b>	Subcategory: <b>General</b>	Policy Number: <b>5.1.002</b>
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### 1.0 INTRODUCTION

This Grand Rapids Public Utilities Commission (GRPUC) policy was developed to be used by Grand Rapids Public Utilities (GRPU) personnel to provide each customer the greatest practicable latitude in the use of service consistent with reliable, economical and safe service to all customers. The Grand Rapids Public Utilities Commission Water System Policy is on file at the Grand Rapids Public Utilities office, 500 SE 4th Street, Grand Rapids, MN 55744, Telephone: 218-326-7024, Fax: 218-326-7499, TDD: 218-326-7487. Copies are obtainable by any customer upon request made in person, telephone, or by mail at the GRPU office. The result of using this policy should be consistent, logical and fair treatment of GRPU customers in regard to water issues.

### 2.0 POLICY

This policy shall establish that no person other than GRPU employees and fire-fighting personnel shall operate any GRPU water hydrant without signing a *Water Hydrant Use Agreement*. See the Municipal Code for applicable civil penalties.

Water usage from a water hydrant without approval and a signed GRPU issued hydrant meter is considered theft. To legally use water from a hydrant, a resident, business or contractor must enter into a *Water Hydrant Use Agreement* and obtain a water hydrant meter and hydrant wrench from GRPU. The use of pipe wrenches is strictly prohibited.

Two water hydrant meter size options are available, 1-inch and 3-inch. The 1-inch hydrant meter is designed for smaller applications where a garden hose can be utilized to deliver the water.

The volume of water taken from a water hydrant must be accurately measured, recorded and reported to the satisfaction of the GRPU. This will be accomplished using the GRPU-issued meter and meter node that will automatically record and report the water usage.

Customers must submit the *Water Hydrant Use Agreement* at least 72 hours prior to needing the hydrant meter. The customer is responsible for proper care and use of all GRPU-issued hydrant meter equipment.

At the time of use, the water hydrant shall be opened slowly and completely when in use. If flow is to be regulated, it must be completed by installing a valve between the water hydrant and the point of delivery. Customers may not attempt to regulate the flow of water by partially opening or partially closing the water hydrant. If additional valves are used, they are to be opened and closed slowly.

The customer must ensure that an air gap is maintained while water is transferred into their holding tank to positively prevent back-siphoning of water into the distribution system. If an air gap cannot

be achieved, the customer must supply their own air gap device, such as a backflow preventer valve.

Billing for water hydrant use will be on a monthly basis. The GRPU *Water and Sewer Ancillary Charges* schedule lists the *Water Hydrant Use Agreement* fee. Monthly customer meter charges and commodity charges are listed in the GRPU *City Water Service Rate Schedule Policy*. The monthly customer meter charge will be based on the size of meter requested and provided, regardless of reduction by the customer. The commodity charges will be based on the City Commercial rates. The Customer will be billed the monthly meter charge, regardless of whether the meter has usage, until the meter is returned.

If the water hydrant meter is not returned within five working days after the expiration of the *Water Hydrant Use Agreement*, an additional late return fee may be charged.

Customers must keep a signed *Water Hydrant Use Agreement* in the water hauling vehicle or on the job site for examination at all times by any GRPU employee.

GRPU reserves the right to limit use of specific hydrants and to suspend or restrict use during periods subject to drought, freezing temperatures, other critical conditions, or emergency situations.

GRPU shall have the authority to refuse to offer a *Water Hydrant Use Agreement* to any customer who has a demonstrated history of theft of water, non-payment of utility services, or improper hydrant use.

Any damage done to the water hydrant, meter, node, valves, valve boxes, or water main or any other component of the water distribution system, as a result of applicants usage will be repaired by GRPU (with its own or hired contractor). The cost of such repair will be billed to the party or parties responsible for the damage.

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Tom Stanley  
GRPUC President

Luke Francisco  
GRPUC Secretary

**POLICY HISTORY:**

Adopted: \_\_\_\_\_

Revised: