

**Bloomington Township Public  
Water District**

User Information Packet

**Water Service**

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## BLOOMINGTON TOWNSHIP PUBLIC WATER DISTRICT

I WATER SERVICE CONNECTIONS

General Information: Water service will be furnished only to users who have filed an application with the Water District and who have paid the appropriate fees.

Water rates as shown in the latest revision of Ordinance 11 shall begin as soon as water service has been made available to the user. First and subsequent payments shall be made at the end of each monthly billing period, even though the user may not be occupying the premises and/or using water. Where service is not yet available (water main still being installed, etc.) the Water District will notify all users in advance of the date water service will be available and connection to the system will be permitted.

The Water District shall own and maintain the complete water system including water mains and water service lines to water meter pits or water shut off valves. The Water District shall also own and maintain a meter and appurtenances including a shut off valve all to be located inside a water meter pit.

The water meter pits or water shut off valves will be located at or near the users' property line or on the users' property as required by the Water District.

Water Meter Installed Inside the Users' Premises: At the District's discretion, the water meter may be located inside the users' premises. A remote read device shall then be installed with the water meter. A separate water shut off valve shall be installed at or near the users' property line at an accessible location. The water meter must be located in an accessible location and must be protected from all physical damage including freezing.

The District reserves the right to inspect all meters and remote read devices for billing and maintenance purposes.

New Water Service Installation: The user is responsible for installation and maintenance of service lines between the meter pit (or water shut off valve) and the residence to be served. Service lines must be at least 1 inch diameter and be installed at a minimum depth of 4 feet. If the length of the service line to be installed by the user exceeds approximately 100 feet, a larger diameter service pipe may be recommended. Unusual conditions may require a larger diameter service line.

The following items should be considered by the user when deciding on a location for the water service line (between residence and the water meter pit or shut off valve) which in turn will establish the best location for the meter pit or shut off valve.

1. Determine the shortest route between the water meter pit or shut off valve and the residence to be served. Minimize bends and turns as much as practical. Consideration should be given to the protection of bushes, trees, driveways, etc.
2. Water mains and water service lines shall be separated from septic tanks disposal fields and seepage beds by a minimum of 75 feet.
3. A 15' minimum separation is (10 Ft. required) recommended between sewer drains and water lines.

4. Determine a workable point of connection to existing plumbing inside the residence. When revising interior plumbing, make sure there will be no chance of a “cross connection” to an existing source of water supply. All fixtures, including hose bibs, must be served through the water meter.

Information pertaining to various types of pipe materials to be used for water service lines is detailed on Attachment A. Consult with the pipe manufacturer’s instructions or follow a licensed plumber’s recommendations to ensure the use of correct pipe fittings and proper installation procedures. **YOU OR YOUR CONTRACTOR SHALL SUBMIT PLANS TO WATER DISTRICT FOR REVIEW PRIOR TO CONSTRUCTION.**

Inspection by the Water District: After the water service line to the users’ residence is installed and all plumbing connections are complete, the user shall contact the Water District for an inspection.

The Water District representative will then check the installation including a check for possible “cross connections”. If the installation appears satisfactory, the representative will then furnish the water meter thereby providing water service to the user. All service lines should be thoroughly flushed out by the user before water is used for human consumption.

Specified Use of Water: No user can resell or permit the resale of water furnished from the Water District.

If more than one family unit is located upon the premises, a separate water service including a meter will be required and installed for each family unit.

## II CROSS CONNECTIONS

General Information: The Illinois State Plumbing Code defines a “cross connection” as follows:

A “cross connection” is any physical connection or arrangement between two otherwise separate piping (water supply) systems one of which contains potable water (Bloomington Township Public Water District) and another system or supply of unknown or questionable safety, whereby water may flow from one system to the other, the direction of flow depending on the pressure differential between the two piping (water supply) systems.

The Illinois Environmental Protection Agency and Water District Ordinances prohibit “cross connections” between the Water District and any other sources of water supply WITHOUT EXCEPTION. In order to safeguard the health and welfare of all users of the Water District, any individual user found with or suspected of having a “cross connection” upon his residence will be disconnected immediately at the point of connection to the Water District (water meter pit or shut off valve) until the “cross connection” is eliminated to the satisfaction of the Water District.

Examples of “Cross Connection”: Two of the most common types of “cross connection” can be described as follows:

1. Any direct piped connection between the Water District supply and a well water or cistern supply system is considered a “cross connection”. Valves separating

the two systems still constitute a “cross connection”. There can be no pipe connections between the Water District supply and any other source of water supply without exception.

2. The connection of both the Water District supply and a water supply from another source to the same plumbing fixture is considered, a “cross connection”. Plumbing fixtures (water closets, sinks, tanks, showers, hose bibs, etc.) can be connected to another source of supply at the users option as long as the same plumbing fixture is not connected in any way with the Water District supply.

In both of the above cases, with a reduction in water pressure in the Water District system due to a main break, etc., it would be possible for water from a questionable source to flow back into the Water District system thereby causing a possible contamination of that system.

If there is any question as to whether a “cross connection” exists, do not hesitate to contact your plumber or a representative of the Water District for assistance. The representative from the Water District will be available to check for “cross connections” when connection is made to the Water District supply. In order to provide a safe water supply to all users, it is imperative that all possible sources of contamination and/or “cross connections” be eliminated.

### **III PROCEDURES FOR READING WATER METERS AND BILLING INFORMATION**

General Information: Water meters that are located at or near the property line are housed inside a protective meter pit with metal cover containing a lockable access panel.

The meter pit must be kept closed and locked at all times to prevent freezing and other possible damage to the water meter and piping inside. Only authorized representatives of the District are permitted access to the meter pits.

Opened or damaged meter pits should be reported to the District Manager as soon as possible to avoid a possible disruption of water service.

Reading Meters: All meters shall be read, by the District Representative between the 18<sup>th</sup> and 22<sup>nd</sup> of each month. If for any reason the meter cannot be read, the monthly billing shall be estimated by the District. Additional readings will be made whenever a water user is going to move, or if the water usage appears abnormal.

Where meters are located inside users’ premises, the monthly readings will be taken from the remote read devices. The District reserves the right to read the meters directly as required. If a discrepancy exists between the reading on the water meter and the remote read device, the reading on the water meter shall be considered as the correct reading for billing purposes.

Payment for Water Service: Water bills for the preceding month will be mailed to the user within a few days of meters being read. Billing shall be determined in accordance with the rate schedule as outlined in Ordinance No. 11. All bills are due and payable by the 15<sup>th</sup> of the following month.

Checks should be made payable to the Bloomington Township Public Water District. They may be mailed to:

Bloomington Township Public Water District  
P.O. Box 1291  
Bloomington, IL 61702-1291

OR

Dropped off at the BTPWD office at 1717 R.T. Dunn Dr., Suite C, Bloomington, IL 61701.  
There is a drop box at the office for your convenience.

Payments may also be paid:

- on line through the BTPWD website at [btpwd.org](http://btpwd.org)
- on line through your financial institution
- via ACH auto pay

Penalties for Late Payment: A penalty of 10% shall be added to all bills not paid and payment received by the BTPWD on or before the 15<sup>th</sup> of each month on the outstanding balance. Late payment charges for the preceding month will be added to the subsequent monthly bill to the user.

If any bill remains unpaid for 60 days as of the 16<sup>th</sup> of the month, a shut off notice will be mailed. The shutoff letter will specify the date payment in full is due and the date the water supply to the property will be shut off.

The water supply to the property affected will be shut off by the Water District and the service will not be restored until the delinquency and penalty are paid in full. In addition, a \$50.00 service fee will be added to cover the cost of restoring service. Bills remaining unpaid 60 days after rendition shall constitute a lien upon the real estate to which the service has been rendered. The Water District Secretary is authorized to file a notice of such lien in the office of the Recorder, McLean County, Illinois, and to pursue any legal action required to collect the delinquent charges.

Changes in Occupancy: Users requesting termination of service shall give written notice to the Water District ten (10) days prior to the time such termination is desired. The meter will then be read by the Water District where upon the user's last bill will be determined. Responsibility for payment for water consumed prior to the date of termination shall be with the property owners as well as the user. There is a \$25.00 charge for transferring the water service to the subsequent user.

BLOOMINGTON TOWNSHIP PUBLIC WATER DISTRICT

**ATTACHMENT A**

**PERMITTED PIPE MATERIALS FOR NEW WATER SERVICE LINES**

1. Polyethylene (PE 3406) copper tube size (C.T.S.) 1" Minimum with tracer wire

Working Pressure = SDR 9, Minimum 200 lb. per square inch @ 73.4° F.

ASTM Specification = D2737

Type of Connection = Compression Type

2. Soft Temper Copper Water Tube – Type K 1" Minimum  
Type of Connection = Cold Flare or Compression Type

For installation requiring service pipe 2" or larger, PVC pipe is recommended.

Working Pressure = 200 lb. per square inch @ 73.4° F.

General Specification = SDR-21 Type 1, Grade 1 with a hydrostatic design  
item of 2000 psi for water @ 73.4° F.

ASTM Specification = 2241 (SDR-PR)

Type of Connection = Rubber Gasket Joints

Note: If there is any question concerning pipe specifications, proper fittings to be used in installation, construction etc., consult the pipe manufacturer's instructions, a licensed plumber or the Water District Manager.