

## **Hydrant Use Policy**

### **General**

Hydrants and flushing assemblies are parts of Public Water Supply District #2 of St. Charles County's (District's) water distribution system for the purposes of fire protection and water main flushing. At the discretion of the District, these devices may be used for other purposes. To protect the operability of these devices as well as the health and welfare of the public, the District maintains them and closely monitors their use. Therefore, hydrants and flushing assemblies shall only be operated by District personnel, fire protection departments or districts, and persons or companies granted a temporary permit to operate hydrants and flushing assemblies in accordance with the regulations of the District. The operation of any hydrant or flushing assembly by any unauthorized person(s) or company may result in the levy of penalties defined in this policy and shall be subject to prosecution by the District.

Persons or companies authorized to use and operate hydrants shall pay all appropriate fees in advance of any and all intended uses. The authorized hydrant user shall provide all equipment necessary for hydrant use including hoses, control valves, approved backflow prevention device(s), plus any other equipment deemed necessary by the District for the safe and proper operation of the hydrant and/or flushing assembly and for the protection of the public. Backflow prevention devices shall be constructed, installed, operated and certified annually as required by the Missouri Department of Natural Resources and the District.

The District reserves the right to deny any person, persons, company, companies or any other entity any request for hydrant or flushing assembly use for any reason the District believes necessary to protect the property and/or best interests of the District. In times of high customer water demand, the District may deny or otherwise restrict the use of any or all hydrants and flushing assemblies in order to better serve the District's permanently connected customers.

The District reserves the right to waive or reduce hydrant use fees and water use charges for improvements or for construction projects and extensions to the District's system directly awarded and/or paid for by the District. Contractors on those projects are required to acquire the appropriate permit before using any hydrant even when no fee is required.

### **Proper Hydrant Use**

1. Do not use hydrants when the temperature is below 32 degrees F.
2. Attach permit band/tag to hydrant.
3. Attach all required equipment as shown on the attached drawing.
4. Never attach a pump to a hydrant (other than for fire fighting purposes).
5. Use only standard hydrant wrenches. Do not use a pipe wrench.
6. Open and close the hydrant very slowly. Do not apply excessive force to the hydrant wrench to open or close the hydrant.

7. Open the hydrant counterclockwise (left) and as far as possible so that the hydrant is fully open.
8. Keep the hydrant fully open and throttle the flow of water by using a gate valve.
9. Shut off the hydrant completely so that the barrel drains after each use.
10. Remove hoses prior to leaving the job for the day.
11. Replace all hydrant caps.
12. Questions and problems should be directed to the District office at 636-561-3737.

### **Penalties**

Any user, person, firm, customer, corporation, partnership, etc. found to be in violation of any provision of these rules and regulations or who fails to comply with any of the requirements stated herein shall be subject to an administrative charge of \$250 for the first violation, \$500 per subsequent occurrence and/or imprisonment as the State and/or County law provides. Each day shall count as a separate occurrence. In addition, tampering with a public water system facility or threatening to tamper with public drinking water is a federal crime. Anyone caught doing so may be fined, imprisoned or both in accordance with federal law (US Code Title 42, Section 300i).

The District also reserves the right, in addition to the above penalties, to discontinue water and/or sewer service to the buildings and/or premises in violation of the requirements, rules and regulations herein. The District absolves itself of any claims of liability for damages incurred as a result of discontinuance of service. Any such liability or damages resulting from the discontinuance of water and/or sewer service is the responsibility of the customer, user, owner, etc.

Water and/or sewer service shall not be restored until the violations have been corrected and eliminated to the satisfaction of the District and once service has been disconnected, all charges, fines, court costs and permit fees must be paid prior to the restoration of service.

Nothing contained herein shall prevent the District from taking other lawful actions as necessary to protect the health and safety of the public and/or to prevent damage to the District's water and/or sewer systems and facilities, including obtaining court orders in law or equity. Should the District go to court in law or equity against any one or more customers, users owner or owners, then such customer, user or owner, owners or customers shall pay for all costs thereof, including attorney's fees.

### **Hydrant Use Permits**

*General Use Permits* – General use permits allow the use of hydrants for the following purposes only: washing streets, watering newly laid sod, jetting backfilled trenches, bricklaying, new construction of swimming pools and/or replacement of swimming pool liners, boring/tunneling and filling tanker trucks. Other uses, including filling of existing swimming pools, ponds or lakes, are prohibited. Special uses that are not listed here will be considered on a case-by-case basis. In any event the District reserves the right to restrict hydrant use or deny hydrant use as they deem to be in their best interest.

Hydrant users must apply for a hydrant permit band/tag from the District Office (located at 100 Water Drive, O'Fallon, MO 63368) for a specifically identified hydrant, and put the band/tag on the hydrant prior to use. A completed hydrant use permit application, identification of the purchaser and a current backflow certification letter must be submitted to the District accompanied by the daily (\$50) per hydrant or weekly (\$150) per hydrant use fee. Swimming pool installations will be charged a (\$100) hydrant fee. The District will accept payments in cash, check, and cashier's check. Permit fees are non-refundable. At the time of purchase, the District will mark the band/tag with the hydrant location and an expiration date and note whether the band allows daily or weekly use. If hydrant use is to begin more than 48 hours beyond the time of purchase, the user must call the District's office so that the District may approve or disallow the use of the hydrant based upon that day's operation of the distribution system.

All hydrant users shall note that any use of any hydrant that does not have the proper band/tag will be considered a violation of the District's policy regardless of whether or not a permit has been purchased.

*Farm Use* – Due to the potential hazards associated with farming chemicals and in the interest of Homeland Security, farmers who wish to purchase water must first call the District and use a connection provided by the District that includes a meter and an air gap or other approved backflow prevention device. Fees for this use are the cost of water at the District's current standard rate plus an annual fee of \$100.

### **Expiration of Permit**

A District representative will inspect hydrants after permitted uses and remove the bands/tags. If a hydrant, after a permitted or non-permitted use, is found to be damaged by improper use, the user shall be responsible for any and all costs, direct and indirect, related to the repair of the hydrant, including the cost of water loss from said necessary repairs.

### **Procedure for Handling Violations**

If a District representative discovers someone using a hydrant incorrectly or without authorization, they are to record the time, date, violator's name, violator's address and phone number, and location of the incident. That information will be brought to the office for follow-up with the violator.

### **Contact Information**

Information regarding this hydrant use policy is available at the Water District Office, 100 Water Drive in O'Fallon, Missouri, 63368. The office is open from 8:00 AM - 4:30 PM Monday through Friday.