



CITY OF HENDERSON HYDRANT METER OPERATIONAL PROCEDURES AND CONDITIONS

Fire Hydrant & Hydrant Meter Assembly Operational Procedure and Conditions

The assigned hydrant and meter assembly is the responsibility of the applicant. The applicant is responsible for payment of all charges, to include damages and or liability and is due by the due date and is subject to late fees.

The applicant will be in compliance with all permits, licensing and or special conditions or restrictions as specified in the Henderson Municipal Code. **The temporary hydrant meter assembly is not to be used for domestic or landscape/irrigation service per Henderson Municipal Code, Title 14.03.020.G.**

All new hydrants will have had an approved health sample taken and approved by Public Works Quality Control prior to the setting of the hydrant meter assembly.

A pre-meter set and post-meter pull inspection will be performed on the hydrant and meter assembly to assure that the hydrant is functioning properly for fire protection. The applicant will be notified of any problems that would prevent the hydrant meter from being set at the requested location. All final meter set assembly locations are subject to approval by the Department of Utility Services. The applicant may be held responsible for payment of repairs to the hydrant and/or meter assembly found after the initial meter assembly set or post meter pull inspection. This is to ensure that any damages identified after and during the initial set and usage period are billed to the proper party. Note: billings may exceed deposit received in some instances.

The applicant is responsible for obtaining an approved barricade plan from Public Works, where service locations may impede the natural flow of traffic. Barricades must be provided in areas where public access is impeded (i.e., sidewalks, walkways, etc.) or as determined by the City of Henderson.

Hydrant/Spanner wrenches are to be used to operate any hydrant. Any damage and repair costs to the hydrant operating nut due to the use of a pipe wrench will be billed to the applicant.

The hydrant operating nut should only be turned twice per work shift, once at the beginning and once at the end. No Hydrant should be left under pressure when the user of the hydrant meter has left the jobsite.

The hydrant main valve should be in the fully open or fully closed position. Controlling the amount of flow from the hydrant is to be done with the valve provided with the meter assembly.

Ensure all connections (to include but not limited to hoses, valves, water tanks, trucks, etc.) are water tight and are not allowing water to drip from the meter assembly and result in wasting of water. All hoses are to be free of defects that could result in the wasting of water. Failure of the user to monitor either of these conditions may result in citation and fines. Hoses attached to the meter assembly are not permitted to cross roadways unless prior approval is given by the Department of Utility Services.

No modifications are to be made to the meter set assembly unless beyond the globe/gate valve. All changes in location of the meter set assembly must be requested through Customer Services and are subject to additional charges.

Remember - disconnect the hose prior to pulling away with the water truck. Failure to do so could result in damage and repairs costs to the temporary hydrant meter.

If you have concerns of unauthorized use you can use a chain to lock the valve on the meter assembly. All chains, locks and hoses are to be removed prior to requesting the meter assembly be removed from the hydrant. No responsibility is taken for personal equipment that is left at the jobsite when the meter assembly is removed.

***Only City of Henderson employees are allowed to set, remove, and repair city-owned hydrant meters.**

HYDRANT INFORMATION

In the City of Henderson there are both "private" and "public" fire hydrants. In addition to fire department usage, fire hydrants are used by residential and commercial customers for construction-related purposes such as dust control or grading.

Private fire hydrants are privately maintained and are painted red. Hydrant meters are not installed on private fire hydrants.

City-maintained public fire hydrants are painted yellow and, like the private hydrants, must pass stringent city codes and inspections, involving water quality and pressure, before they can be utilized.

The hydrant installer, usually an underground construction company, is provided a number to stencil paint on the hydrant after the hydrant has been certified by the city. **The number on the public hydrant will typically display as 000-000.**

The typical hydrant has three ports for water supply, located on the side of the hydrant barrel. The larger port, which is typically a 4" connection, is called the steamer port. It is used by the fire department to fight fires. The two smaller ports are typically 2 ½" ports and are used for connecting a hydrant meter.

Prior to a hydrant meter being set by the City, the customer must provide, and have ready, an approved backflow prevention device consisting of either:

- An air gap, which must be 2 times the diameter of the fill pipe. (An automatic flow control float valve to a tank or water truck is not a substitute for an air gap.)
- A reduced pressure principle backflow assembly (RPPA), which must be tested by an authorized tester at the expense of the permitted customer immediately after the hydrant meter is set and every 6 months thereafter for the duration of the permit. Each test certificate must be submitted to the City.
- Any person who fails or refuses to comply with any of the provisions for backflow prevention shall be deemed to be in violation of Title 14 of the Henderson Municipal Code and shall be subject to discontinuance of service, subject to any penalties and charges assessed in accordance with this title and/or Department Service Rules, and subject to all compliance procedures as proscribed within this title. Once the above requirements are met and the hydrant meter is attached by the city, a customer can then attach a hose for construction purposes.

The added hose will usually be a 2 ½" fire hose, or smaller when attached to an adapter. An adapter, added to the male-threaded fitting at the end of the meter, can reduce the hose even down to a garden hose connection.

BILLING INFORMATION

HYDRANT METER SET FEE: \$50.00

This fee applies to each hydrant meter set at a location. If a meter needs to be relocated, the existing account will be closed and a new account (including account number, deposit fee, and set fee) will be established. If two meters are needed on the same hydrant, two set fees (\$100.00 total) will be charged.

HYDRANT METER DEPOSIT: \$500.00

This refundable deposit is for **each** hydrant meter. The deposit for two meters on one hydrant is \$2,000.00. Hydrant meters are to be in the same condition when pulled as when set. Applicable charges will be assessed if hydrant meter is damaged. The deposit is applied to the final bill. **Deposits cannot be held for future hydrant meter use.**

MONTHLY SERVICE CHARGE: \$394.23 (\$146.85-COH Charge & \$247.38-SNWA)

This is for a standard 3" size meter, based on a 30-day billing.

USAGE CHARGE:

- 1st Tier: \$1.46 per 1,000 gallons for the first 7,000 gallons per day,
- 2nd Tier: \$2.14 per 1,000 gallons for the next 33,833 gallons per day,
- 3rd Tier: \$2.89 per 1,000 gallons for the next 65,833 gallons per day,
- 4th Tier: \$4.20 per 1,000 gallons for usage over 106,666 gallons per day

DAMAGED, LOST, OR STOLEN METER: Charged at Current Replacement Value. This fee will be assessed if a hydrant meter is damaged, lost, or stolen.

PAYMENT OF ACCOUNTS

Failure to keep account current may result in service interruption and posting of applicable fees.

For questions or more information, you may contact:

Department of Utility Services
Lobby and Specialty Services
(702) 267-5900, #7