

RESOLUTION NO. R19-1062

A RESOLUTION TO ADOPT A METER POLICY FOR FIRE HYDRANTS

WHEREAS, the City of Stockbridge ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with being fiscally responsible concerning the use and expenditure of all public funds; and

WHEREAS, the City Council desires to establish a policy regarding the usage and metering of fire hydrants;

THEREFORE, THE CITY COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY RESOLVES:

SECTION 1. Approval. The policy attached hereto as Exhibit A is hereby approved.

SECTION 2. Public Record. This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Stockbridge.

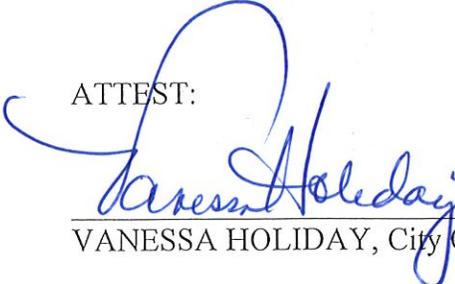
SECTION 3. Authorization of Execution. The Mayor or Mayor Pro Tem is hereby authorized to sign all documents necessary to effectuate this Resolution.

SECTION 4. Attestation. The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

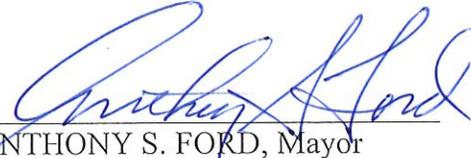
SECTION 5. Effective Date. This resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Stockbridge as provided in the City Charter.

SO REOLVED this 13th day of May, 2019.

ATTEST:



VANESSA HOLIDAY, City Clerk (SEAL)



ANTHONY S. FORD, Mayor

APPROVED AS TO FORM:



MICHAEL WILLIAMS, City Attorney

EXHIBIT A

FIRE HYDRANT METER POLICY



Fire Hydrant Meter Policy

Failure to comply with the regulations and procedures of this policy will result in the immediate suspension of hydrant meter privileges, forfeiture of the hydrant meter deposit and assessment of civil penalties

I. PURPOSE

To establish regulations and procedures regarding the usage and metering of water from public and private fire hydrants for the purchase of bulk water by any person(s) or commercial business.

II. GENERAL

All customers must complete a hydrant meter service application at the City of Stockbridge Utility Billing Office located at 4640 North Henry BLVD Stockbridge, GA 30281. Our hours of operation are Monday through Friday from 8:00 A.M. until 5:00 P.M. Hydrant meters will be set Monday through Friday, between the hours of 8:30 AM and 3:00 PM, except holidays. The application must be accompanied by a deposit per hydrant meter according to the published fee schedule. This deposit will be applied to the final bill. No cash will be accepted by the City for hydrant meter deposits.

The City of Stockbridge Water Department will determine which fire hydrants will be used before the hydrant meter assemblies are installed. Fire hydrants are to be flushed before the hydrant meter assembly is installed. The customer will need to be present when the hydrant meter assembly is installed to be given instructions on how to operate the assembly. The City of Stockbridge Water Department will turn the fire hydrant on when the hydrant meter is installed and the customer will then use the takeoff valve to get water when they need it. The customer will not need a hydrant wrench to use a hydrant meter. The customer will need to shut the takeoff valve off when the hydrant meter is not being used.

Only City of Stockbridge hydrant meters with approved backflow prevention devices provided by the City may be used to obtain bulk water from a fire hydrant in the City's service area. The use of any hydrant meter assembly other than those provided by the City of Stockbridge will be subject to the issuance of civil penalties. Customers must ensure that the hydrant meter assembly is registering usage and that no leaks are present. Any broken or leaking hydrant meter assembly shall be returned IMMEDIATELY to the City of Stockbridge for repair and/or replacement. Any leaking or broken fire hydrants shall be reported IMMEDIATELY.

At no time shall any hydrant meter/backflow assembly be disassembled or altered by anyone other than City of Stockbridge Water Department staff.

A chain or vinyl covered cable with a lock will be used to secure the hydrant meter assembly to the fire hydrant. An identification tag will be attached to the assembly to know what hydrant meter is assigned to that assembly.

III. HYDRANT METER RENTAL AND INSTALLATION

The rental of hydrant meter assemblies will include the rental of associated equipment for the customer's needs. Customer must provide the City with service address at the time of rental. The customer shall have sole responsibility and risk of loss for said meter and liability for any damages thereto. The customer is responsible for DAMAGES to HYDRANT and/or METER and should contact the City of Stockbridge immediately if the hydrant is damaged before or after use. Customers are responsible for the cost of all hydrant meter repairs or replacement of meter assembly and/or fire hydrant.

The customer will need to give the City of Stockbridge Water Department forty-eight (48) hours' notice to install the hydrant meter in the beginning. The customer will need to give the Water Department twenty-four (24) hours' notice to move the hydrant meter to another hydrant or remove the hydrant meter when they are finished. There will not be a charge to install the hydrant meter the first time, but there will be a fifty (\$50) fee every time a customer wants the hydrant meter moved or removed when they are finished with the hydrant meter. Hydrant meters will be installed, moved or removed by Water Department personnel only. The customer will be responsible for the hydrant meter until it is picked up.

The customer shall comply with all regulations and requirements regarding rental and use of meter. If the customer is found in violation of this policy, use of the hydrant meter will be SUSPENDED and the customer could be subject to a three-hundred (\$300.00) dollar fine.

IV. BILLING

1. Customers will be billed on a monthly cycle by the City of Stockbridge for all water usage according to the published fee schedule. The customer is responsible for providing the meter reading to the Utility Billing Department at (770) 389-7901, on the tenth (10th) day of the month. It is the responsibility of the customer to notify the Utility Billing Department when the meter is not registering and/or recording the water usage. If readings are not received by the tenth (10th) day of the month it will result in a ten (10%) penalty or loss of hydrant meter. Failure to report readings for two (2) consecutive months will result in a fifty (\$50) dollar per month penalty to be deducted from the deposit

at the end of the rental period. Continued failure to report meter readings in a timely manner for billing or accounts that are not paid in full will result in the loss of hydrant meter privileges, forfeiture of hydrant meter deposits and permanent closing of the hydrant meter account with the City. The customer agrees that the rates and fees in effect at the time the meter is returned shall be used to calculate the amount due from the meter rental and water consumption.

2. All commercial backflow assemblies must be tested yearly. Therefore, all hydrant meter rental units shall be returned to the City of Stockbridge Water Department for renewal of the hydrant meter account and for annual backflow testing. Each yearly rental must be renewed within the month of the original rental period.
3. Upon return of the hydrant meter assembly and associated equipment, deposits shall be refunded to the customer. The cost of repairs or replacement for the hydrant meter, backflow assembly and missing or damaged accessories will be deducted from the deposit prior to any refund being processed. Deposits shall be refunded to the customer within thirty (30) days, provided all of the following has occurred:
 - a. Hydrant meter assembly and associated equipment have been returned in good working condition, with no excessive wear or damage.
 - b. Customer has paid for any damaged and/or missing equipment.
 - c. All outstanding water usage and rental charges for the hydrant meter assembly have been paid in full by the customer.

V. **FEES**

- | | | |
|----|----------------------------|-----------------|
| 1. | Hydrant Meter Deposit | \$850.00 |
| 2. | Daily Hydrant Meter Rental | \$3.50 |
| 3. | Minimum Bill | \$50.00 |

VI. **WATER TRUCKS, TANKS, CONTAINERS, ETC.**

1. All water trucks, tanks, containers, etc. MUST be inspected by the Water Superintendent and/or their representative for potential cross connections before they are filled.

VII. WATER RESTRICTIONS

All hydrant meters may be subject to immediate recall/return in the event of the implementation of the Water Shortage Response Plan.

No meter shall be used unless the temperature is thirty-five (35°) degrees Fahrenheit or above and rising. When the temperature falls to thirty-five (35°) degrees Fahrenheit, the fire hydrant will be closed and the hydrant meter disconnected by City of Stockbridge Water Department staff. Both the fire hydrant and hydrant meter can be damaged if used when the temperature is below freezing.



Hydrant Meter Application

For the use of a fire hydrant meter to supply a temporary water service for construction use or other approved temporary uses, the undersigned agrees:

1. To pay the rate for water consumed plus a minimum charge of fifty (\$50) dollars. The meter reading will be the final means of assessment.
2. The meter and backflow device will be installed and removed **ONLY** by the City of Stockbridge Water Department. That the hydrant will be turned on and off by the same Department. The City provides the hydrant meter, backflow, shutoff and lock the meter to the hydrant.
3. An eight hundred and fifty (\$850.00) dollar deposit, per meter, will be held to cover the above costs and/or any damage to the city equipment. If damages are found upon inspection of the fire hydrant meter will be considered the responsibility of the undersigned.
4. Damages will be assessed for materials at the current price and labor at the average hourly rate plus benefits.
5. The cost of damages will be taken from the deposit and if in excess, the undersigned will be billed for the remainder.
6. In the case of an emergency, i.e. freezing weather or other necessity, the City may remove the hydrant meter without notice to the undersigned.

Name:	Title:
Company:	Signature:
Street Address:	
City, State:	
Phone Number:	Location:
Date Needed:	Time Needed:
Air Gap Being Used: (Circle One) Portable On Truck	
Other? (Please Explain)	
Approved By:	Date Approved:
Hydrant Location:	Subdivision:
Meter #:	Make:
Date Installed:	Date Removed:
Initial Reading:	Final Reading:
Total Water Consumed:	Invoice #:

Charge for use of a hydrant without permission or removal/tampering with backflow: 1st Offense - \$500.00; 2nd Offense - \$750.00; 3rd Offense - \$1,000.00.