

MARION WATER DEPARTMENT POLICY STATEMENT FOR BACKFLOW PREVENTION PROGRAM

Marion Water Department’s (MWD) Backflow Prevention Program protects the public water system from cross-connection contamination by requiring customers to test backflow devices upon installation, and annually thereafter, by a licensed technician to make sure the devices are functioning properly. MWD currently requires customers to comply with installing backflow protection devices on their plumbing systems. All costs associated with the installation, maintenance and testing of all backflow devices are the responsibility of the property owner. Backflow protection is required for, but not limited to:

- Commercial/Industrial/Multi-Family (i.e. apartment complex, multi-storied building): boilers, fire protection systems, irrigation systems, water tank truck filling station
- Residential: boilers, irrigation systems, water-driven sump pumps

MWD will notify property owners via mail when backflow testing is due. Up to three notices will be mailed (see *Customer Compliance Schedule*). Backflow prevention assemblies must be tested by a licensed tester and a copy of the inspection report must be completed and returned to MWD within 15 days of the test. If no action is taken, MWD will add fines and/or may disconnect water service until a backflow test can be scheduled, passed and certified by a licensed tester.

CUSTOMER COMPLIANCE SCHEDULE

The following schedule outlines the procedures taken by MWD for notification via USPS of testing and maintaining requirements and the actions taken for non-compliance of those requirements. MWD reserves the right to adjust the notification schedule as time permits.

1. **First Notice**—*Backflow Prevention Annual Notice Letter* will be mailed 45 days prior to the annual due date.
2. **Second Notice**—*Backflow Prevention Non-Compliance Letter* will be mailed 15 days after the annual due date, and will have a 15-day period for compliance or for making acceptable arrangements.
3. **Final Notice**—*Final Notice/Notice of Pending Fine Letter* will be mailed 15 days after the second notice is mailed, and will have a 10-day period for compliance or for making acceptable arrangements.
 - a. If no response is received 15 days after the final notice is mailed, the customer will be fined until compliance is achieved (see *Schedule of Fixed Charges*).
4. **Door Tag**—For continued non-compliance (if no response is received after fines are applied), MWD reserves the right to hang a door tag at the service address with a 72-hour termination notice.
 - a. If no response is received 72-hours after the door tag is hung, water will be disconnected at the property until a backflow test can be scheduled, passed and certified by a licensed tester. Customers will be charged a reconnection fee (see *Schedule of Fixed Charges*) if water is disconnected due to non-compliance.
 - b. If water cannot be shut off at the property, additional fines will apply (see *Schedule of Fixed Charges*).

BACKFLOW DEVICE TESTING NOTIFICATION SCHEDULE

1 st Notice mailed	11/17	12/18	01/15	02/15	03/17	04/17	05/17	06/17	07/18	08/17	09/17	10/17
ANNUAL DUE DATE	01/01	02/01	03/01	04/01	05/01	06/01	07/01	08/01	09/01	10/01	11/01	12/01
2 nd Notice mailed	01/15	02/15	03/15	04/15	05/15	06/15	07/15	08/15	09/15	10/15	11/15	12/15
Final Notice mailed	01/30	03/01	03/30	04/30	05/30	06/30	07/30	08/30	09/30	10/30	11/30	12/30
1 st Fine added	02/14	03/16	04/14	05/15	06/14	07/15	08/14	09/14	10/15	11/14	12/15	01/14
Door tag hung	03/01	03/26	04/24	05/25	06/24	07/25	08/24	09/24	10/25	11/24	12/26	01/24
Disconnect or 2 nd fine	03/05	03/30	04/28	05/29	06/28	07/29	08/28	09/28	10/29	11/28	12/30	01/28

SCHEDULE OF FIXED CHARGES:

FINES: Backflow Testing – Non-Compliance, Commercial – 1 st fine	\$100/device/month until compliant
FINES: Backflow Testing – Continued Non-Compliance, Commercial – 2 nd fine	Disconnection of water service or \$200/device/month until compliant
FINES: Backflow Testing Requirements – Non-Compliance, Residential	\$30/device/month until compliant
LABOR CHARGES: Reconnect Fee	\$30.28 + \$1.82 WET = \$32.10