

Policy Title: **Meter & Valve Boxes – Summer Connections**

Policy Number: #04

Date Approved: Dec 13th, 2011

Effective Date: January 1st, 2012

Revision Dates: Jan 2012

Purpose:

The main purpose of this policy is to explain the use meter and valve boxes on summer water connections. The drawing on the bottom of this page will assist you by showing what is in each valve box. Please refer to the drawing and follow the instructions below.

<ul style="list-style-type: none">• The larger valve box contains the water meter and is bolted shut or sealed. This box should only be accessed by Interlake or village personal. This box should not be opened or tampered with by anyone else at any time.• The smaller box contains a shut-off valve and two garden hose drain valves. This box is for homeowners. The shut-off valve can be turned on and off, as necessary, controlling the flow of water to your home or cabin. The two garden hose valves are used when winterizing the system.• Interlake will turn off the curb stops in the hamlets each fall and winterize the meter valve box, as well as blow out all water to the shut-off valve in the homeowner box. Once the water has been shut off and the meter box winterized homeowners can no longer operate their own curb stop in the fall. It is the homeowners' responsibility to winterize from the valve in the homeowner valve box to their cottage or house. Blow air from the garden hose valve in the homeowner valve box to your cottage to ensure all water is evacuated from your service line.• Each spring Interlake will open all curb stops in the hamlets for those users who have a summer connection. The water will be turned on up to the valve in the homeowner valve box. Similar to the fall process, homeowners can no longer operate their own curb stop in the spring.	<ul style="list-style-type: none">• The resort village of Cochin will winterize the summer water system in Cochin, including winterizing the meter box and the line into the homeowner box. It is the responsibility of each homeowner to winterize from the homeowner valve box to their cottage or home. Blow air from your valve box to your cottage to ensure all water is evacuated from your service line. The homeowner valve must remain closed once this process is complete.• If any resident has a separate water supply that is used after the village summer water lines have been winterized, the water line that supplies Interlake water to your home or cottage must be disconnected so that water can never be pumped from your plumbing backwards into the valve boxes. Any frost damage that occurs in the homeowner box or the meter box, that is attributed to a back-flow of water from another water source, will be repaired and the cost billed to the home owner.• Each spring the resort village will fill, disinfect, and flush the shallow distribution system in Cochin and the water will be turned on to the valve in the homeowner valve box. The homeowner can then control the water supply from their valve box as desired.
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If you are not sure of a procedure, or if you require additional instructions, please call the Interlake office and someone will answer your questions.

SUMMER WATERLINE CONNECTIONS WATER METER VALVE BOX

RM CONNECTIONS

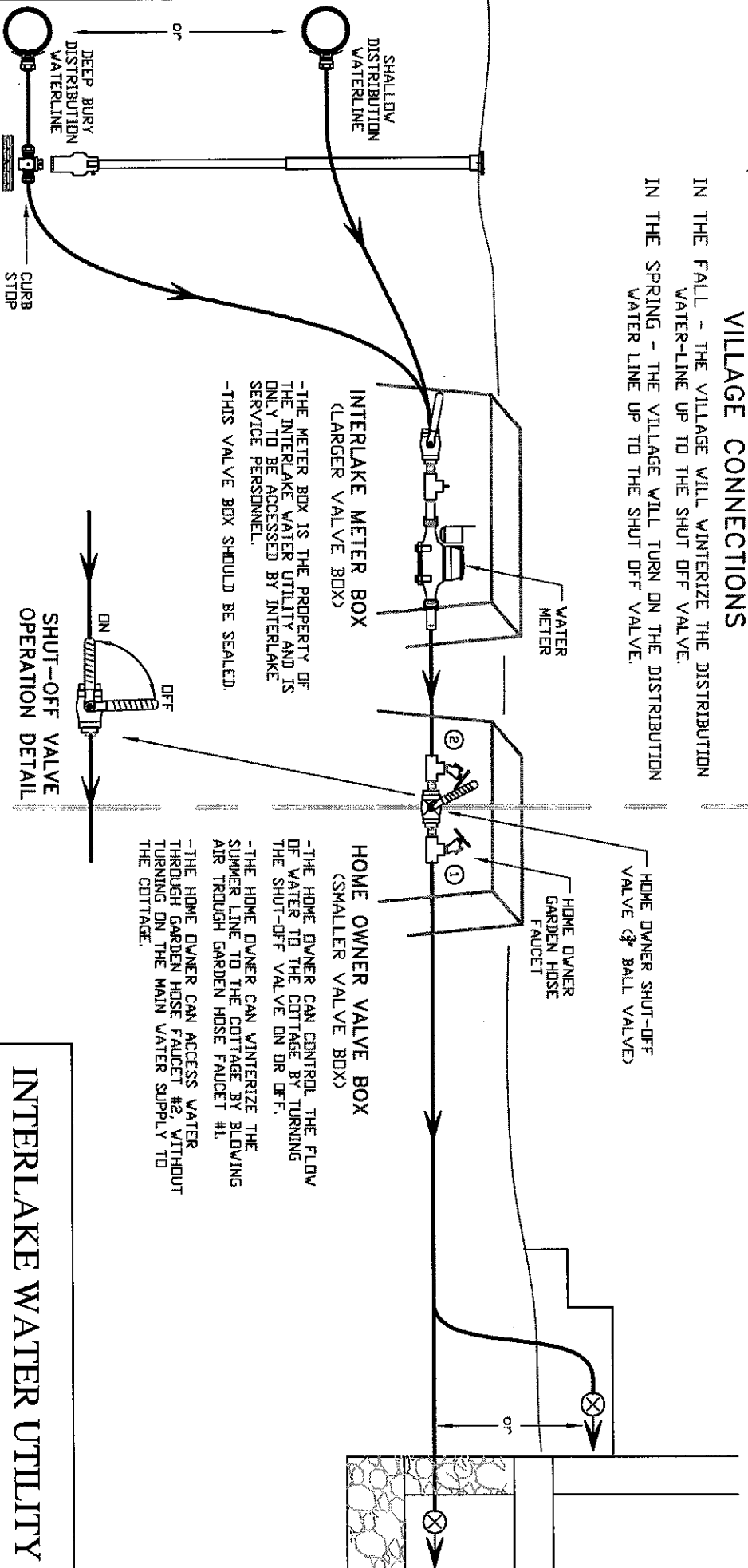
IN THE FALL - THE RM WILL WINTERIZE THE DISTRIBUTION WATER-LINE UP TO THE SHUT OFF VALVE.
IN THE SPRING - THE RM WILL TURN ON THE DISTRIBUTION WATER LINE UP TO THE SHUT OFF VALVE.

VILLAGE CONNECTIONS

IN THE FALL - THE VILLAGE WILL WINTERIZE THE DISTRIBUTION WATER-LINE UP TO THE SHUT OFF VALVE.
IN THE SPRING - THE VILLAGE WILL TURN ON THE DISTRIBUTION WATER LINE UP TO THE SHUT OFF VALVE.

HOME OWNER

IN THE FALL - THE HOME OWNER WILL WINTERIZE THE WATER LINE FROM THE SHUT OFF VALVE TO THE COTTAGE.
IN THE SPRING - THE HOME OWNER WILL TURN ON THE WATER SUPPLY FROM THE SHUT OFF VALVE TO THE COTTAGE.



-THE METER BOX IS THE PROPERTY OF THE INTERLAKE WATER UTILITY AND IS ONLY TO BE ACCESSED BY INTERLAKE SERVICE PERSONNEL.
-THIS VALVE BOX SHOULD BE SEALED.

-THE HOME OWNER CAN CONTROL THE FLOW OF WATER TO THE COTTAGE BY TURNING THE SHUT-OFF VALVE ON OR OFF.
-THE HOME OWNER CAN WINTERIZE THE SUMMER LINE TO THE COTTAGE BY BLOWING AIR THROUGH GARDEN HOSE FAUCET #1.
-THE HOME OWNER CAN ACCESS WATER THROUGH GARDEN HOSE FAUCET #2, WITHOUT TURNING ON THE MAIN WATER SUPPLY TO THE COTTAGE.

INTERLAKE WATER UTILITY