



December 15, 2015

To Our Outside Village Water Customers:

We are providing you this letter to assist you in maintaining your meter pit for your Village of Newark water service. If your meter is not in a pit, this may not concern you directly, but it is a reminder that Village of Newark water customers are responsible for maintaining their meter, in accordance with Village of Newark Code Section 164-4.B.

Here are some helpful tips to better maintain the integrity of your outdoor meter, the Radio Transmitting Unit, and pit.

Meter Pit Checklist:

- 1) Keep pit clear of weeds and brush.
- 2) Ensure pit is sealed to discourage animals, mice, rats etc. from chewing through the wiring.
- 3) Put plastic wire loom around the radio transmitting unit wire for further protection. This may be found at most auto parts and hardware stores.
- 4) Make sure meter is insulated in cold months to protect from freezing.
- 5) Do a periodic inspection of the meter and meter pit on a monthly or at least quarterly basis.
- 6) As a last resort, you may want to consider using a rodent poison or trap of some time, if you deem necessary. When using rodent poison always make sure the meter pit is secure to prevent pets from entry into the meter pit.

As always, feel free to contact us with any other questions or concerns about your Village water service. Our goal is to continually improve our service to all of our customers. You can reach Jeff DeCann, DPW Supervisor, at jdecann@villageofnewark.com, or you can call our Village water department at (315) 331-4243, and we will do our best to meet your need.

Sincerely,

Jonathan Taylor
Mayor