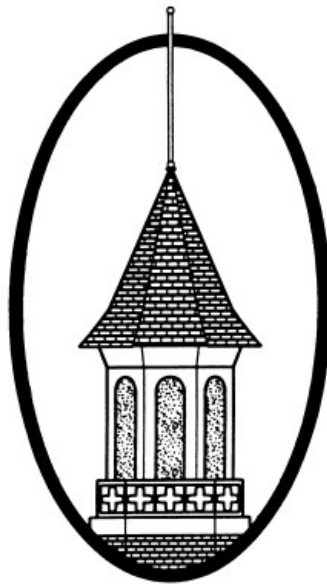


THE VILLAGE OF ALGONQUIN



WATER METER ACQUIREMENT HANDOUT

Memorandum

Village of Algonquin
Department of Public Works
Public Works Project Manager
Shawn M. Hurtig

To: Contractors, Engineers, & Developers

Date: Monday, February 13, 2006

Re: Disclaimer on use of Specifications & Details

This letter is to caution you on the use of the Village of Algonquin standard details and specifications. This information is provided to you with good faith, and much effort of the Village of Algonquin to standardize the construction of its utilities and assets. The files are in Adobe Acrobat PDF format for viewing and insertion into documents. These files were created by the Village of Algonquin in accordance with the subdivision ordinance, and are not to be altered in any way other than scale of the overall file. If it is found during review or construction that the documents have been altered, the project will be immediately closed out or shut down, and corrective action will be considered on a case by case scenario. If you have any questions regarding this letter please feel free to contact me at the information listed in the upper right hand corner of this letter.

If for any reason the information provided (details & specifications) couldn't be read, please feel free to contact me at the information listed below.

Adobe Acrobat Reader can be downloaded at

<http://www.adobe.com/products/acrobat/readstep2.html>

110 Meyer Dr.
Algonquin, IL 60102-2749
Shawn M. Hurtig
Public Works Project Manager
847-658-2754 x-403
shawnhurtig@algonquin.org

Respectfully Submitted;



Shawn M. Hurtig

Memorandum

Village of Algonquin
Department of Public Works
Public Works Project Manager
Shawn M. Hurtig

To: Contractors, Developers, & Engineers

Date: Monday, January 24, 2005

Re: Water Meter Acquirement

The Village of Algonquin has put together this sheet to help you through the process of acquiring and installing the Village of Algonquin water meter.


DESIGN & REVIEW:

1. During conceptual planning we highly recommend that you acquire the meter layout sheet in order for your design team to provide the appropriate size and space for your meter area or room. The meter layout sheet is available at Community Development or Public Works.
2. Once the appropriate layout of the meter area or room is completed, submit the detailed room plans on the plumbing page with your building plans. A copy of this will be sent to Public Works for review. The layout should include meter size. Meters one (1") inch and larger will be allow by written approval of Utilities Superintendent only!!
3. Community Development will then charge you for the appropriate material and you will receive a gold copy of the application from the building department, confirming your meter quantity and sizes.
4. Once the plan sets have been approved, a permit will be issued. During the issuance of the permit, the community development department will ask for number and size of meter(s). Please purchase only the number of meters that you wish to install at this time, and list the sizes shown on the plans.

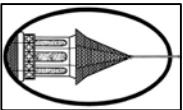
INSTALLATION:

1. Plumbers are required to follow all of the Village of Algonquin plumbing codes. The plans shall be followed as closely as possible; alterations shall be submitted to the Community Development department for review and acceptance.
2. If the meter room is for a multi-unit or tenant building, a riser will be necessary and all locking valves for potential tenants will be installed. This will permit for the plumbing of additional tenants at a later date without inconveniencing the existing tenants.
3. No accessories or equipment other than the equipment listed in this letter shall be installed within twelve (12") inches of the meter.
4. A ½" rigid conduit with electrical sweeps shall be installed from within eighteen inches (18") of the equipment board (multi-meters) or meter, and be flush mounted to the exterior of the buildings final surface for the radio read system (If the building is to contain more than 16 meters two conduit will be needed).
5. Complete items below
 - a. Meter riser trunk and all locking valves shall be in place
 - b. All meter grounding and strapping shall be installed
 - c. Radio read wire conduit in place and flush mounted to final exterior surface (brick, siding, etc.)
 - d. Light and heat present in meter space or room
 - e. A mounting surface or board shall be furnished within two (2) feet of meter(s) measuring a minimum of 2'x2' (required for multi-meter riser only).
6. Once all the items above completed stop into the Public Works office (110 Meyer Dr.). Have your gold copy of the application for building permit ready, along with the length of touch pad wire your will need. The length of the radio read wire will be the conduit length plus four (4) feet.
7. Insert the meter into the riser, pull radio read wire through conduit.
8. Once this work is completed, a call can be placed to the Water Billing Department (847-854-3440) in order to schedule a meter accessory & wire appointment. This appointment must be scheduled a minimum of two (2) weeks in advance of required installation. This work is only scheduled for Wednesday's. A \$30.00 fee will be assessed if the work above is not completed by the arrival time of the water meter worker.
9. The Village of Algonquin water meter installation technicians will install the multi-read equipment (if required), MXU, touch pad (if required), and will make all associated wiring connections.
10. At the final walk through of the project (or closing) the meter(s) will be read and tagged by the Community Development inspector. The meter reading, all digits, will be forwarded to the water billing department for proper developer billing.
11. Resident or tenant upon occupancy will call Water Billing to set-up an account, and activate the water to the premise.

Respectfully Submitted;



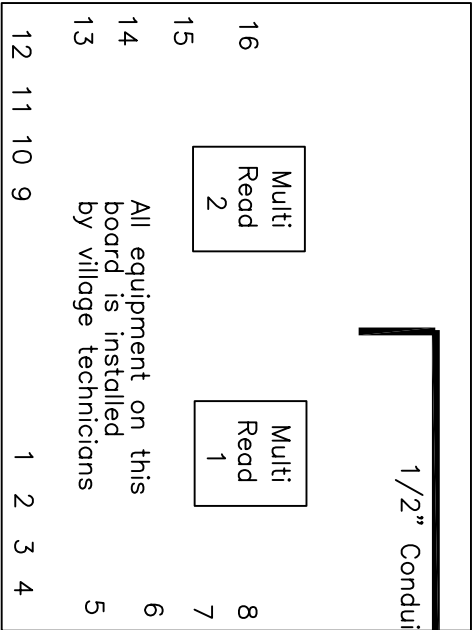
Shawn M. Hurtig



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT
110 MEYER DRIVE
ALGONQUIN, IL 60102-2442
PH: 847-658-2754
FX: 847-658-2759
WWW.ALGONQUIN.ORG

METER ROOM

Install a 1/2" Plywood Mounting Board
16 Meter Board = 2' x 2'



Terminate 18" Away

1/2" Conduit *

* Not reqd. if within five (5) feet of meter and on the same wall

Locking Valve

ECR

Domestic Service Entry

FLOOR

Exterior Wall

Finished Building Surface

Meter Wiring

METER WIRING DIAGRAM

Village of Algonquin Specifications & Details Guide

Drawn By: Shawn M. Hurtig

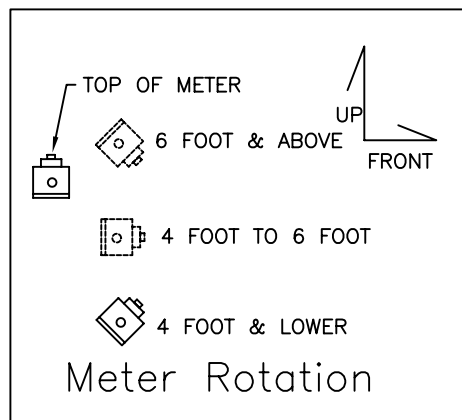
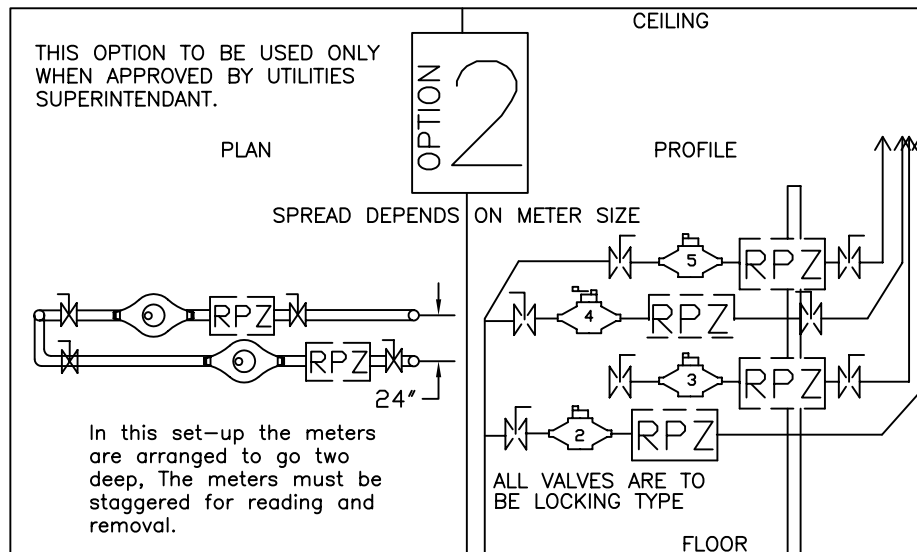
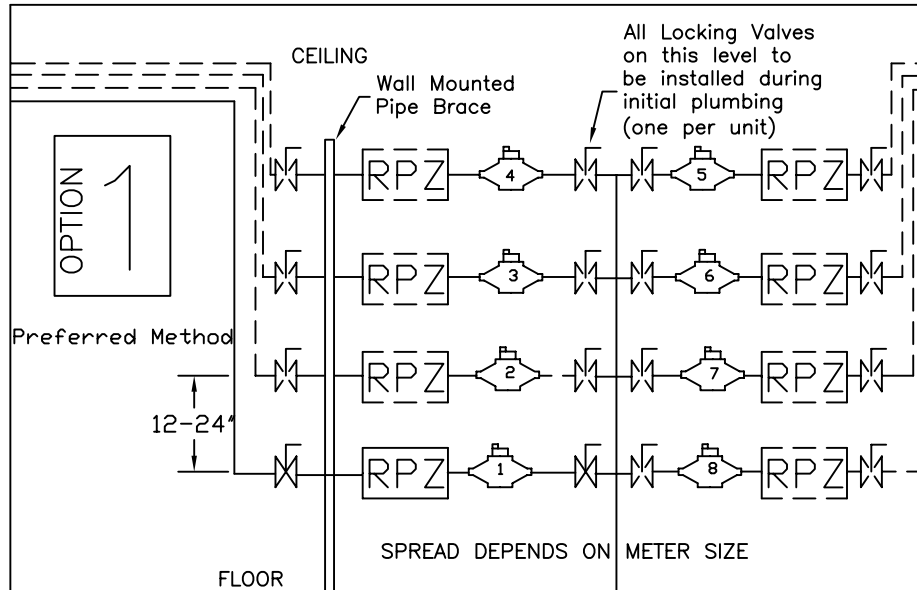
Revision Date 01/17/2005



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT
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METER RISER DIAGRAMS

Spec Book Date 02-13-2006

Multi Meter Riser

Village of Algonquin Specifications & Details Guide

Drawn By: Shawn M. Hurtig

Revision Date 02/14/2006