

## Village of Oregon Water Utility Cross-Connection Control Program

**(1) LOCAL AUTHORITY.** Village of Oregon Municipal Code, Section 13.07. Cross Connection Control.

**(2) PURPOSE**

- (a) To protect the health and welfare of users of the public potable water supply of the Village of Oregon from the possibility of contamination or pollution of the public water system under the direct authority of the Water Utility.
- (b) To control and promote the elimination of existing cross connections (actual or potential) between water systems containing potable water from the public water system and water from other sources containing substance(s) which may contaminate or pollute the water supply.
- (c) To provide for the maintenance of a continuing comprehensive program of cross connection control to systematically and effectively prevent the contamination or pollution of potable water systems under the direct authority of the Water Utility.
- (d) To comply with Chs. NR 810.15 and SPS 382.41, Wis. Adm. Code.

**(3) DEFINITIONS**

- (a) **BACK FLOW.** The unwanted reverse flow of liquids, solids or gases or other substances under positive or reduced pressure into the Village water supply.
- (b) **BACK SIPHONAGE.** The creation of a back flow as a result of a sudden reduction of pressure in the Utility's potable water supply system.
- (c) **COMMERCIAL.** Commercial properties are properties which contain a business, not-for-profit organization, or other institution (except government) that provide goods or services and take service for non-residential purposes. Churches, private schools, colleges, universities, co-ops and associations and are considered commercial customers.
- (d) **COMMERCIAL SIMILAR TO RESIDENTIAL.** A classification of properties established by the Wisconsin Department of Natural Resources (WDNR) used to report cross-connections for commercial properties with similar or lesser risk to residential properties.
- (e) **CROSS-CONNECTION.** any physical connection or arrangement between two otherwise separate systems, one of which contains potable water from the Village water system, and the other, water from a private source, water of unknown or questionable safety, or steam, gases or chemicals, whereby there may be a flow from one system to the other, the direction of flow depending on the pressure differential between the two systems.
- (f) **INDUSTRIAL.** Industrial properties are properties that engage in the manufacture or production of goods.

- (g) **PUBLIC AUTHORITY.** Public authority properties are branches of local, state or federal government, or a local, state or federal entity. Public schools are governmental and are classified as public authority.
- (h) **RESIDENTIAL.** Residential properties are properties where water service is provided for residential purposes.

**(4) DESCRIPTION.** The Village of Oregon Water Utility, with authority as described in Section (1) of this plan and under the direction of the WDNR Code NR 810.15, is required to develop and implement a cross-connection control program. The objective of this program is to prevent contamination of the municipal potable water supply through illegal interconnections between private, auxiliary, or emergency water supplies and the Village's water distribution system. Inspection guidelines are outlined in the Department of Safety and Professional Services (DSPS) Code 382.41.

Customers/property owners will be contacted to schedule cross-connection inspections at the owner's property. The inspection authority (as designated below) shall determine if a cross-connection exists, inform the customer/property owner whether or not a cross-connection exists, assess the severity of the interconnection, and determine if it can be corrected while on-site. Each property owner is required to correct all illegal cross-connections at their expense. In the case that the cross-connection can be corrected immediately, corrections shall be made and the Utility will note that the property is in compliance. If the cross-connection cannot be corrected while on-site, the inspection authority will inform the customer of the cross-connection and then schedule an appointment no less than 30 days from the initial inspection date to determine if the correction was made. If requested by the property owner, one 30-day extension may be granted. All cross-connection inspection forms must be completed, signed by the inspection authority, and returned to the Village of Oregon Water Utility.

(a) **RESIDENTIAL.** The Village of Oregon Water Utility employees are the inspection authority for existing residential properties. The Village of Oregon Building Inspector will do all cross-connection inspections for new construction. For clarification purposes, rental properties containing 2 or fewer rental units will be deemed to be residential properties. In lieu of low-hazard (kitchen and bathroom) inspections at residential properties, an informational brochure will be provided to customers/property owners at time of inspection. An informational brochure will also be provided to all customers/property owners every 3 years.

(b) **COMMERCIAL.** The Village of Oregon Water Utility shall mail a letter and an inspection form to all commercial/industrial accounts, requiring each to have a licensed inspector or plumber (the inspection authority) perform a cross-connection inspection on their premises. Upon completion of the initial complete cross-connection inspection, the inspection authority shall classify each property as commercial or commercial similar to residential based on their risk hazard, using the parameters in WDNR Code NR 810.15. The inspection authority and schedule for

future inspections will be based upon this risk factor. Commercial properties with frequent occupancy changes are considered high risk.

- i. **COMMERCIAL SIMILAR TO RESIDENTIAL.** For clarification purposes, this will include individual apartments in a multiple housing unit that are serviced by one water meter. The Village of Oregon Water Utility employees are the inspection authority for existing commercial similar to residential properties. In lieu of low-hazard (kitchen and bathroom) inspections at commercial similar to residential properties, an informational brochure will be provided to customers/property owners at time of inspection. An informational brochure will also be provided to all customers/property owners every 3 years.

**(c) INDUSTRIAL/PUBLIC AUTHORITY.** All industrial and public authority customers will be considered a high risk hazard. The Village of Oregon Water Utility shall mail a letter and an inspection form to all industrial/public authority accounts, requiring each to have a licensed inspector or plumber (the inspection authority) perform a cross-connection inspection on their premises.

**(5) SCHEDULE FOR INSPECTION/REINSPECTION.** Unless otherwise authorized by the WDNR, inspection schedule is as identified below:

- (a) **Residential properties** will be inspected a minimum of once every 10 years or on a schedule matching meter replacement.
- (b) **Commercial properties** classified as high risk hazard will be inspected a minimum of once every 2 years.
- (c) **Commercial similar to residential properties** (low risk hazard) will be inspected a minimum of once every 10 years or on a schedule matching meter replacement.
- (d) **Industrial and public authority properties** will be inspected a minimum of once every two years.

Records of inspections shall be kept at the Village of Oregon Village Hall, located at 101 Alpine Pkwy, Oregon, WI, and saved until the next compliant inspection is completed.

**(6) DESCRIPTION OF APPROVED METHODS AND DEVICES.** The Village of Oregon Water Utility references the Department of Safety and Professional Services (DSPS) Code 382 for a list of approved methods and devices.

**(7) DENIAL OR DISCONTINUANCE OF WATER SERVICE.**

- (a) **RESIDENTIAL.** The Village of Oregon Water Utility/Building Inspector shall make at least 3 attempts, no less than 2 months apart, to contact and schedule appointments with customers. Contacts may include phone conversations, phone messages, face-to-face conversations and written notice left at the customers residence. All attempts at contact, no-shows, and cancelled appointments will be

documented. In the event the Village of Oregon Water Utility deems it necessary, the Water Utility shall provide records of contact and non-compliance to the Public Works & Utilities Committee. The Utility then reserves the right to follow the steps outlined in the Public Service Commission Code PSC 185.37 (11a-12) for discontinuance of service.

**(b) COMMERCIAL/INDUSTRIAL.** The Village of Oregon Water Utility shall mail an initial letter outlining the cross-connection inspection forms and qualifications required for an approved inspection authority. Commercial/industrial customers will be given 6 months to have their inspections completed. Documentation of completed inspections will be kept on record at the Water Utility office. Commercial/industrial customers who neglect to have the inspections completed after the initial 6 months shall be sent a follow-up letter and given an additional 3 months to comply. A second follow-up letter will be sent after 3 months has elapsed without a completed inspection. The customer will be given another 3 months to comply. In the event that a completed inspection is not submitted by the end of the 12-month period, the Village of Oregon Water Utility shall forward records of contact and non-compliance to the Public Works & Utilities Committee. The Utility then reserves the right to follow the steps outlined in the Public Service Commission PSC Code 185.37 (11a-12) for discontinuance of service.

**(8) REPORTING.** The Utility will submit all annual reporting requirements to the WDNR on a timely basis.