

## Belmont Terrace Mutual Water Company

### **Policy on Maintenance and Repair of Water Lines to Dwellings**

It is critical to the integrity of the Belmont Terrace water system that water lines to individual houses be properly maintained and, in case of leaks and breaks, be promptly repaired.

Responsibility for maintaining and repairing water lines to individual dwellings is shared between individual homeowners and/or renters and the Belmont Terrace Mutual Water Company (BTMWC), depending on where the leaks and breaks occur.

#### **Reporting Leaks and Breaks in Water Lines**

All actual and suspected leaks and breaks in the water line to individual houses, or in the water system within each property, including irrigation systems, must be immediately reported by the homeowner or renter to BTMWC by contacting the system operator(s), whose phone numbers are found below. If necessary, the operator(s) will then promptly arrange to shut off water to the house to prevent the waste of water, flooding and to enable repairs to be made.

#### **Water Shut Off in the Event of Leaks and Breaks**

The main shutoff valve is connected to the service line to each house. It is typically located in an in-ground concrete box in the front of the dwelling, usually close to the street. These valves are the property of BTMWC and tend to be old and fragile. They are, thus, subject to breakage – resulting in potential damage to homes and additional repair costs – if the shutoff is not done by someone with experience with these valves. Therefore, under no circumstances should homeowners or renters, or anyone other than BTMWC approved personnel, attempt to turn off the main shutoff valve. Nor should anyone other than BTMWC personnel attempt to turn the main shutoff valve back on.

In an emergency or during plumbing repairs, homeowners and renters may turn off the “house valve,” if their house has one. These “gate” or handle-type valves are typically located aboveground on the main water pipe right as it enters the house. It is recommended that all homeowners locate their house valves and make sure they are in working condition. If there is any question about whether this is the correct valve to turn off yourself, please contact the BTMWC operator(s).

#### **Responsibility for Repairs and Their Cost**

All repairs due to a leak or break in the water line between the main shutoff valve and an individual house, as well as the cost of repairs, are the responsibility of the homeowner and/or renter. Repairs must be made within 14 days of the date on which the leak or break in the water line is identified and located. If repairs are not made within 14 days, BTMWC will assess the homeowner and/or renter a \$100 penalty per day for every additional day that repairs are not completed. BTMWC also reserves the right to make or arrange for repairs and to charge the homeowner and/or renter for the reasonable cost of repairs.

All repairs due to a leak or break in the main shutoff valve or in the water line between the main shutoff valve and the water main in the street, as well as the cost of repairs, are the responsibility of the BTMWC. BTMWC will make all repairs as soon as possible, but in no case later than 14 days after the date on which the leak or break in the water line is identified and located.

### **Caution in Digging and Excavation**

Most, if not all, water lines serving houses are located in the front yard. Before any digging or excavation that could damage or disturb any water line to a house, the homeowner and/or renter should contact the BTMWC operator(s) to arrange for an inspection of the property to locate and mark underground water lines, and to make suggestions on how to avoid damaging them. Unless this contact is made, the homeowner and/or renter will be financially responsible for any and all damage to water lines that occur during digging or excavation, no matter which part of a water line suffers damage.

Belmont Terrace Water Operators:

Bruce Petersilge	707-820-7787
Debby Turner	707-820-7633

Updated by the BTMWC Board of Directors on January 11, 2022.

/s/ \_\_\_\_\_  
Jean Tillinghast  
President