

SECTION 2.4 – ABANDONMENT OF WATER SERVICE

This procedure has been developed to assist property owners with the various steps associated with abandoning an existing water service lead. A lead is defined as the connection between the water main and the shut off valve on the property to be served with municipal water.

The following procedure outlines the steps necessary to coordinate the lead abandonment with MHOG:

1. *Locate Lead - Records Available with Township*

The property owner shall contact the Township in which the abandonment is located to determine if there is a lead sheet for the subject parcel.

Note: The MHOG Utility Department can assist in this planning step by providing any plans for the water main, but the lead sheet is typically stored at the Township.

2. *Notify MHOG of Lead Abandonment*

The Township or property owner shall contact MHOG to notify them of the proposed lead abandonment.

3. *Work with MHOG to Determine Procedure*

The property owner shall contact MHOG to schedule shut off of the existing curb stop and disconnection of the existing meter. The property owner and MHOG shall identify if there is a future need for the lead that is being abandoned. If the abandonment is permanent the water main shall be excavated and the lead shall be abandoned at the corporation stop (the tap to the municipal water main). If the abandonment is temporary than the curb stop will be turned off.

MHOG will modify the as built records and/or billing records to reflect the field changes for each lead abandonment.

4. *Field Connection*

MHOG owns and operates the water main up to the shut off valve which is typically located at the right-of-way line. MHOG will require that we either shut off the curb stop or inspect abandonment of the curb stop.

A MISS DIG should be called in prior to field work, and MHOG will mark the location of the municipal water main.

MHOG is not responsible for any site restoration associated with lead abandonment.

5. *Fees*

The potential fees that may be required for this procedure are listed below:

Description of Fee	Further Info on Amount Can be Found
Disconnect/Abandonment Fee	Section 4 of this Manual
Plumbing Department Inspection Fees	Contact Livingston County Building Dept.
Contractor Fees (Excavation & Plumbing)	To be hired by Property Owner