

PMWC Backflow Policy and Procedure

I. Purpose

Pursuant to ORS [333-061-0070](#), Pete's Mountain Water Company (PMWC) requires that all connections to our water supply that may backflow into our system must be protected by a backflow prevention assembly (BFA), also known or implemented as a double check valve (DCVA), Pressure Vacuum Breaker Assembly (PVBA), Reduced Pressure Backflow Assembly (RPBA), or Reduced Pressure Zone Device (RPZD).

Examples of a water-carrying system that might introduce backflow are:

- irrigation system
- pool
- water feature
- private well
- floor radiant heating
- fire suppression sprinkler system
- soda fountain machine
- combination boiler
- geothermal heating & cooling system
- hydronic heating system
- cooling tower
- that have access to rivers, lakes, ponds and/or other water sources that can be connected to
- water storage tanks greater than 50 gallons
- rainwater harvesting (excluding those that simply capture rainwater in containers of less than 50 gallons and gravity-feed to landscape)
- stormwater or groundwater recovery and reuse systems
- that use or reuse treated wastewater (grey and/or black water) on site.

Some of those systems (particularly pools, floor radiant heating, and fire suppression sprinkler systems) carry chemicals, and therefore are classified as "high hazard". State regulations (<https://www.oregon.gov/oha/PH/HEALTHYENVIRONMENTS/DRINKINGWATER/RULES/Documents/61-0070.pdf>) (table 42) require that all Members who have a high hazard backflow potential are required to have either an air gap or an RPBA installed directly after the water meter.

We could require a Premise BFA (one immediately downstream from the Member's meter) for all Members, even if they don't have a high hazard, but we don't currently require such. In the past, On-Premise BFAs (ones close to high

hazard equipment) were grandfathered in and the prior owners of the system allowed On-Premise BFAs for such usage. This will likely change in the future such that a Premise RPBA will be required. The Board will consider this policy change for 2022 and will inform the Members of any such policy as soon as it is decided.

II. Responsibilities

As with all water-bearing equipment on the Member's side of the meter, the Member is responsible for all installation, maintenance, testing, and repair costs of BFAs.

Please Note: If a Member refuses to install, test, and/or maintain a State- or Company-required backflow assembly, their water service may be terminated without further notice.

PMWC require that all Members submit a list of their BFA(s) to the Secretary if PMWC don't already have that information.

Those members who have no requirement for a BFA and are thus exempt from backflow assembly testing because they have none of the systems listed above must complete and return a Certificate of Compliance, available on our website, to Merrill Water Services, 14603 S Macksburg Rd., Molalla, Oregon 97038, or via email to info@merrillwater.com.

The Water Manager will keep an inventory of all BFAs, including address, make, model, type, serial number, size, usage, high hazard yes/no, testing requirement yes/no, and location on the property.

PMWC does not require that BFAs connected to equipment which has no direct or indirect connection to PMWC pipes (e.g. a private well feeding an irrigation system or barn, or one whose source water has been permanently turned off, or one BFA is directly downstream from another one with no water diversion to a use between them) be tested, but we recommend that they are tested regularly for the owner's safety. A Member may request an exemption to testing one of their BFAs if they can provide a plumber's certification that there is no interconnection to PMWC. The Board will consider such exemptions using expert input from our Water Manager and will notify the Member of the decision whether the assembly requires testing.

III. Testing Process

PMWC requires that all non-exempt BFAs are tested annually by a qualified vendor. The Member may choose to use their own State-certified testing vendor. If they do, and said vendor submits the test result to PMWC by the deadline, then PMWC will not have their own Vendor do the testing. Members may have their assembly(s) tested anytime between January 1 and June 1.

Every assembly must pass testing by September 15 of each calendar year. This schedule was chosen to ensure the Member's system is turned on for the season and adequate time is allowed for coordinating testing, repairs, reporting, and processing. The Water Manager will ensure that every non-exempt assembly test is done, escalating to the Board any Members who aren't compliant.

Two PMWC BFA testing vendors will be chosen each year. The chosen vendors will use only OHA-certified Backflow Assembly Testers, have provided BAT cards and gauge accuracy verification reports, have sufficient tester redundancy, electronic reporting, reasonable cost, monthly billing, responsive customer service, and sufficient desire and capacity to test all assemblies within our required testing window. The primary Vendor is expected to test all assemblies that the Member hasn't tested by the deadline. The secondary Vendor is on standby in case the primary Vendor is unable to perform all of the testing in time. Every tester must be certified biannually, and their gauge certification reports must be sent to PMWC annually.

For 2021, we have chosen American Backflow as our primary Vendor, and Oregon Backflow as our secondary Vendor.

The negotiated rate with Vendor is a flat \$30 per assembly. We will charge Members \$35 per assembly to cover our overhead of processing reports and billing. Members are responsible for paying, whether they have their vendor perform the testing, or they have us have our Vendor do the testing and then we bill the Member.

Annually in mid-March, the Water Manager will send a spreadsheet of the current BFA inventory to the Secretary, who will use that to send the list of a Member's known BFA(s) to each Member, communicate the testing process and schedule indicating that Member-arranged testing results must be received by the Water Manager by EOD June 1, receive acknowledgement or correction from the Member, and notify the Water Manager to update the inventory as needed. The Member might indicate whether they plan to have their own vendor do the testing that year. Regardless if they indicate such or not, PMWC will wait until the testing deadline passes to determine whether Vendor will do the testing

for that Member (in case the Member or their vendor forgets, their vendor fails to send in the results in time, or the email was lost).

Once the Member testing deadline has passed, the Secretary will send an email to the remaining backflow owners that they missed the deadline and our named Vendor will be testing their assembly(s). To prevent any miscommunications, PMWC will offer Members a grace period. On or soon after June 2, the Water Manager will send to the Secretary the list of assemblies for which they have NOT received a passing test. The Secretary will send a BCC email to those Members for whom PMWC's Vendor will be arranging the testing, and give them two weeks to clear up any results that should have been sent. The Secretary and Water Manager will keep each other updated with any changes during the grace period.

On or about June 20, the Water Manager or a Board member will supply Vendor with the resulting list of BFAs to test, including contact information (name, address, phone, and email) and access instructions. They will copy the Accountant on this email so billing is handled correctly.

Vendor will arrange for the testing with each Member. It is the Member's responsibility to facilitate said testing, giving them gate or building codes, managing dogs, being present if they so desire, etc.

Vendor will not charge us to do minor dirt removal (typically caused by moles) to access the assembly.

If an assembly needs repair, Vendor will notify the Member, who will arrange for repairs, typically done by Vendor, and will pay Vendor directly for said repairs in a timely manner, or the Member can request that the Vendor include the repair costs in the bill to PMWC's Accountant, in which case the repair costs will be included in the Member's water bill along with the testing cost. Failed assemblies must be repaired within 60 days of a failed test.

Vendor is to finish all testing and repairs by September 15.

Vendor and Member-arranged vendors will email test reports to the Water Manager at backflowmerrillwater@gmail.com. The Water Manager will keep track of backflow testing results on a spreadsheet and send a status spreadsheet to the Board once every month of June through October. Note that the Water Manager may receive reports for assemblies that aren't a PMWC Member's, are exempt from testing, or multiple reports for the same assembly (sent by both the tester and the Member) and will have to process them accordingly.

Despite the grace period and process checks, there may be an instance of both the Member's vendor and PMWC's Vendor testing the same assembly in a year. If so, the Board will decide who pays for such.

If a property changes hands, the Accountant will notify the Secretary, who will notify the new Member of our BFA policy and status of their testing. The Secretary will also notify the Water Manager so the BFA inventory can be updated.

The Vendor will submit one bill monthly to the Accountant for payment, detailing each Member name, address, and cost of assembly testing and repairs that month. The Accountant will pay Vendor for all testing that month with one payment.

The Water Manager will send PMWC's Cross Connection Annual Summary Report to the State in March of each year for the prior year's results.