

NOTICE OF WATER METER REQUIREMENTS FOR PROPERTIES IN COUNTY NOT SERVED BY CITY WATER.

1. This document is applicable to all customers who request sewer service from the City of Missoula who are not also Missoula Water customers.
2. Information on the City of Missoula's sewer rates, ordinances and resolutions can be found at the following website by clicking "Utility Rate Schedule" on the left side:  
<http://www.ci.missoula.mt.us/2716/Pay-Your-Utility-Bill>
3. Missoula's sewer rate structure change will result in all sewer charges based on metered water use for the volume of water discharged to sanitary sewer.
4. **Commercial or multifamily sewer customers not served by Missoula Water will be required to purchase and install Missoula Water approved water meter(s) manufactured by Neptune™ and reading in units of "CCF", which is an abbreviation for one hundred cubic feet.**
5. The customer's meter should be installed downstream of any irrigation component to avoid sewer charges for the irrigation component of water usage.
6. Missoula's sewer rate structures charge different rates for different types of uses (ex. Typically general commercial, residential or food service). Where multiple uses occur in a building and separate water use cannot be determined for each type of use, the City's rules require a customer to be charged for the highest strength use. Thus, the customer is encouraged to install separate water meters for portions of their buildings that may have different water uses. In particular, because food service use is charged at a much higher rate than general commercial or residential uses, **it is strongly encouraged that a customer separately meter any portion of their building that could be used for food service in the future. Please note failure to install a water meter will result in sewer fees being charged at the highest flat rate with an additional 25% to cover administrative costs.**
7. The customer will need to contact Missoula Water at 406-552-6700 to set up an account, order and pay for meter. At this time the customer will also pay a refundable deposit of \$500. that is refundable upon technicians' connection of meter and remote. Meter size shall be determined in accordance with the Uniform Plumbing Code by submitting a water supply fixture unit analysis with the USRC application. 8. The Neptune™ meters include a radio transmitter to allow them to be read remotely. The transmitter is required to be installed on an exterior wall of the building within 3 feet of ground level with a hardwired connection back to the meter. The wire specification is a Type CMH/CM/CL3, 3 conductors, 22 AWG, solid wire. The customer is required to install the wire in a  $\frac{1}{2}$ " PVC conduit from the meter to the transmitter.
8. The radio transmitter includes a sticker with a bar code and Serial number. This sticker will be removed and placed inside the lid of the water meter itself by the Water Dept at the time the water meter is picked up. The water dept will take a photograph with the lid open clearly showing a sticker with the meter bar code serial number as well as the sticker removed from the radio transmitter showing its serial number. This photo will be attached to the account.
9. Upon installation of meter, contractor or owner should email pictures to watercs@ci.missoula.mt.us showing the meter installed in the piping as well as a picture of the radio transmitter installed on the exterior of the building and request the service technician to make connections and test. The email should include the property address in the Subject line. A service tech will then schedule a time to make the required connections to the meter and transmitter. At this time the technician will also perform a remote test on the meter and transmitter to make sure the meter is reading remotely. Once service tech has completed this the owner will be able to apply for credit of the deposit.

10. The customer must agree to provide City of Missoula personnel access to read the water meter.

Sticker from meter



Sticker from radio transmitter

Please note failure to install a water meter will result in sewer fees being charged at the highest flat rate with an additional 25% to cover administrative costs.

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Owner: \_\_\_\_\_ Date: \_\_\_\_\_