



201 E Main St / PO Box 546  
Olney, TX 76374  
Phone: (940) 276-2011  
Fax: (940) 276-2018

## FIRE HYDRANT METER APPLICATION

1) **Applicant Information:**

- Applicant/Company Legal Name: \_\_\_\_\_
- Applicant/Company Mailing Address: \_\_\_\_\_
- Applicant/Company Phone #: \_\_\_\_\_ Email: \_\_\_\_\_
- Federal Tax ID # or other ID: \_\_\_\_\_
- Contact Name: \_\_\_\_\_ Contact Phone # \_\_\_\_\_

2) **Billing Information:**

- Applicant/Company Billing Name: \_\_\_\_\_
- Applicant/Company Billing Address: \_\_\_\_\_

3) **Location Information:**

- Address of Fire Hydrant: \_\_\_\_\_
- Initial Installation Date: \_\_\_\_\_ Fire Hydrant ID# \_\_\_\_\_

4) **Signature:**

The undersigned agrees to and will abide by the City of Olney Terms and Conditions of Fire Hydrant Meters. Signature of this application releases the City of Olney and the applicant agrees to hold harmless and defend and City of Olney from any claims from any and all liability and losses for personal injury or property damage resulting from applicant's use of a fire hydrant. In the event that the fire hydrant meter is no longer in use and the applicant cannot produce the fire hydrant meter for return, the meter shall be considered stolen property and a report filed with the City of Olney Police Department. The information on this form will be given to the Olney Police Department to aid them in their investigation.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

5) **Payment:**

- Equipment Deposit \$1,500.00

Deposit Checks or Money orders need to be made out to the City of Olney. All payments are due when the application is submitted. No application will be processed until all paperwork is completed.

## Terms and Conditions for Use of Fire Hydrant Meters

The City of Olney recognizes the short-term need of contractors and selected other persons to take water from a city owned/operated fire hydrant; therefore, a Fire Hydrant Meter may be provided by the City of Olney, under the following conditions.

Failure to comply with the requirements outlined below may result in removal of the Fire Hydrant Meter and cancellation of the account.

### 1. Application Process

At the time of making Initial Application (See page 1: Fire Hydrant Meter Application) with Utility Collections, the permittee is required to provide the following information:

- a) Name, address, telephone number(s) and a copy of a photo I.D. of the firm representative that will be responsible for the meter, fire hydrant and the surrounding area.
- b) Billing information, to include the name and address of person or firm to be billed for monthly charges.
- c) Name and phone number(s) of local contact for the Company that is making application for the Fire Hydrant Meter.
- d) Address where meter will be located.

### 2. Use

All water withdrawn from the City of Olney Public Water System is required to be metered. Therefore, any water drawn from a fire hydrant can only be done so through a Fire Hydrant Meter. **Straight hook-ups to a fire hydrant are not allowed. Any hose and /or other straight connections found on City owned/operated fire hydrants will be removed and retained by the City of Olney. An unmetered straight connection to a city owned/operated fire hydrant may be grounds for filing of a complaint in the Municipal Court and/or loss of service.**

The Fire Hydrant Meter is issued only for the use described within the application, and shall not be used to create a permanent water source or attached in any manner to private plumbing.

Any Fire Hydrant Meter with no usage for a period of (1) month will be removed by the City of Olney and the deposit refunded.

### 3. Deposits and Fees

A \$1,500.00 equipment deposit is required to be paid to Utility Collections at the time of establishing the account.

The following charges will be assessed monthly against each installed meter and should be paid by the due date shown on the bill.

- a) Up to 1,000 gallons - \$41.25
- b) Any additional water -\$10.00 per thousand gallons

City Ordinance Section 13.02.052 – Monthly rates: deposit and billing procedures paragraph (d).

4. Setting/Moving/Removing

The City of Olney recommends the Fire Hydrant Meter to be secured to the fire hydrant using a chain/cable and a lock. If Fire Hydrant Meter is left at the location unlocked & is not being used the City of Olney will confiscate the Fire Hydrant Meter and the permittees deposit forfeited along with the privilege of using another Fire Hydrant Meter for 12 months.

The Fire Hydrant Meter will be removed upon non-payment of the monthly bill. If the bill is not paid by the close of the last business day of the month following the billing date, Utility Clerk will notify Public Works to remove the Fire Hydrant Meter. The permittee will be required to pay the balance due, and submit another deposit.

5. Reading

Fire Hydrant Meters will be read between the 1<sup>st</sup> and the 15<sup>th</sup> every month.

6. Damage/Tampering/Theft

The permittee is solely responsible for the care of the Fire Hydrant Meter & the associated fire hydrant, as well as their proper operation, until the meter is turned back into the City of Olney.

The permittee shall not attempt to repair or adjust the Fire Hydrant Meter or fire hydrant in any manner. The permittee shall notify City Hall (940) 276-2011 immediately upon the discovery of any damage to any of the City's equipment.

The permittee will be charged for damages caused by improper use or neglect of the Fire Hydrant Meter.

Any damage to the Fire Hydrant Meter or the associated fire hydrant as well as any missing parts, that will result in any repair cost to the Fire Hydrant Meter/Hydrant, including restocking or ordering charge and labor charge shall be deducted from the Fire Hydrant Meter damage deposit.

If the Fire Hydrant Meter is stolen while in the possession of the permittee, the permittee will bear the full responsibility of the cost of the Fire Hydrant Meter.

- a) The theft should be reported immediately to the Olney Police Department (940) 276-2013 and to the Utility Department (940) 276-2011.

- b) The account will be closed and the deposit will be applied for failure of the permittee to return the meter.
- c) A Police Report must be submitted to Public Works in order to receive a replacement meter.

If the Fire Hydrant Meter has been stolen before the time of the monthly reading, an estimate of water usage will be determined by the city, based on the history of usage, size of project and other factors. The City's estimate of the amount of estimation and the cost of such water service shall be final and un-appealable.

7. Water Conservation

All hoses and devices used on the outlet side of the meter must be in good working order as to prevent leakage and water waste from the Fire Hydrant Meter. Failure to keep hoses and devices in good working order will result in the permittee being given 5 days' written notice of the City's intention to shutoff water service. If after the 5-day period the deficiencies have not been corrected, then Public Works will pull the Fire Hydrant Meter from the job site until such time as the permittee can correct the deficiencies.

It will be at the discretion of the City of Olney to restrict the amount of water withdrawn from all Fire Hydrant Meters due to the declaration of an appropriate Drought Stage detailed within the City's Drought Contingency Plan.

It will be at the discretion of the City of Olney to recall/remove a Fire Hydrant Meter due to the declaration of an appropriate Drought Stage detailed within the City's Drought Contingency Plan.

8. Acknowledgment

Permittee acknowledges the terms and conditions set forth in this document regarding the use of Fire Hydrant Meters and City owned Fire Hydrants.

Permittee further agrees to the terms and conditions.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date