

**Procedures for Water Leaks in Sanitary Improvement District #5  
Of Cass County Nebraska**

**Approved at the January 16, 2007 S.I.D. Meeting**

When a water leak occurs somewhere in the SID #5 water system the following steps are to be followed:

1. Once a leak is discovered the contractor that maintains the SID's water system is to be notified.
2. The SID's contractor will shut off the water at the curb stop.
3. If the leak stops, then it is known that the leak is in the service line (from the curb stop to the house) and is totally the responsibility of the property owner. The water will remain off until the property owner has the leak fixed. Once the leak has been fixed the property owner is to call the SID's contractor to have the water turned back on. The entire cost of the fix is the responsibility of the property owner.
4. If the leak does not stop and the SID's contractor is sure it is in the supply line (between the main and the curb stop) and not at the main, it is still the property owner's responsibility to call a contractor to fix. In order to protect the SID's water system if the property owner does not have it called out within 2 hours or cannot be reached; the SID will call a contractor to fix. If the repair is totally in the supply line, the entire cost of the fix is the responsibility of the property owner. If the SID makes the call for the repair, the SID will pay the contractor, and then bill the homeowner for re-payment if it is found that the leak was in the supply line. If the property owner makes the call and it is discovered that the leak is at the main, the SID will be responsible for the cost of the fix.
5. If the leak does not stop, and it is not known for sure if the leak is in the main or in the supply line, the SID will make the call to have a contractor out to dig up and fix. If the break is in the supply line, curb stop or service line, as described in the Resolution of Necessity passed on 07/25/2000, the property owner will be billed. Any repairs related to the main will be the responsibility of the SID.
6. If the repairs are the responsibility of the property owner and the SID has paid for the repair the property owner will be sent the bill. If the bill is not paid then the SID will take the necessary action to collect the bill, which may include suit for collection, turning the bill over to a collection agency, or special assessing the cost of the repair to the property.