

ADMINISTRATIVE POLICY NO. 16-01-REVISED 01/28/2020

MEMORANDUM

TO: Administrative Staff

FROM: Kelly A. Amidei, Village Administrator

DATE: November 8, 2016; **Revised:** January 28, 2020

ADMINISTRATIVE POLICY: Residential Lead Service Replacement Incentive Program Policy

The Village has established a Residential Lead Service Replacement Incentive Program Policy to further encourage residents to replace the lead water service supplying their property. As of the date of the amendment to this policy, Public Works staff estimates that there are approximately 350 lead services in the Village right of way (between the watermain and B-box) and approximately 700 lead services on private property (between the B-box and structure).

The following are the criteria for the program:

- The Village will fund up to 50 percent of the construction cost for the private lead water service replacement, but no more than \$2,500 for projects that upgrade the water service from the house to the b-box (only when the portion of the water service from the main to the b-box has already been upgraded) and \$3,500 for projects that upgrade the service from the main to the structure. The homeowner must first pay for the private lead service to be replaced and then apply for reimbursement.
- Only projects that remove lead services in totality will be considered for reimbursement.
- The homeowner must receive three quotes for the lead water service replacement work. The reimbursement funding will be based upon lowest and most responsible quote.
- The Village Plumbing Inspector is required to inspect the line prior to replacement in order to verify that it is in fact lead.
- Priority will be given to the watermain replacement program areas for that given fiscal year. Staff may expand the incentive program if it is determined that the number of lead services in a given years watermain replacement program is less than the funding amount available. Residents will have 60 days to sign up for the reimbursement program. After 60 days has expired, the program will be opened up to other Village Residents.
- The water service connection upgrade fees will be waived up to a 1.5" service.
- The program will begin on May 1, 2017 and continue each year thereafter depending upon funds being allocated in the Village's Budget.
- It is recommended that the annual funding be provided in an amount as recommended by Staff and the program participation be on a "first come/first serve basis."