



# City of Reynoldsburg

7232 EAST MAIN STREET  
REYNOLDSBURG, OHIO 43068  
(614) 322-6800

BRAD McCLOUD  
MAYOR

**TO: Contractors**  
**FROM: Mark A. Kipp, Superintendent Water/Wastewater**  
**SUBJECT: Information Packet**

The City of Reynoldsburg Water/Wastewater Department will inspect the water ditches, inspect the sewer laterals and hang the water meters. After the completion of the home or business, our Department will inspect the property to make sure that the curb box and any main valve boxes are clean and plumb over the valve. We will also check to see if any manholes are buried or damaged. *Please be aware that the City of Reynoldsburg holds the builder responsible for any damage to these items and the builder is responsible for any repairs regardless of the subcontractor who did the damage.*

## Water Ditch Inspections

1. Water ditch inspections will require 4 hours notice.
2. The water ditch will be 42" deep at existing grade - not proposed grade.
3. Reynoldsburg Construction Drawing R-26 is attached.

## Water Meters

1. When a water meter is paid for, the purchaser is supplied with a touchpad and 20 feet of wire. It is a City of Reynoldsburg policy that the touchpad and wire be installed by the contractor prior to the hanging of the water meter. The touchpad shall be installed on the front or within three feet of the front on either side of the house. It shall be between two and five feet above ground level. A three wire cable is used. Use the black and red wires.

It does not matter which screws the red and black wires are attached to. The wire may not be spliced. Longer lengths of wire are available upon request.

2. The water meters will not be installed in a crawl space.
3. Copper must be run through the meter settings.

4. In certain high pressure areas, a Watts 3/4" U25B-GG pressure reducing valve is required to be installed ahead of the meter settings. Please check with the Water Department for the required areas.
5. Requests for water meters require 24 hour notice.
6. If a maintenance technician goes out to hang a water meter per requests and is unable to hang the meter due to one of the following:
  - a) Plumbing not ready.
  - b) Touchpad not hung or wire not run to the meter setting.
  - c) Unit locked.

There will be a \$10.00 charge per additional trip, which will be accessed to the company that requested the meter installation.

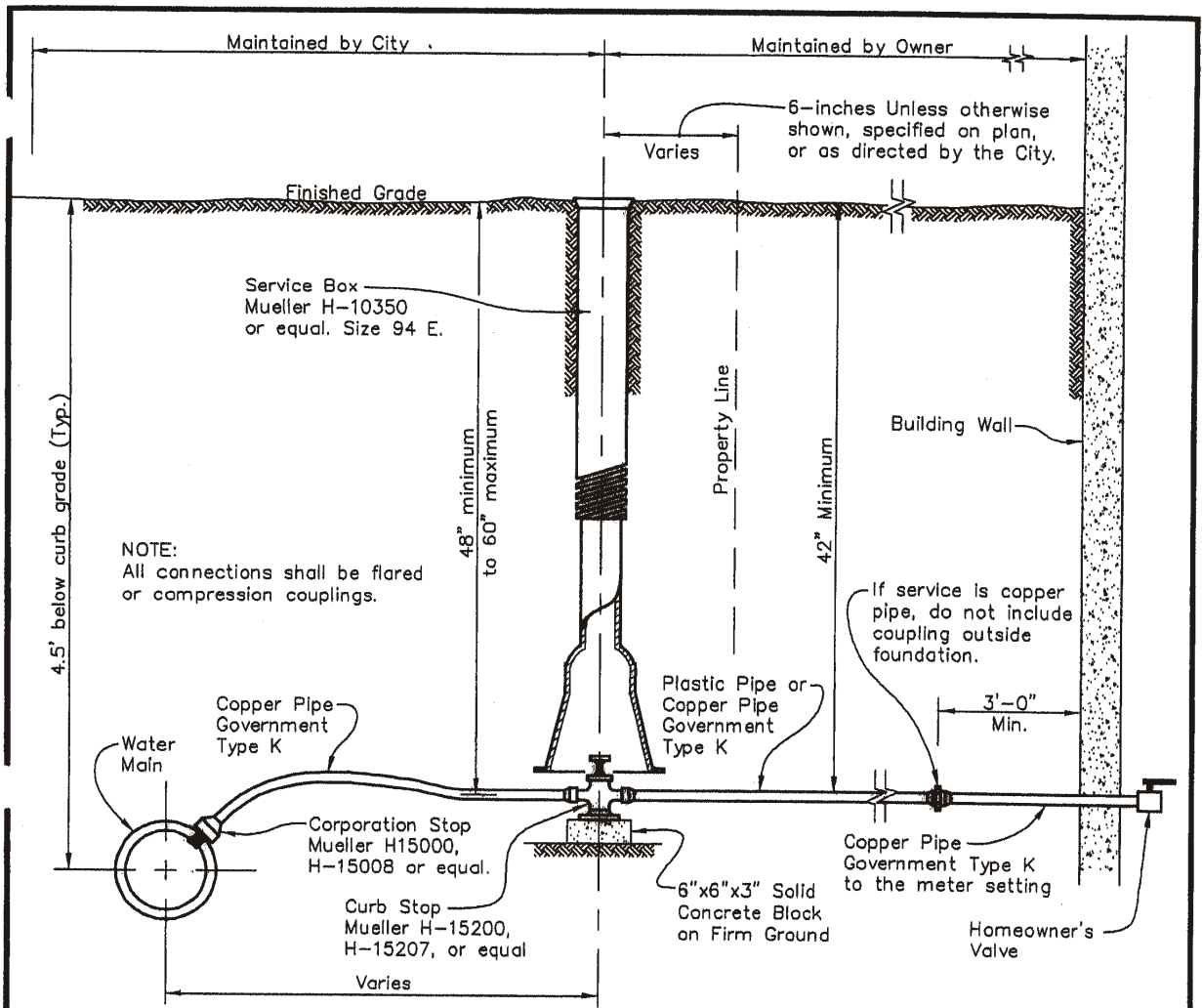
7. Interior meter setting R-67 attached.

#### **Sanitary Sewer Lateral Inspections**

1. Sanitary sewer lateral inspections will require 24 hour notice.
2. Reynoldsburg Specification R-41, 6 inch sanitary sewer service is attached.

## **Inspections or questions**

**Call 322-4500 to set up inspections or for answers to any of your questions.**



**NOTES:**

1. Service connections to PVC C-900 or Asbestos Cement water mains shall be made with all stainless steel service saddles meeting the following minimum specifications:  
Constructed of 304 Stainless Steel Double SS Strap and Bolts, Neoprene Gasket, CC Threaded Outlets.
2. Plastic water service tubing shall be manufactured from either polybutylene in accordance with ASTM D-2581-67 or ASTM D-2666-67 or ultra high molecular weight polyethylene in accordance with ASTM D-124868 PE Type III or the latest revisions thereof. Oil Aquajet K-44-08 PE-3408, Orangeburg Pd 4-XTRA PE-3408, Driscopipe Ultraline 5100.

WORKING PRESSURES			
NOMINAL SIZE	WORKING PRESSURE (psi 73.4°F)	LONG-TERM DESIGN STRENGTH (psi)	MINIMUM BURSTING PRES. (psi)
3/4" C.T.S	160	630	630
1" C.T.S	160	630	630

APPROVED

**EVANS, MECHEWART, HAMILTON & TILTON, INC.**  
CITY ENGINEERS

By: *[Signature]*

*[Signature]*  
Director of Public Service

STANDARD DIMENSIONS  
FOR  
**3/4" & 1"**  
PLASTIC OR COPPER  
WATER SERVICE

**CITY OF REYNOLDSBURG, OHIO**

STANDARD  
CONSTRUCTION DRAWING

Rev.	Date	Fig. No.
08-06-01	05-01-98	R-26

## INSTALLATION INFORMATION for TouchRead Electronic Communications Register (ECR) and Remote TouchPad Module

### Important

- For ease of installation, follow these step by step instructions.
- Be sure that the meter is the right size and the register is in the desired units of measurement. Install the Water Meter in the line as prescribed by local code and in the proper direction as indicated by the arrow on the meter.

### Necessary Tools and Material

- Two conductor, 22 gauge, solid conductor vinyl-covered cable is supplied by Rockwell for distances up to 150 feet. For installation up to 1000 feet, 18 gauge cable should be requested.
- Electric drill & bit (1/4")
- Screwdriver
- Wire Stripper
- Stapler with 3/8" non-corrosive staples (electrical non-interference wire type)
- #10 flat-head or oval countersunk head wood screws at least one inch long
- Plastic anchor plugs for masonry wall installations
- Lead seals and seal wire
- Visual Reader for system test and I.D. check

### Installation Instructions

1. Select the TouchPad location on the wall. Drill a 1/4" diameter cable entry hole in a location convenient to the TouchPad. (The hole should be located behind the TouchPad for maximum protection and to discourage tampering.)
2. For ease of the reading operation, the TouchPad should be mounted approximately 48" above ground level. Use the TouchPad as a template to locate the mounting holes.
3. If the drilled cable hole is not located behind the TouchPad, it will be necessary to break-out one of the thin side wall panels to gain access to the wire channel. See Illustration 1.
4. Feed the remote cable through the hole in the wall and extend the cable to the meter. The cable is supplied on a spool and should be cut to length at the site. Leave several inches of excess cable outside the wall and approximately two (2) feet extra at the meter for ease of handling.
5. Attach the cable to the TouchPad as follows:
  - a. Tie a single overhand knot in the cable, 2-1/2 inches from the end.
  - b. Prepare the cable end by cutting off 1-1/2 inches of the outer jacket.
  - c. Strip 3/4" of insulation from the two conductors.
  - d. Bend a loop in each bare wire and fasten the cable to the terminal screws. (It isn't necessary to observe polarity or color coding when using 2-conductor wire; however, make certain that there is no bare wire-to-wire contact.)
  - e. To improve moisture and strain resistance when conditions will **NOT** allow the hole for the cable to be covered by the TouchPad, be sure to push the cable into the underside channel until no unjacketed cable protrudes

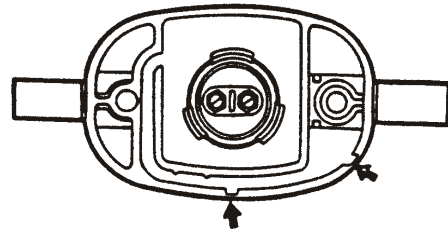


Illustration #1

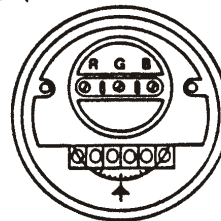
6. Feed any excess wire that will not fit in the cavity behind the TouchPad back into the wall, and caulk up the hole.
7. Mount the TouchPad by using the proper wood screws, and anchor plugs, if necessary.
8. Staple the cable to the floor joists or beams. CAUTION-STAPLES MUST NOT CUT OR DEFORM THE CABLE INSULATION.

9. To prepare the cable for installation at the meter:

Illustration #2

- a. Remove approximately 1-1/2" of the outer jacket.
- b. Strip 3/4" of insulation from the two conductors.
- c. Bend a loop in each bare wire.

TOP VIEW (Terminal Cover Removed)



10. Remove the terminal cover on the meter register under the two outside screws (letter identities "R" and "B", no wire is to be connected to the center terminal marked "G". (It isn't necessary to observe polarity or color coding when using 2-conductor wire; however, make sure there is no bare wire-to-wire contact.) Secure the terminal cover and seal. See Illustration 2.

11. Excess cable should be coiled and secured near the meter in a presentable manner.

12. Use the ECR Visual Reader to verify the register reading and identification number by touching the TouchPad, which should be wall mounted by this time. The four digits that appear which must correspond to the meter odometer, followed by the eight (8) digit I.D. number. Record the reading and I.D. number for the proper address, along with the serial number which is stamped on the meter.

13. Fold the hinged screw covers into place and seal to secure the TouchPad.

#### troubleshooting

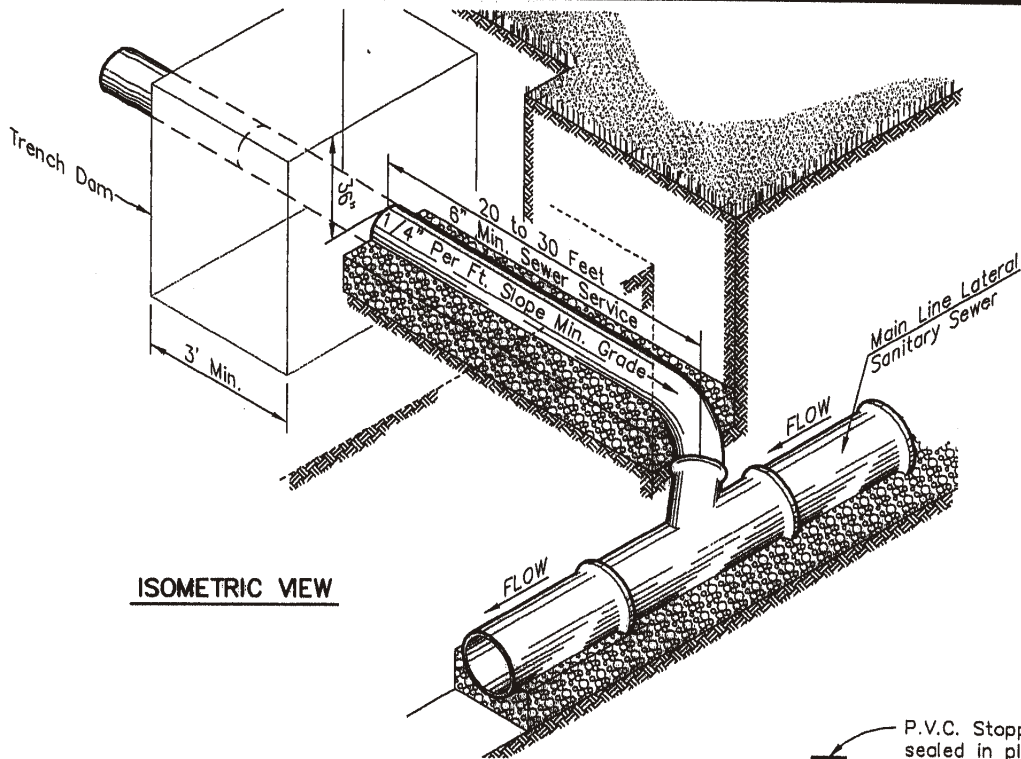
The following can be used as a guideline.

A. If the display shows "E-1" for meter reading and "E-2" for I.D. number:

1. Check to see if all connections are secure at the terminals on the register and on the back of the TouchPad (make certain that bare wires are not touching each other at the terminals.)
2. Check to see if there is a broken or shorted wire between the register and the TouchPad. Check the staples to make sure they have not cut into the cable and shorted the wires.
  - a. Disconnect the wires from the installed register terminals and connect to another test register. If a reading cannot be obtained through the TouchPad, the problem most likely is in the cable.  
Special Note: However, as an additional check, a different TouchPad should be utilized in an attempt to secure a reading before time is spent on checking the cable.
  - b. Following the above procedure will verify a broken or shorted cable, a faulty ECR Register or a faulty TouchPad. (Since the critical components are electronic and tested prior to shipment, it is unlikely that a faulty register or TouchPad will be found.)

B. If the display shows "E-1" for the register reading and the I.D. number reads correctly:

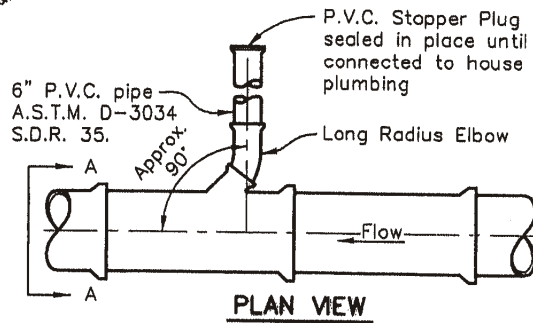
1. Take another test reading after a quantity of water has been run through the meter (200 gal./30 cu. ft. or more preferred)
  - a. Proper reading - system is satisfactory
  - b. If the display still shows "E-1" for register reading - replace register or meter assembly.
  - c. If the register reading is correct, but the display shows "E-2" for the I.D. number, replace the register or meter assembly.



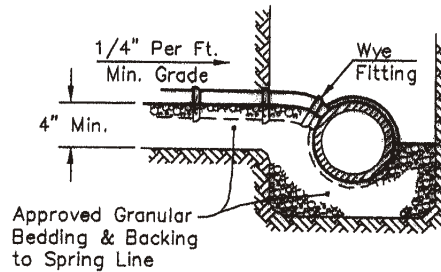
**ISOMETRIC VIEW**

**NOTES:**

1. If a wye branch is not available in the main line sewer, the main line may be tapped only as approved by the City Engineer and/or Superintendent of Water/Wastewater Department.
2. All license and permits must be obtained from the City prior to constructing the service.
3. Twenty-Four (24) hours notification to Superintendent is required prior to inspection.
4. Re: SANITARY SEWER SERVICE  
The Contractor shall place a bedding cut off trench dam of native clay or impervious soil across and along the trench at a point 20 to 30 feet upstream from the main line sewer wye, tee or saddle to retard and resist the movement of groundwater through the trench granular bedding or compacted backfill material. The trench dams shall be carefully compacted and shall be 3 feet in thickness, as measured along the service centerline and shall be constructed against the undisturbed trench sides from the bottom of the trench to a limit of 36 inches over the top of the pipe.



**PLAN VIEW**



**SECTION A-A**

APPROVED  
**EVANS, MECHEWART, HAMBLETON & TILTON, INC.**  
 CITY ENGINEERS  
 By: *[Signature]*  
*[Signature]*  
 Director of Public Service

STANDARD DIMENSIONS  
 FOR  
**6-INCH SANITARY  
 SEWER SERVICE**

**CITY OF  
 REYNOLDSBURG, OHIO**

STANDARD  
 CONSTRUCTION DRAWING

Re..	Date	Dwg. No.
08-01-01	02-28-86	R-41