



# CITY OF FORT WAYNE

THOMAS C. HENRY, MAYOR

February 22, 2021

## Cross Connection Control and Backflow Prevention News

*From Fort Wayne City Utilities*

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### ❖ REMINDER TO ENTER AND PAY FOR YOUR TESTS IN A TIMELY MANNER

Entering your tests and paying for them promptly will prevent your customer from receiving enforcement notices. “Fort Wayne Code of Ordinances, Chapter 52: Water and Watercourses” **requires test results to be submitted within ten calendar days**, and its good practice to submit the test even sooner if the customer is non-compliant to mitigate their chance of having their water service terminated. If you have trouble with entering or paying for your test’s entries, please contact Aqua Backflow at (847) 742-2296 or by email at [info@aquabackflow.com](mailto:info@aquabackflow.com).

### ❖ REMINDER: TEMPORARY (“CONSTRUCTION”) METER PROGRAM & BACKFLOW PREVENTION REQUIREMENTS

With construction season starting back up, City Utilities would like to remind you of our policies regarding temporary (“construction”) meters. Backflow prevention is required on all temporary water meters due to the varying types of direct or indirect cross connections and varying degrees of hazards that can occur at temporary water service connections. Either an approved Reduced Pressure Principal Assembly (RP) or an approved Air Gap (AG) must be installed on the downstream side of the water meter and upstream of any cross connection. Test results for RPs must be provided by the customer before the temporary water meter will be issued. Tests for AGs will be performed and reported by a City Utilities Certified Backflow Device Tester at the time the temporary water meter is to be picked up.

Your office may be contacted to test a backflow device for a temporary water meter. If it is an existing device that is being utilized in the field and is due for annual testing, the test may be performed at the jobsite. If it is a new device that must be tested before the temporary water meter will be issued, you may test the device at your facility if you have access to a water connection to do so or you may call City Utilities’ Water Maintenance and Service Department at **260-427-1182** to schedule a time to utilize a fire hydrant to test the device near their office at 415 E. Wallace St. Fort Wayne, IN 46803.

### ❖ CONFIRMING TESTER CERTIFICATION

IDEM is requiring that every two (2) years that certified backflow testers “confirm” that they are still actively testing. IDEM has given dates of Dec 31, 2021, Dec 31, 2023, and so on, for the “expiration” of an “active” status. IDEM will be sending notices to testers biennially in October of those years. Aqua Backflow as required by IDEM will not be accepting tests from inactive testers. Testers will begin seeing warning signs popping-up in Aqua Backflow software when the tester certifications are about to expire, as well as when they have expired. Please visit this link,

<https://mylicense.in.gov/everification/Search.aspx>, to if a particular tester is active. **Please share this with all employees to whom this pertains.**

### ❖ ADDING DEVICES ON [TRACKMYBACKFLOW.COM](http://TRACKMYBACKFLOW.COM)

#### HOW TO SUBMIT NEW INSTALLS

As you’re probably aware, devices that are brand new installations or existing devices that have never been reported to City Utilities will not be found on the website. Therefore, you will not be able to enter your test results directly, and you must email the report. The initial \$9.95 fee is waived for the first test on a new device. Please be aware this does not include replacements. To ensure the new device is processed quickly, you may email the test report to [Info@aquabackflow.com](mailto:Info@aquabackflow.com) and [CrossConnectionControl@cityoffortwayne.org](mailto:CrossConnectionControl@cityoffortwayne.org). If the project is being reviewed by City Utilities Development Services, you should also copy [Rick.Seals@cityoffortwayne.org](mailto:Rick.Seals@cityoffortwayne.org). All new devices are reviewed by

City Utilities before being added to Trackmybackflow.com. This ensures that they are installed on the correct address and service line on the website and that the appropriate device is installed commensurate with the degree of hazard.

❖ **HAVING WATER TURNED ON BY CITY UTILITIES FOR BACKFLOW TESTING**

If a customer has had their water disconnected due to non-compliance or has an irrigation meter in a pit that is turned off and has contacted you to perform testing, you – not the customer – must contact City Utilities to have the water turned on for testing of the backflow device. **Call City Utilities Water Maintenance and Service Department at 260-427-2476 to schedule an “On/Off for Backflow Testing” service appointment at least one business day in advance.** These appointments can be scheduled Monday through Friday; weekend appointments are not available.

**FOR NON-COMPLIANCE**

A City Utilities’ Field Service Representative will meet you on site to turn the water on for testing and will wait 15 minutes while you perform the testing. **If you require more than 15 minutes, the Representative will leave to go to their next appointment while you perform the testing. After the testing is complete, you must call the Representative on their cell phone to inform them of the results.** If the device passes testing, the water will be left on. If the device fails testing, the Representative will return to the site (unless they are still there) and turn the water back off to protect the safety of the public water supply. The results of the test should be submitted immediately to prevent the service from being disconnected again. If you cannot keep the scheduled appointment time, you should call Water Maintenance and Service to reschedule.

**FOR IRRIGATION METERS IN PITS**

If the customer does not want to leave the water on after testing is complete: A City Utilities’ Field Service Representative will meet you on site to turn the water on for testing and will wait 15 minutes while you perform the testing, and then will shut the water back off. The customer’s account will stay in the “Seasonal Off” status and the normal trip fee *will not* be charged.

If the customer does want to leave water on after testing is complete: A City Utilities’ Field Service Representative will meet you on site to turn the water on for testing and will wait 15 minutes while you perform the testing, and then will leave the water on. The customer’s account will change to the “Seasonal On” status and the normal trip fee *will* be charged.

❖ **CROSS-CONNECTION CONTROL DEVICE TESTER CERTIFICATION CLASS MAY 2021**

City Utilities is hosting a Cross-Connection Control Device Tester Certification Class scheduled for May 24-28th 2021 at City Utilities’ Water Maintenance and Service Department located at 415 E Wallace Street in Fort Wayne. Registration form is included in this letter. *(Seats are limited due to Covid-19)*

❖ **UPDATED TESTER BUSINESS LISTING—PLEASE REVIEW!**

The Backflow Tester Business Listing has been updated to better serve our customers. We hope that this update will benefit both you and our customers. Please review the enclosed listing and contact Miranda Braun at 260-427-2543 or [Miranda.Braun@cityoffortwayne.org](mailto:Miranda.Braun@cityoffortwayne.org) if any sections are incorrect or if your business was left off by mistake. Please also check that your preferred phone number and web address are listed. This newly formatted list is currently available on City Utilities’ website, but corrections will be made as soon as they are brought to our attention. If there is anything else that you would find helpful to have readily available on our website, please let us know.

Sincerely,

*Miranda Braun, MPH*

Miranda Braun, MPH, Program Manager Cross Connection & Environmental Compliance Assistance  
Fort Wayne City Utilities  
Cross Connection Control & Backflow Prevention  
200 E Berry Street, Suite 140  
Fort Wayne, IN 46802  
Phone: (260) 427-2543  
Email: [Miranda.Braun@cityoffortwayne.org](mailto:Miranda.Braun@cityoffortwayne.org)  
Webpage: [www.cityoffortwayne.org/utilities/backflow-prevention](http://www.cityoffortwayne.org/utilities/backflow-prevention)

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City Utilities welcomes your suggestions for information you would like to see on our webpage or recommendations that could make our program more effective. Please contact our office if you have ideas, questions, or concerns regarding the Cross Connection Control & Backflow Prevention Program.

***Please post and distribute this newsletter to the staff in your office.***

# Cross-Connection Control Device Tester Certification Class

Presented By: ABPA – Indiana Chapter  
Hosted By: Fort Wayne City Utilities



Class Dates: May 24 – May 28, 2020 • 7:30 a.m. – 6:00 p.m. (30 minute lunch break)

Exam Date: May 28, 2020 • 7:30 a.m.

Location: Water Maintenance & Service • 415 E. Wallace St. Ft. Wayne, IN 46803

Cost: \$725 per person

## Registration Form

Name: \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Please select your payment method below:

I am mailing my completed registration form with check payable to “**ABPA-Indiana Chapter**” to:

Fort Wayne City Utilities  
Cross Connection Control & Backflow Prevention  
200 E. Berry St. – Suite 140  
Fort Wayne, IN 46802

I am emailing my registration form to [CrossConnectionControl@cityoffortwayne.org](mailto:CrossConnectionControl@cityoffortwayne.org) and will bring a check payable to “**ABPA-Indiana Chapter**” with me on the first day of the class.

I am emailing my registration form to [CrossConnectionControl@cityoffortwayne.org](mailto:CrossConnectionControl@cityoffortwayne.org) and would like to be invoiced by the American Backflow Prevention Association.

If billing information is different from above, please specify: \_\_\_\_\_

*Due to a limited number of seats, reservations will be made on a first-come, first-served basis. Please submit completed registration forms by **May 3rd, 2021.***

*For specific questions regarding course details please contact:  
Howard Millsaps, President of ABPA – Phone: 765-220-5570 – E-mail: [millhk@aol.com](mailto:millhk@aol.com)*

