2024

Village of Winnetka Lead Service Line Replacement Plan

Village of Winnetka

4/9/2024

Table of Contents

Village of Winnetka - IL0313330

4/9/2024

☒ New Plan ☐ Revised Plan Date:

1. Plan Certification

I have verified and certify the information listed in this Plan is true and accurate to the best of my knowledge and belief:

[redacted]
Plan Preparer Signature

4/9/2024
Date

Nicholas Narhi
Plan Preparer Name (Print)

Director of Water & Electric
Title

[redacted]
Water supplier Administrative Representative Signature

4/9/2024
Date

Robert Bahan
Water supplier Administrative Representative Name (Print)

Village Manager
Title

[redacted]
Licensed Operator Signature

4/9/2024
Date

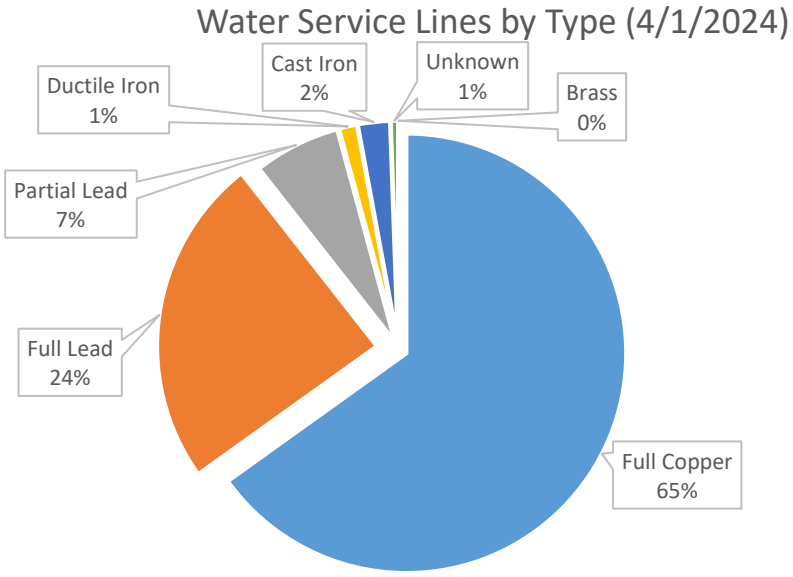
Brian Curley
Licensed Operator Name (Print)

[redacted]
License Number

This plan is available on the Village's website at https://www.villageofwinnetka.org/386/Lead-Service-Line-Replacement and advertised to the public in the information section of their utility bills.

Members of the public can also make public comments on any topic, including the LSL Replacement plan, during any Village Council meeting on the first and third Tuesday of each month.

2. General Water System Information	
System Name: Village of Winnetka	PWSID: IL0313330
Total Number of Service Connections: 4,477	
Number of Lead Service Lines: 1,373	
Number of Lead Status Unknown Service Lines: 24	
Number of Galvanized Requiring Replacement Service Lines: 0	
Number of Non-lead Service Lines: 3,080	
Total Population Served: ~ 14,000	Village of Northfield (wholesale): 5,600



	4/1/2024
Full Copper	2915
Full Lead	1088
Partial Lead	285
Ductile Iron	59
Cast Iron	105
Unknown	24
Brass	1
Total Services	4477

2a. Contact Information	
System owner contact information:	
Name: Nicholas Narhi	Title: Director of Water & Electric
Phone: 847-716-3553	Email: nnarhi@winnetka.org
Licensed operator contact information	
Name: Brian Curley	Title: Water Plant Superintendent
Phone: 847-716-3620	Email: bcurley@winnetka.org
Plan Preparer contact information	
Name: Nicholas Narhi	Title: Director of Water & Electric
Phone: 847-716-3553	Email: nnarhi@winnetka.org

In accordance with 40 CFR § 141.84 b, all community water suppliers with one or more lead, galvanized requiring replacement, or lead status unknown service lines must prepare and submit a lead service line replacement plan to the IL EPA. The initial plan must be submitted by April 15, 2024. This Plan must be

updated when new information becomes available regarding the replacements, identification of lead service lines, changing priorities, contract expirations, or changes in staff. This Plan is required to be kept on site and made available for IL EPA review upon request.

3. Responsible Parties

List names, titles, and details for the following:

1.	Creating and maintaining the Lead Service Line Replacement Plan: Nicholas Narhi, Director of Water & Electric 847-716-3553 nnarhi@winnetka.org
2.	Identification of lead service lines: Nicholas Narhi, Director of Water & Electric 847-716-3553 nnarhi@winnetka.org
3.	Maintenance of service line inventory: Drew Ceckowski, Water & Electric Analyst 847-716-3287 dceckowski@winnetka.org
4.	Construction oversight: John Colletti, Water Distribution Supervisor 847-716-3284 jcolletti@winnetka.org
5.	Funding: Tim Sloth, Finance Director 847-716-3513 tsloth@winnetka.org
6.	Public outreach coordinator: Josie Clark, Communications Manager 847-716-3545 jclark@winnetka.org
7.	Maintaining the online inventory updates: Drew Ceckowski, Water & Electric Analyst 847-716-3287 dceckowski@winnetka.org
8.	Resubmission of the Lead Service Line Replacement Plan: Nicholas Narhi, Director of Water & Electric 847-716-3553 nnarhi@winnetka.org

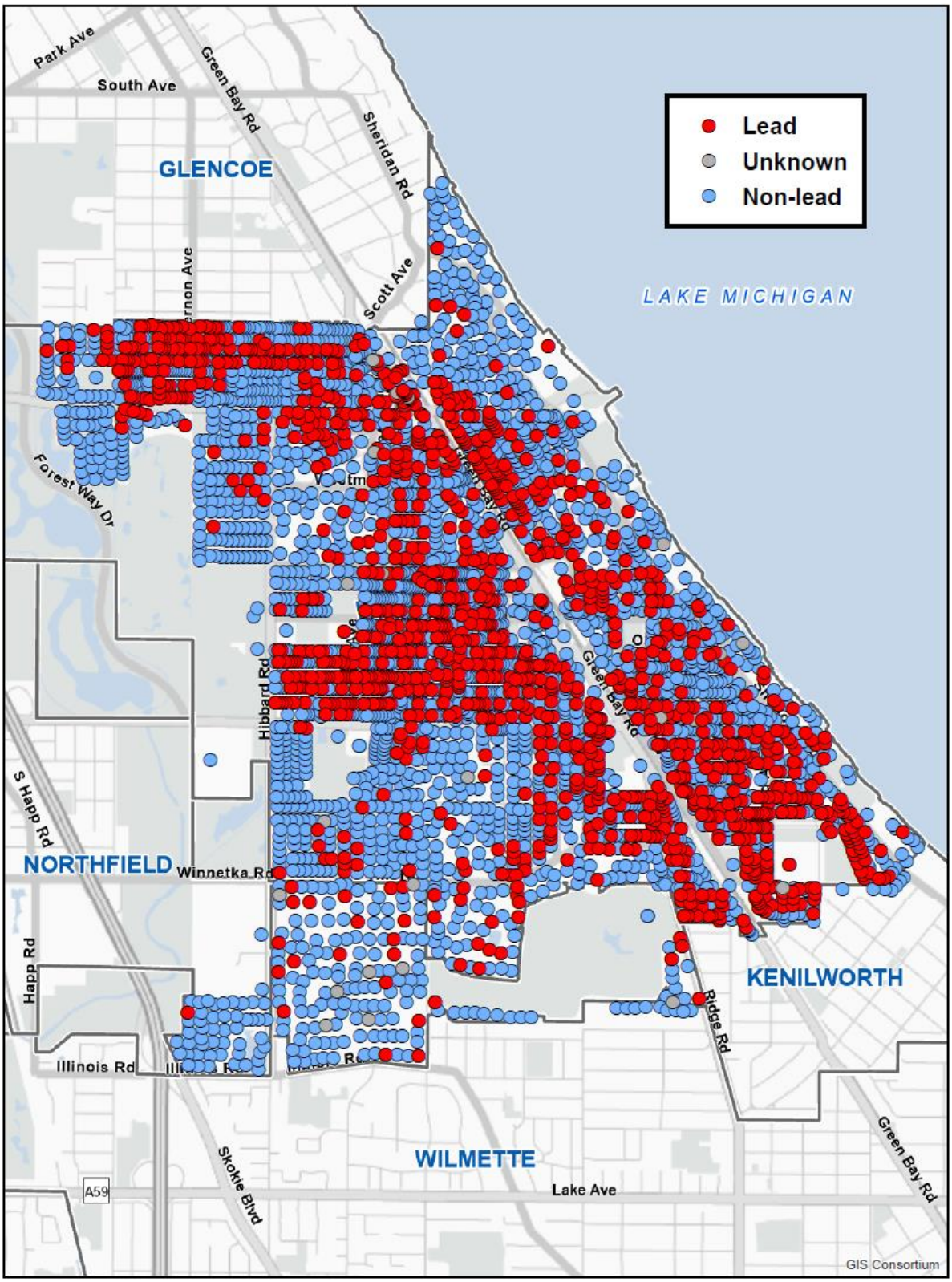
4. Service Line Inventory Development and Maintenance

Strategy for identifying service lines of unknown materials (40 CFR 141.84 (b) (1))
Check all applicable boxes. When completed, include completion date.

Type of Review	Completion Date
☒ Distribution system maps and record drawings	4/1/2024
☒ Ongoing updating of service line materials during normal operations	Ongoing
☒ Capital improvement plans and/or master plans for distribution system development	Ongoing
☒ Utility records including meter installation records, service installation records and field activity records	4/1/2024
☒ Visual inspection – home visits	Ongoing
☒ Excavation – Vacuum	Ongoing
☒ Advanced Metering Infrastructure (AMI) Deployment	12/31/2026
☐ Other: (describe)	

Active LSL Inventory

The Village maintains an active LSL inventory database at the address level and provides annual updates on its website, as required by law. A breakdown of the inventory as of April 1, 2024, is summarized above in Section 2. The most recent inventory can be found electronically at https://www.villageofwinnetka.org/386/Lead-Service-Line-Replacement.



Map of LSL locations in Winnetka service territory

The Village plans to address LSL replacements (shown in red above) through a combination of planned replacements concurrent with water main capital improvements, a voluntary replacement program, new home construction, and emergency replacements. Details on the funding mechanisms for these replacements can be found in Section 7.

Total number of lead service lines connected to the distribution system that have been replaced since 2020.

A summary of full LSL replacements is shown below. Address level information can be found attached in Appendix D and in the LSL inventory on the Village's website.

	2023	2022	2021	2020
Full Copper Replacements	106	33	29	26

5. Replacement Schedule Development and Replacement Considerations

5a. Methods used to identify the prioritization of lead service line replacements (use numbers to indicate the level of priority, with "1" being the highest priority) (40 CFR 141.84 (b) (6))

Lead service line replacements are prioritized in three categories: (1) emergent lead service line failures, (2) service line replacements associated with capital improvement projects, and a (3) voluntary program. The replacement of service lines is the sole responsibility of the property owner.

Based on the inventory of lead service lines, lead water services to high-risk facilities such as preschools, day care centers, schools, group homes, and clinics served by the Village's water distribution system have been replaced— or the facility has plans to replace the lead service line—in 2024.

5b. Explanation of how the system is prioritizing replacement locations. using the methods identified above and how the schedule will be implemented.

The Village's capital plan for the water distribution system is targeted at a 1% annual replacement rate. Water main segments are prioritized by parameters which include: number of breaks, break type, water main age, water main material, water main capacity, type of customers, critical risk priority, water main size, and system continuity. This information is combined with an assessment of pavement conditions. The combination of the two assessments is used to develop the annual road rehabilitation and water main replacement program, which are constructed concurrently.

5c. Coordination with Property Owners

What portion of the service line is owned by the water suppliers?	☐ The water supplier owns the entire service line (main to house)	☐ The water supplier owns a portion of the service line (main to curb stop or meter)	☒ The water supplier does not own any portion of the service line

Ownership of LSL:

Water service lines are paid for and installed by property owners. This is codified in the Winnetka Village Code, Section 13.04.100, *Water Service Connections*. With limited exceptions, the installation, connection, alteration, maintenance, repair, and replacement of the water service connections is at the sole expense of the owner of the premises to which the water service is supplied.

How will the system conduct public outreach regarding its lead service line replacement program?

Winnetka staff conduct public outreach on an annual basis to advertise the Voluntary LSL replacement program, as well as inform residents that will be having their service replaced as part of a planned water main capital improvement project. Examples of this outreach can be found in Appendices E3, E.5, E.7 and E.8.

Information on LSL replacement is continuously available on the Village's website at: https://www.villageofwinnetka.org/386/Lead-Service-Line-Replacement.

How will the system solicit property owner/customer's approval to replace lead service lines?

Voluntary program participants are providing their approval by virtue of being in the program. For replacements in conjunction with capital water main work, the Village approaches each resident individually during the planning phase of the project to determine what is required to complete the replacement. Use of the Village's contractor or hiring of a private contractor are both viable options to complete the replacement of the line on private property. During such a project, the portion of the line in the public right-of-way is replaced by the Village at no cost to the homeowner. The homeowner is responsible for paying for the portion on private property, less the rebate offered by the Village. If the homeowner is unable to pay the full amount up front, financing options are available to spread the cost out over an agreed-upon payback period. All reasonable efforts will be taken to achieve 100% participation in the full replacement of LSL.

In the event of a property owner/customer's refusal to replace the service line the water system will:
☒ Provide the customer with information about the known hazards of lead.
☒ Document the incident, including retaining signed copies of the Illinois Department of Public Health Waiver.
☒ Continue to contact the property owner/customer each year for participation and continue to document all outreach efforts.

5d. Coordination with Village

How will the water system work with the Village to coordinate replacement efforts to minimize costs, impacts on roads, and neighborhood disturbances?

On an annual basis, the Water Department coordinates efforts with the Public Works and Engineering Departments to plan water main replacements in conjunction with road rehabilitation. Each Department maintains a ranked priority list of replacement candidates, and those candidates are aligned during the planning phase of the budget to ensure efficiency in the performance of the work. The water main and associated LSL replacement work is bid, awarded, and constructed all by the same contractor to improve coordination and communication.

5e. Emergency Replacement

What steps will the water system take in the event an emergency replacement is necessary?

☒ By having materials, staff resources, and procedures in place to replace the service line.

☒ By encouraging the owner to replace the line in its entirety.

☒ By providing filtration means for the resident until the entire service is replaced, and 180 days after.

☒ By documenting the service line materials, if they are made known, and replacing them at a later date.

6. Financing, Costs & Workforce

6a. Lead Service Line Replacement Financing (40 CFR 141.84 (b) (7))

Will the water system need to have approval from another agency or governing body prior to beginning replacements (due to budgetary issues)?

☒ Yes

☐ No

If yes, explain:

As part of the annual budget process, the Village Council approves the Annual Budget and Capital Improvement Plan (CIP). During that presentation, Winnetka staff recommend a funding amount to the Village Council to address rebates for LSL replacement work, including planned and emergent replacements. The Budget is for a calendar year, with approval being granted in December of the previous year. The amount of the rebate and the total funding amount are subject to change on an annual basis based on the financial position of the Water Fund, which operates as an Enterprise Fund within the Village of Winnetka.

How will replacements be funded?

The LSL rebates are funded through the Water Fund's annual CIP, which in turn is funded through the sale of potable water to its utility customers. Additional revenue needed to support LSL replacements is funded through annual rate increases.

How will the utility address customer owned portions of service lines that are owned by customers who are unable to pay to replace the portion they own? (40 CFR 141.84 (b) (7))

To assist customers with replacement of lead water service lines, the Village reimburses a property owner up to 50% of the cost, not to exceed $5,000, for the replacement of their lead service line resulting from an emergent lead service line failure, a lead service line replacement associated with a capital improvement project, or through participation in a voluntary replacement program. Customers on capital improvement projects needing additional time to pay for their portion of the private property service line are encouraged to contact the Village to discuss payment arrangements.

Is the water system government owned? ☒ Yes ☐ No

- If yes, will the property owner be responsible for a portion of the replacement cost?
  ☒ Yes ☐ No

- If yes, what amount?
  Water service lines are paid for and installed by property owners. This is codified in the Winnetka Village Code, Section 13.04.100, *Water Service Connections*. 2024 Village Policy is that the homeowner pays the full amount for replacement, less the Village rebate ($5,000).

Does the water system intend to utilize the resources available through the Drinking Water State Revolving Fund (DWSRF)? ☐ Yes ☒ No

- If yes, which funding does the system intend to utilize?

6b. Setting Aside Funds for Mailings and Other Future Costs

Our water system will ensure that there are adequate funds to cover the cost of lead service line replacement activities by:

☒ Securing and setting aside funds on a yearly basis to cover the additional costs of certified mailing associated with each phase of replacement.
☒ Securing and setting aside funds for any outreach costs associated with replacements.
☒ Securing and setting aside funds for customer samples following an LSL replacement.
☒ Securing and setting aside funds for filter pitchers and replacements provided following an LSL replacement.
☒ Making sure that there is adequate funding set aside if additional staffing is needed.
☒ Securing and setting aside funds if additional lead service lines and galvanized requiring replacement service lines are identified and must be replaced.

6c. Analysis of Costs

An analysis of costs and financing options for replacing the lead service lines connected to the community water supply's distribution system.

In 2017, the Village completed a Water Main Replacement Study. The study recommended annual rate increases of 8.5% for the years 2018-2025 with the goal of funding 1% replacement of the distribution system on an annual basis. In 2021, the State of Illinois enacted the Lead Service Line Replacement and Notification Act. In 2022, the Village's water distribution system comprised 1,503 lead and/or partially lead water service lines which accounted for 33% of the system. The Village Council examined the amount of funding could be generated for lead service line replacement based on rate revenue. The rate increases examined were in addition to the 8.5% already implemented for water main replacement.

LSL Funding Generated Based on Rate Revenue

1%	$56,539
2%	$113,079
3%	$169,618
4%	$226,158
5%	$282,697
6%	$329,237
7%	$395,776
8%	$442,058
9%	$508,855
10%	$565,394

Starting in 2023, the Village established a 50% reimbursement funding level, with a maximum of $5,000 per customer, to assist property owners with the replacement of their lead service lines in the following situations: emergent replacement due to a leak, replacements associated with water main replacements, and a voluntary program. For 2023, water rates were increased by 11%. The rate increase included the 8.5% recommendation from the Water Main Replacement Study with an additional 2.5% for the lead service line replacement programs.

A detailed accounting of costs associated with replacing lead service lines and galvanized lines requiring replacement.

In 2023, the Village offered a Voluntary Lead Service Line Replacement Program. Participating customers were eligible to receive a rebate up to $5,000 for 50% of the total cost of their lead service line replacement cost. Customers were required to provide at least two estimates from licensed plumbers. Based on the thirty-one participants in the program, the average cost to replace a service line in 2023 was $15,363. This included all costs incurred by the customer which included: lead service line disconnect, installation and connection of a copper service line, plumbing inspection, water meter, the cost to tap the water main and site restoration. As of April 1, 2024, there are 1,397 customer owned lead services lines connected to the Village's distribution system. Based on the average service line replacement cost, the total estimated replacement cost for the 1,397 lead service lines is estimated at $21,462,111. The cost to replace the remaining lead service lines in 2024 is estimated at $22,191,823, which reflects the 2023 cost plus 3.4% inflation (per B.L.S. CPI-Urban Feb 2024.)

6d. Affordability and Payment Structure

Measures to address affordability and prevent service shut offs for customers or ratepayers.

In order to address the affordability concerns of LSL replacement, the Village employs a number of methods. First, the Village offers a rebate (presently up to $5,000) to eligible homeowners for LSL replacement to help offset the cost. Following the successful completion of the replacement work, the full rebate is remitted back to the homeowner. Additionally, the Village can establish payment plans with the homeowner to spread the cost out over a 12- or 24-month period. Lastly, the Village takes every effort to avoid shut offs or turn downs for nonpayment. In the event a delinquency occurs, the Village will work cooperatively with the resident to become current on their accounts and extend payment schedules as needed. There have been fewer than ten shut offs in the Village for nonpayment since 2020.

Consideration of different scenarios for structuring payments between the utility and its customers over time.

For those customers replacing their lead water service line with a Village contractor, the Village provides three options for payment:

- 100% payment, net 30 days after the service line is replaced.
- 12 months of payments, no interest. Example: Average 2023 service line replacement cost of $15,363 equates to monthly payment: $1,280.25.
- 24 months of payments; interest rate equivalent to IEPA State Revolving Fund interest rate, 1.81%. Example: Average 2023 service line replacement cost of $15,363 , IEPA interest rate 1.81%. equates to monthly payment of $652.26.

6e. Workforce Requirements

Measures to encourage diversity in hiring in the workforce required to implement the plan as identified under subsection (n).

For fiscal year 2024, the LSL replacement work was bid as a part of the Road Rehabilitation and Water Main Capital Improvements. This public bid was posted on Demandstar, an online bidding platform. In fiscal year 2025 and beyond, the Village plans to perform targeted outreach to MBE contractors during the bidding phase of its Road Rehabilitation and Water Main Capital Improvements. To ensure qualified MBEs are informed of projects, the Village will continue to circulate the advertisement for bids in on Demandstar. Outreach will also include utilizing the website: https://cms.diversitycompliance.com to identify vendors located in the geographic area of the project who could perform all or parts of the scope of work. At a minimum, we will email identified vendors with project specifications sufficient to build a quote and solicit quotes from all vendors who express an interest with follow-up emails and/or telephone calls. Documentation of these efforts will be collected including copies of all emails or texts sent.

7. LSL Replacement Procedure

(40 CFR 141.84 (b) (2))

☒ We will comply with ANSI/AWWA C810-17 Replacement and Flushing of Lead Service Lines
Attached in Appendix B

8. Notification Requirements

Consumer Notification

☒ We will notify owners and non-owner customers of plans to conduct a full or partial service line replacement at least 45 days in advance (40 CFR 141.84 (b) (3)):

- ☒ Using our own template (Attached in Appendix C).

☒ We will use our own templates letters for the following notifications (attached in Appendix C):

- ☒ Public Education.
- ☒ Lead Risk Mitigation.
- ☒ Annual notifications of LSLs – Each year customers who still have an LSL must receive a notification.
- ☒ Annual notifications of service lines with unknown materials – required every year.
- ☒ Annual notification to LSL Voluntary Replacement Program participants.

Timeline of Public Notification of the LSL Replacement Plan

Date	Content	APPENDIX
September 12, 2022	Village Council Study Session, public meeting. *Staff sought policy direction on funding of LSL replacements. The Council established a policy of rebate up to $5,000.*	E.1
October 28, 2022	Public Budget Meeting – FY2023 *Staff presented funding for LSL replacements, based on the September Council Study Session, for up to 128 services. Approved by Council on December 6, 2022*	E.2
March 1, 2023	Mandated LSL correspondence to all affected residents *Staff mailed all LSL residents an annual notice informing them of their service and educating them on the efforts the Village is taking to eliminate lead.* First come, first serve Voluntary Program is advertised. Original 20 slots filled up in 36 hours. A waitlist is established.	E.3
July 18, 2023	Village Council Meeting, public meeting. *Voluntary LSL Replacement Program Policy Direction. Based on strong public interest in the program, Council authorized rebate funding for an additional 60 service lines in FY2023.*	E.4
July 19, 2023	Correspondence issued to 60 additional residents now eligible for rebates through the Voluntary Program.	E.5
November 3, 2023	Public Budget Meeting – FY2024 *Staff presented funding for LSL replacements, up to 137 services, continued policy of rebate up to $5,000. Approved by Council on December 5, 2023*	E.6
March 8, 2024	Mandated LSL correspondence to all affected residents. *Staff emailed all LSL residents an annual notice informing them of their service and educating them on the efforts the Village is taking to eliminate lead.*	E.7
March 15, 2024	LSL correspondence to Voluntary Program waitlist *Staff mailed 80 LSL homes on the waitlist to extend the offer to participate in the 2024 Voluntary program.*	E.8

9. Lead Risk Mitigation Procedures					
Event	Pitcher or Filter Program	Sample	Flushing Instructions	Consumer Notification Template	Public Education
Planned Full LSL Replacement (Village-initiated)	Yes	Yes	Yes	Template C1	Yes
Emergency LSL Repair / Partial Replacement	Yes	Yes	Yes	Template C2	Yes
Voluntary Full LSL Replacement	No	No	Yes	Template C3	Yes
Customer Notifies Utility of intent to replace LSL in advance	No	No	Yes	Template C4	Yes
Customer Notifies Utility of LSL replacement after completion	No	No	Yes	Template C4	Yes

Pitcher or Filter Requirements – The water supplier must provide the consumer with a pitcher filter or point-of-use device certified by an American National Standards Institute (ANSI) accredited certifier to reduce lead, six months of replacement cartridges, and instructions for use before the affected service line is returned to service. If the affected service line serves more than one residence or non-residential building (e.g., a multi-unit building), the water supplier must provide a filter, six months of replacement cartridges and use instructions to every residence in the building.

Sample Requirements – The water supplier must offer to collect a follow-up tap sample between three months and six months after completion of a full or partial LSL replacement. The water supplier must provide the results of the sample to the customer as soon as practicable, but no later than 3 calendar days after the water supplier learns of the tap monitoring results.

Flushing Instructions – The water supplier must provide information about service line flushing before the affected service line is returned to service. These instructions are for the customer to flush the service line and premise plumbing of particulate lead.

Consumer Notification Templates -The water supplier must notify customers of the risk of elevated lead levels, provide public education materials, and provide flushing instructions before returning a service line to service following a replacement or disturbance. The templates address the required elements.

10. Lead Service Line Replacement Goal Rate (40 CFR 141.84 (b) (4))

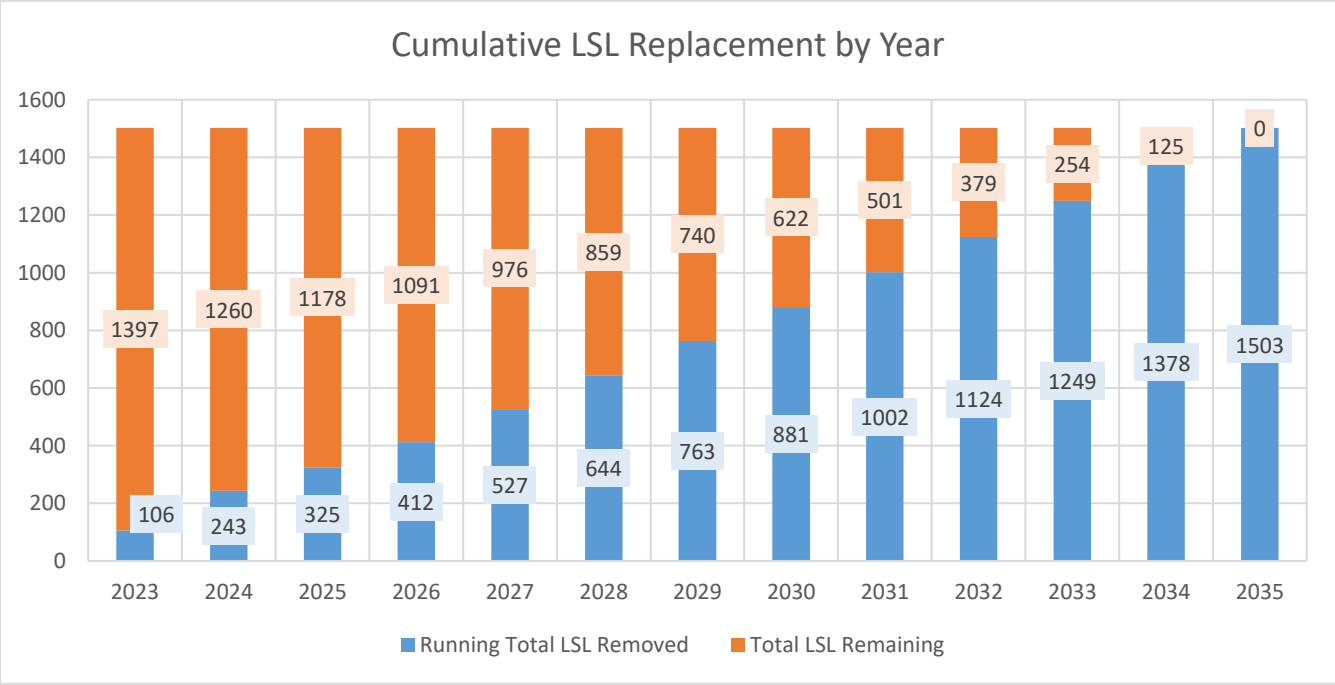
In the event of a lead trigger level exceedance:

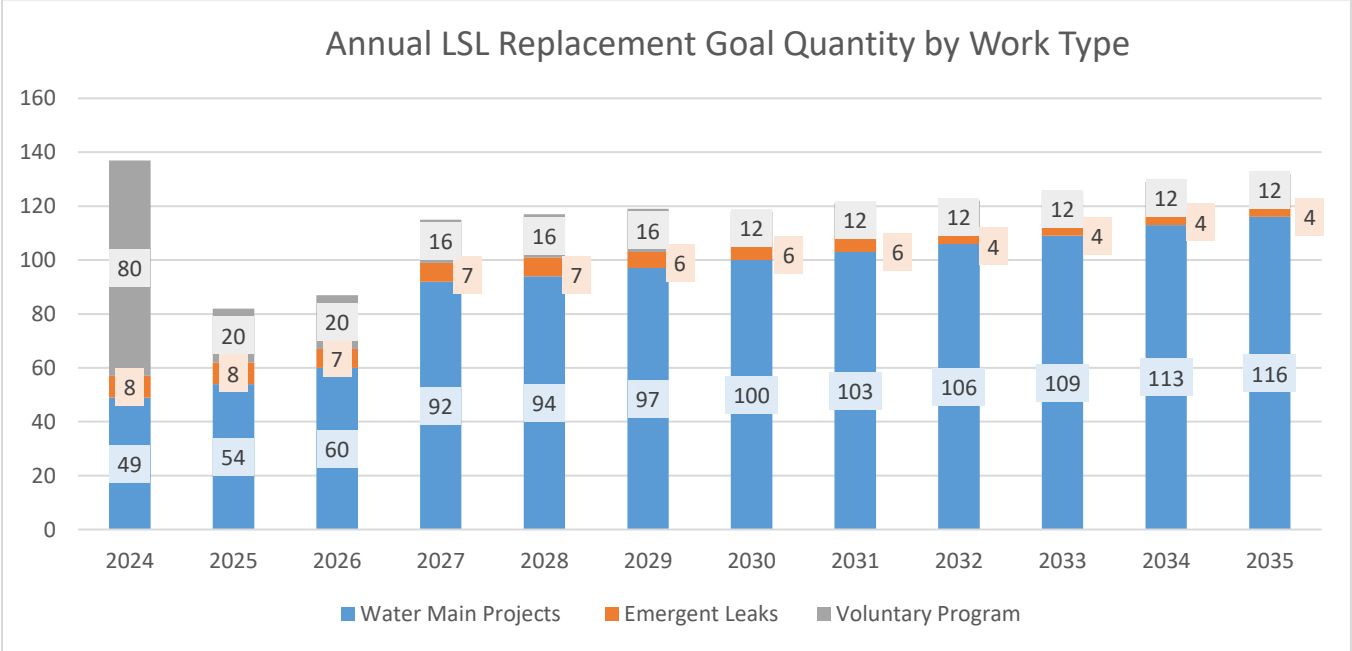
☐ The water supplier serves 10,000 persons or less. A lead service line replacement goal rate is not required.

☒ The water supplier serves more than 10,000 people. The water supplier must recommend a lead service line replacement goal rate.

The water supplier proposes a lead service line replacement goal rate of 8% per year over the next 12 years.

A summary of Winnetka's goals is depicted in the graphs below.





11. APPENDICES *Check all that apply and are enclosed*
☒ Appendix A: Instructions for Customer Flushing following a lead service replacement (40 CFR 141.84 (b)(5))
☒ Appendix B: Replacement of Lead Service Lines (If provided by water utility)
☒ Appendix C: Consumer Notification Templates
☒ Appendix D: LSL Replaced since 2020 – Address Detail
☒ Appendix E: Historic Public Notifications of LSL Program

4.4.2 - Flushing by the customer after lead service replacement. The customer should flush all interior premise plumbing the same day or before next water use following the replacement. Subsequent flushing by the customer should be done once every two weeks for three months or at other intervals based on monitoring results if available. Utilities may want to encourage best times to flush based on water demand and operations (for example, when neighbors' water usage is low, e.g., midmorning to dinner time or late at night). Customers shall be advised to not use hot water in the premise plumbing until initial flushing is completed to prevent sedimentation of lead particles in premise hot water tanks.

4.4.2.1 - Suggested instructions for customers. **1.** Find all the faucets that will drain, including the basement and all floors in your house. **2.** Remove aerators and screens whenever possible, including the shower heads, from all faucets you plan to flush. **3.** Include the laundry tubs, hose-bibs, bathtubs, and showers as flushing points. **4.** After all the aerators are off, open the faucets in the basement or lowest floor in the house. Leave all faucets running at highest rate possible, using cold water. **5.** After the faucets are all open in lowest floor, open the faucets on next highest floor of the house. Continue until faucets are open on all floors. **6.** After all faucets are opened, leave the water running for at least 30 minutes. **7.** After 30 minutes, turn off the first faucet you opened and continue to turn off other faucets in the same order you turned them on. **8.** Clean aerators/screens at each faucet. You may need to replace screens/ aerators if too old or worn. Utilities and customers may consider an optional approach by coordinating a targeted flush of a few faucets at a time before opening all the faucets for the whole house flush. The targeted flush would start with a pattern of opening all faucets in a single area or single floor and then moving to the next to increase the flow velocities, followed by the whole house flush described above, with all faucets open.

4.4.2.2 - Additional daily miniflush. As a precaution, the customer should do a miniflush of premise plumbing by running tap water each morning or when the water sits in the pipe for at least 6 hours. Flush for 5 minutes to displace water that has been sitting in the pipes inside the house and in the service line. This could include taking a shower, running the dishwasher, flushing a toilet, collecting water for plants/garden, or running the faucet. The customer should do this before using any water for drinking, cooking, infant formula, and so on. Daily miniflushes should continue for six months or until lead sample results show the lead level is below the regulatory guideline. The customer should clean debris from aerators and screens once a month for six months. After six months, clean debris twice a year.

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(First Edition)

American Water Works Association

Dedicated to the World's Most Important Resource®

AWWA Standard

Replacement and Flushing of Lead Service Lines

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AWWA Standard

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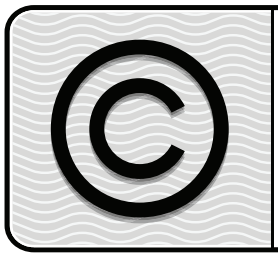

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Contents

All AWWA standards follow the general format indicated subsequently. Some variations from this format may be found in a particular standard.

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APPENDIX B

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Foreword

This foreword is for information only and is not a part of ANSI/AWWA C810.*

I. Introduction.

I.A. *Background.* Replacement of lead service lines and subsequent flushing are important processes for ensuring the delivery of safe drinking water. The AWWA Policy Statement on Lead Service Line Management supports protecting public health through the reduction of exposure to lead in drinking water and encourages communities to develop a lead reduction strategy that includes identifying and removing all lead service lines over time. This standard is intended to describe essential procedures for the replacement of lead service lines, including the following elements: appropriate tools and techniques; flushing a service line after replacement; factors to consider in optimizing flushing; instructions to inform customers affected by the replacement, including additional risk reduction measures; and verification of lead level management prior to return to service. Although partial replacements should be discouraged, this standard also describes procedures for partial replacement and repair situations where full service line replacement is not possible or practical.

This is the first edition of this standard and will likely result in valuable feedback from first users of the standard. As such, it is anticipated that a second edition with additional information and guidance will be necessary and issued well before AWWA's regular five-year revision schedule for standards.

I.B. *History.* Development of this standard was authorized by the AWWA Standards Council in 2015 and was assigned to the AWWA Standards Committee on Distribution Systems Operations and Management. A Subcommittee on Lead Service Lines was formed to draft the standard. This first edition of the standard was approved by the AWWA Board of Directors on June 11, 2017.

I.C. *Acceptance.* In May 1985, the US Environmental Protection Agency (USEPA) entered into a cooperative agreement with a consortium led by NSF International (NSF) to develop voluntary third-party consensus standards and a certification program for direct and indirect drinking water additives. Other members of the original consortium included the Water Research Foundation (formerly AwwaRF) and the Conference of State Health and Environmental Managers (COSHEM). The

* American National Standards Institute, 25 West 43rd Street, Fourth Floor, New York, NY 10036.

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American Water Works Association (AWWA) and the Association of State Drinking Water Administrators (ASDWA) joined later.

In the United States, authority to regulate products for use in, or in contact with, drinking water rests with individual states.* Local agencies may choose to impose requirements more stringent than those required by the state. To evaluate the health effects of products and drinking water additives from such products, state and local agencies may use various references, including

1. Specific policies of the state or local agency.
2. Two standards developed under the direction of NSF†: NSF/ANSI 60, Drinking Water Treatment Chemicals—Health Effects, and NSF/ANSI 61, Drinking Water System Components—Health Effects.
3. Other references, including AWWA standards, *Food Chemicals Codex*, *Water Chemicals Codex*,‡ and other standards considered appropriate by the state or local agency.

Various certification organizations may be involved in certifying products in accordance with NSF/ANSI 60 and 61. Individual states or local agencies have authority to accept or accredit certification organizations within their jurisdictions. Accreditation of certification organizations may vary from jurisdiction to jurisdiction.

Annex A, "Toxicology Review and Evaluation Procedures," to NSF/ANSI 60 and 61 do not stipulate a maximum allowable level (MAL) of a contaminant for substances not regulated by a USEPA final maximum contaminant level (MCL). The MALs of an unspecified list of "unregulated contaminants" are based on toxicity testing guidelines (noncarcinogens) and risk characterization methodology (carcinogens). Use of Annex A procedures may not always be identical, depending on the certifier.

ANSI/AWWA C810 does not address additives requirements. Thus, users of this standard should consult the appropriate state or local agency having jurisdiction in order to

1. Determine additives requirements, including applicable standards.
2. Determine the status of certifications by parties offering to certify products for contact with, or treatment of, drinking water.
3. Determine current information on product certification.

* Persons outside the United States should contact the appropriate authority having jurisdiction.

† NSF International, 789 North Dixboro Road, Ann Arbor, MI 48105.

‡ Both publications available from National Academy of Sciences, 500 Fifth Street, NW, Washington, DC 20001.

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II. Special Issues.

II.A. *Prioritizing Lead Service Line Replacement.* Suggested items to consider when prioritizing lead service line replacement follow (not in order of priority):

- Any lead service line that is physically disturbed by dig-ins, excavations, repairs, or similar activities.
- Existing partial lead service line replacements.
- Lead service lines supplying schools, day care centers, or other identified sensitive populations as defined by the USEPA.
- Lead service lines where sample results are more than 15 ppb or other established health levels.
- Lead service lines located in scheduled underground infrastructure work or street restoration work zones that could be replaced concurrently, minimizing any negative impact to customers.
- Multiple lead services within a compact area (cost containment).
- Length of lead pipe present in a particular service line.
- Consideration of presence of lead goosenecks and galvanized service lines.

II.B. *Optimizing Corrosion Control Treatment.* Corrosion of piping and solder can be a primary source of lead contamination in drinking water. Optimizing corrosion control treatment may help a utility to minimize this source of lead contamination. Utilities may consider appropriate corrosion control treatments that include pH adjustment, alkalinity adjustment, addition of corrosion inhibitors, and other corrosion control treatments. Additional guidance on applying corrosion control treatments can be found in the AWWA Manual of Water Supply Practice M58—*Internal Corrosion Control in Water Distribution Systems*, the AWWA "Optimized Corrosion Control Treatment Primer," and the 2015 *Journal - AWWA* article "Strategies for Assessing Optimized Corrosion Control Treatment of Lead and Copper" (these documents are available through the AWWA Lead Resource page: www.awwa.org/lead).

II.C. *Reuse or Replacement of Service Line Fittings, Valves, and Water Meters.* The scope of this standard covers replacement of lead service lines. Utilities may choose to reuse or replace the related fittings, valves (corporation stops and curb stops), and water meters, based on the site-specific age and condition of those components and based on the utility-specific replacement schedules and practices. The Reduction of Lead in Drinking Water Act requires that all newly installed pipes, fittings, and fixtures meet the current definition of "lead free." The reuse of existing fittings (that may or may not meet the current definition of "lead free") is allowed by the Reduction of Lead in Drinking Water Act if reused in their original locations.

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II.D. *Utility Communication Planning for Lead in Drinking Water.* Water utilities are facing a new communications challenge related to lead in drinking water. Currently, utilities are required under the Safe Drinking Water Act to communicate lead risks when there is an exceedance of the lead action level as defined in the Lead and Copper Rule and annually as part of their consumer confidence reports. Utilities conducting mandatory lead service line replacements must meet specific outreach requirements targeting affected households. Beyond these requirements, many utilities also communicate lead exposure risks proactively in consumer confidence reports, on websites, and through other means.

Water utilities should be planning to communicate lead exposure risks in a proactive and targeted manner not only when lead service lines are repaired or replaced but also when routine maintenance work on water mains may disturb lead service lines. This change may dramatically alter the frequency of direct-to-customer lead communications and requires a new level of planning by utility managers and communicators.

Although the water utility and public health communities have made significant strides in reducing lead exposure, public health advocates and regulatory agencies are looking closely at the contribution of lead at the tap from lead service lines—particularly lead service lines that have been disturbed. Three typical scenarios raise concerns about elevated lead levels: lead service line replacement when required by the Lead and Copper Rule or proactively performed by the utility; infrastructure replacement when full or partial lead service line replacement occurs when other utility work is under way, such as during water main rehabilitation; and repairs to lead service lines.

Water providers should consider building on current communication plans to provide additional information to customers regarding lead and lead service line replacement. AWWA has assembled *Communicating About Lead Service Lines: A Guide for Water Systems Addressing Service Line Repair and Replacement* as a tool for preparing and expanding these communications (http://www.awwa.org/Portals/0/files/resources/publicaffairs/pdfs/FINALeadServiceLineCommGuide.pdf).

This guide is designed to help water utilities build on current communication strategies to address these new areas of concern and manage the increased frequency of communication with customers. It provides utilities with customizable messages and templates to communicate with customers in a variety of ways to better protect public health. For brevity, the content of the guide will not be repeated here.

Additional guidance on utility communications can be found on the Lead Service Line Replacement Collaborative website: http://www.lslr-collaborative.org/.

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II.E. *Grounding of Electrical Circuits on Piping.* If the lead service line is replaced with a nonmetallic pipe or if a nonconductive plastic coupling (dielectric coupling) is used within a few feet of the home, the home owner may need to take additional measures to ensure the structure has sufficient grounding. Historically, connection to the home piping system was used for grounding the home's electrical system. By removing the underground metal piping, an alternative grounding strategy may be needed.

All metal water systems should be "bonded." Failure to adequately bond the potable water piping systems to the electrical system increases the potential for both fire and electrocution should the piping system become energized (see National Electric Code).

III. Use of This Standard. It is the responsibility of the user of an AWWA standard to determine that the products and/or processes described in that standard are suitable for use in the particular application being considered.

III.A. *Purchaser Options and Alternatives.* This standard is written as though the replacement and flushing work will be performed by the purchaser's (generally the utility's) personnel. Where the work is to be performed using a separate contract or as part of a contract for replacing service lines,* appropriate provisions should be included in the purchase documents to ensure the constructor is specifically instructed as to its responsibilities. The following information should be provided by the purchaser:

1. Standard used—that is, ANSI/AWWA C810, Replacement and Flushing of Lead Service Lines, of latest revision.
2. Whether compliance with NSF/ANSI 61, Drinking Water System Components—Health Effects, is required.
3. Details of other federal, state or provincial, and local requirements (Section 4).
4. Method of replacement to be used—open cut, trenchless on new route, or trenchless using existing route (Sec. 4.1).

III.B. *Modification to Standard.* Any modification of the provisions, definitions, or terminology in this standard must be provided by the purchaser.

IV. Major Revisions. This is the first edition of this standard.

V. Comments. If you have any comments or questions about this standard, please call the AWWA Engineering and Technical Services at 303.794.7711; write to the department at 6666 West Quincy Avenue, Denver, CO 80235-3098; or email at standards@awwa.org.

* Refer to other AWWA standards and manuals for design criteria for various service line materials.

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APPENDIX B

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American Water Works Association
Dedicated to the World's Most Important Resource®

ANSI/AWWA C810-17
(First Edition)

AWWA Standard

Replacement and Flushing of Lead Service Lines

SECTION 1: GENERAL

Sec. 1.1 Scope

This standard describes essential procedures for the replacement of lead water service lines and flushing following replacement. Essential procedures include the following: appropriate tools and techniques; flushing a service line after replacement; factors to consider in optimizing flushing; and instructions to provide customers affected by the replacement, including additional risk reduction measures. This standard also describes procedures for partial replacement and repair situations where complete lead service line replacement is not possible or practical.

Sec. 1.2 Purpose

The purpose of this standard is to define the minimum process requirements for the replacement of lead service lines and for flushing following replacement.

Sec. 1.3 Application

This standard can be referenced in the purchase documents for the replacement of lead service lines and can be used as a guide for the appropriate replacement tools and techniques, flushing practices and procedures, communications with customers, and verification of successful completion. The stipulations of this standard apply when this document has been referenced and only to the extent referenced.

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SECTION 2: REFERENCES

This standard references the following documents. In their latest editions, they form a part of this standard to the extent specified within the standard. In any case of conflict, the requirements of this standard shall prevail.

AWWA—*Communicating About Lead Service Lines: A Guide for Water Systems Addressing Service Line Repair and Replacement*.

Safe Drinking Water Act (SDWA), 42 USC* 300.

USEPA†—Lead and Copper Rule (LCR), 40 CFR 141.

SECTION 3: DEFINITIONS

The following definitions shall apply in this standard:

1. *Constructor:* The party who provides the work and materials for placement or installation.

2. *Corporation stop:* A valve attached to the water main to which a service line is connected. It is used to interrupt flow during installation or maintenance of the service line (see Figure 1).

3. *Curb stop:* A valve installed in the service line, generally at the property line, and accessible for operation from the surface of the ground for routinely interrupting flow through the service line (see Figure 1).

4. *Customer:* The person, company, or organization receiving potable water service from the utility to a specific premise.

5. *Gooseneck:* A sweeping bend in a service line where it connects to the water main, resembling the shape of a goose's neck, that will allow soil movement without damaging the service line (see Figure 1).

6. *Manufacturer:* The party that manufactures, fabricates, or produces materials or products.

7. *Potable water:* Water that is safe and satisfactory for drinking and cooking.

8. *Purchaser:* The person, company, or organization that purchases any materials or work to be performed.

* United States Code, 732 North Capitol Street, NW, Washington, DC 20401-0001.

† US Environmental Protection Agency, 1200 Pennsylvania Avenue, NW, Washington, DC 20460.

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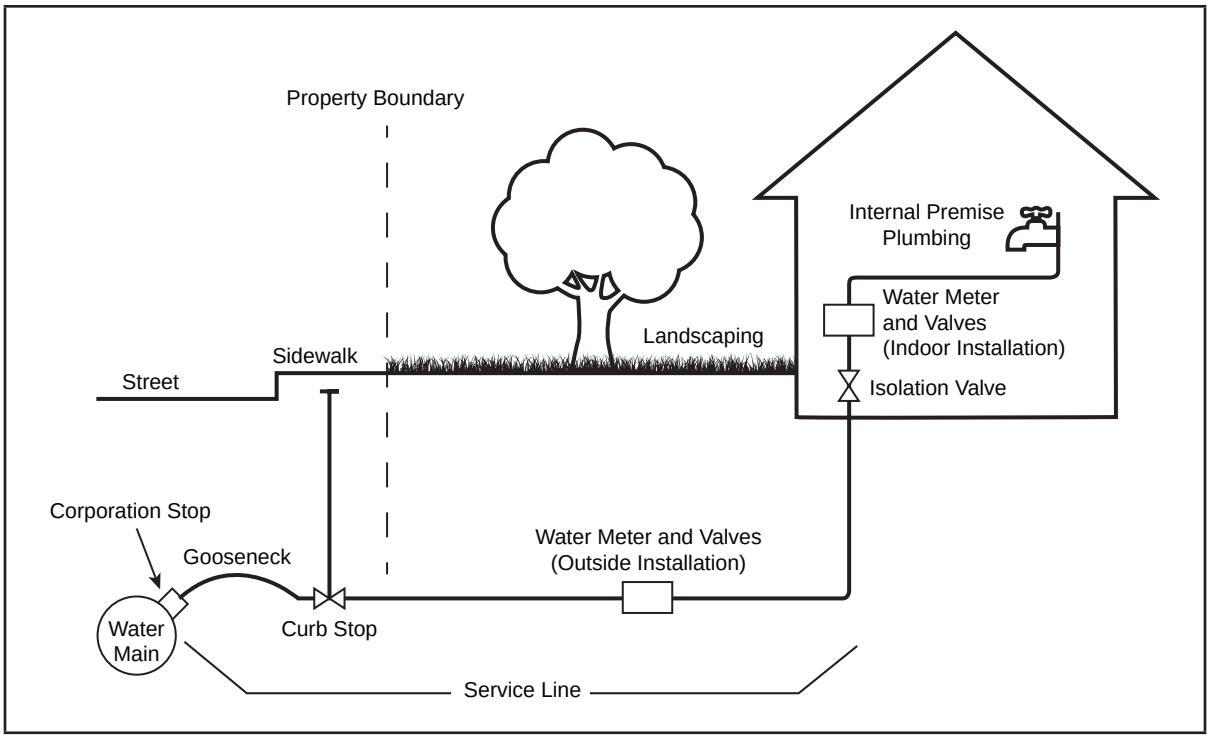

Figure 1 Typical water service line components

9. *Service line:* The pipe that runs between the utility's water main and the specific premises' plumbing, including both the portion owned by the utility, if any, and the private service line owned by the property owner (see Figure 1).

10. *Utility:* The organization or entity with the primary purpose of providing a designated area with potable water service.

11. *Water main:* The water pipe from which the domestic water supply is delivered by the utility to the service pipe leading to specific premises (see Figure 1).

12. *Water meter:* An instrument used for recording the quantity of water passing through the service line to specific premises. Water meters are typically installed with valves on inlet and outlet sides of the meter (see Figure 1).

SECTION 4: REQUIREMENTS

Materials shall comply with the requirements of the Safe Drinking Water Act and other federal regulations for potable water systems as applicable.

Water can be naturally corrosive and often dissolves lead as a result of water's contact with the service line as well as other plumbing components. A number of sampling and analytical techniques are available for customers to determine the

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level of lead in their drinking water. Some of these tests are collected and/or analyzed by the local water provider. Other tests may be conducted by the customers themselves but should be in compliance with sampling and analytical techniques accepted by the local utility. The data captured from the various tests can be used to assist the utility in adjusting the water chemistry by modifying the application of corrosion control chemicals.

Utility personnel should consider that the level of dissolved and particulate lead within the homes and/or businesses of their customers may be greater than the levels within their system based on the potential leaching from service lines and internal premise plumbing components. Lead service lines potentially represent the largest mass of lead in regular contact with potable water, hence the interest in removing lead service lines in their entirety. Utilities should also consider that lead levels may vary based on chemical and physical conditions, level of disturbance to the piping, sampling technique, and other factors when determining the number of samples to be collected. A single sample may not be adequate in determining how much lead is being released.

For planned lead service line replacements, the utility shall establish replacement agreements to be reviewed with and accepted by the customer before any work being accomplished. These agreements should detail the responsibilities of the customer as well as those of the utility and should be intended to reduce any ambiguity about what is to be accomplished and by whom. Any financial requirements essential to the completion of the project should also be identified.

Sec. 4.1 Location and Replacement of Lead Service Lines

The replacement of lead service lines can be generally accomplished by one of the following ways:

- Open cut full replacement—traditional technology with excavation on the full length of service line to be replaced.
- Trenchless replacement on new routes—methods such as directional drilling or pneumatic or hydraulic ramming tools (boring tools) to pull in the new service line on a new route (cutting and leaving the existing lead service in place and replacing it using a new service line).
- Trenchless replacement on existing routes—methods such as pipe splitting and/or pulling the existing lead service that is being replaced with a new pipe using the existing service line route (pipe splitting leaves the existing lead service in the ground, pulling removes the existing lead service line).

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4.1.1 *Locating lead service lines.* In order to replace the existing lead service line, the line must be appropriately identified and located. Some agencies have a database detailing the locations of their lead service lines. Such a record simplifies that portion of the replacement process. Other water providers do not have accurate records reflecting the locations of the lead assets. In this case, other means of identification shall be employed. It is highly recommended that utilities use more than one method of confirming the actual locations of the lead service lines. Utilities should record the service line material when observed during repairs, inspections, or other quality reports. Utilities should be aware that it is at times difficult to verify that a service line contains no portions made of lead, and that some degree of uncertainty may exist in a utility's inventory of lead service lines.

4.1.1.1 Identifying lead service lines at the meter, corporation stop, curb stop, or service box. Lead service lines can sometimes be identified at the main, curb stop, or meter box outside the house or adjacent to the meter inside the house. Typically, lead service lines have a distinctive "bulb-looking" section near the end at a brass, galvanized, compression, or other fitting that connects the service. The absence of the "bulb" section does not confirm the absence of lead. The observation of lead pipe in one location does not confirm the entire service line is lead. It is possible a portion of the lead service was previously replaced during repair or maintenance activity.

4.1.1.2 Using the scrape test to confirm the lead service line. Lead is a gray, nonmagnetic (a magnet will not stick to lead pipe), and relatively soft material compared with other pipe products. A coin scraped along the exterior of a lead pipe will create an indent and reveal a shiny-silver color. Care must be taken not to go too deep to avoid puncturing the pipe. Workers should use appropriate personal protective equipment, such as gloves and eye protection, to prevent exposure to lead. The scrape test identifies solid lead service lines. It will not identify lead-lined iron pipe.

4.1.1.3 Identifying lead service lines by water quality sampling. The concentration of lead found in the water sample can indicate if a lead service line is likely. A sample of the water from the service line should be taken to determine the level of lead. The line should be allowed to sit with no flow for at least 6 hours before sampling. Whether the water meter is inside the building, outside the building, or in an area that is unmetered, it is critical to flush a specific amount of water and then take a sample to be tested. The amount flushed prior to sampling should flush at least the volume of premise plumbing between the service line and the sampling tap. A single test may not be the most effective indicator of the existence of a lead service. The

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minimum lead concentration will be system specific, and multiple samples may be required to ensure the lead is not from lead solder or other internal plumbing sources. A low or nondetect lead sample cannot be used to verify the absence of a lead service line. Utilities should use care in interpreting water samples collected at one point in time because of the variability of lead occurrence in samples.

4.1.1.4 Utilizing hydro-excavation to determine the presence of lead. The hydro-excavation process creates a small boring hole to expose the service line at a depth at the water main, the curb box, and/or the meter box, allowing visual observation to identify whether the service line (or a portion) is lead or not. Care should be taken to minimize any physical disturbances to the pipe.

4.1.1.5 Full test-pit excavation. Dig or excavate a large pit down to the service line to expose the pipe. This method could physically disturb the pipe.

4.1.1.6 Other lead service identification techniques. A number of other techniques are used or offered for consideration to locate the presence of lead service lines. When considering other techniques, the utility should make sure such techniques minimize any physical disturbances to the pipe.

4.1.2 *Preparation.* Before the replacement of the lead service line, a number of related preparatory activities shall take place.

4.1.2.1 Customer notification. The impacted customers shall be notified to identify the process established for replacement, whether full or partial. Most agencies have agreements to be signed by both parties reflecting the responsibilities relative to the replacement effort. The type of replacement, the schedule, and other pertinent items shall be covered appropriately with the customer before the replacement activity. The customer notification should include any postreplacement responsibilities, such as flushing or the use of filters, and should include directions to the customer to make the workspace ready and safe prior to the replacement activity. Customers should also be made aware of the risks of a partial replacement, where applicable (see Sec. 4.2).

4.1.2.2 Underground utility locates. The location of other underground utilities shall be done prior to the work to avoid utility strikes and is critical to the success of the lead service line replacement. Locates shall be scheduled in a timely manner without disruption to the established work plan.

4.1.2.3 Lead service replacement plan. A replacement plan shall be established for the work crews to reflect the schedule of the effort, the typical amount of time the customers will be impacted, and so on. This information shall be used to inform the customer of the coming replacement activity and communicated to the customer in a timely manner.

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4.1.2.4 Water shutoff and service line isolation. Prior to beginning the replacement work, the water supply to the service line and the customer shall be shut off to avoid release of particulate lead into the customer's premises caused by vibration of the service during any excavation. The service line to be removed shall be isolated by shutting off appropriate valves at each end of the area to be removed.

4.1.3 *Open-cut full replacement of lead service lines.* The open-cut full replacement approach to lead service line removal involves the extraction of all the surface treatment and earth material above the level of the pipe. Care must be taken because other underground utilities, including the water main, may have not been properly located.

4.1.3.1 Proper equipment and material usage for open-cut full replacement. The excavation equipment used for the open-cut full replacement approach shall be sized to accommodate the full depth of the hole. Safety precautions shall be taken in consideration of the customer's property as well as any local pedestrian and/or vehicular traffic.

4.1.3.2 Use of adequate trench safety. Based on the depth of the excavation, an adequate level of trench safety shall be used to guarantee compliance with applicable requirements.

4.1.3.3 Lead service line removal. Once properly exposed and identified, the existing lead service line shall be disconnected from the main as well as the customer's side of the connection. When a utility elects to remove the lead pipe from the ground, the discarded lead line shall be carefully cut or bent into manageable sections and taken for processing for ultimate disposal. The amount of lead removed and the location of the removal along with any other pertinent information shall be documented. If the existing lead pipe is left in the ground, the impacted customer(s) should be made aware of the abandoned pipe.

4.1.3.4 Connecting the new service line. The new pipe shall be measured and placed with enough material to properly connect to the main as well as to the customer's side. The new pipe material shall comply with the requirements of the Safe Drinking Water Act and other federal regulations for potable water systems as applicable. When dissimilar metals are to be connected, a dielectric fitting shall be used to prevent galvanic corrosion (see Sec. II.E regarding grounding of electrical circuits on piping).

4.1.3.5 Backfill and surface restoration. Select bedding and/or a specified fill material, in conjunction with the identified surface treatment, shall be placed in a manner consistent with all applicable requirements to reduce or eliminate the possibility of settling beyond the allowable amount along the course of the excavation.

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4.1.4 *Trenchless replacement on new routes.* The directional drilling or pneumatic/hydraulic installation methods of replacing lead service lines make use of a pilot hole that is created by drilling or pneumatically or hydraulically pushing a rod into the soil from an open access pit at the main to an access pit at the meter box or at an area adjacent to the wall where the new service will be connected on the customer's side. In a number of these installation scenarios, the existing lead pipe is disconnected on either end and left in place. When the existing lead pipe is left in the ground, the impacted customer(s) should be made aware of the abandoned pipe.

4.1.4.1 Required access pits. Based on the length of the service to be replaced, access pits shall be excavated down to the depth of the main on one side and to the depth of the service connection on the customer's side. As with any excavation, utility locates shall be requested and received prior to the work being performed, and all applicable trench safety devices shall be used. If the distance between the access pits is great or other underground utilities that are a cause for concern exist, an intermediate access pit may be required.

4.1.4.2 Proper use of boring tools. The boring tool shall be placed in the launching access pit level and pointed in the direction of the receiving pit. The horizontal and vertical directions of the tool shall be monitored until it reaches the receiving pit. Proper service line installation depth is critical and must be maintained in accordance with local requirements.

4.1.4.3 Connecting the new service line. Once the boring tool reaches the receiving pit, the new service line shall be connected to the boring tool and pulled through the bore hole with enough length of the new service pipe material to add fittings to connect to the main as well as on the customer's side. When dissimilar metals are to be connected, a dielectric fitting shall be used to prevent galvanic corrosion (see Sec. II.E regarding grounding of electrical circuits on piping).

4.1.4.4 Backfill and surface restoration. Select bedding and/or a specified fill material, in conjunction with the identified surface treatment, shall be placed in the access pits in a manner consistent with all applicable requirements to reduce or eliminate the possibility of settling beyond the allowable amount along the extent of the excavation.

4.1.5 *Trenchless replacement on existing routes.* The pipe-splitting method employs the use of a tool pulled through the existing lead service line that splits the pipe. The existing lead service line remains in the ground and a new service line is pulled into place. Another related method is to disconnect the lead service on each end and to connect a fitting to one side with an extraction device and to connect

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the new pipe material on the other end in order to pull the new service into place, while removing the existing lead service line.

4.1.5.1 Required pipe- splitting and -pulling access pits. As in the directional drilling and pneumatic/hydraulic installation approaches, access pits shall be excavated to the depth of the main on one side and to the depth of the service connection on the customer's side. Other underground utility locates shall be obtained prior to the work, and all applicable trench safety devices shall be used.

4.1.5.2 Use of the splitting tool. Care must be taken to disconnect the existing lead service line and to cut it in a manner that facilitates pushing a cable through it with the splitting tool attached. The splitting tool is then used to displace the existing lead pipe and draws the new pipe material through it to the other end of the project. When the existing lead pipe is left in the ground, the impacted customer(s) should be made aware of the abandoned pipe.

4.1.5.3 Connecting the new service line. Once the splitting tool reaches the receiving access pit, the new service line shall be pulled through to allow enough material to adequately connect to both sides. When dissimilar metals are to be connected, a dielectric fitting shall be used to prevent galvanic corrosion (see Sec. II.E regarding grounding of electrical circuits on piping).

4.1.5.4 Backfill and surface restoration. Select bedding and/or a specified fill material, in conjunction with the identified surface treatment, shall be placed in the access pits in a manner consistent with all applicable requirements to reduce or eliminate the possibility of settling beyond the allowable amount along the extent of the excavation.

Sec. 4.2 Partial Replacements

4.2.1 *General.* It may not always be practical or possible to replace all of a lead service line at the same time. Coordination among the utility, the property owner, and constructor could result in situations in which partial replacement may be unavoidable. Although every effort shall be made to avoid partial replacements, it may be necessary to accommodate partial replacement situations as an interim measure. Partial replacement is not desirable because of the potential for increased release of lead into the water. This section describes additional requirements and recommendations for partial lead service line replacements.

4.2.2 *Existing conditions.* For services where partial replacements have previously occurred and a portion of the service still contains lead pipe, it is recommended that these locations be identified and re-evaluated for removal of the remaining material. For example, some utilities, property owners, or constructors,

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through the course of routine maintenance and repairs, may have replaced portions of lead services with alternative materials without having replaced the remainder of the service either to the main or into the property.

4.2.3 *Delayed replacement.* Situations will occur in which a lead service line might not be fully replaced and a portion is left for later replacement. Coordination among all stakeholders during a lead service line replacement is critical. When it is necessary to complete a total lead service line replacement where both the utility and the property owner are responsible for portions of the work (i.e., up to the property line and beyond the property line), all parties should perform the work in close succession to minimize the potential for utilization of the service before completion of the total replacement. However, there may be instances in which one party completes its portion of the work in advance of the other party being available or willing. The scope of replacement may be large for some communities, and thus the time required to complete all the work may be long. In either of the delay cases presented below, the utility shall record that all portions of the service have successfully been replaced after notification of successful completion of full replacement. Communications regarding the effect of partial service line replacement should occur as covered in Sec. 4.3.

4.2.3.1 Property owner delay. On completion of the utility-owned portion of a lead service line replacement, the property owner should complete replacement of their portion as well. However, given the logistics of this work and the likely need for the property owner to hire an independent contractor, there may be a period during which the old and new portions of the service will be connected to allow for the continued supply of water but the lead replacement is only partially complete. During the interim period, the property owner shall be provided clear guidance regarding the increased risk of lead entering the water associated with the partial-replacement condition. Refer to Sec. 4.3 with respect to communication during this period.

4.2.3.2 Utility delay. If a property owner replaces a portion or all of the service line from the home to the property line, the utility should make every effort to obtain documentation of the replacement for its inventory. In most cases the utility will learn of the work after it is completed. If the property owner notifies the utility in advance, the utility should try to schedule a mutually convenient time to perform its portion. When this is not achievable, the property owner shall be provided with clear guidance regarding the increased risk of lead entering the water associated with the partial-replacement condition. Refer to Sec. 4.3 with respect to communication during this period.

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4.2.4 *Partial replacement.* It is possible that a portion of the service may contain lead, be out of the utility's responsibility, and subsequently not be replaced. This circumstance may exist for a variety of reasons including cost, miscommunication, misunderstanding of the issues, ambivalence, or social defiance.

4.2.4.1 Property owner refusal. Given the potentially high cost associated with service line replacement and the challenges that may arise with performing the work, it is conceivable to anticipate that some property owners may elect to do nothing. When this condition occurs, the utility shall follow the recommendations presented herein for dielectric connection of dissimilar metals, flushing, and testing. Documentation of the refusal, or at a minimum documentation that a portion of lead material remains (including its location and quantity), will be important for the utility to maintain complete records of the lead service line replacement progress/program. The customer should receive all necessary information regarding future risk.

4.2.4.2 Incentive program verification. If financing or incentive programs are available to property owners, utilities will need to be cautious about validating that property owner portions of lead services have been replaced, in their entirety or at all. A method for verifying work performed and recording completed work will be necessary.

4.2.4.3 Cutting of lead service lines. After customer notifications and utility locates have been accomplished, the specific location of the lead pipe to be cut shall be identified. The proper cutting tools shall be identified to reduce the amount of lead displaced from the cut. A cutting tool such as a pipe cutter or pipe shearing device that reduces lead particles and disturbance is preferred to other tools that use a sawing or other abrasive action. The necessary safety equipment shall be used, including safety glasses and/or goggles and safety gloves. Care shall be taken while cutting the lead pipe to reduce the amount of lead shards from traveling and/or accumulating in the remaining service line sections. The lead service line sections remaining shall be connected and secured to reduce or eliminate the possibility of water leakage. When dissimilar metals are to be connected, a dielectric fitting shall be used to prevent galvanic corrosion. The discarded lead service line shall be carefully cut or bent into manageable sections for processing for ultimate disposal. The replacement section should be a pipe material in compliance with all federal, state, and local requirements. The amount removed as well as specific locations of the remaining sections should be documented. The replaced service line shall be turned on and checked for leaks

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in a manner that does not expose the customer's side to potential lead fragments. Flushing shall be accomplished in a manner consistent with Sec. 4.4.

Sec. 4.3 Communications and Instructions to Customers

4.3.1 *General.* It is important to inform all customers that may be affected by lead service line activities. The utility shall provide communication to customers regarding the following items:

1. Advanced notice of planned lead service line replacement projects (45 days prior is recommended).
2. Informational point-of-contact for the project.
3. Additional notice prior to actual planned work affecting service line (day prior).
4. On-site utility point-of-contact during construction.
5. Postconstruction instructions regarding customer flushing, use of a point-of-use (POU) filter or bottled water, water sampling, and testing to be completed.
6. Clear guidance regarding the increased risk of lead entering the water associated with a partial lead service line replacement condition (if a full-service line replacement was not completed). Customers with partial replacements should avoid consuming their water unless they are using a filter certified for lead removal or they should consume bottled water until sample results show that their lead levels are less than the regulatory guideline.

In addition to water shutoff and service-line-isolation actions (Sec. 4.1.2.4), customers should be advised not to use water during excavation and construction activities.

Additional guidance to utilities for completing these customer communications is available in the foreword of this standard and in the AWWA document *Communicating About Lead Service Lines: A Guide for Water Systems Addressing Service Line Repair and Replacement*.

Sec. 4.4 Flushing Service Lines After Full or Partial Replacement

4.4.1 *Flushing by the utility immediately after lead service replacement.* After all connections have been completed, flush the water from an outside connection (such as hose-bib or hose leading from the house side of the meter installation) to remove any particles in the service line and near point-of-entry. The flushing is best done, if possible and practical, before the meter is connected in the service using a "jumper" or straight pipe in place of the meter. The straight pipe will allow for a higher velocity flush and protects the meter from potential damage from lead pipe and other construction-related fragments. Flush at full velocity for at least

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10 minutes. If the meter was replaced with a "jumper," it may be reconnected in the service after utility flushing. Following completion of flushing by the utility, the customer shall flush the interior premise plumbing as described in Sec. 4.4.2.

In situations where flushing by the utility is not performed, the customer should be notified with instructions to flush before using any water.

4.4.2 *Flushing by the customer after lead service replacement.* The customer should flush all interior premise plumbing the same day or before next water use following the replacement. Subsequent flushing by the customer should be done once every two weeks for three months or at other intervals based on monitoring results if available. Utilities may want to encourage best times to flush based on water demand and operations (for example, when neighbors' water usage is low, e.g., midmorning to dinner time or late at night). Customers shall be advised to not use hot water in the premise plumbing until initial flushing is completed to prevent sedimentation of lead particles in premise hot water tanks.

4.4.2.1 Suggested instructions for customers.

1. Find all the faucets that will drain, including the basement and all floors in your house.
2. Remove aerators and screens whenever possible, including the shower heads, from all faucets you plan to flush.
3. Include the laundry tubs, hose-bibs, bathtubs, and showers as flushing points.
4. After all the aerators are off, open the faucets in the basement or lowest floor in the house. Leave all faucets running at highest rate possible, using cold water.
5. After the faucets are all open in lowest floor, open the faucets on next highest floor of the house. Continue until faucets are open on all floors.
6. After all faucets are opened, leave the water running for at least 30 minutes.
7. After 30 minutes, turn off the first faucet you opened and continue to turn off other faucets in the same order you turned them on.
8. Clean aerators/screens at each faucet. You may need to replace screens/aerators if too old or worn.

Utilities and customers may consider an optional approach by coordinating a targeted flush of a few faucets at a time before opening all the faucets for the whole house flush. The targeted flush would start with a pattern of opening all faucets in a single area or single floor and then moving to the next to increase the flow velocities, followed by the whole house flush described above, with all faucets open.

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4.4.2.2 Additional daily miniflush. As a precaution, the customer should do a miniflush of premise plumbing by running tap water each morning or when the water sits in the pipe for at least 6 hours. Flush for 5 minutes to displace water that has been sitting in the pipes inside the house and in the service line. This could include taking a shower, running the dishwasher, flushing a toilet, collecting water for plants/garden, or running the faucet. The customer should do this before using any water for drinking, cooking, infant formula, and so on. Daily miniflushes should continue for six months or until lead sample results show the lead level is below the regulatory guideline. The customer should clean debris from aerators and screens once a month for six months. After six months, clean debris twice a year.

4.4.2.3 Sampling. Water sampling and testing, following replacement and flushing, shall be conducted per Sec. 5.2.

SECTION 5: VERIFICATION

Sec. 5.1 Documentation of Construction Activities

Documentation of construction activities for each service line work activity may support verification that the lead service line has been fully or partially replaced. The following information shall be documented and recorded:

- Picture of home with house number
- Picture of test pits and meter pit showing new pipe or pipe ends and old lead pipe if in same location
- Length and material type of new pipe installed
- Type of pipe material the new pipe is connected to inside home
- Method of installation (trenchless, hand-excavation, etc.)
- Length and location of any abandoned lead service line pipe left in the ground

Flushing time and location(s) (for example, an outside hose-bib) shall be recorded. Some homes may not have an outside hose-bib turned on or other situations may arise that do not allow for postflushing by the utility. These situations shall be documented in field reports along with any communication attempted with the customer.

Sec. 5.2 Water Testing Following Replacement

Testing the water following the replacement shall be done to determine if appreciable lead is still present in the drinking water. Lead may still exist inside

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home plumbing (lead solder, redeposited lead in scale of plumbing, and brass components) and could be disturbed during service line work. Therefore, lead present in the water following a full replacement does not mean the lead service has not been replaced. This condition should be explained to the customer. Flushing recommendations described in Sec. 4.4 can help remove released particles.

5.2.1 *Testing initiation.* Testing the water shall commence at least one month after the replacement to allow for sufficient in-house flushing and a period of normal use of water to occur. Utilities may consider initiating testing within the one-month period if supported by performance data. When only a partial replacement is completed and the lead service line replacement was mandatory as part of compliance with the Lead and Copper Rule (LCR), testing shall be conducted within 72 hours after the completion of the partial replacement of the service line per the requirements of the LCR.

5.2.2 *Test samples.* Testing shall include first-draw and second-draw samples. First-draw sample shall be the initial draw from the tap when it is turned on. Second-draw sample shall be collected with the objective of collecting water that stagnated in the service line, generally the fourth to seventh liter depending on site-specific conditions. Utilities may be able to omit the second draw sample if supported by documentation that the construction activities completely removed the lead service line and by acceptable first-draw lead data. Samples shall be collected from a frequently used tap inside the home, preferably the kitchen tap as the residents' consumption would likely be from the kitchen tap. Samples shall also be collected with the aerator on. Samples should be collected at the maximum flow rate of the tap and should be collected in wide-mouth bottles.

5.2.3 *Profile sampling.* Lead levels higher than expected from full lead replacements may occur and the utility or homeowner could investigate further with profile sampling. A profile is a series of bottles filled continuously following the stagnation period. The trend of lead concentrations coupled with measurements of the inside plumbing and service line will show which portion of plumbing or service contributes the highest lead by the liter number.

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Dedicated to the world's most important resource, AWWA sets the standard for water knowledge, management, and informed public policy. AWWA members provide solutions to improve public health, protect the environment, strengthen the economy, and enhance our quality of life.

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Village of
WINNETKA, IL
Office of the Water & Electric Department
847.716.3558

510 Green Bay Road • Winnetka, IL 60093 • 847.501.6000
contactus@villageofwinnetka.org • villageofwinnetka.org

[INSERT DATE]

Re: [YEAR] Road Rehabilitation & Water Main Replacement –
[STREET NAME]

Dear Resident:

The Village has awarded this year's road rehabilitation and water main replacement program to [CONTRACTOR]. The contractor is scheduled to begin work on [STREET] beginning on [DATE.] The project will include rehabilitation and reconstruction of the road and the replacement of the existing water main.

[PROJECT SUMMARY.] All water services transferred will be upgraded to a 1½" copper service from the water main to the customer's property line. Those addresses with lead water services will be required to replace their service into the home. Additional correspondence will be forthcoming to those customers with a lead water service line regarding recently enacted legislation which prohibits partial replacement of lead water services.

The new water main will be connected to the existing potable water system at each intersection. In instances where a service interruption is required to complete service work or the interconnection of the water mains, customers will receive advance notice of the date and time for the required interruption.

The contractor is tentatively scheduled to begin preparation work, which includes delivering staging material, securing utility locates, and saw-cutting of pavement during the week of [DATE], with excavation beginning on [STREET] on [DATE] weather permitting.

For this first phase of work, the anticipated stages of construction are as follows:

- Pavement will be saw-cut in preparation for any necessary utility repairs and curb repair.
- Excavation for the installation of new water main.
- All necessary repairs to the storm and sanitary sewers will commence. This may include the removal and replacement of storm and sanitary structures.

Village of
WINNETKA, IL

510 Green Bay Road • Winnetka, IL 60093 • 847.501.6000
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Notification letters with additional information on the project schedule and work activities will be provided as the project progresses.

The following documents are enclosed to provide additional information on the water main replacement project:

- Lead Information Notice – Water Replacement Project
- Diagram of Project Area

If you have questions about the water service project, please contact [ASSISTANT DIRECTOR OF W&E.] For questions related to the road rehabilitation work, please contact the Director of Engineering, [DIRECTOR OF ENGINEERING.]

Thank you for your patience during these construction activities.

Sincerely,

[SIGNATURE]

[DIRECTOR NAME]
Director of the Water & Electric Department
Village of Winnetka

LEAD INFORMATIONAL NOTICE

IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

Dear Water Customer: Today's Date: [DATE]

This notice contains important information about your water service and may affect your rights. We encourage you to have this notice translated in full into a language you understand and before you make any decisions that may be required under this notice. Please find the above sentences translated below.

German:
Diese Mitteilung beinhaltet wichtige Informationen über Ihre Wasserversorgung und könnte Ihre Rechte beeinflussen. Wir bitten Sie, dass Sie diese Mitteilung vollständig in eine Sprache übersetzen lassen, die Sie verstehen, bevor Sie eventuelle Entscheidungen treffen, welche im Zusammenhang mit dieser Benachrichtigung erforderlich sind.

Tagalog:
Ang abisong ito ay naglalaman ng mahalagang impormasyon tungkol sa iyong serbisyo sa tubig at maaaring makaapekto sa iyong mga karapatan. Hinihikayat namin kayo na isalin nang buo ang abisong ito sa wikang naiintindihan ninyo at bago kayo gumawa ng anumang mga desisyon na maaaring kailanganin sa abisong ito.

Gujarati:
આ સૂચનામાં તમારી પાણીની સેવા વિશે મહત્વપૂર્ણ માહિતી શામેલ છે અને તમારા અધિકારોને અસર કરી શકે છે. અમે તમને પ્રોત્સાહિત કરીએ છીએ કે તમે આ સૂચના હેઠળ જરૂરી હોય તેવા કોઈપણ નિર્ણયો લો તે પહેલાં તમે આ સૂચનાને તમે સમજો છો તે ભાષામાં સંપૂર્ણ ભાષાંતર કરો.

Polish:
Niniejsze zawiadomienie zawiera ważne informacje na temat Państwa przyłącza wodociągowego i może mieć wpływ na Państwa prawa. Przed podjęciem jakichkolwiek decyzji, które mogą być wymagane na mocy niniejszego zawiadomienia, zachęcamy Państwa do przetłumaczenia całości niniejszego zawiadomienia na język, który będzie dla Państwa zrozumiały.

Arabic:
يحتوي هذا الإشعار على معلومات مهمة حول خدمة المياه لديك، وقد يؤثر على حقوقك. قبل اتخاذ أي قرارات قد تكون مطلوبة بموجب هذا الإشعار فإننا نشجعك على ترجمته بالكامل إلى لغة تفهمها.

Urdu:
اس نوٹس میں آپ کی پانی کی سروسز سے متعلق اہم ترین معلومات موجود ہیں اور یہ آپ کے حقوق کو متاثر کر سکتا ہے۔ ہم آپ کو ترغیب دیں گے کہ آپ اس نوٹس کا مکمل طور پر اس زبان میں ترجمہ کروائیں جو آپ سمجھتے ہوں اور ممکن ہے کہ آپ کے کوئی فیصلہ لینے سے قبل اس نوٹس کے تحت یہ درکار بھی ہو۔

Spanish:
Este aviso contiene información importante sobre su servicio de agua y puede afectar sus derechos. Lo animamos a que traduzca este aviso a un idioma que comprenda antes de tomar cualquier decisión que pueda ser necesaria en virtud del mismo.

Korean:
이 통지서에는 귀하의 권리에 영향을 미칠 수 있는 수도 서비스에 관한 중요한 정보가 제시되어 있습니다. 이 통지서에서 요구하는 결정을 내리기 전에 이 통지서를 귀하가 이해할 수 있는 언어로 번역하시기 바랍니다.

Chinese:

本通知包含有关您的供水服务的重要信息，可能会影响到您的权利。在您做出本通知所要求的任何决定之前，我们鼓励您将本通知完整地翻译成您可理解的语言。

Village of
WINNETKA, IL
Office of the Water & Electric Department
847.716.3558

510 Green Bay Road • Winnetka, IL 60093 • 847.501.6000
contactus@villageofwinnetka.org • villageofwinnetka.org

Lead Informational Notice

IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

Today's Date: [DATE]

Dear Resident:

Our water system will soon begin a water line maintenance and/or construction project that may affect the lead content of your portable water supply. Lead, a metal found in natural deposits, is harmful to human health, especially young children. The most common exposure to lead is swallowing or breathing in lead paint chips and dust. However, lead in drinking water can also be source of lead exposure. In the past, lead was used in some water service lines and household plumbing material. Lead in water usually occurs through corrosion of plumbing products containing lead; however, disruption (construction or maintenance) of lead service line may also temporarily increase lead levels in the water supply. This disruption may be sometimes caused by the water main maintenance / replacement. As of June 19, 1986, new or replaced water serviced lines and new household plumbing materials could not contain more that 8% lead. Lead content was further reduced on January 4, 2014, when plumbing material must now be certified as "lead free" to be used (weighted average of wetted surface cannot be more than 0.25% lead).

The purpose of this notice is for informational purposes only. While it is not known for certain whether or not this particular construction project will adversely affect the lead (if present) plumbing in and outside your home, below describes some information about the project and some preventative measures you can take to reduce the amount of lead in drinking water.

Project Start Date:[DATE] Project(watermain & service work) expected to be completed by::[DATE]

Project location and **D**escription:
[PROJECT DESCRIPTION.] All water services transferred will be upgraded to 1½" copper service, from the water main to the customer's property line. Those addresses with lead services will be required to replace their service into the home. The new water main

will be connected to the existing potable water system at each intersection.

The following addresses are located within an area of the potable water distribution system that will be interconnected to the new water main. Those addresses not immediately on [STREET] will be impacted as the water main construction work will be required to connect the new mains to the existing system.

[ADDRESS LIST]

What you can do to reduce lead exposure in drinking water during this construction project:

Run your water to flush out lead. If the plumbing in your home is accessible; you may be able to inspect your own plumbing to determine whether or not you have a lead service line. Otherwise, you will most likely have to hire a plumber.

- If you do not have a lead service line, running the water for 1-2 minutes at the kitchen tap should clear the lead from you household plumbing to the kitchen tap. Once you have done this, fill a container with water and store it in the refrigerator for drinking, cooking, and preparing baby formula throughout the day.

- If you do have a lead service line, flushing times can vary based on the length of your lead service line and the plumbing configuration in your home. The length of lead service lines varies considerably. Flushing for at least 3-5 minutes is recommended.

Use cold water for drinking, cooking, and preparing baby formula. Do not cook with or drink water from the hot water tap; lead dissolved more easily into hot water. Do not use water from the hot water tap to make baby formula.

Look for alternative sources or treatment of water. You may want to consider purchasing bottled water or a water filter that is certified to remove "total lead".

Clean and remove any debris from faucet aerators on a regular basis.

Do not boil water to remove lead. Boiling water will not reduce lead.

Purchase lead-free faucets and plumbing components.

Remove the entire lead service line.

Test your water for lead. While we do not perform the testing, we have provided a list of laboratories certified to do the testing on the next page. Laboratories will send you the bottle for sample collection. Please note that we not affiliated with the laboratories and they will charge you a fee for testing.

- If the test results indicate a lead level above 15ug/L, bottled water should be used by pregnant women, breast-feeding women, young children, and formula-fed infants.

For more information, please contact the Water & Electric Department at *(847) 716-3558*.

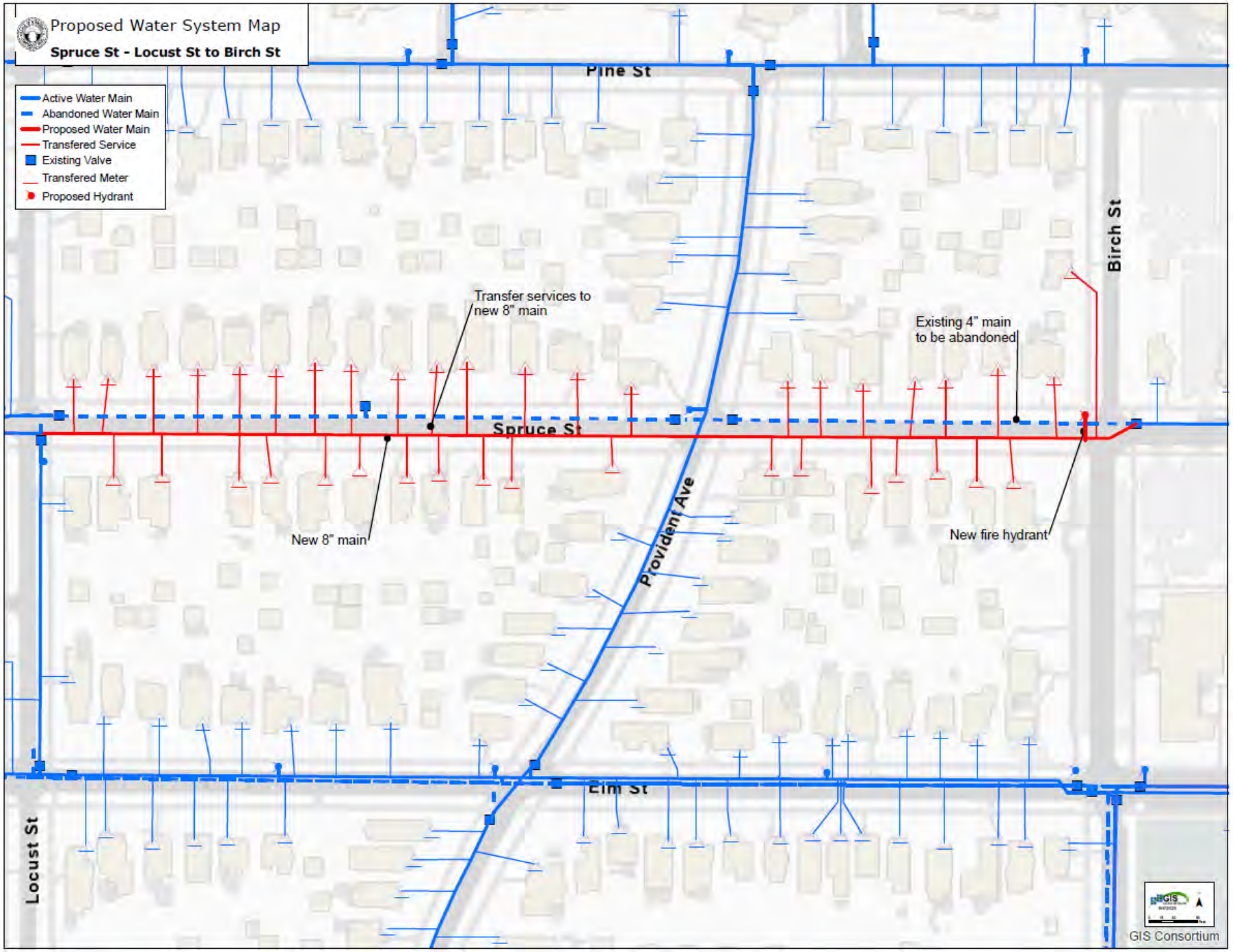
The laboratories listed in this document are for informational purposes only and do not constitute an endorsement.

Laboratory Information	Telephone
Suburban Laboratories, Inc. 1950 S Batavia Ave #150 Geneva, IL 60134	(708) 544-3260
Pace Analytical (Formerly PDC Labs) 2231 W Altorfer Drive Peoria, IL	(309) 383-1775
Lake County Environmental Laboratory 500 W. Winchester Rd. #103 Libertyville, IL	(847) 377-7741
Culligan Analytical Laboratory 9399 West Higgins Road, Suite 1100 Rosemont, IL	(847) 430-1219
First Environmental Labs 1600 Shore Rd # D, Naperville, IL	(630) 778-1200
Environmental Monitoring 509 N 3rd Ave Des Plaines, IL	(847) 324-3341
Gabriel Laboratories, Ltd. 1421 N Elston Ave Chicago, IL	(773) 486-2123
Scientific Control Labs, Inc. 3158 S Kolin Ave Chicago, IL	(773) 254-2406
Teklab Inc. 5445 Horseshoe Lake Rd. Collinsville, IL	(618) 344-1044

For a complete list of accredited testing labs please use the following link:

https://epa.illinois.gov/topics/labs/lab-accreditation/accredited-labs.html

Appendix C1 - Planned LSL Replacement



LEAD INFORMATIONAL NOTICE

IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

Dear Water Customer: Today's Date: _____

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Tagalog:
Ang abisong ito ay naglalaman ng mahalagang impormasyon tungkol sa iyong serbisyo sa tubig at maaaring makaapekto sa iyong mga karapatan. Hinihikayat namin kayo na isalin nang buo ang abisong ito sa wikang naiintindihan ninyo at bago kayo gumawa ng anumang mga desisyon na maaaring kailanganin sa abisong ito.

Gujarati:
આ સૂચનામાં તમારી પાણીની સેવા વિશે મહત્વપૂર્ણ માહિતી શામેલ છે અને તમારા અધિકારોને અસર કરી શકે છે. અમે તમને પ્રોત્સાહિત કરીએ છીએ કે તમે આ સૂચના હેઠળ જરૂરી હોય તેવા કોઈપણ નિર્ણયો લો તે પહેલાં તમે આ સૂચનાને તમે સમજો છો તે ભાષામાં સંપૂર્ણ ભાષાંતર કરો.

Polish:
Niniejsze zawiadomienie zawiera ważne informacje na temat Państwa przyłącza wodociągowego i może mieć wpływ na Państwa prawa. Przed podjęciem jakichkolwiek decyzji, które mogą być wymagane na mocy niniejszego zawiadomienia, zachęcamy Państwa do przetłumaczenia całości niniejszego zawiadomienia na język, który będzie dla Państwa zrozumiały.

Arabic:
يحتوي هذا الإشعار على معلومات مهمة حول خدمة المياه لديك، وقد يؤثر على حقوقك. قبل اتخاذ أي قرارات قد تكون مطلوبة بموجب هذا الإشعار فإننا نشجعك على ترجمته بالكامل إلى لغة تفهمها.

Urdu:
اس نوٹس میں آپ کی پانی کی سروسز سے متعلق اہم ترین معلومات موجود ہیں اور یہ آپ کے حقوق کو متاثر کر سکتا ہے۔ ہم آپ کو ترغیب دیں گے کہ آپ اس نوٹس کا مکمل طور پر اس زبان میں ترجمہ کروائیں جو آپ سمجھتے ہوں اور ممکن ہے کہ آپ کے کوئی فیصلہ لینے سے قبل اس نوٹس کے تحت یہ درکار بھی ہو۔

Spanish:
Este aviso contiene información importante sobre su servicio de agua y puede afectar sus derechos. Lo animamos a que traduzca este aviso a un idioma que comprenda antes de tomar cualquier decisión que pueda ser necesaria en virtud del mismo.

Korean:
이 통지서에는 귀하의 권리에 영향을 미칠 수 있는 수도 서비스에 관한 중요한 정보가 제시되어 있습니다. 이 통지서에서 요구하는 결정을 내리기 전에 이 통지서를 귀하가 이해할 수 있는 언어로 번역하시기 바랍니다.

Chinese:

本通知包含有关您的供水服务的重要信息，可能会影响到您的权利。在您做出本通知所要求的任何决定之前，我们鼓励您将本通知完整地翻译成您可理解的语言。

Appendix C2 - Emergency LSL Repair / Replacement

Village of
WINNETKA, IL

510 Green Bay Road • Winnetka, IL 60093 • 847.501.6000
contactus@villageofwinnetka.org • **villageofwinnetka.org**

WATER ADVISORY
LEAD SERVICE LINE LEAK

Service Address: _____

Date: _____

The Village of Winnetka has discovered a leak on your water service, which the Village has determined to be made of lead. The information below is being provided to you in order to coordinate next steps on the repairs.

In August 2021, the Lead Service Line Replacement and Notification Act (415 ILCS 5/17.12) was signed into law. Effective January 1, 2022, this act requires the replacement of all lead service lines in the State of Illinois. When a service is repaired or upgraded, the entirety of the lead service must be replaced. Partial service replacements are no longer permitted.

Per the Act, an emergency repair on the lead service is permitted but triggers the following:

- Homeowner must be provided notice of increased lead risks because of the repairs
  - *Information is provided to you in this package*

- Provide a filter for at least one fixture supplying potable water for consumption. The filter must be certified by an accredited third-party certification body to NSF/ANSI 53 and NSF/ANSI 42 for the reduction of lead and particulate. The filter must be provided until such time that the remaining portions of the service line have been replaced.
  - *A filter complying with this statute will be provided to you by the Village*

- Replace the remaining portion of the lead service line within 30 days of the repair.
  - *The policy in place as of the date of this letter is as follows:*
    - The Village will cover 50% of the total cost to replace your lead service with a new 1 ½" copper service from the water main all the way into your residence, **up to $5,000** in reimbursement. This includes the cost of the permitting and the work involved for the Village to tap the water main.
    - Quotes from at least two (2) licensed, bonder plumbers are required for the work to run 1 ½" copper from the main into your residence.

- If complete repair of a lead service line cannot be completed due to denial by the property owner, the community water supply commencing the repair shall request the affected property owner to sign a waiver developed by the Department. The Village of Winnetka and the IEPA will maintain a record of this waiver. If replacement of the service is denied by the property owner, any associated lead mitigation efforts are the sole responsibility of the homeowner.
  - *If you elect to pursue this route, a waiver will be provided to you.*

Lead Reduction Steps

Please take the following steps to minimize your exposure to any lead.

- Flush all of your faucets.
- Starting at the lowest level of the home, fully open the cold water taps throughout the home.
- Let the water run for several minutes.
- Turn off each tap starting with the taps in the highest level of the home. Be sure to run water in bathtubs and showers as well as faucets.
- Do not consume tap water, open hot water faucets, or use ice from your icemaker or filtered water dispenser until after flushing is complete.

Additional steps you can take to protect your family from lead in tap water include the following:

- The longer water has been sitting in your home's pipes, the more lead it may contain. Running cold water from the faucets you use for drinking can improve water quality by drawing fresh water in the home, particularly after long periods of time when water has not been used. To conserve water, other household water usage activities such as showering, washing clothes, flushing toilets and running the dishwasher are effective methods for flushing pipes and allowing water from the distribution system to enter the household pipes.
- Consider installing a home treatment device. The effectiveness of these devices in reducing lead can vary greatly, so it is important that the model selected is certified to reduce lead according to NSF/ANSI-53.
- Consider replacement of your lead service line and/or any plumbing fixtures that contain lead.

If you have additional questions, please contact the Water & Electric Office at (847) 716-3558.

Resources:

Lead Service Line Replacement and Notification Act (415 ILCS 5/17.12)
https://www.ilga.gov/legislation/ilcs/documents/041500050K17.12.htm

Village of Winnetka Lead Service Line Information
https://www.villageofwinnetka.org/386/Lead-Service-Line-Replacement

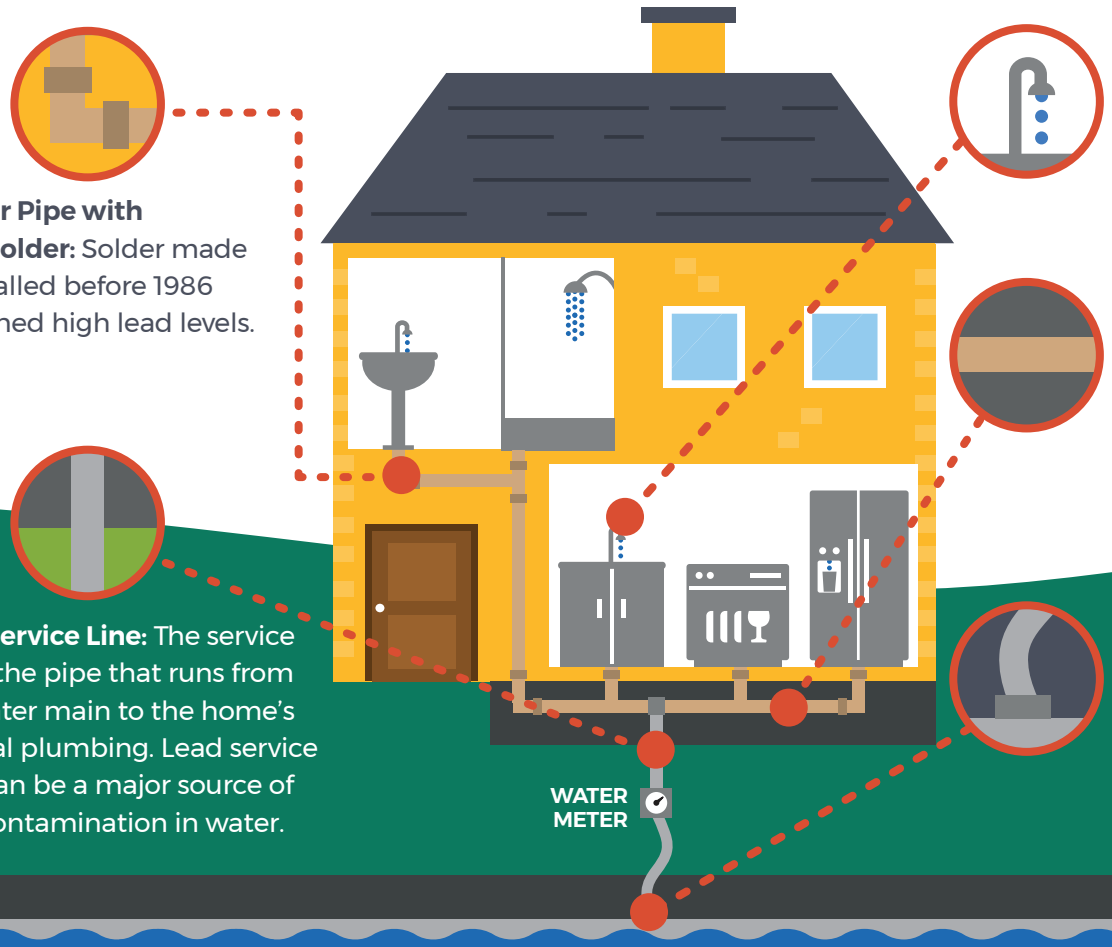
Village of Winnetka Water Service Specifications
https://www.villageofwinnetka.org/DocumentCenter/View/1115/Water-Service-Guidelines

EPA – Concerned about Lead in your drinking water?
https://www.epa.gov/sites/default/files/2017-08/documents/epa_lead_in_drinking_water_final_8.21.17.pdf

EPA

CONCERNED ABOUT LEAD IN YOUR DRINKING WATER?

Sources of **LEAD** in Drinking Water



Copper Pipe with Lead Solder: Solder made or installed before 1986 contained high lead levels.

Faucets: Fixtures inside your home may contain lead.

Galvanized Pipe: Lead particles can attach to the surface of galvanized pipes. Over time, the particles can enter your drinking water, causing elevated lead levels.

Lead Service Line: The service line is the pipe that runs from the water main to the home's internal plumbing. Lead service lines can be a major source of lead contamination in water.

Lead Goose Necks: Goose necks and pigtails are shorter pipes that connect the lead service line to the main.

Reduce Your Exposure To Lead

Use only cold water for drinking, cooking and making baby formula. *Boiling water does not remove lead from water.*

Regularly clean your faucet's screen (also known as an aerator).

Consider using a water filter certified to remove lead and know when it's time to replace the filter.

Before drinking, flush your pipes by running your tap, taking a shower, doing laundry or a load of dishes.

To find out for certain if you have lead in drinking water, **have your water tested.**

Replace Your Lead Service Line

Water systems are required to replace lead service lines if a water system cannot meet EPA's Lead Action Level through optimized corrosion control treatment.

Replacement of the lead service line is often the responsibility of both the utility and homeowner.

Homeowners can contact their water system to learn about how to remove the lead service line.

Identify Other Lead Sources In Your Home

Lead in homes can also come from sources other than water. If you live in a home built before 1978, you may want to have your paint tested for lead. **Consider contacting your doctor to have your children tested if you are concerned about lead exposure.**

For more information, visit: **epa.gov/safewater**

EPA United States Environmental Protection Agency

A Consumer Tool for Identifying Point of Use (POU) Drinking Water Filters Certified to Reduce Lead

POINT OF USE FILTERS

Point of use, or POU, drinking water filters are used to remove impurities from water at the point that it is actually being used. Although there are others, the POU filters covered in this document are those used in filtration systems that are attached directly to water faucets, inserted into refrigerators for water dispensers and ice makers, or inserted into water pitchers and bottles.

How do I know if a POU filter has been certified to reduce lead?

There are several American National Standards Institute (ANSI) accredited third-party certification bodies that evaluate POU drinking water filters for lead reduction. Each has a registered trademark that is used on certified products.

Certification bodies require their mark and a statement indicating testing against **NSF/ANSI Standard 53 along with a claim of lead reduction**. We recommend that you also look for filters tested against **NSF/ANSI Standard 42 for particulate reduction (Class I)***.

The table below provides the certification bodies' approved marks and the text that indicates a filter has been certified for lead reduction capabilities. Some filters can be certified by more than one certification body and have multiple certification marks.

Certification Mark(s)	
NSF, NSF, Independently Certified NSF *Product Listing Directory: info.nsf.org/Certified/DWTU/*	Tested and Certified Water Quality Under Industry Standards, Tested & Certified WQA Independently *Product Listing Directory: wqa.org/Find-Products#/*
IAPMO R&T, UPC, C IAPMO *Product Listing Directory: pld.iapmo.org/*	UL Certified, Health Effects Performance US File No. *Note: For UL, text must be located underneath the mark. The File No. is a unique product identification number.* *Product Listing Directory: database.ul.com/cgi-bin/XYV/template/LISEXT/1FRAME/index.html*
C US Drinking Water NSF/ANSI 42, C US Drinking Water NSF/ANSI 53 *Product Listing Directory: csagroup.org/testing-certification/product-listing/*	**Text for NSF/ANSI Standards 42 & 53 next to certification marks:** • Example text on packaging: *Tested and Certified by (name of certification body) against NSF/ANSI Standards 42 and 53 for the claims specified on the Performance Data Sheet.* • Some companies may indicate lead removal in the text, or might simply state NSF/ANSI 53 or NSF/ANSI 42 above or below the mark.

Is certification required for POU drinking water filters?

There is no mandatory federal requirement for the use of POU drinking water filters or for testing or third-party certification under the Safe Drinking Water Act. However, consumers can increase their level of confidence by purchasing filters that have been tested by an accredited third-party certification body or bodies for lead reduction and particulate reduction (Class I) capabilities against both NSF/ANSI Standards 42 and 53.

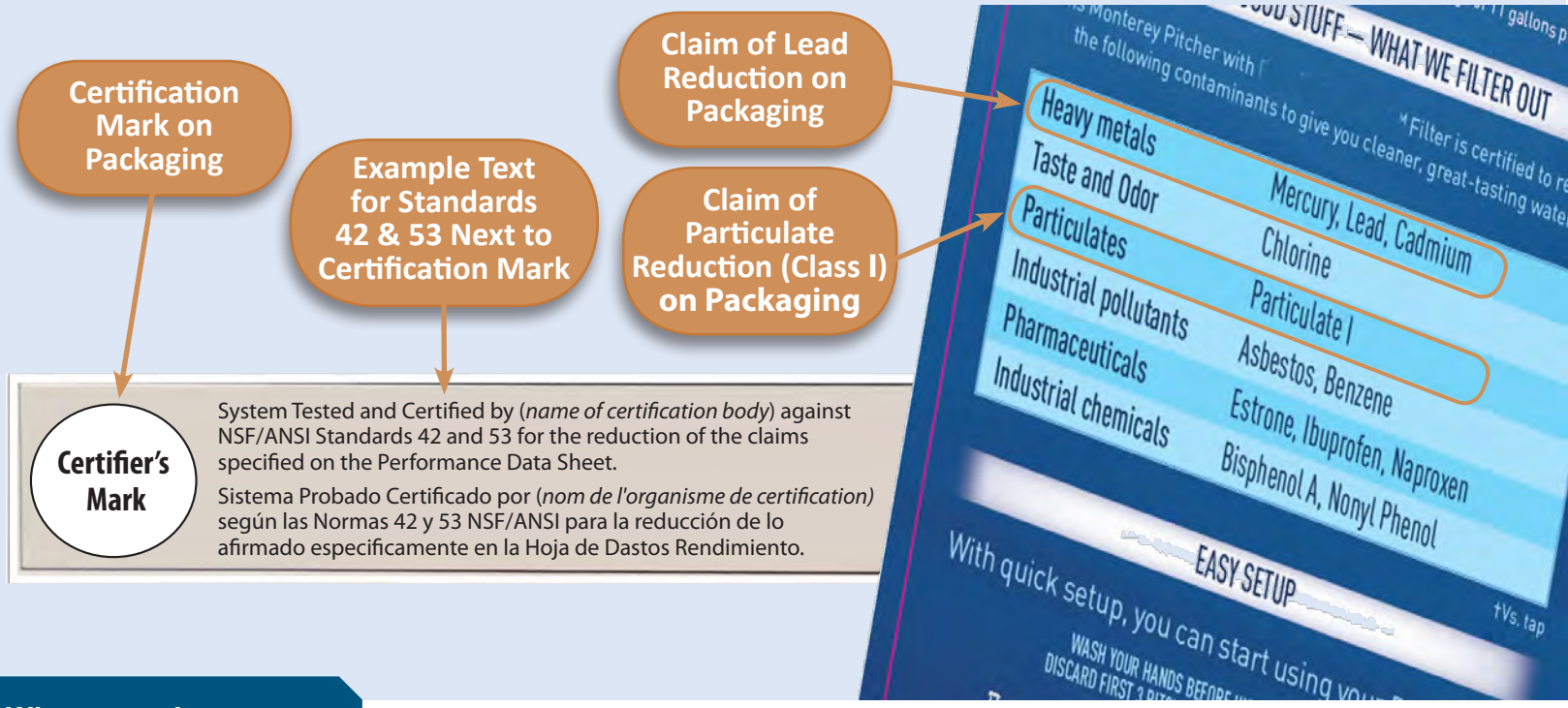
**Although particulate reduction (Class I) is for aesthetic effects, it is being suggested since some particulates can contain lead.*

Disclaimer: This document is for informational purposes only. Any mention of trade names or commercial products does not constitute EPA endorsement or recommendation for use.

EPA/600/F-18/335 | December 2018

Certification Marks, Standards Text, and Claims of Reduction on Filter Packaging

Certification marks are detailed in the Table on Page 1. Examples of certification marks, NSF/ANSI Standards 42 and 53 text, and claims of lead reduction and particulate reduction (Class I) as found on product packaging are shown below.



Where are the certification marks and Standards text located?

The certification marks can be found on the filter or on the smallest container in which the filter is packaged. NSF/ANSI Standards 42 and 53 text will be located under or near a certification mark. If lead reduction and particulate reduction (Class I) are not specifically mentioned in the text, information can be found in a table on the packaging, on the performance data sheet located inside the filter packaging or on the manufacturer's website, or in the certifier's online product listing directory (see links in the table on Page 1).

Performance Data Sheet Inside Filter Packaging or on Websites

Claims of lead reduction and particulate reduction (Class I) not included on the filter packaging can typically be found on the performance data sheet located inside the filter box or other packaging (example below), or on the manufacturer's website.

Claim of Lead Reduction

Claim of Particulate Reduction (Class I)

SUBSTANCE	Overall Percent Reduction	Influent Challenge Concentration	U.S. EPA Level*/NSF Maximum Permissible Product Water Concentration
NSF/ANSI Standard 53 – Health Effects			
Lead pH 6.5	99.5%	150±15 ppb	10 ppb
Lead pH 8.5	99.6%	150±15 ppb	10 ppb
Mercury pH 6.5	95.5%	6±0.6 ppb	2 ppb
Mercury pH 8.5	95.9%	6±0.6 ppb	2 ppb
Cadmium pH 6.5	97.4%	30±3 ppb	5 ppb
Cadmium pH 8.5	99.2%	30±3 ppb	5 ppb
Benzene	93.5%	15±1.5 ppb	5 ppb
Asbestos	>99%	55000000±45000000 Fibers/L	99%*
NSF/ANSI Standard 401 – Emerging Compounds/Incidental Contaminants			
Bisphenol A†	95.5%	2000±400 ppt	300 ppt
Estrone†	96.4%	140±28 ppt	20 ppt
Ibuprofen†	94.9%	400±80 ppt	60 ppt
Naproxen†	96.4%	140±28 ppt	20 ppt
Nonyl phenol†	93.5%	1400±280 ppt	200 ppt
NSF/ANSI Standard 42 – Aesthetic Effects			
Chlorine	97.4%	2.0±0.2 ppb	50%*
Particulate Reduction Class I	99.6%	>10000 particles/mL	85%*

* NSF Minimum Percent Reduction Requirement.

† Valid for the following systems: Ultramax Jet Black (OB24), Space Saver (OB21), Amalfi (OB32), Grand Color Series (OB36), Pacifica (OB41), Capri (OB43), Mini Plus (OB44), Marina (OB47), Monterey (OB50), and Wave (OB53).

These systems have been tested according to NSF/ANSI 401 (for applicable systems), 42 and 53 for reduction of the substances listed. The concentration of each of the indicated substances in water entering the systems was reduced to a concentration less than or equal to the permissible limit for water leaving the systems, as specified in NSF/ANSI 401, 42 and 53.

Additional Information

- EPA's Lead in Drinking Water Website: epa.gov/ground-water-and-drinking-water/basic-information-about-lead-drinking-water
- Understanding NSF/ANSI Standard 53: workingpressuremag.com/understanding-nsf-ansi-53/

Questions?

- For questions about a filter: *Contact the product manufacturer or see the product listing directories listed on the first page.*
- For questions about this document: *Send an email to latham.michelle@epa.gov or shah.manthan@epa.gov.*

Disclaimer: This document is for informational purposes only. Any mention of trade names or commercial products does not constitute EPA endorsement or recommendation for use.

Village of
WINNETKA, IL

510 Green Bay Road • Winnetka, IL 60093 • 847.501.6000
contactus@villageofwinnetka.org • **villageofwinnetka.org**

[INSERT DATE]

Re: 2024 Voluntary Lead Service Line Replacement Program

[RESIDENT NAME
RESIDENT ADDRESS]

Dear [RESIDENT NAME],

For calendar year 2024, the voluntary lead service line replacement program has been renewed and funded in the amount of $400,000, providing opportunities for 80 residences to replace their lead service lines and receive reimbursement. Those that will be given the first opportunity to participate in the program will be from the prior year's waiting list of addresses that expressed interest in the program.

You are receiving this letter because you are one of the residences now eligible to participate in the 2024 Voluntary Lead Service Line Replacement Program.

The Village will extend reimbursement up to 50% of the cost, not to exceed $5,000, for the replacement of the lead service line from the water main into the house. Eligible costs include your contractor's costs to install the service line as well as any applicable costs from the Village, such as a tapping fee, inspection fee, and a new water meter. Individuals are not eligible to participate in this program if the service line replacement is part of a new house construction or building addition.

The next steps to fulfill the requirements of the program are as follows:

1. Obtain a minimum of two quotes from licensed, bonded plumbers to perform your service replacement. Their work should include: excavating the water main in the street or parkway for the Village to perform a new tap, disconnecting your old lead service at the main, running a new 1-1/2" copper water line from the tap into your residence, plumbing in a new Village-provided water meter, and restoring your home's electrical grounding, if applicable. The contractor is also responsible for restoring the Village's right-of-way to its original condition.

2. Send those quotes electronically to LSL@Winnetka.org. Within 48 hours, you should receive a response that will detail your reimbursement amount, inclusive of your permit fees. The program provides reimbursement for 50% of the cost associated with the replacement of your lead service line, not to exceed $5,000 per property. While you are not obligated to take the low bidder, the Village's reimbursement will be based on the lowest price.

3. Apply for the appropriate permits at the Community Development Department at the Village Hall (510 Green Bay Road). At this time, you will be required to pay the permit fees due to the Village. These range from $2,945 to $4,245 depending on the size of water main to which you are connecting.

4. When your plumber is prepared to do the work, the contractor should call 847-716-3551 to schedule the tap. Please have them provide at least 48 hours advance notice of the work. All inspections of the completed service line installation should be scheduled through Community Development at 847-716-3527.

5. Once the service installation is complete, please send a final invoice from your plumber to LSL@Winnetka.org. Within 3-4 weeks of receipt, a reimbursement check will be mailed to you in the amount previously confirmed by the Village.

If you are no longer interested in the Voluntary Lead Service Line Replacement Program, please notify the Water & Electric Office at 847-716-3558 or LSL@Winnetka.org. This will allow the utility an opportunity to extend participation in the program to another resident on the waiting list.

Extension of the Voluntary LSL Program into 2025 is not guaranteed and is subject to budget approval by the Village Council. In the interest of assisting as many residents as possible, residences deemed eligible for the program in 2024 that fail to complete their service line replacement are not automatically carried over to the next year's program.

If you have additional questions, please contact the Water & Electric Office at 847-716-3558 or LSL@Winnetka.org.

Sincerely,

Brian Keys

Director of Water & Electric

American Water Works Association
Dedicated to the World's Most Important Resource®

AWWA Standard

4.4.2 - Flushing by the customer after lead service replacement. The customer should flush all interior premise plumbing the same day or before next water use following the replacement. Subsequent flushing by the customer should be done once every two weeks for three months or at other intervals based on monitoring results if available. Utilities may want to encourage best times to flush based on water demand and operations (for example, when neighbors' water usage is low, e.g., midmorning to dinner time or late at night). Customers shall be advised to not use hot water in the premise plumbing until initial flushing is completed to prevent sedimentation of lead particles in premise hot water tanks.

4.4.2.1 - Suggested instructions for customers. **1.** Find all the faucets that will drain, including the basement and all floors in your house. **2.** Remove aerators and screens whenever possible, including the shower heads, from all faucets you plan to flush. **3.** Include the laundry tubs, hose-bibs, bathtubs, and showers as flushing points. **4.** After all the aerators are off, open the faucets in the basement or lowest floor in the house. Leave all faucets running at highest rate possible, using cold water. **5.** After the faucets are all open in lowest floor, open the faucets on next highest floor of the house. Continue until faucets are open on all floors. **6.** After all faucets are opened, leave the water running for at least 30 minutes. **7.** After 30 minutes, turn off the first faucet you opened and continue to turn off other faucets in the same order you turned them on. **8.** Clean aerators/screens at each faucet. You may need to replace screens/ aerators if too old or worn. Utilities and customers may consider an optional approach by coordinating a targeted flush of a few faucets at a time before opening all the faucets for the whole house flush. The targeted flush would start with a pattern of opening all faucets in a single area or single floor and then moving to the next to increase the flow velocities, followed by the whole house flush described above, with all faucets open.

4.4.2.2 - Additional daily miniflush. As a precaution, the customer should do a miniflush of premise plumbing by running tap water each morning or when the water sits in the pipe for at least 6 hours. Flush for 5 minutes to displace water that has been sitting in the pipes inside the house and in the service line. This could include taking a shower, running the dishwasher, flushing a toilet, collecting water for plants/garden, or running the faucet. The customer should do this before using any water for drinking, cooking, infant formula, and so on. Daily miniflushes should continue for six months or until lead sample results show the lead level is below the regulatory guideline. The customer should clean debris from aerators and screens once a month for six months. After six months, clean debris twice a year.

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This is not a complete list of local companies who perform water service line installations. The companies listed in this document are for informational purposes only and do not constitute an endorsement.

Contractor Name	Contractor Contact Phone	Contractor Contact Address	Contractor Contact City	State	Zip
AAA RODRIGUEZ PLUMBING CO	(847) 251-9190	430 PINE MANOR DR	WILMETTE	IL	60091
ADVANCED UNDERGROUND SPRINKLER SYSTEMS	(847) 433-0011	954 MARVEL LN	HIGHLAND PARK	IL	60035
AMERICAN VINTAGE HOME	(847) 251-5255	1523 PAYNE ST	EVANSTON	IL	60201
BIAGI PLUMBING	(847) 263-1616	3815 GRANDVILLE AVE	GURNEE	IL	60031
BILL'S PLUMBING & SEWER, INC	(847) 512-3575	1855 HOLSTE RD	NORTHBROOK	IL	60062
BMW PLUMBING	(847) 948-8484	440 LAKE COOK RD	DEERFIELD	IL	60015
CUPCO PLUMBING INC	(224) 637-0514	181 WARDEN LN	ROUND LAKE	IL	60073
DEMUTH, INC	(847) 433-9285	2900 SKOKIE VALLEY RD	HIGHLAND PARK	IL	60035
ED FELLOW PLUMBING & HEATING	(847) 814-5311	2015 SPRUCEWOOD	LINDENHURST	IL	60046
EJ PLUMBING	(773) 836-8191	6021 W MONTROSE	CHICAGO	IL	60634
ERNIE'S UNDERGROUND	(847) 815-8772	P.O. BOX 7921	GURNEE	IL	60031
FJ KERRIGAN PLUMBING	(847) 251-2695	811 RIDGE AVE	WILMETTE	IL	60091
FLADER PLUMBING & HEATING CO	(847) 491-6980	3004 CENTRAL ST	EVANSTON	IL	60201
FRANK MCCOY SEWER AND PLUMBING	(708) 498-0323	8817 ONEILL DR.	BURR RIDGE	IL	60527
GLENBROOK PLUMBING	(847) 724-2344	1901 PICKWICK LN	GLENVIEW	IL	60026
ILLINOIS SEWER & DRAINAGE	(224) 888-8122	39370 N RTE 59, SUITE #2	LAKE VILLA	IL	60046
JOHN J. CAHILL, INC	(847) 864-5225	1515 CHURCH ST	EVANSTON	IL	60201
JZ PLUMBING INC	(630) 462-9363	2092 GLADSTONE DR	WHEATON	IL	60189
KOETZ PLUMBING	(847) 362-1480	28915 N HERKY DR #104	LAKE BLUFF	IL	60044
LAKEVIEW PLUMBING INC	(773) 343-9755	6920 W KEENEY	NILES	IL	60714
LITTLE TOMMY'S PLUMBING SHOP, INC.	(847) 443-9115	1578 OLD DEERFIELD RD	HIGHLAND PARK	IL	60035
MA GLACIER PLUMBING	(773) 517-7839	409 VIRGINIA PL	WHEELING	IL	60900
NORTH COAST PLUMBING, SEWER & DRAINAGE, INC.	(847) 361-0970	8420 LEHIGH AVE, 2B	MORTON GROVE	IL	60053

(SEE REVERSE SIDE FOR ADDITIONAL CONTRACTORS)

Appendix C3 - Voluntary Program Replacement

Contractor Name	Contractor Contact Phone	Contractor Contact Address	Contractor Contact City	State	Zip
PAPPAS COMPANY	(847) 657-0800	2100 JOHNS CT	GLENVIEW	IL	60025
PARKS PLUMBING & SEWER	(847) 676-1931	8121 N LAWNDALE	SKOKIE	IL	60076
PASQUESI PLUMBING	(847) 433-9426	3218 SKOKIE VALLEY RD	HIGHLAND PARK	IL	60035
PMT CONTRACTORS	(815) 344-5473	3504 IVY LN	JOHNSBURG	IL	60051
R&J PLUMBING & SEWER CO	(847) 630-0452	1415 SHAWNEE TRAIL	RIVERWOODS	IL	60015
RAVINIA PLUMBING & HEATING	(847) 432-5561	1580 OLD SKOKIE RD	HIGHLAND PARK	IL	60035
RB PLUMBING & SEWER	(847) 966-8729	8469 HARMS RD.	SKOKIE	IL	60077
RELIANCE PLUMBING INC	(847) 583-1858	1848 TECHNY COURT	NORTHBROOK	IL	60062
RETRO PLUMBING	(773) 505-6234	724 ELM STREET	WINNETKA	IL	60093
RICK'S SEWER AND DRAINAGE	(847) 635-8988	3614 W. JOHN ST	MCHENRY	IL	60050
RMO PLUMBING	(773) 370-8899	8527 W. BERWYN	CHICAGO	IL	60656
RODRIGUEZ PLUMBING CO INC	(847) 707-3887	16099 W POPE BLVD	PRAIRIE VIEW	IL	60069
TANGNEY & SON PLUMBING & SEWER	(847) 599-0635	41550 N HIGHWAY 45	ANTIOCH	IL	60002
TYLER'S UNDERGROUND	(847) 587-3152	25668 RASKA LANE	LAKE VILLA	IL	60046

The companies listed in this document are for informational purposes only and do not constitute an endorsement. Some of these companies may perform service installations in conjunction with a licensed plumber.

Village of
WINNETKA, IL
Office of the Water & Electric Department
847.716.3558

510 Green Bay Road • Winnetka, IL 60093 • 847.501.6000
contactus@villageofwinnetka.org • villageofwinnetka.org

LEAD INFORMATIONAL NOTICE
IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

Today's Date: [DATE]

[RESIDENT NAME]
[SERVICE ADDRESS]

Dear Resident:

The Village of Winnetka has been made aware of your planned replacement of a lead service line (LSL) at your property. The information provided below is meant to educate you on the risks of lead and the Village's policies regarding lead service lines.

In August 2021, the Lead Service Line Replacement and Notification Act (415 ILCS 5/17.12) was signed into law. Effective January 1, 2022, this act requires the replacement of all lead service lines in the State of Illinois. When a service is repaired or upgraded, the entirety of the lead service must be replaced. Partial service replacements are no longer permitted.

Per the Act, the replacement of the LSL triggers a notification requirement whereby the homeowner must be made aware of the increased lead risks resulting from the work. That information is provided to you in this package.

The Village has a long-range plan of addressing all the LSL replacements in its service territory. Through work in conjunction with planned water main replacements, resident participation in voluntary replacement programs and addressing annual leaking services on the system, the Village believes it can replace all of the lead service lines within the state mandated deadline (2041.) You can find more information on that plan at: https://www.villageofwinnetka.org/386/Lead-Service-Line-Replacement

The purpose of this notice is for informational purposes only. While it is not known for certain whether or not your project will adversely affect the lead (if present) plumbing in and outside your home, below describes some information about the preventative measures you can take to reduce the amount of lead in drinking water.

What you can do to reduce lead exposure in drinking water after service replacement:

Run your water to flush out lead. If the plumbing in your home is accessible; you may be able to inspect your own plumbing to determine whether or not you have a lead service line. Otherwise, you will most likely have to hire a plumber.

- If you do not have a lead service line, running the water for 1-2 minutes at the kitchen tap should clear the lead from you household plumbing to the kitchen tap. Once you have done this, fill a container with water and store it in the refrigerator for drinking, cooking, and preparing baby formula throughout the day.

- If you do have a lead service line, flushing times can vary based on the length of your lead service line and the plumbing configuration in your home. The length of lead service lines varies considerably. Flushing for at least 3-5 minutes is recommended.

Use cold water for drinking, cooking, and preparing baby formula. Do not cook with or drink water from the hot water tap; lead dissolved more easily into hot water. Do not use water from the hot water tap to make baby formula.

Look for alternative sources or treatment of water. You may want to consider purchasing bottled water or a water filter that is certified to remove "total lead".

Clean and remove any debris from faucet aerators on a regular basis.

Do not boil water to remove lead. Boiling water will not reduce lead.

Purchase lead-free faucets and plumbing components.

Remove the entire lead service line.

Test your water for lead. While we do not perform the testing, we have provided a list of laboratories certified to do the testing on the next page. Laboratories will send you the bottle for sample collection. Please note that we are not affiliated with the laboratories and they will charge you a fee for testing.

- If the test results indicate a lead level above 15ug/L, bottled water should be used by pregnant women, breast-feeding women, young children, and formula-fed infants.

For more information, please contact the Water & Electric Department at *(847) 716-3558*.

The laboratories listed in this document are for informational purposes only and do not constitute an endorsement.

Laboratory Information	Telephone
Suburban Laboratories, Inc. 1950 S Batavia Ave #150 Geneva, IL 60134	(708) 544-3260
Pace Analytical (Formerly PDC Labs) 2231 W Altorfer Drive Peoria, IL	(309) 383-1775
Lake County Environmental Laboratory 500 W. Winchester Rd. #103 Libertyville, IL	(847) 377-7741
Culligan Analytical Laboratory 9399 West Higgins Road, Suite 1100 Rosemont, IL	(847) 430-1219
First Environmental Labs 1600 Shore Rd # D, Naperville, IL	(630) 778-1200
Environmental Monitoring 509 N 3rd Ave Des Plaines, IL	(847) 324-3341
Gabriel Laboratories, Ltd. 1421 N Elston Ave Chicago, IL	(773) 486-2123
Scientific Control Labs, Inc. 3158 S Kolin Ave Chicago, IL	(773) 254-2406
Teklab Inc. 5445 Horseshoe Lake Rd. Collinsville, IL	(618) 344-1044

For a complete list of accredited testing labs please use the following link:
http://www.epa.illinois.gov/topics/certification-training/lab-accreditation/accredited-labs/index

APPENDIX D

YEAR-BY-YEAR REPLACEMENT BREAKDOWN

2020.....26

2021.....26

2022.....33

2023.....106

TOTAL = 191

ADDRESS	DATE INSTALLED	LSL REPLACMENT DATE
140 GREEN BAY RD	3/5/2020	3/5/2020
1442 SCOTT AVE	4/3/2020	4/3/2020
615 CHERRY ST	4/7/2023	6/18/2020
1518 EDGEWOOD LN	6/29/2020	6/29/2020
1341 ASBURY AVE	7/1/2020	7/1/2020
1045 PINE ST	7/1/2020	7/1/2020
1259 CHERRY ST	7/23/2020	7/23/2020
874 LINCOLN AVE	7/23/2020	7/23/2020
196 SHERIDAN RD	7/24/2020	7/24/2020
519 HOYT LN	8/3/2020	8/3/2020
942 SPRUCE ST	8/7/2020	8/7/2020
1190 WESTMOOR RD	8/13/2020	8/13/2020
957 EUCLID AVE	8/21/2020	8/21/2020
248 LINDEN ST	9/2/2020	9/2/2020
630 PINE LN	9/4/2020	9/4/2020
932 CHERRY ST	9/18/2020	9/18/2020
13 INDIAN HILL RD	9/28/2020	9/28/2020
825 FOXDALE AVE	9/30/2020	9/30/2020
747 ROSEWOOD AVE	10/5/2020	10/5/2020
919 FISHER LN	10/7/2020	10/7/2020
128 CHURCH RD	10/14/2020	10/14/2020
315 FAIRVIEW AVE	10/16/2020	10/16/2020
141 SHERIDAN RD	10/28/2020	10/28/2020
630 ROSEWOOD AVE	11/16/2020	11/16/2020
1069 CHATFIELD RD	11/24/2020	11/24/2020
200 FULLER LN	12/30/2020	12/30/2020
938 PINE ST	3/24/2021	3/24/2021
968 SPRUCE ST	3/26/2021	3/26/2021
64 WOODLEY RD	4/19/2021	4/19/2021
803 PINE ST	5/3/2021	5/3/2021
1144 HAMPTONDALE AVE	5/25/2021	5/25/2021
14 INDIAN HILL RD	6/10/2021	6/10/2021
576 ELM ST	9/25/2023	6/29/2021
849 SHERIDAN RD	7/1/2021	7/1/2021
1260 OAK ST	7/21/2021	7/21/2021
1040 STARR RD	7/27/2021	7/27/2021
792 WALDEN RD	7/29/2021	7/29/2021
972 PINE ST	8/18/2021	8/18/2021
1077 SPRUCE ST	6/13/2023	8/19/2021
1034 WESTMOOR RD	8/24/2021	8/24/2021
1180 OAKLEY AVE	8/30/2021	8/30/2021
253 CHURCH RD	9/14/2021	9/14/2021
819 HUMBOLDT AVE	9/28/2021	9/28/2021
984 CHERRY ST	10/5/2021	10/5/2021
886 WILLOW RD	10/20/2021	10/20/2021
636 GARLAND AVE	10/26/2021	10/26/2021
365 LINDEN ST	11/2/2021	11/2/2021
656 SHERIDAN RD	11/3/2021	11/3/2021
462 PROVIDENT AVE	11/8/2021	11/8/2021
350 ELDER LN	11/10/2021	11/10/2021

747 WALDEN RD	11/10/2021	11/10/2021
1152 HAMPTONDALE AVE	11/17/2021	11/17/2021
126 FULLER LN	1/19/2022	1/19/2022
856 FOXDALE AVE	2/8/2022	2/8/2022
883 ELM ST	2/24/2022	2/24/2022
942 PINE ST	3/31/2022	3/31/2022
809-811 OAK ST	4/15/2022	4/15/2022
576 WILLOW RD	4/20/2022	4/20/2022
1138 SCOTT AVE	4/21/2022	4/21/2022
379 ROSEWOOD AVE	5/1/2022	5/1/2022
401 HAWTHORN LN	5/6/2022	5/6/2022
560 SHERIDAN RD	5/24/2022	5/24/2022
644 PINE LN	6/16/2022	6/16/2022
385 ROSEWOOD AVE	6/21/2022	6/21/2022
490 CHERRY ST	6/24/2022	6/24/2022
199 FOREST ST	7/7/2022	7/7/2022
631 GARLAND AVE	7/15/2022	7/15/2022
1120 MERRILL ST	7/26/2022	7/26/2022
1111 MERRILL ST	7/27/2022	7/27/2022
444 ELDER LN	8/2/2022	8/2/2022
873 CHERRY ST	8/5/2022	8/5/2022
1290 SCOTT AVE	8/19/2022	8/19/2022
260 LOCUST ST	8/25/2022	8/25/2022
415 BERKELEY AVE	8/30/2022	8/30/2022
815 ROSEWOOD AVE	10/18/2022	10/18/2022
848 TOWER RD	10/18/2022	10/18/2022
1015 STARR RD	11/1/2022	11/1/2022
1036 ELM ST	11/3/2022	11/3/2022
386 FAIRVIEW AVE	11/8/2022	11/8/2022
768 FOXDALE AVE	11/8/2022	11/8/2022
841 FOXDALE AVE	11/8/2022	11/8/2022
519 ELDER LN	11/10/2022	11/10/2022
93 GREEN BAY RD	11/14/2022	11/14/2022
952 PINE TREE LN	11/16/2022	11/16/2022
76 LOCUST RD	11/21/2022	11/21/2022
550 ROSEWOOD AVE	3/10/2023	3/10/2023
642 CHERRY ST	4/10/2023	4/10/2023
598 BIRCH ST	4/13/2023	4/13/2023
1152 OAK ST	4/21/2023	4/21/2023
508 CHERRY ST	4/24/2023	4/24/2023
582 PROVIDENT AVE	4/24/2023	4/24/2023
555 CHERRY ST	4/25/2023	4/25/2023
520 MEADOW RD	4/25/2023	4/25/2023
950 WESTMOOR RD	4/25/2023	4/25/2023
1409 SCOTT AVE	4/28/2023	4/28/2023
500 CHERRY ST	5/1/2023	5/1/2023
1028 CHERRY ST	5/4/2023	5/4/2023
480 ORCHARD LN	5/4/2023	5/4/2023
1088 PINE ST	5/10/2023	5/10/2023
1100 PINE ST	5/10/2023	5/10/2023
1428 SCOTT AVE	5/12/2023	5/12/2023
670 WALDEN RD	5/17/2023	5/17/2023
1086 SPRUCE ST	6/8/2023	6/8/2023
1108 SPRUCE ST	6/8/2023	6/8/2023
615 SPRUCE ST	6/9/2023	6/9/2023
1046 SPRUCE ST	6/14/2023	6/14/2023
604 WILLOW RD	6/14/2023	6/14/2023
1184 TOWER RD	6/24/2023	6/24/2023
1411 EDGEWOOD LN	6/27/2023	6/27/2023
655 LINCOLN AVE	6/27/2023	6/27/2023
1028 DINSMORE RD	7/6/2023	7/6/2023

1155 ASH ST	7/10/2023	7/10/2023
454 CEDAR ST	7/18/2023	7/18/2023
518 CHERRY ST	7/18/2023	7/18/2023
439 MAPLE ST	7/19/2023	7/19/2023
595 ROSEWOOD AVE	7/20/2023	7/20/2023
1004 SPRUCE ST	7/20/2023	7/20/2023
1230 BROADMEADOW RD	7/21/2023	7/21/2023
592 CHERRY ST	7/21/2023	7/21/2023
648 CHERRY ST	7/21/2023	7/21/2023
509 CHERRY ST	7/24/2023	7/24/2023
623 CHERRY ST	7/24/2023	7/24/2023
466 POPLAR ST	7/25/2023	7/25/2023
1051 SPRUCE ST	7/26/2023	7/26/2023
614 CHERRY ST	7/27/2023	7/27/2023
609 CHERRY ST	7/31/2023	7/31/2023
568 CHERRY ST	8/1/2023	8/1/2023
525 ASH ST	8/2/2023	8/2/2023
530 CHERRY ST	8/2/2023	8/2/2023
654 CHERRY ST	8/2/2023	8/2/2023
429 WALNUT ST	8/4/2023	8/4/2023
1011 HUBBARD PL	8/16/2023	8/16/2023
391 LINDEN ST	8/16/2023	8/16/2023
164 WOODLAND AVE	8/16/2023	8/16/2023
166 WOODLAND AVE	8/16/2023	8/16/2023
515 MEADOW RD	8/25/2023	8/25/2023
1235 ASBURY AVE	9/6/2023	9/6/2023
460 HILL RD	9/13/2023	9/13/2023
0 VILLAGE GREEN	9/14/2023	9/14/2023
595 ELM ST	9/15/2023	9/15/2023
538 MEADOW RD	9/15/2023	9/15/2023
555 WALNUT ST	9/22/2023	9/22/2023
1304 ASBURY AVE	9/26/2023	9/26/2023
1311 SCOTT AVE	9/28/2024	9/28/2023
1317 SCOTT AVE	9/28/2024	9/28/2023
1285 SCOTT AVE	9/29/2023	9/29/2023
1270 SCOTT AVE	10/2/2023	10/2/2023
1271 SCOTT AVE	10/2/2023	10/2/2023
1243 SCOTT AVE	10/3/2023	10/3/2023
1278 SCOTT AVE	10/3/2023	10/3/2023
1249 ASH ST	10/4/2023	10/4/2023
1013 RANDOLPH ST	10/5/2023	10/5/2023
1303 SCOTT AVE	10/5/2023	10/5/2023
795 LOCUST ST	10/6/2023	10/6/2023
1192 SCOTT AVE	10/6/2023	10/6/2023
1152 SCOTT AVE	10/10/2023	10/10/2023
1174 SCOTT AVE	10/11/2023	10/11/2023
180 CHESTNUT ST	10/13/2023	10/13/2023
1004 ASH ST	10/16/2023	10/16/2023
615 ELM ST	10/16/2023	10/16/2023
550 MEADOW RD	10/16/2023	10/16/2023
1149 SCOTT AVE	10/17/2023	10/17/2023
1155 SCOTT AVE	10/17/2023	10/17/2023
1158 TOWER RD	10/17/2023	10/17/2023
979 WILLOW RD	10/17/2023	10/17/2023
1139 SCOTT AVE	10/18/2023	10/18/2023
1163 SCOTT AVE	10/18/2023	10/18/2023
81 HIGH ST	10/19/2023	10/19/2023
1287 SCOTT AVE	10/19/2023	10/19/2023
1293 SCOTT AVE	10/19/2023	10/19/2023
983 WILLOW RD	10/19/2023	10/19/2023
1139 OAKLEY AVE	10/20/2023	10/20/2023

1238 SCOTT AVE	10/24/2023	10/24/2023
1239 SCOTT AVE	10/24/2023	10/24/2023
602 SPRUCE ST	10/24/2023	10/24/2023
1025 WILLOW RD	10/24/2023	10/24/2023
511 CEDAR ST	10/27/2023	10/27/2023
1437 EDGEWOOD LN	10/31/2023	10/31/2023
757 LOCUST ST	10/31/2023	10/31/2023
789 HUMBOLDT AVE	11/7/2023	11/7/2023
768 LINCOLN AVE	11/8/2023	11/8/2023
109 FULLER LN	11/9/2023	11/9/2023
1330 WESTMOOR TR	11/9/2023	11/9/2023
1149 ASH ST	11/14/2023	11/14/2023
1234 CHERRY ST	11/16/2023	11/16/2023
695 PROSPECT AVE	11/16/2023	11/16/2023
800 WALDEN RD	11/20/2023	11/20/2023
1163 CHERRY ST	11/26/2023	11/26/2023
550 CEDAR ST	11/29/2023	11/29/2023
425 WALNUT ST	12/7/2023	12/7/2023
660 ELDER LN	12/20/2023	12/20/2023

APPENDIX E

Timeline of Public Notification of the LSL Replacement Plan

Date	Content	APPENDIX	Page
September 12, 2022	Village Council Study Session, public meeting. *Staff sought policy direction on funding of LSL replacements. The Council established a policy of rebate up to $5,000.*	E.1	1
October 28, 2022	Public Budget Meeting – FY2023 *Staff presented funding for LSL replacements, based on the September Study Session, up to 128 services. Approved by Council*	E.2	23
March 1, 2023	Mandated LSL correspondence to all affected residents *Staff mailed all LSL residents an annual notice informing them of their service and educating them on the efforts the Village is taking to eliminate lead.* First come, first serve Voluntary Program is advertised. Original 20 slots fill up in 36 hours. A waitlist is established.	E.3	34
July 18, 2023	Village Council Meeting, public meeting. *Voluntary LSL Replacement Program Policy Direction. Based on strong public interest in the program, Council authorized rebate funding for an additional 60 service lines in FY2023.*	E.4	38
July 19, 2023	Correspondence issued to 60 additional residents now eligible for rebates through the Voluntary Program	E.5	47
November 3, 2023	Public Budget Meeting – FY2024 *Staff presented funding for LSL replacements, up to 137 services, continued policy of rebate up to $5,000. Approved by Council*	E.6	49
March 8, 2024	Mandated LSL correspondence to all affected residents *Staff emailed all LSL residents an annual notice informing them of their service and educating them on the efforts the Village is taking to eliminate lead.*	E.7	59
March 15, 2024	LSL correspondence to Voluntary Program waitlist *Staff mailed 80 LSL homes on the waitlist to extend the offer to participate in the 2024 Voluntary program.*	E.8	63

Village of Winnetka
Village Council Study Session

September 13, 2022 at 7:00 PM
Village Hall
510 Green Bay Road

AGENDA

1. **Call to Order**
2. **Public Comments**
3. **Discussion**
   a. Lead Service Line Policy Discussion
4. **Adjournment**

NOTICE

All agenda materials are available at villageofwinnetka.org *(Governance > Agendas & Minutes); the Reference Desk at the Winnetka Library; or in the Manager's Office at Village Hall (2nd floor).*

The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that all persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Village ADA Coordinator, 510 Green Bay Road, Winnetka, Illinois 60093, 847-716-3543; T.D.D. 847-501-6041.

Village of WINNETKA, IL

Agenda Item Executive Summary

TITLE: Lead Service Line Policy Discussion

PRESENTER: Brian Keys

AGENDA DATE: September 13, 2022

CONSENT: No

ITEM TYPE: New Business

ITEM HISTORY:

EXECUTIVE SUMMARY:

In August 2021, the State of Illinois enacted the Lead Service Line Replacement and Notification Act. This legislation contained specific obligations for the Village of Winnetka, beginning in 2022 as it pertains to lead service lines. The Village's potable water system contains 4,494 service connections. Of these service connections, 1,503 service lines are lead and/or partially lead. The key obligations created by the Act are as follows:

- By April 15, 2022, municipalities must create an inventory of lead service lines. Municipalities must submit an updated inventory to the Illinois Environmental Protection Agency (IEPA) by April 15, 2023, with a final inventory due by April 15, 2024.

- As of January 1, 2022, municipalities must fully replace lead service lines when engaging in both scheduled and emergency repairs; partial replacement is no longer permitted except in certain emergency circumstances.

- Municipalities must create a plan to replace all lead service lines and submit the plan to the ILEPA. The initial draft of the plan is due on April 14, 2024. Updated plans are required on April 15 of each year, with a final plan due on April 15, 2027.

- The timeline for each municipality to complete the replacement of all lead services lines is based upon the number of lead service lines. In accordance with the timelines contained in the Act, the Village will have seventeen years.

This Agenda Report provides an update on the inventory of lead water service lines in the Village, and establishes the context for further discussions regarding the future cost allocation considerations for the full replacement of lead service lines in both emergent and planned situations. Policy direction from the Council is required before finalizing the 2023 Water Fund Budget and potential amendments to Village Code.

RECOMMENDATION:

Policy direction from the Council is required before finalizing the 2023 Water Fund Budget and potential amendments to Village Code. Staff is recommending establishing a 50% reimbursement funding level up to a maximum of $5,000 for the replacement of a lead service line to assist property owners with emergent water service line repairs and planned water main projects.

ATTACHMENTS:

1. Agenda Report Lead Service Line Policy Discussion
2. Exhibit A Village Code Water Service Connections
3. Exhibit B Permit Fees
4. Exhibit C LSL Survey

AGENDA REPORT

Subject: Lead Service Line Policy Discussion

Prepared by: Brian Keys, Director Water & Electric
Ben Schuster, Village Attorney

Date: September 13, 2022

Executive Summary:
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This Agenda Report provides an update on the inventory of lead water service lines in the Village, and establishes the context for further discussions regarding the future cost allocation considerations for the full replacement of lead service lines in both emergent and planned situations. Policy direction from the Council is required before finalizing the 2023 Water Fund Budget and potential amendments to Village Code.

Background: Service Line Overview
The Village's water distribution system is comprised of approximately 72 miles of water main with 4,494 service connections. Of these service connections, 1,503 service lines are lead and/or partially lead. Section 13.04.100 (reference Exhibit A) of the Village Code establishes the requirements for water service connections. With few exceptions, it is the property owner that is solely responsible for the costs for the installation, connection, alteration, maintenance, repair and replacement of water service connections. The three exceptions noted in the Code are as follows:

- In the event of a service connection break caused by work being performed by the Village; the Village, at no cost to the owner, will repair the service connection, which may include the replacement of all or part of the service connection.

- Repairs to service connections in single-family residential districts: In the event of a service connection break that is located between the water main and the property line, and if the roundway (i.e., valve) is located within one foot of the property line or between the property line and the curb, the Village will repair or replace the portion of the service line between the roundway and main.

- Repairs to service connections in multi-family, commercial and light industrial districts: In the event of a service connection break, the Village will repair or replace the service connection line from the water main to the curb nearest the property being served.

For both planned service line replacements and emergent events, obligations enacted in the Lead Service Line Replacement and Notification Act will no longer permit the Water Fund to repair or partially replace a lead service line except in certain emergencies. Instead, a full service line replacement is now required.

Overview of Lead Service Line Act:
In 2021, the State of Illinois Legislature approved the Lead Service Line Replacement and Notification Act (Act), codified as 415 ILCS 5/17.12. This Act contained specific obligations for the Village, beginning in 2022, as it pertains to lead service lines. The Act requires the removal and replacement of every lead service line in the Village by 2038.

This report focuses on the first two obligations: inventory of lead service lines and the full replacement of lead service lines in both emergent and planned watermain work.

A. Inventory
The Village is required to create and post on its website an initial inventory of all lead service lines and suspected lead services lines that are connected to the Village's water system by April 15, 2022. Although the Village created the inventory and posted it on its website by the April 15, 2022, deadline, the Village is not required to submit the Inventory to the IEPA for review until April 15, 2023. Subsequent to the IEPA review, the Village must submit a final inventory by April 15, 2024.

The Village was not required to "dig up" service lines purely to create this inventory. Rather, the legislation allowed the inventory to be created using the following methods:

- By reviewing of historical documentation, including as-built drawings, purchase orders, or subdivision plans;
- By visually inspecting service lines when conducting distribution system maintenance;
- Identifying any time period when service lines connected to the Village's water system were primarily lead service lines, if there was such a period; and
- Discussing service line repair and installation with its employees, contractors, plumbers.

Fortunately, historical records (i.e., water service cards) existed in the utility's files. As required by the Act, the Village posted on its website the initial inventory of lead service lines. The inventory contains both a system summary (https://www.villageofwinnetka.org/386/Lead-Service-Line-Replacement) and address level detail (https://www.villageofwinnetka.org/DocumentCenter/View/1732/2022-Water-Service-Data-by-Address-PDF).

B. Replacement of Lead Service Lines Required When Making Repairs

The Act provides that any owner or operator of a community water supply that replaces a water main on or after January 1, 2022, must identify all lead service lines connected to the water main and replace those lead service lines. To do this, the municipality must (1) identify the service lines connected to the water main, including service lines running on private property and within the building plumbing at the first shut-off valve or 18 inches inside the building, whichever is shorter, and (2) replace any and all portions of each lead service line connected to the water main.

If a property owner refuses to allow access to their property to complete the repair, then the property owner must sign a waiver developed by the Illinois Department of Public Health.

If a property owner refuses to allow access to the property and the property contains non-residential units or rental residential properties, then the property owner must install and maintain filters to reduce the amount of lead in the water used for food preparation or drinking water. The filters must be certified by a third-party certification body to NSF/ANSI 53 and NSF/ANSI 42. The property owner is required to maintain these filters until all the remaining lead service lines are replaced.

Property owners remain responsible for the maintenance of their private property, including repairs of service line breaks that occur on their property. If the property owner partially replaces a lead service line during an emergency repair, the property owner must promptly notify the Village. The Village must replace the remainder of the lead service line within 30 days, though the replacement deadline can be extended to up to 120 days if inclement weather prevents the Village from completing the work in the time allotted.

In the absence of an emergency, if a property owner plans to replace the portion of a lead service line on their property, they must notify the Village at least 45 days prior to the scheduled work. The Village and the property owner must then determine a schedule for complete replacement of the lead service line. The Act does not set a deadline for the Village to complete replacement of a lead service line where the property owner initiated replacement on a non-emergency basis.

Finally, any owner or operator of a community water supply engaging in planned work to replace a lead service line or to repair or replace water mains must provide written notice of the repair to each owner and/or occupant of a potentially affected building. A potentially affected building is a building connected to a known or suspected lead service line. The notice, which can be mailed or posted at the entryway of the building, must include a warning that the work may result in sediment, possibly containing lead; information about how to prevent exposure to lead, including flushing water lines and cleaning filters; and information about the dangers of lead exposure.

The notice must contain the following statement in English, Spanish, Polish, Chinese, Tagalog, Arabic, Korean, German, Urdu, and Gujarati:

> "This notice contains important information about your water service and may affect your rights. We encourage you to have this notice translated in full into a language you understand and before you make any decisions that may be required under this notice."

The notice must be given no less than 14 days before planned repairs. If the planned repairs affect so many people that virtually everyone in a service area would need to receive individual notice, the Village can instead provide notice via local media outlets and social media.

C. Contracting for Repair and Replacement

When a Village awards a contract for the repair or replacement of a lead service line, the Village must make a "good faith effort" to use contractors and vendors owned by women, members of racial minorities, and people with a disability, as those terms are defined in the Business Enterprise for Minorities, Women, and Persons with Disabilities Act, for no less than 20 percent of the total contracts awarded. More specifically, no less than 11 percent of contracts awarded should go to minority-owned businesses; no less than seven percent of contracts awarded should go to women-owned businesses; and no less than two percent of contracts awarded should go to businesses owned by a person with a disability.

A good faith effort is demonstrated when a municipality engages in all the following practices:

- Direct solicitation of interest from Certified Businesses, with sufficient time to allow them to respond;
- Providing interested Certified Businesses with adequate information, plans, and requirements of the contract, including addenda, in a timely manner to assist them with responding to the solicitation;
- Meeting in good faith with interested Certified Businesses that have submitted bids;
- Utilizing the services of the State, business assistance offices, community organizations, or contractor groups in order to recruit Certified Businesses;
- Targeted advertising for subcontractor opportunities suitable for Certified Businesses.

The Act also encourages municipalities to divide projects, where possible, into smaller component parts, to ensure that small Certified Businesses have the ability to qualify for the work as responsible and responsive bidders.

Finally, where a contractor or vendor submits a bid or letter of intent in response to a request for bids or proposals, the contractor or vendor must include a utilization plan that will address how it complies or will comply with the good faith effort requirement. The Village must also collect data at least semi-annually in order to assess compliance with the diversity in hiring requirements. The data must be included in the future required progress reports to the IEPA.

D) Cost Allocation & Financing

The law is silent as to who bears the cost of replacement of lead service lines, and because the ultimate responsibility for the replacement lies with the Village, it would appear that the default

assumption under the Act is that the Village must bear the cost for replacing a customer's lead service line. However, there is language in the Act that indicates the Village may charge for service line replacement.

First, one section states that Villages receiving grant funding must bear the full cost of replacements funded by that grant, suggesting that Villages not receiving grant funding are not required to bear the full cost of replacement.

Second, when a Village prepares the 2024 Plan and submits it to the IEPA, it must include details of the financing options explored by the Village, including measures to address affordability and prevent service shut-offs for low-income residents. If the Village were expected to bear the full cost of replacement in all circumstances, there would be no reason to consider whether service line replacement was affordable for residents. These provisions, among others, indicate that replacement costs can be passed on to private property owners or residents, provided that the costs for lead service line replacement should not unreasonably burden low-income residents.

If the Village decides to bear the costs of replacing lead service lines on private property instead of requiring property owners to pay for the replacement costs, the Act provides the Village additional authority to levy taxes, by ordinance or resolution, to fund lead service line remediation and replacement. In addition, the Village may also use its general authority to levy sales and real property taxes to fund lead service line replacement.

The Act creates a Lead Service Line Replacement Fund, to be used exclusively to finance and administer programs under the Act. The IEPA will be allocating money in the Fund to be used based on administrative rules, which are to be created by January 1, 2023. The IEPA is required to consider the following factors when using the money in the Fund: (1) the prevalence of low-income households in a municipality; (2) the prevalence of lead service lines; and (3) the prevalence of water samples indicating high levels of lead.

The federal infrastructure bill recently signed into law includes nearly $16 billion to replace lead service lines across the country, with roughly $1.7 billion designated for lead service line replacement in Illinois. The State must distribute this federal money, at least partially, through the Drinking Water State Revolving Loan. It is not clear how this money will be allocated, but several Illinois lawmakers have indicated that communities with the most severe levels of lead contamination will be targeted to receive the funds, with a particular focus on communities with a high number of minority and disadvantaged residents that have historically suffered from disproportionate harm from lead contamination.

The Act creates a Lead Service Line Replacement Advisory Board. The Advisory Board must deliver a report and recommendation to the Governor and the General Assembly addressing opportunities for dedicated, long-term revenue streams to fund lead service line replacement by July 1, 2023. These recommendations must evaluate the sufficiency of existing revenue sources to fund replacement; the financial burden imposed on low-income households, either due to rate increases or any other cost imposed upon customers; and an assessment of the ability of community water supplies to assess and collect revenue. The Advisory Board's

recommendations are merely persuasive; they do not compel the Governor or the legislature to take any action to increase funding for lead service line replacement.

Emergent Water Service Line Repairs:
In a typical year, the Water Fund will repair approximately seven emergent service leaks (3 year average: 6.3 leaks; 5 year average: 8 leaks). Most of these events are associated with lead service lines. It should be noted that no records are maintained for the number of service repairs completed by other parties on private property. As such, the total number of leaking lead service lines that are projected to require full replacement is estimated at fourteen service lines to better account previously unknown repairs on private property.

For 2022 (YTD), there have been four service line repairs. Of these repairs, three had lead service lines. Two lead service lines have been fully replaced and the remaining property owner is securing competitive bids to replace the third leaking lead service line. In accordance with the Act, partial replacement or repair of a lead service line is no longer acceptable and each of the property owners was required to fully replace the leaking lead service line. Until such time that the Council establishes a lead service line policy and with the administrative approval of the Village Manager, the Village reimbursed each property owner for 50% of the total cost of their service replacement using a similar approach to that of lead service lines associated with planned water main replacement projects that the Council approved earlier this year.

Summary – Water Service Replacement Cost From Main to House

Address	Leak Location	Contractor Bid	Tapping Fee	Meter Fee	Plumbing Inspection Fee	Parkway Opening Fee	Total Cost
631 Garland Avenue	Private Property	$13,800.00	$950.00	$725.00	$70.00	$125.00	$15,670.00
415 Berkeley	ROW	$11,700.00	$950.00	$725.00	$70.00	$125.00	$13,570.00
460 Elder Lane	ROW	In progress	$950.00	$725.00	$70.00	$125.00	TBD

The total project cost shown in the above table includes fees charged by the Village. The tapping fee includes material (tapping sleeve, corporation valve, curbstop valve, and b-box) as well as the cost of labor and equipment to tap the water main. The meter fee includes the cost of the water meter, installation labor, equipment, and utility revenue. Exhibit B contains a detailed break down of the material, equipment, labor, and permit revenue generated from each fee.

Water Main Replacement Project & Service Line Replacement:
Beyond emergent repairs, the Water Fund has historically partially replaced lead water service lines as part of water main replacement projects. Prior to 2022, water services in residential neighborhoods, smaller than the standard size of 1-1/2” copper line or constructed with lead, were replaced from the new water main to the property line with a 1-1/2” copper line as part of the water main replacement project. The cost for this replacement work has been historically funded by the Village. Prior to the new Act, replacement of the remainder of the service line from the property line into the house was optional and at the discretion of the property owner. This historical approach, which frequently resulted in the partial replacement of a lead service line, does not comply with the new legislation which mandates fully replacing the lead service line unless the property owner signs the IDPH waiver.

At the May 17, 2022, Village Council meeting, staff proposed a modification to the FY 2022 planned scope of water main projects. The original scope of work included fifty-one known lead water service lines and staff requested approval to reduce the program scope due to higher anticipated bid costs and increased cost and/or scheduling complexity from the lead services. The Village Council approved the work scope modification and approved a proposal to extend an interim cost-share model to those property owners with lead water services within the water main projects to be completed in 2022. Staff proposed that the Village pay for 50% of the cost for replacing the entire lead service line between the property line and the private home. This cost-share model was similar to the sanitary sewer back-up cost share program the Village implemented to assist property owners with the installation of overhead sanitary backflow prevention systems. Property owners with lead service lines were provided with three options:

Option 1: The Property owner could opt to use the Village Contractor's plumber. If the property owner choses this path, the coordination of the work and the plumber would be managed by the Village, Contractor, and property owner. The property owner would be required to pay the Village for their portion of the work (50%) prior to work commencing.

Option 2: The second option would be for the property owner to retain their own plumber. This would allow the property owner to shop around for prices, but also requires the owner to coordinate the work on their own. The property owner would be required to complete the work within 30-days of the Village installing the new water service line from the watermain to the b-box. (Note: State law requires that any modified lead service be completely replaced within 30 days). In this scenario, the Village would reimburse the property owner for 50% of the lesser amount of either the Village's contractor or the customer's contractor.

Option 3: The last option would be for the property owner to opt-out of the service upgrade completely. In this scenario, the property owner would be required to sign a waiver developed by the Department of Public Health. If the property owner opts-out of the water service upgrade, they would forfeit their chance to participate in the cost-share program. All the water service replacement work from the b-box to the home would be paid for by the property owner if the service is replaced at a later date.

Each of the three property owners selected Option 1, electing to use the Village's sub-contractor to perform the service line replacement on their private property and reimburse the Village for 50% of the costs. A summary of the costs for the partial replacement of the lead service line from the property line to the house is provided in the following table.

2022 Water Main Projects - Replacement Of Lead Service Line From The Property Line To House

Address	Village Sub-Contractor	Tapping Fee	Meter Fee	Plumbing Inspection Fee	Parkway Opening Fee	Total Cost	Customer's 50% Share
1111 Merrill Street	$6,878.00	$0.00	$725.00	$70.00	$0.00	$7,673.00	$3,836.50
1120 Merrill Street	$7,578.00	$0.00	$725.00	$70.00	$0.00	$8,373.00	$4,186.50
260 Locust Road	$12,780.00	$0.00	$725.00	$70.00	$0.00	$13,575.00	$6,787.50
					Average Total Cost:	$9,873.67	
					Average Customer Cost:		$4,936.83

For FY 2023, staff has compiled a preliminary list of water main projects. The six water main projects contain 94 lead service connections. A summary of the projects is contained below.

Preliminary List of 2023 Water Main Projects

Project	Estimated Project Cost (w/service line to property line)	No. Lead Service Lines
Spruce Street (Glendale to Locust)	$520,950	18
Spruce Street (Locust to Birch)	$564,000	18
Cherry Street (Maple to Sheridan)	$838,050	24
Elm Street (Lincoln to Maple), Streetscape	$312,775	2
Elm Street (Maple to Sheridan)	$499,750	7
Scott Avenue (Randolph to Green Bay), transfer services off of 6" main for abandonment	$152,250	25
	Total:	94

The cost allocation for the replacement of the lead service lines on private property has the potential to have a significant impact on the Water Fund. Below are four funding scenarios for comparison purposes:

Funding Scenarios

Funding Allocation For Service Line Replacement on Private Property	No. Lead Service Lines	Cost Per Service Line	Increase In Total Project Cost Of 2023 Water Main Projects
Village Pays 100% (2022 avg. cost $9,874)	94	$9,874.00	$928,156.00
Village Pays or Credits a Maxmimum of $7,500 per service	94	$7,500.00	$705,000.00
Village Pays or Credits a Maxmimum of $5,000 per service	94	$5,000.00	$470,000.00
Village Pays or Credits a Maxmimum of $2,500 per service	94	$2,500.00	$235,000.00

Lead Survey Line Policy Survey:
In preparation for the lead line policy discussion, the Finance Department reached out to other municipalities regarding their approach to the cost allocation associated with the replacement of lead service lines. A summary of this information is shown below with detailed information included in Exhibit C. The survey shows a broad range of programs and cost sharing arrangements. Both Glenview and Deerfield have a 50% cost share program in place similar to what Winnetka is proposing. Highland Park has implemented a program with a 20% cost share while Lake Forest and Glencoe do not have a cost sharing program in place, but are waiving associated fees. Other communities such as Lake Bluff, Northbrook and Wilmette are still in the process of formulating long-term plans.

Summary of Area Programs - Lead Service Line Replacement Policy

Community	# of LSL's	Cost Share	Cost Share Cap	Waive Fees
Glenview	3,500	50%	N/A	No
Highland Park	2,000 - 2,500	20%	$3,000 -$5,000	No
Deerfield	650	50	$5,000	No
Lake Forest	300	None	N/A	Yes
Glencoe	600	None	N/A	Yes
Kenilworth	Unknown	None	N/A	Yes
Northbrook	Unknown	LSL replacement program in planning phase		
Wilmette	Unknown	LSL replacement program in planning phase		
Lake Bluff	140-150	LSL replacement program in planning phase		
Libertyville	700	50%	$2,500 - $3,500	No
River Forest	Unknown	50%	$2,500 - $5,000	No
Naperville	Unknown	100% Rebate	$2,550 -$4,250	No

Recommendations:
Staff is recommending establishing a 50% reimbursement funding level up to a maximum of $5,000 for the replacement of a lead service line to assist property owners in the following situations:

- Emergent Replacements: Based on a historical average of 7 leaks per year with the majority occurring on lead service lines between the water main and property line, and assuming a similar number of events occur between the property line and the house, it is anticipated that approximately 14 lead service lines will need to be emergently replaced on an annual basis. The property owner would secure competitive quotes for the full replacement of the water service line from the water main to the house. Upon completion, the Village would issue a reimbursement for 50% of the cost, not to exceed $5,000.

  Impact to Water Fund Budget: 14 service lines x $5,000 credit = $70,000

- Planned Replacements: The number of planned water main replacements will vary year-by-year depending on the location of water main replacement projects. For 2023, the six proposed water main projects include 94 lead water services that will need to be fully replaced in accordance with the Act.

  Impact to Water Fund Budget: 94 service lines x $5,000 credit = $470,000

- Lead Water Service Replacement Program: Establish a voluntary program for property owners that would like to replace their lead service line. The program would be managed in a similar manner to the prior Public Works' Sanitary Backflow Preventor Program. Program funding would be allocated each year and rebates would be offered on a first-come, first-served basis while funding remained. The property owner would secure competitive quotes for the full replacement of the water service line from the water main to the house. Upon completion, the Village would issue a reimbursement for 50% of the cost, not to exceed $5,000.

  Example: Based on 30 service lines

  Impact to Water Fund Budget: 30 service lines x $5,000 reimbursement = $150,000

- In those instances where a property owner is renovating a home which requires a water service line upgrade or demolishing a home with a lead water service, the reimbursement amount of $5,000 would not be applicable.

- For longer term planning and included with the budget process, staff would review the impact on water rates to ensure adequate funding is available to sustain the 50% cost share, $5,000 cap for future lead service line replacements. At this time, staff projects the Water Fund can accommodate these cost increases, but water rate adjustments will be necessary to meet this unfunded mandate.

- Staff will monitor and pursue grant funding opportunities at the State and Federal level that would benefit the Village toward long term resolution of lead service lines.

Next Steps:
Policy direction from the Council is required before proceeding with the development of the 2023 Water Fund Budget. Based on direction from the Village Council, staff will also draft amendments to the applicable section(s) of Village Code.

Attachments:

Exhibit A: Excerpt From Village Code, Section 13.04.100 Water Service Connections
Exhibit B: Breakdown of Permit Fees
Exhibit C: Lead Service Line Replacement Policy Survey

Section 13.04.100 Water service connections.

A. Definitions.

1. Water Service Connection; Service Connection. As used in this section, water service connection or, alternatively, service connection shall mean the pipe, corporation cock, roundway or B-box, shut-off cock and other appurtenances necessary to bring water from any water main of the Village to the plumbing system of the building or premises to be supplied.

2. Service Connection Break. As used in this section, service connection break shall mean a failure of any part of a water service connection that causes water to leak from any part of the water service connection or from the building or premises being supplied by the service connection.

3. Lead-free. As used in this section, lead-free shall have the same meaning as defined in the Illinois Plumbing Code, as adopted by reference by the Village.

4. Minor service connection repair. As used in this section, minor service connection repair shall mean the repair of a service connection break that the Director of Water and Electric, in the exercise of his professional judgment, has determined can be repaired without (i) replacing any portion of the water service connection, (ii) installing a new water meter, (iii) reconnecting any part of the service connection to the water meter, or (iv) jeopardizing the reliability of the water distribution system.

B. Standards for Installation, Repair and Maintenance of Water Service Connections.

1. Permits and approval required.

a. No water service connection shall be installed, repaired, maintained or replaced except by a licensed plumber who has first notified the Water and Electric Department. All such work shall be subject to the approval of the Water and Electric Department and shall be performed in accordance with the rules, regulations, standards and practices of the Water and Electric Department, which shall have the sole discretion and authority to determine whether the work constitutes minor service connection repairs, as defined in subsection (A) above.

b. In addition, any person who performs any work on a water service connection other than a minor service connection repair shall first obtain a permit from the Village as provided in Title 15 of this Code. All such work shall be done in accordance with the terms of the permit authorizing the work and with the rules, regulations, standards and practices of the Water and Electric Department.

2. Approved materials; existing lead service connections. All work on water service connections shall be performed using lead-free and other approved materials, as provided in the Illinois Plumbing Code, as adopted by reference in Chapter 15.08 of this Code. Existing lead water service connections shall be allowed to remain, provided that they comply with all applicable statutes and regulations and provided that, in the event of a leak to such water service connection, the leak requires only minor service connection repairs, as defined in subsection A, above.

3. Penalties. Any person who engages in any work on a water service connection that requires a permit, without first obtaining such permit, shall be subject to such additional fines, fees and penalties as may be set by the Village Council from time to time pursuant to Title 15 of this Code.

4. Except for the requirements of paragraph (2), the provisions of this subsection (B) do not apply to work performed by employees of the Water and Electric Department.

C. Responsibility of Owner. Except as provided in the following subsection (D) and in section 13.04.105 of this Code, the installation, connection, alteration, maintenance, repair and replacement of water service connections shall be at the sole expense of the owner of the premises to which the water service is supplied.

D. Allocation of Certain Costs to Village.

1. Service connection breaks caused by Village. In the event a service connection break is caused by work being performed by the Village, its employees, agents or contractors, the Village or such agent or contractor shall, at no cost to the owner, repair the service connection, which may include the replacement of all or part of the service connection.

2. Repairs to service connections in single-family residential districts. In the event of a service connection break in a single family residential zoning district, as defined in Title 17 of this Code, if the service connection break is located between the main and the property line, and if the roundway or B-box is located within one foot of the property line or between the property line and the curb, the Village or its contractor shall repair or replace the portion of the line between the roundway or B-box and the main. As part of such work, the Village, in its sole discretion, may relocate the roundway or B-box to a location within one foot of the property line, in which case the Village will also supply the roundway or B-box at no additional cost to the owner.

3. Repairs to service connections in multi-family, commercial and light industrial districts. In the event of a service connection break in a service connection on property located in a multi-family, commercial or light industrial zoning district, as defined in Title 17 of this Code, the Village will assume the cost of repairing or replacing that portion of the service connection line from the Village's water main up to the curb nearest the property being served, regardless of the location of the roundway or B-box. If the roundway or B-box is located between the building line and the curb, the Village shall have the sole discretion to relocate the roundway or B-box to a location closer to the curb, in which case the Village will also supply the roundway or B-box at no additional cost to the owner.

APPENDIX E-1

(MC-5-2012 § 2, Amended, 08/07/2012; MC-5-2008 § 2, Amended, 10/07/2008; MC-9-2007, Amended, 06/19/2007)

EXHIBIT B

1" Meter Fee	Allocation of Permit Fee			
Permit Fee Per Rate Resolution	Material	Installation Labor	Equipment	Utility Fund Revenue
$725.00	$195.00	$43.00	$39.00	$448.00

Tapping Fee, 1-1/2" Service	Allocation of Permit Fee				
Permit Fee Per Rate Resolution	Water Main Size	Material (Tapping sleeve for specific size main, corporation valve, curbstop valve and b-box)	Labor	Equipment	Utility Fund Revenue
$950.00	4"	$807.45	$172.00	$78.00	Loss -$107.45
	6"	$821.45	$172.00	$78.00	Loss -$121.45
	8"	$887.45	$172.00	$78.00	Loss -$187,45
	10"	$953.45	$172.00	$78.00	Loss -$253.45
	12"	$969.45	$172.00	$78.00	Loss -$269.45
	16"	$1,245.45	$344.00	$156.00	Loss -$795.45
	20"	$1,755.45	$344.00	$156.00	Loss -$1,305.45

Plumbing Inspection Fee: $70 — Inspection of new service line installation by contracted SafeBuilt plumbing inspector.

Right-of-way Excavation Permit Fee: $125 — Administrative fee for processing permit for work in right-of-way.

Survey of Area Programs - Lead Service Line Replacement Policy

North Shore Communities

Village of Glenview

Est. # of Lead Service Lines: up to 3,500

On August 2, 2022, passed a 50/50 cost sharing program for private lead service line replacements. Key highlights of the Glenview program are:

- 50/50 cost share between the Village and the homeowner.
- The program does not identify a cap, though the estimated cost must be pre-approved by the Village.
- Glenview is utilizing $1 million in Federal ARPA funds to support this program.
- Responsibility for the payment of permit fees, tapping fees, materials costs is not specified in the program materials.

City of Highland Park

Est. # of Lead Service Lines: 2,000 - 2,500

The City of Highland Park implemented it Voluntary Lead Service Line Replacement Cost Sharing Program (Directive Number: 06-2021-01) on January 1, 2022. Key highlights of this program include:

- Participation limited to single-family residential structures.
- The entirety of the lead service line (both the public service line and the private service line) must be replaced. Replacement of only the private service side is not permitted.
- The city will reimburse:
    - The lesser of 20% of the improvement costs, or $3,000 for short-service LSLs.
    - The lesser of 20% of the improvement costs, or $5,000 for long-service LSLs.

- All other costs, including the interior plumbing costs for relocation of water meter inside the house, permit costs, and other related costs are to be paid by the homeowner.
- Program participants are awarded on a first come first served basis to the extent that budgeted funds remain available.

Village of Deerfield

Est. # of Lead Service Lines: 650

The Village of Deerfield implemented a cost sharing program in March 2022. Key highlights of the program are detailed below:

- Participation limited to single-family residential structures.
- The entirety of the lead service line (both the public service line and the private service line) must be replaced. Replacement of only the private service side is not permitted unless it can be documented that the public portion has already been replaced.

- The city will reimburse the lesser of 50% of the improvement cost or $5,000 for the replacement of the entire lead service line. For cases where just the private side needs replacement the Village will provide a $1,000 reimbursement.
- All other costs, including the interior plumbing costs for relocation of water meter inside the house, permit costs, and other related costs are to be paid by the homeowner.
- Program participants are awarded on a first come first served basis to the extent that budgeted funds remain available.

City of Lake Forest

Est. # of Lead Service Lines: 300

The City of Lake Forest is not considering a cost sharing program. Currently, the private service line replacement costs are solely the responsibility of the property owner. The city does waive all permitting fees for replacing the lead service line and maintains a list of qualified contractors.

Village of Glencoe

Est. # of Lead Service Lines: 600

The Village provides several incentives for homeowners to replace their lead service lines including:

- Waiving the permit fee for water line underground repair
- Waiving of Village fees and deposits for pavement patching, sidewalk replacement or parkway restoration related to utility excavation (Homeowners are required to restore all disturbed areas to existing condition or better.)
- No charge for parts including the b-box, curb stop, corporation cock, and tapping saddle
- No charge for the Village water tap service
- No charge for water meter upgrade (if desired)
- Glencoe also maintains a list of pre-qualified contractors that work in the Village.

Village of Kenilworth

Est. # of Lead Service Lines: Unknown

The Village of Kenilworth has not implemented a cost sharing program for lead service line replacements. The cost to replace the private portion of the lead service line is expected to be paid by the homeowner. In 2019 Kenilworth implemented a reduced fee schedule for residents who wish to replace their lead service line including:

- Implemented a flat permit fee of $160 for lead service line replacement. This was later reduced to $85 in 2022.
- The following fees have been waived for lead service line replacement projects
    - Permit closeout escrow - $2,500
    - Right of way construction. Municipal property damage deposit - $5,000
    - Sidewalk crossing bond - $500
    - Right of way excavation fee - $500
    - Inspection fee - $250
    - Street opening for Village connection - $100

Village of Northbrook

Est. # of Lead Service Lines: unknown

- The Village of Northbrook is currently gathering more information on the inventory of lead service lines and is in the process of formulating replacement plans.

Village of Wilmette

Est. # of Lead Service Lines: unknown

- The Village of Wilmette is still in the planning stages for addressing this mandate. There is preliminary discussion of implementing some type of cost sharing program, but they are still gathering data.

Village of Lake Bluff

Est. # of Lead Service Lines: 140 - 150

- The Village of Lake Bluff has no formal plan or cost sharing arrangement in place currently to address lead service line replacement. They will be including funding in future year budgets.

Other Communities with Replacement Programs

Village of Libertyville

Est. # of Lead Service Lines: 700

The Village of Libertyville implemented a cost sharing program in January 2020. Key highlights of the program are detailed below:

- The Village will fund up to 50% of the construction cost for the private lead water service replacement up to $2,500. For a full replacement the reimbursement is up to $3,500.

Village of River Forest

Est. # of Lead Service Lines: N/A

The Village of River Forest implemented a cost sharing program in May 2021. Key highlights of the program are detailed below:

- The Village will fund up to 50% of the construction cost for the village lead water service replacement up to $5,000.
- The Village will fund up to 50% of the construction cost for the private lead water service replacement up to $2,500.

City of Naperville

Est. # of Lead Service Lines: Unknown

The City of Naperville offers a lead rebate program to assist customers with replacing their lead service lines. Key highlights of the program are detailed below:

- The amount of rebate is determined by the side of the street on which the water main is located.

- Replacements on the long-side, where the water-main is across the street are eligible for a rebate up to $4,250.
- Replacements on the short-side, where the water-main is in the parkway adjacent to the affected property are eligible for a rebate up to $2,550.

Summary of Surveyed Replacement Programs

Village of Winnetka
Lead Service Line Replacement
Summary of Area Programs

Community	# of LSL's	Cost Share	Cost Share Cap	Waive Fees
Glenview	3,500	50%	N/A	No
Highland Park	2,000 - 2,500	20%	$3,000 -$5,000	No
Deerfield	650	50	$5,000	No
Lake Forest	300	None	N/A	Yes
Glencoe	600	None	N/A	Yes
Kenilworth	Unknown	None	N/A	Yes
Northbrook	Unknown	LSL replacement program in planning phase		
Wilmette	Unknown	LSL replacement program in planning phase		
Lake Bluff	140-150	LSL replacement program in planning phase		
Libertyville	700	50%	$2,500 - $3,500	No
River Forest	Unknown	50%	$2,500 - $5,000	No
Naperville	Unknown	100% Rebate	$2,550 -$4,250	No

MINUTES
WINNETKA VILLAGE COUNCIL
STUDY SESSION
September 13, 2022

(Approved: October 18, 2022)

A record of a legally convened meeting of the Council of the Village of Winnetka, which was held at Council Chambers on Tuesday, September 13, 2022, at 7:00 PM.

1) Call to Order. President Rintz called the meeting to order at 7:13 PM. Village Manager Bahan called the roll of the Village Council. Present: Trustees Rob Apatoff, Andy Cripe, Tina Dalman, Kim Handler, and John Swierk. Absent: Trustee Bob Dearborn. Also present: Assistant Village Manager Kristin Kazenas, Village Attorney Ben Schuster, Deputy Village Clerk Berina Gradjan, Water & Electric Director Brian Keys, and 2 persons in the audience.

2) Public Comment.

   Steve Jayason informs Council of the Chicago Furniture Bank, a non-profit organization serving the Chicagoland area that will collect used furniture, and urges staff to consider utilizing the service.

   Teresa Lucas expresses her frustration regarding parking signs on Chestnut Court.

3) Lead Service Line Policy Discussion.

   In August 2021, the State of Illinois enacted the Lead Service Line Replacement and Notification Act. This legislation contained specific obligations for the Village of Winnetka, beginning in 2022 as it pertains to lead service lines within the Village. Water & Electric Director Brian Keys informs Council of the obligatory specifications that must be met by the State including information pertaining to lead service lines inventory, replacement of lead service lines, plan submittals, and timeline deadlines.

   Brian Keys informs Council of the conditions regarding residential owner and Village replacement policies, options for residents seeking to opt out of the lead service line replacement, and financial matters pertaining to water rate increases, budgeting, repair costs, and reimbursement coverage for replacements made.

   Council discusses the various policies and cost related matters of surrounding municipalities that are currently working towards the replacement of their lead service lines.

   Council also discusses technical concerns regarding the lead service line replacement such as water flow and service material, Village Code provisions, and various cost replacement measures for residents and how these costs can be implemented and paid.

   With an opt out option for residents choosing not to partake in the replacement of their lead service line, Council considers how prospective homeowners will be notified of the status of the lead service line and what role brokers can play in disclosing a home's information.

   Trustee Dalman expresses her concern regarding public health concern matters related to the lead service lines and what measures can be taken to protect the safety of the community and young families moving into the Village.

Council discusses the measures that may be implemented moving forward to begin the replacement of lead service lines in order for the Village to be in compliance with the State requirements including providing funding for residents to protect the public health of the community.

4) Adjournment. Trustee Apatoff, seconded by Trustee Dalman, moved to adjourn the meeting. By roll call vote, the motion carried. Ayes: Trustees Apatoff, Cripe, Dalman, Handler, and Swierk. Nays: None. Absent: Trustee Bob Dearborn. The meeting adjourned at 9:03 PM.

/s/Berina Gradjan, Deputy Village Clerk
Recording Secretary

WATER & ELECTRIC DEPARTMENT – WATER FUND

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Department Overview

The Department supplies potable water for the health and safety of the Winnetka and Northfield residents as well as the unincorporated areas of Indian Hill, Woodley Woods and Longmeadow Road in Northfield. It is also responsible for the installation and repair of the water distribution system.

The Water Fund is classified as an enterprise (business) fund.

2023 Budget: $8,666,109

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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2022 Accomplishments

- Performed preventative maintenance on water distribution system including valve maintenance, valve replacement, leak detection, hydrant maintenance, hydrant replacement and water meter replacement.
- Completed preventative maintenance work at the Water Plant including dive inspection of intake and basin cleaning.
- Completed 21 water service connections (YTD).
- Responded to 22 water main breaks (YTD) as of the end of September.
- Completed five water main replacement projects:
  - Streetscape Phase 4
  - Sunview Lane
  - Locust Road
  - Gage Street
  - Merrill Street

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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2023 Goals and Objectives

- Adherence to regulatory requirements.
- Installation of new service connections.
- Perform preventative maintenance programs to maintain the reliability of the water system.
- Continue removing lead service lines from the system as a part of planned and emergent work.
- Adherence to long-term capital plan resulting from the 2016-17 Water Main Replacement Plan.
- Invest in maintenance and improvements of the Water Plant.

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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2023 Key Budget Items

- Launch automated metering infrastructure project.
- Five water main projects.
- Planned and emergent replacements of lead service lines.
- Continue to budget for new service installations.
- Continue to budget for a portfolio of preventative maintenance programs.
- Continue to budget for emergent repair of the water distribution system.
- No proposed changes to staffing.

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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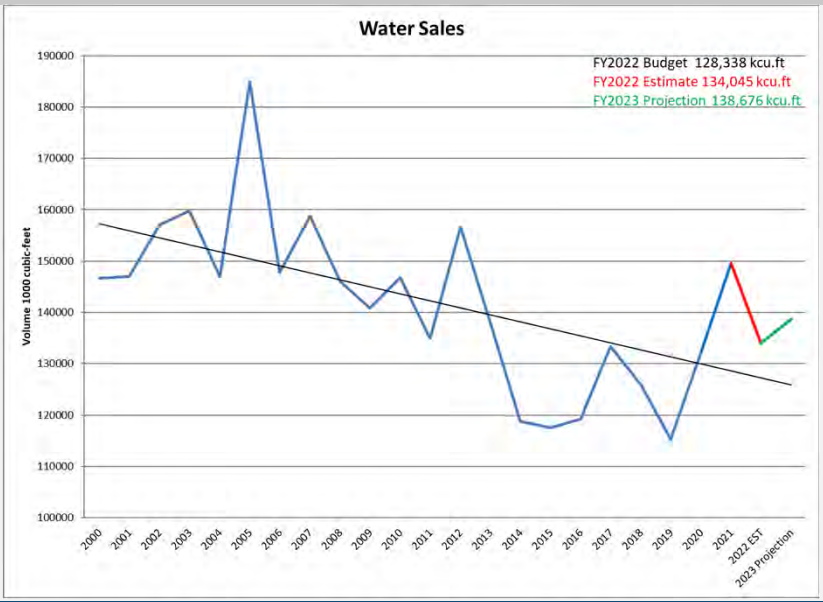

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Water Fund	Actual 2021	Budget 2022 A	Estimate 2022 B	Budget 2023 C	% Change A to C	% Change B to C
Operating						
Revenue	$ 6,616,174	$ 6,043,929	$ 5,965,060	$ 7,045,186	16.6%	18.1%
Expenses	$ (3,714,486)	$ (4,571,526)	$ (4,226,805)	$ (4,348,609)	-4.9%	2.9%
Net Operating Income (loss)	$ 2,901,688	$ 1,472,403	$ 1,738,255	$ 2,696,577	83.1%	55.1%
Operating Expense Detail						
Salaries and Benefits	$ 1,629,569	$ 1,731,636	$ 1,743,522	$ 1,819,114	5.1%	4.3%
Services and Supplies	$ 1,545,157	$ 2,054,530	$ 1,697,923	$ 2,252,935	9.7%	32.7%
Debt Service	$ 263,200	$ 508,800	$ 508,800	$ -	100.0%	100.0%
Payment in Lieu of Taxes	$ 276,560	$ 276,560	$ 276,560	$ 276,560	0.0%	0.0%
	$ 3,714,486	$ 4,571,526	$ 4,226,805	$ 4,348,609		
Capital Outlay	$ 58,326	$ 2,674,146	$ 1,755,676	$ 4,317,500	61.5%	145.9%
Total Fund Expense	$ 3,772,812	$ 7,245,672	$ 5,982,481	$ 8,666,109	19.6%	44.9%
Net Fund Income (loss)	$ 2,843,362	$ (1,201,743)	$ (17,421)	$ (1,620,923)	34.9%	9204.4%

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Capital Plan

Budget FY2022: $2.7M
Estimate FY2022: $1.8M
Proposed Budget FY2023: $4.3M

Fund Balance

12/31/21 Audited: $5,878,507
12/31/22 Estimated: $5,861,086
12/31/23 Projected: $4,240,163

Fund Balance Policy: $1,434,536
(Four months of operating expenses)

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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FY 2023 financials are based on the following:

- Proposed rates are consistent with policy direction provided in the 2016-17 Water Main Replacement Study.

Volume Rate ($/1000 cubic feet)	*2022*	*Proposed 2023*
Winnetka	$46.30	$51.62
Unincorporated	$82.88	$92.41
Special (Plant)	$34.71	$38.70

Monthly Service Charge ($/month)		
1“ or smaller	$11.00	$ 11.88
1-1/2"	$15.90	$ 17.17
2"	$22.60	$ 24.41
3"	$72.00	$77.76
4"	$90.30	$ 97.52
6"	$133.00	$ 143.64
8"	$181.75	$ 196.29

A typical Winnetka Resident will pay an additional $106.40 per year.

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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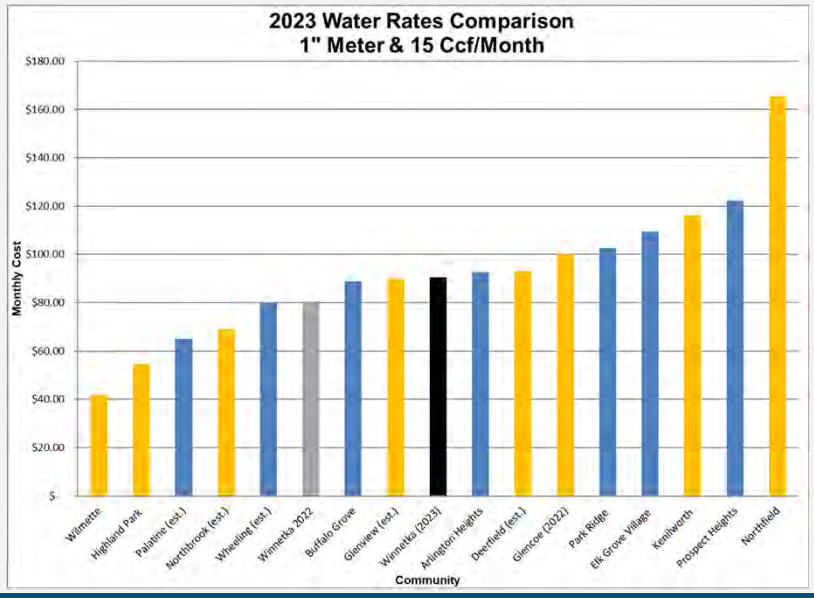

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Operating Expense Highlights (select items)

- Distribution Maintenance & Repair Programs:
  - Water meter replacement: $48,000
  - Contractor resources: $46,000
  - Leak detection services:
    - Program cycle: $25,527
    - Emergent service: $7,200
  - Hydrant replacements: $24,000
  - Hydrant painting: $16,245
  - Insertion valves: $14,820
  - Hydrant winterizing: $4,950

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Operating Expense Highlights (continued)

- Water Plant:
  - Purification chemicals: $144,200
  - Low lift pump repair (contingency): $30,000
  - Spare 480-volt breakers: $17,100
  - Intake inspection and cleaning: $19,500
- Buildings:
  - 10kW solar project: $37,500

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Operating Expense Highlights (continued)

- Consulting Services:
  - High lift pump control system: $95,000
  - Replacement plan for Water Plant mains: $80,000
  - PFAS: $50,000
  - Regulatory reporting: $15,000
  - Transformer specification: $12,500
  - AMI Consulting: $10,000

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Capital Plan

- Automated Metering Infrastructure: $605,000
- Vehicles: $142,500
  - Replacement of dump truck (2022 carryover): $95,000
  - Replacement of dump truck (50% with Electric Fund): $47,500
- Raw water intake maintenance: $215,000
- Spare power transformer: $80,000

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Capital Plan (continued)

- Water Main Replacement (incorporated with road rehabilitation projects):
  - Cherry Street (Maple / Sheridan): $838,000
  - Streetscape Phase 5 (Elm St. – Lincoln to Maple): $313,000
  - Elm Street (Maple / Sheridan): $500,000
  - Spruce St (Glendale / Locust): $521,000

- Lead Service Line Replacement
  - Water Main Projects: $470,000
  - Voluntary Program (20 services): $100,000
  - Emergent Replacements: $70,000
  - Contracted Project Management: $50,000

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Capital Plan (continued)

- Water Service Transfers:
  - Scott Ave (Randolph / Green Bay): $153,000

- Water Main Modifications:
  - Reconfigure existing water distribution system at the intersection of Green Bay Road and Willow Road. Further evaluation required for replacement of railroad crossing: $200,000

- Professional services:
  - Design FY2024 water main projects: $60,000

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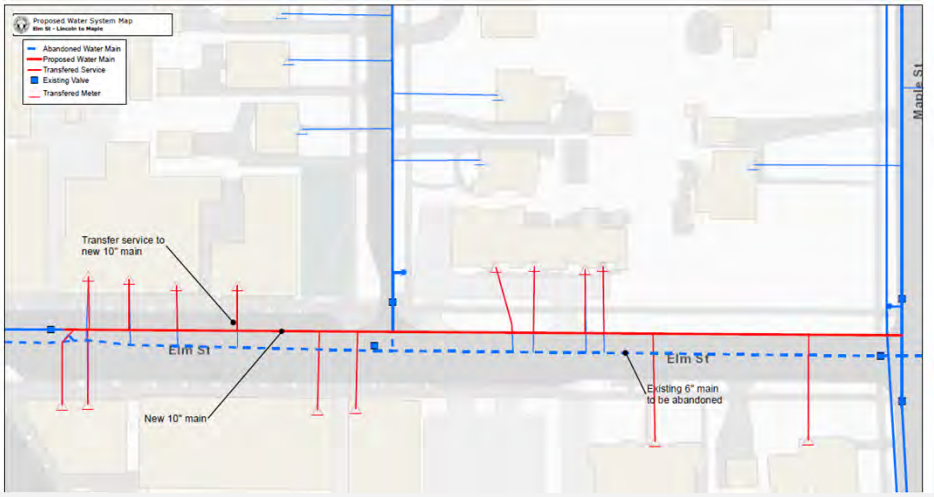
Water Main Project – Streetscape Phase 5



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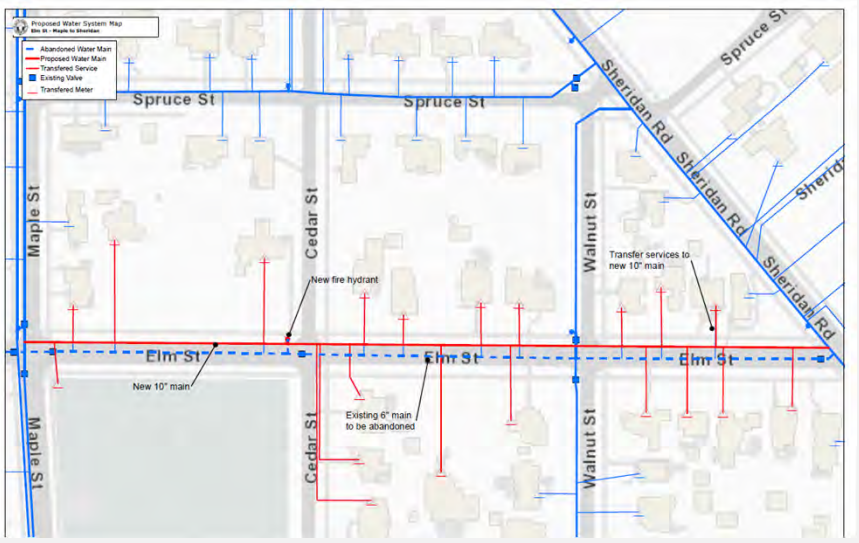
Water Main Project – Elm Street



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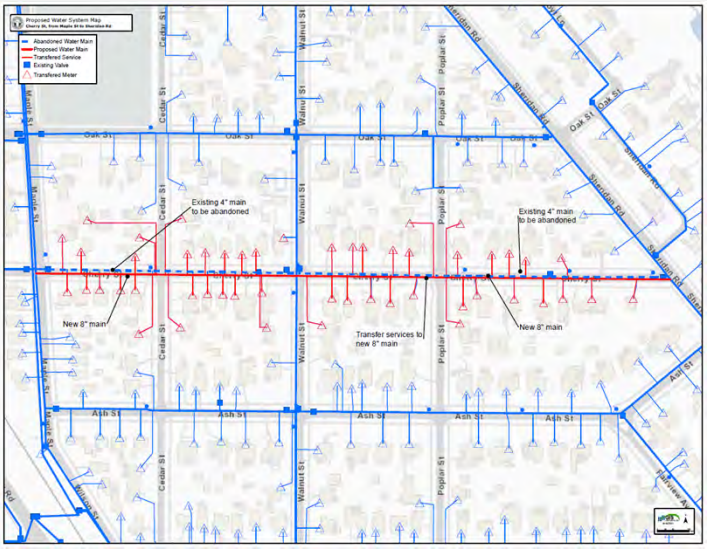
Water Main Project – Cherry Street



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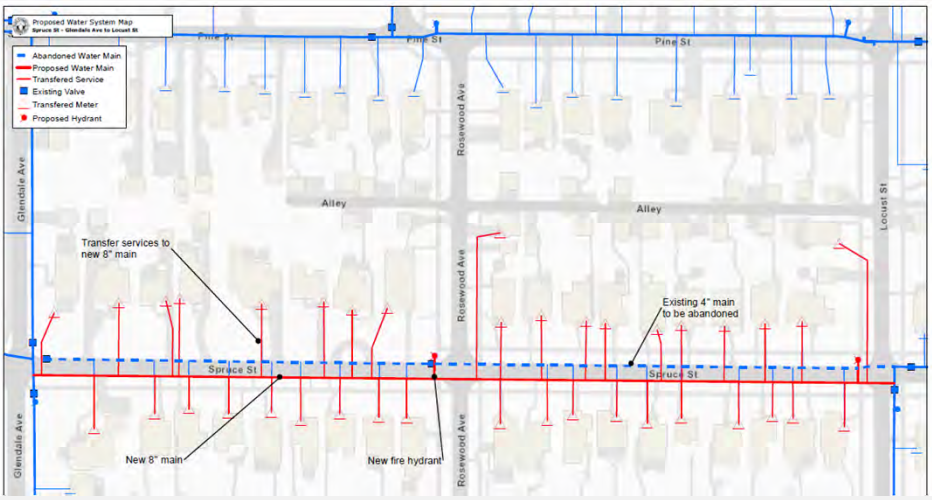
Water Main Project – Spruce Street



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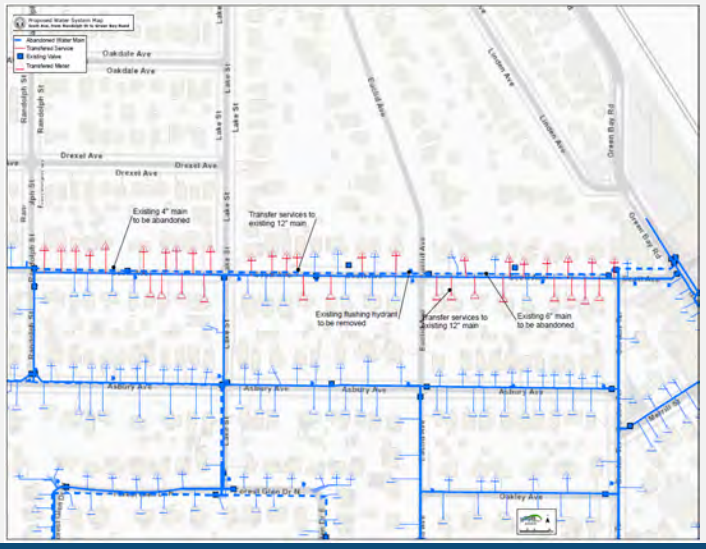
Water Main Project – Scott Avenue



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Questions?

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Village of
WINNETKA, IL

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March 1, 2023

Re: Lead Water Service Notification

Dear Resident,

As your water utility, our first priority is providing you with safe, reliable water service. Based on our records, your property is one of the 1,503 properties served by the Village of Winnetka that may have a lead water service line from the water main to your property line and/or from the property line into your house. While the Village's water treatment process incorporates a treatment to minimize the potential for lead to dissolve into water, residents served by lead service lines are at higher risk of lead exposure than households without lead pipes. If you are not already aware, legislative changes enacted by the State of Illinois require the future replacement of your service line.

Background
In August 2021, the Lead Service Line Replacement and Notification Act (415 ILCS 5/17.12) was signed into law. Effective January 1, 2022, this act requires the eventual replacement of all lead service lines in the State of Illinois. The statute dictates various timelines for complete lead replacement according to the size of a given jurisdiction. The Village's potable water system contains 4,494 service connections. Of these service connections, approximately one-third of service lines are lead and/or partially lead. In Winnetka's case, all lead water services must be replaced by 2038. When a lead water service line is repaired or upgraded, the entirety of the lead service must be replaced. Partial service replacements are no longer permitted, and, although emergency repairs to a lead service are permitted, they will require the entire replacement of the lead service line.

In the near term, there are three scenarios in which you may be required and/or elect to replace your lead service line: i) an emergent service line leak, ii) a water main capital improvement project impacting your lead service line, and iii) a voluntary decision on your part to replace your lead service line and take advantage of a new Village cost-sharing program. The following summarizes the three scenarios.

Scenario 1: Emergent Replacement of Leaking Lead Service Lines (LSL)
If a leak in your lead service line is identified, the entirety of the service line must be replaced. Legislation permits emergency repairs to be completed, but the lead service line must be completely replaced within 30 days. If the water line service leak is located on the public side of the parkway valve (i.e., b-box), the Village will complete an emergency repair, after which a customer will have 30 days to secure contractor quotes and have the entire lead service line replaced. If the leak is on the privately owned side of the parkway valve, the customer will need to have a contractor make an emergency

repair on the private property side, after which the customer has 30 days to complete the replacement of the entire lead service line including that section of the service line located within the public right-of-way.

For 2023, the Village will cover 50% of the replacement cost, up to $5,000, for the replacement of a leaking lead water service line. This reimbursement amount is intended to assist with contractor costs, permitting fees, water meter replacement, and tapping fees associated with the installation of a new service line and connection to the Village's water main. Customers are asked to secure quotes from at least two licensed, bonded plumbers for the work to install a new 1 ½" copper line from the water main into your house or building.

If a customer elects to refuse completing the replacement of a lead water service line, the affected property owner is required to sign a waiver. The Village of Winnetka, Illinois Department of Public Health and the Illinois Environmental Protection Agency will maintain a record of this waiver. If replacement of the service is not completed by the property owner, any associated lead mitigation efforts are the sole responsibility of the homeowner.

Scenario 2: Replacement of Lead Service Line (LSL) Associated With Water Main Projects

The Lead Service Line Notification and Replacement Act prohibits the partial replacement of a lead water service line. As a result, customers with a lead service line impacted by a water main improvement project will be required to replace their lead service line. Prior to 2022, any water services constructed with lead were replaced from the new water main to the property line with a 1-1/2" copper line as part of a water main replacement project. The cost for this service line replacement work was funded by the Village. Prior to the Lead Service Line Notification and Replacement Act, replacement of the remainder of the service line from the property line into the house was optional and at the sole discretion of the property owner. This historical approach frequently resulted in the partial replacement of a lead service line, as most property owners elected not to pursue replacement of the portion of the lead service line on private property. This approach no longer complies with the new legislation, which mandates fully replacing the lead service line unless the property owner signs a waiver from the Illinois Department of Public Health.

In order to assist customers with a lead water service that will be impacted by a Village-initiated water main project, the Village will reimburse a customer up to 50% of the cost, not to exceed $5,000, for the replacement of their lead service line from the property line into the house. This reimbursement is intended to assist with the replacement cost, which also includes the cost of a new water meter and inspection. As part of the water main capital improvement project, the Village will fund replacement of the lead service line from the water main to the property line. Impacted customers will have the option of using a Village contractor or retaining their own licensed contractor to perform the private property service line replacement. In order to assist you in making this decision, staff will provide

each impacted customer with a cost estimate for the Village contractor to perform this work.

Customers electing to use the Village's contractor will be required to enter into an agreement for their portion of the service line replacement cost. The customer will be responsible for payment within 30 days of the completed service line installation. Customers needing additional time to pay for their portion of the private property service line may contact the Village to discuss payment arrangements.

This year, the Village will be completing capital improvements in the areas listed below. The work scope includes replacement of the water main, abandonment of the old main, transferring of water services, entire replacement of any lead services, restoration of the right-of-way, and road rehabilitation work.

2023 Capital Improvement Project Areas

Elm Street	Lincoln Avenue to Sheridan Road	Water main replacement Water service transfers Road rehabilitation
Cherry Street	Maple Ave to Sheridan Road	Water main replacement Water service transfers Road rehabilitation
Spruce Street	Glendale Avenue to Locust Road	Water main replacement Water service transfers Road rehabilitation
Scott Avenue	Randolph Street to Gordon Terrace	Water service transfers Road rehabilitation

Residences with lead water services in these areas will be required to completely replace their service. In the coming weeks, affected customers will receive a separate correspondence which will confirm if your property is impacted and provide you with a cost for the Village contractor to replace the private property section of your lead water service.

Scenario 3: Voluntary Lead Service Line (LSL) Replacement Program

For 2023, the Village has established a Voluntary Lead Service Line Replacement Program, open to those residents who voluntarily elect to replace their lead service line. The Village will extend reimbursement up to 50% of the cost, not to exceed $5,000, for the replacement of the lead service line from the water main into the house. Eligible costs include your contractor's costs to install the service line as well as any applicable costs from the Village, such as a tapping fee, inspection fee, and new water meter. Customers are asked to secure quotes from at least two licensed, bonded plumbers for the work required to install a new 1 ½" copper line from the water main into your house or building. Individuals are not eligible to participate in this program if the service line replacement is part of a new house construction or building addition. For the 2023 calendar year, this

program is available to the first twenty residences that apply and remit payment for the required tapping fee.

Customers interested in the Voluntary Lead Service Line Replacement Program should contact the Permit Coordinator in the Community Development Department, located at Village Hall at 510 Green Bay Road in Winnetka, or by calling 847-716-3520. In order to qualify for reimbursement in 2023, the property owner must pay the tapping fee which ranges from $1,950 to $3,250 depending on the size of the water main, to confirm their eligibility in the program. Again, this program is being offered on a first come, first served basis.

Continuation of this program in forthcoming years is subject to budget consideration.

If you have additional questions, please contact the Water & Electric Office at 847-716-3558 or LSL@Winnetka.org.

Sincerely,

Brian Keys

Director of Water & Electric

Village of Winnetka
Village Council Regular Meeting

July 18, 2023 at 7:00 PM
Village Hall
510 Green Bay Road

AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Quorum**
   a. August 1, 2023 Regular Meeting
   b. August 8, 2023 Study Session - Cancelled
   c. August 15, 2023 Regular Meeting
4. **Public Comments**
5. **Reports**
6. **Presentations**
   a. Annual Comprehensive Financial Report (ACFR) and Popular Annual Financial Report (PAFR)
   b. Voluntary Lead Water Service Line Replacement Program - Policy Direction
7. **Establishment of Consent Agenda**
8. **Approval of Consent Agenda**
   a. Approval of Village Council Minutes
      i. June 20, 2023 Regular Meeting
   b. Approval of Warrant List Dated June 16, 2023 - June 30, 2023
   c. Resolution No. R-67-2023: Approving a Contract with the Okonite Company for the Purchase of 15kV Underground Cable (Adoption)
   d. Resolution No. R-68-2023: Approving a Contract with Precision Pavement Marking, Inc. for Paving Services for the Pavement Marking Program (Adoption)
   e. Resolution No. R-69-2023: Approving a Contract with Schroeder & Schroeder, Inc. for Concrete Flatwork (Adoption)

NOTICE

All agenda materials are available at villageofwinnetka.org *(Governance > Agendas & Minutes); the Reference Desk at the Winnetka Library; or in the Manager's Office at Village Hall (2nd floor).*

The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that all persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Village ADA Coordinator, 510 Green Bay Road, Winnetka, Illinois 60093, 847-716-3543; T.D.D. 847-501-6041.

f. Resolution No. R-70-2023: Waiving Competitive Bidding and Ratifying a Contract with Resco for the Purchase of Single Phase Transformers (Adoption)

9. Ordinances and Resolutions

a. Ordinance No. MC-07-2023: Amending the Text of the Winnetka Zoning Ordinance to Establish a Lakefront Preservation Overlay District (Adoption)

b. Ordinance No. M-09-2023: Amending the Official Zoning Map of the Village of Winnetka to Place Certain Property Along Lake Michigan in the Lakefront Preservation Overlay District (Adoption)

c. Ordinance No. MC-08-2023: Amending the Text of the Winnetka Zoning Ordinance to Establish a Study and Permit Abeyance Period for Construction in the Steep Slope Area Along Lake Michigan (Adoption)

d. Ordinance No. MC-09-2023: Amending the Text of the Winnetka Zoning Ordinance Regarding Amendments to Special Uses (Adoption)

e. Ordinance No. M-11-2023: Approving Final Plat of Subdivision and Granting Variations from the Winnetka Zoning Ordinance (1415 and 1423 Asbury Avenue) (Introduction/Adoption)

10. Old Business

11. New Business

12. Appointments

a. Appointment to Board of Fire & Police Commissioners

13. Closed Session

14. Adjournment

Village of WINNETKA, IL

Agenda Item Executive Summary

TITLE: Voluntary Lead Water Service Line Replacement Program - Policy Direction

PRESENTER: Brian Keys

AGENDA DATE: July 18, 2023

CONSENT: No

ITEM TYPE: Presentation

ITEM HISTORY:
Village Council Study Session dated September 13, 2022
Village Council Meeting dated October 28, 2022

EXECUTIVE SUMMARY:
As part of the 2023 Water Fund Budget, a voluntary lead service line replacement program was established. The first year of the program was budgeted for $100,000, which provided funding for twenty individuals to participate in the program on a first-come, first-served basis. The program provides reimbursement for 50% of the cost associated with the replacement of a lead service line, not to exceed $5,000 per property. The program was fully subscribed within two days of its initial rollout. Staff has maintained a waiting list of those individuals that have expressed an interest in the voluntary lead service line replacement program. The waiting list currently contains 125 individuals. Staff is seeking policy direction related to the expansion of the replacement program in fiscal year 2023.

Background:
In August 2021, the State of Illinois enacted the Lead Service Line Replacement and Notification Act. This legislation contained specific obligations for the Village of Winnetka, beginning in 2022 as it pertains to lead service lines. The Village's potable water system contains 4,494 service connections. Of these service connections, 1,503 service lines are lead and/or partially lead. At the September 13, 2022, Village Council Study Session, the Council provided policy direction related to lead service lines which included the establishment of a voluntary replacement program for 2023. Funding for the program was incorporated as a line item in the 2023 Water Fund Budget.

Program funding is allocated on an annual basis and the rebates are offered on a first-come, first-served basis while funding is available. Eligible property owners are reimbursed for 50% of the replacement cost, not to exceed $5,000 per property. Participating property owners are required to secure competitive quotes for the full replacement of the water service line from the water main to the house. The property owner submits the quotes for review along with a permit application and payment for the tapping fee (service connection) and meter fee. Upon completion of the lead service line replacement, the Village issues the reimbursement payment.

For fiscal year 2023, the voluntary lead service line replacement program was funded in the amount of $100,000 (account #520.62.43-660), providing opportunities for twenty individuals to replace their lead service lines and receive reimbursement. As previously noted, interest in the replacement program has resulted in a waiting list of 125 individuals. In order to address the entire waiting list, additional funding in the amount of $625,000 would be required. Staff is requesting consideration of funding approximately half of the waiting list, an additional 60 service lines, in fiscal year 2023. This would require additional funding in the amount of $300,000. Staff will evaluate the opportunity to fund the remainder of the waiting list in 2024 during preparation of the proposed 2024 Water Fund Budget.

There is no specific offset in the 2023 Water Fund Budget to fund a $300,000 increase in the program. Staff is proposing to utilize $50,000 (account #520.62.43-660) that was previously allocated for contracted project management services related to lead water service line replacements. To date, this funding has not been expended as internal staff resources have managed the lead service line replacements associated with water main capital projects, emergent leaking lead service lines and the voluntary replacement program. The remaining amount of $250,000 would be expended from the accumulated reserves in the Water Fund. Based on the completed audit, the Water Fund cash balance is $5,919,769 for the period ending December 31, 2022. The Fund Balance Policy for this fund is $1,434,536.

If the Council approves additional funding for the voluntary lead service line replacement program, staff will notify the corresponding number of individuals on the waiting list. These individuals would have until November 15, 2023 to complete the replacement of their lead service line.

RECOMMENDATION:

Provide policy direction on the funding of additional voluntary lead service line replacements in fiscal year 2023.

ATTACHMENTS:

None

MINUTES
WINNETKA VILLAGE COUNCIL
REGULAR MEETING
July 18, 2023

(Approved: September 5, 2023)

A record of a legally convened regular meeting of the Council of the Village of Winnetka, which was held at the Council Chambers on Tuesday, July 18, 2023, at 7:00 PM.

1) Call to Order. President Rintz called the meeting to order at 7:02 PM. Village Manager Rob Bahan called the roll. Present: Trustees Kirk Albinson, Rob Apatoff, Tina Dalman, Robert Dearborn, Kim Handler, and Bridget Orsic. Absent: None. Also present: Deputy Village Clerk Berina Gradjan, Assistant Village Manager Kristin Kazenas, Village Attorney Peter Friedman, Community Development Director David Schoon, Assistant Community Development Director Ann Klaassen, Finance Director Tim Sloth, Water & Electric Director Brian Keys and approximately 31 persons in the audience.

2) Pledge of Allegiance. President Rintz led the group in the Pledge of Allegiance.

3) Quorum.

   a) August 1, 2023 Study Session - All of the Council members present said they expect to attend.

   b) August 8, 2023 Regular Meeting Cancelled.

   c) August 15 Regular Meeting All of the Council members present said they expect to attend with the exception of Trustee Bridget Orsic.

4) Public Comment.

   i. Christina Codo requests the use of Council Chambers for Park District meetings.

5) Reports:

   a) Trustees.

      i. Trustee Handler confirms that the Landmark Preservation Commission approved a GFA bonus for a home built in 1895. In addition, the Landmark Preservation Commission proceeds with a non-voting student position.

   b) Attorney. None.

   c) Manager. None.

   d) Village President.

      i. President Rintz commends the development of the golf course and looks forward to the reopening in the next year.

6) Presentations

   a) Annual Comprehensive Financial Report (ACFR) and Popular Annual Financial Report (PAFR)

   Finance Director Tim Sloth presents the Annual Comprehensive Financial Report for the year ending December 31, 2022, known as the audit. The ACFR serves to provide the Village's financial stakeholders reasonable assurance that the financial statements are

accurate and complete. As in previous years, the Village received awards of recognition from the Government Finance Officers Association for the quality of the Annual Comprehensive Financial Report and the Popular Annual Financial Report.

Mr. Sloth provides information regarding the Village's funds, various Village revenues, expenditures, fund balances and spendings, and Village pensions.

In addition to the audit, Tim Sloth presents information related to the Popular Annual Financial Report, a report providing key numbers and financial information for residents.

Ron Amen, Lauterbach and Amen, provides financial related information regarding Village funds and the audit report.

Trustee Dearborn addresses matters related to the Village's financial health and Village pensions.

President Rintz commends Village staff and Lauterbach and Amen.

b) Voluntary Lead Water Service Line Replacement Program – Policy Direction

After the State of Illinois enacted the Lead Service Line Replacement and Notification Act, the Village established the Voluntary Lead Water Service Line Replacement Program providing funding for residents at a first come first serve basis.

Water & Electric Director Brian Keys informs Council that the waitlist currently contains 125 individuals, and that staff is now seeking policy direction regarding the expansion of the program. Due to the interest in the program, staff is seeking an additional $300,000 in funding.

Council discusses matters related to resident notices, feedback, and future replacement of lead water service lines. Brian Keys confirms that the Village website contains information related to lead water service line information by address.

Council unanimously grants policy direction.

7) Establishment of the Consent Agenda.

Trustee Dalman, seconded by Trustee Apatoff, moved to approve the Establishment of the Consent Agenda. By voice vote, the motion carried.

8) Approval of the Establishment of the Consent Agenda

a) Approval of Village Council Minutes.

i) June 20, 2023 Regular Meeting

b) Approval of Warrant List dated June 16, 2023 – June 30, 2023 in the amount of $350,072.12.

c) Resolution No. R-67-2023: Approving a Contract with the Okonite Company for the Purchase of 15kV Underground Cable (Adoption)

d) Resolution No. R-68-2023: Approving a Contract with Precision Pavement Marking Inc. for Paving Services for the Pavement Marking Program (Adoption)

e) Resolution No. R-69-2023: Approving a Contract with Schroeder & Schroeder, Inc. for Concrete Flatwork (Adoption)

f) Resolution No. R-70-2023: Waiving Competitive Bidding and Ratifying a Contract with Resco for the Purchase of Single Phase Transformers (Adoption)

Trustee Handler, seconded by Trustee Dalman, moved to approve the foregoing items on the Consent Agenda by omnibus vote. By roll call vote, the motion carried. Ayes:

Trustees Albinson, Apatoff, Dalman, Dearborn, Handler, and Orsic. Nays: None. Absent: None.

9) Ordinances and Resolutions.

Without objection, President Rintz re-orders the agenda as follows:

9 e) Ordinance No. M-11-2023: 1415 and 1423 Asbury Ave

9 c) Ordinance No. MC-08-2023: Permit Abeyance Period

9 a) Ordinance No. MC-07-2023: Lakefront Overlay District

9 b) Ordinance No. M-09-2023: Lakefront Overlay Map

9 d) Ordinance No. MC-09-2023: Special Use Amendments

e) Ordinance No. M-11-2023:Approving Final Plat of Subdivision and Granting Variations from the Winnetka Zoning Ordinance (1415 and 1423 Asbury Avenue) (Adoption)

Assistant Community Development Director Ann Klaassen informs Council of a request for the relocation of the lot line dividing the two lots. In addition, the applicant is requesting the replacement of the existing detached garage on the 1423 Asbury Avenue lot allowing for a smaller detached garage and a new driveway.

Council discusses matters relating to GFA, compliance, and stormwater.

Trustee Apatoff, seconded by Trustee Orsic, moved to introduce Ordinance No. M-11-2023. By voice vote, the motion carried.

c) Ordinance No. MC-08-2023: Amending the Text of the Winnetka Zoning Ordinance to Establish a Study and Permit Abeyance Period for Construction in the Steep Slope Area Along Lake Michigan (Adoption)

Community Development Director David Schoon confirms the amendments per Council's direction at the July 6th meeting. The proposed amendments address clarification regarding the abeyance period prohibited construction activity within the steep slope zone and required permitting, clarification of general repair and maintenance of structures, ensure restoration of property due to casualty loss, and the permitting of construction activity that does not disrupt or cause damage to soil.

David Schoon confirms that after legal review of the written protests received, the protests submitted do not meet the 20% threshold requirement for the ordinance.

Public Comment

Brandy Levinson addresses Council regarding ongoing permitting matters on her residential property.

Morris Silverman addresses Council regarding concerns along the bluff and financial expenses for maintenance and repairs.

Charlie Mills addresses Council regarding construction and maintenance of the bluff.

Jena Radnay expresses concerns regarding the devaluing of properties along the lakefront.

Michael Harrow addresses Council regarding concerns on construction and bluff restoration.

Resident does not state name addresses Council regarding concerns along the bluff and steep slope.

Rob Zabors addresses Council regarding the timing of the permit abeyance period, concerns related to steep slope, bluff, and property lines.

Mike Wand requests numerator and denominator of written protests.

Kelly Goldman addresses Council regarding approval of permitting.

Joanna Koratsis commends Council for establishing a study and permit abeyance period.

Phill Beck expresses concerns related to the moratorium.

Luke Henter addresses Council regarding bluff restoration and maintenance along the lakefront.

Rick Doran addresses Council regarding bluff restoration and maintenance.

Wess Baumann suggest Council permit lakefront homeowners seeking to protect and maintain the bluff.

Trustee Apatoff proposes that lakefront homeowners utilize the use of the Village's coastal engineer for review of construction projects during the study and permit abeyance period. President Rintz states that the three permits submitted to Village during the passing of the ordinance will follow an application process, pending review of the coast engineer, to determine permit status.

Council discusses matters related to the moratorium, protection of the bluff, potential limitations to property rights, 40 feet landward modifications, and restoration and maintenance along the lakefront.

President Rintz assures members of the public that the Village is not seeking to interfere with homeowner property rights but rather utilize the study and permit abeyance period to ensure that Council can make the best decisions regarding the issues at hand.

Village Attorney Peter Friedman confirms that a motion to approve the ordinance is subject to two changes; changes to section 17.80.030 subsections A and B; and the amendment of section 17.80.040, the exceptions to add the language that explicitly provide that repairs and general maintenance for bluffs or existing structures as of July 6, 2023 are permitted to proceed during the study and permit abeyance period.

Trustee Handler, seconded by Trustee Apatoff, moved to adopt Ordinance No. MC-08-2023 with the modifications reviewed by the Village Attorney. By roll call vote, the motion carried. Ayes: Trustee Albinson, Apatoff, Dalman, Dearborn, Handler, and Orsic. Nays: Trustee Dalman. Absent: None.

[The Council took a recess at 9:32 PM; the meeting reconvened at 9:36 PM.]

a) Ordinance No. MC-07-2023: Amending the Text of the Winnetka Zoning Ordinance to Establish a Lakefront Preservation Overlay District (Adoption)

Community Development Director David Schoon states that the general purpose of the proposed text amendment is to establish a lakefront preservation overlay district and use regulations for publicly owned properties located within the new overlay district.

Public Comment

Rob Zabors requests the number of written protests received.

Trustee Orsic, seconded by Trustee Handler, moved to adopt Ordinance No. MC-07-2023. By roll call vote, the motion carried. Ayes: Trustee Albinson, Apatoff, Dalman,

Dearborn, Handler, and Orsic. Nays: None. Absent: None.

b) Ordinance No. M-09-2023: Amending the Official Zoning Map of the Village of Winnetka to Place Certain Property Along Lake Michigan in the Lakefront Preservation Overlay District (Adoption)

Amendment of the text of the Winnetka Zoning Ordinance to establish a lakefront preservation overlay district requires the amendment of the official zoning map to place certain property along Lake Michigan in the Lakefront Preservation Overlay District.

Trustee Albinson, seconded by Trustee Handler, moved to adopt Ordinance No. M-09-2023. By roll call vote, the motion carried. Ayes: Trustees Albinson, Apatoff, Dalman, Dearborn, Handler, and Orsic. Nays: None. Absent: None.

d) Ordinance No. MC-09-2023: Amending the Text of the Winnetka Zoning Ordinance Regarding Amendments to Special Uses (Adoption)

Community Development Director David Schoon confirms amendments to the zoning ordinance regarding adjustments and modifications to special use permits and related procedures.

David Schoon confirms that after legal review of the written protests received, the protests submitted do not meet the 20% threshold requirement for the ordinance.

Trustee Dalman, seconded by Trustee Apatoff, moved to adopt Ordinance No. MC-09-2023. By roll call vote, the motion carried. Ayes: Trustee Albinson, Apatoff, Dalman, Dearborn, Handler, and Orsic. Nays: None. Absent: None.

10) Old Business. None.

11) New Business. None.

12) Appointments:

a) Appoint Julian Solotorovsky to a full term on the Board of Fire and Police Commissioners – his term will expire July 18, 2026.

Trustee Dalman seconded by Trustee Apatoff, moved to appoint Julian Solotorovsky to a full term on the Board of Fire and Police Commissioners. His term will expire on 7/18/2026. By voice vote, the motion carried.

13) Closed Session: None.

14) Adjournment. President Rintz asks for call to adjourn. Trustee Dalman, seconded by Trustee Orsic, moved to adjourn the meeting. By voice vote, the motion carried. The meeting adjourned at 9:48 PM.

/s/Berina Gradjan, Deputy Village Clerk
Recording Secretary

Village of
WINNETKA, IL

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July 19, 2023

Re: Expansion of Voluntary Lead Service Line Replacement Program

Dear Resident,

For fiscal year 2023, the voluntary lead service line replacement program was funded in the amount of $100,000, providing opportunities for twenty individuals to replace their lead service lines and receive reimbursement. Interest in the replacement program was overwhelming which resulting in those spots being filled in two days. The Village has since maintained a waiting list of approximately 125 addresses.

Based on the continued interest in the program and the strong financial position of the Water Fund, on Tuesday, July 18th the Village Council authorized funding in an amount of $300,000 to extend the program to 60 residents on the waitlist. **You are receiving this letter because you are one of the residences eligible for the program extension**. Funding considerations for the remainder of the waitlist will be considered during preparation of the proposed 2024 Water Fund Budget.

The next steps to fulfill the requirements of the program are as follows:

1. Obtain a minimum of two (2) quotes from licensed, bonded plumbers to perform your service replacement. Their work should include: excavating the water main in the street or parkway for the Village to perform a new tap, terminating your old lead service at the main, running new 1-1/2” copper from the tap into your residence and plumbing in a new Village-provided water meter.

2. Send those quotes electronically to LSL@Winnetka.org. Within 48 hours, you should receive a response that will detail your reimbursement amount, inclusive of your permit fees. The program provides reimbursement for 50% of the cost associated with the replacement of your lead service line, not to exceed $5,000 per property. While you are not obligated to take the low bidder, the Village’s reimbursement will be based on the lowest price.

3. Pull a permit for the work at the Community Development Department at the Village Hall (510 Green Bay Road.) At this time you will be required to pay the permit fees due to the Village. These range from $2,870 to $4,170 depending on the size of water main to which you are connecting. All inspections should be scheduled through Community Development.

4. When your plumber is prepared to do the work, please call 847-716-3551 to schedule the tap. Please have them provide at least 48 hours advance notice of the work.

5. Once the service installation is complete, please send a final invoice from your plumber to LSL@Winnetka.org. Within a few weeks of receipt, a reimbursement check will be mailed to you in the amount you were originally quoted.

In order to comply with Village requirements regarding street openings, all water service taps must be completed by November 15th, 2023. You are strongly encouraged to have your service work completed by this deadline. Extension of the Voluntary LSL Program into 2024 is not guaranteed and is subject to budget approval by the Village Council.

If you have additional questions, please contact the Water & Electric Office at 847-716-3558 or LSL@Winnetka.org.

Sincerely,

Brian Keys

Director of Water & Electric

WATER & ELECTRIC DEPARTMENT – WATER FUND

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Department Overview

The Department supplies potable water for the health and safety of Winnetka and Northfield residents, as well as the unincorporated areas of Indian Hill, Woodley Woods and Longmeadow Road in Northfield. It is also responsible for the installation and repair of the water distribution system.

The Water Fund is classified as an enterprise (business) fund.

2024 Budget: $8,470,682

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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2023 Accomplishments

- Performed preventative maintenance on water distribution system including valve maintenance, valve replacement, leak detection, hydrant maintenance, hydrant replacement and water meter replacement.
- Completed preventative maintenance work at the Water Plant including dive inspection of intake and basin cleaning.
- Completed thirty-six water service connections (YTD).
- Responded to ten water main breaks (YTD) at the close of September.
- Completed four water main replacement projects:
  - Streetscape Phase 5
  - Cherry Street
  - Spruce Street
  - Elm Street

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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2024 Goals and Objectives

- Adherence to regulatory requirements.
- Installation of new service connections.
- Perform preventative maintenance programs to maintain the reliability of the water system.
- Continue removing Lead Service Lines (LSL) from the system as a part of planned and emergent work.
- Adherence to long-term capital plan resulting from the 2016-17 Water Main Replacement Plan.
- Invest in maintenance and improvements of the Water Plant.

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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2024 Key Budget Items

- Launch automated metering infrastructure project.
- Three water main projects.
- Continue planned and emergent replacements of LSL.
- Continue to budget for new service installations.
- Continue to budget for a portfolio of preventative maintenance programs.
- Continue to budget for emergent repair of the water distribution system.

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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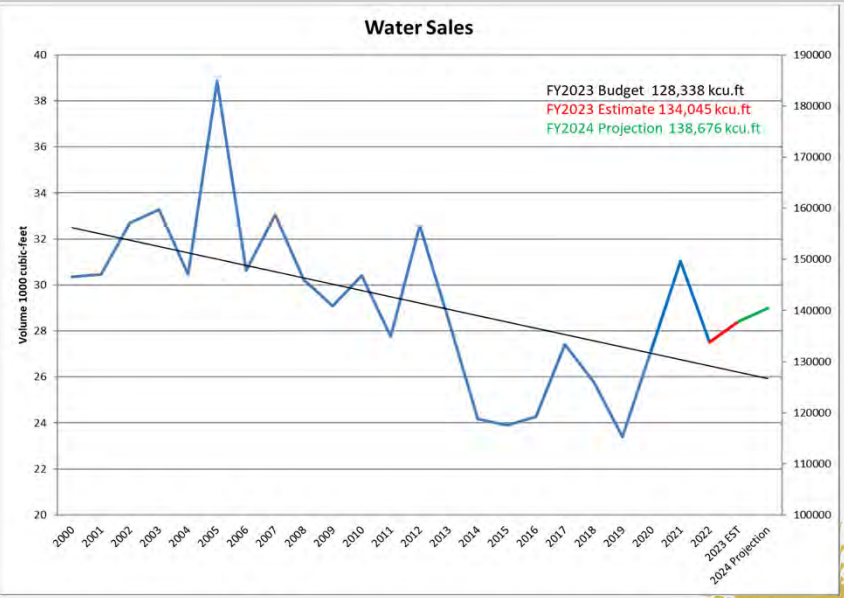

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Water Fund	Budget 2023 A	Estimate 2023 B	Budget 2024 C	% Change A to C
Operating				
Revenue	$ 7,045,186	$ 7,014,201	$ 8,005,623	13.6%
Transfers In / (Out)	$ -	$ -	$ (1,250,000)	
Expenses	$ (4,396,359)	$ (3,794,823)	$ (4,840,652)	10.1%
Net Operating Income (loss)	$ 2,648,827	$ 3,219,378	$ 1,914,971	-27.7%
Operating Expense Detail				
Salaries and Benefits	$ 1,819,114	$ 1,867,823	$ 1,977,279	8.7%
Contingency	$ 45,000	$ -	$ 45,000	
Services and Supplies	$ 2,255,685	$ 1,650,440	$ 2,541,813	12.7%
Debt Service	$ -	$ -	$ -	100.0%
Payment in Lieu of Taxes	$ 276,560	$ 276,560	$ 276,560	0.0%
	$ 4,396,359	$ 3,794,823	$ 4,840,652	
Capital Outlay	$ 3,712,500	$ 3,557,764	$ 3,630,030	-2.2%
Total Fund Expense	$ 8,108,859	$ 7,352,587	$ 8,470,682	4.5%
Net Fund Income (loss)	$ (1,063,673)	$ (338,386)	$ (1,715,059)	61.2%

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Capital Plan

Budget FY2023: $3.7M
Estimate FY2023: $3.6M
Proposed Budget FY2024: $3.6M

Unrestricted Net Assets (Fund Balance)

12/31/22 Audited: $5,974,770
12/31/23 Estimated: $5,636,384 (Cash: $5,581,383)
12/31/24 Projected: $3,921,325

Fund Balance Policy: $1,597,415
(Four months of operating expenses.)

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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FY2024 financials are based on the following:

- Proposed rates are consistent with policy direction.
  - 2016-17 Water Main Replacement Study
  - 2022 Lead Service Line Replacement

Volume Rate ($/1000 cubic feet)	*2023*	*Proposed 2024*
Winnetka	$51.62	$57.17
Unincorporated	$92.41	$102.35
Special (Plant)	$38.70	$42.86

Monthly Service Charge ($/month)		
1“ or smaller	$ 11.88	$ 12.71
1-1/2"	$ 17.17	$ 18.37
2"	$ 24.41	$ 26.12
3"	$ 77.76	$ 83.20
4"	$ 97.52	$ 104.35
6"	$ 143.64	$ 153.69
8"	$ 196.29	$ 210.03

Typical Winnetka Resident will pay an additional $109.87 per year.

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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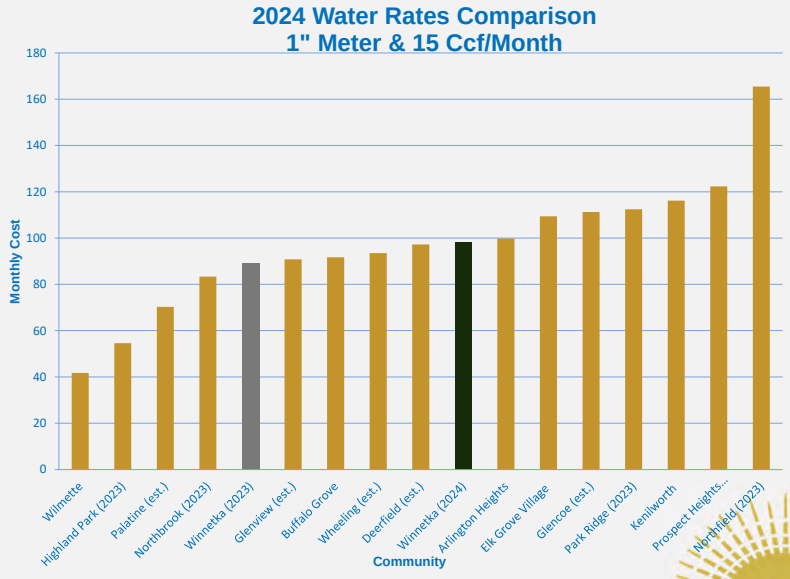

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Operating Expense Highlights (select items)

- Distribution Maintenance & Repair Programs:
  - Utility Locating: $84,275 (50% with Electric Fund)
  - Contractor resources: $78,000
  - Leak detection services:
    - Program cycle: $18,000
    - Emergent service: $7,040
  - Hydrant replacements: $23,905
  - Hydrant painting: $16,245
  - Water meter replacement: $15,110
  - Insertion valves: $14,820
  - Hydrant winterizing: $4,950

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Operating Expense Highlights (continued)

- Water Plant:
  - Purification chemicals: $163,620
  - Low lift pump repair (contingency): $30,000
  - Intake inspection and cleaning: $20,500
  - Spare 480-volt breakers: $17,100
- Buildings:
  - Replace low lift pump house doors: $12,000
  - Security improvements: $22,500

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Operating Expense Highlights (continued)

- Consulting Services:
  - Replacement plan for Water Plant mains: $230,000
  - High lift pump control system: $95,000
  - AMI Consulting: $25,000
  - Regulatory reporting: $15,000
  - Streetscape Phase VI hydraulic modeling: $15,000

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Capital Plan

- Automated Metering Infrastructure: $375,000
- Vehicles: $340,630
  - Replacement of 2004 dump truck (50% with Electric Fund): $70,000
  - Replacement of 2005 dump truck (50% with Electric Fund): $70,000
  - Replacement of 1997 F350 (50% with Electric Fund): $28,130
  - Replacement of 2006 backhoe tractor: $172,500
- Bulk Water Filling Station: $75,000

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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Capital Plan (continued)

- Water Main Replacement (incorporated with road rehabilitation and stormwater projects):
  - Cherry Street (Glendale/Birch): $1,147,450
  - Spruce Street (Locust/Birch): $568,350
  - Hibbard Road Stormwater Project: $340,000
- Professional services
  - Design FY2025 water main projects: $98,600
- Lead Service Line Replacement
  - Water Main Projects: $245,000
  - Voluntary Program (80 services): $400,000
  - Emergent Replacements: $40,000

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WATER & ELECTRIC DEPARTMENT – WATER FUND

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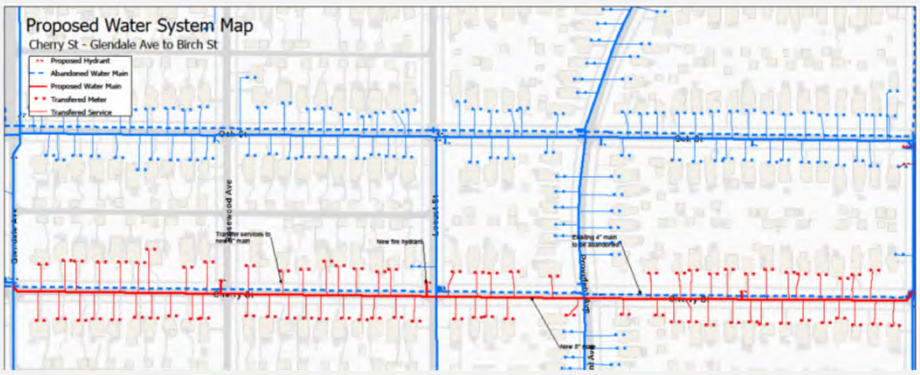
Water Main Project – Cherry Street (Glendale to Birch)



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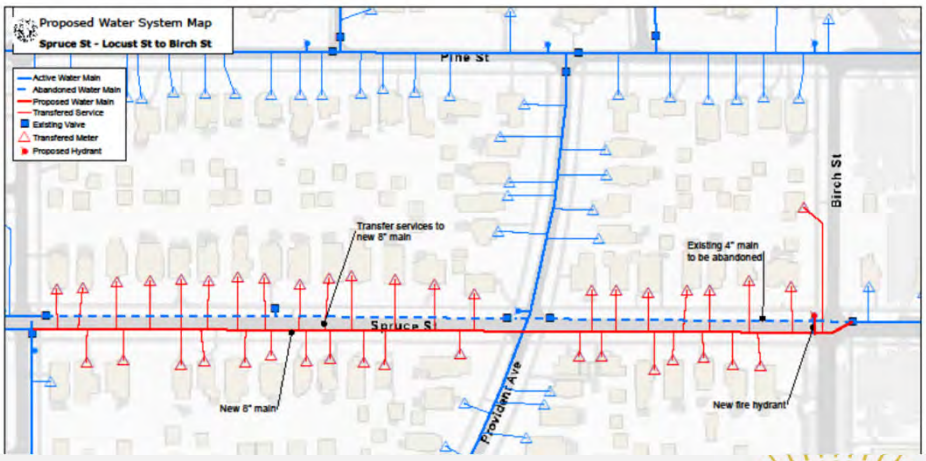
Water Main Project – Spruce Street (Locust to Birch)



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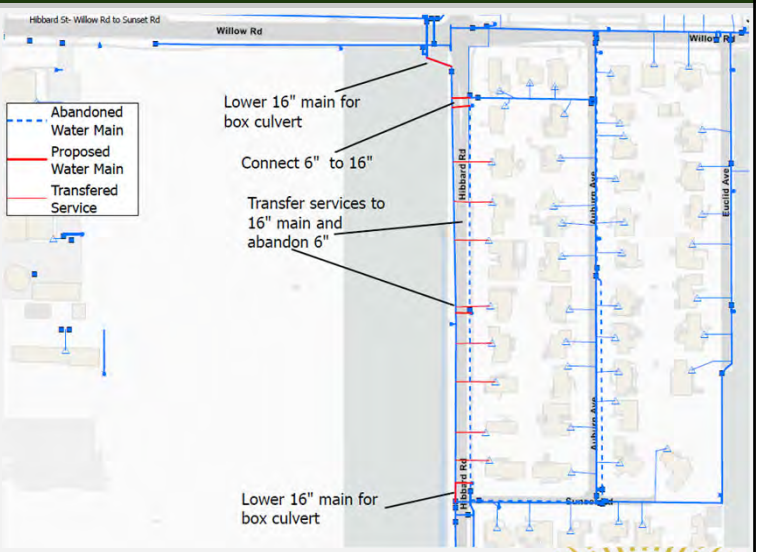
Water Main Project – Hibbard Rd.



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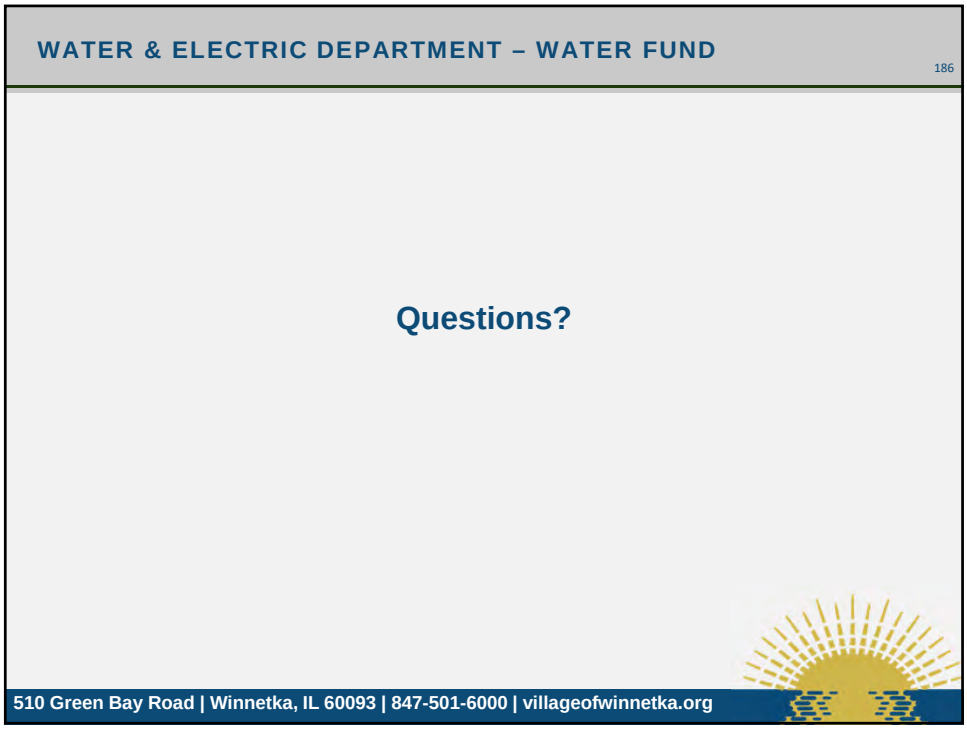
WATER & ELECTRIC DEPARTMENT – WATER FUND
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Questions?
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March 7, 2024

Re: Lead Water Service Notification

Dear Resident,

As your water utility, our first priority is providing you with safe, reliable water service. Based on our records, your property is one of the 1,335 properties served by the Village of Winnetka that may have a lead water service line that runs from the water main to your property line and/or from the property line into your house. While the Village's water treatment process incorporates a treatment to minimize the potential for lead to dissolve into water, residents served by lead service lines are at higher risk of lead exposure than households without lead pipes. If you are not already aware, legislative changes enacted by the State of Illinois require the future replacement of your service line.

Background
In August 2021, the Lead Service Line Replacement and Notification Act (415 ILCS 5/17.12) was signed into law. Effective January 1, 2022, this act requires the eventual replacement of all lead service lines in the State of Illinois. The statute dictates various timelines for complete lead replacement according to the size of a given jurisdiction. The Village's potable water system contains 4,494 service connections. Of these service connections, approximately one-third of service lines are lead and/or partially lead. In Winnetka's case, all lead water services must be replaced by 2038. When a lead water service line is repaired or upgraded, the entirety of the lead service must be replaced.

In the near term, there are three scenarios in which you may be required and/or elect to replace your lead service line: i) an emergent service line leak, ii) a water main capital improvement project impacting your lead service line, and iii) a voluntary decision on your part to replace your lead service line and take advantage of a new Village cost-sharing program. The following summarizes the three scenarios.

Scenario 1: Emergent Replacement of Leaking Lead Service Lines (LSL)
If a leak in your lead service line is identified, the entirety of the service line must be replaced. Legislation permits emergency repairs to be completed, but the lead service line must be completely replaced within 30 days. If the water line service leak is located on the public side of the parkway valve (i.e., b-box), the Village will complete an emergency repair, after which a customer will have 30 days to secure contractor quotes and have the entire lead service line replaced. If the leak is on the privately owned side of the parkway valve, the customer will need to have a contractor make an emergency repair on the private property side, after which the customer has 30 days to complete the replacement of the entire lead service line including that section of the service line located within the public right-of-way.

For 2024, the Village will cover 50% of the replacement cost, up to $5,000, for the replacement of a leaking lead water service line. This reimbursement amount is intended to assist with contractor costs, permitting fees, water meter replacement, and tapping fees associated with the installation of a new service line and connection to the Village's water main. Customers are asked to secure quotes from at least two licensed, bonded plumbers for the work to install a new 1 ½" copper line from the water main into your house or building.

If a customer elects to refuse completing the replacement of a lead water service line, the affected property owner is required to sign a waiver. The Village of Winnetka, Illinois Department of Public Health and the Illinois Environmental Protection Agency will maintain a record of this waiver. If replacement of the service is not completed by the property owner, any associated lead mitigation efforts are the sole responsibility of the homeowner.

Scenario 2: Replacement of Lead Service Line (LSL) Associated with Water Main Projects

The Lead Service Line Notification and Replacement Act prohibits the partial replacement of a lead water service line. As a result, customers with a lead service line impacted by a water main improvement project will be required to replace their lead service line. Prior to 2022, any water services constructed with lead were replaced from the new water main to the property line with a 1-1/2" copper line as part of a water main replacement project. The cost for this service line replacement work was funded by the Village. Prior to the Lead Service Line Notification and Replacement Act, replacement of the remainder of the service line from the property line into the house was optional and at the sole discretion of the property owner. This historical approach frequently resulted in the partial replacement of a lead service line, as most property owners elected not to pursue replacement of the portion of the lead service line on private property. This approach no longer complies with the new legislation, which mandates fully replacing the lead service line unless a waiver is signed by the property owner.

In order to assist customers with a lead water service that will be impacted by a Village-initiated water main project, the Village will reimburse a customer up to 50% of the cost, not to exceed $5,000, for the replacement of their lead service line from the property line into the house. This reimbursement is intended to assist with the replacement cost, which also includes the cost of a new water meter and inspection. As part of the water main capital improvement project, the Village will fund replacement of the lead service line from the water main to the property line. Impacted customers will have the option of using a Village contractor or retaining their own licensed contractor to perform the private property service line replacement. In order to assist you in making this decision, staff will provide each impacted customer with a cost estimate for the Village contractor to perform this work.

Customers electing to use the Village's contractor will be required to enter into an agreement for their portion of the service line replacement cost. The customer will be

responsible for payment within 30 days of the completed service line installation. Customers needing additional time to pay for their portion of the private property service line may contact the Village to discuss payment arrangements.

This year, the Village will be completing capital improvements in the areas listed below. The work scope includes replacement of the water main, abandonment of the old main, transferring of water services, entire replacement of any lead services, restoration of the right-of-way, and road rehabilitation work.

2024 Capital Improvement Project Areas

Cherry Street	Locust Street to Birch Street	Water main replacement Water service transfers Road rehabilitation
Spruce Street	Locust Street to Birch Street	Water main replacement Water service transfers Road rehabilitation

Residences with lead water services in these areas will be required to completely replace their service. In the coming weeks, affected customers will receive a separate correspondence which will confirm if your property is impacted and provide you with a cost for the Village contractor to replace the private property section of your lead water service.

Scenario 3: Voluntary Lead Service Line (LSL) Replacement Program

For 2024, the Village has established a Voluntary Lead Service Line Replacement Program, open to those residents who voluntarily elect to replace their lead service line. The Village will extend reimbursement up to 50% of the cost, not to exceed $5,000, for the replacement of the lead service line from the water main into the house. Eligible costs include your contractor's costs to install the service line as well as any applicable costs from the Village, such as a tapping fee, inspection fee, and new water meter. Customers are asked to secure quotes from at least two licensed, bonded plumbers for the work required to install a new 1 ½" copper line from the water main into your house or building. Individuals are not eligible to participate in this program if the service line replacement is part of a new house construction or building addition. For the 2024 calendar year, this program will provide opportunities for the first eighty residences that were on the waiting list from 2023. The Water & Electric Department will be confirming your eligibility by phone and/or a letter in the next three weeks.

Customers interested in the Voluntary Lead Service Line Replacement Program should contact the Permit Coordinator in the Community Development Department, located at Village Hall at 510 Green Bay Road in Winnetka, or by calling 847-716-3520, and ask to have their address added to the waiting list for the Voluntary Lead Service Line Replacement Program. If additional funding becomes available, the program will be extended to those individuals on the waiting list.

Continuation of this program in forthcoming years is subject to budget consideration.

If you have additional questions, please contact the Water & Electric Office at 847-716-3558 or LSL@Winnetka.org.

Sincerely,

Brian Keys

Director of Water & Electric

Village of
WINNETKA, IL

510 Green Bay Road • Winnetka, IL 60093 • 847.501.6000
contactus@villageofwinnetka.org • **villageofwinnetka.org**

[INSERT DATE]

Re: 2024 Voluntary Lead Service Line Replacement Program

[RESIDENT NAME
RESIDENT ADDRESS]

Dear [RESIDENT NAME],

For calendar year 2024, the voluntary lead service line replacement program has been renewed and funded in the amount of $400,000, providing opportunities for 80 residences to replace their lead service lines and receive reimbursement. Those that will be given the first opportunity to participate in the program will be from the prior year's waiting list of addresses that expressed interest in the program.

You are receiving this letter because you are one of the residences now eligible to participate in the 2024 Voluntary Lead Service Line Replacement Program.

The Village will extend reimbursement up to 50% of the cost, not to exceed $5,000, for the replacement of the lead service line from the water main into the house. Eligible costs include your contractor's costs to install the service line as well as any applicable costs from the Village, such as a tapping fee, inspection fee, and a new water meter. Individuals are not eligible to participate in this program if the service line replacement is part of a new house construction or building addition.

The next steps to fulfill the requirements of the program are as follows:

1. Obtain a minimum of two quotes from licensed, bonded plumbers to perform your service replacement. Their work should include: excavating the water main in the street or parkway for the Village to perform a new tap, disconnecting your old lead service at the main, running a new 1-1/2" copper water line from the tap into your residence, plumbing in a new Village-provided water meter, and restoring your home's electrical grounding, if applicable. The contractor is also responsible for restoring the Village's right-of-way to its original condition.

2. Send those quotes electronically to LSL@Winnetka.org. Within 48 hours, you should receive a response that will detail your reimbursement amount, inclusive of your permit fees. The program provides reimbursement for 50% of the cost associated with the replacement of your lead service line, not to exceed $5,000 per property. While you are not obligated to take the low bidder, the Village's reimbursement will be based on the lowest price.

3. Apply for the appropriate permits at the Community Development Department at the Village Hall (510 Green Bay Road). At this time, you will be required to pay the permit fees due to the Village. These range from $2,945 to $4,245 depending on the size of water main to which you are connecting.

4. When your plumber is prepared to do the work, the contractor should call 847-716-3551 to schedule the tap. Please have them provide at least 48 hours advance notice of the work. All inspections of the completed service line installation should be scheduled through Community Development at 847-716-3527.

5. Once the service installation is complete, please send a final invoice from your plumber to LSL@Winnetka.org. Within 3-4 weeks of receipt, a reimbursement check will be mailed to you in the amount previously confirmed by the Village.

If you are no longer interested in the Voluntary Lead Service Line Replacement Program, please notify the Water & Electric Office at 847-716-3558 or LSL@Winnetka.org. This will allow the utility an opportunity to extend participation in the program to another resident on the waiting list.

Extension of the Voluntary LSL Program into 2025 is not guaranteed and is subject to budget approval by the Village Council. In the interest of assisting as many residents as possible, residences deemed eligible for the program in 2024 that fail to complete their service line replacement are not automatically carried over to the next year's program.

If you have additional questions, please contact the Water & Electric Office at 847-716-3558 or LSL@Winnetka.org.

Sincerely,

Brian Keys

Director of Water & Electric

4.4.2 - Flushing by the customer after lead service replacement. The customer should flush all interior premise plumbing the same day or before next water use following the replacement. Subsequent flushing by the customer should be done once every two weeks for three months or at other intervals based on monitoring results if available. Utilities may want to encourage best times to flush based on water demand and operations (for example, when neighbors' water usage is low, e.g., midmorning to dinner time or late at night). Customers shall be advised to not use hot water in the premise plumbing until initial flushing is completed to prevent sedimentation of lead particles in premise hot water tanks.

4.4.2.1 - Suggested instructions for customers. **1.** Find all the faucets that will drain, including the basement and all floors in your house. **2.** Remove aerators and screens whenever possible, including the shower heads, from all faucets you plan to flush. **3.** Include the laundry tubs, hose-bibs, bathtubs, and showers as flushing points. **4.** After all the aerators are off, open the faucets in the basement or lowest floor in the house. Leave all faucets running at highest rate possible, using cold water. **5.** After the faucets are all open in lowest floor, open the faucets on next highest floor of the house. Continue until faucets are open on all floors. **6.** After all faucets are opened, leave the water running for at least 30 minutes. **7.** After 30 minutes, turn off the first faucet you opened and continue to turn off other faucets in the same order you turned them on. **8.** Clean aerators/screens at each faucet. You may need to replace screens/ aerators if too old or worn. Utilities and customers may consider an optional approach by coordinating a targeted flush of a few faucets at a time before opening all the faucets for the whole house flush. The targeted flush would start with a pattern of opening all faucets in a single area or single floor and then moving to the next to increase the flow velocities, followed by the whole house flush described above, with all faucets open.

4.4.2.2 - Additional daily miniflush. As a precaution, the customer should do a miniflush of premise plumbing by running tap water each morning or when the water sits in the pipe for at least 6 hours. Flush for 5 minutes to displace water that has been sitting in the pipes inside the house and in the service line. This could include taking a shower, running the dishwasher, flushing a toilet, collecting water for plants/garden, or running the faucet. The customer should do this before using any water for drinking, cooking, infant formula, and so on. Daily miniflushes should continue for six months or until lead sample results show the lead level is below the regulatory guideline. The customer should clean debris from aerators and screens once a month for six months. After six months, clean debris twice a year.

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This is not a complete list of local companies who perform water service line installations. The companies listed in this document are for informational purposes only and do not constitute an endorsement.

Contractor Name	Contractor Contact Phone	Contractor Contact Address	Contractor Contact City	State	Zip
AAA RODRIGUEZ PLUMBING CO	(847) 251-9190	430 PINE MANOR DR	WILMETTE	IL	60091
ADVANCED UNDERGROUND SPRINKLER SYSTEMS	(847) 433-0011	954 MARVEL LN	HIGHLAND PARK	IL	60035
AMERICAN VINTAGE HOME	(847) 251-5255	1523 PAYNE ST	EVANSTON	IL	60201
BIAGI PLUMBING	(847) 263-1616	3815 GRANDVILLE AVE	GURNEE	IL	60031
BILL'S PLUMBING & SEWER, INC	(847) 512-3575	1855 HOLSTE RD	NORTHBROOK	IL	60062
BMW PLUMBING	(847) 948-8484	440 LAKE COOK RD	DEERFIELD	IL	60015
CUPCO PLUMBING INC	(224) 637-0514	181 WARDEN LN	ROUND LAKE	IL	60073
DEMUTH, INC	(847) 433-9285	2900 SKOKIE VALLEY RD	HIGHLAND PARK	IL	60035
ED FELLOW PLUMBING & HEATING	(847) 814-5311	2015 SPRUCEWOOD	LINDENHURST	IL	60046
EJ PLUMBING	(773) 836-8191	6021 W MONTROSE	CHICAGO	IL	60634
ERNIE'S UNDERGROUND	(847) 815-8772	P.O. BOX 7921	GURNEE	IL	60031
FJ KERRIGAN PLUMBING	(847) 251-2695	811 RIDGE AVE	WILMETTE	IL	60091
FLADER PLUMBING & HEATING CO	(847) 491-6980	3004 CENTRAL ST	EVANSTON	IL	60201
FRANK MCCOY SEWER AND PLUMBING	(708) 498-0323	8817 ONEILL DR.	BURR RIDGE	IL	60527
GLENBROOK PLUMBING	(847) 724-2344	1901 PICKWICK LN	GLENVIEW	IL	60026
ILLINOIS SEWER & DRAINAGE	(224) 888-8122	39370 N RTE 59, SUITE #2	LAKE VILLA	IL	60046
JOHN J. CAHILL, INC	(847) 864-5225	1515 CHURCH ST	EVANSTON	IL	60201
JZ PLUMBING INC	(630) 462-9363	2092 GLADSTONE DR	WHEATON	IL	60189
KOETZ PLUMBING	(847) 362-1480	28915 N HERKY DR #104	LAKE BLUFF	IL	60044
LAKEVIEW PLUMBING INC	(773) 343-9755	6920 W KEENEY	NILES	IL	60714
LITTLE TOMMY'S PLUMBING SHOP, INC.	(847) 443-9115	1578 OLD DEERFIELD RD	HIGHLAND PARK	IL	60035
MA GLACIER PLUMBING	(773) 517-7839	409 VIRGINIA PL	WHEELING	IL	60900
NORTH COAST PLUMBING, SEWER & DRAINAGE, INC.	(847) 361-0970	8420 LEHIGH AVE, 2B	MORTON GROVE	IL	60053

(SEE REVERSE SIDE FOR ADDITIONAL CONTRACTORS)

APPENDIX E.8

Contractor Name	Contractor Contact Phone	Contractor Contact Address	Contractor Contact City	State	Zip
PAPPAS COMPANY	(847) 657-0800	2100 JOHNS CT	GLENVIEW	IL	60025
PARKS PLUMBING & SEWER	(847) 676-1931	8121 N LAWNDALE	SKOKIE	IL	60076
PASQUESI PLUMBING	(847) 433-9426	3218 SKOKIE VALLEY RD	HIGHLAND PARK	IL	60035
PMT CONTRACTORS	(815) 344-5473	3504 IVY LN	JOHNSBURG	IL	60051
R&J PLUMBING & SEWER CO	(847) 630-0452	1415 SHAWNEE TRAIL	RIVERWOODS	IL	60015
RAVINIA PLUMBING & HEATING	(847) 432-5561	1580 OLD SKOKIE RD	HIGHLAND PARK	IL	60035
RB PLUMBING & SEWER	(847) 966-8729	8469 HARMS RD.	SKOKIE	IL	60077
RELIANCE PLUMBING INC	(847) 583-1858	1848 TECHNY COURT	NORTHBROOK	IL	60062
RETRO PLUMBING	(773) 505-6234	724 ELM STREET	WINNETKA	IL	60093
RICK'S SEWER AND DRAINAGE	(847) 635-8988	3614 W. JOHN ST	MCHENRY	IL	60050
RMO PLUMBING	(773) 370-8899	8527 W. BERWYN	CHICAGO	IL	60656
RODRIGUEZ PLUMBING CO INC	(847) 707-3887	16099 W POPE BLVD	PRAIRIE VIEW	IL	60069
TANGNEY & SON PLUMBING & SEWER	(847) 599-0635	41550 N HIGHWAY 45	ANTIOCH	IL	60002
TYLER'S UNDERGROUND	(847) 587-3152	25668 RASKA LANE	LAKE VILLA	IL	60046

The companies listed in this document are for informational purposes only and do not constitute an endorsement. Some of these companies may perform service installations in conjunction with a licensed plumber.