

# **HOW TO DO A METER CHECK**

Check for any leaks inside and outside the house before doing a meter check.

No toilets can be running or flushed, the ice maker has to be turned off.

No water usage of any kind during the meter check.

Make sure everything has been turned off.

Is your outside hose hydrant off and not dripping?

## **EVERYTHING THAT USES WATER HAS TO BE OFF**

- Make sure no one uses any water while you do this check.
- Go out to your meter box.
- Lift the meter box lid or remove it from the box.
- Look inside, you will see the top of your meter.
- Lift the small meter lid up.
- If you have an old meter you will see a red dial on your meter.
- The center of the red dial has a black disk with silver slashes on it.
- Keep your eyes on that disk (if you should have a small drip, it will only move a second and you do not want to miss it).
- If you see any movement of the black and silver circle disk on the meter, you have a leak and will want to have a plumber check your plumbing. Something is causing the water to go through your lines.
- If you have a new digital meter you will lift the lid and look at the top 3 boxes the first box is how many gallons per minute are going through the meter, the middle box is an indicator for water going through the meter it will have a plus symbol and an arrow. After so many hours of water going through the meter constantly the upper right box will show a water droplet. If you have all the water turned off inside and outside of your home none of the top boxes should indicate any usage. If it does you have a leak somewhere and need to contact a plumber.

**IF YOU HAVE A LEAK YOU MUST CALL OUR OFFICE TO  
HAVE YOUR WATER TURNED OFF WHILE YOU GET A  
PLUMBER TO DO THE REPAIRS.**

**DURING OFFICE HOURS CALL 431-8777  
OR AFTER HOURS EMERGENCY NUMBER 736-6108**