



## **ORDINANCE NO. 1822**

### **AN ORDINANCE BY THE BOROUGH COUNCIL AMENDING CHAPTER 13.04 – WATER SERVICE SYSTEM**

**WHEREAS**, the Mayor and Council of the Borough of Glen Ridge has found that it is in the public interest to amend Chapter 13.04.

**BE IT ENACTED AND ORDAINED**, these regulations specifically add the following ordinance(s) and regulation(s):

#### **Section 13.04.610 - Mandatory Water Meter Replacement**

##### **13.04.610.010 - Purpose.**

The purpose of this ordinance is to ensure accurate water usage measurement, improve water system efficiency, and comply with modern utility standards by requiring the replacement of all residential water meters in the Borough.

##### **13.04.610.020 - Mandatory Replacement Program.**

A. All property owners with existing water meters must replace their meters with an updated, borough-approved water meter no later than August 31, 2025 (the "Replacement Program End Date").

B. Replacement meters shall be provided and installed by the Borough's water department or its authorized agents.

##### **13.04.610.030 - Notification and Scheduling.**

A. At least 150 days prior to the Replacement Program End Date, the Borough's water department or its authorized agent shall provide notice (the "First Notice") to all property owners advising of the need for meter replacement. The First Notice shall be in writing and shall be given by the Borough or its authorized agents by United States mail, postage prepaid, to each property owner at the record address for such property owner as shown on the tax records of the Borough. At least 120 days prior to the Replacement Program End Date, The First Notice shall be followed to the extent necessary by a second notice (the "Second Notice"), similar in content to the First Notice, which shall be given by the Borough or its authorized agents by United States mail, postage prepaid, to the record address for such property owner as shown on the tax records of the Borough.

B. Property owners having received either the First Notice or the Second Notice, or both, must schedule a meter replacement date with the water department or its authorized contractor prior to the Replacement Program End Date. Replacement dates scheduled prior to the Replacement Program End Date may be re-scheduled up to three times and may include dates occurring past the Replacement Program End Date so long as the meter replacement occurs not later than September 30, 2025.

C. If a property owner receives either the First Notice or the Second Notice but fails to schedule meter replacement for a date prior to the Replacement Program End Date, the water department may assign a scheduled replacement date prior to the Replacement Program End Date and, for good cause, may re-schedule the Replacement Program End Date up to three times and may include dates occurring past the Replacement Program End Date so long as the meter replacement occurs not later than September 30, 2025.

##### **13.04.510.040 - Costs and Funding.**

A. The Borough will cover the cost of the new meter and standard installation.

B. Property owners are responsible for additional costs associated with any repairs or upgrades to private plumbing required to meet current New Jersey Plumbing codes.

**13.04.610.050 - Access to Premises.**

- A. Property owners must provide access to their premises for meter replacement at the scheduled time.
- B. Department employees or authorized contractors will carry identification and credentials when performing replacements.
- C. Failure to provide access within the scheduled timeframe will result in penalties as outlined in Section 13.04.610.070.

**13.04.610.060 - Disputes and Appeals.**

- A. Property owners having received either the First Notice or the Second Notice may file a written appeal with the water department prior to the Replacement Program End Date if they believe their property is exempt or unsuitable for the replacement program.
- B. The Public Works Supervisor or their designee will review all appeals and provide a written decision within 30 days after all appeals materials have been submitted for review. The Replacement Program End Date will be extended during the pendency of the appeal and for 15 days thereafter so as to allow for water meter replacement for those property owners not found to have property exempt or unsuitable for the replacement program.

**13.04.610.070 - Penalties for Non-Compliance.**

- A. Failure to comply with this ordinance will result in a fine of \$100 for non-compliance as of September 20, 2025 (or extended because of an appeal) and \$25 for each additional day thereafter until the meter is replaced.
- B. The water department may terminate water service to properties remaining non-compliant 90 days after the initial notification, subject to a final written notice.

**13.04.610.080 - Effective Date.**

This ordinance shall take effect immediately and shall remain in force until all water meters have been replaced or as otherwise determined by the Borough Council.

**BE IT FURTHER ENACTED AND ORDAINED**, that this Ordinance shall take effect immediately upon final passage and publication in accordance with the law.

Ordinance Introduction: Monday, April 28, 2025  
Ordinance Adoption: Monday, May 12, 2025

ATTEST:

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Deborah Mans  
Mayor

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Tara Ventola  
Municipal Clerk