

**VILLAGE OF GREENDALE  
WATER AND SEWER UTILITY  
HYDRANT PERMIT**

Date Issued: \_\_\_\_\_

Permit #: \_\_\_\_\_

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

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

City, State, & Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Truck capacity/amount needed: \_\_\_\_\_

The following fees will apply:

Equipment Deposits	\$500.00	Meter
	\$500.00	Backflow Preventer

The following fees will be deducted from the deposit:

Use of Wrench	\$35.00 if applicable – Date Returned _____	<input type="checkbox"/> (check if N/A)
Use of Hydrant	\$60.00	
Use of Water	\$3.33 per 1,000 gallons (\$10.00 minimum charge)	

**\*\*PLEASE CHECK THE WATER BEFORE USING- GREENDALE WATER & SEWER UTILITY IS NOT RESPONSIBLE FOR RUSTY WATER. CUSTOMER RESPONSIBLE FOR DAMAGED EQUIPMENT\*\***

\_\_\_\_\_ has permission to use water from the fire hydrant located at

\_\_\_\_\_

Deposit Amount: \$ \_\_\_\_\_ Permit is valid until: \_\_\_\_\_

By: \_\_\_\_\_  
Nick Czarnyszka (OR authorized Utility personnel)  
Water Utility Foreman  
6351 Industrial Loop  
Greendale, WI 53129  
Phone: 414.423.2133  
Fax: 414.423.2109

Hydrant Deposit #10-00-235-000

Size Needed:	Large	Small
Meter #:		
In Read:		
Out Read:		
Gallons Used:		

**VILLAGE OF GREENDALE  
WATER AND SEWER UTILITY  
STANDARD HYDRANT OPERATION PROCEDURE**

1. Open hydrant slowly until fully open.
2. Flush until water runs crystal clear. Slowly close down hydrant to avoid water hammer. When fully closed, check to make sure hydrant is draining down.
3. Wait 5 minutes, listen to make sure hydrant is shut completely down. If you hear a hissing sound or water does not go down, the hydrant is not sealed properly. Repeat above procedure and check again.
4. If hydrant is still leaking close the hydrant valve. Check hydrant again, leak should stop.
5. Put an out of service sign on hydrant.
6. If hydrant has water in barrel, pump the water out with a portable pump.
7. Make out a hydrant repair slip and turn slip into your supervisor.
8. When using a hydrant meter, install meter on side nozzle. Make sure meter is fastened onto hydrant nozzle tightly.
9. Make sure hydrant meter valve is in the closed position.
10. Follow the procedure for opening the hydrant. When hydrant is fully open, slowly open the valve on the hydrant meter. When using an attached hose make sure hose is rolled out with no kinks or bends in it.
11. When the job is done, slowly close the valve on the hydrant meter. When the valve is closed, slowly close down the hydrant.

**Things to remember are:**

- Always open and close the hydrant SLOWLY!
- Always fully open the hydrant.
- Always follow the above procedures.

Hydrants can only be opened or closed by trained personnel. Training is available from the Village of Greendale Water Utility Superintendent. To schedule training, please call (414) 423-2133.