



WATER SERVICE LINE PROGRAM

STEPS FOR RESIDENTS

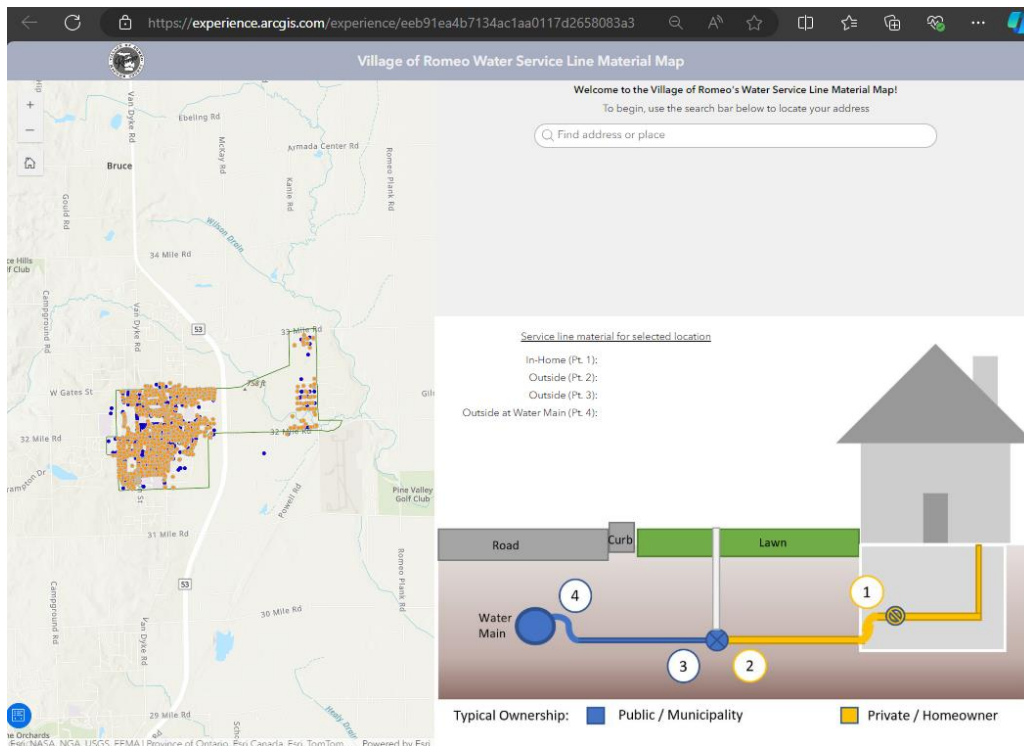
STEP 1: CHECKING YOUR MATERIALS

1. Go to the “Water Service Line Viewer” Portal link:

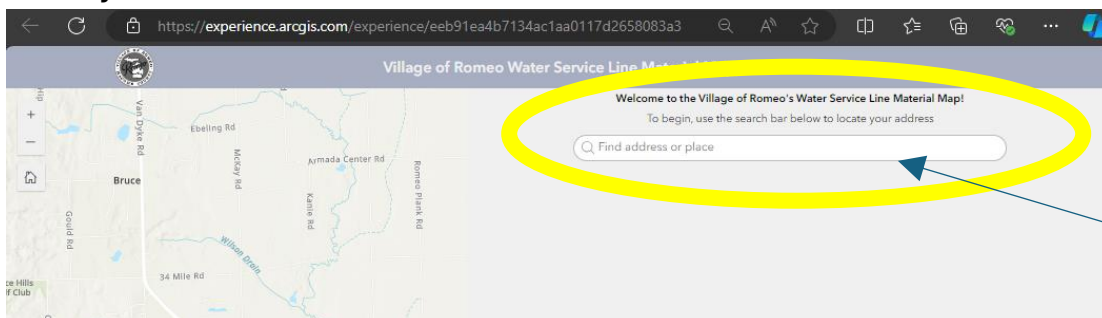
Click Here →

[Water Service Line
Viewer](#)

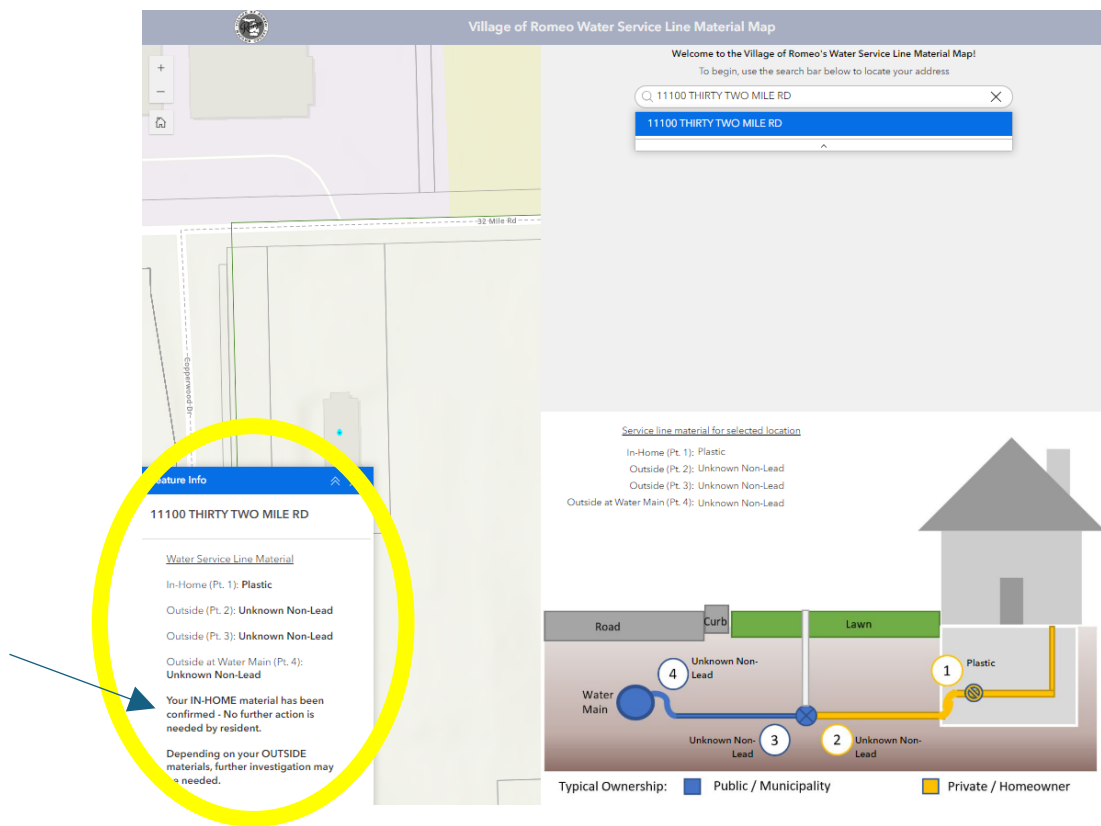
2. The following website/window will open:



3. Enter your address in the search window

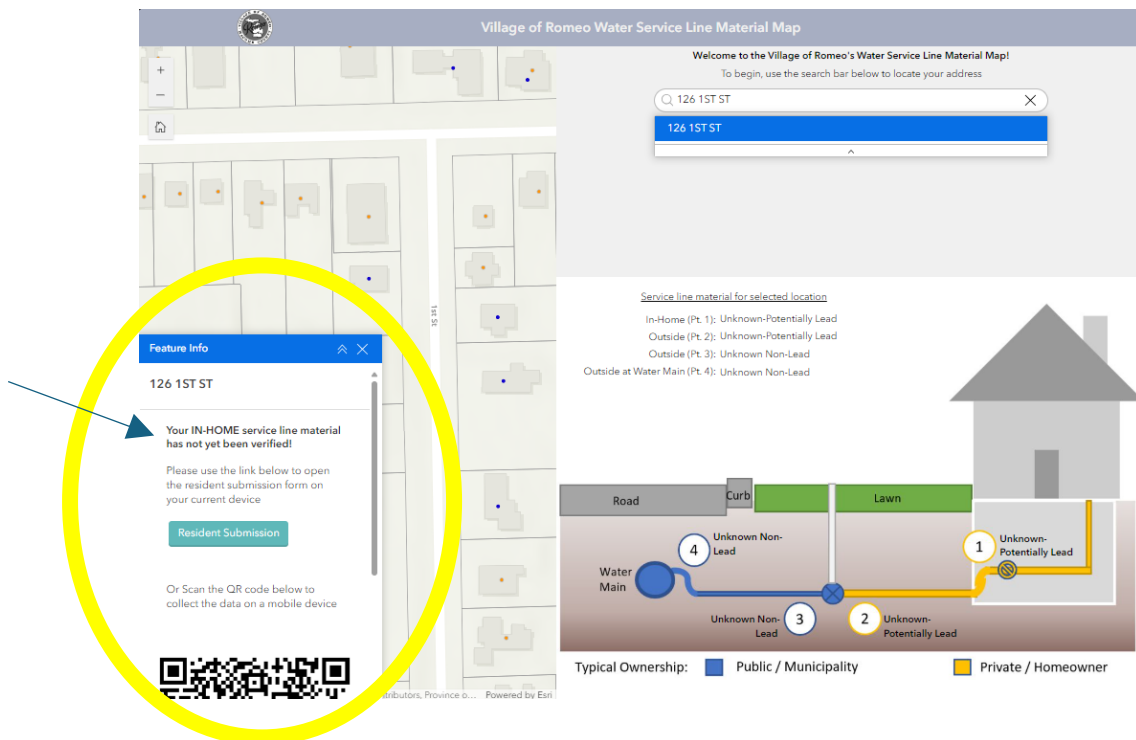


4. If your **IN-HOME (Pt 1)** Material is **NOT needed**, the following prompt will appear:



a. The **IN-HOME** material has already been confirmed, **no further action is needed by the resident**.

5. If your **IN-HOME (Pt 1)** Material is **NEEDED**, the following prompt will appear:



STEP 2: PROVIDING IN-HOME MATERIAL INFO

Option 1) Submit information on what is in your residence:

1. Click on the “Resident Submission” button or scan the QR code for a step-by-step tutorial on how to determine and submit the material that is in your residence.
2. Fill out the resident info:

Village of Romeo
Water Service Verifications
RESIDENT "DO-IT-YOURSELF" In-Home Material Submission Form

Please take a moment to fill out this short form below to provide this information.

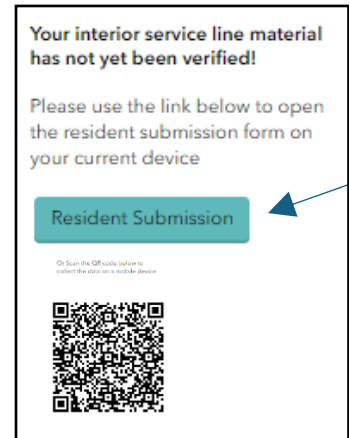
Step 1: In-Home Service Line Material Verification

First & Last Name*

Email Address*

Phone Number*

Please provide the best phone number to reach you at.



3. Follow the instructions for how to determine your material:

How To Determine Your Service Line Material

Residents can follow the directions below to determine the service line material:

****IMPORTANT NOTICE – PLEASE READ IMMEDIATELY****

Water Service Verification Program

How to Determine Your “In-Home” Service Line Material

Step 1

Locate the water service line entering the building. This is typically found in the basement. A valve and the water meter are installed on the pipe after the point of entry.

Identify a test area on the pipe between the point where it enters the building and the valve. If the pipe is covered or wrapped, expose a small area of metal.

Step 2

Scratch the surface of the pipe. Use the flat edge of a screwdriver to scratch through any corrosion that may have built up on the outside of the pipe.

Step 3

Compare your pipe to the chart below. Each type of pipe will produce a different type of scratch, react differently to the magnet, and produce a unique sound when tapped with a metal coin.

Tools needed:

- ☒ Flathead screwdriver
- ☒ Refrigerator magnet
- ☒ Coin



TEST AREA



Lead Pipe

Scratch Test
If the scraped area is shiny and silver, the pipe is lead.

Magnet Test
A magnet will not stick to a lead pipe.

Tapping Test
Tapping a lead pipe with a coin will produce a dull noise.



Copper Pipe

Scratch Test
If the scraped area is copper in color, like a penny, the pipe is copper.

Magnet Test
A magnet will not stick to a copper pipe.

Tapping Test
Tapping a copper pipe with a coin will produce a metallic ringing noise.



Galvanized Pipe

Scratch Test
If the scraped area remains a dull gray, the pipe is galvanized steel.

Magnet Test
A magnet sticks to a galvanized pipe.

Tapping Test
Tapping a galvanized pipe with a coin will produce a metallic ringing noise.



Plastic Pipe

Plastic pipe for water service lines is typically blue or black with blue stripes. This piping should be fairly recognizable and we do not recommend scratching it.

4. Identify the material at the “Scratch Test” Location –

- Where the pipe enters the residence from outside (before the valve), shown below.

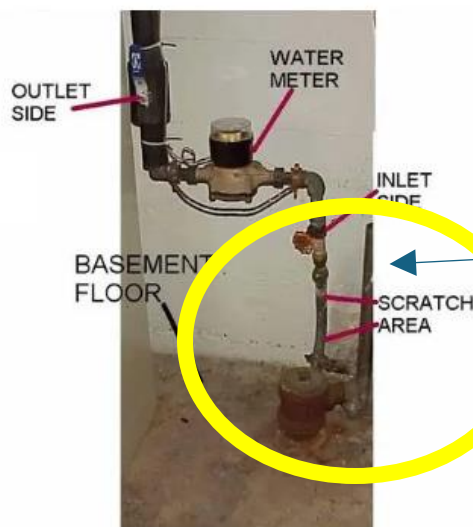
Material*

☐ Copper	☐ Lead	☐ Galvanized	☐ Plastic
☐ Not Visible/Unknown			

5. Attach the necessary photos:

- Overall photo
- Close-up of scratch test area

Overall Photo Example



Scratch Test Photo Example



6. Provide any additional info/photos of the OUTSIDE curb stop.
7. Click “Submit” to provide the information.
8. Your submittal will be reviewed by the Village’s Engineer, Hubbell, Roth & Clark, Inc.
9. **Check back to this “Water Service Line Viewer” map for updates on your material information submittal to see if additional information is required.**

Option 2) Schedule an appointment with a Village Inspector

1. Call the Public Works Department to schedule an inspection appointment - (586) 752-2684

OTHER RELATED WORK THAT MAY OCCUR

OUTSIDE MATERIAL INFO

1. An OUTSIDE material verification may be necessary if the OUTSIDE material is noted as:
 - a. Lead, Galvanized, or Unknown-Potentially Lead.
2. OUTSIDE materials will be determined by a qualified Contractor. The "outside" material inspections will likely begin in the Winter/Spring of 2025.
3. OUTSIDE material verification consists of:
 - a. Material may need to be verified on each side of the curb box, near the sidewalk.
 - b. It requires 1-2 excavations on each side of your curb box. These excavations are approximately 12-inches x 20-inches and are usually about 4-5 feet deep.
 - c. Once the material is verified, the area disturbed will be filled by the Contractor.
 - d. Restoration – topsoil and seed will be placed at a later date, weather depending.
 - e. You do not need to be present and water service to your home/business will not be disrupted during completion of the outside verification. Flags to mark underground utilities may be placed in your yard.

