



City of Kent
Water Distribution

---LOW WATER SERVICE USAGE NOTICE---
FLUSH YOUR BUILDING PLUMBING



Date: **April 2020**
From: **The Departments of Public Service and Public Health**

Dear Water Customer:

When your water service to your home, apartment or business is turned back on after being shut off or not used for a period of time, it is recommended that you flush sinks, faucets, tubs and all other plumbing components by running your water for a period of time. By following the step by step instructions below, you can help ensure that old water in your pipes is flushed out and replaced with fresh water.

- 1) Make sure all faucets in the building flow to a drain. If there are any filters, remove or bypass them.
- 2) Remove the aerators and screens from faucets if you have brown water. Most can be unscrewed from the faucet head by turning clockwise.
- 3) Using the cold water handles, turn on all faucets – including kitchen and bathroom sinks, utility and mop sinks, bathtub and shower, etc. - and allow them to run during the entirety of the flushing process.
 - a) Start with the lowest floor of the building. If the building has a basement, start there.
 - b) Move to the next highest floor and turn on all faucets.
 - c) Continue until all faucets are turned on on all of the floors.At the end of this process, water should be flowing from all the faucets.
- 4) Let water run until the water runs clear and the temperature is stable at the last faucet turned on. If you do not have a thermometer, flush for at least 30 minutes. Larger buildings may need to flush for a longer period of time.
- 5) Turn off the first faucet you turned on (lowest floor) and continue turning off faucets in the order they were turned on.
- 6) Repeat steps 3-5 using the hot water taps. *
- 7) Clean and reattach aerators to the faucets.
- 8) Flush, or run a cycle of, any appliance (ice maker, dishwasher, coffeemaker, laundry, etc.) for 10 minutes each.
- 9) Replace any filters and return equipment to service, if applicable.

Cleaning Aerators

- 1) Separate the parts of the aerator (screen, gasket, screw-threaded housing, etc.) and place them in a small container.
- 2) Soak the pieces in vinegar and/or water to help loosen dirt/particles.
- 3) Scrub the aerator pieces with a toothbrush or other small brush.
- 4) Rinse everything well, reassemble, and reattach the aerator to the faucet.

*Follow manufacturer's instructions for flushing water heaters. To restore hot water service, refer to the water heater owner's manual and contact the property owner, if applicable.

Thank you for your cooperation. Please contact the Department of Public Service at 330-678-8105 should you have any questions.

As always, the City of Kent Service Department will continue to flush water mains as scheduled and required by the Ohio EPA, to ensure good, quality water is delivered and hydrants remain safe and functioning.