

DATE: SEPTEMBER 17, 2026

PROPOSED DATES **September 23, 2026** – begin conversion from chloramines to free chlorine.
October 23, 2026 – begin conversion from free chlorine to chloramine

- Step 1 -- The Proctor WTP will convert to using free chlorine only. Once the conversion process begins, additional monitoring will be required to know when the conversion moves completely through the Proctor WTP and subsequently moves through the transmission lines to each of the District's' customer meters. The District will utilize all available options to facilitate quickly moving the converted water to your respective master meters. In step 1, when the chloraminated water is fully converted to free chlorine and present at your Master Meter, each Entity will need to systematically and as quickly as possible, pull the water completely thru your system, employing whatever methods are necessary to flush the chloraminated water out and pull in the free chlorine water. Special attention should be given to dead-end mains, looped lines, areas of traditional low disinfectant residuals, and other trouble spots where maintaining a desired residual is problematic. This is a very important step that cannot be over-emphasized in an effective conversion program and is necessary to let the Free Chlorine do its job. Flushing will be necessary until your entire system is measuring only free chlorine at all points.
- Step 2 – You will be contacted for the actual date step 2 will begin, and it is not necessary that it begin on a Monday. It will be a day that should have given all systems an opportunity to utilize the free chlorine for its intended benefits, as long as all steps have been taken to pull the converted water into all areas in the

respective systems. Once step 2 is started, the District will, as expediently as possible, covert the disinfectant in the treated water being produced at the Proctor WTP from free chlorine back to chloramines. Again, it will be necessary to flush your system, flushing out the free chlorine water and pulling in the converted chloraminated water until a minimum 0.5 mg/L total chlorine residual is available at any point in your system.

The District will notify customers when conversion has been achieved at the master meters during both stages of the conversion process.

WHAT'S NEEDED – There is a relatively short list of supplies needed, but they are essential. Disinfectant residual testing will change from testing total chlorine (chloramines) to free chlorine. The components for all brands of test kits will be different for total chlorine and free chlorine, and initially, free chlorine testing supplies will need to be obtained. We would also recommend having different sample cells for testing free and total chlorine. Chlorine sample packets, both your existing total and new free chlorine test packets, need to be checked to make sure they are in date. Out-of-date test packets may work, but they will always give questionable results. There will be times during both steps of the conversion process that very low residual values will be measured, and understanding that the residual reading is moving in the right direction will be imperative to knowing whether disinfectant conversion is being accomplished in our systems. The District will have some number of free chlorine test packets available at no charge.

Please contact any of the following District Personnel if you have any questions or for additional information.

Carroll Abbey	Water & Wastewater Superintendent	office 254-879-2228
Matthew Byrd	General Manager	office 254-879-2258

Regards,
Upper Leon River MWD