

**TOWN OF SARATOGA  
ORDINANCE NO. 884**

**AN ORDINANCE AMENDING TITLE 13, DIVISION I  
WATER. AN ORDINANCE AMENDING THE  
REGULATIONS AND PROCEDURES GOVERNING  
THE OPERATION OF THE TOWN'S WATER  
INFRASTRUCTURE. THE AMENDED ASPECTS OF THIS  
ENTERPRISE FUND INCLUDE BUT ARE NOT  
LIMITED TO THE DAILY OPERATION,  
MAINTENANCE, CONSTRUCTION, BILLING AND  
FEES. THIS ORDINANCE REPEALS AND REPLACES  
TITLE 13, DIVISION I, WATER; IN FULL AND  
PROVIDES FOR AN EFFECTIVE DATE.**

**WHEREAS**, The Saratoga Carbon County Impact Joint Powers Board has made ordinance amendment recommendations to the Town Council and Mayor.

**WHEREAS**, The Town Council held a public hearing on the proposed amendments on \_\_\_\_\_.

**WHEREAS**, The Town Council as well as the Mayor wish to clarify terms, procedures, constructions standards and the like as they pertain to the administration of the Town's water utility.

**WHEREAS**, The Town Council as well as the Mayor of the Town of Saratoga, finds it appropriate and necessary to establish appropriate rates and billing methods for the acquiring revenue from the provision of water utility services.

**WHEREAS**, The Town Council as well as the Mayor of the Town of Saratoga, has determined that in the best interest of its residents that the above mentioned Town Code Section(s) be amended.

**NOW THEREFORE, BE IT ORDAINED by the Mayor and Town Council of the Town of Saratoga, Carbon County, Wyoming.**

**SECTION 1:** That "Title 13, Division I. Water" that exists prior to the passage of this ordinance is hereby repealed in full. This ordinance is intended to replace the current code section in its entirety.

**SECTION 2:** That Title 13, Division I. Water, is hereby amended to read:

**DIVISION I WATER**

**Chapter 13.04 ADMINISTRATIVE PROVISIONS**

§ 13.04.010 Administration generally.

1. In accordance with the agreement entered into by Carbon County and The Town of Saratoga on July 7<sup>th</sup>, 1976; The water system of the Town shall be owned by the Carbon County-Saratoga Impact Joint Powers Board, provided that the Joint Powers Board shall hold title to any facilities in trust for the benefit of the Town. The Town shall conduct the day-to-day maintenance on said water facilities unless otherwise mutually agreed to between the Town and the Joint Powers Board. The object being to supply the inhabitants of the Town with water for domestic, manufacturing, industrial, commercial, fire protection, irrigation, and other beneficial uses. In accordance with section 2 of the above mentioned agreement; should the agreement be terminated, the water system and all pertinent appurtenances shall become the sole property of the Town of Saratoga.
2. The Town of Saratoga Town Clerk shall be in charge of all collections of fees for tapping, connections, monthly payment of rates and any additional fees as set out in this Division, see section 13.12. Billing and collection of the charges imposed herein, delinquencies, late charges, notification and enforcement thereof are prescribed by Chapter 13.60 of this code.

§ 13.04.020 Provisions part of water line agreement.

This division shall be considered as and shall be part of an agreement with every person who uses the water system or who attaches a water line into and uses the water system of the Town.

§ 13.04.030 Director of public works—Duties.

The Director of Public Works, under the direction and supervision of the mayor and Town Council, shall have the general management, control and supervision of the water system of the Town. He or she shall make a detailed report to the Town Council at least every three months and update the Joint Powers Board monthly, or whenever required by the Town Council, of the conditions of the waterworks system and of all pipes, mains, hydrants, wells, storage facilities etc. Report all repairs and recommend such improvements, repairs and extensions thereto as he or she may think proper. He or she shall execute orders for all plumbing work, inspect the same, keep a correct record of all tapping, keep a correct list of all tools, materials and supplies pertaining to the waterworks system and give an account of the same. No bill or claim for work done or material furnished in the repairing or extending of the waterworks system of the Town shall be paid or allowed, unless the same is first audited by the Director of Public Works.

§ 13.04.040 Inspections and Inspectors

1. The Director of Public Works or his designee shall inspect all work done in making service pipe connections with the water mains and in the laying of the same, putting in, meter pit, curb stop and all other work connected therewith.
2. The Director of Public Works and other duly authorized employees of the Town bearing proper credentials and identification shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling and testing in accordance with the provisions of this chapter. The Director of Public Works or his or her representatives shall have no authority to inquire into any processes including metallurgical, chemical, oil, refining, ceramic, paper or other industries beyond that point having a direct bearing on the Town water works.

3. While performing the necessary work on private properties referred to in subsection 1 of this section, the Director of Public Works or duly authorized employees of the Town shall observe all safety rules applicable to the premises established by the company, and the company shall be held harmless for injury or death to the Town employees. The Town shall indemnify the company against loss or damage to its property by Town employees and against liability claims and demand for personal injury or property damage asserted against the company and growing out of the gauging and sampling operation, except as such may be caused by negligence or failure of the company to maintain safe conditions as required by local, state and federal regulations.

4. The Director of Public Works and other duly authorize employees of the Town bearing proper credentials and identification shall be permitted to enter all private properties through which the Town holds a duly negotiated easement for the purposes of, but not limited to, inspection, observation, measurement, sampling, repair and maintenance of any portion of the water works lying within such easement. All entry and subsequent work, if any, on such easement shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.

§ 13.04.050 Damaging or tampering with facilities prohibited.

No unauthorized person shall maliciously, willfully or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the waterworks. Any person violating this section shall be subject to immediate arrest under charge of damaging public or private property. Additional prohibitions are listed throughout this division.

§ 13.04.060 Permits and Application—Required.

1. No unauthorized person shall uncover, make any connections with or opening into, use, alter or disturb any public water or appurtenance thereof without first obtaining a written permit from the Director of Public Works. See Chapter 13.08.
2. Except as otherwise provided by this code or other ordinance, no person shall knowingly, either directly or indirectly, take water from the Town water system without first having made an application for a permit, stating the proposed use, estimated water use quantity. All tap and connection fees shall be paid prior to issuing a building permit.
3. No permit shall be required to repair or replace the privately owned portion of a service line on private property.
4. Application for The Building Permit application shall be supplemented by any plans, specifications or other information considered pertinent in the judgment of the Director of Public Works.

5. Dependent on the type of extension or connection additional federal and state permits may be applicable.
6. The Town shall keep a record of all building permits including tap/connection fees provided for that purpose in the office of the Town Clerk, which record shall set forth the substance of every permit.

§ 13.04.070 Violation—Penalty.

1. Unless penalty or charge is specified elsewhere in this title; any person found to be violating any provision of Chapters 13.04 through 13.20, shall be served by the Town with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.
  - a. Any person who continues any violation beyond the time limit provided for in this section shall be deemed guilty of a misdemeanor.

2. Any person violating any of the provisions of this chapter or Chapters 13.04 through 13.20 shall become liable to the Town for any expense, loss or damage occasioned the Town by reason of such violation.

§ 13.04.080 Irrigation and sprinkling.

When necessary, in times of drought or other emergencies, the Town Council shall have authority to regulate water from the Town water system used for irrigation and sprinkling.

§ 13.04.090 Damage Liability.

The Town shall not be held liable for damage to any water user by reason of the stoppage of his or her water supply caused by scarcity of water, accidents to works, mains, motors or pumps, alterations, additions, repairs, shut off due to delinquent accounts, or other unavoidable causes.

**Chapter 13.06 GENERAL PROVISIONS**

§ 13.06.010 Definitions.

For the purposes of this division, the following words and phrases shall have the meanings respectively ascribed to them by this section:

1. Accessory Building: detached private garage, shed, shop, greenhouse, etc. Not a dwelling unit.
2. Apartment house: a single structure containing multiple dwelling units.
3. Connection: the act of physically installing a meter amongst a service line in order to meter and convey water from a main line to the consumer.
4. Consumer: means the property owner or his or her agent whenever used in this chapter. The consumer shall be the person responsible for the payment of all charges and all bills be rendered in his or her name.
5. Cross connection: A connection or potential connection between any part of the public potable water system and any other environment containing other substances in a manner that, under any circumstances would allow such substances to enter the public potable water system. Other substances may be gases, liquids, or solids, such as chemicals, waste products, steam, water from other potable or non potable sources, or any matter that may change the color, taste or odor of the water.
6. Council: The governing body of the Town of Saratoga, Saratoga Town Council.
7. Developer: An individual subdividing land and/or installing improvements in order for land to accept structures for use.
8. Joint Powers Board: The Saratoga Carbon County Impact Joint Powers Board established by the agreement between Carbon County and Town of Saratoga.
9. Lot of Record: Is a singular legally described lot. I.e. Block 4 Lot 3 Hugus and Chatterton 1<sup>st</sup> addition. This is different from a parcel.
10. Master Meter: A meter used to serve a private water system. The system served must be regulated entirely independent from the Town's water system.
11. Parcel: Is group of lots of written together usually for taxing purposes. i.e. Bob owns a parcel, the parcel can be described as Lots 4,5,6 and 7 Block 15, Hugus and Chatterton Subdivision.
12. Service line: The water line that is plumbed from the water main line into a structure.
13. Structure: A dwelling, commercial building, trailer, mobile home, prefabricated unit, apartments, condominium, motel, that is or planning to connect to the Town of Saratoga Water System.
14. Tap: the act of connecting a service line to the main line, extending said service line to the point of private ownership, and installing a meter pit or meter vault at said location. Within 8 feet of private property ownership.
15. Town: The municipality known as "Town of Saratoga"



16. Waterworks: The water system of the Town and all of its appurtenances.
17. Water meter: A device used to measure the volume of water over a period of time.
18. Water meter pit: The vault used to house the water meter.
19. Water System: Includes: river intake structure, water treatment plant, wells, pumps stations, transmission pipes, distribution pipe network, valves, fire hydrants, storage tanks, meters & vaults, pipe taps (service pipes from distribution pipe to meter vault or curb stop), also referred to as the “waterworks” of the Town.
20. Usage: The amount of water conveyed to a consumer. Usage is conveyed through service lines and water meters.

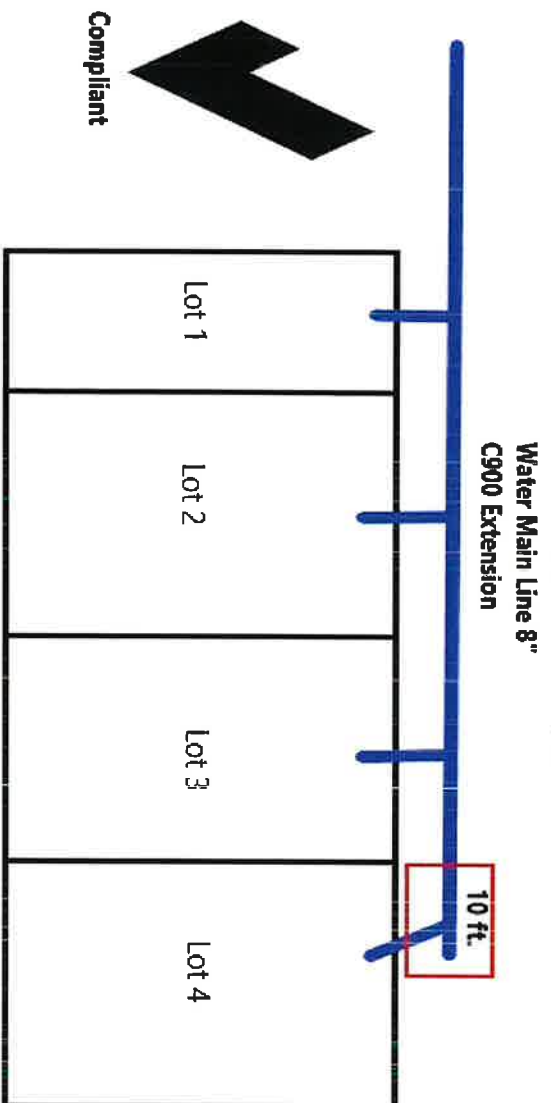
### Chapter 13.08 CONNECTIONS, OWNERSHIP, AND MAINTENANCE REQUIREMENT

#### § 13.08.010 Connection to water required upon notice

All plumbing fixtures in any building or structure on any land adjoining or abutting on or near any street, alley or right-of-way or other place in which there is now located or may in the future be located, a public water supply of the Town shall be connected to the water system by the owner of the property within ninety days after the date of official notice from the Director of Public Works to do so; provided, that such water main line is within one hundred feet of the property line. Such notice shall be served by the Director of Public Works respecting every such property. Notice shall be given by certified mail and shall be complete upon deposit of such notice in the United States mail, certified mail, return receipt requested, postage prepaid, addressed to the owner of the property, his or her agent or other person having charge of or receiving the rent or being the tenant of the same, at their address on file with the Town for utility billing purposes. The specifications for the construction and installation of service line can be found in section 13.16.

#### § 13.08.020 Adjacent main line required.

A water service line may only be connected to a water main line running parallel and adjacent to the lot line in which the water service will cross in order to connect. The main line must run adjacent and parallel to said lot line a minimum of ten feet in order to connect a service line. If this criteria cannot be achieved a main line extension is required. See Figure 1 below. Main extensions are further addressed in section 13.16.



*Figure 1, main line placement requirements in order to connect service*

#### § 13.08.030 Water meters required

It is unlawful for any person to take, receive or use any water from the Town waterworks or mains in any structure or any lot for any purpose whatsoever unless such water is used and measured through a water meter. Water meters installed and used shall be done so according to the following provisions.

1. Unless the installation and use of a master meter has been approved and installed. Not more than one residence, apartment house, business or other structure shall be connected to one meter.
  - a. Exemption: accessory buildings may receive water from a primary building if the accessory building exists on the same “lot of record” as the main building or is built on top of a lot line adjoining two lots of record (see Figure 2).
    - i. i.e. a property owner main extend their water line from their house to their shop in the backyard in order to install a toilet and sink.

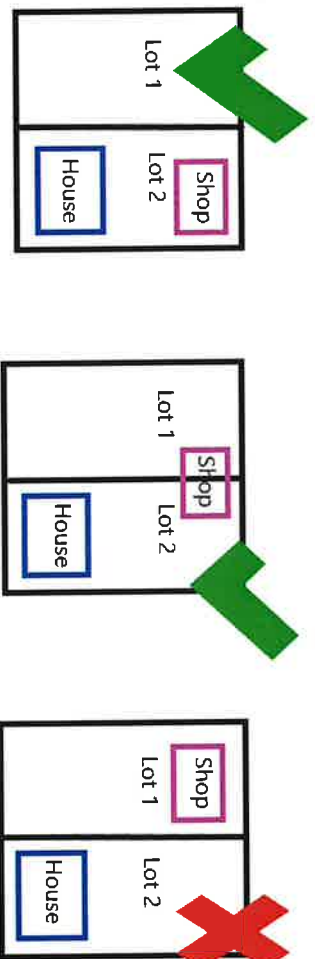


Figure 2 accessory building water line extensions

2. All water meters shall be of a type, size and design approved by the Water Department and shall be installed in such manner and at such location as shall be directed by the Water Department.
3. All water meters shall be installed by the Town of Saratoga at a location accessible for reading and the installation shall be subject to the approval of the Director of Public Works. Maintenance of meters is addressed in 13.08.050.
  - a. No new meter shall be installed in a crawlspace or basement and must be accessible 24 hours a day.

4. In rare circumstances such as a consecutive system, where more than one consumer is served on a privately owned line, a master meter will be installed at the mainline. This is not to be in conflict with 13.08.030.1. An example of this is neighborhood or trailer park that receives water through a 6" meter and then provides water to all of its dwellings. This system is responsible to EPA and DEQ to satisfy regulatory requirements by both agencies.

5. When more than one building or consumer is supplied by a single tap by means of branch service pipes, each branch pipe must have its own meter and meter pit.

6. Fire sprinkler system meters. Any person requiring a separate water line for a fire protection system is not required to install a water meter for the fire protection system service line.

#### § 13.08.040 Ownership

The consumer shall own and be responsible for all replacement and maintenance of the water service line from their structure to where the water service line attaches directly to the outside of the water meter pit. See Figure 3. If there is no meter pit the owner shall own and maintain the water line from inside their structure to the edge of the right of way adjacent to where the water service line is attached to the water main line serving their property. See Figure 4. If no curb stop is installed at the property line, and necessary repairs require the use of a curb stop, the Town may install one at the property line. Fire lines shall be owned and be the responsibility of the property owner from the main line to their structure. This includes the mechanical joints used to connect the fire line to the public main line. i.e. MJ 6" x 6" x 4" T, including associated gland fittings and bolt packs.

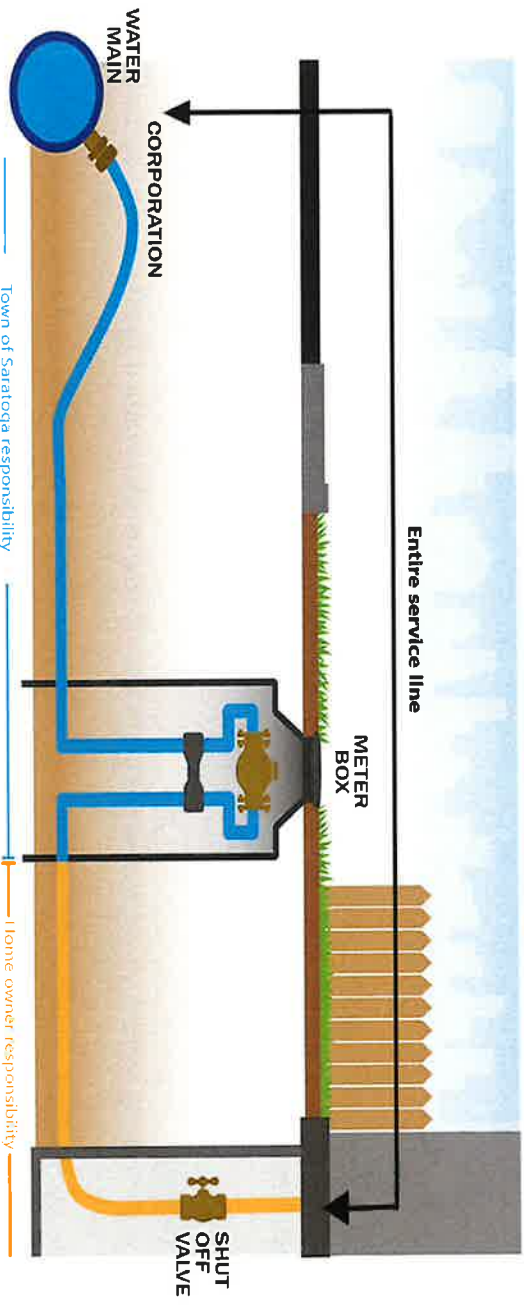


Figure 3. Service line ownership when there is a meter pit



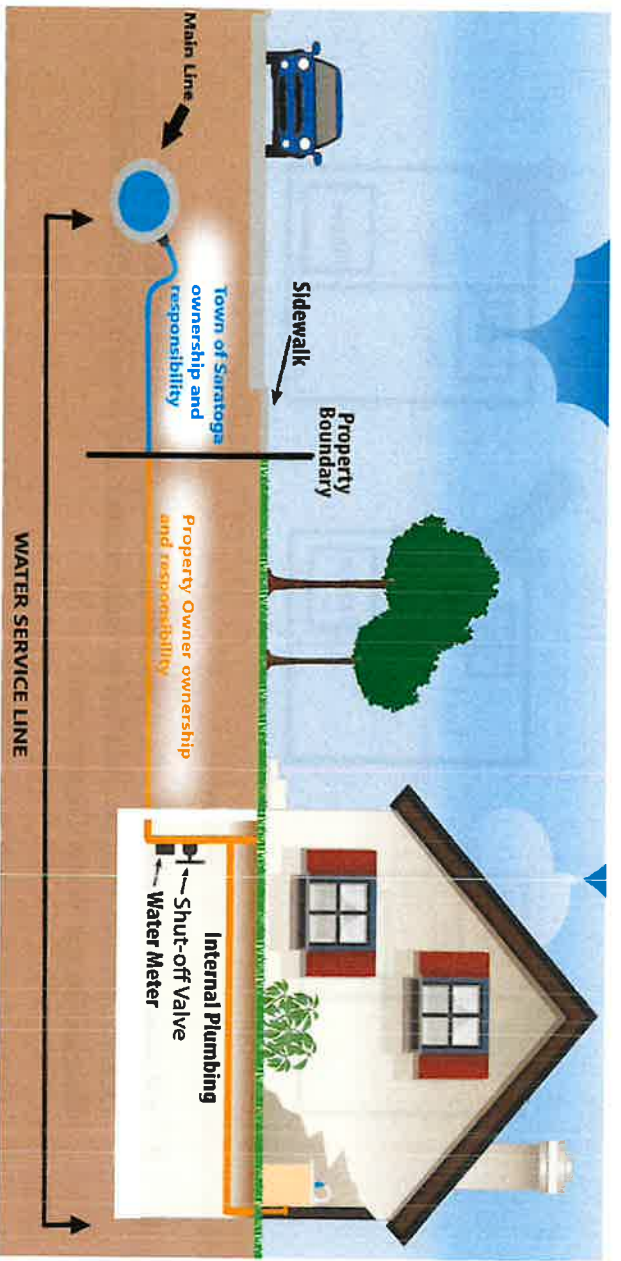


Figure 4. Service line ownership when there is no meter pit

#### § 13.08.050 Cross-Connections-Prohibited.

As a sanitary measure, no cross-connections as defined by the Plumbing Code or AWWA will be permitted which could in any manner contaminate the water in the Town water system. The water shall be turned off by the Town until such connections are removed. Sprinkler systems connected to the Town's water system can become a cross connection if not properly installed. See 13.16 system construction.

#### §13.08.060 Maintenance requirements service lines and meters.

1. Consumers shall keep and maintain the service pipes, from the exterior connection point on the output side of the meter pit to the structure, in good repair and protected from frost and shall prevent any unnecessary waste of water (see Figure 3). In the event that any such pipes break between the main and the meter pit, the consumer shall contact the Town immediately. The Town shall be responsible for the repair and the expenses for repair. If there is no meter pit, the property owner shall own and maintain the water service line from the structure to property line adjacent to the water main line the service line is attached to (see Figure 4). If multiple buildings are being served through one meter the owners of said buildings shall own be responsible for the service line from any structure under their control to the property line where the service lines leave private property and further connects to the main water line.
2. Nothing contained in this section is intended to relieve consumers from complete responsibility for the maintenance of all service pipes, curb stops and appurtenances on private property. The Town will not contribute nor share in the cost of repairs except for service pipes between the main and the meter pit. (Ord. 511, 1988; Ord. 444, 1983; prior code § 22-16(a), (b))
3. Maintenance of meters shall be performed by the Town Water Department. The consumer shall be required to protect any meter through which he or she receives water from frost or other damage. The cost of repairs to any meter caused by lack of proper care shall be borne by the consumer or property owner. (Prior code § 22-46)
4. When deemed advisable, water meters shall be inspected free of charge by the Town.

#### §13.08.070 Alterations—Additions.

No person shall make or cause to be made any alteration or additions whatsoever in or about any service line from the main to the consumer side of the meter pit, whether on private property or not.

#### § 13.08.080 Separate for each building

The water piping system of each new structure and of new work installed in an existing building shall be separate and independent to that of any other building. All piping or plumbing installed by the owner shall comply with the most current International Plumbing Code (IPC) as adopted by the Town. See section 13.16.

§ 13.08.090 Existing service line—Examination before connection.  
Existing water service lines may be used in connection with new buildings only when they are found, on examination and test by the Director of Public Works, to meet all requirements of this chapter.

§ 13.08.100 Inspection—Connection supervision.

The applicant for the water service permit shall notify the Director of Public Works when the water service line is ready for inspection and connection to the Town waterworks. The connection shall be made under the supervision of the Director of Public Works or his or her representative.

**Chapter 13.12 FEES, SERVICE RATES AND TERMINATION**

§ 13.12.010 Installation and connection—Owner's expense.

All costs and expense incidental to the installation and connection of the water service line shall be borne by the consumer. The tables and figures in the chapter are associated with the installation of the water service line from a water main line to the location where private property ownership begins as defined in section 13.08.30. Tap fees and connection fees cover the general open cut excavation from the main water line, installing a tap, running a service line to the property line, installing a meter and filling the excavation. Costs outside of this operation that are not incidental and not included in tap fees/connection fees include but are not limited to asphalt repairs, concrete repair/replacement, boring, sleeves, flowfill etc. The owner shall indemnify the Town from any loss or damage that may, directly or indirectly, be occasioned by the installation of the sewer lateral. (Ord. 838 § 1, 2017; prior code § 19-13) The contractor installing the service line at from the point of private property ownership to the private structure is required to provide all parts and labor for all lines. The Town shall be notified a minimum of forty-eight hours prior to any work being conducted and a representative of the Town shall inspect all work prior to backfilling. The owner shall indemnify the Town from any loss or damage that may, directly or indirectly, be occasioned by the installation of the water service line.

1. Fees as required by the chapter shall be collected in advance before a Building Permit is issued to tap or make any connections with water mains of the Town.

§ 13.12.020 Water Main Tap fee (except fire protection lines)

The fee to be charged for any permit issued to make a tap into the potable water system mains of the Town shall be done so based on table 1, listed below. This shall be paid by the consumer. The tap fee includes the water main line tap, all pipe and fittings, for the installation of the water service line from the water main line to the meter pit/curb stop. Supplementary items associated with water service line installation such as, but not limited to, asphalt patches, gravel patches, shall be charged in addition to the said tap fees based on a time and current cost of materials basis at time of construction.

1. The water tap fee is not required if there is an existing curb stop and the materials in the line from the main line to the curb stop meet current standards.

Tap Size	Tap Fee	Out of Town Tap Fee
3/4"	\$1,500.00	\$1,725.00
1"	\$1,750.00	\$2,025.00
1½"	\$2,000.00	\$2,300.00
2"	\$2,500.00	\$2,875.00
3"	\$3,000.00	\$3,450.00
4"	\$3,500.00	\$4,025.00
6"	\$4,000.00	\$4,600.00

Table 1. Tap Fees

§ 13.12.030 Water Main Tap fee (Fire protection lines)

The water tap for fire protection only shall be approved by the Director of Public Works and the Town Council in advance to the actual tap. The contractor installing the fire protection line will be required to provide all materials and labor. The fee to be charged for any permit issued to make connection or tap with a water main of the Town for purposes of fire protection only shall be as follows (see table 2): (There is no connection fee associated with the installation of water lines for fire protection only.)

Tap Size	Tap Fee	Out of Town Fire Tap Fee
2"	\$2,000.00	\$2,300.00
4"	\$3,000.00	\$3,450.00
6"	\$4,000.00	\$4,600.00
8"	\$6,000.00	\$6,900.00

Table 2. Tap Fees Fire Protection Lines



§ 13.12.040 Water Service Connection fees.

The Connection Fee for the Town to provide and install the water meter and the water meter pit, so that the consumer can connect the service line from the meter pit to the private structure shall be the fee as listed in Table 3 Supplementary items associated with water service line installation such as, but not limited to, asphalt patches, gravel patches, traffic rated lids for water meter pits, and water meter pit height extensions shall be charged in addition to the said tap fees based on a time and current cost of materials basis at time of construction.

(See Table 3)

Tap Size	Connection Fee	Out of Town Connection Fee
3/4"	\$3,500.00	\$4,025.00
1"	\$3,750.00	\$4,325.00
1½"	\$4,200.00	\$4,900.00
2"	\$5,000.00	\$5,750.00
3"	\$6,000.00	\$6,900.00
4"	\$6,500.00	\$7,475.00
6"	\$8,500.00	\$9,775.00

Table 3. Connection fees based on meter size

§ 13.12.050 Water line development Impact fees

An Impact Fee shall be assessed for new subdivisions that create more than one new lot and are not currently being served by water service lines. The developer will pay for and install a water mainline. They will also tap the water main and install new service lines from the water main to the edge of the Right of Way (property line) of each lot. This line shall terminate at a curb stop no less than 8 feet from the private property line of the lot to be served. All impact fees must be paid before the JPB assumes ownership of the newly added system. No Building Permits will be issued until all impact fees for new development are paid. Ownership for new main water lines will not be assumed until all impact fees have been paid. The property owner developing the individual lot will be responsible for connections fees at the time of request for services, for lots that have an existing service line.

1. The Impact Fee shall provide funds to offset the maintenance cost incurred by the Town for the unused water taps prior to being placed into service as the lots are developed.
2. The Impact Fee shall be \$1000.00 for each undeveloped lot and is nonrefundable.

§ 13.12.060 Monthly service charge—Billing.

This section outlines the monthly usage and base rates as they pertain to the Town of Saratoga's water utility. The property owner is responsible for the payment of all water usage and base fees for water service on his or her property. The monthly fees in this section shall increase a minimum of three percent each fiscal year, in order to properly fund maintenance, improvements and operational costs associated with the water system. Any increase shall be made by a resolution of the Town Council. This resolution may include other fees associated with Town Services. Billing and collection of the charges imposed herein, delinquencies, late charges, notification and enforcement thereof are prescribed by Chapter 13.60 of this code.

1. Minimum monthly fee.
  - a. The base rate shall be assessed for all properties whether or not water is actually being used by the owner or tenant of the property, unless the meter is removed by the Water Department and a Utility Service Termination Agreement has been executed by the property owner of record.
    - i. Example: A person who leaves Town for the winter and has their water turned off so no unknown leaks occur in their home in their absence. This individual shall still pay the monthly base rate.
    - ii. Example: An owner of a vacant lot that has a water meter pit or an owner with a derelict dwelling on a lot with a water meter pit shall still pay a monthly base rate unless a Utility Service Termination Agreement has been executed by the property owner of record.
2. Service and rates inside Town limits. (Including commercial and business).
  - a. All properties within the corporate limits of the Town of Saratoga using water provided by the Town of Saratoga shall be metered and shall pay to



the Town for such water in accordance with the following charges based upon the size of the meter serving the property, plus the total monthly usage of water. See Table 4 and Table 5.

- b. In the case of a private looped system, in which more than one connection is made to the same private system, a master meter will be required. The monthly usage charge shall be based on the size of the master meter and the monthly usage of water shall be the actual usage as metered by the master meter. See Table 4 and Table 5.

Meter Size	Base Rate
3/4" - 1"	\$34.00
1½"	\$85.00
2"	\$135.00
3"	\$400.00
4"	\$680.00
6"	\$1,650.00
8"	\$2,250.00
10"	\$3,400.00
12"	\$5,000.00

Table 4. Water Base Rates for properties inside Town Limits

Water Usage (gallons)	Usage Rate (Per 1,000 gal)
0 – 1,000	\$0.00
1,001 – 5,000	\$1.06
5,001 – 10,000	\$1.59
10,001 – 20,000	\$2.39
20,001 – 50,000	\$3.18
50,001 – 100,000	\$4.24
Greater than 100,000	\$5.83

Table 5. Water Usage Rates for properties inside Town Limits

- 3. Service and rates outside Town limits. (Including commercial and business).
  - a. The Town Council may enter into agreements with consumers whose lands lie outside the Town limits and allow extension of the Town's water system to supply water for said consumer's use, needs, and requirements. The terms, conditions and rates for such water service shall be in accordance with Wyoming code 15-7-601 through 15-7-602. (Ord. 806, 2012)
  - b. All properties, including, but not limited to, all residential, commercial operations and businesses, existing outside the corporate limits of the Town of Saratoga using water provided by the Town of Saratoga shall be metered and shall pay to the Town for such metered water the following charges based upon the size of the meter serving the property, plus the total monthly usage of water. See Table 6 and Table 7.
  - c. In the case of a private looped system, in which more than one connection is made to the same private system, each connection requiring an individual meter, the monthly usage charge shall be based on the base rate of the largest meter and the sum of the monthly usage of water metered by all meters servicing the private system.

Meter Size	Base Rate (Outside Town Limits)
3/4" - 1"	\$39.10
1½"	\$97.75
2"	\$155.25
3"	\$460.00
4"	\$782.00
6"	\$1,897.50
8"	\$2,587.50
10"	\$3,910.00

12"	\$5,750.00
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Table 6. Water Base Rates For Properties Outside Town Limits

Water Usage (gallons)	Usage Rate (Outside Town Limits) (Per 1,000 gal)
0 – 1,000	\$0.00
1,001 – 5,000	\$1.22
5,001 – 10,000	\$1.83
10,001 – 20,000	\$2.75
20,001 – 50,000	\$3.66
50,001 – 100,000	\$4.88
Greater than 100,000	\$6.70

Table 7. Water Usage Rates For Properties Outside Town Limits

§ 13.12.070 Failure to register—Charges.

If any meter fails to register in any month, the consumer shall be charged with the average monthly consumption during the two preceding months as shown by the meter when in order.

§13.12.080 Reading—Charge computation.

The amount obtained by deducting from the most recent official water meter reading the official meter reading immediately preceding shall be deemed to be the quantity of water delivered through such meter during the billing period which, under ordinary conditions, shall be approximately one month. The amount charged against such meter shall be based upon the amount delivered as shown by the reading.

§13.12.090 Failure to pay.

In congruence with section 13.60 of this code, failure to pay the required fees may result in temporary discontinuation of services until the appropriate fees or amount thereof are paid.

§13.12.100 Bulk Water Sales.

Bulk water is available to Carbon County residents and contractors working in the Town of Saratoga. Bulk water sales shall be subject to the conditions and fess below. The Town of Saratoga reserves the right to refuse bulk water sales to individuals who fail to comply with the following provisions.

1. Contact the Public Works Director 24 hours in advance for all Bulk Water sales.
2. Water Department personnel will operate the facilities to fill consumer’s water tank.
3. Recipients of bulk water shall have appropriate back flow prevention devices installed prior to filling any tanks. The devices must be approved by the water department.
4. Cost of water will be \$30.00 up to one thousand gallons. Additional water per load will be charged \$2.00 per 1000 gallons or portion thereof. Water is to be paid for in advance of water delivery, no refunds will be issued for unused water.
5. Please note that the water is for non-potable use only.

§13.12.110 Temporary Water Service and Sales.

1. With approval of the Public Works Director, temporary water sales may be supplied from a fire hydrant for a specific purpose, at a specific location for a limited time frame.
2. The cost of the temporary water sale shall be determined on the meter size of the supply line. The monthly cost shall be calculated on the Outside Town Limits Base Rate and Usage Rate.
3. A water meter and RP backflow preventor shall be required for the connection to the fire hydrant.

§13.12.120 Suspension of metered water rate and imposition of flat rate.

1. In case of emergency such as extreme cold weather, the Town Council may, by resolution, suspend metered water usage fees and only the monthly base rate will be assessed.

2. Nothing contained in this section is intended nor shall be construed to modify or relax the requirement imposed by the Town to conserve water.

#### §13.12.130    Reconnection fee.

Any person who has the Town turn off his or her water or other public utilities facility furnished by the Town and thereafter asks the town to turn on the water or other public utilities facility shall pay in advance to the Town through the Town Clerk the current turn on fee as established by resolution, for each water turn-on or utility turn on fee. This section 13.12.130 is not associated with the re-establishment of service requirements described in section 13.12.140, *Termination of Service*.

#### § 13.12.140    Termination of Service

Consumers may permanently terminate the water service to their property by executing a Utility Service Termination Agreement with the Town. The Water Department will remove the water meter and terminate the water lines. Service shall not be reinstated until the water meter connection fee at the time of the reinstatement request is paid in full. Consumers are liable for any balances remaining at the time of the execution of the termination agreement.

#### § 13.12.150    Separate Utility

The water service charge imposed is equally applicable to all users of the Town of Saratoga water service, whether or not said properties utilize the Town's sewer service. Billing and collection of the charges imposed herein, delinquencies, late charges, notification and enforcement are prescribed by Chapter 13.60 of this code.

#### § 13.12.160    Amendments

The Town Council may repeal or amend this chapter at any time they determine revenue shortfalls have been recovered, or otherwise amend this section at any time as it may be necessary, or otherwise in the best interest of the Town.

### **Chapter 13.16 WATER SYSTEM CONSTRUCTION AND EXTENSIONS**

#### § 13.16.010    New pipe required—Inspection and approval.

New pipe that meets the current water quality requirements of the Safe Drinking Water Act shall be used in the construction and repair of all pipelines. The Town shall inspect and approve the pipeline after it has been installed, prior to backfill and put into service. Any lead or galvanized pipes discovered shall be completely removed, legally disposed of, and replaced per this ordinance.

#### § 13.16.020    Service lines.

The typical service line construction is a service saddle, corporation valve and tap are installed at the main line. Water pipe is then installed to the property line. At this point, a curb stop and water meter pit are installed. The line is then run from the meter pit to the structure by the property owner. All service line construction shall be in congruence with the international plumbing code as well as Wyoming public works construction standards.

1. New service lines from the water main line to curb stop shall be made of Type K copper or HDPE DR9 CTS and shall be installed a minimum of six feet below ground surface. Excluding service saddles and fire lines; From the service tap to the structure, No galvanized, iron, or lead pipe or fittings shall be used in the construction of any service line.
2. All old service lines that are galvanized or lead pipe shall be replaced with new Type K copper or HDPE DR9 CTS service lines and placed a minimum of six feet below ground surface. Old service lines shall be completely removed when possible and disposed of legally.
3. Service lines from the water main to the meter pit shall be of continuous construction with no mechanical joint.
4. All service lines installed from the meter pit to the structure shall be of continuous construction with no mechanical joints.

#### § 13.16.030    Water Main lines—Installation.

All new water mains shall be buried six feet from ground surface to top of main. New service lines from water main to the curb stop shall be made of Type K copper or HDPE DR9 CTS and



shall be installed a minimum of six feet below ground surface. All old service lines that are galvanized or lead pipe or which need to be replaced shall be replaced with new Type K copper or HDPE DR9 CTS service lines and placed a minimum of six feet below ground surface. When replacing old service lines, the old lines shall be completely removed and disposed of legally. Water main line installation shall be installed in congruence with all state, local and federal regulations. Main lines shall be sized adequately to allow for projected growth.

§ 13.16.040 Water meter pit or vault required Installation.

All new service lines shall have a water meter pit installed between the main line and structure.

§ 13.16.050 Curb Stop—Installation.

Curb stops shall be installed in the service pipe in every case and protected by a box with a cast iron covering, having the “water” or the letter “W” marked thereon; Curb stops shall be placed inside of the curb and must be visible and flush with the pavement, sidewalk, or ground level.

§ 13.16.060 Sprinkler systems.

Sprinkler systems attached to the Town waterworks shall have an appropriate back flow prevention device installed to prevent cross contamination. This device design shall be approved by the water department prior to installation.

§ 13.16.070 New Development-Extensions

Any developer extending the water main lines of the water works to service lots shall install water main lines throughout the development in conformance with specifications of the Director of Public Works and this division. Water main lines shall be installed along a lot line of every lot in the subdivision and shall be run a minimum of ten feet along said frontage to provide a service line to said lot. (see Figure 1 in section 13.08.020). The subdivider shall furnish to The Town plans showing the location and size of proposed water main lines and fire hydrants and also existing water lines to which a connection is to be made. Information concerning the residual water pressure in the existing water mains at the approximate point of connection shall also be furnished. The Public Works Director may require hydraulic modeling to verify the finished system is in compliance with all state federal and local regulations. Developers are responsible for the construction and costs associated with the required main line extensions.

1. The developer shall install adequately sized service taps from all main water lines to each individual lot in order for lot owners to access The Town’s water system. This will be done to eliminate the need for excavation of new asphalt roads constructed in the subdivision. Service lines shall be constructed to the specifications required by The Town of Saratoga at the time of the development.

- a. Service lines shall terminate no more than 8 feet from the property line of the lot to be served.
- b. An impact fee shall be paid into the water enterprise fund by the developer upon acceptance of the newly constructed water infrastructure by the local government. The fee to be paid will be the current impact fee established at the time of acceptance of improvements. See section 13.12.50.

**Chapter 13.20 SYSTEM USE AND PROHIBITIONS**

§ 13.20.010 Emergency—Water use restriction.

It is unlawful for any person during an alarm of fire, drought, or other emergency to use Town water for fountain, irrigation or sprinkling purposes.

§ 13.20.020 Wasting water prohibited.

No person shall waste water from the Town’s water system. No leaks in service pipes, connecting pipes or any water fixture shall be permitted; and if any such leak is not promptly repaired so as to stop such waste of water, after notice from the Director of Public Works, water shall be shut off and not turned on until such leak is repaired.

§ 13.20.030 Tampering prohibited—Refusal of access.

1. No person shall in any way tamper with any water meter installed in or outside the Town or refuse any Town Official as referred to in this chapter, access to any such meter.
2. If, in the opinion of the Director of Public Works, any meter has been tampered with, or if access to any meter has been denied to meter readers, or if a meter reading cannot be obtained due to absence of occupants or for other reasons, the quantity

of water delivered during the month shall be estimated by the Town and paid for as provided in this chapter.

§ 13.20.040 Turnoff—Two or more consumers on one service.

In case two or more consumers are supplied with water from the same service pipe, if either of the consumers fails to pay the water charges when due, the water shall be turned off for that service until all charges are paid in full.

§ 13.20.050 Turnoff—Extensions and repairs.

The Town reserves the right to shut off from the water mains or parts thereof, when deemed necessary for making extensions, repairs and connections to the water mains or service pipes, or for the purpose of cleaning and extending the water system.

§ 13.20.060 Turnoff—Notice to owners or tenants.

Notice to property owners or tenants shall not be required by the Town or by any officer or employee thereof when water is to be turned off for any official reason. However, the Town will, at its discretion, notify property owners or tenants when water is to be shut off from any premises.

§ 13.20.070 Turn-on—Permission required.

When the water has been turned off from any consumer, the water service shall only be turned on by the Water Department.

13.20.080 Damaging or interfering with water supply.

1. No person shall damage or interfere with the water supply of the Town including river intake structure, water treatment plant, wells, pumps stations, transmission pipes, distribution pipe network, valves, fire hydrants, storage tanks, meters, vaults, service pipes and taps that are used in connection with the water system of the Town, whether or not owned by the Town.

2. No person shall, without permission of the Director of Public Works or designated representative, take water from the Town water system or open any valve or other fixture connected with the water supply system of the Town, or in any way divert water from its course in the regular water ditches of pipes supplying water to the Town.

3. No person shall open, close off or in any way tamper with any fire hydrant belonging to the Town, except for the purpose of extinguishing fires or under the direction of the Town Council, Fire Department, or the Director of Public Works or his or her representative. (Prior code § 22-6)

13.20.090 Storage basin—Trespassing—Littering—Bathing.

1. All persons are prohibited from trespassing on or about the Town's water storage tanks or upon the premises where the Town storage tanks are located or in the vicinity thereof.
2. No person shall bathe in any reservoir or any water storage tank of this Town; fire off or discharge any firearms at, towards or near any Town reservoir or storage tank connected with the Town water system; or throw or cast into any reservoir or storage water tank of the Town or into any drainpipe, fire plug or hydrant used in connection with the maintenance and operation of the Town water system or any adjuncts to such system, any substance or obstruction to the flow of water therefrom or pollute the water therein. (Prior code § 22-7)

13.20.100 Valve keys—Unauthorized possession.

1. No person, except a Water Department employee acting under the instruction of a Town officer, shall be allowed to use, own or possess a key to any valve controlling water system mains. The control of such water system is assumed by the Town. No person, except a licensed plumber, or an employee acting under the instructions of a Town officer, shall be allowed to use, own or possess a key to a curb stop. No key of the kind described in this section shall be loaned to any person for any purpose, nor shall such key be allowed to be or remain in the possession of any individual other than as provided in this section.
2. Only Water Department personnel may operate any water main line valves including curb stop and shut off valves.

**SECTION 3: REPEALED**

All other prior Ordinances or Parts Thereof that are in conflict herewith are hereby repealed.

**SECTION 4: METHODOLOGY**

For purposes of clarifying the amending procedures all code sections are listed in full in the above sections.

**SECTION 5: SEVERABILITY**

If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason by a court of competent jurisdiction, or its application to any Person or circumstances is held invalid, the remaining portion of this Ordinance shall remain in full force and effect, and the application of the provision to other persons or circumstances shall not be affected.

**SECTION 6:** This ordinance shall be in full force and effect upon passage, approval, and publication.

**PASSED** ON FIRST READING on the \_\_ day of \_\_\_\_, 2025.

**PASSED** ON SECOND READING on the \_\_ day of \_\_\_\_, 2025.

**PASSED, AND ADOPTED** ON THIRD READING on the \_\_ day of \_\_\_\_, 2025.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Jenn Anderson, Town Clerk

\_\_\_\_\_  
Chuck Davis, Mayor

(Stamp Town Seal Here)