

**RATE FILE**

Sheet No. 1 of 1

Schedule No. Mg-1

Amendment No. 1

**Public Service Commission of Wisconsin****Jefferson Water Utility****General Service - Metered****Monthly Service Charges:**

5/8 - inch meter:	\$ 10.53	3 - inch meter:	\$ 81.00
3/4 - inch meter:	\$ 10.53	4 - inch meter:	\$ 172.80
1 - inch meter:	\$ 16.20	6 - inch meter:	\$ 232.20
1 1/4 - inch meter:	\$ 21.60	8 - inch meter:	\$ 324.00
1 1/2 - inch meter:	\$ 27.00	10 - inch meter:	\$ 459.00
2 - inch meter:	\$ 43.20	12 - inch meter:	\$ 631.80

For PSC use only: base 5/8-inch meter charge for SRC purpose - \$9.75

**Plus Volume Charges:**

First	1,600	cubic feet used each month:	\$3.45 per 100 cubic feet
Next	15,000	cubic feet used each month:	\$3.15 per 100 cubic feet
Next	316,700	cubic feet used each month:	\$2.61 per 100 cubic feet
Over	333,300	cubic feet used each month:	\$1.35 per 100 cubic feet

**Billing:** Bills for water service are rendered monthly and become due and payable upon issuance following the period for which service is rendered. A late payment charge of 1 percent per month will be added to bills not paid within 20 days of issuance. This late payment charge shall be applied to the total unpaid balance for utility service, including unpaid late payment charges. The late payment charge is applicable to all customers. The utility customer may be given a written notice that the bill is overdue no sooner than 20 days after the bill is issued. Unless payment or satisfactory arrangement for payment is made within the next 10 days, service may be disconnected pursuant to Wis. Admin. Code ch. PSC 185.

**Combined Metering:** For a residential customer with more than one meter on a single service lateral, volumetric reading from all meters shall be combined for billing. For a nonresidential customer, volumetric readings may be combined for billing if the utility for its own convenience places more than one meter on a single water service lateral. Multiple meters placed for the purpose of identifying water not discharged into the sanitary sewer are not considered for utility convenience and may not be combined for billing. This requirement does not preclude the utility from combining readings where metering configurations support such an approach. Volumetric readings from individually metered separate service laterals may not be combined for billing purposes.

## RATE FILE

Sheet No. 1 of 1

Schedule No. Am-1

Amendment No. 0

## Public Service Commission of Wisconsin

### Jefferson Water Utility

#### Additional Meter Rental Charge

Upon request, the utility shall furnish and install additional meters to:

- A. Water service customers for the purpose of measuring the volume of water used that is not discharged into the sanitary sewer system; and
- B. Sewerage service customers who are not customers of the water utility for the purpose of determining the volume of sewage that is discharged into the sanitary sewer system.

The utility shall charge a meter installation charge of \$40.00 and a monthly rental fee for the use of this additional meter.

#### Monthly Additional Meter Rental Charges:

3/8 -inch meter - \$	4.85
3/4 -inch meter - \$	4.85
1 -inch meter - \$	7.50
1 1/4 -inch meter - \$	10.00
1 1/2 -inch meter - \$	12.50
2 -inch meter - \$	20.00

This schedule applies only if the additional meter is installed on the same service lateral as the primary meter and either:

- A. The additional meter is 3/4-inch or smaller if the metering configuration is the Addition Method; or
- B. The additional meter is 2-inch or smaller for all other metering configurations.

If the additional meter is larger than 2-inch or larger than 3/4-inch and installed in the Addition Method, each meter shall be treated as a separate account and Schedule Mg-1 rates shall apply.

Billing: Same as Schedule Mg-1.

**RATE FILE**

Sheet No. 1 of 1

Schedule No. OC-1

**Public Service Commission of Wisconsin**

Amendment No. 0

**Jefferson Water Utility**

<b>Other Charges</b>
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Payment Not Honored by Financial Institution Charge: The utility shall assess a \$25.00 charge when a payment rendered for utility service is not honored by the customer's financial institution. This charge may not be in addition to, but may be inclusive of, other such charges when the payment was for multiple services.

Billing: Same as Schedule Mg-1.

## **RATE FILE**

Sheet No. 1 of 1

Schedule No. Mpa-1

Amendment No. 0

## **Public Service Commission of Wisconsin**

### **Jefferson Water Utility**

<b>Public Service</b>
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#### Metered Service

Water used by the City of Jefferson on an intermittent basis for flushing sewers, street washing, flooding skating rinks, drinking fountains, etc., shall be metered and billed according to the rates set forth in Schedule Mg-1.

#### Unmetered Service

Where it is impossible to meter the service, the utility shall estimate the volume of water used based on the pressure, size of opening, and the period of time the water is used. The estimated quantity shall be billed at the volumetric rates set forth in Schedule Mg-1, excluding any service charges.

Billing: Same as Schedule Mg-1.

## **RATE FILE**

Sheet No. 1 of 1

Schedule No. Ug-1

Amendment No. 0

## **Public Service Commission of Wisconsin**

### **Jefferson Water Utility**

#### **General Water Service - Unmetered**

Service may be supplied temporarily on an unmetered basis where the utility cannot immediately install a water meter, including water used for construction. Unmetered service shall be billed the amount that would be charged to a metered residential customer using 500 cubic feet of water per month under Schedule Mg-1, including the service charge for a  $\frac{5}{8}$ -inch meter. If the utility determines that actual usage exceeds 500 cubic feet of water per month, an additional charge for the estimated excess usage shall be made according to the rates under Schedule Mg-1.

This schedule applies only to customers with a 1-inch or smaller service connection. For customers with a larger service connection, the utility shall install a temporary meter and charges shall be based on the rates set forth under Schedule Mg-1.

Billing: Same as Schedule Mg-1.

# **RATE FILE**

Sheet No. 1 of 1

Schedule No. Sg-1

Amendment No. 0

## **Public Service Commission of Wisconsin**

### **Jefferson Water Utility**

#### **Seasonal Service**

Seasonal customers are general service customers who voluntarily request disconnection of water service and who resume service at the same location within 12 months of the disconnection, unless service has been provided to another customer at that location in the intervening period. The utility shall bill seasonal customers the applicable service charges under Schedule Mg-1 year-round, including the period of temporary disconnection.

Seasonal service shall include customers taking service under Schedule Mg-1, Schedule Ug-1, or Schedule Am-1.

Upon reconnection, the utility shall apply a charge under Schedule R-1 and require payment of any unpaid charges under this schedule.

Billing: Same as Schedule Mg-1, unless the utility and customer agree to an alternative payment schedule for the period of voluntary disconnection.

## **RATE FILE**

Sheet No. 1 of 1

Schedule No. BW-1

Amendment No. 0

### **Public Service Commission of Wisconsin**

#### **Jefferson Water Utility**

#### **Bulk Water**

All bulk water supplied from the water system through hydrants or other connections shall be metered or estimated by the utility. Utility personnel or a party approved by the utility shall supervise the delivery of water.

Bulk water sales are:

- A. Water supplied by tank trucks or from hydrants for the purpose of extinguishing fires outside the utility's service area;
- B. Water supplied by tank trucks or from hydrants for purposes other than extinguishing fires, such as water used for irrigation or filling swimming pools; or,
- C. Water supplied from hydrants or other temporary connections for general service type applications, except that Schedule Ug-1 applies for water supplied for construction purposes.

A service charge of \$40.00 and a charge for the volume of water used shall be billed to the party using the water. The volumetric charge shall be calculated using the highest volumetric rate for residential customers under Schedule Mg-1. In addition, for meters that are assigned to bulk water customers for more than 7 days, the applicable service charge in Schedule Mg-1 will apply after the first 7 days.

The water utility may require a reasonable deposit for the temporary use of its equipment under this and other rate schedules. The deposit(s) collected shall be refunded upon return of the utility's equipment. Damaged or lost equipment shall be repaired or replaced at the customer's expense.

Billing: Same as Schedule Mg-1.

**RATE FILE**Sheet No. 1 of 1Schedule No. R-1Amendment No. 0**Public Service Commission of Wisconsin****Jefferson Water Utility**

<b>Reconnection Charges</b>
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The utility shall assess a charge to reconnect a customer, which includes reinstalling a meter and turning on the valve at the curb stop, if necessary. A utility may not assess a charge for disconnecting a customer.

During normal business hours: \$40.00

After normal business hours: \$60.00

Billing: Same as Schedule Mg-1.



**RATE FILE**

Sheet No. 1 of 1

Schedule No. Cz-1

Amendment No. 0

**Public Service Commission of Wisconsin**

**Jefferson Water Utility**

**Water Lateral Installation Charge**

The utility shall charge a customer for the actual cost of installing a water service lateral from the main through curb stop and box if these costs are not contributed as part of a subdivision development or otherwise recovered under Wis. Stats. Chapter 66.

Billing: Same as Schedule Mg-1.

**Public Service Commission of Wisconsin****Jefferson Water Utility****Water Utility Operating Rules**Compliance with Rules

All persons now receiving water service from this water utility, or who may request service in the future, shall be considered as having agreed to be bound by the rules and regulations as filed with the Public Service Commission of Wisconsin.

Establishment of Service

Application for water service may be made in writing on a form furnished by the water utility. The application will contain the legal description of the property to be served, the name of the owner, the exact use to be made of the service, and the size of the service lateral and meter desired. Note particularly any special refrigeration, fire protection, or water-consuming air-conditioning equipment.

Service will be furnished only if (1) the premises have a frontage on a properly platted street or public strip in which a cast iron or other long-life water main has been laid, or where the property owner has agreed to and complied with the provisions of the water utility's filed main extension rule, (2) the property owner has installed or agrees to install a service lateral from the curb stop to the point of use that is not less than 6 feet below the surface of an established or proposed grade and meets the water utility's specifications, and (3) the premises have adequate piping beyond the metering point.

The owner of a multi-unit dwelling has the option of being served by individual metered water service to each unit. The owner, by selecting this option, is required to provide interior plumbing and meter settings to enable individual metered service to each unit and individual disconnection without affecting service to other units. Each meter and meter connection will be treated as a separate water utility account for the purpose of the filed rules and regulations.

No division of the water service lateral to any lot or parcel of land shall be made for the extension and independent metering of the supply to an adjoining lot or parcel of land. Except for duplexes, no division of a water service lateral shall be made at the curb for separate supplies for two or more separate premises having frontage on any street or public service strip, whether owned by the same or different parties. Duplexes may be served by one lateral provided (1) individual metered service and disconnection is provided and (2) it is permitted by local ordinance.

Buildings used in the same business, located on the same parcel, and served by a single lateral may have the customer's water supply piping installed to a central point so that volume can be metered in one place.

The water utility may withhold approval of any application where full information of the purpose of such supply is not clearly indicated and set forth by the applicant property owner.

**Jefferson Water Utility**

<b>Water Utility Operating Rules</b>
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**Reconnection of Service**

Where the water utility has disconnected service at the customer's request, a reconnection charge shall be made when the customer requests reconnection of service. See Schedule R-1 for the applicable rate.

A reconnection charge shall also be required from customers whose services are disconnected (shut off at curb stop box) because of nonpayment of bills when due. See Schedule R-1 for the applicable rate.

If reconnection is requested for the same location by any member of the same household, or, if a place of business, by any partner of the same business, it shall be considered as the same customer.

**Temporary Metered Service, Meter, and Deposits**

An applicant for temporary water service on a metered basis shall make and maintain a monetary deposit for each meter installed as security for payment for use of water and for such other charges which may arise from the use of the supply. A charge shall be made for setting the valve and furnishing and setting the meter. See Schedule BW-1 for the applicable rate.

**Water for Construction**

When water is requested for construction purposes or for filling tanks or other such uses, an application shall be made to the water utility, in writing, giving a statement of the amount of construction work to be done or the size of the tank to be filled, etc. Payment for the water for construction may be required in advance at the scheduled rates. The service lateral must be installed into the building before water can be used. No connection with the service lateral at the curb shall be made without special permission from the water utility. In no case will any employee of the water utility turn on water for construction work unless the contractor has obtained permission from the water utility.

Customers shall not allow contractors, masons, or other persons to take unmetered water from their premises without permission from the water utility. Any customer failing to comply with this provision may have water service discontinued and will be responsible for the cost of the estimated volume of water used.

**Public Service Commission of Wisconsin****Jefferson Water Utility****Water Utility Operating Rules**Use of Hydrants

In cases where no other supply is available, permission may be granted by the water utility to use a hydrant. No hydrant shall be used until the proper meter and valve are installed. In no case shall any valve be installed or moved except by an employee of the water utility.

Before a valve is set, payment must be made for its setting and for the water to be used at the scheduled rates. Where applicable, see Schedule BW-1 for deposits and charges. Upon completing the use of the hydrant, the customer must notify the water utility to that effect.

Operation of Valves and Hydrants and Unauthorized Use of Water - Penalty

Any person who shall, without authority of the water utility, allow contractors, masons, or other unauthorized persons to take water from their premises, operate any valve connected with the street or supply mains, or open any fire hydrant connected with the distribution system, except for the purpose of extinguishing fire, or who shall wantonly damage or impair the same, shall be subject to a fine as provided by municipal ordinance. Utility permission for the use of hydrants applies only to such hydrants that are designated for the specific use.

Refunds of Monetary Deposits

All money deposited as security for payment of charges arising from the use of temporary water service on a metered basis, or for the return of a hydrant valve and fixtures if the water is used on an unmetered basis, will be refunded to the depositor on the termination of the use of water, the payment of all charges levied against the depositor, and the return of the water utility's equipment.

Service Laterals

No water service lateral shall be laid through any trench having cinders, rubbish, rock or gravel fill, or any other material which may cause injury to or disintegration of the service lateral, unless adequate means of protection are provided by sand filling or such other insulation as may be approved by the water utility. Service laterals passing through curb or retaining walls shall be adequately safeguarded by provision of a channel space or pipe casing not less than twice the diameter of the service connection. The space between the service lateral and the channel or pipe casing shall be filled and lightly caulked with an oakum, mastic cement, or other resilient material and made impervious to moisture.

In backfilling the pipe trench, the service lateral must be protected against injury by carefully hand tamping the ground filling around the pipe. There should be at least 6 inches of ground filling over the pipe, and it should be free from hard lumps, rocks, stones, or other injurious material.

**Jefferson Water Utility****Water Utility Operating Rules**Service Laterals (continued)

All water service laterals shall be of undiminished size from the street main into the point of meter placement. Beyond the meter outlet valve, the piping shall be sized and proportioned to provide, on all floors, at all times, an equitable distribution of the water supply for the greatest probable number of fixtures or appliances operating simultaneously.

Replacement and Repair of Service Laterals

The service lateral from the main to and through the curb stop will be maintained and kept in repair and, when worn out, replaced at the expense of the water utility. The property owner shall maintain the service lateral from the curb stop to the point of use.

If an owner fails to repair a leaking or broken service lateral from the curb to the point of metering or use within such time as may appear reasonable to the water utility after notification has been served on the owner by the water utility, the water will be shut off and will not be turned on again until the repairs have been completed.

Abandonment of Service

If a property owner changes the use of a property currently receiving water service such that water service will no longer be needed in the future, the water utility may require the abandonment of the water service at the water main. In such case, the property owner may be responsible for all removal and/or repair costs, including the water main and the utility portion of the water service lateral.

Charges for Water Wasted Due to Leaks

See Wis. Admin. Code § PSC 185.35 or Schedule X-4, if applicable.

Thawing Frozen Service Laterals

See Wis. Admin. Code § PSC 185.88 or Schedule X-4, if applicable.

Curb Stop Boxes

The curb stop box is the property of the water utility. The water utility is responsible for its repair and maintenance. This includes maintaining, through adjustment, the curb stop box at an appropriate grade level where no direct action by the property owner or occupant has contributed to an elevation problem. The property owner is responsible for protecting the curb stop box from situations that could obstruct access to it or unduly expose it to harm. The water utility shall not be liable for failure to locate the curb stop box and shut off the water in case of a leak on the owner's premises.

**Public Service Commission of Wisconsin****Jefferson Water Utility****Water Utility Operating Rules**Installation of Meters

Meters will be owned, furnished, and installed by the water utility or a utility-approved contractor and are not to be disconnected or tampered with by the customer. All meters shall be so located that they shall be protected from obstructions and permit ready access for reading, inspection, and servicing, such location to be designated or approved by the water utility. All piping within the building must be supplied by the owner. Where additional meters are desired by the owner, the owner shall pay for all piping. Where applicable, see Schedule Am-1 for rates.

Repairs to Meters

Meters will be repaired by the water utility, and the cost of such repairs caused by ordinary wear and tear will be borne by the water utility.

Repair of any damage to a meter resulting from the carelessness of the owner of the premises, owner's agent, or tenant, or from the negligence of any one of them to properly secure and protect same, including any damage that may result from allowing a water meter to become frozen or to be damaged from the presence of hot water or steam in the meter, shall be paid for by the customer or the owner of the premises.

Service Piping for Meter Settings

Where the original service piping is installed for a new metered customer, where existing service piping is changed for the customer's convenience, or where a new meter is installed for an existing unmetered customer, the owner of the premises at his/her expense shall provide a suitable location and the proper connections for the meter. The meter setting and associated plumbing shall comply with the water utility's standards. The water utility should be consulted as to the type and size of the meter setting.

Turning on Water

The water may only be turned on for a customer by an authorized employee of the water utility. Plumbers may turn the water on to test their work, but upon completion must leave the water turned off.

Sprinkling Restrictions and Emergency Water Conditions

Where the municipality has a policy regarding sprinkling restrictions and/or emergency water conditions, failure to comply with such may result in disconnection of service.

See Wis. Admin. Code § PSC 185.37.

## **RATE FILE**

Sheet No. 6 of 10

Schedule No. X-1

## **Public Service Commission of Wisconsin**

Amendment No. 0

### **Jefferson Water Utility**

#### **Water Utility Operating Rules**

##### Failure to Read Meters

Where the water utility is unable to read a meter, the fact will be plainly indicated on the bill, and either an estimated bill will be computed or the minimum charge applied. The difference shall be adjusted when the meter is again read, that is, the bill for the succeeding billing period will be computed with the gallons or cubic feet in each block of the rate schedule doubled, and credit will be given on that bill for the amount of the bill paid the preceding period. Only in unusual cases shall more than three consecutive estimated or minimum bills be rendered.

If the meter is damaged (see Surreptitious Use of Water) or fails to operate, the bill will be based on the average use during the past year, unless there is some reason why the use is not normal. If the average use cannot be properly determined, the bill will be estimated by some equitable method.

See Wis. Admin. Code § PSC 185.33.

##### Complaint Meter Tests

See Wis. Admin. Code § PSC 185.77.

##### Inspection of Premises

During reasonable hours, any officer or authorized employee of the water utility shall have the right of access to the premises supplied with service for the purpose of inspection or for the enforcement of the water utility's rules and regulations. Whenever appropriate, the water utility will make a systematic inspection of all unmetered water taps for the purpose of checking waste and unnecessary use of water.

See Wis. Stat. § 196.171.

##### Vacation of Premises

When premises are to be vacated, the water utility shall be notified, in writing, at once, so that it may remove the meter and shut off the water supply at the curb stop. The owner of the premises shall be liable for prosecution for any damage to the water utility's property. See "Abandonment of Service" in Schedule X-1 for further information.

##### Deposits for Residential Service

See Wis. Admin. Code § PSC 185.36.

## RATE FILE

Sheet No. 7 of 10

Schedule No. X-1

Amendment No. 0

## Public Service Commission of Wisconsin

### Jefferson Water Utility

#### Water Utility Operating Rules

##### Deposits for Nonresidential Service

See Wis. Admin. Code § PSC 185.361.

##### Deferred Payment Agreement

See Wis. Admin. Code § PSC 185.38 or Schedule X-4, if applicable.

##### Dispute Procedures

See Wis. Admin. Code § PSC 185.39.

##### Disconnection and Refusal of Service

See Wis. Admin. Code § PSC 185.37.

The following is an example of a disconnection notice that the utility may use to provide the required notice to customers.

#### DISCONNECTION NOTICE

Dear Customer:

The bill enclosed with this notice includes your current charge for water utility service and your previous unpaid balance.

You have 10 days to pay the water utility service arrears or your service is subject to disconnection.

If you fail to pay the service arrears or fail to contact us within the 10 days allowed to make reasonable deferred payment arrangement or other suitable arrangement, we will proceed with disconnection action.

To avoid the inconvenience of service interruption and an additional charge of (amount) for reconnection, we urge you to pay the full arrears IMMEDIATELY AT ONE OF OUR OFFICES.

If you have entered into a Deferred Payment Agreement with us and have failed to make the deferred payments you agreed to, your service will be subject to disconnection unless you pay the entire amount due within 10 days.

If you have a reason for delaying the payment, call us and explain the situation.

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EFFECTIVE: June 12, 2023  
PSCW AUTHORIZATION: 2750-TU-100



**Public Service Commission of Wisconsin**

**Jefferson Water Utility**

**Water Utility Operating Rules**

Disconnection and Refusal of Service (continued)

DISCONNECTION NOTICE (continued)

PLEASE CALL THIS TELEPHONE NUMBER, (telephone number), IMMEDIATELY IF:

1. You dispute the notice of delinquent account.
2. You have a question about your water utility service arrears.
3. You are unable to pay the full amount of the bill and are willing to enter into a deferred payment agreement with us.
4. There are any circumstances you think should be taken into consideration before service is discontinued.
5. Any resident is seriously ill.

Illness Provision: If there is an existing medical emergency in your home and you furnish the water utility with a statement signed by either a licensed Wisconsin physician or a public health official, we will delay disconnection of service up to 21 days. The statement must identify the medical emergency and specify the period of time during which disconnection will aggravate the existing emergency.

Deferred Payment Agreements: If you are a residential customer and you are unable to pay the full amount of the water utility service arrears on your bill, you may contact the water utility to discuss arrangements to pay the arrears over an extended period of time.

This time payment agreement will require:

1. Payment of a reasonable amount at the time the agreement is made.
2. Payment of the remainder of the outstanding balance in monthly installments over a reasonable length of time.
3. Payment of all future water utility service bills in full by the due date.

In any situation where you are unable to resolve billing disputes or disputes about the grounds for proposed disconnection through contacts with our water utility, you may make an appeal to the Public Service Commission of Wisconsin by calling (800) 225-7729.

(WATER UTILITY NAME)

**Public Service Commission of Wisconsin****Jefferson Water Utility****Water Utility Operating Rules**Collection of Overdue Bills

An amount owed by the customer may be levied as a tax as provided in Wis. Stat. § 66.0809.

Surreptitious Use of Water

When the water utility has reasonable evidence that a person is obtaining water, in whole or in part, by means of devices or methods used to stop or interfere with the proper metering of the water utility service being delivered, the water utility reserves the right to estimate and present immediately a bill for unmetered service as a result of such interference, and such bill shall be payable subject to a 24-hour disconnection of service. If the water utility disconnects the service for any such reason, the water utility will reconnect the service upon the following conditions:

- A. The customer will be required to deposit with the water utility an amount sufficient to guarantee the payment of the bills for water utility service.
- B. The customer will be required to pay the water utility for any and all damages to water utility equipment resulting from such interference with the metering.
- C. The customer must further agree to comply with reasonable requirements to protect the water utility against further losses.

See Wis. Stat. §§ 98.26 and 943.20.

Repairs to Mains

The water utility reserves the right to shut off the water supply in the mains temporarily to make repairs, alterations, or additions to the plant or system. When the circumstances will permit, the water utility will give notification, by newspaper publication or otherwise, of the discontinuance of the water supply. No credit will be allowed to customers for such temporary suspension of the water supply.

See Wis. Admin. Code § PSC 185.87.

Duty of Water Utility with Respect to Safety of the Public

It shall be the duty of the water utility to see that all open ditches for water mains, hydrants, and service laterals are properly guarded to prevent accident to any person or vehicle, and at night there shall be displayed proper signal lighting to insure the safety of the public.

## Public Service Commission of Wisconsin

## Jefferson Water Utility

**Water Utility Operating Rules**Handling Water Mains and Service Laterals in Excavation Trenches

Contractors must call Digger's Hotline and ensure a location is done to establish the existence and location of all water mains and service laterals as provided in Wis. Stat. § 182.0175. Where water mains or service laterals have been removed, cut, or damaged during trench excavation, the contractors must, at their own expense, cause them to be replaced or repaired at once. Contractors must not shut off the water service laterals to any customer for a period exceeding 6 hours.

Protective Devices

- A. Protective Devices in General: The owner or occupant of every premise receiving water supply shall apply and maintain suitable means of protection of the premise supply and all appliances against damage arising in any manner from the use of the water supply, variation of water pressure, or any interruption of water supply. Particularly, such owner or occupant must protect water-cooled compressors for refrigeration systems by means of high and/or low pressure safety cutout devices. There shall likewise be provided means for the prevention of the transmission of water ram or noise of operation of any valve or appliance through the piping of their own or adjacent premises.
- B. Relief Valves: On all "closed systems" (i.e., systems having a check valve, pressure regulator, reducing valve, water filter, or softener), an effective pressure relief valve shall be installed at or near the top of the hot water tank or at the hot water distribution pipe connection to the tank. No stop valve shall be placed between the hot water tank and the relief valve or on the drain pipe. See applicable plumbing codes.
- C. Air Chambers: An air chamber or approved shock absorber shall be installed at the terminus of each riser, fixture branch, or hydraulic elevator main for the prevention of undue water hammer. The air chamber shall be sized in conformance with local plumbing codes. Where possible, the air chamber should be provided at its base with a valve for water drainage and replenishment of air.

Cross-Connections

Every person owning or occupying a premise receiving municipal water supply shall maintain such municipal water supply free from any connection, either of a direct or of an indirect nature, with a water supply from a foreign source or of any manner of connection with any fixture or appliance whereby water from a foreign supply or the waste from any fixture, appliance, or waste or soil pipe may flow or be siphoned or pumped into the piping of the municipal water system.

See Wis. Admin. Code § NR 811.06.

**Public Service Commission of Wisconsin**

**Jefferson Water Utility**

**Water Main Extension Rule**

Water mains will be extended for new customers on the following basis:

- A. Where the cost of the extension is to immediately be collected through assessment by the municipality against the abutting property, the procedure set forth under Wis. Stat. § 66.0703 will apply, and no additional customer contribution to the utility will be required.
- B. Where the municipality is unwilling or unable to make a special assessment, the extension will be made on a customer-financed basis as follows:
  - 1. The applicant(s) will advance as a contribution in aid of construction the total amount equivalent to that which would have been assessed for all property under paragraph A.
  - 2. Part of the contribution required in paragraph B.1. will be refundable. When additional customers are connected to the extended main within 10 years of the date of completion, contributions in aid of construction will be collected equal to the amount which would have been assessed under paragraph A. for the abutting property being served. This amount will be refunded to the original contributor(s). In no case will the contributions received from additional customers exceed the proportionate amount which would have been required under paragraph A., nor will it exceed the total assessable cost of the original extension.
- C. When a customer connects to a transmission main or connecting loop installed at utility expense within 10 years of the date of completion, there will be a contribution required of an amount equivalent to that which would have been assessed under paragraph A.

**RATE FILE**

Sheet No. 1 of 1

Schedule No. X-3

Amendment No. 0

**Public Service Commission of Wisconsin**

**Jefferson Water Utility**

**Water Main Installations in Platted Subdivisions**

Application for installation of water mains in regularly platted real estate development subdivisions shall be filed with the utility.

If the developer, or a contractor employed by the developer, is to install the water mains (with the approval of the utility), the developer shall be responsible for the total cost of construction.

If the utility or its contractor is to install the water mains, the developer shall be required to advance to the utility, prior to the beginning of the construction, the total estimated cost of the extension. If the final costs exceed estimated costs, an additional billing will be made for the balance of the cost due. This balance is to be paid within 30 days. If final costs are less than estimated, a refund of the overpayment will be made by the water utility.

**Public Service Commission of Wisconsin**

**Jefferson Water Utility**

**Water Customer Supplemental Rules**

Compliance with Rules

All persons now receiving water service from this water utility, or who may request service in the future, shall be considered as having agreed to be bound by the rules and regulation as filed with the Public Service Commission of Wisconsin.

Charges of Water Wasted Due to Leaks

See Wis. Admin. Code § PSC 185.35.

Thawing Frozen Service Laterals

See Wis. Admin. Code § PSC 185.88.

Deferred Payment Agreement

See Wis. Admin. Code § PSC 185.38.

Jefferson Water and Electric Department shall offer deferred payment agreements to residential accounts and may offer such agreements to other customers. However, Jefferson Water and Electric Department will not offer a deferred payment agreement to a residential customer who is a tenant if any of the following criteria applies:

1. The residential tenant has greater than \$100 of account arrearages that are more than 90 days past due for utilities that bill monthly; or for utilities that do not bill monthly, has greater than \$100 of account arrearages that are past due for more than two billing cycles.
2. The tenant has defaulted on a deferred payment agreement in the past 12 months. This criterion only applies to deferred payment agreements and not to other types of payment extensions or agreements.
3. The residential tenant is responsible for account arrearages that were placed on any property owner's tax bill in the utility's service territory in the past 24 months.
4. The residential tenant has a balance that accrued during the winter moratorium that is more than 80 days past due.

**RATE FILE**Sheet No. 1 of 1Schedule No. F-1**Public Service Commission of Wisconsin**Amendment No. 1**Jefferson Water Utility****Public Fire Protection Service**

Public fire protection service includes the use of hydrants for fire protection service only and such quantities of water as may be demanded for the purpose of extinguishing fires within the service area. This service shall also include water used for testing equipment and training personnel. For all other purposes, the metered or other rates set forth, or as may be filed with the Public Service Commission, shall apply.

Under Wis. Stat. § 196.03(3)(b), the municipality has chosen to have the utility bill the retail general service customers for public fire protection service.

**Monthly Public Fire Protection Service Charges:**

5/8 - inch meter:	\$ 11.61	3 - inch meter:	\$ 174.96
3/4 - inch meter:	\$ 11.61	4 - inch meter:	\$ 291.60
1 - inch meter:	\$ 29.16	6 - inch meter:	\$ 583.20
1 1/4 - inch meter:	\$ 43.20	8 - inch meter:	\$ 928.80
1 1/2 - inch meter:	\$ 58.32	10 - inch meter:	\$ 1,393.20
2 - inch meter:	\$ 93.96	12 - inch meter:	\$ 1,857.60

Customers who are provided service under Schedules Mg-1, Ug-1, or Sg-1 shall also be subject to the charges in this schedule according to the size of their primary meter. Customers who are provided service under Schedule Am-1 are exempt from these charges for any additional meters.

**Billing:** Same as Schedule Mg-1.

**RATE FILE**

Sheet No. 1 of 1

Schedule No. Upf-1

Amendment No. 0

**Public Service Commission of Wisconsin****Jefferson Water Utility****Private Fire Protection Service - Unmetered**

This service shall consist of permanent or continuous unmetered connections to the main for the purpose of supplying water to private fire protection systems such as automatic sprinkler systems, standpipes, and private hydrants. This service shall also include reasonable quantities of water used for testing check valves and other backflow prevention devices.

**Monthly Private Fire Protection Service Demand Charges:**

2 - inch or smaller connection - \$	12.00
3 - inch connection - \$	22.50
4 - inch connection - \$	37.50
6 - inch connection - \$	75.00
8 - inch connection - \$	120.00
10 - inch connection - \$	180.00
12 - inch connection - \$	240.00
14 - inch connection - \$	300.00
16 - inch connection - \$	360.00

Billing: Same as Schedule Mg-1.



## Chapter 230. Sanitary Sewers

[HISTORY: Adopted by the Common Council of the City of Jefferson 8-6-2002 by Ord. No. 7-02 as §§ 11.04 and 13.20 to 13.50 of the 2002 Code. Amendments noted where applicable.]

### GENERAL REFERENCES

Building construction — See Ch. 120.

Housing standards — See Ch. 154.

Nuisances — See Ch. 197.

Plumbing — See Ch. 213.

Water — See Ch. 277.

Subdivision of land — See Ch. 294.

## Article I. Sewer Service Charges

### § 230-1. Findings and scope.

The City of Jefferson has provided wastewater works to promote the health, safety and welfare of its citizens and to protect the quality of surface water and groundwater. The City has determined that the users of the wastewater treatment facilities shall be obligated to pay the costs of constructing, operating and maintaining the wastewater works in an equitable manner and in relation to the benefits derived from such service. The sewerage service charges herein imposed consist of a user charge system for allocating the operation, maintenance and replacement costs and a method of allocating capital costs based upon specifically allocated capacity for certain significant contributors and upon water meter size and the number of meters for all other users.

### § 230-2. Definitions and word usage.

As used in this article, the following terms shall have the meanings indicated. The word "may" is permissive; the word "shall" is mandatory.

#### AMMONIA NITROGEN (NH<sub>3</sub>-N)

One of the oxidation states of nitrogen, in which nitrogen is combined with hydrogen in molecular form as NH<sub>3</sub> or in ionized form as NH<sub>4</sub><sup>+</sup>. Quantitative determinations of ammonia nitrogen shall be made in accordance with procedures set forth in Standard Methods.

#### APPROVING AUTHORITY

The Common Council or its duly authorized deputy, agent or representative.  
[Amended 10-18-2005 by Ord. No. 17-05]

#### BIOCHEMICAL OXYGEN DEMAND (BOD)

The quantity of oxygen utilized in the biochemical oxidation of organic matter in five days at 20° C., expressed as milligrams per liter. Quantitative determination of BOD shall be made in accordance with procedures set forth in Standard Methods.

#### BUILDING DRAIN

The part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning approximately five feet (1.5 meters) outside the inner face of the building wall.

**BUILDING SEWER**

The extension from the building drain to the public sewer or other place of disposal, also called house connection or lateral. Except as provided in this article, building sewers shall not be subject to the jurisdiction of the City and the City shall not be responsible for the construction and/or maintenance of such sewers.

**CHARGE, FIXED**

The portion of the sewerage service charge based upon the number of the customer's connections to the wastewater works and the size of the customer's water meters. Fixed charges shall recover the cost of debt retirement, associated reserves and depreciation or rehabilitation of the wastewater works. Significant contributors shall have a separately computed fixed charge as it relates to debt service based upon § 230-3 of this article. Fixed charges also include operation costs for customer billing and treatment costs relating to infiltration and inflow.

**CHARGE, SEWERAGE SERVICE**

See "sewerage service charge."

**CHARGE, VARIABLE**

The portion of the sewerage service charge based on the volume and strength of wastewater discharged to the wastewater works. The variable charge shall include the charge for normal strength wastewater and a surcharge if any of the parameters in the discharge exceed those of normal strength wastewater. Variable charges shall recover O, M & R costs, except customer billing and treatment costs relating to infiltration and inflow which are recovered in the fixed charge.

**CHARGE, VOLUME**

A sewer use charge based upon normal strength wastewater quantities.

**CHLORINE REQUIREMENT**

The amount of chlorine in milligrams per liter which shall be added to sewage to produce a specified residual chlorine content in accordance with procedures set forth in Standard Methods.

**COMPOSITE SAMPLE (24 HOURS)**

The combination of individual samples taken at intervals of not more than one hour.

**COSTS, OPERATION, MAINTENANCE AND REPLACEMENT (O, M & R)**

All costs associated with the operation and maintenance of the wastewater works as well as the costs associated with periodic equipment replacement necessary for maintaining the design capacity and performance of the wastewater treatment facilities.

**DRAIN, BUILDING**

See "building drain."

**DRAIN, STORM**

See "storm drain."

**EASEMENT**

An acquired legal right for the specific use of land owned by others.

**FLOATABLE OIL**

Oil, fat or grease in a physical state such that it will separate by gravity from wastewater by treatment in an approved pretreatment facility. Wastewater shall be considered free of floatable oil if it is properly pretreated and the wastewater does not interfere with the collection system.

**FLOW PROPORTIONAL SAMPLE**

A sample taken that is proportional to the volume of flow during the sampling period.

**GARBAGE**

The residue from the preparation, cooking and dispensing of food and from the handling, storage and sale of food products and produce.

**GARBAGE, GROUND**

The residue from the preparation, cooking and dispensing of food that has been shredded to such degree that all particles will be carried freely in suspension under the flow conditions normally prevailing in public sewers, with no particle greater than 1/2 inch in any dimension.

**INDUSTRIAL USER**

Any user whose premises are used primarily for the conduct of a profit-oriented enterprise in the fields of manufacturing, transportation, communications or utilities, mining, agriculture, forestry or fishing.

**INDUSTRIAL WASTE**

Any trade or process waste as distinct from segregated domestic wastes or wastes from sanitary conveniences.

**LIFE, SERVICE**

The expected life of individual pieces of equipment. In many instances, the service life of a piece of equipment will be shorter than the useful life of the overall treatment plant.

**LIFE, USEFUL**

The expected life of the treatment plant if individual pieces of equipment are replaced as necessary.

**NATURAL OUTLET**

Any outlet, including storm sewers and combined sewer overflows, into a watercourse, pond, ditch, lake or other body of surface water or groundwater.

**PERSON**

Any and all persons, including any individual, firm, company, municipal or private corporation, association, society, institution, enterprise, governmental agency or other entity.

**pH**

The logarithm of the reciprocal of the hydrogen ion concentration. Neutral water, for example, has a pH value of seven and a hydrogen concentration of  $10^{-7}$ .

**POLLUTANT, COMPATIBLE**

Biochemical oxygen demand, suspended solids, pH or fecal coliform bacteria, plus additional pollutants identified in the NPDES permit for the publicly owned treatment works receiving the pollutants if such treatment works were designed to treat such additional pollutants and, in part, do remove such pollutants to a substantial degree.

**POLLUTANT, INCOMPATIBLE**

Any pollutant which is not a compatible pollutant.

**PRETREATMENT**

An arrangement of devices and structures for the preliminary treatment or processing of wastewater required to render such wastes acceptable for admission to the public sewers.

**PUBLIC AUTHORITY**

Any user whose premises are used for the conduct of the legislative, judicial, administrative or regulatory activities of federal, state, local or international units of government; government-owned educational facilities; and government-owned health or recreational facilities. This does not include government-owned or -operated business establishments.

**PUBLIC SEWER**

Any sewer provided by or subject to the jurisdiction of the City. It shall also include sewers within or outside the City boundaries that serve one or more persons and ultimately discharge in the City

sanitary sewer system, even though those sewers may not have been constructed with City funds.  
"Public sewer" shall not include private or building sewers. [1]

### **SANITARY SEWAGE**

A combination of water-carried wastes from residences, business buildings, institutions and industrial plants (other than industrial wastes from such plants), together with such ground, surface and storm waters as may be present.

### **SANITARY SEWER**

A sewer that carries sanitary and industrial water-carried wastes from residences, commercial buildings, industrial plants and institutions, together with minor quantities of ground, storm and surface waters that are not admitted intentionally.

### **SEWAGE**

The spent water of a community. The preferred term is "wastewater," defined below.

### **SEWAGE, NORMAL DOMESTIC**

Sanitary sewage resulting from the range of normal domestic activities in which BOD<sub>5</sub>, SS and NH<sub>3</sub>-N concentrations do not exceed normal concentrations of:

- A. A given five-day, 20° C. BOD of not more than 275 milligrams per liter.
- B. A suspended solids content of not more than 320 milligrams per liter.
- C. An ammonia nitrogen content of not more than 23 milligrams per liter.

### **SEWAGE, SANITARY**

See "sanitary sewage."

### **SEWAGE SYSTEM**

The composite network of underground conduits carrying wastewater and incidental appurtenances (i.e., manholes, lift stations, and service lateral).

### **SEWER**

A pipe or conduit that carries wastewater or drainage water.

### **SEWERAGE SERVICE CHARGE**

The sum of the various categories of charges levied under this article, including fixed and variable charges.

### **SEWER, BUILDING**

See "building sewer."

### **SEWER, COMBINED**

Any sewer intended to serve as a sanitary and storm sewer.

### **SEWER, INTERCEPTING**

A sewer whose primary purpose is to convey sewage from a collection system or systems to a wastewater treatment plant. Size of the sewer is not a factor.

### **SEWER, PRIVATE**

Any sewer located outside of a public right-of-way or easement. Except as provided in this article, a private sewer shall not be subject to the jurisdiction of the City and the City shall not be responsible for the construction and/or maintenance of such sewer.

### **SEWER, PUBLIC**

See "public sewer."

### **SEWER, SANITARY**

See "sanitary sewer."

### **SIGNIFICANT CONTRIBUTORS**

Those users of the wastewater works whose discharges exceed, in one or more parameters (flow, BOD, SS, or NH<sub>3</sub>-N), 5% of the design value for that particular parameter, on such average or peak basis as the approving authority deems appropriate.

### **SLUG**

Any discharge of water or wastewater which, in concentration of any given constituent or in quantity of flow, exceeds for any period of duration longer than 15 minutes more than five times the average twenty-four-hour concentration of flows during normal operation and shall adversely affect the system and/or performance of the wastewater treatment works.

### **STANDARD METHODS**

The examination and analytical procedures set forth in the most recent edition of Standard Methods for the Examination of Water, Sewage, and Industrial Wastes, published jointly by the American Public Health Association, the American Waterworks Association and the Federation of Sewage and Industrial Wastes Association.

### **STORM DRAIN**

A drain or sewer for conveying water, groundwater, subsurface water or unpolluted water from any source.

### **STORM SEWER**

See "storm drain."

### **STORMWATER RUNOFF**

That portion of the rainfall that is drained into the sewers.

### **SURCHARGE**

Any user of the wastewater works whose discharge exceeds in one or more parameters (BOD, SS, or NH<sub>3</sub>-N) the concentration of normal domestic wastewater for that parameter shall be subject to a surcharge. The amount of such surcharge shall reflect the costs incurred by the City in removing the high-strength BOD, suspended solids or ammonia nitrogen from the wastewater.

### **SUSPENDED SOLIDS**

Solids that either float on the surface of or are in suspension in water, wastewater or other liquid and that are removable by laboratory filtering as prescribed in Standard Methods and are referred to as "nonfilterable residue."

### **USER CHARGE SYSTEM**

The methodology for collecting O, M & R costs equitably from each user class. The great majority of these costs shall be collected through the variable charge. However, customer billing and costs related to infiltration/inflow shall be collected through the fixed charge.

### **USER CLASSES**

Categories of users having similar flows and water characteristics, levels of biochemical oxygen demand, suspended solids, phosphorus, ammonia nitrogen, etc. For the purposes of this article, there shall be four user classes: residential, commercial, industrial and public authority.

### **USER, COMMERCIAL**

Any user whose premises are used primarily for the conduct of a profit-oriented enterprise in the fields of construction, wholesale or retail trade, finance, insurance, real estate or services and who discharges primarily normal domestic sewage. This definition shall also include multifamily residences having three or more units served by a single meter.

### **USER, INDUSTRIAL**

See "industrial user."

**USER, RESIDENTIAL**

Any user whose premises is used primarily as a domicile for one or more persons and discharges only domestic wastes, but not including dwellings classified as commercial users as defined above.

**USER, UNMETERED**

A user who does not have a meter installed and maintained by the City on his public or private water supply.

**WASTE, INDUSTRIAL**

See "industrial waste."

**WASTES, SEGREGATED DOMESTIC**

Wastes from nonresidential sources resulting from normal domestic activities. These activities are distinguished from industrial, trade and/or process discharge wastes.

**WASTEWATER**

The spent water of a community. From the standpoint of source, it may be a combination of the liquid and water-carried wastes from residences, commercial buildings, industrial plants and institutions, together with any groundwater, surface water and stormwater that may be present.

**WASTEWATER TREATMENT FACILITIES**

The wastewater treatment works defined below, excluding wastewater collection and transportation systems which deliver wastewater to the treatment plant.

**WASTEWATER TREATMENT WORKS**

An arrangement of devices and structures for the storage, treatment, recycling and reclamation of wastewater, liquid industrial wastes and sludge. These systems include interceptor sewers, outfall sewers, wastewater collection systems, individual systems, pumping, power and other equipment and their appurtenances, any works that are an integral part of the treatment process or are used for ultimate disposal of residues from such treatment, or any other method or system for preventing, abating, reducing, storing, treating, separating or disposing of municipal or industrial wastes. In other words, the equipment, sewers, capital improvements and all other devices or structures of any kind which are used for the collection, storage, treatment, recycling, reclamation and disposal of wastewater, liquid industrial waste and sludge.

**WATERCOURSE**

A natural or artificial channel for the passage of water either continuously or intermittently.

**WATER, UNPOLLUTED**

Water of any quality equal to or better than the effluent criteria in effect, or water that would not cause violation of receiving water quality standards and would not be benefited by discharge to the sanitary sewers and wastewater treatment facilities provided.

**WPDES PERMIT**

Permit issued under the Wisconsin Pollution Discharge Elimination System, Ch. NR 210, Wis. Adm. Code.

- [1] *Editor's Note: The definition of "replacement fund" which immediately followed this definition was deleted at time of adoption of Code (see Ch. 1, General Provisions, Art. II).*

## § 230-3. Basis for variable charges.

[Amended 10-18-2005 by Ord. No. 17-05; 7-2-2018 by Ord. No. 5-18]

A. Sewer users served by Water Utility water meters.

- (1) With the exception of residential-class customers, each lot, parcel of land, building or premises having a connection with the wastewater system and being served with water solely by the Water

Utility, the quantity of wastewater for billing purposes shall be measured by the Water Utility water meter used upon the premises.

- (2) If a user feels that a significant amount of water metered does not reach the sanitary sewer due to lawn or garden watering, etc., said user can, at his/her own expense, through the approving authority, install a second water meter and/or service that would monitor flow of water used for lawn and garden watering, noncontact cooling water or other similar purposes. Charges for sewer use would be made based on the difference between the two meter readings. If a second meter and service are installed, charges for sewer use shall be based on the actual water metered from the service which ultimately discharges into the sanitary sewer system.
- (3) Requests for usage adjustments, or a second meter or service, shall be made, in writing, to the approving authority. Charges for a second meter or service shall be made in accordance with Subsection **B** below.
- (4) If the high-volume commercial or industrial user produces evidence satisfactory to the approving authority that more than 20% of the total annual volume of water used for all purposes does not reach the public sewer, then the determination of the water consumption to be used in computing the waste volume discharged into the public sewer may be made a matter of agreement between the approving authority and the user. Satisfactory evidence shall be evidence obtained by approved metering.

B. Sewer users served by private wells. Sewer users served by private wells shall be required to do the following:

- (1) If a person discharging into the public sanitary sewer system procures any part or all of his water sources from other than the Water Utility, all or part of which is discharged into the public sewer system, the person shall be required to have water meters installed for the purpose of determining the volume of water obtained from each of these other sources. Where sewage meters are already installed, the water meters will not be required. The water meters shall be furnished by the Jefferson Utilities and installed under their supervision, all costs being at the expense of the person acquiring the meter.
- (2) The Jefferson Utilities shall charge for each meter a rental charge set by the Utility to compensate for the cost of furnishing and servicing the meter. The rental charge shall be billed at the time the sewer service charge is billed.

C. Measurement of flow from high-strength or toxic waste discharges. The volume of flow used for computing the variable charge shall be the metered water consumption of the user as shown in the records of the meter readings maintained by the Water Utility, except as noted in Subsection **D** below.

D. Metering and sampling of high-strength or toxic wastes. See § **230-11E** of this chapter.

E. Free service. No user shall receive free service or pay a sewerage service charge less than the user's proportional share of all costs as defined in § **230-2** of this article.

F. Outside service. All users within the sewer service area shall be treated equally as to operation, maintenance and replacement sewer use charges, regardless of their location with respect to the corporate limits. All users located outside of the corporate limits will be charged 125% of the sewerage service charges. Total service charges may be adjusted to reflect variations in capital costs for outside users.

## § 230-4. Billing practice.

A. Billing period. Fixed and variable charges for all customers shall be billed on a monthly basis.

B. Payment. Sewerage service charges shall be payable 20 days after the billing date to the Jefferson Utilities.

- C. Penalties. Charges levied in accordance with this article shall be a debt due to the City. If the debt is not paid within 20 days after it is due and payable, it shall be deemed delinquent. There shall be an added penalty of 1 1/2% of the amount of the monthly bill per month, and all unpaid balances will be compounded monthly.
- D. Notification. Each user shall be notified annually, in conjunction with a regular bill, of the rate schedule attributable to wastewater treatment services, including an explanation of the charges.

## § 230-5. Amount of user charges.

[Amended 10-18-2005 by Ord. No. 16-05; 10-18-2005 by Ord. No. 17-05; 3-18-2008 by Ord. No. 3-08; 5-18-2010 by Ord. No. 6-10; 11-13-2012 by Ord. No. 14-12; 11-18-2014 by Ord. No. 16-14; 1-5-2016 by Ord. No. 16-15; 7-2-2018 by Ord. No. 5-18]

- A. Sewerage service charges. There is hereby levied and assessed upon each lot, parcel of land, building, premises or unit having a connection with the wastewater works a sewerage service charge based upon the quantity of wastewater discharged, pursuant to § 66.0821, Wis. Stats., as amended or renumbered from time to time. Such sewerage service charges shall be billed to the person owning, using or occupying the property served. The sewerage service charges, with the exception of residential customers, shall consist of a fixed monthly and a variable charge as set forth in the following sections. Residential-class sewerage service charges shall consist of a fixed charge only as set forth in the following section.
- B. Fixed charge.
- (1) With the exception of residential customers, the fixed monthly charge shall be a minimum monthly charge based, in part, upon the number of meters connected to the wastewater works and, in part, upon the size of such meter or meters. Significant contributors shall have a separately computed fixed charge which will exclude bond depreciation, bond reserve account and new debt retirement (other than I/I) components from the fixed charge shown in the following schedule, such components to be paid for pursuant to § 230-3 of this article. Residential customers will be placed into one of three tiers based on average water use as described in Subsection E.
- (2) Fixed service charges are as follows:

<b>Meter Size (inches)</b>	<b>Monthly Charges Effective September 1, 2018</b>
5/8	\$16.30
3/4	\$24
1	\$40
1 1/2	\$81
2	\$129
3	\$242
4	\$403
6	\$806
6 contract	\$468
Rural customer surcharge	25%

- (3) Fixed service charge for residential-class customers are as follows:

<b>Average Monthly Water Usage (cubic feet)</b>	<b>Monthly Charges Effective September 1, 2018</b>
0 to 300	\$21



**Average Monthly Water Usage****(cubic feet)**

301 to 600

601 and up

**Monthly Charges Effective September 1, 2018**

\$30

\$43

**C. Variable charge.**

- (1) Users will be billed on a monthly basis for the volume and strength of wastewater discharged to the wastewater works.
- (2) Normal domestic sewage. Effective September 1, 2018: \$4.29 per 1,000 gallons or \$3.20 per 100 cubic feet.
- (3) Sewage of greater than normal strength.
  - (a) Charges to users discharging wastewater of greater than normal strength will be assessed a surcharge based on the amount by which the wastewater exceeds the normal strength of wastewater, which is 275 milligrams per liter BOD5, 320 milligrams per liter SS, 23 milligrams per liter NH3-N and eight milligrams per liter P. The following rates will be used:

**Monthly Charges Effective September 1, 2018****Parameter****(per pound)**

BOD5

\$0.538

SS

\$0.275

N (ammonia)

\$1.699

P (phosphorus)

\$7.730

- (b) Charges to users discharging wastewater of greater than normal strength shall be computed in accordance with the formula presented below:

Effective September 1, 2018:

$$C = \$4.29 \times V + 0.00834 \times V \times [(\$0.538 \times B) + (\$0.275 \times S) + (\$1.699 \times N) + (\$7.730 \times P)]$$

Where:

- |         |   |  |
|---------|---|--|
| C       | = | Charge to sewer user for operation, maintenance and replacement costs for treatment works.   |
| V       | = | Wastewater volume in 1,000 gallons.  |
| B       | = | Concentration of BOD from a user above the normal strength of 275 mg/l.  |
| S       | = | Concentration of suspended solids from a user above the normal strength of 320 mg/l.   |
| N       | = | Concentration of ammonia nitrogen from a user above the normal strength of 23 mg/l.  |
| P       | = | Concentration of phosphorus from a user above the normal strength of 8 mg/l.   |
| \$4.29  | = | Charge for that portion of the waste equal to normal strength wastewater. Includes cost for treating 275 mg/l BOD5, 320 mg/l SS, 23 mg/l N and 8 mg/l P. |
| 0.00834 | = | Conversion factor (mg/l to lb).  |

- (c) Surcharges will be computed by multiplying flow times strength (mg/l) daily and adding the pounds for the month. Total flow for the month will be multiplied by the residential strength and the result compared to the actual pounds discharged. Surcharges will be applied to

pounds in excess of residential strength on the basis of the month's results. In no event will a user pay less per 1,000 gallons of flow than the charge for normal strength wastewater, which includes an imputed level of BOD, SS, NH<sub>3</sub>-N and P.

- (4) Holding tank and septage waste charges to licensed dischargers shall be computed on the following basis:

- (a) Holding tank discharges shall include the following:

<b>Charge</b>	<b>Amount</b>
Total volume/strength charge	\$8.49
Surcharge of 25%	\$2.12
Dumping charge	\$5
Total charge per thousand gallons	\$15.61

- (b) Septage waste discharges shall include the following:

<b>Charge</b>	<b>Amount</b>
Total volume/strength charge	\$44.31
Surcharge of 25%	\$11.08
Dumping charge	\$7.50
Total charge per thousand gallons	\$62.89

- D. Special assessments. Not included in the sewerage service charges above are the costs associated with providing local collecting facilities to users, which the City may assess by special assessment, in whole or in part, to the property benefited thereby.
- E. Residential fixed charge. Residential sewer customers shall pay a fixed monthly charge, as set forth in Subsection **B(3)** for all months. The following method for calculating the volume shall be used to determine which of three tiers the residential customer falls:
- (1) During the month of May each year, the Water Utility shall calculate the four-month average water usage for each residential customer. The four-month average shall be based on the actual water usage during the preceding four-month period (January through April, inclusive). The calculated average shall be used for each respective residential customer's sewer charge and determine which billing tier the customer will be placed for the next 12 months.
  - (2) If a residential customer is establishing new service during the year and no average water usage can be determined, the customer shall be placed into the 301 to 600 cubic feet usage tier.

## **§ 230-6. Sewer connection fee.**

- A. Starting date. The starting date for the connection fees provided for in this section shall commence with any sewer connections occurring on or after January 1, 2002. Connection fees are due and are based on the date that the building permit for any new sanitary service connection is issued.
- B. Calculation of connection fee. The methodology and calculation used to determine the sewer connection fees provided for herein are based on a Wastewater Connection Fee Report prepared by the project engineer dated June 2001, which is incorporated herein as though fully set forth. Any connection which does not meet the criteria set forth in Subsection **C** shall be determined by the methodology and calculations in said report.
- C. Connection fee. The following are the connection fees established by year and water meter size.

**Meter Size**

<b>(inches)</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006 to 2021</b>
5/8	\$500	\$700	\$900	\$1,100	\$1,100
3/4	\$750	\$1,050	\$1,350	\$1,650	\$1,650
1	\$1,250	\$1,750	\$2,250	\$2,750	\$2,750
1 1/2	\$2,500	\$3,500	\$4,500	\$5,500	\$5,500
2	\$4,000	\$5,600	\$7,200	\$8,800	\$8,800
3	\$7,500	\$10,500	\$13,500	\$16,500	\$16,500
4	\$12,500	\$17,500	\$22,500	\$27,500	\$27,500
6	\$25,000	\$35,000	\$45,000	\$55,000	\$55,000

## § 230-7. Annual audit.

The City shall conduct an annual audit, the purpose of which shall be to demonstrate the continued proportionality and sufficiency of the user charges in system operation and maintenance costs, maintain accurate accounting records for the revenue and expenditures of the wastewater treatment facility and demonstrate the continued proportionality and sufficiency of the user charges relative to changes in system operation, maintenance and replacement costs. Any changes in O, M & R allocations shall be based upon sound engineering and accounting practices and the specific written opinion of a certified accountant or consulting engineer. The City shall have its accountants and engineers review the annuity rate and the actual replacement experience and maintenance practices at the plant no less than once every three years to determine whether the annual revenue addition to the replacement fund is at an appropriate level. The City may initiate such review at any time. If such reviews indicate, the City will make appropriate alterations in the amounts of revenue collected for the replacement fund and charges in treatment plant maintenance practices. Changes in the replacement fund amount shall be preceded by public hearing, and the City shall give express prior written notice of such hearings to the significant contributors to the facility and also provide standard public hearing notice to the public.

## § 230-8. Significant contributors.

Significant contributors shall be those users of the wastewater works whose discharges exceed, in one or more parameters (flow, BOD, SS, and NH<sub>3</sub>-N), 5% of the design value for that particular parameter, on such average or peak basis as the approving authority determines is appropriate.

- A. The City may allocate a portion of capacity in the wastewater treatment facilities to specific significant contributors, particularly in the case of new construction, expansion or renovation of such facilities. Significant contributors will then pay capital costs associated with such allocated capacity.
- B. Significant contributors will be encouraged to contract with the City as to the amount of such allocated capacity and as to the payment of associated capital costs. In exchange for a contractual commitment to pay such capital costs, the City may protect the contracting significant contributors from certain capital cost increases that might otherwise result in the absence of such a contract.
- C. Significant contributors will be requested to advise the City of their best estimate of the level of usage of the wastewater treatment facilities that they expect to utilize through the remaining useful life of those facilities. Significant contributors who have provided reasonable projected usage levels to the City prior to a project of construction, expansion or renovation shall, in the absence of contract provision to the contrary, have their fixed charge computed on the basis of reasonable projected usage levels. The City may change the amount of allocated capacity from the projections provided by the significant contributors, provided that any opportunity for such change is made available to all significant contributors.

- D. Significant contributors who connect to the system after any specific construction, expansion or renovation project may only be allocated capacity in that project to the extent the approving authority deems such capacity is available. In no event may capacity allocated to a significant contributor under a wastewater service with the City be changed in any way without compliance with the terms of the contract. Significant contributors who do not have a contractual commitment to pay specific capital charges may have their allocated capacities and associated capital charges reduced on a prospective basis if, in the judgment of the approving authority, the reallocated portion of the capacity should be made available to another user.

## Article II. Sewer Use

### § 230-9. Definitions.

See § 230-2 of this chapter.

### § 230-10. Use of public sewers.

- A. Sanitary sewers. No person shall discharge or cause to be discharged any unpolluted waters as stormwater, groundwater, roof runoff, subsurface drainage or cooling water to any sanitary sewer, except that stormwater runoff from limited areas (which stormwater may be polluted at times) may be discharged to the sanitary sewer by permission of the approving authority.
- B. Connections.
- (1) User connections. The owner of all houses, buildings or properties used for human occupancy, employment, recreation or other purposes situated within the City and abutting on any street, alley or right-of-way in which there is now located or may in the future be located a public sanitary sewer of the City is hereby required, at the owner's expense, to install suitable toilet facilities therein and connect such facilities directly to the proper public sewer in accordance with the provision of this article within three months after the date of official notice from the approving authority to do so.
  - (2) Connection to public sewer.
    - (a) Duty to connect. To assure preservation of public health, comfort and safety, the owner or the agent of the owner of any building used for human habitation and located adjacent to a sanitary sewer main, or in a block through which such system extends, shall connect therewith after notice as provided herein.
    - (b) Notice to connect. When a sanitary sewer main becomes available to any building used for human habitation, the Director of Public Works/Engineer or other person appointed for that purpose shall notify, in writing, the owner or his agent to connect the building thereto and to install such facilities as may be reasonably necessary. The manner of connection shall be as prescribed by the Director of Public Works/Engineer.
    - (c) Service of notice. The notice required by this Subsection **B(2)** shall be given in the manner prescribed by § 262.08, Wis. Stats., or by registered mail addressed to the last known address of the owner or his agent.
    - (d) Failure to connect. If the owner or his agent fails to comply after 10 days' notice as herein provided, the notifying officer may cause connection to be made and the expense thereof assessed as a special assessment tax against the property.
    - (e) Payment in installments. The owner or his agent may, within 30 days after the completion of the work, file a written option with the City Clerk/Treasurer stating that he cannot pay the cost of connection in one sum and electing that such sum be levied in five equal annual installments, with interest on the unpaid balance at 6% per annum.

- (f) Privies, etc., prohibited, after connection. After connection of any building used for human habitation to a sewer main, no privy, cesspool, septic tank or waterless toilet shall be used in connection with such human habitation, and all such abandoned septic tanks and cesspools shall be immediately filled.
- C. Storm sewers. Stormwater, other than that exempted under Subsection A above, and all other polluted drainage shall be discharged to such sewers as are specifically designated as storm sewers or to a natural outlet approved by the approving authority or other regulatory agencies. Unpolluted industrial cooling water or process waters may be discharged, on approval of the approving authority, to a storm sewer or natural outlet.
- D. Prohibitions and limitations. No wastewater, regardless of character, shall be discharged to the sewage system in such a manner as to interfere with the designated operation of the collection system or treatment facilities or to cause the treatment works to exceed the limits presented by the WPDES permit.
  - (1) Except as hereinafter provided, no person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewer:
    - (a) Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid or gas.
    - (b) Any waters or wastes containing toxic or poisonous solids, liquids or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any waste treatment process or which constitutes a hazard to humans or animals, creates a public nuisance or any hazard in, or has an adverse effect on the waters receiving any discharge from the treatment works.
    - (c) Any waters or wastes having a pH lower than 5.5 or higher than 9.0 or having any other corrosive property capable of causing damage or hazard to structures, equipment and personnel of the wastewater works.
    - (d) Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers or other interference with the proper operation of the wastewater facilities, such as, but not limited to, ashes, cinder, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, underground garbage, whole blood, paunch manure, hair and fleshings, entrails and paper dishes, cups, milk containers, etc., whether whole or ground by garbage grinders.
  - (2) The following described substances, materials, waters or waste shall be limited in discharges to municipal systems to concentrations or quantities which will not harm either the sewers, wastewater treatment process or equipment and will not have an adverse effect on the receiving stream or otherwise endanger lives, limb, or public property or constitute a nuisance. The approving authority may set limitations lower than the limitations established in the regulations below if, in its opinion, such more severe limitations are necessary to meet the above objections. In forming its opinion as to the acceptability, the approving authority will give consideration to such factors as the quantity of subject waste in relation to flows and velocities in the sewers, materials of construction of the sewers, the wastewater treatment plant and other pertinent factors. The limitations on wastewater discharged to the sanitary sewer which shall not be violated without approval of the approving authority are as follows:
    - (a) Wastewater having a temperature higher than 150° F. (65° C.).
    - (b) Wastewater containing more than 25 milligrams per liter of petroleum oil, nonbiodegradable cutting oils or product of mineral oil origin.
    - (c) Any water or waste which may contain more than 300 milligrams per liter of fat, oil or grease.
    - (d) Any garbage that has not been properly shredded. Garbage grinders may be connected to sanitary sewers from homes, hotels, institutions, restaurants, hospitals, catering establishments or similar places where garbage originates from the preparation of food in kitchens for the purpose of consumption on the premises or when served by caterers. The

installation and operation of any commercial grinder equipped with a motor of one horsepower or greater shall be subject to the review and approval of the approving authority and a permit shall be obtained prior to the installation of any such commercial garbage grinder unit. The fee for this permit shall be as set by the Common Council.

- (e) Any waters containing iron, chromium, zinc, mercury and similar objectionable or toxic substances to such degree that any such material received in the composite wastewater treatment works exceeds the limits established by the approving authority for such materials.
- (f) Any waters or wastes containing odor-producing substances exceeding limits which may be established by the approving authority.
- (g) Any radioactive wastes or isotopes of such half-life or concentrations as may exceed limits established by the approving authority in compliance with applicable state or federal regulations.
- (h) Quantities of flow, concentrations or both which constitute a "slug" as defined herein or which exceed agreed capacity limitations provided for by contract between a user and the City.
- (i) Water or wastes containing substances which are not amenable to treatment or reduction by the wastewater treatment processes employed or are amenable to treatment only to such degree that the wastewater treatment plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.
- (j) Any water or wastes which, by interaction with other water or wastes in the public sewer system, release obnoxious gases, form suspended solids which interfere with the collection system or create a condition deleterious to structures and treatment processes.
- (k) Materials which exert or cause:
  - [1] Unusual BOD, chemical oxygen demand or chlorine requirements in such quantities as to constitute a significant load on the wastewater treatment plant.
  - [2] Unusual volume of flow or concentration of wastes constituting "slugs" as defined herein.
  - [3] Unusual concentrations of inert suspended solids (such as, but not limited to, fuller's earth, lime slurries, and lime residues) or of dissolved solids (such as, but not limited to, sodium sulfate).
  - [4] Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions).

E. Special arrangements. No statement contained in this article shall be construed as prohibiting any special agreement between the City and any person whereby an industrial waste of unusual strength or character may be admitted to the sewage disposal works, either before or after pretreatment, provided that there is no impairment of the functioning of the sewage disposal works by reason of the admission of such wastes and no extra costs are incurred by the City without recompense by the person, provided that all rates set forth in this article are recognized and adhered to.

F. New connection. New connections to the sewage system shall not be permitted if there is insufficient capacity in the treatment works to adequately transport and/or treat, as required by the WPDES permit, the additional wastewater anticipated to be received from such connections.

## § 230-11. Industrial wastes.

A. Submission of basic data.

- (1) Within three months after passage of this article, establishments discharging industrial wastes to a public sewer shall prepare and file with the approving authority a report that shall include pertinent

data relating to the quantity and characteristics of the wastes discharged to the wastewater works. Such information shall be provided as per Ch. NR 101, Wis. Adm. Code.

- (2) Similarly, each establishment desiring to make a new connection to the public sewer for the purpose of discharging industrial wastes shall prepare and file with the approving authority a report that shall include actual predicted data relating to the quantity and characteristics of the waste to be discharged.

B. Extension of time. When it can be demonstrated that circumstances exist which would create an unreasonable burden on the establishment to comply with the time schedule imposed by Subsection A above, a request for extension of time may be presented for consideration of the approving authority.

C. High-strength toxic discharges.

- (1) If any waters or wastes are discharged, or proposed to be discharged, to the public sewers, which waters or wastes contain substances or possess the characteristics enumerated in Subsection C(2) below and which, in the judgment of the approving authority, may have a deleterious effect upon the sewage works, processes, equipment or receiving waters, or which otherwise create a hazard to life or health or constitute a public nuisance, the approving authority may:

- (a) Reject the wastes.

- (b) Require pretreatment to an acceptable limit for discharge to the public sewers.

- (c) Require control over the quantities and rates of discharge.

- (d) Require payment to cover the added cost of handling and treating the wastes not covered by existing taxes or sewer charges under the provisions of § 230-10E of this article.

- (2) The toxic pollutants subject to prohibition or regulation under this Subsection C shall include, but need not be limited to, the list of toxic pollutants or combination of pollutants established by § 307(a) of the Clean Water Act of 1977 and subsequent amendments. Effluent standards or prohibitions for discharge to the sanitary sewer shall also conform to the requirements of § 307(a) and associated regulations.

- (3) Pretreatment standards for those pollutants which are determined not to be susceptible to treatment by the treatment works or which would interfere with the operation of such works shall conform to the requirements and associated regulations of § 307(b) of the Clean Water Act of 1977 and subsequent amendments. The primary source for such regulations shall be 40 CFR 403, General Pretreatment Regulations for Existing and New Sources of Pollution.

D. Control manholes.

- (1) Each user discharging industrial wastes into a public sewer may be required by the approving authority to construct and maintain one or more control manholes or access points to facilitate observation, measurement and sampling of his wastes, including domestic sewage.

- (2) Control manholes or access facilities shall be located and built in a manner acceptable to the approving authority. If measuring devices are to be permanently installed, they shall be of a type acceptable to the approving authority.

- (3) Control manholes, access facilities and related equipment shall be installed by the establishment discharging the waste, at its expense, and shall be maintained by it so as to be in safe condition, accessible and in proper operating condition at all times. Plans for installation of the control manholes or access facilities and related equipment shall be approved by the approving authority prior to the beginning of construction.

E. Metering and sampling of high-strength or toxic wastes.

- (1) General. Users designated by the approving authority with high levels of flow or high-strength discharge may be required to have monitoring facilities. The approving authority shall make a determination as to when metering of high levels of flow is needed as well as what frequency of

sampling of high-strength wastewater is needed. Metering and sampling devices shall be installed, owned and maintained by the discharger subject to the approval of the approving authority. Access to the sampling and metering location shall be granted to the approving authority or its duly authorized representative at all times.

- (2) Metering. Devices for measuring the volume of wastewater discharge may be required by the approving authority if the volume cannot otherwise be determined from the metered water consumption records.
- (3) Sampling. Industrial wastes discharged into the public sewers shall be subject to periodic inspections and a determination of character and concentration of such wastes. Sampling shall be conducted in such a manner as to be representative of the composition of the waste. Every care shall be exercised in collection of samples to ensure their preservation in a state comparable to that at the time the sample was taken. Sampling may be accomplished either manually or by the use of mechanical equipment acceptable to the approving authority. The use of flow-proportional composite sampling is preferred.
- (4) Maintenance. A maintenance schedule shall be accepted by the approving authority. All maintenance and equipment repair shall be performed within a reasonable time as determined by the approving authority. Failure to perform maintenance within a reasonable time shall be subject to the same forfeiture and procedural provisions as applied to violations under this article. Prior to completion of satisfactory repairs, and for any preceding period during which the approving authority determines there existed a malfunction, error or bias in the metering and sampling, the volume and strength of the wastewater for that period discharged by the discharger shall be based on historical data and a reasonable engineering estimate of flow and strength, taking account of material known production variations, all as determined by the approving authority in consultation with the discharger. If prolonged periods of breakdown are anticipated, approved interim measuring and sampling needs shall be provided and used to determine the volume and strength of wastewater. Following approval and installation of permanent or temporary metering or sampling equipment, such equipment shall not be removed without the consent of the approving authority.

F. Analysis.

- (1) All measurements, tests and analyses of the characteristics of wastes and wastes to which reference is made in this article shall be determined in accordance with the latest edition of Standard Methods for the Examination of Water and Wastewater, published by the American Health Association. Sampling methods, location, times, duration and frequencies are to be determined on an individual basis subject to approval by the approving authority.
- (2) Determination of the character and concentration of the industrial wastes shall be made by the establishment discharging them, or its agent, as designated and required by the approving authority. The approving authority may also make its own analyses of the wastes, and these determinations shall be binding as a basis for charges.

G. Pretreatment. Where required, in the opinion of the approving authority, to modify or eliminate wastes that are harmful to the structures, processes or operation of the wastewater treatment works, the person shall provide, at his expense, such preliminary treatment or processing facilities as may be determined required to render his wastes acceptable for admission to the public sewers.

H. Submission of information. Plans, specifications, any other pertinent information relating to proposed flow equalizations, pretreatment or processing facilities shall be submitted for review of the approving authority prior to the start of their construction if the effluent from such facilities is to be discharged into the public sewers.

I. Grease and/or sand interceptors. Grease, oil and sand interceptors shall be provided when, in the opinion of the approving authority, they are necessary for the proper handling of liquid wastes containing floatable grease in excessive amounts, as specified in § 230-10D(2)(c), or any flammable wastes, sand or other harmful ingredients, except that such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the



approving authority and shall be located as to be readily and easily accessible for cleaning and inspection. In the maintaining of these interceptors, the owner shall be responsible for the proper removal and disposal by appropriate means of the captured material and shall maintain records of the dates and means of disposal which are subject to review by the approving authority. Any removal and hauling of the collected materials not performed by the owner's personnel shall be performed by currently licensed waste disposal firms.

## § 230-12. Right of entry; compliance with safety rules.

- A. Right of entry. The City Director of Public Works/Engineer, Plant Superintendent or other duly authorized employee of the City bearing proper credentials and identification shall be permitted to enter all properties for the purpose of inspection, observation, and testing, all in accordance with the provision of this article and state laws. The City Director of Public Works/Engineer, Plant Superintendent or other duly authorized employee of the City shall have no authority to inquire into any process beyond that point having bearing on the kind and source of discharge to the sewers or waterways or facilities for wastewater treatment.
- B. Safety. While performing the necessary work on private premises referred to in Subsection **A** above, authorized City employees shall observe all safety rules applicable to the premises established by the owner or occupant, and the City shall indemnify the owner against loss or damage to its property by the City employees and against the liability claims and demands for personal injury or property damage asserted against the owner and growing out of the gauging and sampling operation of the City employees, except as such may be caused by negligence or failure of the owner to maintain safe conditions as required in § **230-11D** of this article. The City shall report to the owner or occupant any unsafe conditions.
- C. Identification; right to enter easements. The City Director of Public Works/Engineer, Plant Superintendent and other duly authorized employees of the City bearing proper credentials and identification shall be permitted to enter all private properties through which the City holds a duly negotiated easement for the purpose of, but not limited to, inspection, observation, measurement, sampling, repair and maintenance of any portion of the sewage works lying within such easement, all subject to the terms, if any, of the agreement.

## § 230-13. Construction of building sewers.

- A. Work authorized.
  - (1) No unauthorized person shall uncover, make any connections with or openings into, use, alter or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the approving authority. The fee for this permit shall be as set by the Common Council and shall be paid prior to the issuance of the permit.
  - (2) No contractor, plumber, pipe fitter or other person shall be permitted to do work on any public or building sewer without first receiving a license from the state and posting a bond of \$1,500 with the approving authority, except in cases where state law permits building owners to do their own work without being licensed. Such bond shall be released upon satisfactory inspection of the work in accordance with Subsection **H** below.
  - (3) Prior to commencement of the work, the permittee shall notify the City at least 48 hours before beginning excavations.
- B. Cost of sewer connection. All costs and expenses incident to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the City from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer. The owner shall be responsible for all maintenance costs.

- C. Use of old building sewers. Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the approving authority, to meet all requirements for this article.
- D. Materials and methods of construction. The size, slope, alignment and materials of construction of the building sewer and the methods to be used in excavating, placing of the pipe, jointing, testing and backfilling the trench shall all conform to the requirements of the Wisconsin Administrative Code, the State Department of Natural Resources, Building and Plumbing Codes and other rules and regulations of the City. In the absence of code provisions or in amplification thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WPCF Manual of Practice No. 9 shall apply.
- E. Building sewer grade. Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.
- F. Stormwater and groundwater drains.
  - (1) No person shall make connection of roof downspouts, exterior foundation drains, areaway drains or other sources of surface runoff or groundwater to a building sewer or building drain which is connected directly or indirectly to a public sanitary sewer.
  - (2) All existing downspouts or groundwater drains, etc., connected directly or indirectly to a public sanitary sewer shall be disconnected no later than 60 days from the date of an official written notice by the approving authority. Exceptions to the above shall be made only by the approving authority in writing.
- G. Conformance to Building and Plumbing Codes.
  - (1) The connection of the building sewer into the public sewer shall conform to the requirements of the Building and Plumbing Codes or other applicable rules and regulations of the City or the procedures set forth in appropriate specifications of the ASTM and the WPCF Manual of Practice No. 9. All such connections shall be made gastight and watertight. Any deviation from the prescribed procedures and materials shall be approved by the approving authority before installation.
  - (2) All connections to existing sewer mains shall be made with a saddle "T" or "Y" fitting set upon a carefully cut opening centered in the upper quadrant of the main sewer pipe and securely strapped on with corrosion-resistant straps or rods, or with solvent-welded joints in the case of plastic pipes.
- H. Inspection of connection. The applicant for the building sewer permit shall notify the approving authority when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the approving authority. The cost of one inspection is included in the permit fee. Additional inspections, if required, shall be at the expense of the applicant.
- I. Barricades; restoration. All excavations for the building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the City.

## § 230-14. Septic and holding tank disposal.

- A. No person in the business of gathering and disposing of septic tank sludge or holding tank sewage shall transfer such material into any portion of the City treatment works unless a permit for disposal has been first obtained from the City. Written application for this permit shall be made to the City and shall state the name and address of the applicant, the number of its disposal units and the make, model and license number of each unit. Permits shall be nontransferable except in the case of

replacement of the disposal unit for which a permit shall have been originally issued. The permit may be obtained upon payment of a fee as set by the Common Council per calendar year for each licensed hauler or contractor. The time and place of disposal will be designated by the City. The City may impose such conditions as it deems necessary on any permit granted.

- B. Charges for disposal shall be established in accordance with the City user charge system. Bills shall be mailed on a monthly basis, and if payments are not received within 30 days thereof disposal privileges shall be suspended.
- C. Any person or party disposing of septic tank or holding sludge agrees to carry public liability insurance in an amount not less than \$100,000 to protect any and all persons or property from injury and/or damage caused in any way or manner by an act, or failure to act, by any of his employees. Such person shall furnish a certificate certifying such insurance to be in full force and effect.
- D. All materials discharged to the treatment works shall be of domestic origin only, and septic tank wastes shall be segregated from holding tank wastes. The discharger shall also certify that he will comply with any and all applicable provisions of the City and will not deposit or drain any gasoline, oil, acid, alkali, grease, rags, waste, volatile or flammable liquids, or other deleterious substances into any manhole or allow any earth, sand or other solid material to pass into any part of the treatment works.
- E. The person or party disposing waste shall furnish bond to the City in the amount of \$1,000 to guarantee performance. Such performance bond shall be delivered to the City prior to the issuance of the permit hereunder.
- F. Any disposal of septic or holding tank wastes by any person or corporation which has not paid the license fee in full or which discharges such wastes without notifying the City or at times other than as designated by the City shall be in violation of this article and subject to the penalty provided in § 230-16 hereof.
- G. Violation of any of these provisions shall render the discharger subject to immediate suspension and/or revocation of his disposal privileges and may make him liable to the penalty provision of this article as outlined in § 230-16 hereof. The City also retains the right to suspend or revoke any disposal privileges upon 30 days' notice if, in the opinion of the approving authority, the acceptance of such wastewater would cause the treatment works to violate the provisions of its WPDES permit due to the volume or character of the wastes. Upon such suspension or revocation, the approving authority shall refund a proportionate share of the permit fee.

## § 230-15. Damaging or tampering with sewage facilities.

- A. Willful, negligent or malicious damage. 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 sewage facilities. Any person violating this provision shall be subject to immediate arrest under a charge of disorderly conduct.
- B. Liability to discharger for losses. Any person who intentionally, negligently or accidentally violates any provisions of this article shall become liable to the City or any downstream user for any expense, loss or damage occasioned by reason of such violation which the City or any downstream user may suffer as a result thereof. This subsection shall be applicable whether or not a written notice of the violation was given as provided in § 230-16A and without consideration for any penalties which may be imposed for a violation of this article.

## § 230-16. Notice of violation; accidental discharges; liability.

- A. Written notice of violation. Any person found to be violating any provision of this article shall be served by the City with a written notice stating the nature of the violation and providing a reasonable time for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.

- B. Accidental discharge. Any person found to be responsible for accidentally allowing a deleterious discharge, as defined in § 230-10D, into the sewer system which causes damage to the treatment facility and/or receiving body of water shall, in addition to a forfeiture, pay the amount to cover damages, both values to be established by the approving authority. Any accidental wastewater discharges which violate § 230-10D shall be reported immediately upon discharge. The City shall address any potential forfeitures within 15 days after the end of the month in which the violation is reported or detected, whichever is later.
- C. Accidental discharge penalties. The City may levy a minimum forfeiture of \$500 for an accidental discharge that is reported immediately or a minimum forfeiture of \$1,500 for an unreported accidental discharge.
- D. Continued violations. Except as provided for in Subsection C above, any person, partnership or corporation, or any officer, agent, or employee thereof, who shall continue any violation beyond the aforesaid notice time limit provided shall, upon conviction thereof, forfeit not less than \$1,000 nor more than \$2,000, together with the costs of prosecution. In default of payment of such forfeiture and costs, such violator shall be imprisoned in the county jail for a period not to exceed 30 days. Each day in which any violation is continued beyond the aforesaid notice time limit shall be deemed a separate offense.
- E. Liability to the City for losses. Any person violating any provision of this article shall become liable to the City for any expense, loss or damage occasioned by reason of such violation which the City may suffer as a result thereof.

#### § 230-16.1. through § 230-16.4. (Reserved)

#### § 230-16.5. Amalgam management at dental offices.

[Added 4-19-2011 by Ord. No. 4-11]

- A. This section applies to any dental office that places or removes 10 or more amalgam fillings per calendar year. If work in a dental office is limited to work that does not involve placing or removing amalgam, such as orthodontics, periodontics, oral and maxillo-facial surgery, endodontics, or prosthodontics, then this section does not apply.
- B. All dental offices shall implement best management practices for amalgam as established by the Wisconsin Dental Association.
- C. Within the shortest reasonable time, but not later than July 1, 2012, every vacuum system where amalgam is placed or removed shall include an amalgam separator that meets the criteria of the International Standards Organization (ISO 11143). Dental offices shall install, operate, and maintain the amalgam separator according to instructions provided by the manufacturer. The amalgam separator shall have a design and capacity appropriate for the size and type of vacuum system.
- D. On or before July 1, 2012, each dental office shall provide a report providing the following information:
  - (1) If installation of the amalgam separator is complete, then the report shall identify the manufacturer, and the installation date.
  - (2) If installation of the amalgam separator is incomplete, then the report shall briefly explain the delay, provide an installation schedule, and identify the manufacturer and the model name of the amalgam separator that will be installed.
- E. If a dental office has provided a report according to Subsection D(2), then the dental office shall notify the wastewater facility of the completion of installation within five days after completion.
- F. From the contractors used to remove amalgam waste, dental offices shall obtain records for each shipment showing:

- (1) The name, address, and the telephone number of the initial recipient of the amalgam waste.
  - (2) The shipping date and a volume or mass for each shipment.
  - (3) The final location where the mercury will be recovered.
- G. Dental offices shall maintain these records for a minimum of five years. Dental offices shall send a copy of these records by January 31, for the previous calendar year, to the wastewater facility.
- H. Dental offices shall allow the wastewater facility to inspect the vacuum system, amalgam separator, and amalgam waste storage areas.
- I. Inspections shall occur during the normal operating hours of the dental office. The wastewater plant shall inspect dental offices according to appointments made in advance, as long as this advanced notice does not impede enforcement of this section.
- J. If a dental office is implementing the best management practices required by Subsection **B**, and is maintaining the amalgam separator required by Subsection **C**, then any numerical discharge limit for mercury established in any other section of this chapter does not apply.
- K. Violations and penalties. Any person who shall violate any provision of this section shall be subject to a penalty as provided in Chapter 1, Article I, of this Code. The initial forfeiture is set at \$100 for the first offense, and \$200 for each offense thereafter, but may be set annually by the Council and itemized in § 1-4C(1) of the City Code, together with the actual cost of prosecution.

## § 230-17. Appeals.

- A. Any user, permit applicant or holder affected by any decision, action or determination, including cease and desist orders, made by the approving authority interpreting or implementing the provisions of this article, or in any permit issued herein, may file with the approving authority a written request for reconsideration within 10 days setting forth in detail the facts supporting the user's request for reconsideration.
- B. The approving authority shall render a decision on the request for reconsideration to the user, permit applicant or holder in writing within 15 days of receipt of the request. If the ruling on the request for reconsideration made by the approving authority is unsatisfactory, the person requesting reconsideration may, within 10 days after notification of the approving authority's action, file a written appeal with the City Administrator.
- C. A fee as set by the Common Council shall accompany any appeal for a ruling by the Common Council. This fee may be refunded if the appeal is sustained in favor of the appellant.
- D. The written appeal shall be heard by the Common Council within 45 days from the date of filing. The Common Council shall make a final ruling on the appeal within 60 days from the date of filing.<sup>[1]</sup>

[1] *Editor's Note: Original § 13.40, Audit, which immediately followed this section, was deleted 10-18-2005 by Ord. No. 17-05. See now § 230-7, Annual audit.*

## § 230-18. Amendments.

The City, through its qualified officers, reserves the right to amend this article in part or in whole wherever it may deem necessary, but such right will be exercised only after due notice to all persons concerned and proper hearing on the proposed amendment.

## § 230-19. Violations and penalties.

Except as otherwise provided in this article, any person who shall violate any provision of this article or any order, rule or regulation made thereunder, or any of the rules and regulations on file with the Public Service

Commission, shall be subject to a penalty as provided in Chapter 1, Article I of this Code.