

**CITY OF PRESCOTT  
MEETING NOTICE  
PUBLIC WORKS COMMITTEE  
MONDAY, AUGUST 15, 2016  
AT 5:30 P.M.  
PRESCOTT MUNICIPAL BUILDING  
800 BORNER ST.  
PRESCOTT, WI 54021  
Website: prescottwi.org**

1. Call to Order
2. Roll Call
3. Approve minutes for July 25, 2016
4. Meet with Trane and possible third party investor for Energy Savings performance contract
5. Discuss water and sewer taps to mains
6. Other Business
7. Adjourn

**NOTICE**  
**ACCESS TO THE MUNICIPAL BUILDING FOR THE DISABLED IS  
AVAILABLE THROUGH THE MUNICIPAL BUILDING PARKING LOT  
ENTRANCE. ALL THOSE WITH SPECIAL NEEDS SHOULD CALL CITY  
HALL OFFICES (715-262-5544) IF ASSISTANCE IS REQUIRED.**

CITY OF PRESCOTT, WISCONSIN

JULY 25, 2016 PUBLIC WORKS COMMITTEE

Pursuant to due call and notice thereof, a meeting of the Public Works Committee was held Monday, July 25, 2016, 800 Borner St., Prescott, WI 54021.

Call to order/Roll Call: Chairman Rob Daugherty called the meeting to order at 5:30 p.m. Members present were, Bill Dravis and Rob Daugherty. Public Works Director Hank Zwart and City Administration Jayne Brand represented staff. Also present from Cedar Corporation City Engineer Russ Kiviniemi.

**Dravis/Daugherty motion to approve the minutes for June 27, 2016 passed without a negative voice vote.**

Public Works Director Hank Zwart informed the committee the stormwater fallout at Point St. Croix Marina is in need of repair. During one of the last rains the rain water washed out the rip rap and it appears the retaining wall is also bowing. It was decided to remove the baffles from the inside of the pipe and repair the cement. Alderperson Dravis asked about the retaining wall and if that is going to stand with another large rainfall. It was suggested that an insurance claim be filed to see if any of the structures are covered.

The committee reviewed the sanitary survey report and notice of noncompliance for drinking water as identified by Department of Natural Resources. A number of the items which need to be addressed are minor but there are a few items which are going to have a larger price attached to them. It was discussed there may need to be a full rate review for water done by the Public Service Commission. This will need to be an item which is included in the 2017 budget.

Emerald Ash Borer has been found in Hastings. The city has already done a cost estimate to remove the trees which are on city boulevards. The estimate cost is \$200,000. This is an item which should also be discussed as part of the 2017 budget.

Other Business:

Alderperson Dravis stated he has received complaints about not having a fishing dock. He asked about when will the project be completed along with the rest of the riverfront project.

It was also commented work needs to be done on the courtesy dock. Possible putting in spud poles and redoing the stairs.

**Motion to adjourn passed without a negative voice vote.**

Respectfully Submitted,

Rob Daugherty  
Committee Chair

City of Prescott, WI  
Friday, August 12, 2016

## Chapter 470. Sewers

### § 470-3. Sewer construction and connections.

- A. Compulsory connection. The owner of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes from which wastewater is discharged, and which is situated within the City and adjacent to 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, shall be required, at the owner's expense, to install a suitable service connection to the public sewer in accordance with provisions of this chapter, within one year of the date said public sewer is operational. An extension of the one year may be granted by the Common Council upon recommendation by the City Engineer. All future buildings constructed on property adjacent to the public sewer shall be required to immediately connect to the public sewer. If sewer connection is not made pursuant to this section, an official thirty-day notice shall be serviced instructing the affected property owner to make said connection.
- B. Compulsory connection by municipality. In the event an owner shall fail to connect to a public sewer in compliance with a notice given under Subsection A, the City shall undertake to have said connection made and shall assess the cost thereof against the benefited property. Such assessment, when levied, shall bear interest at the rate determined by the Common Council and shall be certified to the Auditor of the County of Pierce, Wisconsin, and shall be collected and remitted to the City in the same manner as assessments for local improvements. The rights of the City shall be in addition to any remedial or enforcement provisions of this chapter.
- C. New connections. New connections to the wastewater treatment works will be allowed only if there is available capacity in all of the downstream facilities, including, but not limited to, capacity for flow, BOD, suspended solids, and phosphorus, as determined by the Director.
- D. Work authorized. No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb the sanitary sewer or appurtenance thereof without first obtaining a written permit from the Director. Said permit shall be requested at least two business days prior to making said connection.
- E. Service connection permit.
- (1) Applications for permits shall be made by the owner or authorized agent and the party employed to do the work, and shall state the location, name of owner, address of the building to be connected, and how the building is to be occupied. No person shall extend any private building drain beyond the limits of the building or property for which the service connection permit has been granted. The permit application shall be accompanied by a permit and inspection fee in the amount shown in the Permit and Fee Schedule.<sup>[1]</sup>
- [1] *Editor's Note: The current Permit and Fee Schedule is on file in the City Clerk's office.*
- (2) Classes of permits.
- (a) There shall be two classes of building sewer permits, including:

[1] For service to residential and commercial buildings; and

[2] For service to establishments producing industrial wastes.

(b) In either case, the application shall be supplemented by any plans, specifications, or any other information considered pertinent in the judgment of the Director. The industry, as a condition of permit authorization, must provide information describing its wastewater constituents, characteristics and type of activity.

- F. Sewer connection fee. Each new connection to the wastewater treatment works shall be assessed a sewer connection fee to offset the capital cost of providing sewer service. Any new connection requiring excavation within the street right-of-way will also be assessed a street opening fee to offset the cost of work within said right-of-way. A new connection requiring the use of a lift station shall be assessed a lift station fee to offset the capital cost of providing the lift station service. The amount of said fee is set by the approving authority and shown in the Permit and Fee Schedule.
- G. Cost of sewer connection. All costs and expenses incident to the installation and connection of the building sewer shall be born by the person making the connection.
- H. 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 Director, to meet all requirements for this chapter.
- I. Materials and methods of construction. The size, slope, alignment, materials of construction of a building sewer, and the methods to be used in excavating, placing of the pipe, jointing, testing, and back filling the trench shall conform to the requirements of the municipality's building and plumbing code or other applicable 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 WEF Manual of Practice No. 9 shall apply.<sup>[2]</sup>  
[2] *Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).*
- J. 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 a means approved by the Director and discharged to the building sewer.
- K. Stormwater and groundwater drains.
- (1) No person shall make connection of roof downspout, 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 sanitary sewer.
- (2) All existing downspout or groundwater drains, etc., connected directly or indirectly to a sanitary sewer shall be disconnected within 60 days of the date of an official written notice from the Director.
- L. Conformance to plumbing codes. The connection of the building sewer into the sanitary sewer shall conform to the requirements of the building and plumbing code, or other applicable rules and regulations of the municipality or the procedures set forth in appropriate specifications of the ASTM and WEF Manual of Practice No. 9. All such connections shall be made gastight and watertight. The Director before installation must approve any deviation from the prescribed procedures and materials.<sup>[3]</sup>  
[3] *Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).*
- M.

Inspection connection. The person making a connection to a public sewer shall notify the Director when the building sewer is ready for inspection and connection to the public sewer. The connection shall be inspected and approved by the Director.

- N. Barricades and 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 Director.
- O. Service connection installer license. No person shall make a service connection with any public sewer unless regularly licensed under this section to perform such work, and no permit shall be granted to any person except such regularly licensed person.
- P. Service connection installer license application. Any person desiring a license to make service connections with public sewers shall apply, in writing, to the Business Manager with satisfactory evidence that the applicant or employer is trained or skilled in the business and qualified to receive a license. Said application shall be accompanied by a service connection license fee as established by the approving authority and shown in the Permit and Fee Schedule. All applications shall be referred to the Director for recommendation. If approved, such license shall be issued by the Business Manager upon the filing of a bond as hereinafter provided. All licenses shall expire on December 31 of the current calendar year unless the license is suspended or revoked for cause.
- Q. Service connection installer bond. No license shall be issued to any person until a bond to the City is filed with the Business Manager in the amount specified in the Permit and Fee Schedule. Said bond shall be conditioned that the licensee will indemnify and save harmless the City from all suits, accidents, and damage that may arise by reason of any opening in any street, alley, or public ground made by the licensee or by those in the licensee's employment for any purpose whatever, and that the licensee will replace and restore the street and alley over such opening to the condition existing prior to the installation, adequately guard with barricades and lights and will keep and maintain the same to the satisfaction of the Director, and shall conform in all respects to the rules and regulations of the City relative thereto, and pay all fines that may be imposed on the licensee by law.
- R. License suspension and revocation. The Director may suspend or revoke any license issued under Subsection O for any of the following causes:
  - (1) Giving false information in connection with the application for a license.
  - (2) Incompetence of the licensee.
  - (3) Willful violation of any rules or regulations pertaining to the making of service connections.

*City of Prescott, WI  
Friday, August 12, 2016*

## Chapter 563. Water

### Article I. Water Service

#### § 563-2. Establishment of service.

- A. Application for water service shall 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, name of the owner, the exact use to be made of the service, and the size of the supply pipe and meter desired. (Note particularly any special refrigeration, fire protection, and/or air-conditioning water-consuming appliances.)
- B. Service will be furnished only if:
  - (1) 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 property owner has agreed to and complied with the provisions of the Utility's filed main extension rule;
  - (2) Property owner has installed or agrees to install a service pipe from the curblin to the point of use, and laid not less than seven feet below the surface of an established or proposed grade, and according to Utility's specification; and
  - (3) Premises have adequate piping beyond metering point.
- C. The owner of a multiunit 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 the other units. Each meter and meter connection will be a separate Water Utility customer for the purpose of the filed rules and regulations.
- D. No division of the water service of any lot or parcel of land shall be made for the extension and independent meterage of the supply to an adjoining lot or parcel of land. No division of a water supply service shall be made at the curb for separate supplies therefor for two or more separate premises having frontage on any street or public service strip whether owned by the same or different parties.
- E. The Utility is hereby empowered to withhold approval of any application wherein full information of the purpose of such supply is not clearly indicated and set forth by the applicant property owner.

RATE FILE

Public Service Commission of Wisconsin

Section Number	
Sheet Number	
Schedule Number	Cz-1
Amendment Number	14

UTILITY NAME:

PRESCOTT WATER UTILITY

Water Lateral Installation Charge

Subdivision developers shall be responsible, where the main extension has been approved by the utility, for the water service lateral installation costs from the main through the curb stop and box.

When the cost of a utility main extension is to be collected through assessment by the municipality, the actual average water lateral installation costs from the main through the curb stop and box shall be included in the assessment of the appropriate properties.

The initial water service lateral(s), not installed as part of a subdivision development or an assessable utility extension, will be installed from the main through the curb stop and box by the utility, for which there will be made a charge as follows:

3/4-inch or 1-inch copper water service	\$450.00
Larger sized service	Actual Cost

PSCW Authorization by Order No. :  
4850-WR-101

Date Order Issued  
February 25, 1997

Applicable for Service Rendered on and after:  
March 24, 1997

Letter Date  
March 26, 1997