

**CITY OF PRESCOTT
MEETING NOTICE
PUBLIC WORKS COMMITTEE
THURSDAY, NOVEMBER 3, 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 September 26, 2016
4. Discuss water hookup costs for vacant lots off of Pearl Street
5. Commercial Cross Connections – Who is going to pay
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

SEPTEMBER 26, 2016 PUBLIC WORKS COMMITTEE

Pursuant to due call and notice thereof, a meeting of the Public Works Committee was held Monday, September 26, 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, Joshua Gergen and Rob Daugherty. Public Works Director Hank Zwart and City Administration Jayne Brand represented staff. Also present Thomas Langenfeld.

Dravis/Gergen motion to approve the minutes for August 15, 2016 passed without a negative voice vote.

Public Works Director Hank Zwart presented to the committee how it bill came to be. City hall was contacted by Thomas Langenfeld about 4:15 p.m. on the Friday before Labor Day about one of his apartments not having any water pressure. Zwart stated the on call public works employee was contacted to respond to the call. The public works employee was having trouble and was unable to figure out what was happening so another public works employee was contacted to come and help. The bill is for the two employees. Public works employees are paid a minimum of two hours and included in the hourly pay is also the benefits for the employee. Zwart stated it is the property owner's responsibility to make sure all the valves in the building are working. Thomas Langenfeld stated he disagreed with Zwart's version of the story. Langenfeld stated Hydro Corp couldn't do all of the apartments in one day. He said they had already broken 4 valves. He stated that he received a letter that he was in compliance but somehow 3 apartments had been missed. When they went out 2 of the apartments had already been done but one had not been done. Langenfeld stated his plumber had shut off the water and when the resident returned home there was no water pressure. Chairman Daugherty asked Langenfeld to stay on task and discuss the bill which was on the agenda. Langenfeld stated he was not told there would be any costs for having someone come out. He said the first public works employee could not get it done and that is why a second employee was called in. The valve was not working. Langenfeld stated none of this was his doing. Langenfeld stated he asked the public works employees to change out the valve but Langenfeld was told they could not do that. Langenfeld stated the only person who shut off the valve Public Works Director Zwart. At this time Langenfeld got irate and abusive and was asked to leave the building.

After a short recess the meeting continued with discussion of the compost site fee for Township of Oak Grove and Clifton. It appears the current payment system with the Townships are working well. For July there were 674 trips from City of Prescott, 93 from Oak Grove and 57 from Clifton. For August there were 487 trips from City of Prescott, 65 from Oak Grove and 40 from Clifton. They have also been tracking the size of the loads and it does appear the loads are much larger from the township residents. Fees were discussed. Fees in to help cover costs but also can't be so high that people are throwing things in the ditches.

Discussion was held on public works personnel. There are several employees retiring within the next two to five years. To be able to run the wastewater treatment plant the employee needs to have four years of certification. It was discussed the employee should be someone who would be an apprentice to the current wastewater operator but would also have a number of other responsibilities within the public works department. It was also discussed the foreman may be one of those employees who will be retiring so we should be looking at how that position will be filled.

Discussion and review of 2016 -2017 capital equipment and projects was done. The public works shop addition was not completed in 2016 but the plans have changed to look at a three or four stall unheated building instead of the addition. Truck/salt spread and GPS receiver if not able to purchase in 2016 will

be asked to move the funds forward for 2017. Broad Street sidewalk is currently being completed. TRANE is going to meet with city staff in the next few days in regards to the HVAC for the municipal building. Hampshire/Henry/James Street will be the street project for 2017. Lake Street is being worked on for the assessor plat. Fix network was estimated to be at a cost of \$130,000 and will be discussed further after looking at the water budget.

Adding the requirement to include GPS coordinates to all new surveys was discussed. The committee is in favor of this requirement. Staff will work to determine if it should be a policy or in the ordinances.

Other Business: It was discussed the city should possibly go out for a request for proposal for engineering services. Further discussion will need to be held with the Mayor as this is an appointment which is made by him.

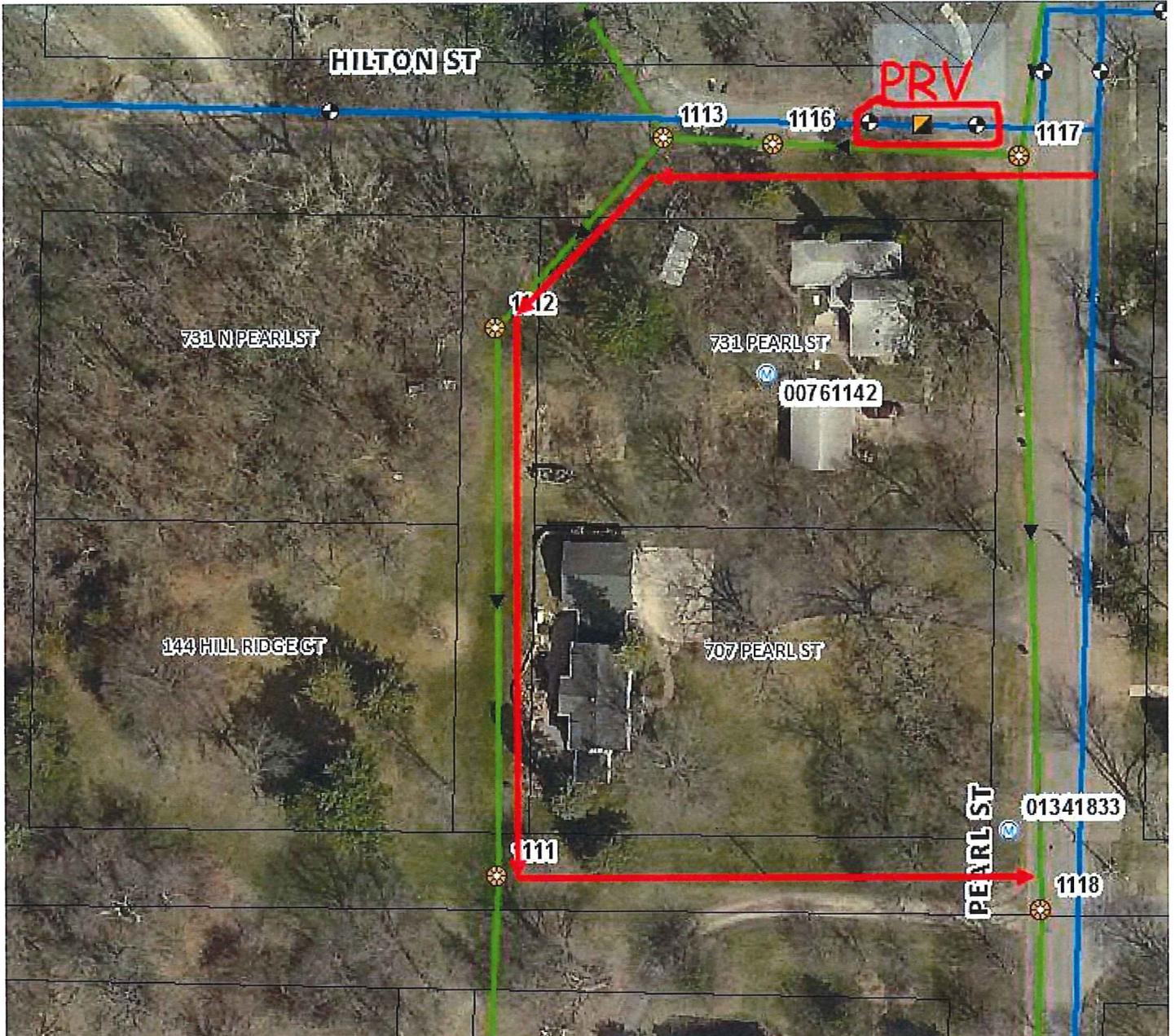
Gergen/Dravis motion to adjourn passed without a negative voice vote.

Respectfully Submitted,

Jayne M. Brand
City Administrator

Jayne Brand

From: Hank Zwart
Sent: Monday, October 31, 2016 9:01 AM
To: Jayne Brand
Subject: Publi Works / Voss



RATE FILE

Public Service Commission of Wisconsin

UTILITY NAME

PRESCOTT WATER UTILITY

Section

Number

Sheet

Number

Schedule

Number X-2

Amendment

Number 13

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 Section 66.60 of the Wisconsin Statutes 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 (A).
 - 2. Part of the contribution required in (1) will be refundable. When additional customers are connected to the extended main within twenty years of the date of completion, contributions in aid of construction will be collected equal to the amount which would have been assessed under (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 (A) nor will it exceed the total assessable cost of the original extension.

Applicable for Service Rendered on and after: November 1 1993

Date Order Issued

PSCW Authorization by Order No.:

Letter Date

November 3, 1993

City of Prescott, WI
Tuesday, November 1, 2016

Chapter 510. Subdivision of Land

Article VI. Required Improvements

§ 510-28. Water supply facilities.

- A. There shall be provided a water supply system in conformity with the master plan of the water system as approved by the City utilities. The subdivider shall install and connect City water to serve all lots subject to specifications and inspection of the City utilities and the State of Wisconsin or shall petition the City for installation and connection of City water to serve all lots. The subdivider shall pay all costs of installing and connecting adequate City water, including the bringing of water from where it exists to the land division in question as well as providing all waterworks within the land division. The subdivider shall provide for a minimum water main diameter of eight inches, except in culs-de-sac where six inches may be allowed, and the location of public fire hydrants along the public streets at not greater than a six-hundred-foot spacing. Fire hydrants which have not passed testing or have not been operational shall be covered with securely attached bags to preclude their being inadvertently used by the Fire Department in an emergency situation. The center line of the pumper nozzle of each hydrant shall be a minimum of 21 inches above the pavement.
[Amended 6-22-2015 by Ord. No. 04-15]
- (1) The land divider shall have prepared plan and profile drawings and specifications for the installation of water main facilities in accordance with the City master water main plan, including the water main, pipe fittings, valves, hydrants, sampling stations and lateral house connections for each lot in the subdivision extended to the lot line. Upon approval of the plans by the City Engineer and the City utilities, the land divider shall cause to be installed, in accordance with the "Standard Specifications for Sewer and Water Construction in Wisconsin," all facilities required, and the cost of same, including inspection, supervision and engineering fees, shall be paid for by the subdivider.
 - (2) Where water mains larger than 10 inches in diameter are required, the subdivider shall be responsible for the cost of a ten-inch main. The difference in cost between the ten-inch main and that installed shall be borne by the City or its utilities.
 - (3) The rules of the City's utilities on file with the Wisconsin Public Service Commission are hereby adopted by reference and made a part hereof as though fully set forth herein.
- B. The subdivider shall construct water mains in such a manner as to make adequate water service available to each lot within the land division. Extensions of the public water supply system shall be designed so as to provide public water service to each lot and required fire flow protection to each hydrant. The size, type and installation of all public water mains proposed to be constructed shall be in accordance with plans and standard specifications approved by the City Engineer.