

Tuesday, January 31, 2017
5:00PM

City Hall, Council Chambers
23 N 2nd Street

AGENDA

**COMMISSION
MEMBERS**

BRUCE HETZEL
CHAIRPERSON
TERM EXP. 2020

SCOTT BORCHARDT
TERM EXP. 2017

DALE ARTHUR
TERM EXP. 2019

ALLEN LEITZ
TERM EXP. 2018

BILL PAULSON
TERM EXP. 2021

“WINTER,
SPRING,
SUMMER, FALL...
TOMAHAWK
HAS IT ALL”

- A. **CALL TO ORDER**
- B. **PUBLIC COMMENTS** (During this item on the agenda the Commission listens to oral comments from members of the public on non-agenda items. When speaking please state your name and limit your time to five minutes.)
- C. **MINUTES**
 - 1. December 27, 2016
 - 2. January 24, 2017
- D. **CHECKS** – 16262-16304 in the amount of \$123,673.89
- E. **FINANCIAL REPORT** – January 20, 2017
- F. **NEW BUSINESS**
 - a. Swan Avenue Water Lateral
 - b. Water Main Repair Policy
- G. **OLD BUSINESS**
 - a. Water Projects
 - i. Well House No 4 and No 5 Rehab
 - ii. Highway 86 Water Main Repair
 - b. Review of Chapter 98 Utilities, Article III Sewer and Sewage Disposal
 - c. 2017 Water Budget
- H. **DIRECTOR’S REPORT**
- I. **NEXT MEETING DATE(S)** – February 28, 2017 at 8:00AM
- J. **ADJOURN**

Any additions to this agenda will be added to the original posted at City Hall. Any person who has a qualifying disability as defined by the American’s with Disabilities Act, that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Clerk-Treasurer at City Hall, 453-4040, at least three days prior to the meeting so any necessary arrangements can be made to accommodate each request.

PLEASE TURN CELL PHONES ON SILENT DURING MEETINGS

1 NEW **1.) 2017 Water Budget**
2 BUSINESS

3 COLE suggested the Commission review the 2017 Water Budget as there were budgeted
4 items that Head Operator Brandon Strelow would prefer moved to different account
5 numbers. He also stated there were discrepancies in the 10-inch water main repair.

6
7 No action was taken.

8
9 **2.) "Fill Station" Location**

10
11 COLE suggested moving the fill station location from the water tower to South Park
12 Drive because there is a blacktop turnaround on South Park Drive.

13
14 PAULSON MOVED to approve the Fill Station location on South Park Drive and HETZEL
15 seconded. The VOTE was unanimous.

16
17 OLD **2.) Review of Chapter 98 Utilities, Article III Sewer and Sewage Disposal**
18 BUSINESS

19 HETZEL suggested a special meeting be called to review the Chapter 98 Utilities, Article
20 III Sewer and Sewage Disposal and to complete the review in its entirety at this meeting.

21
22 The meeting was set for January 24, 2017 at 5:00PM.

23
24 Dale Ernst questioned if there was a name for the vacant commission member position.
25 Mayor TASKAY stated he will have a recommendation at the next Common Council
26 meeting.

27
28 DIRECTOR'S COLE reported that he would like a written policy and procedure on how to handle
29 REPORT water main breaks. He stated that he had been looking into the cost of having a
30 company on standby to dig in case of a water main break.

31
32 COLE stated that Cellcom had contacted him regarding an amendment to the water
33 tower lease agreement. COLE also reported the new Public Works employee, Derek
34 Dotter, started on January 3, 2017.

35
36 NEXT The Water and Sewer Utility Commission will meet on January 31, 2017 at 5:00PM at
37 MEETING City Hall in the Council Chambers.

38
39 ADJOURN BORCHARDT MOVED to adjourn the meeting of the Water and Sewer Utility Commission
40 and PAULSON seconded. The VOTE was unanimous. The meeting was adjourned at
41 9:17AM.

42
43 Approved: Draft _____
44 Clerk-Treasurer, Amanda L. Bartz, CMC

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**MINUTES OF THE
WATER AND SEWER UTILITY COMMISSION
City of Tomahawk
City Council Chambers
January 24, 2017**

7 CALL TO HETZEL called the meeting of the Water and Sewer Utility Commission to order at
8 ORDER 5:00PM.

9
10 ROLL CALL Members present were Scott Borchardt, Bruce Hetzel, Allen Leitz and Bill Paulson.
11 Absent was Dale Arthur

12
13 Also present was Interim Director of Public Works John Cole and Deputy Clerk-Treasurer
14 Loretta Wanta.

15
16 PUBLIC There were no public comments.
17 COMMENTS

18
19 OLD **1.) Review of Chapter 98 Utilities, Article III Sewer and Sewage Disposal**
20 BUSINESS

21 The Commission did a page by page review of Chapter 98 Utilities, Article III Sewer and
22 Sewage Disposal.

23
24 COLE requested on page 18, paragraph (a) Right of Entry, that all public works
25 employees have visible badge picture ID's. The Commission agreed he can purchase the
26 badge picture ID's as requested.

27
28 NEXT The Water and Sewer Utility Commission will meet on January 31, 2017 at 5:00PM at
29 MEETING City Hall in the Council Chambers.

30
31 ADJOURN PAULSON MOVED to adjourn the meeting of the Water and Sewer Utility Commission
32 and BORCHARDT seconded. The VOTE was unanimous. The meeting was adjourned at
33 5:40PM.

34
35 Approved: Draft _____

36 _____
Clerk-Treasurer, Amanda L. Bartz, CMC

1ST MERIT - WATER AND SEWER CHECKING

ALL Checks

Posted From: 12/21/2016 From Account:
Thru: 1/20/2017 Thru Account:

| Check Nbr | Check Date | Payee | Amount |
|-----------|------------|------------------------------------|-----------|
| 16258 | 12/20/2016 | U.W. SOIL TESTING LAB | -8.00 |
| 16262 | 12/29/2016 | AUCA CHICAGO MC LOCKBOX | 226.09 |
| 16263 | 12/29/2016 | CITY OF TOMAHAWK | 12,153.76 |
| 16264 | 12/29/2016 | CITY OF TOMAHAWK SOLID WASTE FUND | 4,203.55 |
| 16265 | 12/29/2016 | CRANE ENGINEERING SALES INC | 3,964.80 |
| 16266 | 12/29/2016 | EXXON MOBIL | 79.11 |
| 16267 | 12/29/2016 | FRONTIER | 130.42 |
| 16268 | 12/29/2016 | GRAINGER | 234.78 |
| 16269 | 12/29/2016 | HAWKINS INC | 1,133.08 |
| 16270 | 12/29/2016 | JELINEK, WILLIAM | 100.00 |
| 16271 | 12/29/2016 | NORTHERN LAKE SERVICE INC | 161.89 |
| 16272 | 12/29/2016 | SYNCHRONIZED INSTRUMENTS, INC | 270.50 |
| 16273 | 12/29/2016 | TEAM LABORATORY CHEMICAL CORP. | 821.00 |
| 16274 | 12/29/2016 | USA BLUE BOOK | 4,624.20 |
| 16275 | 1/10/2017 | CITY OF TOMAHAWK SOLID WASTE FUND | 7,638.94 |
| 16276 | 1/10/2017 | WVOA | 190.00 |
| 16277 | 1/13/2017 | DIVISION OF UNEMPLOYMENT INSURANCE | 661.52 |
| 16278 | 1/13/2017 | EAGLE WASTE & RECYCLING INC. | 103.88 |
| 16279 | 1/13/2017 | FRONTIER | 300.54 |
| 16280 | 1/13/2017 | SHELL FLEET PLUS | 204.30 |
| 16281 | 1/13/2017 | TOMAHAWK ACE HARDWARE | 191.50 |
| 16282 | 1/13/2017 | TOMAHAWK BUILDER'S SUPPLY CO | 8.50 |
| 16283 | 1/13/2017 | WISCONSIN PUBLIC SERVICE | 7,204.89 |
| 16284 | 1/13/2017 | BUSINESS INSURANCE GROUP | 2,078.06 |
| 16285 | 1/13/2017 | CITY OF TOMAHAWK | 25,967.29 |
| 16286 | 1/13/2017 | CITY OF TOMAHAWK SOLID WASTE FUND | 782.21 |
| 16287 | 1/13/2017 | LOCAL GOVERNMENT INVESTMENT POOL | 5,000.00 |
| 16288 | 1/13/2017 | MINNESOTA LIFE | 10.76 |
| 16289 | 1/13/2017 | SCHENCK BUSINESS SOLUTIONS | 1,850.00 |
| 16290 | 1/13/2017 | SECURITY HEALTH PLAN | 21,668.10 |
| 16291 | 1/19/2017 | CITY OF TOMAHAWK SOLID WASTE FUND | 10,252.72 |
| 16292 | 1/19/2017 | AUCA CHICAGO MC LOCKBOX | 92.63 |
| 16293 | 1/19/2017 | BUMPER TO BUMPER TOMAHAWK | 91.67 |

1/23/2017

9:55 AM

Reprint Check Register - Quick Report - ALL

Page: 2
ACCT

1ST MERIT - WATER AND SEWER CHECKING

ALL Checks

Posted From: 12/21/2016 From Account:
Thru: 1/20/2017 Thru Account:

| Check Nbr | Check Date | Payee | Amount |
|-------------|------------|---------------------------------|------------|
| 16294 | 1/19/2017 | EXXON MOBIL | 114.84 |
| 16295 | 1/19/2017 | FERGUSON WATERWORKS #1476 | 364.56 |
| 16296 | 1/19/2017 | HAWKINS INC | 103.81 |
| 16297 | 1/19/2017 | HD SUPPLY WATERWORKS, LTD | 520.73 |
| 16298 | 1/19/2017 | MSA PROFESSIONAL SERVICES, INC. | 285.00 |
| 16299 | 1/20/2017 | AUCA CHICAGO MC LOCKBOX | 104.07 |
| 16300 | 1/20/2017 | CHARTER COMMUNICATIONS | 122.25 |
| 16301 | 1/20/2017 | CITY OF TOMAHAWK | 9,016.45 |
| 16302 | 1/20/2017 | E & B SCALE COMPANY | 85.00 |
| 16303 | 1/20/2017 | VERIZON WIRELESS | 244.49 |
| 16304 | 1/20/2017 | WASTEWATER TRAINING SOLUTIONS | 320.00 |
| Grand Total | | | 123,673.89 |

1/23/2017

9:55 AM

Reprint Check Register - Quick Report - ALL

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ACCT

1ST MERIT - WATER AND SEWER CHECKING

ALL Checks

Posted From: 12/21/2016 From Account:
Thru: 1/20/2017 Thru Account:

Amount

Total Expenditure from Fund # 610 - WATER FUND

72,385.24

Total Expenditure from Fund # 620 - SEWER FUND

51,288.65

Total Expenditure from all Funds

123,673.89

City of Tomahawk

P.O. Box 469, Tomahawk, WI 54487
(715) 453-4040 phone (715) 453-2717 fax
www.cityoftomahawk.com

January 20, 2017

To: Members of the Tomahawk Water and Sewer Utility Commission
From: Amanda L. Bartz, Clerk-Treasurer
Subject: Non-Audited Financial Report

| | | |
|--|-----------|-------------------|
| Total Treasurer's Cash Last Report December 21, 2016 | \$ | 73,856.86 |
| Credits- Cash Receipts/Transfers | \$ | 419,752.92 |
| Debits - Checks | \$ | (123,673.89) |
| Total Treasurer's Cash January 20, 2017 | \$ | 369,935.89 |
| | | |
| 1st Merit Saving Account | \$ | 55,777.11 |
| State Local Government Investment Pool | \$ | 46,375.23 |
| Total Cash Available | \$ | 472,088.23 |

Fund Balances:

| | | |
|----------------------------|----|------------|
| Equipment Replacement Fund | \$ | 335,847.96 |
| Clean Water Debt Fund | \$ | 178,744.06 |

Debts:

| | | Balance |
|--|----|----------------|
| Clean Water Fund - Matures 2035 - Interest 2.363% | \$ | 3,153,318.73 |
| Next Payment \$ 170,663.79 Date 5/1/2017 | | |
| | | |
| S. Tomahawk Ave. - Matures 2022 - Interest 2.250% | \$ | 123,120.00 |
| Next Payment \$22,418.10 Date 4/1/2017 | | |
| | | |
| N. 4th St Utilities/River Crossing - Matures 2028 - 1.250% | \$ | 3,925,000.00 |
| Next Payment \$ 339,059.38 Date 4/1/2017 | | |

| | | |
|--------------------------------|-----------|---------------------|
| Total Debt | \$ | 7,201,438.73 |
| | | |
| Due to General Fund from Water | \$ | 78,170.48 |
| Due to General Fund from Sewer | \$ | 56,884.04 |

We, the members of the Tomahawk Water and Sewer Utility Commission, have examined to the extent we feel necessary, and approve the above numbered checks with a value of :
\$ 123,673.89

Fund: 610 - WATER FUND

| Account Number | | 2016 | | 2016 Budget | Budget Status | % of Budget |
|-----------------------------|--------------------------------|-------------------|----------------------|-------------------|------------------|----------------|
| | | 2016 December | Actual 12/31/2016 | | | |
| 610-00-44180-000-000 | NON OPERATING RENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-44190-000-000 | INTEREST AND DIVIDEND INTEREST | 17.86 | 533.48 | 400.00 | 133.48 | 133.37 |
| 610-00-44191-000-000 | INTEREST SPECIAL ASSESSMENTS | 0.00 | 412.14 | 607.19 | -195.05 | 67.88 |
| 610-00-44192-000-000 | CAPITAL CONTRIBUTIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-44210-000-000 | MISC. NON-OPERATING INCOME | 0.00 | -40.00 | 0.00 | -40.00 | 0.00 |
| 610-00-44290-000-000 | AMORTIZATION OF DEBT PREMIUM | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-44601-000-000 | BULK WATER SALES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-44611-000-000 | RESIDENTIAL WATER | 52,178.43 | 208,002.95 | 198,000.00 | 10,002.95 | 105.05 |
| 610-00-44612-000-000 | MULTI FAMILY RESIDENTIAL WATER | 1,321.40 | 6,839.20 | 8,000.00 | -1,160.80 | 85.49 |
| 610-00-44613-000-000 | COMMERCIAL WATER | 24,406.85 | 94,425.32 | 90,000.00 | 4,425.32 | 104.92 |
| 610-00-44615-000-000 | INDUSTRIAL WATER | 22,265.45 | 78,958.23 | 75,000.00 | 3,958.23 | 105.28 |
| 610-00-44617-000-000 | PUBLIC AUTHORITY WATER | 3,112.10 | 14,649.14 | 13,000.00 | 1,649.14 | 112.69 |
| 610-00-44619-000-000 | INTERDEPARTMENTAL WATER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-44620-000-000 | PRIVATE FIRE -WATER | 3,060.00 | 13,050.00 | 10,000.00 | 3,050.00 | 130.50 |
| 610-00-44630-000-000 | PUBLIC FIRE PROTECTION | 0.00 | 201,319.25 | 219,621.00 | -18,301.75 | 91.67 |
| 610-00-44700-000-000 | CUSTOMER FORFEITED PENALTIES | -30.59 | 33,076.24 | 25,000.00 | 8,076.24 | 132.30 |
| 610-00-44710-000-000 | MISC. SERVICE REVENUE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-44720-000-000 | WATER TOWER RENT | 3,659.89 | 41,896.28 | 38,773.32 | 3,122.96 | 108.05 |
| 610-00-44740-000-000 | MISC. WATER REVENUE | 0.00 | 439.71 | 3,500.00 | -3,060.29 | 12.56 |
| 610-00-44741-000-000 | RECONNECTS -MISC. SERVICE | 80.00 | 1,189.11 | 1,000.00 | 189.11 | 118.91 |
| LICENSES AND PERMITS | | 110,071.39 | 694,751.05 | 682,901.51 | 11,849.54 | 101.74 |
| 610-10-49200-000-000 | TRANSFER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| DONATIONS | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Revenues | | 110,071.39 | 694,751.05 | 682,901.51 | 11,849.54 | 101.74 |

Fund: 610 - WATER FUND

| Account Number | | 2016 | | 2016 Budget | Budget Status | % of Budget |
|-----------------------|--------------------------------|------------------|----------------------|-------------------|------------------|----------------|
| | | 2016 December | Actual 12/31/2016 | | | |
| 610-00-57080-000-000 | TAXES | 7,991.95 | 132,880.31 | 136,242.10 | 3,361.79 | 97.53 |
| 610-00-57081-000-000 | TAXES -FICA | 648.00 | 7,837.73 | 7,015.16 | -822.57 | 111.73 |
| 610-00-57343-000-000 | ASSET:DISTRIBUTION MAINS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57345-000-000 | NEW SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57346-000-000 | METERS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57390-000-000 | ASSET:STRUCTURES & IMPROVEMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57392-000-000 | ASSET: TRANSPORTATION EQUIPMNT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57394-000-000 | TOOLS,SHOP & GARAGE EQUIP | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57403-000-000 | DEPRECIATION | 18,053.49 | 72,213.96 | 72,313.96 | 100.00 | 99.86 |
| 610-00-57404-000-000 | CONTRIBUTED DEPREC (NON-OP) | 7,703.25 | 30,813.00 | 30,813.00 | 0.00 | 100.00 |
| 610-00-57427-000-000 | PRINCIPAL ON DEBT | 0.00 | 0.00 | 93,425.00 | 93,425.00 | 0.00 |
| 610-00-57428-000-000 | AMORTIZATION OF DEBT DISCOUNT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57431-000-000 | INTEREST ON DEBT | 0.00 | 38,522.15 | 38,522.15 | 0.00 | 100.00 |
| 610-00-57600-000-000 | OPERATING SUPERVISION | 7,847.01 | 43,966.63 | 40,121.56 | -3,845.07 | 109.58 |
| 610-00-57602-000-000 | SOS MISCELANEOUS SUPPLIES | 1,316.00 | 8,475.13 | 8,000.00 | -475.13 | 105.94 |
| 610-00-57605-000-000 | MAIN OF WATER SOURCE PLANT | 0.00 | 115.31 | 500.00 | 384.69 | 23.06 |
| 610-00-57620-000-000 | PUMP EXPENSE - LABOR | 313.04 | 2,832.70 | 1,156.50 | -1,676.20 | 244.94 |
| 610-00-57622-000-000 | PUMP EXPENSE - FUEL/POWER | 3,547.04 | 20,229.75 | 23,000.00 | 2,770.25 | 87.96 |
| 610-00-57623-000-000 | PUMP EXPENSE - OTHER EXPENSES | 2,519.24 | 5,274.75 | 2,500.00 | -2,774.75 | 210.99 |
| 610-00-57625-000-000 | PUMP EXPENSE - MAINT OF PLANT | 316.23 | 3,145.64 | 3,150.00 | 4.36 | 99.86 |
| 610-00-57630-000-000 | WATER TREATMENT - LABOR | 829.39 | 3,477.51 | 925.20 | -2,552.31 | 375.87 |
| 610-00-57631-000-000 | WATER TREATMENT - CHEMICALS | 3,320.82 | 17,905.04 | 25,000.00 | 7,094.96 | 71.62 |
| 610-00-57640-000-000 | TRANS & DIST - LABOR | 186.24 | 2,668.54 | 2,590.56 | -77.98 | 103.01 |
| 610-00-57641-000-000 | TRANS & DIST - SUPPLIES | 386.05 | 31,684.61 | 13,000.00 | -18,684.61 | 243.73 |
| 610-00-57650-000-000 | TRANS & DIST - RES/STAND PIPE | 654.77 | 2,889.65 | 9,000.00 | 6,110.35 | 32.11 |
| 610-00-57651-000-000 | TRANS & DIST - MAINTENANCE | 1,096.42 | 14,575.09 | 18,735.30 | 4,160.21 | 77.79 |
| 610-00-57652-000-000 | TRANS & DIST - MAIN SERVICE | 224.50 | 5,620.94 | 20,013.80 | 14,392.86 | 28.09 |
| 610-00-57653-000-000 | TRANS & DIST - MANIT OF METERS | 1,161.33 | 43,526.32 | 39,626.80 | -3,899.52 | 109.84 |
| 610-00-57654-000-000 | TRANS & DIST - HYDRANT MAINT | 296.83 | 9,355.72 | 8,302.18 | -1,053.54 | 112.69 |
| 610-00-57655-000-000 | TRANS & DIST - MAINT OTHER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57656-000-000 | TRANS & DIST - POWER OP EQUIP | 0.00 | 19,960.00 | 25,000.00 | 5,040.00 | 79.84 |
| 610-00-57676-000-000 | MAINT OF METERS | 0.00 | 8,563.82 | 0.00 | -8,563.82 | 0.00 |
| 610-00-57901-000-000 | CUST A/C - METER READ LABOR | 1,176.10 | 13,274.48 | 8,604.36 | -4,670.12 | 154.28 |
| 610-00-57902-000-000 | CUST A/C - COLLECTION LABOR | 2,077.82 | 24,933.84 | 24,933.84 | 0.00 | 100.00 |
| 610-00-57903-000-000 | CUST A/C - SUPPLIES, BILLING | 242.69 | 1,250.80 | 1,400.00 | 149.20 | 89.34 |
| 610-00-57904-000-000 | CUST A/C - UNCOLECTABLE ASSETS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57920-000-000 | ADMIN & GEN - LABOR | 0.00 | 918.00 | 1,080.00 | 162.00 | 85.00 |
| 610-00-57921-000-000 | ADMIN & GEN - SUPPLIES & EXPEN | 0.00 | 780.59 | 1,500.00 | 719.41 | 52.04 |
| 610-00-57923-000-000 | ADMIN & GEN - OUTSIDE SERVICE | 401.07 | 14,056.48 | 15,250.00 | 1,193.52 | 92.17 |
| 610-00-57923-001-000 | ADMIN & GEN--OUTSIDE SERV | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57924-000-000 | ADMIN & GEN - INSURANCE | 0.00 | 4,902.35 | 4,240.00 | -662.35 | 115.62 |
| 610-00-57926-000-000 | ADMIN & GEN - EMPLOYEE BENEFIT | 602.47 | 54,160.33 | 53,057.59 | -1,102.74 | 102.08 |
| 610-00-57928-000-000 | ADMIN & GEN - REGULATORY COMM | 0.00 | 705.78 | 600.00 | -105.78 | 117.63 |
| 610-00-57930-000-000 | ADMIN & GEN--MISC EXPENSES | 2,109.44 | 7,295.48 | 6,000.00 | -1,295.48 | 121.59 |
| 610-00-57930-001-000 | ADMIN & GEN - UNCLAIMED PROP | 0.00 | -422.74 | 0.00 | 422.74 | 0.00 |
| 610-00-57933-000-000 | ADMIN & GEN - TRANSPORTATION | 363.89 | 6,065.89 | 5,000.00 | -1,065.89 | 121.32 |
| CAPITAL OUTLAY | | 65,385.08 | 654,455.58 | 740,619.06 | 86,163.48 | 88.37 |
| 610-00-59000-000-000 | OTHER FINANCING USES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-59200-000-000 | INTERFUND TRANSFER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

Fund: 610 - WATER FUND

| Account Number | 2016 December | 2016 Actual 12/31/2016 | 2016 Budget | Budget Status | % of Budget |
|-----------------------------|------------------|------------------------------|----------------|------------------|----------------|
| OTHER FINANCING USES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Expenses | 65,385.08 | 654,455.58 | 740,619.06 | 86,163.48 | 88.37 |
| Net Totals | 44,686.31 | 40,295.47 | -57,717.55 | -98,013.02 | -69.81 |

Fund: 620 - SEWER FUND

| Account Number | | 2016 | | 2016 Budget | Budget Status | % of Budget |
|------------------------------------|--------------------------------|-------------------|----------------------|---------------------|-------------------|----------------|
| | | 2016 December | Actual 12/31/2016 | | | |
| 620-00-44190-000-000 | INTEREST AND DIVIDEND INTEREST | 198.22 | 2,132.28 | 1,000.00 | 1,132.28 | 213.23 |
| 620-00-44191-000-000 | INTEREST SPECIAL ASSESSMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-44192-000-000 | CAPITAL CONTRIBUTIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-44210-000-000 | MISC. NON-OPERATING INCOME | 0.00 | 4,191.13 | 3,000.00 | 1,191.13 | 139.70 |
| 620-00-44210-001-000 | MISC. NON-OPERATING INCOME | 221.74 | 7,277.25 | 1,000.00 | 6,277.25 | 727.73 |
| 620-00-44290-000-000 | AMORTIZATION OF DEBT PREMIUM | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-44320-000-000 | INTEREST CHARGED TO CONST | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| LICENSES AND PERMITS | | 419.96 | 13,600.66 | 5,000.00 | 8,600.66 | 272.01 |
| 620-00-46211-000-000 | FLAT RESIDENTIAL SEWER | 172.83 | 1,209.81 | 1,100.00 | 109.81 | 109.98 |
| 620-00-46221-000-000 | METERED RESIDENTIAL SEWER | 134,408.96 | 575,071.15 | 525,000.00 | 50,071.15 | 109.54 |
| 620-00-46221-001-000 | METERED MULTI FAM RES SEWER | 5,089.61 | 27,297.05 | 30,000.00 | -2,702.95 | 90.99 |
| 620-00-46222-000-000 | METERED COMMERCIAL SEWER | 75,796.69 | 297,714.92 | 280,000.00 | 17,714.92 | 106.33 |
| 620-00-46223-000-000 | METERED INDUSTRIAL SEWER | 48,337.56 | 169,631.00 | 130,000.00 | 39,631.00 | 130.49 |
| 620-00-46224-000-000 | METERED PUBLIC AUTHORITY | 10,414.02 | 46,515.11 | 40,000.00 | 6,515.11 | 116.29 |
| 620-00-46226-000-000 | Leachate Treatment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-46230-000-000 | BOD CHARGES - HARLEY DAVIDSON | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-46310-000-000 | PENALTIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-46320-000-000 | SERVICING CUSTOMER LATERALS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-46350-000-000 | MISC. OPERATING REVENUE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| PUBLIC CHARGES FOR SERVICES | | 274,219.67 | 1,117,439.04 | 1,006,100.00 | 111,339.04 | 111.07 |
| 620-10-49200-000-000 | TRANSFER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-10-49200-001-000 | TRANSFER TO OTHER FUNDS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| DONATIONS | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Revenues | | 274,639.63 | 1,131,039.70 | 1,011,100.00 | 119,939.70 | 111.86 |

Fund: 620 - SEWER FUND

| Account Number | | 2016 | | 2016 Budget | Budget Status | % of Budget |
|-----------------------------|--------------------------------|-------------------|----------------------|---------------------|--------------------|-----------------|
| | | 2016 December | Actual 12/31/2016 | | | |
| 620-00-59080-000-000 | TAXES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-59081-000-000 | TAXES -FICA | 798.61 | 11,312.26 | 13,224.78 | 1,912.52 | 85.54 |
| 620-00-59200-000-000 | INTERFUND TRANSFER | 0.00 | 0.00 | 18,033.00 | 18,033.00 | 0.00 |
| 620-00-59313-000-000 | COLLECTING MAINS & ACCESSORIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-59379-000-000 | ASSET: GEN EQUIP. LAB, COMMUNI | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-59403-000-000 | DEPRECIATION | 48,356.22 | 193,424.88 | 0.00 | -193,424.88 | 0.00 |
| 620-00-59427-000-000 | PRINCIPAL ON DEBT | 0.00 | 0.00 | 316,839.47 | 316,839.47 | 0.00 |
| 620-00-59431-000-000 | INTEREST ON DEBT | 0.00 | 159,294.30 | 164,050.51 | 4,756.21 | 97.10 |
| 620-00-59432-000-000 | AMORTIZATION OF DEBT DISCOUNT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-59820-000-000 | OPERATION SUPERVISION & LABOR | 13,659.17 | 141,027.91 | 156,219.35 | 15,191.44 | 90.28 |
| 620-00-59821-000-000 | POWER & FUEL FOR PUMPING | 10,189.91 | 62,051.81 | 65,000.00 | 2,948.19 | 95.46 |
| 620-00-59825-000-000 | SLUDGE CONDITIONING CHEMICALS | 1,133.08 | 6,102.17 | 6,500.00 | 397.83 | 93.88 |
| 620-00-59826-000-000 | OTHER CHEMICALS-SEWAGE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-59827-000-000 | OTHER OPERATING SUPPLIES | 781.19 | 4,901.50 | 6,300.00 | 1,398.50 | 77.80 |
| 620-00-59828-000-000 | OPERATION-TRANSPORTATION | 218.76 | 21,518.30 | 7,363.00 | -14,155.30 | 292.25 |
| 620-00-59831-000-000 | MAINT SEWAGE COLLECTIONS | 1,150.54 | 4,551.73 | 17,200.00 | 12,648.27 | 26.46 |
| 620-00-59832-000-000 | MAINT COLLECTION SYSTEM PUMP | 1,216.66 | 12,833.56 | 12,000.00 | -833.56 | 106.95 |
| 620-00-59833-000-000 | MAINT TREATMENT/DISPOSAL PLANT | 8,938.18 | 20,620.15 | 17,000.00 | -3,620.15 | 121.30 |
| 620-00-59833-001-000 | MAINT TREATMENT/DISPOSAL PLANT | 4,856.28 | 4,856.28 | 0.00 | -4,856.28 | 0.00 |
| 620-00-59834-000-000 | MAINT GENERAL PLANT STRUCTURE | 0.00 | 47,753.31 | 10,000.00 | -37,753.31 | 477.53 |
| 620-00-59834-001-000 | MAINT GENERAL PLANT STRUCTURE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-59835-000-000 | MAINT OF METERS | 788.20 | 4,554.47 | 8,326.80 | 3,772.33 | 54.70 |
| 620-00-59840-000-000 | BILLING, COLLECTING & ACCTG | 2,944.07 | 33,667.36 | 33,900.00 | 232.64 | 99.31 |
| 620-00-59842-000-000 | METER READING | 940.37 | 7,664.90 | 8,326.80 | 661.90 | 92.05 |
| 620-00-59850-000-000 | ADMIN & GENERAL SALARIES | 0.00 | 918.00 | 1,080.00 | 162.00 | 85.00 |
| 620-00-59851-000-000 | OFFICE SUPPLIES & EXPENSES | 972.96 | 8,313.04 | 9,000.00 | 686.96 | 92.37 |
| 620-00-59852-000-000 | OUTSIDE SERVICES EMPLOYED | 28,109.19 | 64,882.30 | 25,000.00 | -39,882.30 | 259.53 |
| 620-00-59852-001-000 | OUTSD SERV.-TEST/SLUDGE HAUL | 4,958.57 | 66,913.07 | 34,000.00 | -32,913.07 | 196.80 |
| 620-00-59852-002-000 | OUTSD SERV.-PHOSPHOROUS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-59853-000-000 | INSURANCE EXPENSE | 0.00 | 7,848.35 | 10,200.00 | 2,351.65 | 76.94 |
| 620-00-59854-000-000 | EMPLOYEE PENSIONS & BENEFITS | 741.09 | 65,504.74 | 61,293.95 | -4,210.79 | 106.87 |
| 620-00-59855-000-000 | REGULATORY COMMISSION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-00-59856-000-000 | MISC. GENERAL EXPENSE | 651.29 | 4,048.05 | 5,000.00 | 951.95 | 80.96 |
| OTHER FINANCING USES | | 131,404.34 | 954,562.44 | 1,005,857.66 | 51,295.22 | 94.90 |
| Total Expenses | | 131,404.34 | 954,562.44 | 1,005,857.66 | 51,295.22 | 94.90 |
| Net Totals | | 143,235.29 | 176,477.26 | 5,242.34 | -171,234.92 | 3,366.38 |

CITY OF TOMAHAWK WATER MAIN REPAIR

PURPOSE:

This Standard Operating Guideline (SOG) was developed to assist in training new employees and to refresh current employees of the City of Tomahawk on the physical and technical aspects of repairing water mains in a safe, time and efficient manner in order to minimize the disruption of service to the customer. The SOG will cover pre-repair, repair and post repair on public water mains 3" to 16" in diameter.

GUIDELINE OVERVIEW:

- When the call comes in that water is bubbling up in the road, it must be verified by visual inspection. After verification has been made, specific location information must be taken and written down so that Diggers **Hotline** will have the correct information and instructions for the underground locates for: Sewer, Storm Sewer, Gas, Telephone, Electric, Cable, etc..
- Determine what type of traffic **control** you will need to reduce the possibility of property damage. Most of the time, a couple of barricade flashers taken along when you verify will do.
- Return to the shop to begin making phone calls. The first call should be to the Director of Public Works. If no contact the second call should be to the Water Dept. Leadperson, if no contact can be made to these two, decisions will have to be made based on what was observed during the verification process. Also make a phone call to the Tomahawk Police Dept. and WJJQ. The decision to dig or not after regular hours and weekends will be based on these criteria: traffic conditions, damage to property, icing problems, and the effect of service disruption to schools, business, etc.

- A distribution system map is available at the Water Dept. shop. Use this map to determine which valves will be closed in order to isolate the water main break. Diggers Hotline should be called to request an emergency locate. It is at this time that you will need the information and instructions that were written down during the verification. Write down the ticket number, date, time the call was made and the start time that will be on the ticket. Also determine if any other permits or authorizations that may be needed before work can begin.
- Start calling a crew together. The size of the crew is determined by many different situations (4 to 6 is a general rule). 4 during regular working hours, 5 after regular working hours, weekends, and holidays, 6 on streets that need extensive traffic control as examples. Availability will determine the ability to dig and make the repair.
- While you are waiting for crew members to arrive, make a call to your contractor about the availability of an excavator if needed. Arnott Enterprises (Brian 715-612-4478) or Schoone Construction (715-966-0424) are the two contractors that will be used. Whoever is available the quickest will be used.
- When the first crew member arrives they should begin throttling the valves. Make sure you have the proper attire and safety gear you need. Also make sure you know what valves you will need to turn to properly throttle the valves. Take the locator along to locate the water main and any services that might be close to the repair. By the time the valves are throttled and the main is located, the crew should be assembled at the shop.
- A Competent Person is designated and the rest of the duties are distributed according to experience and training. Before breaking up the road surface, you must take pictures of the area that is to be excavated as a record of what is marked or painted on the road surface.

- Notify customers in the affected area that their water will be off for a period of time. The period of time is determined by best estimating based on many different factors like depth of frost, other utilities in the way, etc.. Always leave a little cushion in the amount of time.
- Begin breaking up the road surface so that it can be removed for recycling. This material should be loaded onto the single axle dump truck and hauled to the city pit. When breaking up the road surface, always be aware of where the underground utilities are and make sure the area is large enough to fit a trench box. As you begin to excavate you will have to hand dig for the underground utilities that are within the perimeter of the excavation.
- Tools and materials can be readied at this time. As you near the water main, it may be necessary to give hand signals to the excavator operator. These signals must be known prior to excavation. When enough material has been excavated to fit the trench box properly, place the trench box in slowly so no other damage is done to the water main or utilities.
- Place the ladder in a location that is convenient for hand digging around the water main to expose the leak. It may be necessary to work from the ladder to keep your feet free. The single axle should have #1 stone loaded on in it. Use some of the stone to stabilize your footing and to make a sump for the pump hose in a corner away from the leak. Place the pump far enough away to keep the discharge from returning to excavation, (a discharge hose may be necessary).
- Once the leak is exposed and there is enough room to fit a stainless steel repair clamp you will want to scrap and file the water main so that the repair clamp will seal properly. The condition of the surface on the water main will determine the length of the clamp. The clamp should be tightened evenly so that it will seal properly over the leak.

Using the excavator , bucket some # 1 stone over the water main to about level with the water main. Using a pointed shovel, bed the water main where it was cleaned 360 degrees to repair the water main. Finish with the #1 stone until there is about 1 to 2 feet over the water main.

A frost blanket, or bales of straw or hay should be used as insulation, 2” foam insulation may be used as well. At this time dry material will be added until the excavation is filled.

- When the cold patch is put on top of the fill material make sure it is raked level and that it is 1 inch above the existing asphalt to allow for compaction when rolling the cold patch with the 1 ton dump truck. After the cold patch is rolled, any soft spots will have to be barricaded until these areas firm up.

Now that the repair has been completed, the barricades and the advance warning signs can be picked up and all equipment returned to the shop to be cleaned.

EQUIPMENT LIST

Water Dept. pick up truck

Excavator

Frost breaker

Tandem Axle Dump Truck

Single Axle Dump Truck

Trench box

1 Ton Dump Truck

Service Truck with Valve Turning Machine

TOOL LIST

Two-Way Radios

System Map

Cell Phone

Flasher Barricades

Advance Warning Signs

Cones

Disruption Notices

Digital Camera
Pump
Suction Hose
Discharge Hose
Pipe Scraper
File
Cordless Impact Wrench
Long Handled Ratchet $\frac{1}{2}$ " Drive
1 $\frac{1}{16}$ " Deep Well Socket, $\frac{1}{2}$ " Drive
Ladder
Probe
Shovels (Flat and Pointed)
Propane Torch
Spray Paint
Electric Grinder
Extension Cord
Rakes
Rags
Pick-Axe
Valve Box Pins
Valve Wrench

PARTS LIST

Stainless Steel Repair Clamp

MATERIAL LIST

#1 Washed Stone

Fill Material

Slurry

Cold Patch

Road Gravel (when needed)

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**AN ORDINANCE AMENDING CHAPTER 98 UTILITIES, ARTICLE III SEWERS AND SEWAGE
DISPOSAL**

Section 1. Purpose.

The Common Council of the City of Tomahawk hereby amends Chapter 98 Utilities, Article III Sewers and Sewage Disposal of the Municipal Code to read as follows:

Article III. ~~Sewers and Sewage Disposal~~ Sanitary Sewers

Section 98-61. Sewers.

- (a) Use of public sewers required. The owner of all houses, buildings or other properties used for human occupancy, employment, recreations or other purposes within the city abutting any street, alley or right-of-way in which there is now or may be located in the future a public sanitary sewer of the city, is hereby required at his/her expense to install suitable sanitary facilities therein and to connect the facilities directly with the public sewer in accordance with applicable state and local codes.
- (b) Pursuant to Wis. Stat. §61.36 and §61.39, the city may lay out, construct, extend and otherwise provide for sanitary and storm sewers for the city.
- (c) Special assessments made pursuant to this code and the pertained statutes shall be in accordance with Wisconsin Statute.

Section 98-62. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Act means the Federal Water Pollution Act Amendment of 1972, (Public Law 92-500) and Clean Water Act of 1977 (Public Law 92-217).

Approving Authority means the city clerk, director of public works, head wastewater operator or the superintendent of the city wastewater treatment plant or his or her duly authorized deputy, agent, or representative. Wherein all sewage disposal charges are concerned, the city council of the City of Tomahawk shall be the approving authority.

BOD (Denoting Biochemical Oxygen Demand) means the quantity of oxygen utilized in the biochemical oxidation of organic matter in five days at 20 degrees Celsius, expressed as milligrams per liter.

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Quantitative determination of BOD shall be made in accordance with procedures set forth in Standard Methods.

Building Drain means the part of the lowest horizontal piping of a drainage system which receives the discharge from waste and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five (5) feet outside the inner face of the building wall.

Building Sewer means the extension from the building drain to the public sewer or other place of disposal, also called the lateral.

Chlorine Requirement means the amount of chlorine, in milligrams per liter, which must be added to sewage to produce a specified residual chlorine content in accordance with procedures set forth in Standard Methods.

City means the City of Tomahawk.

Combined Sewer means a sewer receiving both surface runoff and sewage.

Compatible Pollutants means biological oxygen demand, suspended solids, phosphorus, PH, or fecal coliform bacterial, plus additional pollutants identified in the WPDES permit for the publicly owned wastewater treatment facility receiving the pollutants, if such works were designed to treat such additional pollutants, and in fact does remove such pollutants to substantial degree.

Director means the director of public works or the authorized deputy, agent or representative.

Easement means an acquired legal right for the specified use of land owned by others.

Excessive is such magnitude that in the judgement of the approving authority, it exceeds the allowable flow normally expected from the source. Continuation of such flow will adversely impact the capability of the system to provide uninterrupted service to other customers.

Floatable oil is 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.

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

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Grantee means the city.

Ground Garbage means 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 one-half-inch in any dimension.

Incompatible pollutants means wastewater with pollutants that will adversely affect or disrupt the quality of wastewater treatment if discharged to a wastewater treatment facility.

Industrial Waste means any solid, liquid or gaseous substance discharged, permitted to flow or escaping from any industrial manufacturing process, trade or business, as distinct from sanitary sewage.

Interceptor sewer means sewers that carry wastewater flows from the collector sewers in the drainage basin to the regional wastewater treatment plant.

Lateral means the extension from the building drain to the public sewer or other place of disposal.

Major Contributing Industry means an industry that:

- (a) Has flow of 50,000 gallons or more per average workday;
- (b) Has a flow greater than five (5) percent of the flow carried by the municipal system receiving the waste.
- (c) Has a material in its discharge included on a list of toxic pollutants issued under Wis. Stats. §283.21.
- (d) Has a significant impact, either singularly or combination with other contributing industries, on the treatment or the quality of its effluent.

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

Operation and maintenance costs includes all costs associated with the operation and maintenance of the wastewater collection and treatment facilities, as well as the costs associated with periodic equipment replacement necessary for maintaining capacity and performance of wastewater collection and treatment facilities.

Parts per Million means a weight to weight ratio; the parts per million value multiplied by the factor 8.345 shall be equivalent to pounds per million gallons of water.

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Person means any and all person, including any individual, partnership, firm, ~~company,~~ municipal or private corporation, association, society, institution, enterprise, governmental agency or other entity.

pH means the reciprocal of the logarithm of the reciprocal of the weight of hydrogen ions concentration in grams per liter of solution. The concentration is the weight of hydrogen ions, in grams, per liter of solution. Natural water, for example, has a pH value of 7 and a hydrogen ion concentration of 10^{-7} .

Public Sewer means 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 into the city sanitary or combined sewer system, even though those sewers may not have been constructed with city funds.

Replacement Costs means expenditures for obtaining and installing equipment, accessories or appurtenances that are necessary during the useful life of the treatment plant or equipment to maintain the capacity and performance for which they were designed and constructed. Operation costs include replacement costs.

Sanitary Sewage means a combination of liquid and water carried wastes discharged from toilets and/or sanitary plumbing facilities having the following characteristics: ~~from residences, business buildings, institutions and industrial plants, other than industrial wastes from such plants; together with such ground waters, surface waters and storm waters as may be present.~~

- (a) A BOD of not more than 250 mg/l.
- (b) A suspended solids content of not more than 250 mg/l.
- (c) A phosphorous content of not more than 10 mg/l.

Sanitary Sewer means a sewer that conveys liquid and water-carried waste from residences, commercial buildings, industrial plants and institutions, together with minor quantities of ground, storm and surface waters that are not admitted intentionally. ~~sewage or industrial wastes or a combination of both, and into which storm waters, surface waters, and ground waters or unpolluted industrial wastes are not intentionally admitted.~~

Sewage means the spent water of a community. The preferred term is "wastewater". ~~water-carried human, animal and household wastes in a public or private drain, and may include ground water infiltration, surface drainage and industrial wastes.~~

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~~*Sewage Disposal Works* means all facilities for collecting, pumping, treating, and disposing of sewage and industrial waste, and it includes sewerage as well as the wastewater treatment plant.~~

Sewer means a pipe or conduit for conveying sewage or any other waste liquids, including storm, surface and ground-water drainage.

Sewerage system means all properties, structures, manholes, pipes, equipment and conduits for the purpose of collecting and transporting wastewater as now exists or hereafter added to, expanded or improved. ~~the system of sewers and appurtenances for the collection, transportation and pumping of sewage and industrial wastes.~~

Sewer connection shall mean that part of the sewerage system connecting the sewer main and the building lateral of the abutting property.

Sewer service charge is a service charge levied on users of the wastewater collection and treatment facilities for payment of capital-related expenses as well as operation and maintenance costs of said facilities. (User charge, which covers operation and maintenance and replacement costs, is part of the sewer service charge).

Shall is mandatory; *may* is permissible.

Slug means any discharge of water, sewage or industrial waste which in concentration of any given constituent or in quantity of flows exceeds for any period of duration longer than 15 minutes more than five times the average 24-hour concentration or flows during normal operation.

Standard Methods means 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 Water Works Association and the Federation of Sewage and Industrial Wastes Associations.

Storm Sewer (sometimes termed "storm drain") means a drain or sewer that carries storm, surface and ground-water drainage but excludes sewage and industrial wastes.

Storm-Water Runoff means that portion of the rainfall that is drained into the sewers.

Suspended Solids means solids that either float to the surface of, or are in suspension in, water, ~~wastewater~~ sewage, or industrial waste, and which are removable by a laboratory filtering as prescribed in Standard Methods of examination of Water and Wastewater" and are referred to as non-

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~~filterable residue. filtration device. Quantitative determination of suspended solids shall be made in accordance with procedures set forth in Standard Methods.~~

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

User means any person that discharges wastes into the sewerage system.

User charge is a charge levied on users of the wastewater collection and treatment facilities for payment of operation and maintenance of said facilities.

~~Wastewater shall mean 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, storm and surface waters that are not admitted intentionally. is synonymous with sewage and shall mean the water-carried human, animal and household waste in a public or private drain, and may include ground-water infiltration, surface drainage and industrial wastes.~~

Wastewater collection and treatment facilities shall mean the structures, equipment and processes required to collect, carry away and treat domestic and industrial wastes and dispose of the effluent.

~~Wastewater treatment facility shall mean the city's devices and structures for treating wastewater, industrial wastes and sludge. Plant means an assemblage of devices, structures and equipment for treating sewage and industrial waste.~~

Watercourse shall mean a natural or artificial channel for the passage of water, either continuously or intermittently.

Wisconsin pollutant discharge elimination system (WPDES) permit is a document issued by the state of Wisconsin, Department of Natural Resources which established effluent limitations and monitoring requirements for the city's wastewater treatment facility. The WPDES permit and modifications thereof pertain to the city's wastewater treatment facility.

Section 98-63. Building Sewer Connections

- (a) Building Sewer Connection. No unauthorized person shall uncover, make any connection or opening into, alter or disturb any public sewer or appurtenance without first obtaining a permit from the appropriate city official. The owner or agent shall

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make application on a special permit provided by the city. The permit shall be supplemented by any plans, specifications or special information considered pertinent by the city. Permit fees shall be determined by separate city ordinance.

- (b) A separate and independent building sewer shall be provided for every building.
- (c) Existing building sewers may be used in conjunction with new structures only when they are found to conform to the requirements of this section.
- (d) The size, slope alignment, materials of construction of a building sewer and the method to be used in excavating, placing of the pipe, joining, testing and backfilling the trench shall conform with the requirements of the plumbing code or other applicable rules and regulation of the city.
- (e) Roof leaders, subsurface drains, groundwater drains, foundation footing drains and other clear water drains shall be constructed and maintained, insofar as is practical, in such a fashion as to prevent clear water intrusion into the sanitary sewer system.
- (f) Alt sources of clear water entry into the sanitary system existing at the time of the adoption of this section shall be illegal.
- (g) If storm water or clear water is being discharged into the sanitary system, either intentionally or as a cause of system degeneration, the city shall give the offending person 15 days' notice to disconnect or to make sufficient repairs so as to eliminate the source of the clear water intrusion. Failure to disconnect or to make such repairs shall authorize the city to cause disconnection or to make needed repairs and to assess the costs of such work against the property involved.

Section 98-64. New Construction Inspection.

No connection with any sewer main or any part thereof shall be covered until the same has been inspected by the building inspector or some other person authorized to make such inspection by the City Council. Before any such connection shall be covered, the person making the inspection on behalf of the city shall endorse the approval of the same upon the permit. No connection shall be made to any sewer main except through a "Y" branch unless especially authorized by the plumbing inspector. All connections shall be made in a workmanlike manner and to the satisfaction fo the said inspector. Connections to the main sewers shall be 6 inches in diameter, unless otherwise specifically permitted or required by the building inspector.

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Section 98-65. System Reconstruction.

The city has undertaken the systematic reconstruction of the public sanitary sewer system lying within the corporate limits. Metering records taken at the downstream end of the city system indicate the presence of an abnormal amount of clear water entry into the sanitary sewer system. The presence of this clear water reduces available capacity to all system users, causes system overloads that may manifest themselves as basement flooding, causes a financial burden on the citizens of city, and is a potential source of severe health hazards. The city recognizes that its public sewer system has a finite life and in many cases has exceeded the useful life of the system. The city also recognizes that private building sewers possess many of the same characteristics as the public systems.

- (a) The city shall inspect all private connections to the public mains at the time of reconstruction of the public systems.
1. Any existing private facility not meeting the requirements of this section shall be considered illegal.
 2. Prior to the actual reconstruction, each property owner shall be given written notice of the project. Such notice shall be made no less than 30 days prior to commencement of the actual work.
- (b) As the reconstruction progresses, the city shall inspect each private sewer connection for conformance with this section.
1. In the event that the private system meets the requirements of the section, the city shall reconnect the private system to the public system at an appropriate point near the right of way line.
 2. In the event that the private sewer is found not to meet the requirements of this section, the city shall immediately notify the owner of the determined deficiency(ies).
- (c) The owner shall, at the owner's expense, make the necessary repairs to correct the deficiency(ies). In all cases, the city shall supply an appropriate connection point as part of its work. The owner may elect to:
1. Make the repair(s). In doing so, the owner recognizes that ll work must be done in strict conformance with all applicable local and state codes and in such a manner to correct the noted deficiency(ies). All work needed to accomplish the repair shall be don at the expense of the owner.
 2. Contract with licensed contractor to complete the repairs. All work needed to accomplish the repair shall be done at the expense of the owner.

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3. Have city contractors, if available, complete the repairs. The city agrees, as part of any project, to request unit prices that will allow for the calculation of the cost of making the appropriate repair to the private building sewer.
 - i. Should the owner select this option, the owner will be charged the entire cost of making the repairs.
 - ii. The owner may elect to pay the entire amount upon completion of the work, or the owner may request that he be billed in the form of a special assessment on the owner's tax bill according section XXX of this code.

Section 98-66. System Requirements.

- (a) All sanitary sewer mains and lateral, both public and private, shall be constructed and maintained in such a fashion that the effects of clear water on the system are held to an absolute minimum.
- (b) All work, construction technique, and materials incorporated into the project shall be strict conformance with state and local codes and the Standard Specifications for Sewer and Water Construction in Wisconsin, latest edition.
 1. Permitted materials. Permitted materials are those specified in the Technical Guidance Manual of the 2000 Wastewater Agreement.
 2. Defects requiring repair
 - i. Any visible leak.
 - ii. Open, improperly formed, or root intruded joints.
 - iii. Improper materials such as clay, soil or orangeburg pipe.
 - iv. Improper connections such as palmer valve.

Section 98-67. Use of the Public Sewers.

- (a) ~~Sanitary Sewers~~—No person shall cause to be discharged any storm-water, surface drainage, subsurface drainage, groundwater, roof runoff, cooling water or unpolluted water into any sanitary sewer except with permission from the Approving Authority.
- (b) *Storm Sewers.* Storm-water and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as storm sewers, or to a natural outlet approved by the approving authority. Industrial cooling water or unpolluted process waters may be discharged, on approval of the approving authority, to a storm sewer or natural outlet. Such approval is subject to review by the state department of natural resources, division of environmental protection.

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- (c) Discharges. No person shall discharge any waste or other substance directly into a manhole, catch basin or inlet. All discharge to the sewer shall be through and approved sewer connection.
- (d) *Prohibitions and Limitations.* 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:
1. Any gasoline, benzine, naphtha, fuel oil, or other flammable or explosive liquid, solid or gas.
 2. 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 sewage treatment process, constitute a hazard to humans or animals or create any hazard in the receiving waters of the wastewater treatment plant.
 3. Any waters or wastes having a pH lower than 5.5 or having any other corrosive property capable of causing damage or hazard to structures, equipment and personnel of the wastewater treatment plant.
 4. Any waters or wastes having a pH in excess of 9.5.
 5. Solid or vicious 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 sewage works such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, disposable wipes, entrails and paper dishes, cups, milk containers, etc. either whole or ground garbage grinders. Suspended solids concentration shall be limited to 250 mg/l per 24-hour composite.
 6. ~~No person shall discharge or cause to be discharged~~ The following described substances, materials, waters or wastes shall be limited to discharge to municipal sanitary sewer systems to concertation or quantities which will not if it appears likely in the opinion of the approving authority that such wastes can harm either the sewers, sewage treatment plant or equipment, will not have an adverse effect on the receiving stream, or will not can otherwise endanger life, limb, property or constitute a nuisance.
 - (1) The Approving Authority may set limitations lower than the limitations established in this chapter if, in the director's opinion, such more severe limitations are necessary to meet the above objections.
 - (2) In forming his/her 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 sanitary sewers, the wastewater treatment process employed, capacity of the waste in the wastewater treatment facility and to the pertinent factors.
 - (3) The limitations or restrictions on the material or characteristic of waste or wastewaters discharged to the sanitary sewer shall not be varied without approval of the Approving Authority as follows:

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- ~~7. In forming his or her opinion as to the acceptability of these wastes, the approving authority shall give consideration to such factors as the quantities of subject wastes in relation to flows and velocities in sewers, materials of construction of the sewers, nature of the wastewater treatment process, capacity of the wastewater treatment plant, and other pertinent factors. The substances prohibited are:~~
- a. Any liquid or vapor having a temperature higher than 150 degrees Fahrenheit (60 degrees Celsius).
 - b. Any water or waste containing fats, wax, grease, or oils, petroleum origin, whether emulsified or not, in excess of 100 mg/l or containing substances which may solidify or become viscous at temperatures between 32 and 150 degrees.
 - c. Any commercial garbage that has not been properly shredded. 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. A permit shall be obtained from the city clerk prior to the installation of such commercial garbage grinder unit. The fee for such permit shall be \$2.00.
 - d. Any waters or wastes containing iron, copper, zinc, and similar objectionable or toxic substances; or wastes exerting an excessive chlorine requirement, to such a degree any such material discharged in the composite sewage to the sewer exceeds limits established by the approving authority for such materials.
 - e. Any waters or wastes discharged to the sewer containing over 0.1 mg/l hexavalent chromium per 24-hour composite.
 - f. Any waters or wastes containing phenols or other taste- or odor-producing substances in such concentrations exceeding limits which may be established by the approving authority as necessary after treatment of the composite sewage, to meet the requirements of the state, federal or other public agencies of jurisdiction for such discharge to the receiving waters.
 - g. Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the approving authority in compliance with state or federal regulations.
 - h. Any waters 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 city wastewater plant effluent cannot meet the requirements of the agencies having jurisdiction over discharge to the receiving waters.
 - i. Any water or waste which, by interaction with other water or wastes in the public system, releases obnoxious gases, form suspended solids which interfere with the

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collection system to create a condition deleterious to structures and treatment processes.

- j. Materials with exert or cause:
 - (1) BOD of over 300 mg/l per 24-hour composite, and 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.
 - (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.
 - (5) Waters or wastes containing substances which are not amenable to treatment or reduction by the wastewater treatment processes employed, or are amendable to treatment only to such degree that the wastewater treatment plant effluent cannot meet the requirements of the state department of natural resources, division of environmental protection.
 - (6) An adverse effect on either the wastewater treatment plant operation or on plant processes.
- k. Where preliminary treatment of flow-equalizing facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the person at his expense.
- l. The accidental discharge of any prohibited waste into any sewer shall be reported to the city and the Approving Authority by the person responsible for the discharge or by the owner or occupant of the premises where the discharge occurs, immediately upon obtaining knowledge of the fact of such discharge so that steps may be taken to minimize its effect on the sewerage system. Notification of such discharge will not relieve the person of liabilities for any expense, loss or damage to the system or any fines imposed by the city on account thereof.
 - (1) The City shall comply with all the requirements of the city's WPDES permit and all modification thereof.
 - (2) No discharge shall be allowed into the sanitary sewerage system that is in violation of the requirements of the WPDES permit and the modifications thereof.

(e) *Special Arrangements.* No statement contained in this article shall prohibit any special agreement between the city any person whereby an industrial waste of unusual strength or character may be admitted to the sewage disposal works, either before or after pretreatment,

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provided there is no impairment of the functioning of the wastewater collection and treatment facilities ~~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 set forth in this ordinance, are recognized and adhered to.

- (f) New Connections. New connection to the city's sanitary sewer system will be allowed only if there is available capacity in all the downstream wastewater collection and treatment facilities.
- (g) Compliance. The Approving Authority must be notified within five (5) days of any problem of any permission granted and approvals given to persons of special arrangements made to the sewer users, or changes in effluent limitations or of other actions taken by the Approving Authority.

Section 98-63. Control of Industrial Wastes Directed to Public Sewers.

- (a) Approval Required. Review and acceptance of the approving authority shall be obtained prior to the discharge into the public sewers of any waters or wastes having:
 - (1) A BOD greater than 250 mg/l.
 - (2) A suspended solids concentration greater than 250 mg/l.
 - (3) A chlorine requirement greater than 25 mg/l.
- (b) Submission of Basic Data. ~~Each person who discharges Category B industrial waste 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 collection and treatment facilities. This data should be subsequently provided annually at a time specified by the approving authority. Within three months after passage of this article each person who discharges 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 sewage disposal works. Similarly, each person desiring to make a new connection to a public sewer for the purpose of discharging industrial wastes shall prepare and file with the approving authority a report that shall include actual or predicted data relating to the quantity and characteristics of the waste to be discharged.~~
 - (1) The following forms or the information needed to complete them will be accepted:
 - i. Annual NR 101 "Effluent Reporting Form"
 - ii. Form 3400-28 "Industrial Waste Contribution to Municipal System"
 - (2) Similarly, each person desiring to make a new connection to a public sewer for the purpose of discharging industrial wastes shall be prepared and file with the Approving

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Authority a report that shall include actual or predicted data relating to the quantity and characteristics of the waste to be discharged.

- (3) The above is required to comply with the City's Wisconsin Pollutant Discharge Elimination Permit.

(c) *Extension of Time.* When it can be demonstrated that circumstances exist which would create an unreasonable burden on the person to comply with the time schedule imposed by subsection (b) of this section, a request for extension of time may be presented for consideration of the approving authority.

(d) *Industrial Discharges.* 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 characteristic enumerated in section 98-67(d), and have adverse effect upon the sewer works, processes, equipment or receiving waters or which otherwise create a hazard to the life, health or constitute a public nuisance, the Approving Authority may:

- (1) Reject the wastes
- (2) Require pretreatment to an acceptable condition for the discharge to the public sewers.
- (3) Require control over the quantities and rates of discharge and/or
- (4) Require payment to cover the added cost of handling and treating the wastes not covered by existing taxes or sewer charges under the provision of 98-67(e)

(e) *Control Manholes.* Each person discharging industrial wastes into a public sewer shall construct and maintain one or more control manholes or access points to facilitate observation, measurement and sampling of his or her wastes, including domestic sewage.

- (1) 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.
- (2) Control manholes, access facilities and related equipment shall be installed by the person discharging the waste, at his or her expense, and shall be maintained by him or her so as to be in safe condition, accessible and in proper operating condition at all times.
- (3) 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.
- (4) An approved sketch shall be provided to the Approving Authority for his records showing the location of all control manholes
 - i. Manholes shall be located from both street lines and building lines

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- ii. The sketch shall show the roadways and access point to the control manholes and not entry limitations, if any, and the telephone number and person to contact from entrance when necessary and any other data considered pertinent by the Approving Authority.
- iii. Ample space shall be provided around the control manholes and shall be maintained free and clear by the owner at all times.

(f) *Measurement of Flow.* The volume of flow used for computing industrial waste surcharges shall be the metered water consumption of the person as shown in the records of meter readings maintained by the city water department except as noted in item (h) below.

(g) *Metering of Waste.* Devices for measuring the volume of waste discharged may be required by the approving authority if this volume cannot otherwise be determined from the metered water consumption records. Metering devices for determining the volume of waste shall be installed, owned, and maintained by the person. Following approval and installation such meters may not be removed without the consent of the approving authority.

(h) *Provision for Deductions.* If a person discharging industrial waste into the public sewers produces evidence satisfactory to the approving authority that more than ten percent of the total annual volume of water used for all purposes does not reach the public sewer, 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 person.

(i) *Waste Sampling.* Industrial wastes discharged into the public sewers shall be subject to periodic inspection and a determination of character and concentration of such wastes. The determinations shall be made as often as may be deemed necessary by the approving authority.

- (1) Samples shall be collected in such a manner as to be representative of the composition of the wastes.
- (2) The sampling may be accomplished either manually or by the use of mechanical equipment acceptable to the approving authority.
- (3) Installation, operation and maintenance of the sampling facilities shall be the responsibility of the person discharging the waste and shall be subject to the approval of the approving authority. Access to sampling locations shall be granted to the approving authority or its duly authorized representatives at all times.
- (4) Every care shall be exercised in the collection of samples to ensure their preservation in a state comparable to that at the time the sample was taken.

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(j) *Analyses.* All measurements, test, and analysis of the characteristics of water and wastes to which reference is made in this ordinance shall be determined in accordance with the latest editions of "Standard Methods for the Examination of Water and Wastewater", published by the American Public Health Associations, and with the Federal Regulations 40 CFR 136 "Guidelines Establishing Test Procedures for Analysis of Pollutants". Sampling methods, location, time, duration and frequencies are to be determined on an individual basis subject to approval by the Approving Authority. Laboratory procedures used in the examination of industrial wastes shall be those set forth in Standard Methods. However, alternate methods for certain analyses of industrial wastes may be used subject to mutual agreement between the approving authority and the person.

- (1) Determination of the character and concentration of the industrial wastes shall be made by the person discharging them, or his or her agent, as designated and required by the approving authority.
- (2) The city may also make its own analyses on the wastes and these determinations shall be binding as a basis for charges.
- ~~(3) 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 Section 98-62 and which in the judgment of the approving authority may have deleterious effect upon the sewage works, processes, equipment, or receiving waters, or which otherwise create a hazard to life, health, or constitute a public nuisance, the approving authority may:
 - i. ~~Reject the wastes.~~
 - ii. ~~Require pretreatment to an acceptable condition for discharge to the public sewers.~~
 - iii. ~~Require control over the quantities and rates of discharge.~~
 - iv. ~~Require payment to cover the added cost of handling and treating the wastes not covered by existing taxes or sewer charges under Section 98-62(d).~~~~

(k) *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 sewage disposal works the person shall provide at his or her expense such preliminary treatment or processing facilities as may be determined required to render his or her wastes acceptable for admission to the public sewers.

(l) *Grease and/or Sand Interceptors.* Grease, oil and sand interceptors shall be provided as required by the state plumbing code (H62.11 and amendments) when they are necessary for the proper handling of liquid wastes containing floatable grease in excessive amounts or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall not be require for private living quarters or dwelling units. All newly constructed restaurants and those that undergo major renovation shall provide for exterior grease interceptors, however, the water and sewer utility may grant a permit

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~~for an interior grease interceptor in any case where an exterior interceptor would not be feasible because of location, unreasonable expense, or other circumstances as weighed against the public interest to be served.~~

- ~~(1) All interceptor shall be of a type and capacity approved by the building inspector and shall be located as to be readily and easily accessible for cleaning and inspection.~~
- ~~(2) In the maintaining of these inceptor, the owner(s) 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 shall be subject to review by the Approving Authority.~~
- ~~(3) Disposal of the collected materials performed by owner(s) personnel or currently licensed waste disposal firm or agent must be in accordance with currently acceptable DNR practices.~~

(m) Submission of Information. Plans, specifications and any other pertinent information relating to proposed preliminary treatment 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.

Section 98-64. Basis for Sewer Service Charges.

(a) Sewer Users Served by Water Utility Water Meters. There is hereby levied and assessed upon 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, a sewer usage charge based on the volume used, as measured by the water utility water meter used upon the premises. In addition, a minimum quarterly service charge will be assessed each sewer user to cover administrative costs.

(b) Sewer Users Served by Private Wells. If any person discharging sewage into public sanitary sewer system procures any part or all of his/her water from sources other than the water utility, all or part of which is discharged into the public sanitary sewer system, the person shall.

Section 98-65. Amount of Sewer Service Charges.

(a) Domestic Sewage Customers (BOD<250 mg/l, TSS<250 mg/l, P<12mg/l)

Quarterly Facilities Charge:

| <u>Meter Size</u> | <u>Rate</u> |
|-------------------|--------------|
| <u>5/8"</u> | <u>46.29</u> |

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| | |
|----------------|---------------|
| <u>3 /4"</u> | <u>46.29</u> |
| <u>1"</u> | <u>68.34</u> |
| <u>1 1/4"</u> | <u>84.22</u> |
| <u>1 1 /2"</u> | <u>103.62</u> |
| <u>2"</u> | <u>145.50</u> |
| <u>3"</u> | <u>244.71</u> |
| <u>4"</u> | <u>409.89</u> |
| <u>6"</u> | <u>881.84</u> |

Volume Charge:

\$6.92 per volume charge per hundred cubic foot

(b) Flat Rate for Unmetered Customers

Quarterly Charge \$172.83

(c) Non-Domestic Sewage Customers (BOD>250 mg/l,TSS>250 mg/l, or P>12 mg/l)

Quarterly Facilities Charge: same as domestic sewage customers

Volume Charge: same as domestic sewage customers

Surcharge per lb. over domestic strength sewage:

B.O.D. (\$/lb.) \$61.80

T.S.S. (\$/lb.) \$0.539

Phosphorus (\$/lb.) \$5.18

(d) Tank Truck Haulers

Fixed charge per load for Admin/Testing: \$6.30

Volume Charges:

Holding tank waste (\$/1,000 gallons): \$13.73

Septic tank waste (\$/1,000 gallons): \$120.37

(e) Credit for water not discharged to sewer (sprinkle credit)

A sprinkle credit will be given to residential customers (up to and including 3-family units) during the summer quarters billings. Here, the summer quarters sewer bills shall be based on the winter quarter billing period, unless consumption during the winter quarter was greater than the summer quarters.

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Section 98-66. Right; Safety and Identification.

(a) *Right of Entry.* The Approving Authority or ~~city engineer, superintendent of the wastewater treatment plant, plumbing inspector, 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, testing, all in accordance with the provisions of this article and Wisconsin Statute § 196.171. The Approving Authority ~~city engineer or the superintendent of the wastewater treatment plant, plumbing inspector or other~~ duly authorized employee of the city shall have no authority to inquire into any process beyond that point having a direct 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) of this section, the duly authorized city employees shall observe all safety rules applicable to the premises established by the company and they city shall indemnify the company against loss or damage to its property by personal injury or property damage asserted against the company and growing out of gauging and sampling operations, and indemnify the company against loss, or damage to its property by city employees; except as such may be caused by negligence or failure of the company to maintain safe conditions as required in Section 98-63(~~ed~~).

(c) *Identification; Right to Enter Easements.* The Approving Authority or ~~city engineer, superintendent of the wastewater treatment plant 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.

Section 98-65. Sewer Construction.

(a) *Work Authorized.* No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the approving authority.

(b) *Cost of Sewer Connection.* All costs and expense 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.

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(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 of this article.

(d) *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 backfilling the trench, shall all conform to the requirements of the 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 WPCF Manual of Practice, Number 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) *Storm and Groundwater Drains.* 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 the public sanitary sewer.

(1) No person shall make connection of a lateral subject to the inflow or infiltration of storm water to public sanitary sewer.

- i. All such connections, including lateral subject to the inflow or infiltration of storm water, existing at the time of packet of this code shall thereafter be illegal.
- ii. If storm water or clean water is being discharged into a sanitary sewer, the Approving Authority shall give the offending person thirty (30) days' notice to disconnect.
- iii. Failure to disconnect after such notice shall authorize the Approving Authority to cause disconnection and assessment to the costs of such disconnection against the property involved.

(2) The Approving Authority may, in the alternative, institute legal action for violation of this subsection.

(3) One 90 day extension may be granted to the person by the approving authority if the disconnection cannot be made due to inclement weather or due to conditions beyond the person's control.

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(g) *Conformance to Plumbing Code.* The connection of the building sewer into the public sewer shall conform to the requirements of the building and plumbing code or other applicable rules and regulations of the city, or the procedures set forth in appropriate specifications of the A.S.T.M. and the W.P.C.F. Manual of Practice, Number 9. All such connections shall be made gastight and watertight. Any deviation from the prescribed procedures and materials must be approved by the approving authority before installation.

(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.

(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.

Section 98-66. Damage or Tampering with Sewage Works.

Willful Neglect or Malicious Damage. No 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 wastewater collection facilities. Any person violating this provision shall be subject to prosecution under Wisconsin State Statutes.

~~_____ 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 works.~~

Section 98-67. Violations and Penalties.

(a) *Written Notice of Violation.* Any person violating any provision of this article, except subsection (b) of this section shall be served by the Approving Authority ~~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) *Continued Violations.* Any person who shall continue any violation beyond the notice time limit provided shall, upon conviction thereof, forfeit not more than \$200.00 together with the costs of prosecution. In default of payment of such forfeiture and costs, the violator shall be imprisoned in the

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county jail for not to exceed 30 days. Each day in which any violation is continued beyond the notice time limit shall be deemed a separate offense.

(c) Accidental Discharge. Any person found to be responsible for accidentally allowing a deleterious discharge into the sewer system that causes damage to the treatment facility and/or receiving body of water shall pay the amount to cover damages, established by the Approving Authority.

(d) Liability to City for Losses. Any person violating any provisions of this section shall become liable to the City for any expenses, loss or damage occasioned by reason of such violation, which the City may suffer as a result thereof.

(e) Compliance. If any violation or accidental discharge affect the City wastewater collection and treatment facilities the City may penalize the violator according to the City's sewer use code.

~~Section 96-68. Liability to City for Losses.~~

~~Any person violating any provision of this article shall be 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.~~

~~Section 98-68. Appeals. Differences of Opinion.~~

~~The board of public works shall arbitrate differences between the approving authority and sewer users on matters concerning interpretation and execution of the provisions of this article by the approving authority.~~

(a) Procedures. Any user, permit applicant or permit holder affected by any decision, action or determination, including cease and desist orders, made by the Approving Authority interpreting the provisions of this ordinance or in any permit issued herein, may file with the Approving Authority a written request for reconsideration within ten (10) calendar days of the date of such decision, action or determination, setting forth in detail the facts supporting the user's request for reconsideration.

- (1) The Approving Authority shall render a decision on the request for reconsideration to the user, permit applicant or permit holder in writing within fifteen (15) calendar days of receipt of request.
- (2) If the ruling on the request for reconsideration made by the Approving Authority is unsatisfactory, the person requesting reconsideration may, within ten (10) calendar days after notification of the action, file a written appeal with the Water and Sewer Utility Commission.

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Section 98-69. Amendment

The City reserves the right to amend this ordinance in part or in whole whenever it may deem necessary, but such right will be exercised only after due notice to all persons concerned and property hearing on the proposed amendment.

Section 98-70. Public Utility Exemption.

Nothing contained in this chapter shall prevent any public service corporation or any contractor engaged by the City for the purpose of laying mains, conduits, water pipes or sewers from operating under a contract or other permit.

Section 98-71. Penalty.

In addition to penalties which may be expressed in various section of this chapter, the penalty for violation of any provisions of this chapter shall be provide in section 1-14 of this code.

Sections 98-72 – 98-100. Reserved.

Section 3. Effective Date.

This ordinance shall become effective upon its passage and publication.

PASSED and APPROVED this _____ day of _____, 2017.

INTRODUCTION: _____ PUBLIC HEARING: _____

Moved: _____

Mayor Steven E. Taskay

Second: _____

Passed: _____

Amanda L. Bartz, Clerk-Treasurer

Budget Worksheet - Detail
Fund: 610 - WATER FUND

| Account Number | | 2015 Actual 12/31/2015 | 2016 Actual 12/31/2016 | 2016 Projected Year-End | 2016 Budget | 2017 Proposed Budget | % Chg Budget |
|-----------------------------|--------------------------------|------------------------------|------------------------------|-------------------------------|-------------------|----------------------------|-----------------|
| 610-00-44180-000-000 | NON OPERATING RENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-44190-000-000 | INTEREST AND DIVIDEND INTEREST | 503.56 | 533.48 | 443.92 | 400.00 | 500.00 | 25.00 |
| 610-00-44191-000-000 | INTEREST SPECIAL ASSESSMENTS | 607.20 | 412.14 | 424.50 | 607.19 | 274.77 | -54.75 |
| 610-00-44192-000-000 | CAPITAL CONTRIBUTIONS | 275,701.90 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-44210-000-000 | MISC. NON-OPERATING INCOME | -20.00 | -40.00 | -41.20 | 0.00 | 0.00 | 0.00 |
| 610-00-44290-000-000 | AMORTIZATION OF DEBT PREMIUM | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-44601-000-000 | BULK WATER SALES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-44611-000-000 | RESIDENTIAL WATER | 194,719.84 | 208,002.95 | 214,364.99 | 198,000.00 | 200,000.00 | 1.01 |
| 610-00-44612-000-000 | MULTI FAMILY RESIDENTIAL WATER | 8,298.03 | 6,839.20 | 7,044.38 | 8,000.00 | 7,000.00 | -12.50 |
| 610-00-44613-000-000 | COMMERCIAL WATER | 84,948.68 | 94,425.32 | 97,258.08 | 90,000.00 | 90,000.00 | 0.00 |
| 610-00-44615-000-000 | INDUSTRIAL WATER | 62,258.98 | 78,958.23 | 81,326.98 | 75,000.00 | 75,000.00 | 0.00 |
| 610-00-44617-000-000 | PUBLIC AUTHORITY WATER | 13,537.10 | 14,649.14 | 15,088.61 | 13,000.00 | 13,000.00 | 0.00 |
| 610-00-44619-000-000 | INTERDEPARTMENTAL WATER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-44620-000-000 | PRIVATE FIRE -WATER | 11,520.00 | 13,050.00 | 13,441.50 | 10,000.00 | 12,000.00 | 20.00 |
| 610-00-44630-000-000 | PUBLIC FIRE PROTECTION | 219,621.00 | 201,319.25 | 207,358.83 | 219,621.00 | 219,621.00 | 0.00 |
| 610-00-44700-000-000 | CUSTOMER FORFEITED PENALTIES | 31,440.60 | 33,076.24 | 34,073.20 | 25,000.00 | 25,000.00 | 0.00 |
| 610-00-44710-000-000 | MISC. SERVICE REVENUE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-44720-000-000 | WATER TOWER RENT | 43,264.42 | 41,896.28 | 43,153.17 | 38,773.32 | 43,918.68 | 13.27 |
| 610-00-44740-000-000 | MISC. WATER REVENUE | 5,895.73 | 439.71 | 452.90 | 3,500.00 | 500.00 | -85.71 |
| 610-00-44741-000-000 | RECONNECTS -MISC. SERVICE | 1,292.00 | 1,189.11 | 1,224.78 | 1,000.00 | 1,000.00 | 0.00 |
| LICENSES AND PERMITS | | 953,589.04 | 694,751.05 | 715,614.64 | 682,901.51 | 687,814.45 | 0.72 |
| 610-10-49200-000-000 | TRANSFER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| DONATIONS | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL REVENUES | | 953,589.04 | 694,751.05 | 715,614.64 | 682,901.51 | 687,814.45 | 0.72 |

Budget Worksheet - Detail
Fund: 610 - WATER FUND

| Account Number | | 2015 Actual 12/31/2015 | 2016 Actual 12/31/2016 | 2016 Projected Year-End | 2016 Budget | 2017 Proposed Budget | % Chg Budget |
|----------------------|--------------------------------|------------------------------|------------------------------|-------------------------------|----------------|----------------------------|-----------------|
| 610-00-57080-000-000 | TAXES | 136,242.10 | 132,880.31 | 142,372.73 | 136,242.10 | 136,242.10 | 0.00 |
| 610-00-57081-000-000 | TAXES -FICA | 4,872.30 | 7,837.73 | 7,950.90 | 7,015.16 | 8,710.84 | 24.17 |
| 610-00-57343-000-000 | ASSET:DISTRIBUTION MAINS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57345-000-000 | NEW SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57346-000-000 | METERS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57390-000-000 | ASSET:STRUCTURES & IMPROVEMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57392-000-000 | ASSET: TRANSPORTATION EQUIPMNT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57394-000-000 | TOOLS,SHOP & GARAGE EQUIP | 0.00 | 0.00 | 0.00 | 0.00 | 17,000.00 | 999.99 |
| 610-00-57403-000-000 | DEPRECIATION | 98,066.31 | 72,213.96 | 61,742.94 | 72,313.96 | 0.00 | -100.00 |
| 610-00-57404-000-000 | CONTRIBUTED DEPREC (NON-OP) | 31,934.00 | 30,813.00 | 26,345.12 | 30,813.00 | 0.00 | -100.00 |
| 610-00-57427-000-000 | PRINCIPAL ON DEBT | 0.00 | 0.00 | 93,425.00 | 93,425.00 | 98,425.00 | 5.35 |
| 610-00-57428-000-000 | AMORTIZATION OF DEBT DISCOUNT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57431-000-000 | INTEREST ON DEBT | 39,739.93 | 38,522.15 | 38,522.15 | 38,522.15 | 36,546.96 | -5.13 |
| 610-00-57600-000-000 | OPERATING SUPERVISION | 49,256.46 | 43,966.63 | 39,606.94 | 40,121.56 | 51,761.02 | 29.01 |
| 610-00-57602-000-000 | SOS MISCELANEOUS SUPPLIES | 7,021.80 | 8,475.13 | 7,652.98 | 8,000.00 | 6,000.00 | -25.00 |
| 610-00-57605-000-000 | MAIN OF WATER SOURCE PLANT | 221.67 | 115.31 | 131.45 | 500.00 | 500.00 | 0.00 |
| 610-00-57620-000-000 | PUMP EXPENSE - LABOR | 560.88 | 2,832.70 | 2,766.26 | 1,156.50 | 3,343.90 | 189.14 |
| 610-00-57622-000-000 | PUMP EXPENSE - FUEL/POWER | 23,162.38 | 20,229.75 | 19,018.29 | 23,000.00 | 23,000.00 | 0.00 |
| 610-00-57623-000-000 | PUMP EXPENSE - OTHER EXPENSES | 1,633.72 | 5,274.75 | 2,901.20 | 2,500.00 | 2,500.00 | 0.00 |
| 610-00-57625-000-000 | PUMP EXPENSE - MAINT OF PLANT | 3,156.82 | 3,145.64 | 3,081.36 | 3,150.00 | 13,150.00 | 317.46 |
| 610-00-57630-000-000 | WATER TREATMENT - LABOR | 692.22 | 3,477.51 | 2,839.71 | 925.20 | 3,343.90 | 261.42 |
| 610-00-57631-000-000 | WATER TREATMENT - CHEMICALS | 35,656.41 | 17,905.04 | 16,626.01 | 25,000.00 | 25,000.00 | 0.00 |
| 610-00-57640-000-000 | TRANS & DIST - LABOR | 1,444.93 | 2,668.54 | 2,405.19 | 2,590.56 | 2,675.12 | 3.26 |
| 610-00-57641-000-000 | TRANS & DIST - SUPPLIES | 15,382.61 | 31,684.61 | 35,634.02 | 13,000.00 | 13,000.00 | 0.00 |
| 610-00-57650-000-000 | TRANS & DIST - RES/STAND PIPE | 3,300.49 | 2,889.65 | 2,229.29 | 9,000.00 | 15,000.00 | 66.67 |
| 610-00-57651-000-000 | TRANS & DIST - MAINTENANCE | 66,783.63 | 14,575.09 | 15,182.75 | 18,735.30 | 48,152.60 | 157.02 |
| 610-00-57652-000-000 | TRANS & DIST - MAIN SERVICE | 10,445.64 | 5,620.94 | 6,026.59 | 20,013.80 | 7,404.35 | -63.00 |
| 610-00-57653-000-000 | TRANS & DIST - MANIT OF METERS | 6,023.56 | 43,526.32 | 48,083.78 | 39,626.80 | 7,165.50 | -81.92 |

| Account Number | | 2015 Actual 12/31/2015 | 2016 Actual 12/31/2016 | 2016 Projected Year-End | 2016 Budget | 2017 Proposed Budget | % Chg Budget |
|-----------------------------|---------------------------------|------------------------------|------------------------------|-------------------------------|-------------------|----------------------------|-----------------|
| 610-00-57654-000-000 | TRANS & DIST - HYDRANT MAINT | 4,294.24 | 9,355.72 | 10,063.64 | 8,302.18 | 6,353.41 | -23.47 |
| 610-00-57655-000-000 | TRANS & DIST - MAINT OTHER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57656-000-000 | TRANS & DIST - POWER OP EQUIP | 0.00 | 19,960.00 | 22,754.40 | 25,000.00 | 50,000.00 | 100.00 |
| 610-00-57676-000-000 | MAINT OF METERS | 439.38 | 8,563.82 | 9,762.75 | 0.00 | 0.00 | 0.00 |
| 610-00-57901-000-000 | CUST A/C - METER READ LABOR | 4,781.41 | 13,274.48 | 13,715.37 | 8,604.36 | 10,676.60 | 24.08 |
| 610-00-57902-000-000 | CUST A/C - COLLECTION LABOR | 24,933.84 | 24,933.84 | 26,055.86 | 24,933.84 | 24,933.84 | 0.00 |
| 610-00-57903-000-000 | CUST A/C - SUPPLIES, BILLING | 1,465.23 | 1,250.80 | 1,149.25 | 1,400.00 | 1,400.00 | 0.00 |
| 610-00-57904-000-000 | CUST A/C - UNCOLLECTABLE ASSETS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57920-000-000 | ADMIN & GEN - LABOR | 944.98 | 918.00 | 1,046.52 | 1,080.00 | 1,080.00 | 0.00 |
| 610-00-57921-000-000 | ADMIN & GEN - SUPPLIES & EXPEN | 5,722.95 | 780.59 | 889.87 | 1,500.00 | 1,500.00 | 0.00 |
| 610-00-57923-000-000 | ADMIN & GEN - OUTSIDE SERVICE | 14,694.25 | 14,056.48 | 15,136.26 | 15,250.00 | 15,000.00 | -1.64 |
| 610-00-57923-001-000 | ADMIN & GEN--OUTSIDE SERV | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-57924-000-000 | ADMIN & GEN - INSURANCE | 3,841.51 | 4,902.35 | 5,588.68 | 4,240.00 | 5,000.00 | 17.92 |
| 610-00-57926-000-000 | ADMIN & GEN - EMPLOYEE BENEFIT | 42,053.69 | 54,160.33 | 53,956.13 | 53,057.59 | 69,806.57 | 31.57 |
| 610-00-57928-000-000 | ADMIN & GEN - REGULATORY COMM | 570.11 | 705.78 | 804.59 | 600.00 | 750.00 | 25.00 |
| 610-00-57930-000-000 | ADMIN & GEN--MISC EXPENSES | 7,333.52 | 7,295.48 | 5,912.09 | 6,000.00 | 6,000.00 | 0.00 |
| 610-00-57930-001-000 | ADMIN & GEN - UNCLAIMED PROP | 0.00 | -422.74 | -481.92 | 0.00 | 0.00 | 0.00 |
| 610-00-57933-000-000 | ADMIN & GEN - TRANSPORTATION | 4,536.22 | 6,065.89 | 6,495.62 | 5,000.00 | 5,000.00 | 0.00 |
| CAPITAL OUTLAY | | 651,209.19 | 654,455.58 | 747,393.77 | 740,619.06 | 716,421.71 | -3.27 |
| 610-00-59000-000-000 | OTHER FINANCING USES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 610-00-59200-000-000 | INTERFUND TRANSFER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| OTHER FINANCING USES | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL EXPENSES | | 651,209.19 | 654,455.58 | 747,393.77 | 740,619.06 | 716,421.71 | -3.27 |
| NET TOTALS | | 302,379.85 | 40,295.47 | -31,779.13 | -57,717.55 | -28,607.26 | -50.44 |

TOMAHAWK MUNICIPAL WATER UTILITY

Budget Narrative

REVENUES

610-00-44190-000-000 INTEREST AND DIVIDEND INTEREST
Interest made on the accounts held at various financial institutions.

610-00-44190-000-000 INTEREST SPECIAL ASSESSMENTS
Interest on the special assessments for Vena Avenue utility expansion.

610-00-44210-000-000 MISC. NON-OPERATING INCOME
This account was used for fees charged for paying utility bill with a credit/debit card. 2015 we switched to a system that there are no fees to the City.

610-00-44601-000-000 BULK WATER SALES
Sale to customers that usually occurs through a hydrant or tank truck.

610-00-44611-000-000 RESIDENTIAL WATER
Customers that have water service provided for residential or domestic purposes. Sale to multiple-dwelling buildings through a single meter serving three or more family units is classified as commercial.

610-00-44612-000-000 MULTI FAMILY RESIDENTIAL WATER
Customers that have service for a building that is intended primarily for residential or domestic purposes, has three or more dwelling units, and is serviced by a single meter. This classification also includes mobile home parks that are master metered. Mixed-use commercial properties, such as apartments mixed with retail, are classified as commercial.

610-00-44613-000-000 COMMERCIAL WATER
Business entities and institutions (except governmental) that provide goods and services. Also, buildings comprised of multiple dwellings with three or more units served through a single water meter. Churches and parochial school are not governmental and are classified as commercial.

610-00-44615-000-000 INDUSTRIAL WATER
Those customers engaged in the manufacture or production of goods.

610-00-44617-000-000 PUBLIC AUTHORITY WATER
An agency of the local, state or federal government, or a local, state, or federal entity. Since public schools are governmental, they are classified as public authority.

TOMAHAWK MUNICIPAL WATER UTILITY

Budget Narrative

610-00-44620-000-000 PRIVATE FIRE – WATER

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.

610-00-44630-000-000 PUBLIC FIRE PROTECTION

Public fire protection recovers the cost of water for fighting fires and the extra capacity built into the system necessary to rapidly deliver a large volume of water to a fire anywhere within the municipality's water service area. These costs include a portion of the wells, pumps, storage facilities, water mains, hydrants and an estimated quantity of water used for this purpose. This is a monthly fee paid by the City of Tomahawk to the Water Utility.

610-00-44700-000-000 CUSTOMER FORFEITED PENALTIES

Penalties for delinquent accounts.

610-00-44710-000-000 MISCELLANEOUS SERVICE REVENUE

Fees collected for hook up to the utility system and other revenue related to the services provided.

610-000-44720-000-000 WATER TOWER RENT

Rents received for the use of land, buildings, or other property owned by the utility.

Verizon Wireless: \$1,980.00/Month

Nsighttel: \$1,679.89/Month

610-00-44740-000-000 MISCELLANEOUS WATER REVENUE

Return on meters allocated to the sewer department is the most common revenue in this account.

610-00-44741-000-000 RECONNECT SERVICE

Services for reconnecting and reinstalling meters.

TOMAHAWK MUNICIPAL WATER UTILITY

Budget Narrative

EXPENSES

610-00-57080-000-000 TAXES

Payment in Lieu of Taxes (PILOT) due to the City.

| | |
|---|-------------------|
| Utility Plant, Materials & Supply Valuation | 7,481,667 |
| <i>From the PSC Report</i> | |
| Assessment Ratio | 1.0192316 |
| <i>From Department of Revenue</i> | |
| <hr/> | |
| Calculated Assessed Value | 7,625,551.43 |
| <u>Net Local and School Mill Rate</u> | <u>17.866525</u> |
| 2017 PILOT Payment | 136,242.10 |

610-00-57081-000-000 TAXES – FICA

The Social Security rate for 2017 is 7.65%

610-00-57427-000-000 PRINCIPAL ON DEBT

Principal payments for:

| | |
|---|------------------|
| S. Tomahawk Reconstruct | 13,425.00 |
| <u>River Crossing/N 4th St (North of Bridge)</u> | <u>85,000.00</u> |
| Total | \$98,425.00 |

610-00-57431-000-000 INTEREST ON DEBT

Interest payments for:

| | |
|---|------------------|
| S. Tomahawk Reconstruct | 2,315.81 |
| <u>River Crossing/N 4th St (North of Bridge)</u> | <u>34,231.25</u> |
| Total | \$36,546.96 |

610-00-57394-000-000 TOOLS, SHOP, & GARAGE EQUIPMENT

For the purchase of tools, shop and garage equipment. This includes the purchase of a mechanical valve exerciser (WD-17-005).

610-00-57600-000-000 OPERATING LABOR

1600 hours at the current pay rate set by the Common Council and a quarter of the wages for the Director of Public Works. This includes 8 hours of overtime pay. (\$51,761.02)

610-00-57602-000-000 MISCELLANEOUS SUPPLIES

Office supplies, tools, certifications, testing, etc.

610-00-57605-000-000 MAINTENANCE OF SOURCE PLANT

Expenses relating the well(s).

TOMAHAWK MUNICIPAL WATER UTILITY

Budget Narrative

610-00-57620-000-000 OPERATION LABOR – POWER/PUMPING
140 hours at the current pay rate set by the Common Council. (\$3,343.90)

610-00-57622-000-000 PUMP EXPENSE – FUEL/POWER
Utility bills from Wisconsin Public Service.

610-00-57623-000-000 PUMP EXPENSE – OTHER EXPENSE
Oil, seals, etc.

610-00-57625-000-000 PUMP EXPENSE – MAINTENANCE OF PLANT
Phone line - \$650, cell phones (2) - \$1000, other expenses - \$2,500. This includes an electrical supply to the shed (WD-17-006).

610-00-57630-000-000 OPERATION WATER TREATMENT – LABOR
140 hours at the current pay rate set by the Common Council. (\$3,343.90)

610-00-57631-000-000 WATER TREATMENT – CHEMICALS
Purchase chemicals for water treatment.

610-00-57640-000-000 OPERATING LABOR – TRANS/DISTRIBUTION
100 regular hours and 8 overtime hours at the current pay rate set by the Council. (\$2,675.12)

610-00-57641-000-000 TRANS AND DISTRIBUTION MAINS – SUPPLIES
Pipe valves, replace valves by well houses (\$1,500 x 4 = \$6,000) etc.

610-00-57650-000-000 TRANS AND DISTRIBUTION MAINS – RESERVOIR/STANDPIPE
Tower maintenance \$3,000 (cathodic protection, misc.) 80 hours at the current rate set by the Council (\$1,910.80). This includes \$10,000 for water tower inspection and repair (WD-17-002).

610-00-57651-000-000 TRANS AND DISTRIBUTION MAINS - MAINTENANCE
Maintenance and replacement of mains (\$5,000). Includes 750 hours of man power and 40 overtime hours (\$18,152.60). This include \$25,000 for Highway 86 Water Leak/Hydrant (WD-17-003)

610-00-57652-000-000 TRANS AND DISTRIBUTION MAINS - SERVICE
Service to mains. Includes 200 hours of man power and 40 overtime hours.

610-00-57653-000-000 TRANS AND DISTRIBUTION MAINS – MAINTENANCE OF METERS
Cost of labor employed, materials used, and expenses incurred in repairing and maintaining the meters. 50% of the following meter costs - \$14,000, 280 meters (\$100 each), \$14,000, 280

TOMAHAWK MUNICIPAL WATER UTILITY

Budget Narrative

radio reads (\$100 each), \$8326.80, 360 hours at the current pay rate set by the Common Council.

610-00-57654-000-000 TRANS AND DISTRIBUTION MAINS – MAINTENANCE OF HYDRANTS

180 regular hours and 4 overtime hours at the current pay rate set by the Common Council, maintenance of hydrants and the purchase of two new hydrants (\$4,000).

610-00-57656-000-000 TRANS AND DISTRIBUTION MAINS POWER AND OPERATED EQUIPMENT

Purchase of new utility truck (WD-17-004).

610-00-57901-000-000 METER READING LABOR

360 regular hours and 8 overtime hours at the current pay rate set by the Common Council.

610-00-57902-000-000 ACCOUNTING AND COLLECTIONS – LABOR

Monthly fee of \$2,077.82 paid to the City of Tomahawk for reimbursement for staff hours spent on the Utility billing and collection.

610-00-57903-000-000 ACCOUNTING AND COLLECTIONS – SUPPLIES

Supplies for billing etc.

610-00-57920-000-000 ADMIN AND GENERAL – LABOR

Half of the salaries of the Utility Commission. (\$36.00/meeting X 5 Commissioners= \$180.00, \$180 X 12 = \$2160, \$2160/2= \$1080)

610-00-57921-000-000 ADMIN AND GENERAL – OFFICE SUPPLIES/EXPENSES

Computer (\$1,000) and other office supplies and expenses.

610-00-57923-000-000 OUTSIDE SERVICES – ENGINEERING, WATER TESTING

Uniforms - \$1,000, GIS Hosting - \$1,250, General Engineering - \$10,000, Water Testing - \$1,000, Mapping Data Entry - \$2,000

610-00-57924-000-000 ADMIN AND GENERAL – INSURANCE

Property and Worker's Compensation insurance.

610-00-57926-000-000 ADMIN AND GENERAL – PENSIONS AND BENEFITS

Employee benefits.

610-00-57928-000-000 ADMIN AND GENERAL – REGULATORY COMMISSION

Expenses associated with the Public Service Commission

TOMAHAWK MUNICIPAL WATER UTILITY

Budget Narrative

610-00-57930-000-000 ADMIN AND GENERAL – MISC. GENERAL EXPENSES

Safety training - \$1,000, other expenses - \$5,000

610-00-57933-000-000 ADMIN AND GENERAL – TRANSPORTATION EXPENSES

Fuel and repairs.

City of Tomahawk, Wisconsin
Capital Improvement Plan - Water
 2017 thru 2021

PROJECTS BY FUNDING SOURCE

| Source | Project# | Priority | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
|--------------------------------------|-----------|----------|----------------|------|------|------|------|----------------|
| Safe Drinking Fund Loan | | | | | | | | |
| Well House #4 and #5 Rehab | WD-17-001 | 1 | 600,000 | | | | | 600,000 |
| Safe Drinking Fund Loan Total | | | 600,000 | | | | | 600,000 |
| Water Fund | | | | | | | | |
| Water Tower - Inspection & Repairs | WD-17-002 | 1 | 15,000 | | | | | 15,000 |
| Highway 86 Water Leak (Hydrant) | WD-17-003 | 1 | 25,000 | | | | | 25,000 |
| New Utility Truck | WD-17-004 | 2 | 50,000 | | | | | 50,000 |
| Valve Turner/Exerciser | WD-17-005 | 1 | 15,000 | | | | | 15,000 |
| Electrical Supply to Shed | WD-17-006 | 2 | 10,000 | | | | | 10,000 |
| Water Fund Total | | | 115,000 | | | | | 115,000 |
| GRAND TOTAL | | | 715,000 | | | | | 715,000 |

Capital Improvement Plan - Water

2017 *thru* 2021

City of Tomahawk, Wisconsin

| | |
|--------------|-----------------------------------|
| Project # | WD-17-001 |
| Project Name | Well House #4 and #5 Rehab |

| | | | |
|-------------|-------------|------------|-----------------------|
| Type | Improvement | Department | Water Department |
| Useful Life | | Contact | Public Works Director |
| Category | Water | Priority | 1 Critical |

| | |
|--|--------------------------------------|
| Description | Total Project Cost: \$600,000 |
| The City of Tomahawk is looking to rehabilitate the well house facilities at Weel #4 and Well #5 to bring them up to date. | |

| |
|---|
| Justification |
| Both well houses need improvments to bring them up to current standards. |
| The well pump at Well No.4 was last rebuilt in 1993 while the pump at Well No. 5 was rebuilt in 1996. |

| Prior | Expenditures | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
|-------|--------------------------|----------------|------|------|------|------|----------------|
| 3,965 | Planning/Design | 43,900 | | | | | 43,900 |
| Total | Construction/Maintenance | 552,135 | | | | | 552,135 |
| | Total | 596,035 | | | | | 596,035 |

| Funding Sources | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
|-------------------------|----------------|------|------|------|------|----------------|
| Safe Drinking Fund Loan | 600,000 | | | | | 600,000 |
| Total | 600,000 | | | | | 600,000 |

| |
|----------------------------|
| Budget Impact/Other |
| |

Capital Improvement Plan - Water

2017 thru 2021

City of Tomahawk, Wisconsin

| | |
|--------------|---|
| Project # | WD-17-002 |
| Project Name | Water Tower - Inspection & Repairs |

| | | | |
|-------------|-------------|------------|-------------------|
| Type | Maintenance | Department | Water Department |
| Useful Life | 5 years | Contact | Water Leadsperson |
| Category | Water | Priority | 1 Critical |

| | |
|--|-------------------------------------|
| Description | Total Project Cost: \$25,000 |
| Inspection and cathodic protection of water tower. The water tower will need to be drained for the inspection. | |
| During the inspection an estimate of when the water tower will need to be repainted will be determined. | |

| |
|--|
| Justification |
| This is required by the DNR every 5 years. |

| Expenditures | 2017 | 2018 | 2019 | 2020 | 2021 | Total | Future |
|--------------------------|---------------|------|------|------|------|---------------|--------------|
| Construction/Maintenance | 15,000 | | | | | 15,000 | 10,000 |
| Total | 15,000 | | | | | 15,000 | Total |

| Funding Sources | 2017 | 2018 | 2019 | 2020 | 2021 | Total | Future |
|-----------------|---------------|------|------|------|------|---------------|--------------|
| Water Fund | 15,000 | | | | | 15,000 | 10,000 |
| Total | 15,000 | | | | | 15,000 | Total |

| |
|--|
| Budget Impact/Other |
| 610-00-57650-000-000 Resev/Stand Pipe one time increase. |

| Budget Items | 2017 | 2018 | 2019 | 2020 | 2021 | Total | Future |
|--------------|---------------|------|------|------|------|---------------|--------------|
| Maintenance | 15,000 | | | | | 15,000 | 10,000 |
| Total | 15,000 | | | | | 15,000 | Total |

Capital Improvement Plan - Water

2017 thru 2021

City of Tomahawk, Wisconsin

| | |
|--------------|--|
| Project # | WD-17-003 |
| Project Name | Highway 86 Water Leak (Hydrant) |

| | | | |
|-------------|-------------|------------|-------------------|
| Type | Maintenance | Department | Water Department |
| Useful Life | 50 years | Contact | Water Leadsperson |
| Category | Water | Priority | 1 Critical |

| | |
|--|-------------------------------------|
| Description | Total Project Cost: \$25,000 |
| 10" watermain that feeds the hydrant located at the intersection of Highway 86 and Highway E/Pfeifer Rd is broke. | |
| Plan is to replace the main, valve and hydrant. This project cannot be bored under the highway. We cannot abbdondnd the existing casing. | |
| The hydrant will remain on the northeast corner of the intersection due to safety concerns with use by the Fire Department and traffic flow. | |

| |
|--|
| Justification |
| This is the most frequently used hydrant in the city and the the is broke. |

| Expenditures | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
|--------------------------|---------------|------|------|------|------|---------------|
| Construction/Maintenance | 25,000 | | | | | 25,000 |
| Total | 25,000 | | | | | 25,000 |

| Funding Sources | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
|-----------------|---------------|------|------|------|------|---------------|
| Water Fund | 25,000 | | | | | 25,000 |
| Total | 25,000 | | | | | 25,000 |

| |
|---|
| Budget Impact/Other |
| 610-00-57651-000-000 TRANS & DIST - MAINTENANCE |

| Budget Items | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
|--------------|---------------|------|------|------|------|---------------|
| Maintenance | 25,000 | | | | | 25,000 |
| Total | 25,000 | | | | | 25,000 |

Capital Improvement Plan - Water

2017 thru 2021

City of Tomahawk, Wisconsin

Project # WD-17-004

Project Name New Utility Truck

Type Equipment

Department Water Department

Useful Life 10 years

Contact Water Leadsperson

Category Water

Priority 2 Very Important

Description

Total Project Cost: \$50,000

New work utility truck for use in the water department.

Justification

The current truck has 80,000 miles. The current truck has not storage space for needed tools, does not have power or a lift gate. These are needed for the day to day operation of the water department.

The current truck will be transferred to the Public Works Department.

| Expenditures | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
|----------------------------|---------------|-------------|-------------|-------------|-------------|---------------|
| Equip/Vehicles/Furnishings | 50,000 | | | | | 50,000 |
| Total | 50,000 | | | | | 50,000 |

| Funding Sources | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
|------------------------|---------------|-------------|-------------|-------------|-------------|---------------|
| Water Fund | 50,000 | | | | | 50,000 |
| Total | 50,000 | | | | | 50,000 |

Budget Impact/Other

610-00-57656-000-000 Trans & Dist - Power Operating Equipment

| Budget Items | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
|------------------------------|---------------|-------------|-------------|-------------|-------------|---------------|
| Other (Insurance, Utilities) | 50,000 | | | | | 50,000 |
| Total | 50,000 | | | | | 50,000 |

Capital Improvement Plan - Water

2017 thru 2021

City of Tomahawk, Wisconsin

| | |
|--------------|-------------------------------|
| Project # | WD-17-005 |
| Project Name | Valve Turner/Exerciser |

| | | | |
|-------------|-----------|------------|-------------------|
| Type | Equipment | Department | Water Department |
| Useful Life | 20 years | Contact | Water Leadsperson |
| Category | Water | Priority | 1 Critical |

| | |
|---|-------------------------------------|
| Description | Total Project Cost: \$15,000 |
| A truck mounted mechanical vavue exerciser. | |

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| Justification |
| This tool is need to help with the implementation of the valve exercising program. |
| The Utility is required to preform the is task annually and reported to the Public Service commission. This tool will allow for one employee to preform the task instead of the two it takes to currently perform the task. |

| Expenditures | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
|----------------------------|---------------|-------------|-------------|-------------|-------------|---------------|
| Equip/Vehicles/Furnishings | 15,000 | | | | | 15,000 |
| Total | 15,000 | | | | | 15,000 |

| Funding Sources | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
|------------------------|---------------|-------------|-------------|-------------|-------------|---------------|
| Water Fund | 15,000 | | | | | 15,000 |
| Total | 15,000 | | | | | 15,000 |

| |
|---|
| Budget Impact/Other |
| 610-00-57394-000-000 Tools, Shop & Garage Equipment |

Capital Improvement Plan - Water
City of Tomahawk, Wisconsin

2017 *thru* 2021

| | |
|---------------------|----------------------------------|
| Project # | WD-17-006 |
| Project Name | Electrical Supply to Shed |

| | |
|-----------------------------|------------------------------------|
| Type Improvement | Department Water Department |
| Useful Life 50 years | Contact Water Leadsperson |
| Category Water | Priority 2 Very Important |

| | |
|---|-------------------------------------|
| Description | Total Project Cost: \$10,000 |
| Run electrical service to the shed located at the water department. | |

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| Justification |
| Needed lights and outlets in the shed. |

| Expenditures | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
|--------------------------|---------------|-------------|-------------|-------------|-------------|---------------|
| Construction/Maintenance | 10,000 | | | | | 10,000 |
| Total | 10,000 | | | | | 10,000 |

| Funding Sources | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
|------------------------|---------------|-------------|-------------|-------------|-------------|---------------|
| Water Fund | 10,000 | | | | | 10,000 |
| Total | 10,000 | | | | | 10,000 |

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| Budget Impact/Other |
| 610-00-57625-000-00 Pump Expense - Maintenance of Plant |