

**TITLE 13**

**WATER, SEWERS AND PUBLIC SERVICES**

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## I. WATER

### Chapter 13.10 Water Service Regulations

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13.10.010 Mandatory Water Service. The owner of all houses, buildings or structures used for human occupancy, employment, recreation or other purposes, situated within the City of Epworth and abutting on any street, alley or right-of-way in which there is now located or may in the future be located a public water main or service line of the Municipal Waterworks System of the City is hereby required to connect to such building, or house or other structure to the Municipal Waterworks System within sixty (60) days after the date of official notice to do so, provided that the property line of the property on which such building, house or structure is located within one hundred feet (100') of such water main or service line. (1981 codification)

13.10.020 Independent Services. No more than one house, building, or premises shall be supplied from one tap unless special written permission is obtained for each instance. For the purposes of this section, any unit able to be sold separately from others shall be considered a separate building. Special permission may be granted only after the applicant demonstrates good cause for supplying service from a single tap. The City's approval of a shared tap shall in no way confer ownership or maintenance responsibilities for the tap to the City. (1994, Ord. 24-14)

13.10.030 Installation and maintenance. The municipality shall install and maintain at its expense water mains and required support and supply equipment. The customer shall install and maintain at its expense service from the main to the point of usage, including necessary tap, fittings, valves, curb stop and waste cock at the end of the house side of his or her service. Where there exists a shared service line from the main to more than one premise, those customers connected to the shared service line shall equally share ownership and any expense to maintain the shared line to an independent point of usage. The minimum earth cover shall be five (5) feet. The municipality shall determine the size and kind of service to be installed. (1981, 1988, Ord 28-14).

13.10.040 Maintenance. If city personnel find that a service connection has become defective or leaks the City may give written notice to the owner of the property describing the defect and directing the owner to repair the same. (added 1994)

13.10.050 City Supervised Hook-ups. All water service pipes and their connections to the water system shall be made under the direction and supervision of waterworks personnel, shall utilize a precision tap machine, shall be constructed in accordance with the provisions of this ordinance and must be inspected and approved before they are covered. (1981, Amended 1994)

13.10.060 Permits. No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb the waterworks or appurtenances thereof without first obtaining a written application from the City of Epworth. Before a permit application may be issued, the person applying for such permit application shall have executed unto the City of Epworth and deposited with the City Clerk a surety bond or an irrevocable letter of credit in the favor of the City in the sum of \$5,000 conditioned that they will perform faithfully all work with due care and skill, and in accordance with the laws, rules and regulations established under the authority or any ordinances of the City of Epworth pertaining to plumbing, waterworks or appurtenances. This bond or letter of credit shall state that the person will indemnify and save harmless the City of Epworth and the owner of the premises against all damages, costs, expenses, outlays and claims of every nature and kind arising out of unskillfulness or negligence on his part in connection with the plumbing, waterworks or appurtenances as prescribed in this ordinance. Such bond or letter of credit shall remain in force and must be executed for a period of one year except that on such expiration it shall remain in force as to all penalties, claims and demands that may have accrued thereunder to such expiration. The City shall also have deposited a certificate of liability insurance and the City shall be notified of any material changes or termination of insurance coverage. The grantee shall also be required to take out and maintain Workers Compensation Insurance for all his employees employed at the site of the project. (1981, 1994, Ord. 28-14)

13.10.070 Connection Fee. New service accounts shall be charged a connection fee of \$200. When a lapse in service to a premises is not due to reconstruction within 12 months, then a new connection fee is warranted. If a new tap connection is made to serve an existing premises without abandoning the existing line, a new connection fee is due, otherwise the fee is not applicable to replacement laterals. (amended 1999; Ord#19-07)

13.10.080 Service Connections to Water Mains.

1. GENERAL

- A. Reference to materials or systems herein by name, make, or catalog number is intended to establish a standard of quality, and not to limit competition; the words “or approved equal” are implied following each brand name.
- B. Service connections shall conform to the requirements of the State of Iowa Plumbing Code.
- C. Service Requirements
- 1) Size – The minimum size service required is  $\frac{3}{4}$  inch nominal if copper and 1 inch if polyethylene. The use of larger than minimum size lines is recommended to reduce pressure loss in the service line. Services of 2  $\frac{1}{2}$  inch, 3  $\frac{1}{2}$  inch, and 5 inch are not allowed.
  - 2) Material – Services  $\frac{3}{4}$  inch to 2 inch may be copper. Services 1 inch to 2 inch may be polyethylene. Two inch (2”) services may be PVC. Three inch (3”) services may be PVC or DIP. Three inch and larger services shall be PVC or DIP.

Service Line materials shall be as follows:

Nominal Size Copper	Polyethylene Equivalent
Type K	SDR 9 CTS
$\frac{3}{4}$ “	1”
1”	1 $\frac{1}{4}$ ”
1 $\frac{1}{4}$ “	1 $\frac{1}{2}$ ”
1 $\frac{1}{2}$ ”	2”
2”	Use Copper or PVC

- 3) Taps – Services connections to existing mains shall be live taps, unless otherwise approved. Service connections to new mains should be made on/to depressurized mains to allow pressure testing of mains and services.
- 4) Service Valves – Services  $\frac{3}{4}$  inch through 2 inch shall include a corporation stop and saddle as required at the main and a curb stop at or near the property line or easement limit. Three inch (3”) and larger services shall include a valve at the tee or tapping sleeve.

## 2. SCOPE

- A. Provide all labor, material, facilities, and administration necessary to complete all work required for proper leak-free installation of service connections to water mains all in accordance with the best present day installation and construction techniques. Installation shall conform to applicable codes, AWWA standards, and manufacturer's recommendations.

## 3. MATERIALS

### A. Water Service Tubing and Pipe

- 1) Copper Tubing — Copper tubing for 3/4 inch, 1 inch, 1-1/4 inch, 1-1/2 inch, and 2 inch service lines shall be Type K conforming to ASTM B88. Joints in copper shall be grip ring compression type. Underground soldered joints, pack joints, flared joints, and insert joints (stab-in) are not permitted.
- 2) Polyethylene Tubing: Polyethylene tubing in nominal sizes 1 inch, 1-1/4 inch, 1-1/2 inch, and 2 inch shall be copper tube size (CTS) with SDR 9 and 200 psi pressure class. The polyethylene material shall be standard PE Code PE 3408 and cell classification 345464 or an alternate cell classification approved by the Engineer. The polyethylene tubing shall comply with AWWA C901, ASTM D2737, and ANSI/NSF 61.
- 3) PVC Pipe — PVC pipe for 2 inch and 3 inch service lines shall be SDR 21 conforming to ASTM D2241. Pipe joints shall be gasket type conforming to ASTM D-3139 with gaskets conforming to ASTM F-477. No solvent cemented joints will be allowed.
- 4) Brass Nipples — Brass nipples for connecting 2 inch PVC to water service valves (corporation stops and curb stops) shall be Schedule 40 and conform to ASTM B687. Minimum length shall be 6 inches.
- 5) Larger Services — The requirements for water mains shall apply to 3 inch and larger services.
- 6) Tracer Wire - Tracer wire for polyethylene services shall be as specified for water main or as otherwise approved. Curb boxes for polyethylene water services shall have tracer wire terminals.

### B. Water Service Fittings

- 1) Bronze Fittings — Bronze fittings for copper tube and polyethylene tube service lines shall conform to AWWA C800. Connections shall be grip ring compression type for copper or polyethylene. The use of "U" or "Y" branch multiple branch/tap fittings is prohibited.
- 2) PVC Fittings — The PVC fittings for 2 inch and 3 inch PVC services shall be pressure Class 200 and conform to design requirements for ASTM D2241 SDR 21 PVC pipe. Fittings shall have gasketed joints conforming to ASTM D3139 with gaskets conforming to ASTM F477.

- 3) Cast Couplings — Cast couplings for connecting 2 inch PVC to brass nipples at corporation stops and curb stops shall be Smith Blair 441, Dresser 253, or approved equal.
- 4) Ductile Iron Fittings — Fittings for 3-inch services may be mechanical joint, compact ductile iron with transition gaskets.

#### C. Water Service Valves

- 1) Corporation Stops — Corporation stops shall conform to AWWA C800 and shall be ball type rated for 300 psi with rubber seats. Inlet threads on corporation stops shall be AWWA taper with outlet being flare or grip ring compression for 3/4 inch through 2 inch copper water services or grip ring compression with stainless steel insert stiffener for 1 inch through 2 inch polyethylene water services. Outlet threads for 2 inch PVC service lines shall be FNPT for installation of brass nipples
- 2) Curb Stops — Curb stops shall conform to AWWA C800 and shall be ball type rated for 300 psi, grip ring compression connections for 3/4 inch through 2 inch copper water services or grip ring compression with stainless steel insert stiffener for 1 inch through 2 inch polyethylene water services. Connections for 2 inch PVC water services shall be FNPT for installation of brass nipples
- 3) Curb Boxes — Curb boxes shall be extension or screw type with cast iron base, stationary rod, and lid with pentagon plug or nut. The lid for polyethylene and PVC services shall have tracer wire terminals
- 4) Gate Valves — Valves in 3 inch and larger service lines shall be mechanical joint, resilient seated gate valves per with transition gaskets for PVC. Gate valve assembly shall include a valve box and box centering guide.

#### D. Tapping Saddles and Sleeves

- 1) Tapping saddles are required for all 3/4 inch through 2 inch taps of existing and new PVC water mains and for 1-1/4 inch and larger taps of existing cast iron pipe (CIP) and DIP mains. Direct 3/4 inch and 1 inch taps may be utilized on existing (2006) CIP and DIP water mains. Direct taps of new DIP water mains will be permitted if the wall thickness is sufficient for 2 AWWA threads, otherwise tapping saddles are required. If the wall thickness is unknown, tapping saddles are required. Two threads on 6 inch DIP requires class 51 and on 8 inch through 12 inch, class 350 is suitable. Stainless steel wrap around service saddles with AWWA taper thread outlet are also acceptable and preferred to PVC water main, Smith Blair 371 and/or 372 or approved equal.
- 2) Tapping sleeves for pressurized connections of 3 inch and larger shall be all stainless steel with a mechanical joint outlet. Tapping sleeves shall be Smith Blair 663—MJ or 665—MJ, or approved equal. A 4 inch by 3 inch mechanical joint reducer may be required for a 3 inch service line.

#### 4. INSTALLATION

##### A. General

- 1) Code Compliance — Water services shall be installed in accordance with the State of Iowa Plumbing Code.
- 2) Protection of Water Supplies — Separation distances required for sewers and water mains shall be applicable to water service connections and sanitary and storm sewers.
- 3) Installation Records — The installing contractor shall record the locations of taps/sleeves/tees, service lines, and curb stops/boxes. Copies of these records shall be submitted to the City. The contractor shall assist representatives of the City in making measurements for additional records.

##### B. Excavation

- 1) Alignment — Water service lines shall be installed in a straight alignment and perpendicular to the water main connection, to the extent possible, between tap and curb stop.
- 2) Trench Depth — Trench depth shall allow for water service installation with a minimum depth of cover of 5.5 feet from the final surface to the top of the pipe/tube. The depth shall provide for a uniform slope without intermediate high points.
- 3) Insulation — In-ground obstructions may prevent the water service line from being installed with 5.5 feet of cover or service lines may be relatively close above or below storm sewers or culverts. With approval of the City, the service line shall be insulated above and/or below the obstruction or pipe. The insulation shall be extruded polystyrene foam.
- 4) Trench Width — The trench width shall be as necessary for proper service line installation with a minimum width of 18 inches to allow for proper bedding, haunching, and backfill.
- 5) Bedding — The bottom of the excavation shall provide firm uniform support to the water service line. Soft or unstable areas shall be over-excavated and filled with well compacted granular material. Water service line bedding, haunching, and initial cover to 6 inches above the pipe/tube shall be free of rocks, soil chunks, debris, etc. and have a maximum size of 3/4 inch within 6 inches of the line. Select granular material compacted to 95% of maximum standard Proctor density at a moisture content of plus or minus 1% or 2% of optimum shall be utilized for embedment of water lines crossing streets or other paved areas. Granular material is recommended for embedment of all water service lines.

##### C. Water Service Installation

- 1) Taps — Taps shall be located no closer than 2 feet from the end of a water main pipe segment. A distance of 3 feet between taps is required. Taps shall be installed on the horizontal centerline of the water main (3 o'clock or 9 o'clock positions).

Tapping saddles are required for all taps on PVC mains and for 1-1/4 inch and larger taps on CIP and DIP mains. Direct 3/4-inch and 1-inch taps may be made on existing (2006) CIP or DIP mains and future DIP mains with sufficient wall thickness for the required number of threads.

Shell cutters shall be used for holes in PVC water mains at service taps. The use of twist drills or spade bits is not permitted for PVC. Twist drills may be used for CIP/DIP taps.

Water main tapping shall be performed by workers with experience in the procedure. The contractor is responsible for arranging for larger live taps and tapping sleeve connections by a qualified and experienced entity as approved by the City.

2) Corporation Stops — Corporation stops shall be installed on all 3/4 inch to 2 inch water service connections. The corporation stop must be left in the fully open position at the completion of the installation. Thread sealant tape may be used.

3) Curb Stops — Curb stops shall be installed near the property line or easement limit for all 3/4 inch to 2 inch water service connections. The base of the curb stop shall be level. Curb stop outlet that is not immediately connected to a building shall be plugged. Install the curb box plumb over the curb stop with the top at final surface. Brace during backfilling.

4) Larger Valves — Valves for 3 inch and larger service lines shall be gate valves installed at the tee in or tapping sleeve on the water main.

5) Copper Tube Installation — Copper water service lines shall be installed to accommodate movement of the service line with horizontal offsets (not vertical). Tubing shall be cut squarely and any burrs removed. Copper tubing shall be fully inserted into the compression joints. Compression nuts shall be tightened per the manufacturer's recommendations.

6) Polyethylene Tube Installation - Polyethylene water service shall be installed to accommodate movement of the tubing by installing horizontal offsets (not vertical). The PE tubing shall be cut squarely with the centerline axis, all burrs removed (inside and outside) and the stainless steel stiffener inserted into the end. The polyethylene tubing shall be fully inserted into the compression joints. The compression nuts shall be tightened according to the manufacturer's recommendations.

7) 2 Inch PVC Pipe Installation — Brass nipples are to be installed in FNPT corporation and curb stops for 2 inch PVC services. The 2 inch PVC is to be connected to the 2 inch brass with cast couplings to provide flexibility and water tight joints. The manufacturer's recommended joint lubricant shall be used for all gasket joints. Pipe thread sealant tape shall be used for NPT joints. The PVC pipe plain end shall be inserted into the bell end of the previously installed pipe to the depth recommended by the manufacturer. The PVC pipe shall be installed straight between fittings. Fittings shall be properly thrust restrained.

8) Tracer Wire — Tracer wire shall be installed on all polyethylene and 2 inch PVC water service lines. Tracer wire is recommended on 3 inch and larger PVC or DIP water services. The tracer wires shall be connected to the curb box terminals and installed along the top of the polyethylene or 2 inch PVC service to the water main and to the building. For 3 inch and larger service lines, the tracer wire should run from the water main to a tracer wire terminal box adjacent to the building being served and at any fire hydrants.



9) **Testing** — Service lines on new water mains shall be pressure and leakage tested as part of the water main testing. Service lines on existing water mains shall be thoroughly checked prior to backfilling for leaks when main pressure is applied. However, if service lines are connected to existing mains and installed into a building (or services with a hydrant), the entire service shall be pressure tested. Pressure tests shall be at 150% of water main pressure. The pressure test must be observed by a City representative. Test procedures shall conform with AWWA C600 or C605. When 2 inch and larger service lines are extended into buildings the service line shall be disinfected, flushed, and one water sample collected. The sample shall be tested for bacterial safety. Disinfection and water sampling shall comply with SWWA C651.

10) **Backfill** — The initial backfill within 6-inches of the service line must be carefully placed by hand and thoroughly compacted. Carefully fill and compact around corporation stop, curb stop and box, and valves. Maintain curb stop and curb box in vertical position. Select granular material compacted to 95% of maximum standard Proctor density at a moisture content of plus or minus 1% or 2% of optimum is required for backfill under streets, sidewalks, and paved driveways. Thoroughly compact trench and excavation material elsewhere to minimize settlement..

11) **Curb Valve Box Stake** — Place a 2 inch by 2 inch by 4 foot treated wood stake adjacent to each curb box and valve box. Stakes to remain until connections to building are installed and the area is landscaped or restored (surfaced, paved, permanently seeded, etc). (Updated September 27, 2017 Ordinance #36-17)

13.10.090 City Ownership - Meters. All meters shall be installed, maintained, and renewed by and at the expense of the municipality, and the municipality reserves the right to determine the size and type of meter used. The municipality reserves the right to determine customer ownership when the size or use of the meter so warrants. The customer is responsible for any damage to the meter that is not contributed to normal service wear. (Added 1981, amended 1988 codification)

13.10.092 Second meter option. For water not returned to the City sanitary system, property owners will have the option for a second water meter. The property owner shall pay the current rate for water consumed. The property owner shall be responsible for the cost of the meter, materials and related installation costs. The City shall inspect the installation before use.

13.10.100 Meter Test. Upon written request of any customer, the meter serving said customer shall be tested by the municipality. Such test will be made without charge to the customer if the meter has not been tested within twelve (12) months preceding the requested test; otherwise a charge of ten (\$10.00) dollars will be made and then only if the test indicated meter accuracy within the limits of two (2%) percent. (1981)

13.10.120 Hydrant Use. Upon written or formal request to the City Clerk office water service can be obtained through a City hydrant. Three days notice is required to schedule City personnel during regular working hours. A minimum deposit of \$50.00 will be required and all hydrant water usage will be metered. Charges will be a minimum of \$75.00 based on 10,000 gallons or less and the City shall prorate all usage in excess of 10,000 gallons. Should the request require non-business hours the minimum charge will be \$150.00 and the supervisor will be scheduled subject to agreement by City personnel. This section shall apply to commercial and

residential requests. (Added 1988 codification)

13.10.130 Hydrant Specifications. The Epworth Fire Chief must approve the selection and placement of all new or replacement hydrants. Hydrants to be replaced because of damage or malfunction will be the same as new installations. Standard requirements are as follows and will pertain to all installations:

- 1) All installations will consist of two 2 1/2 inch National Standard Thread discharges and one 4 1/2 inch National Standard Thread steamer connection;
  - 2) All installations will be Kennedy.
  - 3) All installations will have shut off valve between the main and the hydrant.
- (Ord. 11-86, 1986, 1994, Ord. 24-14)

13.10.140 Interruption of Service. The municipality shall make all reasonable efforts to eliminate interruption of service, and when such interruptions occur it will endeavor to re-establish service with the shortest possible delay. Whenever the service is interrupted for the purpose of working on the distribution system or the station equipment, all consumers affected by such interruption will be notified in advance whenever it is possible to do so. (1981)

13.10.150 City Held Harmless. The municipality shall in no event be held responsible for claim made against it by reason of the breaking of any mains or service pipe, or by reasons of any other interruption of the supply of water caused by the braking of machinery or stoppage for necessary repairs; and no person shall be entitled to damages nor have any portion of a payment refunded for any interruption of service which in the opinion of the municipality may be deemed necessary. (1981)

13.10.160 Check Valves. (reserved)

13.10.170 Open for Inspection. The premises receiving a supply of water and all service lines, meter and fixtures, including any kind of all fixtures within the said premises shall at all reasonable hours be subject to inspection by duly authorized employees of the municipality. (1981)

13.10.180 Special Terms. Special terms and conditions may be made where water is used by the municipality or community for public purposes such as fire extinguishment, public parks, etc. (1981)

13.10.190 Customer Liability. If any loss or damage to the property of the municipality or any accident or injury to persons or property is caused by results from the negligence or wrongful act of the customer, member of his household, his agent or employee, the cost of the necessary repairs or replacements shall be paid by the customer to the municipality and any liability otherwise resulting shall be that of the customer. (1981)

13.10.200 Sole Purpose--Consumption. Water furnished by the municipality may be used for domestic consumption by the customer, members of his household, and employees only. The customer shall not sell or give the water to any other person. (1981)

13.10.210 Easements. Each customer shall grant or convey, or shall cause to be granted or

conveyed to the municipality a permanent easement and right-of-way across any property owned or controlled by the customer whereby said easement or right-of-way is necessary for the municipal water facilities and lines, so as to be able to furnish service to the customer. (1981)

13.10.220 Special Hook-ups, Water Extensions. The municipality will construct extensions to its water lines to points within its service area but the municipality shall not be required to make such installations unless the customer pays to the municipality the entire cost of the installation.

All line extensions shall be evidenced by a contract signed by the municipality and the person advancing funds for said extension, but each contract shall be null and void unless approved by the Farmers Home Administration and other governing bodies.

If refund of the advance is to be made, the following method shall apply: 20% of the total gross revenue of water sales per year for each service connected to the new extension described in the agreement, for a period not to exceed five years, provided that the aggregate payments do not exceed the total amount deposited.

No refund shall be made from any revenue received from any lines leading up to or beyond the particular line extension covered by the contract.

All decisions in connection with the manner of installation of any extension and maintenance thereof shall remain in the exclusive control of the municipality and such extension shall be the property of the municipality and no other person shall have any right, title or interest therein. (1981)

13.10.230 Refusal of Service. The municipality may refuse service to persons, not presently customers, when in the opinion of the municipality the capacity of the facilities will not permit such service. (1981)

13.10.240 Amendments. These rules may be changed or amended.

13.10.250 Complaints. Complaints may be made to the operator of the system and may be appealed to the City Council within ten (10) days. (1981)

**Chapter 13.12**  
**Water Service - Rates and Administration**

Sections:

- 13.12.010 Turned on by Authorized Personnel Only
- 13.12.020 Water Service and Customer Deposits
- 13.12.030 Rates
- 13.12.040 Payment of Charges
- 13.12.050 Delinquent
- 13.12.052 Disconnection Procedure
- 13.12.060 Reconnection Fee
- 13.12.070 Bill Estimation and Remote Readings
- 13.12.080 Customer Address
- 13.12.090 Closing Account--Procedure
- 13.12.100 Customer Discontinuance
- 13.12.110 Discontinuance of Service
- 13.12.120 Duties of Water Clerk
- 13.12.130 Duties of City Clerk

13.12.010 Water to be Turned On by Authorized Personnel Only. No person except a duly authorized representative of the water department shall turn on water supply to any premises. The water department may refuse to turn on water supply to any premises where the bill is in dispute or unpaid or where the required deposit has not been made. (Ord. 140 Sec.3, 1959)

13.12.020 Water Service and Customer Deposits. The owner of the building or premises serviced and the occupant thereof and the user of the water service shall be jointly and severally liable for the water service provided said building. Each customer shall pay for water service provided by the City based upon use of water. Each location, building, premises or connection shall be considered a separate and distinct customer whether owned or controlled by the same person or not. As a condition of receiving water service, each non-business customer shall provide a social security number. Sole proprietor businesses shall provide a social security number; all other businesses shall provide an employer identification number. A deposit of \$150.00 shall be required from all tenants. Upon the termination of the use of the water service by that tenant for that building, any balance of such deposit shall be returned to the tenant. (Ord. 7-08, Ord. 23-14)

13.12.030 Rates. There shall be and there are hereby established rates and charges for the use of and for the service supplied by the Municipal Waterworks System of the City of Epworth, based upon the meter reading of the amount of water consumed as follows:

*Base Rate of \$9.37 per month , plus \$3.70 per 1,000 gallons*

*The foregoing rates shall be increased by two percent (2%) annually at the first consumption period of each year unless such increase is waived or modified by resolution of the Council prior to the effective date of this increase. (Ord. 4-12, Ord 18-2021)*

13.12.040 Payment of Charges. Bills for the rates and charges are herein established and shall be sent every 2 months. Meters will be read every other month during the even numbered months. All bills shall be sent on the first day of the odd numbered months and shall be payable on

the first day of the month following the billing date at the office of the City Clerk of the City. If any charge for the services of the system is not paid by the due date, a delayed payment charge of ten percent (10%) of the amount of the bill shall be added thereto and collected therewith. (Ord. 13-13)

13.12.050 Delinquent. All bills not paid on or before the due date shall be termed delinquent, and the municipality shall serve on the customer a written notice of said delinquency. If a delinquent bill is not paid within ten days after the date of final notice, the water supply to the customer may be discontinued pursuant to Section 13.12.052. Pursuant to Chapter 384.84 Code of Iowa, all water charges levied pursuant to this ordinance, shall constitute a lien upon the premises served, shall be certified to the County Auditor and shall be collectible in the same manner as taxes. (Ord 7-08)

13.12.052 Disconnection Procedure.

1. Prior to disconnection of service the water clerk shall send a notice to the account holder of the notice of delinquency or reason for termination by ordinary mail and the right of the account holder to a hearing before the City Clerk.
2. When a hearing is requested by a customer, the City Clerk or the City Clerk's designee shall hold a hearing within two (2) days following the request. The customer shall have the right to present evidence or propose a payment plan. The decision of the City Clerk is final. (added 1999 codification)

13.12.060 Reconnection Fee. Where the water supply to a customer has been discontinued for non-payment of delinquent bills, a charge of twenty-five dollars (\$25.00) will be made for reconnection of water service, but the reconnection will not be made until after all delinquent bills and other charges, if any, owed by the customer to the municipality have been paid. (added 1981, amended 1988 codification)

13.12.070 Bill Estimation and Remote Readings. Where a meter has ceased to register, or meter reading could not be obtained, the quantity of water consumed for billing purposes will be based upon an average of the prior six (6) months consumption, and the conditions of water service prevailing during the period in which the meter failed to register. When a discrepancy is found between the remote reading and the meter reading the meter will be used as the actual reading to determine usage. (Added 1981, amended 1988 codification)

13.12.080 Customer Address. Bills and notices relating to the conduct of the business of the municipality will be mailed to the customer at the address listed on the application, unless a change of address has been filed in writing at the business office of the municipality; and the municipality shall not otherwise be responsible for delivery of any bill or notice, nor will the customer be excused from nonpayment of a bill or from any performance required in said notice. (added 1981 codification)

13.12.090 Closing Account--Procedure. Owners or consumers desiring to discontinue the use of water shall give notice thereof to the City Clerk or to the Water superintendent. The water shall then shut off, the meter read (and sealed), and a bill rendered for the amount due. Deposits will be either transferred to a new locality or refunded in full after the bill has been paid, and within thirty days after payment of balance of account, by owner or consumer. (Ord. 140 Sec.5, 1959)

13.12.100 Customer Discontinuance. A property owner may request water service be temporarily discontinued and shut off at the curb stop when the property is expected to be vacant for an extended period of time. During a period when service is temporarily discontinued as provided herein there shall be no minimum service charge; however a \$25.00 service fee shall be assessed for each trip to shut off and to restore service. No fee shall be assessed for usual or customary trips due to repairs.

13.12.110 Discontinuance of Service. Application may be canceled and/or water service discontinued by the municipality for any violation of any rule, regulation or condition of service, and especially for any of the following reasons:

- a) Misrepresentation in the application as to the property or fixtures to be supplied or use to be made of water.
- b) Failure to report to the municipality addition to the property or fixtures to the supplies or additional use to be made of water.
- c) Resale or giving away of water.
- d) Waste or misuse of water due to improper or imperfect service pipes, and/or fixtures, or failure to keep same in suitable state of repair.
- e) Tampering with meter, meter seal, service, or valves, or permitting such tampering by others.
- f) Connection, cross-connection, or permitting same, of any separate water supply to premises which receive water from municipality.
- g) Non-payment of bills. (added 1981 codification)

13.12.120 Duties of Water Clerk. It is hereby made the duty of the Water Clerk to render bills for water service and all other charges in connection therewith and to collect all moneys due therefrom. (Added 1981 codification)

13.12.130 Duties of City Clerk. All revenues and moneys derived from the operation of the water system shall be paid to and held by the City Clerk separate and apart from all other funds of the City and all of said funds and all other funds and moneys incident to the operation of said systems as may be delivered to the City Clerk shall be deposited in a separate fund designated the "Waterworks Fund Account" and said City clerk shall administer said fund in every respect in a manner provided by the Code of Iowa and all other laws pertaining thereto.

The City Clerk shall establish a proper system of accounts and shall keep proper records, books, and accounts in which complete and correct entries shall be made of all transactions relative to the water system and at regular annual intervals the City Council shall cause to be made an audit by an independent audit concern of the books to show the receipts and disbursements of the water system. (Added 1981 codification)

## II. SEWERS

### Chapter 13.16 Definitions

Sections:

- 13.16.010 Definitions Generally
- 13.16.020 Contributor
- 13.16.030 Sewage Service Charge
- 13.16.040 Sewage Treatment Plant
- 13.16.050 Superintendent
- 13.16.060 Water Department

13.16.010 Definitions. The following words and terms as used in Chapter 13.16 through 13.28 shall be deemed to mean and be construed as follows. (Ord. 277 Sec.2, 1968)

13.16.020 Contributor. "Contributor means any person, form or corporation responsible for the production of domestic, commercial, or industrial waste, which is directly or indirectly discharged into the City's sanitary sewer system. (Ord. 277 Sec.2, 1968)

13.16.030 Sewage Service Charge. " Sewage Service Charge" means any and all rates, charges, fees or rentals levied against and payable by the contributors including special contracts or agreements which have been or may be negotiated by or between the City, commercial establishments, industries, manufacturing plants or corporations for the purpose of collecting rates, charges, fees, or rentals. (Ord. 277 Sec.2, 1968)

13.16.040 Sewage Treatment Plant. "Sewage Treatment Plant" means any and all units of the municipal treatment plant owned and operated by the City including the interceptor sewer system, the pumping stations delivering the sewage to the plant and the outfall sewer system. (Ord. 277 Sec 2, 1968)

13.16.050 Superintendent. "Superintendent" means the sewage treatment plant supervisor of the City. (Ord. 277 Sec. 2, 1968)

13.16.060 Water Department. "Water Department" refers to the City water department. (Ord. 277 Sec.2, 1968)

**Chapter 13.20**  
**Sewer Rates and Administration**

Sections:

- 13.20.010 Rates
- 13.20.012 Penalty
- 13.20.016 Responsibility for Increased Costs
- 13.20.020 Payment of Charges
- 13.20.030 Other Customers
- 13.20.040 Official's Duties
- 13.20.050 Delinquent
- 13.20.060 Sewer Revenue Fund Established
- 13.20.070 System of Accounts

13.20.010 Rates. There shall be and is hereby established a sewer service charge for the use of and for the service supplied by the municipal sanitary sewer utility based upon the amount of water consumed as follows:

*Base Rate of \$24.98 per month, plus \$5.41 per 1,000 gallons*

Customers of the sanitary sewer facility who are not also customers of the municipal water system shall pay a fee as set by the City Council but not less than \$41.14 per month. Service to industrial and institutional may be by contract if the City deems this to be in its best interest.

Industrial Contributors, whose wastewater has a greater strength than normal domestic sewage and are not covered under a separate pretreatment agreement, will in addition to the minimum service charge, shall pay the following surcharges:

- A. \$5.41 per 1,000 gallons of metered wastewater, plus
- B. \$.337 per pound of BOD discharged
- C. \$.625 per pound of TSS unit discharge.
- D. \$3.37 per pound of Ammonia – with a threshold of 25 mg/l.

The foregoing rates shall be increased by two percent (2%) annually at the first consumption period of each year unless such increase is waived or modified by resolution of the Council prior to the effective date of this increase. (Ord. 4-12, Ord. 23-14, Ord. 33-16, Ord. 18-2021)

13.20.012 Penalty Any industrial user contributing wastewater to the city sanitary sewer in excess of the limitations contained within its wastewater discharge agreement or any user for violation of discharge limitations established by city ordinance shall be assessed a penalty charge, based on the schedule below, which shall be in addition to the rates and charges ordinarily billed for sewer usage.

- A. \$1.00 per 1,000 gallons for flow in excess of the 30-day average discharge limit
- B. \$1.00 per 1,000 gallons for flow in excess of a daily maximum discharge limit
- C. \$0.25 per pound of CBOD in excess of 30 day average discharge limit
- D. \$0.25 per pound of CBOD in excess of a daily maximum discharge limit
- E. \$0.25 per pound of TSS in excess of a 30 day average discharge limit
- F. \$0.25 per pound of TSS in excess of a daily maximum discharge limit

(Ord.45-11)



13.20.016 Responsibility for Increased Costs. Any user which discharges any toxic pollutants which cause an increase in the cost of managing the effluent or the sludge from the City's treatment works or any user which discharges any substance which singly or by interaction with other substances causes identifiable increases in the cost of operation, maintenance or replacement of the treatment works shall pay for such increased costs. The charge to each user shall be as determined by the Public Works Director and approved by the Council. (Ord. 45-11)

13.20.020 Payment of Charges. Bills for the rates and charges are herein established and shall be sent every 2 months. Meters will be read the even numbered months. Bills shall be sent on the odd numbered months and shall be payable on the first day of the month following the billing date at the office of the City Clerk of the City. If any charge for the services of the system is not paid by the due date, a delayed payment charge of ten percent (10%) of the amount of the bill shall be added thereto and collected therewith. (Ord.13-13)

13.20.030 Other Customers. The service charges for sanitary sewer service to customers not being supplied water by the municipal water system will be due and payable on the first day of the month following the billing date and shall be paid at the office of the utility. If any charge for services of the system shall not be paid by due date, a charge of ten percent (10%) of the amount of the bill shall be added thereto and collected therewith. (Ord 7-08)

13.20.040 Official's Duties. It is hereby made the duty of the City Official designated by the Council to render bills for sewer service and all other charges in connection therewith and to collect all moneys due therefrom. (Ord. 6-84)

13.20.050 Delinquent. All bills not paid on or before the due date shall be termed delinquent and the municipality shall serve on the customer written notice of said delinquency. If a delinquent bill is not paid within ten days after the date of final notice, the water supply to the customer may be discontinued pursuant to Section 13.12.052. Pursuant to Chapter 384.84 Code of Iowa, all sewer charges levied pursuant to this ordinance, shall constitute a lien upon the premises served, shall be certified to the County Auditor and shall be collectible in the same manner as taxes. (Ord 7-08)

13.20.060 Sewer Revenue Fund Established. All revenues and moneys derived from the operation of the sewer system shall be paid to and held by the City separate and apart from all other funds of the City and all of said sums and all other funds and moneys incident to the operation of said system as may be delivered to the City, shall be deposited in a separate fund designated the "Sewer Revenue Fund", and the Council shall administer said fund in every respect in the manner provided by the Code of Iowa and all other laws pertaining thereto. (Ord-6-84)

13.20.070 System of Accounts. The City shall establish a proper system of accounts and shall keep proper record, books and accounts in which complete and correct entries shall be made of all transactions relative to the sewer system. The City shall be required annually to prepare a budget on the Sanitary Sewer System to show the required revenue and expenses. If necessary, user charge rates will be adjusted to produce adequate income to retire the indebtedness, meet operations, maintenance and replacement needs and required reserves. (Ord 6-84)

**Chapter 13.28**  
**Sewer Connections**

Sections:

- 13.28.010 Definitions
- 13.28.020 Compliance Required
- 13.28.025 Independent Services
- 13.28.026 Installation and maintenance
- 13.28.030 Connection--Permit--Required
- 13.28.040 Connection Permit--Application--Contents
- 13.28.050 Connection Permit--Application--Fee
- 13.28.070 Connection Permit--Reference to City Council
- 13.28.080 Connection Permit--Council Permission Required to Serve Property Outside City
- 13.28.090 Prohibited Discharges Designated
- 13.28.100 Connection Pipe and Joint Specifications
- 13.28.110 Right of Entry for Inspection
- 13.28.120 Special Arrangements Permitted
- 13.28.130 Standards Adopted
- 13.28.140 Control manholes
- 13.28.150 Wastewater Meters
- 13.28.160 Special Facilities
- 13.28.170 Concentration Limits
- 13.28.180 Disposal of Wastes

13.28.010 Definitions. The following words and terms as used in this chapter shall be deemed to mean and be construed as follows:

A. "Contributor" means any person, firm, corporation responsible for the production of domestic, commercial or industrial waste which is directly or indirectly discharged into the City's sewer system.

B. "House sewer" means that part of the horizontal piping of a house drainage system extending from the house to its connection with the main sewer.

C. "Sewer system" means any and all units of the municipal sewer system, including private sewers, lateral sewers, trunk line sewers and interceptor sewers. (Ord. 133 Sec.12, 1968)

13.28.020 Compliance Required. It is unlawful for any person to place or deposit or cause to be deposited into any sewer under the jurisdiction of the City any sanitary sewage, industrial waste or other polluted waters except in accordance with the provisions of this chapter. (Ord. 133, Sec.1, 1968)

13.28.025 Independent Services. No more than one house, building, or premises shall be supplied from one tap unless special written permission is obtained for each instance. For the purposes of this section, any unit able to be sold separately from others shall be considered a separate building. Special permission may be granted only after the applicant demonstrates good cause for supplying service from a single tap. The City's approval of a shared tap shall in no way confer ownership or maintenance responsibilities for the tap to the City. (Ord. 24-14)

13.28.026 Installation and maintenance. The customer shall install and maintain at its expense the service line from the main to the point of usage, including necessary tap and fittings. Where there exists a trunk crossing or service lateral from the main which services one or more premises, those customers shall share ownership and any expense to maintain the trunk line or service lateral from the main to an independent point of usage. (Ord. 28-14)

13.28.030 Connection--Permit--Required. No person, firm or corporation shall hereafter make any connections to the City sewer system either directly or indirectly without first making application therefor and obtaining a permit to do so from the City Clerk and paying the fees and connection charges established herein. (Ord. 277 Sec.4 (1), 1968)

13.28.040 Connection Permit--Application--Contents. Application for permission to connect to the City sewer system shall show the name and address of the firm or workman doing the work, the description of the property to be served with reference to a properly recorded plat, and shall contain an agreement by the owner of the property binding upon him and his successors or assigns to comply with all lawful rules and regulations now or hereafter established, regulating the use of the sewer and agreeing to hold the City harmless from any loss, liability or damage resulting from such connections of the use thereof. (Ord. 277 Sec.4 (2), 1968)

13.28.050 Connection Fee. Pursuant to the authority granted by Chapter 384.84 of the Code of Iowa, when the application for connecting to the municipal sanitary utilities is filed with the City Clerk, said application shall be accompanied by a sewer connection fee of three hundred dollars. When a lapse in service to a premises is not due to reconstruction within 12 months, then a new connection fee is warranted. If a new tap connection is made to serve an existing premises without abandoning the existing line, a new connection fee is due, otherwise the fee is not applicable to replacement laterals. (replaced 1999 codification)

13.28.070 Connection Permit--Reference to City Council When--Issuance. Upon receipt of the application in compliance with this chapter, together with the required fees, the Clerk shall issue the permit unless it appears that the proposed connection would be contrary to the best interests of the City, in which event the application shall be referred to the City Council. (Ord. 277, Sec.4 (5), 1968)

13.28.080 Connection Permit--Council Permission Required to Serve Property Outside the City. The City Clerk shall not grant any such permit to serve property outside the limits of the City without prior permission of the Council under such terms and conditions as the Council establishes. (Ord. 277 Sec.4 (6), 1968)

13.28.090 Prohibited Discharges Designated. Except as herein provided, no person shall discharge or cause to be discharged into any public or private sewer any of the following described substances, materials, waters or wastes:

- A. Any liquid or vapor having a temperature higher than one hundred fifty degrees Fahrenheit (sixty-five degrees Centigrade), except for discharge to a storm sewer;
- B. Any gasoline, benzine, naphtha, fuel oil, mineral oil or other flammable or explosive liquid, solid or gas, except in emergencies under the supervision of the fire department;
- C. Any water or wastes containing emulsified oil or grease exceeding on analysis an

average of one hundred parts per million floatable and six hundred parts per million dispersed or ether-soluble matter;

D. Any water or wastes which contain more than ten parts per million by weight of the following gases: hydrogen sulphide, sulphur dioxide or nitrous oxide;

E. Any water or wastes that obtain grease or oil or other substance that will solidify or become discernible viscous at temperatures between thirty-two degrees to one hundred fifty degrees Fahrenheit;

F. Any garbage that has not been properly comminuted or triturated;

G. Any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, paunch manure, hair and fleshing, entrails, lime slurry, lime residues, cannery waste, bulk solids, or any other solid or viscous substance capable of causing obstruction to the flow in sewers or other interference with the proper operation of the sewage treatment plant;

H. Any water or wastes that contain phenols in excess of 0.50 parts per million;

I. Any parts or wastes having corrosive properties capable of causing damage or hazard to structures, equipment or personnel of the sewage treatment plant. Free acids and alkalis of such wastes must be neutralized within a permissible range of pH, between 4.5 and 10.0;

J. Any waters or wastes containing a toxic or poisonous substance or of high chlorine demand in sufficient quantity to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, or create any hazard in the receiving waters or the effluent of the sewage treatment plant. Materials such as copper, zinc, chromium, and similar toxic substances shall be limited to the following average quantities in the sewage as it arrives at the treatment plant and at no time shall the hourly concentration at the sewage treatment plant exceed three times the average concentration;

K. Any water or wastes containing the discharge of acid pickling wastes or concentrated plating solutions, whether neutralized or not, which are capable of causing any obstruction, damage, corrosion in the sewers of the sewage treatment plant;

L. Any waters containing suspended solids of such character and quantity that unusual provision, attention or expense is required to handle such materials at the sewage treatment plant;

M. Excessive BOD, solids or flow. The following items shall be subject to review by the city. Any waters or wastes having

1. A five (5) days Biochemical Oxygen demand (BOD) greater than three hundred (300) parts per million by weight, or
2. More than three hundred (300) parts per million of suspended solids; or
3. Having an average daily flow greater than two (2) percent of the average sewage flow of the city.

N. Any waters, wastes, materials or substances which react with waters or wastes in the sewer system to release noxious gases, develop color or undesirable intensity, form suspended solids in objectionable concentration or create any other condition deleterious to structures and treatment processes;

O. No roofwater or rainwater, rain gutters, sump pumps, drain tiles, etc., shall be permitted to be discharged into the sanitary sewer system. (Ord. 133, 1968, Ord. 19-84, 1984, Ord. 45-11)

13.28.100 Connection Pipe and Joint Specifications. All connections from premises to the sanitary sewer main shall be of cast iron or Schedule 40 or SDR-26 polyvinyl chloride (PVC) pipe with glued joints or slip joints, pitched to sewer main with pipe laying to begin at "Y" connection and continue into basement without sharp bends of any kind. Minimum size shall be four-inch

diameter.

A. Sewer connections in basement shall be equipped with clean-out brought up to floor level of basement with brass or PVC plug.

B. Pipe commencing four feet outside basement and into premises shall be without exception, cast iron or plastic or PVC pipe.

C. Backfill in street shall be sand and shall be tamped and thoroughly settled with water to permanently settle trench. No backfilling without inspection by city personnel.

D. A saddle will be used to connect the lateral to the main.

E. All connections will be supervised by city personnel.

(Ord 133, Sec.4, 1968, amended 1988, 1994 codification, Ord. 12-96)

13.28.110 Right of Entry for Inspection. Duly authorized City personnel shall be entitled to access to the premises of any contributor for the purpose of inspection, observation, measurement, sampling, and testing at any reasonable time to such extent as may be necessary to carry out the spirit and intent of this chapter, and it shall be deemed a part of the agreements on the part of the contributor as a condition to his permission to connect with the City sewer system that such access be granted. It is the responsibility of the city personnel to deliver a written report of any inspection to the City Council. (Ord. 133, sec.5, 1968, amended 1988, 1999 codification)

13.28.120 Special Arrangements Permitted. No statement in this chapter shall be construed as preventing any special agreement, arrangement, or contract between the City and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the City for treatment subject to the rate and cost as established by the City Council. (Ord. 133, Sec.6, 1968)

13.28.130 Standard Adopted. All measurements, tests and analysis of the characteristics of waters and wastes shall be determined in accordance with the current volume "Standard Methods for the Examination of Water and Sewage" as written by the American Public Health Association and the American Waterworks Association. (Ord. 133, Sec.8, 1968)

13.28.140 Control manholes: When required by the city, the owner of any property serviced by a building sewer carrying industrial wastes shall install a suitable control manhole together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling, and measurement of the wastes. Such manholes, when required, shall be accessible and safely located and shall be constructed in accordance with plans approved by the city. The manhole shall be installed at the Owner's expense and shall be maintained by the Owner to be safe and accessible at all times. (Ord. 45-11)

13.28.150 Wastewater Meters. All industrial contributors shall be required to install meters for the purpose of measuring discharge and flow into the public sewer system. The meters shall be installed at the customer's expense and shall be approved by the Public Works Director. (Ord. 45-11)

13.28.160 Special Facilities. If the city permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the city and subject to the requirements of all applicable codes, ordinances, and laws. Where preliminary treatment or flow – equalization facilities are provided for any waters

or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at the Owner's expense. (Ord. 45-11)

13.28.170 Concentration Limits. For domestic, commercial and industrial users that do not monitor the flow or concentration of constituents in the wastewater discharged to the sanitary sewer system, the concentration limits are not to exceed the following: CBOD: 300 mg/l, TSS: 300 mg/l (Ord. 45-11)

13.28.180 Disposal of Wastes. It shall be unlawful for any person to place any effluent or waste from cesspools, septic tanks or privy vaults in any other location in the city except in such locations as may be designated by the City. (Ord. 45-11)