

CHAPTER 1

PUBLIC WORKS STANDARDS AND TOWN POLICIES

SECTION:

- 9-1-1: Adoption Of Standards
- 9-1-2: Authority For Adoption
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9-1-1: ADOPTION OF STANDARDS:

Except as otherwise provided by this chapter, the most current published edition of the Wyoming public works standard specifications are hereby adopted by this reference, as if fully set forth herein, as the standards under which all public improvements within the town shall be constructed or made, from and after the effective date hereof. (Ord. 445, 11-5-1984; amd. 2003 Code)

9-1-2: AUTHORITY FOR ADOPTION:

The authority for adoption of these standards as the standards for the town is derived from Wyoming Statutes subsection 15-1-103(A)(xi), 1977, as amended. (Ord. 445, 11-5-1984)

9-1-3: COPY ON FILE:

One copy of the Wyoming public works standard specifications, and one copy of any ordinance providing for amendments, modifications, additions or deletions to such standards shall be kept on file in the office of the town clerk-treasurer for inspection and use by the public, and shall be marked with the words "Town of Basin, Wyoming, Official Copy". (Ord. 445, 11-5-1984)

9-1-4: SPECIAL CONDITIONS:

Where special conditions exist in specific projects, the town council may add to or modify these specifications for the specific project with the approval of a majority of the members of the council. (Ord. 445, 11-5-1984)

9-1-5: TOWN POLICIES¹:

- A. **Water Service:** The town will install water service lines from the water main to the property line, at which point a curb stop will be installed. The town's responsibility ends at the curb stop. It is the property owner's responsibility to continue the line from that point. All material used from the water main to the curb stop will be supplied by the town. All labor, equipment hours and material will be charged to the customer. A cost estimate of the charges will be given to the customer prior to starting installation.
- B. **Sewer Service:** The town does not install sewer service lines. The town will, however, assist the customer with a location and depth of the sewer main. It is the property owner's responsibility to hire a licensed contractor to install the sewer service from the main to the property. The contractor is required to notify the town before backfilling the trench so as to inspect the sewer tap at the sewer main. (2003 Code)

9-1-6: PENALTY:

Any person, firm or corporation violating any of the provisions of these standards is guilty of a misdemeanor, and each person is guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of these standards is committed, continued or permitted. (Ord. 445, 11-5-1984)

1. See subsections 9-2-2F, 9-2-3H and 9-2-5C of this title for tap fee requirements. See sections 9-2-7 and 9-6-2 of this title for requirement of customer or contractor to obtain digging permit before digging in streets, alleys or on town property.

CHAPTER 2

FEES, RATES AND CHARGES

SECTION:

- 9-2--1: Electrical Utilities
- 9-2--2: Water Utility
- 9-2--3: Raw Water (Rate Code - RW)
- 9-2--4: Garbage Services
- 9-2--5: Sewer Utilities
- 9-2--6: Mosquito Control
- 9-2--7: Building And Digging Permits
- 9-2--8: Meeting Room Rent
- 9-2--9: Collection Procedures
- 9-2-10: Meter Repair
- 9-2-11: Access
- 9-2-12: Tampering With Meters
- 9-2-13: Budget Billing

9-2-1: **ELECTRICAL UTILITIES:**

Effective with the bills sent which coincide with the meter readings occurring on or about August 15, 2009, the electrical user rates shall be set as follows:

A. Residential Service (EL-1; Rate Code - RE):

1. Resident: This rate is available to existing and new single-family, single-phase residential dwellings in the area served by the town of Basin. It is applicable to uses of electric energy for such domestic purposes as cooking, water heating and lighting. This rate does not apply to consumers who use electric energy as their principal source of heat.
2. Single Meter: Service will be through a single meter, at one point of delivery. Additional service at other points of consumption will be metered and billed separately.

3. Rates:

Monthly rate:

Customer charge	\$27.00
Energy charge	0.119 per kWh, for first 150 kWh 0.095 per kWh, over 150 kWh
Monthly minimum bill	27.00

B. Commercial Service (EL-2; Rate Code - CE):

1. Resident: This rate is available to existing and new single-phase services and 3-phase commercial consumers in the area served by the town of Basin. The rate is applicable to consumers engaged in: selling, warehousing, and distributing a commodity; some form of business activity or profession; other forms of economic or social activity.
2. Single Meter: Service will be through a single meter, at one point of delivery. Additional service at other points of consumption or at different voltage and phase will be metered and billed separately.
3. Commercial Service Rates: The following monthly rates will be charged to single- and 3-phase commercial customers who have an estimated demand of less than twenty (20) kilowatts:

Monthly rate:

Customer charge	\$37.00
Energy charge	0.119 per kWh, first 500 kWh 0.095 per kWh, over 500 kWh
Monthly minimum bill	37.00

C. General Service (EL-3; Rate Code - GE):

1. Resident: This rate is available to existing and new single- and 3-phase consumers as determined by the town of Basin to be residential service where electric heating is the principal source of heat or primary backup source, or where average monthly consumption exceeds one thousand two hundred fifty (1,250) kilowatt hours for residential or commercial service.

Single Meter: Service will be delivered through a single meter, at one point of delivery. Additional service at other points of consumption or at different voltage and phase will be metered and billed separately.

2. Rates:

Monthly rate:

Customer charge	\$39.00
Energy charge	0.107 per kWh, first 1,250 kWh 0.083 per kWh, over 1,250 kWh
Monthly minimum bill	39.00

A. General Demand Service (EL-4; Rate Code - DE):

1. Resident: This rate is available to existing and new demand metered consumers in the area served by the town of Basin.
2. Single Meter: Service will be delivered through a single meter, at one point of delivery. Additional service at other points of consumption or at different voltage and phase will be metered and billed separately.

3. Determination Of Billing Demand:

- a. Billing demand, determined by meter measurement, shall be the maximum fifteen (15) minute integrated kilowatt demand used during billing period.
- b. All customers with an actual or estimated billing demand of twenty (20) kilowatts or more will be demand metered.

4. Rates:

Monthly rate:

Customer charge	\$65.00
Demand charge	8.529 all kW
Energy charge	0.077 per kWh (all kWh)
Monthly minimum bill	65.00

E. Industrial Demand Service (EL-5; Rate Code - IE):

Resident: This rate is available to existing and new demand metered consumers in the area served by the town of Basin, with a minimum usage of one hundred fifty (150) kilowatts per billing period.

3. Rates:

Monthly rate:

Customer charge	\$31.05
Energy charge	0.131 per kWh, first 150 kWh 0.107 per kWh, over 150 kWh
Monthly minimum bill	31.05

H. Noncommercial Service (EL-7; Rate Code - NC):

1. Nonresident: This rate is available to existing and new single-phase and 3-phase commercial out of town consumers in the area served by the town of Basin. The rate is applicable to consumers engaged in: selling, warehousing, and distributing a commodity; some form of business activity or profession; other forms of economic or social activity.
2. Single Meter: Service will be through a single meter, at one point of delivery. Additional service at other points of consumption or at different voltage and phase will be metered and billed separately.
3. Commercial Service Rates: The following monthly rates will be charged to single- and 3-phase commercial customers that have an estimated demand of less than twenty (20) kilowatts:

Monthly rate:

Customer charge	\$42.55
Energy charge	0.131 per kWh, first 500 kWh 0.107 per kWh, over 500 kWh
Monthly minimum bill	42.55

I. Nongeneral Service (EL-8; Rate Code - NG):

1. Nonresident: This rate is available to existing and new single- and 3-phase consumers as determined by the town of Basin to be an out of town user where electric heating is the principal source of heat or primary backup source, or where average monthly consumption exceeds one thousand two hundred fifty (1,250) kilowatt hours for residential or commercial service.

2. **Single Meter:** Service will be delivered through a single meter, at one point of delivery. Additional service at other points of consumption or at different voltage and phase will be metered and billed separately.

3. **Rates:**

Monthly rate:

Customer charge	\$44.85
Energy charge	0.120 per kWh, first 1,250 kWh 0.094 per kWh, over 1,250 kWh
Monthly minimum bill	44.85

J. **Nongeneral Demand Service (EL-9; Rate Code - NGD):**

1. **Nonresident:** This rate is available to existing and new demand metered consumers in the area served by the town of Basin but are located out of town.

2. **Single Meter:** Service will be delivered through a single meter, at one point of delivery. Additional service at other points of consumption or at different voltage and phase will be metered and billed separately.

3. **Determination Of Billing Demand:**

a. Billing demand, determined by meter measurement, shall be the maximum fifteen (15) minute integrated kilowatt demand used during the billing period.

b. All customers with an actual or estimated billing demand of twenty (20) kilowatts or more will be demand metered.

4. **Rates:**

Monthly rate:

Customer charge	\$74.75
Demand charge	10.66 per kW (all kW)
Energy charge	0.107 per kWh (all kWh)
Monthly minimum bill	74.75

K. Nonindustrial Demand Service (EL-10; Rate Code - NID):

1. Nonresident: This rate is available to existing and new demand metered out of town consumers served by the town of Basin, with a minimum usage of one hundred fifty (150) kilowatts per billing period.
2. Single Meter: Service will be delivered through a single meter, at one point of delivery. Additional service at other points of consumption or at different voltage and phase will be metered and billed separately.
3. Determination Of Billing Demand:
 - a. Billing demand, determined by meter measurement, shall be the maximum fifteen (15) minute integrated kilowatt demand used during the billing period.
 - b. All customers with an actual or estimated billing demand of one hundred fifty (150) kilowatts or more will be demand metered.
4. Rates:

Monthly rate:

Customer charge	\$95.45
Demand charge	10.66 per kW (all kW)
Energy charge	0.082 per kWh (all kWh)
Monthly minimum bill	95.45

L. Deposits: Electric deposits shall be made as follows:

1. Residential service: Two hundred dollars (\$200.00) deposit shall be made to receive electric service. This deposit shall be refundable to property owners after one (1) year with a good credit rating, or to property owners without good credit rating and lessees when the final bill is paid in full. (Ord 598)
2. Commercial, general and general demand service: Four hundred dollars (\$400.00) shall be made to receive electric service. This deposit shall be refundable to property owners after one (1) year with a good credit rating, or to property owners without good credit rating and lessees when the final bill is paid in full. (Ord 598)

3. Good credit rating: Any bill paid on or before the fifteenth of the following month.
4. The electric deposit may be waived for property owners upon establishing good credit with the Town of Basin, or for tenants with the signature of the landlord with good credit rating with the Town of Basin. It may also be waived by providing verifiable documentation showing at least six (6) months electric service from another provider no more than 1 month prior to service start date. (Ord 598)
5. Upon disconnect for nonpayment the town treasurer may demand a double deposit before reestablishing service.

M. Connection Fee: There will be a connection fee of fifty dollars (\$50.00) to hook up an existing electric service and a ten dollars (\$10.00) fee to transfer service from one resident to another during normal working hours. After hours the fee will be one hundred dollars (\$100.00). (Ord 598)

N. Reconnection Fee: Upon disconnection for nonpayment of an account, the account becomes due in full and there will be a fifty dollar (\$50.00) reconnect fee during working hours. After hours the fee will be one hundred dollars (\$100.00).

O. Electric Tap Fee: The electric tap fee for a new service, temporary or permanent, shall be one hundred twenty five dollars (\$125.00). There will be full construction charges for materials, labor, and equipment. The deposits required above shall also apply. (Ord. 579, 8-3-2009)

9-2-2: **WATER UTILITY:**

Effective with the meter readings on or about August 15, 2008, the water user rates shall be set as follows: (Ord. 568, 8-4-2008)

A. General Service (Rate Code - WA):

1. Resident: This rate is available to existing and new customers as determined by the town of Basin to be part of the "general service" rate class. It is applicable to resale service.
2. Multi-Family Dwellings: Where one water meter serves more than a single-family unit, the customer charge and monthly minimum will be multiplied by the number of dwelling units served. Applicability of this rate for large use customers shall be determined by the town of Basin. (Ord. 545, 11-7-2005)

3. Effective with the bills sent which coincide with the meter readings occurring on or about July 15, 2011, the purified water service rates shall be set as follows:

Rates:

3/4" (min) Service Line Tap	\$27.10 per month	(WA-1)
1" Service Line Tap	\$34.01 per month	
1.5" Service Line Tap	\$54.40 per month	
2" Service Line Tap	\$82.70 per month	
3" Service Line Tap	\$163.60 per month	
4" Service Line Tap	\$276.44 per month	
6" Service Line Tap	\$600.40 per month	(WA-2)
Usage charge	1.120 per 1,000 gallons	(WA-3)
Usage charge only	1.120 per 1,000 gallons	(WA-4)

(Ord. 591, 6-23-11)

B. Deposits: Water deposits shall be made as follows:

1. One hundred dollars (\$100.00) general service (3/4" tap)/two hundred dollars (\$200.00) large users service (over 3/4" tap) shall be made to receive purified water service. This deposit shall be refundable to property owners after one (1) year with a good credit rating, or to property owners without good credit rating and lessees when the final bill is paid in full. (Ord 598)
2. Upon disconnection for nonpayment, the town treasurer may demand a double deposit before reestablishing service.
6. The water deposit may be waived for property owners upon establishing good credit with the Town of Basin, or for tenants with the signature of the landlord with good credit rating with the Town of Basin. It may also be waived by providing verifiable documentation showing at least six (6) months electric service from another provider no more than 1 month prior to service start date. (Ord 598)
3. Good credit rating: Any bill paid on or before the fifteenth of the following month. (Ord. 545, 11-7-2005)

- C. Connection Fee: There will be a connection fee of fifty dollars (\$50.00) to turn on an existing water service and ten dollars (\$10.00) to transfer from one resident to another during normal working hours. After hours, the fee will be one hundred dollars (\$100.00). (Ord. 568, 8-4-2008)

- D. Reconnection Fee: Upon discontinuation of service for nonpayment of an account, the account becomes due in full and there will be a twenty five dollar (\$25.00) reconnect fee during normal working hours. After hours, the fee will be one hundred dollars (\$100.00). (Ord. 545, 11-7-2005)
- E. Tap Fee: The water tap fee for a new service or relocation of existing service will be one hundred twenty five dollars (\$125.00). There will be full construction charges for materials, labor and equipment.
- F. Users Hauling Water: Domestic users that haul their water shall be charged thirty nine dollars zero two cents (\$39.02) per month and a usage charge of one dollar and twenty nine cents (\$1.29) per one thousand (1,000) gallons. The deposit for a magnetic credit card will be fifty dollars (\$50.00). The deposit will be refunded upon return of the credit card, providing no balance is due from the holder of the credit card. (Ord. 591, 6-23-11)

9-2-3: **RAW WATER (RATE CODE - RW) :**

- A. Applicability: The rates hereinafter set forth are available to existing and new property owners as determined by the town of Basin to be part of the "general service" rate class. They are applicable to all property owners that live within the corporate limits of the town of Basin only. (Ord. 545, 11-7-2005)
- B. Effective Date: These rates will be effective with the meter readings on or before July 15,2011. (Ord. 603, 6-23-11)
- C. Rates: The water rates for the town of Basin shall be as follows:

<u>Tap Size</u>	<u>Annual Fee To Property Owners</u>
3/4 inch	\$ 70.80
1 inch	88.50
1 1/2 inches	195.70
2 inches	283.20
3 inches	548.70

- D. Water Bills: All town raw water bills will be sent on approximately December 15 of each year and are due on or before April 15 of the following year or will be considered delinquent, unless other arrangements are made with the town of Basin treasurer.

- E. Delinquent Account: Any delinquent account will receive a written ten (10) day "grace period" notice, and service may be discontinued at the expiration of the ten (10) day grace period, unless other arrangements are made with the town of Basin treasurer. There will be a fifty dollar (\$50.00) reconnect fee during working hours. After hours, the fee will be one hundred dollars (\$100.00). (Ord. 580, 8-3-2009)
- F. Repair Of Water Spigot:
1. By Town: Any water spigot which comes into disrepair, other than by normal wear and tear, may be repaired by the employees of the town of Basin.
 2. Cost Of Repair: If the town employees repair any water spigot for a landowner, the said owner shall be responsible for the expense of such repair.
- G. Cross Connection:
1. Prohibited: Landowners are hereby prohibited from cross connecting the raw water system with the town of Basin drinking water system.
 2. Penalty: Any landowner found in violation of making a cross connection is guilty of a misdemeanor and shall be punishable by a fine of no more than five hundred dollars (\$500.00). Each day of continuing violation shall be deemed a separate offense. (Ord. 545, 11-7-2005)
- H. Original Tap Or Additional Tap Fee: Subsequent to the construction of the raw water system, any property owner who desires either an original tap, or a second or third tap shall be charged one hundred twenty five dollars (\$125.00). There will be full construction charges for running the raw water service. Billing will occur after tap is installed. (Ord. 571, 8-4-2008)
- I. Request To Disconnect: If any property owner requests to disconnect from the raw water system, there will be a two hundred fifty dollar (\$250.00) charge, in advance, plus material and labor costs to disconnect such tap. (Ord. 511, 8-11-1997)
- J. Open Ditch Charge: There shall be an open ditch charge of five dollars (\$5.00) per acre per year, one acre minimum, to all landowners within the corporate limits of the town of Basin who use raw water to irrigate said farm ground.

K. Water Right Conveyance Charges: The following rates shall be assessed to all existing and any new property which are designated town lots or suburban/farmland by the Big Horn County Assessor for a raw water right conveyance charge:

- 1. Effective April 21, 2011, the town water assessment shall be twenty-five dollars (\$25.00) per acre (or the square foot equivalent) per year.
- 2. See 10-1-3 for definition of lot.

9-2-4: **GARBAGE SERVICES:**

Effective with the bills sent which coincide with the meter reading occurring on or about August 15, 2008, the garbage service rates shall be set as follows:

A. Resident: The town shall charge for residential garbage services on the basis of the number of collections needed per week, limited to a dumpster or rollout container:

1 collection per week	\$24.00 per month
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B. Commercial:

1. Weekly Collections: The town shall charge for commercial garbage services on the basis of the number of collections needed per week. "Commercial" shall be defined as any business or other facility that has one approved dumpster or rollout container:

1 collections per week	\$24.00 per month
2 collections per week	\$39.00 per month
3 collections per week	54.00 per month
4 collections per week	64.00 per month
5 collections per week	74.00 per month
Each Additional Dumpster	85% of first dumpster or rollout charge

(Ord. 604, 8-9-2011)

2. Unscheduled Collections: The town shall charge for additional unscheduled commercial garbage services, or picking up more than one approved/contracted dumpster or rollout container on a basis of a flat rate per collection regardless of the number of containers, as follows:

Each additional unscheduled collection	\$34.50 per collection
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(Ord. 557, 8-6-2007)

C. Nonresident:

Resident base	Plus 15 percent
(Ord. 545, 11-7-2005)	

9-2-5: **SEWER UTILITIES:**

Effective with the bills sent which coincide with the meter readings occurring on or about July 15, 2011, the sewer service rates shall be set as follows:

A. Resident:

General service	\$11.00 per month for up to a $\frac{3}{4}$ inch water meter \$.250 per month for each 1000 gal. purified water
Large user service	\$23.00 per month for all water meters over $\frac{3}{4}$ inch \$.250 per month for each 1000 gal. purified water

B. Nonresident:

General service	\$12.65 per month for up to a $\frac{3}{4}$ inch water meter
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(Ord. 602, 6-23-11)

C. Tap Fee: The tap fee for a new sewer service shall be one hundred fifty dollars (\$150.00). There will be full construction charges for any labor, materials and equipment furnished by the town of Basin. (Ord. 569, 8-4-2008)

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- D. Purified Water Customers: All purified water customers are to be charged for sewer; some exceptions may be given on an individual account basis.
- E. Abandoned Sewer Lines: Abandoned sewer lines must be removed or plugged at the owner's expense. (Ord. 546, 5-8-2006)
- F. Sewer Lagoon Services:

- 1. Outside user; payable in advance:

1,000 gallon tank capacity	\$ 56.25
1,001 to 2,000 gallon tank capacity	112.50
2,001 to 3,000 gallon tank capacity	168.75
Each increment of 1 to 1,000 gallon tank capacity above these amounts	56.25

(Ord. 555, 8-6-2007)

- 2. The above charges allow an individual or firm to dump directly into the sewer lagoon for septic tank dumping purposes only.
- 3. Such an outside user shall be allowed only to dump material from septic tanks.
- 4. Dumping hours are Monday through Friday from seven o'clock (7:00) A.M. through four o'clock (4:00) P.M.
- 5. There shall be no dumping on Saturdays, Sundays, legal holidays, or when the town of Basin office is closed. (Ord. 546, 5-8-2006)

9-2-6: MOSQUITO CONTROL:

There will be a mosquito control charge of one dollar (\$1.00) per month, which shall be included in each active account, commencing with the billing nearest July 15, 2011. (Ord. 605, 6-23-11)

9-2-7: BUILDING AND DIGGING PERMITS:

- A. Building Permit: Any new structure or any building which may change the exterior dimension of property, of any structure, shall be fifty dollars (\$50.00).
- B. Digging Permit: Excavation on town property shall be fifty dollars (\$50.00).

C. Fence Or Sidewalk Permit: Replacing or new construction of fence or sidewalks on private property shall be five dollars (\$5.00).

D. Sidewalks On Town Property Permit: Replacing or new construction of sidewalk on town property shall be at no charge, but a permit is required before construction starts. (Ord. 572, 9-2-2008)

9-2-8: **MEETING ROOM RENT:**

A. Meeting Facilities:

Nonprofit or community activities	\$20.00 per use
All other activities	35.00 per use

B. Reservation: Customers must reserve the meeting facilities in advance of its use and pay the above set fee. (Ord. 522, 6-4-2001)

9-2-9: **COLLECTION PROCEDURES:**

A. Discontinuance Of Service: All town utility billings are due on or before the tenth day of the month and are considered delinquent ten (10) days thereafter. Any delinquent accounts will receive a written ten (10) day "reminder" notice. Accounts twenty-five (25) days past due will receive a written ten (10) day "shutoff" notice, and service may be discontinued at the expiration of the ten (10) day grace period unless other arrangements are made with the town clerk-treasurer. (Ord. 511, 8-11-1997, updated Ord. 598)

B. Subject To Lien: Any real property owner who becomes delinquent on the payment of his electric bill, water bill including the annual raw water fee, garbage pick up, etc., shall be subject to having a lien filed against his property for all prior delinquencies.

1. The lien to be filed shall include an amount for all prior delinquencies of utility bills, shall set forth the description of the real property, and shall be filed with the county clerk. (Ord. 489, 8-3-1992)

2. The lien shall include all of the property owner's past delinquent fees, shall include attorney fees for preparing the lien and the filing fee. (Ord. 489, 8-3-1992; amd. 2003 Code)

C. Notice to Owners/Landlords: Lessees who make application for utility service are required to authorize the Town, in writing, to advise the owners/landlords of the leased property

receiving utility service of any delinquent accounts or problems with payments thereon. Said owners/landlords will
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receive written notice of such delinquent accounts or with payments thereon.

9-2-10: **METER REPAIR:**

- A. Notice: Upon finding a meter that is not working properly, the town clerk-treasurer will issue a notice or make arrangements with the user for the town to repair said water meter within thirty (30) days.
- B. Frozen Meters: Any meter found to be frozen during the winter will be repaired or replaced at the expense of the user. (Ord. 511, 8-11-1997)

9-2-11: **ACCESS:**

It is the user's responsibility to provide access at all times so that meters can be read. Failure to allow access will be cause for the utility bill to be estimated at the previous twelve (12) month average. Further deliberate denial of access will result in discontinuance of service until such time as access is provided. There will be a twenty five dollar (\$25.00) reconnect fee to restore each utility disconnected during normal working hours. After hours, the fee will be one hundred dollars (\$100.00). (Ord. 511, 8-11-1997)

9-2-12: **TAMPERING WITH METERS²:**

- A. Prosecution For Breaking And Entering: The town may prosecute for "breaking and entering" any person(s) suspected of deliberately tampering with or altering any electric or water meters or remote readers.
- B. Unlawful Connection: Any person who connects onto another person's electrical or water meter, or any person who allows another person to connect onto his or her electric or water meter, is guilty of a misdemeanor and subject to penalty as provided in section 1-4-1 of this code. (Ord. 511, 8-11-1997; amd. 2003 Code)

9-2-13: **BUDGET BILLING:**

There will be budget billing offered to any customer of the town. (Ord. 511, 8-11-1997)

2. See also sections 4-1-14 and 8-2-8 of this code.

CHAPTER 3

WATER METERS³

SECTION:

9-3-1: Water Plant Operator

9-3-2: Installation

9-3-3: Failure To Comply

9-3-1: **WATER PLANT OPERATOR:**

A. Designated: An employee of the town be, and hereby is made ex officio water plant operator of the town.

A. Authority:

1. Installation Of Meters: The water plant operator is hereby authorized and directed to proceed to cause meters to be installed at all points where water is being used from the municipal plant of the town, other than for municipal purposes, as rapidly and as practically as possible.
2. Inspection, Examination And Repair: The water plant operator is hereby given complete authority to inspect, examine, repair and change any such meter at any time in his discretion whenever necessary. (Ord. 256, 8-7-1939; amd. 2003 Code)

9-3-2: **INSTALLATION:**

A. Type Of Meter: All meters to be installed shall be such as the town council shall designate.

3. See section 4-1-14 of this code for interfering with fire hydrants, and section 9-2-12 of this code for provisions regarding tampering with meters.

- B. Installation By Water User: It shall be the duty of the water plant operator to cause said meters to be installed by furnishing such meter to the person, firm or corporation at the point where the same is to be installed, to deliver to said person, firm or corporation a written notice to install the same. The meter shall be so installed by the water user so that it will be fully protected from damage by heated water, frost, or from any other cause or causes.
- C. Obstruction, Interference Prohibited; Failure To Install: Any person, firm or corporation who shall directly or indirectly obstruct hinder or interfere with the water plant operator or any of his deputies, in the performance of any of his or their duties, or who shall fail, refuse or neglect to install said meter within the period of ten (10) days after the same has been furnished him, and notice to install has been given him, or who shall fail, refuse or neglect to make the deposit herein required shall forthwith be denied the use of water from the town water plant upon the premises where such interference or obstruction occurred, and shall not again be permitted to draw water from said plant for said premises until the town council shall so order, after the installation and payments have been made as required, and upon satisfactory guarantee the said water plant operator will not be interfered with or obstructed in any manner in the performance of his duties. (Ord. 256, 8-7-1939)

9-3-3: **FAILURE TO COMPLY:**

It is the duty of the water plant operator to forthwith deny water from the municipal system of Basin to any consumer who fails, neglects or refuses to comply with any requirements of this chapter. (Ord. 256, 8-7-1939)

CHAPTER 4

SEWER

SECTION:

9-4-1: Connection Required

9-4-2: Mud Traps

9-4-1: **CONNECTION REQUIRED:**

- A. Use Required: All occupied lots or parts of lots or land in the town within one hundred feet (100') or less of the public sewer of said town shall be connected by private service connections with the public sewer in the manner provided in title 8, chapter 1 of this code.
- B. Privy, Vault Or Cesspool: No privy, vault or cesspool shall be maintained, kept or continued thereon.
- C. Failure To Connect: If the owner of property coming within the purview of this section neglects or refuses to make such connection, the town council shall direct the chief of police of said town to notify such owner, or his agent, to do so. The chief of police shall thereupon comply with the order of the town council so made, and notify such owner or his agent to make or cause such connection to be made, and the owner or his agent, not complying with such notice within thirty (30) days from the service of such notice shall be deemed guilty of misdemeanor and, upon conviction, shall be subject to penalty as provided in section 1-4-1 of this code. Every such thirty (30) days' neglect after such service of the notice aforesaid shall constitute a separate offense. (Ord. 101, 3-21-1910; amd. 2003 Code)

9-4-2: **MUD TRAPS:**

- A. Required: Any person, corporation, or association owning or operating wash racks, which are used for the purpose of washing

automobiles, trucks, tractors and machinery, and which wash racks are connected with the town sewer, or shall be hereafter so connected with the town sewer, are required to install and maintain a standard mud trap between the drainage point to the sewer system in said wash racks and the said sewer, in accordance with plans and specifications prescribed by the city council or the crew supervisor, or other officers of the said town in charge of the sewer system thereof.

- B. Failure To Comply; Disconnection: Any person, corporation, or association violating the provisions of subsection A of this section, and who shall fail to comply therewith within thirty (30) days after receiving written notice from the town clerk-treasurer shall be subject to having the property upon the which such wash rack is maintained disconnected from the sewer system of the town; in which event said property shall not be again connected with the said sewer system, regardless of change of ownership, until the costs and expense of disconnecting and the costs and expense of again connecting said wash rack with the sewer system of the town shall have been paid to the town clerk-treasurer. (Ord. 267, 4-7-1941; amd. 2003 Code)

CHAPTER 5

UTILITY COMPANIES

SECTION:

- 9-5-1: Notice Of Maintenance, Construction, Alteration Or Modification
- 9-5-2: Traffic Control
- 9-5-3: Standards
- 9-5-4: Obligation To Perform Requests By Town; Rights Of Way
- 9-5-5: Indemnification
- 9-5-6: Responsibility For Damage
- 9-5-7: Penalty

9-5-1: NOTICE OF MAINTENANCE, CONSTRUCTION, ALTERATION OR MODIFICATION:

- A. Required: Any utility within the town shall be and hereby is required to notify the town of maintenance, construction, alteration or modification of their transmission or other lines within any rights of way or easements owned by the town. (Ord. 426, 9-8-1981; amd. 2003 Code)
- B. Manner Of Giving Notice: The notice to be given shall be given in one of the following manners:
 - 1. Existing Plant: No notice shall be required of maintenance and repairs of the utility's existing plant, except that streets and alleys are to be restored to the same condition as they were prior to any maintenance and repairs⁴.
 - 2. New Construction; Major Modification, Alteration Or Replacement: In the event of new construction, major modification, alteration or replacement of utility's plant, notice shall be given as follows:

4. See title 6, chapter 3 of this code.

- a. Plat Or Map: A plat or map shall be filed in the office of the town clerk-treasurer at least fourteen (14) days prior to the next general or special council meeting; said plat shall show the streets, facility and location of the proposed improvements;
- b. Construction Permit: The town council or their nominee shall inspect the proposed improvement, and if the proposal conforms to the town ordinances and state law, may issue a construction permit at the first regular or special meeting following the filing of the plat or map.
- c. Replacement Of Streets Or Alleys: The streets and alleys shall be replaced as soon as practicable upon completion of the improvement. (Ord. 426, 9-8-1981)

9-5-2: TRAFFIC CONTROL:

Should the utility do work on any town streets or alleys, the utility performing the work shall advise the town of the traffic control to be maintained during such alteration or modification, and upon approval by the town or its nominee, such standards shall be accepted in lieu of the standards for traffic control outlined in the WYDOT roadway work operation's manual. (Ord. 426, 9-8-1981; amd. 2003 Code)

9-5-3: STANDARDS:

Any alteration, maintenance, construction or modification will be placed in such a manner as to conform with recognized standards, applicable federal, state or local laws, codes and ordinances and as directed by the town, through its authorized employees. (Ord. 426, 9-8-1981)

9-5-4: OBLIGATION TO PERFORM REQUESTS BY TOWN; RIGHTS OF WAY:

Any future maintenance, construction, alteration or modification of any utility's lines within the town's existing easements or rights of way, which is required and requested by the town, shall be completed without delay and without cost to the town. (Ord. 426, 9-8-1981)

9-5-5: INDEMNIFICATION:

Utilities shall indemnify the town and save the town harmless from all liability for damage to property or injury to or death of persons, including all costs and expenses related thereto, arising wholly or in part or in connection with the existence

of the maintenance, construction, alterations, repairs, modification, renewals, or uses of removals of the utility's facilities as they may pertain to the town. (Ord. 426, 9-8-1981)

9-5-6: RESPONSIBILITY FOR DAMAGE:

Any utility, whose line or lines run in the rights of way or real property owned by the town, shall be solely responsible for any damages caused to such line or lines by employees of the town when any such utility has not informed the town of the location of its line or lines, provided such damages are not due to the wilful neglect or grossly negligent actions of employees of the town. (Ord. 432, 5-3-1982)

9-5-7: PENALTY:

Any utility violating this chapter shall be subject to penalty as provided in section 1-4-1 of this code for each day that the utility remains in noncompliance hereof. (Ord. 432, 5-3-1982; amd. 2003 Code)

CHAPTER 6

UTILITY TRENCHES⁵

SECTION:

- 9-6-1: Compliance Required
- 9-6-2: Permit Required
- 9-6-3: Barricades; Notice
- 9-6-4: Completion Deadline For One Block Area
- 9-6-5: Removal Of Curb And Gutter, Sidewalk Or Pavement
- 9-6-6: Alleys
- 9-6-7: Trench Failure
- 9-6-8: Standard Drawing No. 02220-01

9-6-1: **COMPLIANCE REQUIRED:**

Any utilities operating within the town shall abide by the following adopted specifications. (Ord. 525, 2-4-2002)

9-6-2: **PERMIT REQUIRED⁶:**

Any utility digging within the town either for new installation or for repair work shall obtain a digging permit from the town prior to any work being done. (Ord. 525, 2-4-2002)

9-6-3: **BARRICADES; NOTICE⁷:**

Where possible, trenches will not be left open overnight. If circumstances require that a trench be left open overnight, said trench shall be barricaded in such a manner as to ensure the safety of the public. The trench shall also be noticed and barricaded in such a way as to protect the public during the day. All work shall comply with the requirements of Wyoming public works standard specifications, 2001 edition, unless superseded by these specifications. (Ord. 525, 2-4-2002)

5. See also subsection 6-3-10E of this code.

6. See section 9-2-7 of this title for fee.

7. See also section 6-3-5 of this code.

9-6-4: COMPLETION DEADLINE FOR ONE BLOCK AREA:

- A. **Deadline:** All work within a one block area shall be completed within ten (10) working days from the beginning of the work being done within that block.
- B. **Failure To Complete; Fine:** If the work is not completed within the time allotted, the utility shall be subject to a fine not to exceed seven hundred fifty dollars (\$750.00) per day.
- C. **Extension Of Time:** However, the town crew supervisor may grant extensions for unforeseen circumstances.
- D. **Filling Of Trenches By Town:** If no extension is granted, and the work is not completed within an additional four (4) days, the town shall have the right to fill all trenches and bill the utility for the time, equipment and materials used. (Ord. 525, 2-4-2002)

9-6-5: REMOVAL OF CURB AND GUTTER, SIDEWALK OR PAVEMENT:

- A. **Cutting:** Where trench excavation or structure excavation requires the removal of curb and gutter, concrete sidewalks, or asphalt or concrete pavements, the pavement or concrete shall be cut in a straight line parallel to the edge of the excavation by use of a spade bitted air hammer, concrete saw or similar approved equipment to obtain a straight, square, clean break. Initial pavement cuts shall be the top width of the excavation.
- B. **Expansion Of Pavement Cut:** Prior to the replacement of pavement, the pavement cut shall be expanded to two feet (2') wider than the actual opening and centered over such excavation.
- C. **Fill:**
 - 1. **Beneath Pavement, Sidewalk, Curb Or Gutter:** Any trenches or excavations beneath pavement, sidewalk, curb or gutter shall be filled with flowable fill meeting the requirements set out in Wyoming public works standard specifications, 2001 edition, section 02225 trench backfill 2.01.B., "Cement Treated Fill."
 - 2. **Setting Time:** Flowable fill shall be allowed to set for a minimum of two (2) days prior to replacing the paving.

3. Freezing Weather: If work is done in freezing weather, quick set flowable fill shall be used and water shall be heated so that mix is at least fifty five degrees Fahrenheit (55°F).
4. Replacement Material: Paving shall be replaced with the same type material and thickness as the original pavement.
5. Paving In Less Than Two Days: If the utility owner wants to pave in less than two (2) days they shall use one of the following mix designs for quick set flowable fill:

Cement	100 pounds
Sand	2,925 pounds
Water	585 pounds
Nonchloride accelerator	80 ounces per cubic yard
Quick set cement	100 pounds
Sand	2,970 pounds
Water	500 pounds

(Ord. 525, 2-4-2002)

9-6-6: **ALLEYS:**

Trenches and excavations in alleys where there is not asphalt or concrete paving shall be backfilled and compacted to ninety five percent (95%) of standard proctor density, with documentation as to compaction, or filled with flowable fill. Surfaces shall be restored utilizing the same materials that were removed in the first instance; the restoration shall be in accordance with the Wyoming public works standard specifications, 2001 edition, section 02227 "Backfilling for Pavement". (Ord. 525, 2-4-2002)

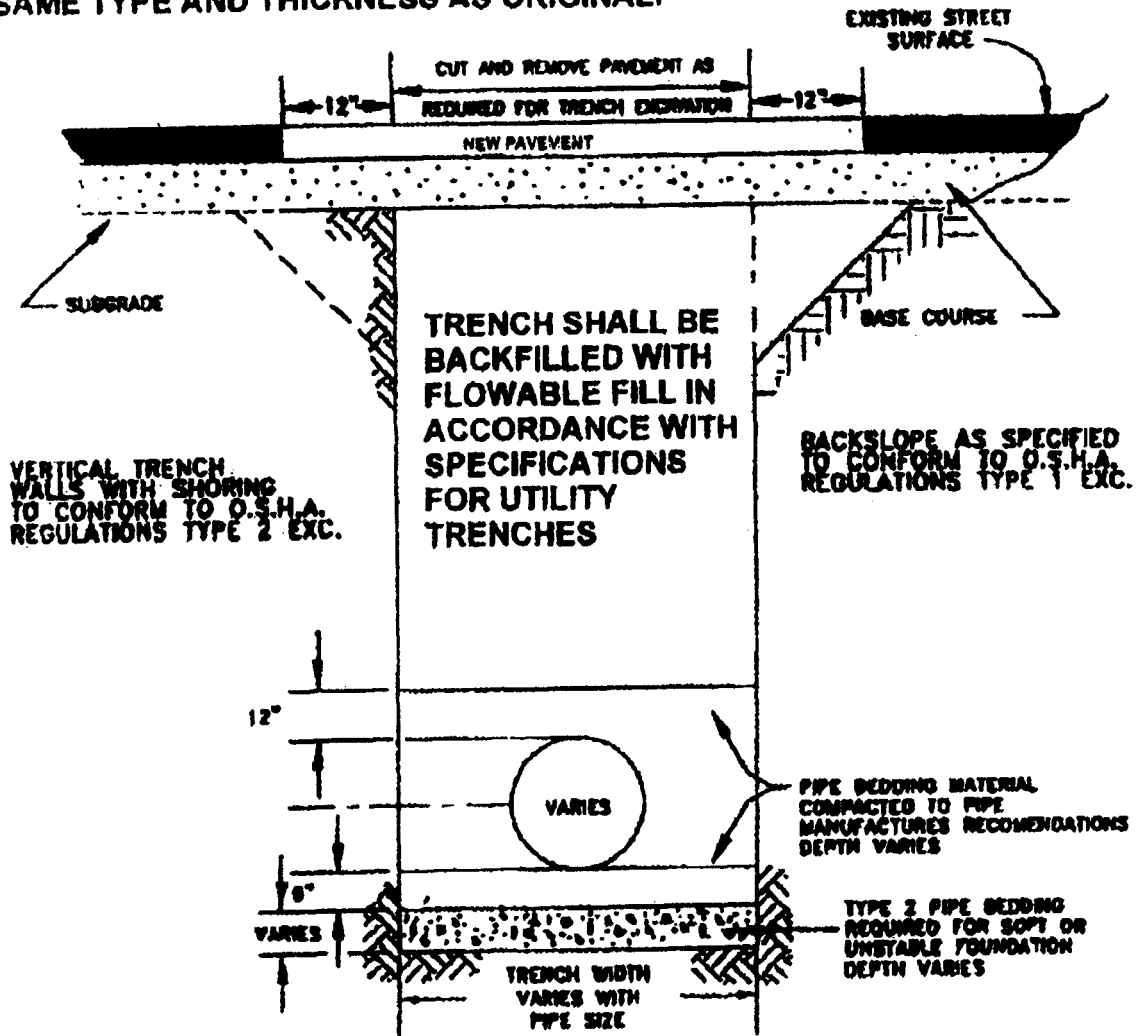
9-6-7: **TRENCH FAILURE:**

Any trench that fails within the first year after work is completed shall be repaired at the expense of the utility. (Ord. 525, 2-4-2002)

9-6-8: **STANDARD DRAWING NO. 02220-01:**

All work shall be done in compliance with the current published edition of the Wyoming public works standard specifications, standard drawing no. 02220-01:

NOTE: WHERE TRENCH PASSES THROUGH EXISTING PAVEMENT THE PAVEMENT SHALL BE CUT IN ACCORDANCE WITH SPECIFICATIONS FOR UTILITY TRENCHES. AFTER TRENCH IS BACKFILLED A NEAT LINE CUT SHALL BE MADE 12" BEYOND THE TRENCH EXCAVATION LIMITS ALONG BOTH SIDES OF TRENCH. NEW PAVEMENT SHALL BE THE SAME TYPE AND THICKNESS AS ORIGINAL.



<p>1999 WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS</p>	<p>NOT TO SCALE</p>	<p>TYPICAL TRENCH DETAIL</p>	<p>STANDARD DRAWING No. 62220-01</p>
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(Ord. 525, 2-4-2002)