

## CITY OF MELFORT POLICY MANUAL

<b>POLICY TITLE:</b> Service Connections - Sewer	<b>POLICY NUMBER:</b> <b>3.14</b>	<b>PAGE NUMBER:</b> 1 of 2
<b>ORIGIN:</b> Director, Works & Utilities	<b>APPROVED BY COUNCIL ON:</b> January 11, 2010	
<b>EFFECTIVE DATE:</b> January 12, 2010		<b>REVISED:</b> Nov. 29, 1995 October 15, 1997 April 19, 1999 February 22, 2000 May 15, 2000 October 2, 2000 November 19, 2001 January 11, 2010

**1. PURPOSE:**

To provide service, operation and maintenance of all sanitary sewer service connections.

**2. PROCEDURES:**

**2.1 Service Description:**

Provides for the operation and maintenance of all sanitary sewer service connections. Activities include:

- (a) Locate, repair, replace, disconnect and clean sewer service connections.
- (b) Supply root control when roots are from City trees outside property ownersqdesignated front lot line.
- (c) Maintain sewer service records.

**2.2 Program Interdependencies:**

Sanitary sewer maintenance, street and sidewalk maintenance programs and water service.

**2.3 Beneficiaries:**

All commercial, institutional and residential members of the general public and other civic departments.

**2.4 Program Rationale and Benefits:**

To provide the community at large with an effective sanitary disposal system for human and industrial wastes.



**CITY OF MELFORT  
WORKS & UTILITIES DEPARTMENT**

**AGREEMENT**

**REPLACEMENT OF SEWER SERVICE LINE**

I, \_\_\_\_\_, agree to the following:

**THAT** the sewer service line, which services property owned by me at \_\_\_\_\_ be replaced, and;  
(print civic address)

**THAT** I choose the following option (please check one option):

- 1. Replace the entire sewer at my cost as blockage is caused by tree roots from trees wholly on my property. The City will supply sewer pipe plus a \$200.00 credit for relining the sewer on City property.  Property owner's responsibility
- 2. Replace the entire service as blockage is a result of a combination of my trees and boulevard trees, at a cost of:  \$950.00 plus taxes
- 3. Have the sewer replaced from my property line to the main sewer as there are no trees on my property, at a cost of:  \$ 0.00

**NOTES:**

**If the owner of the property chooses Option 3:**

- a) the City will no longer be responsible for the repair of the sewer, including root removal on that portion of the sewer line located on private property. The cost of any such work will be at the expense of and arranged by the property owner.

**If the owner of the property chooses Option 2:**

- a) After excavation on the property, the homeowner will be responsible for all landscaping. The City will finish the excavation to original grade with black soil. **After the initial excavation, the homeowner will be responsible for any settlement that occurs.**
- b) The City will not repair or replace any plants, shrubs, fences, or decorative planters that are disturbed or removed during these repairs.
- c) The homeowner will be responsible for the removal of steps or sidewalks that require removal.
- d) The City will trim trees as necessary to make repairs, but not be responsible for the trees.
- e) The homeowner will be responsible for the removal of trees on private property that require removal.
- f) The City will not be responsible for the replacement of retaining walls that must be removed to facilitate the replacement.
- g) The City will be responsible for replacing public sidewalks that are disturbed and doing all necessary street repairs.
- h) The City will supply all material necessary to complete the project.
- i) The term "the City" shall include contractors employed by the City.
- j) The work will be done pending availability of personnel and equipment, as determined by the Director.
- k) The cost for doing such work shall be added to the utility bill if the owner lives at the address, or billed to:

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

*To be completed by the City Foreman:*

DATE COMPLETED: \_\_\_\_\_

Attach materials sheet to Agreement