



PUBLIC WORKS COMMISSION MEETING AGENDA

TUESDAY, JULY 08, 2025 AT 5:30 PM

**MUNICIPAL BUILDING - 106 JONES STREET, WATERTOWN, WI 53094 - SECOND FLOOR
COUNCIL CHAMBERS**

Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 225 151 7335 Passcode: 589577 One tap mobile +16469313860

<https://us06web.zoom.us/j/9178580897?pwd=eUOpCUyvIV65zIPMYImMdPU1LVLx5I.1>

All public participants' phones will be muted during the meeting except during the public comment period.

1. CALL TO ORDER

2. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Each individual who would like to address the Committee will be permitted up to three minutes for their comments

3. REVIEW AND APPROVE MINUTES

A. Public Works minutes from June 24, 2025

4. BUSINESS

A. Review and take possible action: Approve Change Order No. 1 submitted by Forest Landscaping and Construction, Inc. for \$89,070.00

B. Update, no action required: 2025 Street & Utility Construction

C. Review and take possible action: Approve new water rates as recommended by the Wisconsin Public Service Commission (PSC) referenced in rate case docket 6230-WR-110; a final overall rate change of 15.28% over current rates

5. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at cityclerk@watertownwi.gov phone 920-262-4000

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only

PUBLIC WORKS COMMISSION

Tuesday, June 24, 2025

5:30 p.m.

The Public Works Commission met on the above date and time. The following members were present: Alderpersons Brad Blanke, Dan Bartz, Myron Moldenhauer, and Tony Arnett; Citizen member Pete Thompson. Also present: City Staff Andrew Beyer, Pete Hartz.

1. **Call to order.** Chairperson Arnett called the meeting to order at 5:30 p.m.
2. **Comments and Suggestions from Citizens Present.** John Kaliebe spoke regarding Lake Victoria and working with the residents around it to resolve concerns previously raised about it.
3. **Review & approve minutes dated May 27th.** Mr. Bartz moved to approve the minutes as presented, seconded by Mr. Moldenhauer. Mr. Thompson noted a correction that he was not present at that meeting. Motion carried by unanimous voice vote.
4. **Review and take possible action: S. Fifth Street Right-of-Way Improvements.** (This item was moved up in the agenda.) Staff recommended that due to urgent timing of the project, the City should step in to administer this project. This will not require additional expenditure on the part of the City. Mr. Blanke moved to have the City take project administration lead, seconded by Mr. Moldenhauer. Motion carried by unanimous voice vote.
5. **Review and take possible action: Approve new water rates as recommended by the Wisconsin Public Service Commission (PSC) referenced in rate case docket 6230-WR-110; a final overall rate change of 15.28% over current rates.** Mr. Arnett explained this rate increase was put in motion last year. The last rate increase for Water was in 2017. Mr. Bartz and Mr. Blanke both questioned the significant increase in the Public Fire Protection charge portion of the rate. Mr. Hartz explained this was due to internal accounting changes that shifted some costs to that area, but that even if they were moved to another area, the total recommended rate increase would stay the same. Mr. Blanke asked if there was a way to spread this increase out over time so it didn't hit residents all at once. Mr. Hartz explained there may be an impact on the lead line replacement financing if the rate change was spread out over time. Mr. Blanke moved to layover this matter until July 8th, giving staff time to contact the state about potential impacts if we were spread out the increase over 2 years. Mr. Moldenhauer seconded. Motion carried by unanimous voice vote.
6. **Review and take possible action: Sidewalk repair order for 620 Park Street.** Mr. Thompson moved to send the notice for 620 Park Street, seconded by Mr. Bartz. Motion carried by unanimous voice vote.
7. **Review and take possible action: Approve additional work for Applied Technologies to update the Wastewater Facilities Plan with the most recent Department of Administration population numbers for \$35,000.** An update to the previously prepared plan is required because of adjusted population estimates released by the State Department of Administration. Mr. Blanke moved to recommend the contract to Council, seconded by Mr. Bartz. Motion carried by unanimous voice vote.
8. **Review and take possible action: Award S. Church Street Shared-use Path TAP Grant Design Project to Batterman for \$228,039.00 Design for shared-use path between Jefferson Road & Air Park Drive.** The City has been applying since 2016 for a TAP grant for a pedestrian path running from Kwik Trip on S. Church St. to Air Park Drive (Walmart.) The grant was finally awarded and will cover 80% of the construction cost. The City is responsible for the other 20% and the design costs. This design contract item is in the budget and under the budgeted amount. Mr. Blanke noted the total projected

construction cost of \$1.5 million is a lot of money, but this project is very necessary because of the existing foot/bike traffic currently using the S. Church St. berm to cover the same route. Mr. Arnett noted that applying TID 4 (Walmart area) close-out funds toward this project would make a lot of sense since the project is needed because of the activity created by TID 4. Mr. Blanke moved to recommend the contract to Council, seconded by Mr. Arnett. Motion carried by unanimous voice vote.

9. **Update, no action needed: E-Waste Recycling Program.** The Commission received an update on the E-Waste program noting a change in vendor for some electronics that result in no resident fees for recycling some electronics, most notably TVs.
10. **Review and take possible action: hire Strand Associates to prepare engineering plan and profile specifications to bid the project in early 2026 for \$360,000.** This is for the Allerman lift station replacement. Mr. Thompson moved to recommend the contract to Council, seconded by Mr. Bartz. Motion carried by unanimous voice vote.
11. **Adjournment.** Mr. Moldenhauer moved to adjourn at 6:31 p.m., seconded by Mr. Blanke. Motion carried by unanimous voice vote.

Respectfully submitted,

Tony Arnett, Chairperson

MEMO

TO: Chairperson Board and Commission Members
FROM: Pete Hartz, Water & Wastewater Systems Manager
DATE: July 2, 2025
RE: Public Works Commission Meeting of July 8, 2025

Review and take possible action: Approve Change Order No. 1 submitted by Forest Landscaping and Construction, Inc. for \$89,070.00

Background

Oakwood Lane from Milford Street to Bittersweet Lane is part of Contract #6-25 Bituminous Surfacing, Base Bid C. Currently the block of Oakwood Lane between Milford Street and Cobblestone Way is bounded by two dead end sections of watermain. This proposed watermain installation would connect the two dead end sections to provide a water main loop improving water flow and quality.

The Engineering Division sought a quote from Forest Landscaping and Construction, Inc. for this work as they are currently under contract with the City for Contract #8-25 Western Ave. Watermain Relay.

Total cost to perform the proposed work is \$89,070.00 from funding account #03-99-99-99 Water Utility Capital Outlay Account.

Attached is the Quote. Work being awarded is within approved 2025 budgets.

Enclosed:

- Estimate – Oakwood Lane Watermain Installation
- Change Order No. 1

Date of Issuance: July 9, 2025

Effective Date: July 9, 2025

Project: #8-25 Water Main Relay	Owner: City of Watertown	Owner's Contract No.: 8-25
Contract: #8-25 Western Avenue Water Main Relay Project		Date of Contract:
Contractor:		

The Contract Documents are modified upon execution of this Change Order:

Description: Add the watermain installation on Oakwood Lane as designed by RE Lee.

Attachments:

RE Lee design Sheet 1 of 1. Oakwood Lane Sta. 10+00 to Sta. 14+50.

Forest Landscaping & Construction, Inc. Estimate

Change in Contract Price:	Change in Contract Times:
Original Contract Price:	Original Contract times <input type="checkbox"/> Working Days <input checked="" type="checkbox"/> Calendar Days
\$ <u>187,500.00</u>	Substantial completion (days or date): <u>July 17, 2025</u>
	Ready for final payment (days or date): <u>July 31, 2025</u>
Increase from previously approved Change Orders No. <u> </u> to No. <u> </u>	(Increase) (Decrease) from previously approved Change Orders No. <u> </u> to No. <u> </u>
\$ <u>0.00</u>	Substantial completion (days): <u> </u>
	Ready for final payment (days): <u> </u>
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
\$ <u>187,500.00</u>	Substantial completion (days or date): <u>July 17, 2025</u>
	Ready for final payment (days or date): <u>July 31, 2025</u>
Increase OR Decrease of this Change Order:	Increase of this Change Order:
\$ <u>89,070.00</u>	Substantial completion (days or date): <u> </u>
	Ready for final payment (days or date): <u> </u>
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
\$ <u>276,570.00</u>	Substantial completion (days or date): <u> </u>
	Ready for final payment (days or date): <u> </u>

RECOMMENDED:

By: _____
Engineer (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Contractor: (Authorized Signature)

Date: _____

Approved by Funding Agency (if applicable) _____

Date: _____

EJCDC No. C-941 (2002 Edition)

Prepared by the Engineer's Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specification Institute.

Forest Landscaping & Construction, Inc.

W8583 Finch Brothers Road
Lake Mills, Wisconsin, 53551
920-648-8704 (Office)
forestlandjason@gmail.com
forestlandturner@gmail.com


Estimate: Oakwood Lane Watermain Installation

Project Description:

Address:
City of Watertown
Attn: Ritchie Plitz
106 Jones St
Watertown, WI

Description	# of Items	UM	Cost Per	Totals
Mobilization	1	LS	\$ 15,000.00	\$ 15,000.00
8" C900 Watermain w/Granular Backfill	310	LF	\$ 180.00	\$ 55,800.00
Watermain Connections	2	EA	\$ 5,400.00	\$ 10,800.00
1 1/4" Base Course and/or 3" BR	180	TON	\$ 25.00	\$ 4,500.00
Asphalt Trench Pavement Removal	275	SY	\$ 8.00	\$ 2,200.00
Sawcutting	110	LF	\$ 7.00	\$ 770.00
				<u>\$ 89,070.00</u>

Please sign and date the bottom of both pages and return by fax, e-mail or regular mail.



6/26/25

/ /

MEMO

Engineering Division of the Public Works Department

To: Chairman Arnett & Commission Members

From: Andrew Beyer, P.E.

Date: July 2, 2025

Subject: 2025 Street & Utility Construction Update

Background

The following is a mid-season update on 2025 Street & Utility Program construction activities:

- **Crack Sealing and Seal Coating**
 - Crack sealing and seal coating efforts have been completed.
 - Pavement marking on seal coated streets has been completed.
- **Storm Sewer Maintenance**
 - Storm sewer cleaning and televising is underway.
 - Work is scheduled for completion in late July.
- **Street Resurfacing Projects**
 - Meadowbrook Drive resurfaced from N. Fourth Street to Beacon Drive.
 - N. Fourth Street resurfaced from STH 16 Bypass to Carl Schurz Drive.
 - Eastbound lane of W. Main Street resurfaced between Monroe Street and Warren Street.
 - Country Lane and Sweetbriar Court resurfacing scheduled in the coming weeks.
 - Oakwood Lane resurfacing scheduled later this summer, pending a water main extension to Milford Street.
 - Quotes for the water main work received and are under review.
- **Street Construction & Utility Work**
 - Street crews have constructed storm sewer on the frontage road adjacent to West Street near Benton Street.
 - Curb and gutter replacement being completed this week with pavement resurfacing to follow.
 - Street crews have started reconstruction work on Rock Street Alley.

MEMO

- **Downtown Plaza Ramp Construction**
 - Construction of the ramp between Main Street and the Rock River Boardwalk is underway.
 - Footings and foundation walls have been poured.
 - Project remains on track for completion later this summer.
- **Western Avenue & S. First Street Reconstruction (STP-Local Project)**
 - Reconstruction continues along Western Avenue between S. First Street and S. Third Street and on S. First Street from Western Avenue to Milwaukee Street.
 - Traffic has shifted to accommodate Stage 2, detouring through traffic to S. Second Street while work proceeds in the S. Third Street and Western Avenue intersection.
 - Project completion is anticipated in late July.
- **Sidewalk and Curb Ramp Replacements**
 - Rennhack Construction has started work.
 - All replacements are scheduled to be completed the week of July 7th.
- **Division Street Bridge**
 - Monitoring eastern approach. Repair to take place this Fall.

Please let me know if you have any questions or would like additional details on any of the items above.

SERVICE DATE
May 28, 2025

Section 4, Item C.

PUBLIC SERVICE COMMISSION OF WISCONSIN

Application of Watertown Water Department, Dodge and Jefferson
Counties, Wisconsin, for Authority to Adjust Water Rates

6230-WR-111

FINAL DECISION

This is the Final Decision in the Class 1 proceeding conducted by the Public Service Commission (Commission) on the application of Watertown Water Department (applicant) for approval to increase water rates. This application is APPROVED, subject to conditions.

Introduction

The applicant applied to the Commission on December 3, 2024 for authority to increase water rates. The Commission authorized the applicant's last conventional rate case (CRC) change in docket 6230-WR-110 in a Final Decision dated April 11, 2017. The applicant requested the current rate increase due to water distribution system infrastructure upgrades, specifically to replace aging water main system wide. The applicant originally stated that it was interested in pursuing expense depreciation in the current case. Commission staff inquired about this request in a data request, and the applicant confirmed in its response that this request was in error. ([PSC REF#: 531810](#).) In this rate case, the final overall rate change authorized is \$803,853, or a 15.28 percent increase over current rates, for the test year ending December 31, 2025.

Pursuant to due notice, the Commission held an audiovisual hearing on May 21, 2025 before Administrative Law Judge Michael E. Newmark. The parties, for purposes of review under Wis. Stat. § 227.53, are listed in Appendix A as required by Wis. Stat § 227.47. The applicant is the only party to this proceeding.

Public Service Commission of Wisconsin
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Findings of Fact

1. The applicant's presently authorized rates for water utility service will produce operating revenues of \$5,535,166 for the 2025 test year. These rates fall short of the test year revenue needed by \$803,853 and are unreasonable.

2. The estimated net investment rate base applicable to water utility operations for the 2025 test year is \$31,320,018.

3. The rate changes set forth for water service in Appendix C will permit the applicant to earn the necessary revenue requirement and are consistent with the cost of service and rate design.

Conclusions of Law

1. The applicant is a municipal public utility as defined in Wis. Stat. § 196.01(5)(a).

2. The Commission has authority under Wis. Stat. §§ 196.02(1), 196.03(1) and (3), 196.19, 196.20, 196.22, 196.37(1), (2), and (3), and 196.395 to authorize the applicant to increase water utility rates and revise tariff provisions.

3. The Commission has authority under Wis. Stat. § 15.02(4) to delegate to the Administrator of the Division of Water Utility Regulation and Analysis (Division Administrator) those functions vested by law as enumerated above and has delegated the authority to issue this Final Decision to the Division Administrator.

Opinion

Net Investment Rate Base

The estimated net investment rate base for the 2025 test year is as follows:

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Utility Financed Plant in Service	\$47,854,408
Less: Accumulated Provision for Depreciation	<u>\$16,681,176</u>
Net Plant in Service	\$31,173,232
Plus: Materials and Supplies	<u>\$146,786</u>
Net Investment Rate Base	<u>\$31,320,018</u>

Comparative Income Statement

Commission staff submitted a revenue requirement for the test year as shown in Ex.-PSC-Revenue Requirement. ([PSC REF#: 542050.](#)) The estimated test year income statement showing the effect of the increase in revenue that will result from authorized rates is as follows:

	<u>At Present Rates</u>	<u>Authorized Increase</u>	<u>After Rate Increase</u>
Operating Revenues	\$5,535,166	\$803,853	\$6,339,019
Operating Expenses:			
Oper. & Maint. Exp.	\$2,588,045		\$2,588,045
Depreciation	\$1,029,873		\$1,029,873
Taxes & Tax Equiv.	<u>\$747,940</u>		<u>\$747,940</u>
Total Oper. Expenses	<u>\$4,365,858</u>		<u>\$4,365,858</u>
Oper. Income (or Loss)	<u>\$1,169,308</u>		<u>\$1,973,161</u>
Rate of Return	3.73%		6.30%

Commission staff computed the depreciation expense included in the revenue requirement for the 2025 test year using the depreciation rates shown in Appendix E. For purposes of computing the depreciation expense on the average investment for each plant account, these depreciation rates are effective as of January 1, 2025.

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Capital Structure

The Commission utilizes a rate of return on net investment rate base (ROR) to ensure utilities can cover interest on outstanding debt, earn a return on equity capital that fairly compensates for investment risk, and preserve and attract capital in its long-term operations. The Commission calculates a benchmark ROR weekly based on a three-month rolling average of municipal bond rates and determines a floor annually. The benchmark ROR at the time Commission staff finalized the revenue requirement exhibit for this case was 6.30 percent.

The applicant originally requested a ROR of 6.20 percent. Commission staff estimated the applicant's capital employed in providing public utility service associated with the net investment rate base to be 77.54 percent municipal equity and 22.46 percent long-term debt. The applicant's composite cost of debt is 1.69 percent. Commission staff proposed using the benchmark ROR of 6.30 percent to provide a 7.63 percent return on municipal earning equity and 11.96 times interest coverage. The applicant did not object to using the benchmark ROR of 6.30 percent.

The Commission finds that this ROR will provide the applicant with sufficient earnings to help address future capital and unforeseen operating needs and will also maintain confidence in the applicant's financial integrity without resulting in customer rates that are excessive.

Financial Assistance Program for Customer-side Lead Service Line Removal

The applicant has a Commission-approved program for the replacement of customer-owned lead service lines in docket 6230-LS-100. The applicant did not request the recovery of any expenses related to this program, and no program costs are included in the revenue requirement Exhibit.

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Cost of Service

Commission staff analyzed the cost of supplying water for general service and for public fire protection (PFP) service using the base-extra capacity cost allocation method. This method first allocates the operating expenses to the service cost functional components of base, customer, extra-capacity maximum-day and extra capacity maximum-hour demand, and fire protection and then to each of the customer classes served. Commission staff provided summaries of these analyses in Schedules 8 and 11 of Ex.-PSC-COSS and Rate Design-r, which is Commission staff's proposal in the record in this proceeding. ([PSC REF#: 544453.](#)) Appendix B shows customer class revenue requirements resulting from the cost analysis compared with revenues at authorized rates.

Rates

Water service rates authorized in this decision will result in an estimated net operating income of approximately \$1,973,161, which provides a 6.30 percent return on the water utility net investment rate base of \$31,320,018. Commission staff provided the applicant with Commission staff's proposed rates for review prior to the hearing, and the applicant had no objection to these rates.

As shown in attached Appendix B, the base-extra capacity cost allocation method results in a relatively wide range of increases in the charges to the various general service customer classes to reflect the cost of providing service to such classes. The percentage rate increase to any individual customer will not necessarily equal the overall percentage increase to the associated customer class, but rather will depend on the specific water use of that customer.

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The authorized rates as set forth in Appendix C are based on the cost of providing service to various customer classes or types of service. The Commission finds that the rates will result in all customers paying an appropriate amount for the service provided.

Commission staff computed some typical water bills for Single-Family Residential, Multifamily Residential, Commercial, Industrial, and Public Authority customers using Schedule Mg-1 to compare present rates with the new rates. That comparison is set forth in Appendix D.

The overall increase in annual revenues is 15.28 percent and is comprised of a 10.49 percent increase in general service charges and a 33.34 percent increase in PFP charges. A typical Single-Family Residential customer's bill, including PFP, will increase 18.63 percent. The increase in rates is due to an 8.84 percent increase in gross plant investment and a 12.01 percent increase in operating expenses since the applicant's last CRC in 2017.

The larger increase in the PFP charge results from a greater proportion of the annual operating costs being allocated to fire protection compared to what was allocated at the time of the applicant's last rate proceeding and is based on current ratios of maximum general service demand to available system fire protection capacity. The larger increase in the PFP charge is reasonable, in that it reflects the cost of providing service appropriately.

The applicant has agreed to revise its tariff provisions (operating rules and main extension rules) to be consistent with those of other Wisconsin water utilities, as shown in Ex.-PSC-COSS and Rate Design-r. The Commission finds that they are in accordance with Commission policy and the Wisconsin Administrative Code.

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Billing Units

On April 30, 2025, the applicant submitted a letter to the Commission requesting to update its billing units to include cubic feet/CCF and gallons/Mgals. ([PSC REF#: 543949.](#)) Currently, the applicant bills using cubic feet/CCF on Schedule Mg-1, General Service – Metered and Schedule Ug-1, General Water Service - Unmetered. It is Commission staff's understanding that the applicant will continue to bill using cubic feet until all water meters are upgraded. The applicant will bill the new water meters using gallons. Therefore, Appendix C includes Schedule Mg-1 and Schedule Ug-1 to reflect the applicant's request and includes both billing units. The applicant should request Commission authorization in a future docket to remove all references of cubic feet once all meters are upgraded.

Public Comments

The Commission received no public comments on the Electronic Records Filing (ERF) system. No members of the public attended or provided comments at the hearing.

Effective Date

The test year commenced on January 1, 2025. Pursuant to Wis. Stat. § 196.19, the changes in rates and tariff provisions that are authorized in this Final Decision take effect no sooner than one day after the date of service, provided that these rates and tariff provisions are filed with the Commission, and the applicant makes a copy of the new rates available to the public before this date by placing a copy of the new rates at locations where customer payments are accepted, on the applicant's website, or in a form and place that is otherwise readily accessible to the public.

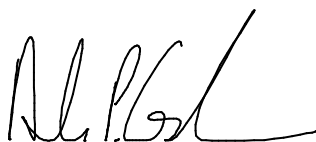
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Order

1. This Final Decision takes effect one day after the date of service.
2. The authorized rate increases and tariff provisions shall take effect no sooner than one day after the day the applicant has: (a) filed these rates and tariff provisions with the Commission; and (b) made them available to the public at locations where customer payments are accepted, on the applicant's website, or in a form and place that is otherwise readily accessible to the public, pursuant to Wis. Stat. § 196.19 and Wis. Admin. Code § PSC 185.33(1)(f). If a copy of the new rates and tariff provisions is not made available to the public when they are filed with the Commission, the new rates and tariff provisions shall take effect one day after the day they are made available to the public.
3. The rates approved in this docket shall take effect no later than 90 days from the service date of this Final Decision or as directed by the Commission or Commission staff.
4. Jurisdiction is retained.

Dated at Madison, Wisconsin, this 28th day of May, 2025.

For the Commission:



Andrew P. Galvin
Administrator
Division of Water Utility Regulation and Analysis

APG:ajh:rgs DL:02074504

Attachments: Notice of Appeal Rights
Appendices A-E

PUBLIC SERVICE COMMISSION OF WISCONSIN
4822 Madison Yards Way
P.O. Box 7854
Madison, Wisconsin 53707-7854

**NOTICE OF RIGHTS FOR REHEARING OR JUDICIAL REVIEW, THE
TIMES ALLOWED FOR EACH, AND THE IDENTIFICATION OF THE
PARTY TO BE NAMED AS RESPONDENT**

The following notice is served on you as part of the Commission’s written decision. This general notice is for the purpose of ensuring compliance with Wis. Stat. § 227.48(2), and does not constitute a conclusion or admission that any particular party or person is necessarily aggrieved or that any particular decision or order is final or judicially reviewable.

PETITION FOR REHEARING

If this decision is an order following a contested case proceeding as defined in Wis. Stat. § 227.01(3), a person aggrieved by the decision has a right to petition the Commission for rehearing within 20 days of the date of service of this decision, as provided in Wis. Stat. § 227.49. The date of service is shown on the first page. If there is no date on the first page, the date of service is shown immediately above the signature line. The petition for rehearing must be filed with the Public Service Commission of Wisconsin and served on the parties. An appeal of this decision may also be taken directly to circuit court through the filing of a petition for judicial review. It is not necessary to first petition for rehearing.

PETITION FOR JUDICIAL REVIEW

A person aggrieved by this decision has a right to petition for judicial review as provided in Wis. Stat. § 227.53. In a contested case, the petition must be filed in circuit court and served upon the Public Service Commission of Wisconsin within 30 days of the date of service of this decision if there has been no petition for rehearing. If a timely petition for rehearing has been filed, the petition for judicial review must be filed within 30 days of the date of service of the order finally disposing of the petition for rehearing, or within 30 days after the final disposition of the petition for rehearing by operation of law pursuant to Wis. Stat. § 227.49(5), whichever is sooner. If an *untimely* petition for rehearing is filed, the 30-day period to petition for judicial review commences the date the Commission serves its original decision.¹ The Public Service Commission of Wisconsin must be named as respondent in the petition for judicial review.

If this decision is an order denying rehearing, a person aggrieved who wishes to appeal must seek judicial review rather than rehearing. A second petition for rehearing is not permitted.

Revised: March 27, 2013

¹ See *Currier v. Wisconsin Dep’t of Revenue*, 2006 WI App 12, 288 Wis. 2d 693, 709 N.W.2d 520.

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Appendix A

CONTACT LIST FOR SERVICE BY PARTIES

PUBLIC SERVICE COMMISSION OF WISCONSIN

(Not a party but must be served per Wis. Stat. § 227.53)

EVAN WEITZ; ALEX HANNA

4822 MADISON YARDS WAY

P.O. BOX 7854

MADISON, WI 53707

EVAN.WEITZ1@WISCONSIN.GOV; ALEX.HANNA@WISCONSIN.GOV

WATERTOWN WATER DEPARTMENT

PETE HARTZ; MARK STEVENS

P.O. BOX 477

WATERTOWN, WI 53094

PHARTZ@WATERTOWNWI.GOV; MSTEVENS@WATERTOWNWI.GOV

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Appendix B

**Watertown Water Department
Comparison of Revenue at
Present Rates, Cost of Service, and Authorized Rates**

Customer Class	Revenue at Present Rates	Cost of Service		Authorized Rates		
		Revenue Required	Increase over Present Rates	Revenue	Increase over Present Rates	Percent of Cost of Service
Residential	\$2,365,719	\$2,663,312	12.58%	\$2,668,739	12.81%	100.20%
Multifamily Residential	\$268,650	\$300,325	11.79%	\$295,332	9.93%	98.34%
Commercial	\$496,675	\$535,705	7.86%	\$540,223	8.77%	100.84%
Industrial	\$906,850	\$962,057	6.09%	\$962,900	6.18%	100.09%
Public Authority	\$119,666	\$132,299	10.56%	\$127,604	6.63%	96.45%
Public Fire Protection	<u>\$1,102,930</u>	<u>\$1,470,646</u>	33.34%	<u>\$1,470,655</u>	33.34%	100.00%
Total	<u>\$5,260,490</u>	<u>\$6,064,343</u>	15.28%	<u>\$6,065,453</u>	15.30%	100.02%

Docket 6230-WR-111

Appendix C

Watertown Water Department
Authorized Water Rates and Rules

Docket 6230-WR-111

Watertown Water Department

Water Rate File Changes

Amended

F-1
Upf-1
Mg-1
Am-1
OC-1
Mpa-1
Ug-1
Sg-1
BW-1
R-1
Cz-1
LSL-1
LSL-2
X-1
X-2
X-3
X-4

RATE FILE

Sheet No.

Section 4, Item C.

Schedule No. F-1

Amendment No. 45

Public Service Commission of Wisconsin

Watertown Water Department

Public Fire Protection Service

Public fire protection service shall include the use of hydrants for fire protection service only and such quantities of water as may be demanded for the purpose of extinguishing fires within the service area. This service shall also include water used for testing equipment and training personnel. For all other purposes, the metered or other rates set forth, or as may be filed with the Public Service Commission shall apply.

Under Wis. Stat. § 196.03(3)(b), the municipality has chosen to have the utility bill the retail general service customers for public fire protection service.

Monthly Public Fire Protection Service Charges:

5/8 - inch meter:	\$ 11.60	3 - inch meter:	\$ 176.20
3/4 - inch meter:	\$ 11.60	4 - inch meter:	\$ 291.20
1 - inch meter:	\$ 29.60	6 - inch meter:	\$ 582.00
1 1/4 - inch meter:	\$ 43.40	8 - inch meter:	\$ 932.00
1 1/2 - inch meter:	\$ 59.40	10 - inch meter:	\$ 1,397.00
2 - inch meter:	\$ 94.40	12 - inch meter:	\$ 1,863.00

Customers who are provided service under Schedules Mg-1, Ug-1 or Sg-1 shall also be subject to the charges in this schedule according to the size of their primary meter. Customers who are provided service under Schedule Am-1 are exempt from these charges for any additional meters.

Under Wis. Stat. § 196.03(3)(b), the City of Watertown has elected to make the charges in this schedule applicable to non-general service customers who own property that is located both within the municipal limits and in an area where the utility has an obligation to provide water for public fire protection. Each parcel shall be billed at the 5/8-inch meter rate under this schedule.

Billing: Same as Schedule Mg-1.

RATE FILE

Sheet No. _____

Section 4, Item C.

Schedule No. Upf-1

Amendment No. 45

Public Service Commission of Wisconsin

Watertown Water Department

Private Fire Protection Service - Unmetered

This service shall consist of permanent or continuous unmetered connections to the main for the purpose of supplying water to private fire protection systems such as automatic sprinkler systems, standpipes, and private hydrants. This service shall also include reasonable quantities of water used for testing check valves and other backflow prevention devices.

Monthly Private Fire Protection Service Demand Charges:

2 - inch or smaller connection:	\$	10.00
3 - inch connection:	\$	19.00
4 - inch connection:	\$	32.00
6 - inch connection:	\$	64.00
8 - inch connection:	\$	99.00
10 - inch connection:	\$	154.00
12 - inch connection:	\$	207.00
14 - inch connection:	\$	259.00
16 - inch connection:	\$	308.00

Billing: Same as Schedule Mg-1.

RATE FILE

Sheet No. _____

Section 4, Item C.

Schedule No. Mg-1

Amendment No. 45

Public Service Commission of Wisconsin

Watertown Water Department

General Service - Metered

Monthly Service Charges:

5/8 - inch meter:	\$ 9.00	3 - inch meter:	\$ 60.00
3/4 - inch meter:	\$ 9.00	4 - inch meter:	\$ 90.00
1 - inch meter:	\$ 14.00	6 - inch meter:	\$ 165.00
1 1/4 - inch meter:	\$ 19.00	8 - inch meter:	\$ 220.00
1 1/2 - inch meter:	\$ 24.00	10 - inch meter:	\$ 320.00
2 - inch meter:	\$ 35.00	12 - inch meter:	\$ 420.00

Plus Volume Charges:

First	11,968	gallons used each month:	\$5.88 per 1,000 gallons
Next	486,200	gallons used each month:	\$5.17 per 1,000 gallons
Over	498,168	gallons used each month:	\$4.53 per 1,000 gallons

or

First	1,600	cubic feet used each month:	\$4.40 per 100 cubic feet
Next	65,000	cubic feet used each month:	\$3.87 per 100 cubic feet
Over	66,600	cubic feet used each month:	\$3.39 per 100 cubic feet

Billing: Bills for water service are rendered monthly and become due and payable upon issuance following the period for which service is rendered. A late payment charge of 1 percent per month will be added to bills not paid within 20 days of issuance. This late payment charge will be applied to the total unpaid balance for utility service, including unpaid late payment charges. The late payment charge is applicable to all customers. The utility customer may be given a written notice that the bill is overdue no sooner than 20 days after the bill is issued. Unless payment or satisfactory arrangement for payment is made within the next 10 days, service may be disconnected pursuant to Wis. Adm. Code ch. PSC 185.

Combined Metering: Volumetric meter readings will be combined for billing if the utility for its own convenience places more than one meter on a single water service lateral. Multiple meters placed for the purpose of identifying water not discharged into the sanitary sewer are not considered for utility convenience and shall not be combined for billing. This requirement does not preclude the utility from combining readings when metering configurations support such an approach. Meter readings from individually metered separate service laterals shall not be combined for billing purposes.

RATE FILE

Sheet No. _____

Section 4, Item C.

Schedule No. Am-1

Amendment No. 45

Public Service Commission of Wisconsin

Watertown Water Department

Additional Meter Rental Charge

Upon request, the utility shall furnish and install additional meters to:

- A. Water service customers for the purpose of measuring the volume of water used that is not discharged into the sanitary sewer system; and
- B. Sewerage service customers who are not customers of the water utility for the purpose of determining the volume of sewage that is discharged into the sanitary sewer system.

The utility shall charge a meter installation charge of \$60.00 and a monthly rental fee for the use of this additional meter.

Monthly Additional Meter Rental Charges:

5/8 - inch meter:	\$	4.50
3/4 - inch meter:	\$	4.50
1 - inch meter:	\$	7.00
1 1/4 - inch meter:	\$	9.50
1 1/2 - inch meter:	\$	12.00
2 - inch meter:	\$	17.50

This schedule applies only if the additional meter is installed on the same service lateral as the primary meter and either:

- A. The additional meter is 3/4-inch or smaller if the metering configuration is the Addition Method; or
- B. The additional meter is 2-inch or smaller for all other metering configurations.

If the additional meter is larger than 2-inch or larger than 3/4-inch and installed in the Addition Method, each meter shall be treated as a separate account and Schedule Mg-1 rates shall apply.

Billing: Same as Schedule Mg-1.

RATE FILE

Sheet No.

Section 4, Item C.

Schedule No. OC-1

Amendment No. 45

Public Service Commission of Wisconsin

Watertown Water Department

Other Charges

Payment Not Honored by Financial Institution Charge: The utility shall assess a \$17.50 charge when a payment rendered for utility service is not honored by the customer's financial institution. This charge may not be in addition to, but may be inclusive of, other such charges when the payment was for multiple services.

Special Billing Charge: The utility shall assess a \$30.00 charge to the requestor to cover administrative expenses whenever an existing customer or the property owner requests a special billing outside of the normal utility billing. This charge may not be assessed to a new customer.

Special Meter Reading Charge: The utility shall assess a \$30.00 charge to the requestor whenever an existing customer or the property owner requests a special meter reading by utility personnel on a date other than the regularly scheduled meter reading. This charge may not be assessed if the customer or the property owner provides the meter reading. This charge may not be assessed to a new customer.

Missed Appointment Charge: The utility shall assess a missed appointment charge when a customer, without providing reasonable cancellation notice, fails to be present at the customer's location for an appointment scheduled with utility personnel. The utility may not apply the charge for the first such missed appointment during normal business hours. The utility shall apply the charge for the first such missed appointment after normal business hours.

During normal business hours:	\$40.00
After normal business hours:	\$60.00

Real Estate Closing Account Charge: The utility shall assess a \$15.00 charge whenever a customer or the customer's agent requests written documentation from the utility of the customer's account status in connection with a real estate closing.

Billing: Same as Schedule Mg-1.

RATE FILE

Sheet No. _____

Section 4, Item C.

Schedule No. Mpa-1

Amendment No. 45

Public Service Commission of Wisconsin

Watertown Water Department

Public Service

Metered Service

Water used by the City of Watertown on an intermittent basis for flushing sewers, street washing, flooding skating rinks, drinking fountains, etc., shall be metered and billed according to the rates set forth in Schedule Mg-1.

Unmetered Service

Where it is impossible to meter the service, the utility shall estimate the volume of water used based on the pressure, size of opening, and the period of time the water is used. The estimated quantity shall be billed at the volumetric rates set forth in Schedule Mg-1, excluding any service charges.

Billing: Same as Schedule Mg-1.

RATE FILE

Sheet No. _____

Section 4, Item C.

Schedule No. Ug-1

Amendment No. 45

Public Service Commission of Wisconsin

Watertown Water Department

General Water Service - Unmetered

Service may be supplied temporarily on an unmetered basis where the utility cannot immediately install a water meter, including water used for construction. Unmetered service shall be billed the amount that would be charged to a metered residential customer using 3,000 gallons (or 400 cubic feet) of water monthly under Schedule Mg-1, including the service charge for a $\frac{5}{8}$ -inch meter. If the utility determines that actual usage exceeds 3,000 gallons (or 400 cubic feet) of water monthly, an additional charge for the estimated excess usage shall be made according to the rates under Schedule Mg-1.

This schedule applies only to customers with a 1-inch or smaller service connection. For customers with a larger service connection, the utility shall install a temporary meter and charges shall be based on the rates set forth under Schedule Mg-1.

Billing: Same as Schedule Mg-1.

RATE FILE

Sheet No. _____

Section 4, Item C.

Schedule No. Sg-1

Amendment No. 45

Public Service Commission of Wisconsin

Watertown Water Department

Seasonal Service

Seasonal customers are general service customers who voluntarily request disconnection of water service and who resume service at the same location within 12 months of the disconnection, unless service has been provided to another customer at that location in the intervening period. The utility shall bill seasonal customers the applicable service charges under Schedule Mg-1 year-round, including the period of temporary disconnection.

Seasonal service shall include customers taking service under Schedule Mg-1, Schedule Ug-1, or Schedule Am-1.

Upon reconnection, the utility shall apply a charge under Schedule R-1 and require payment of any unpaid charges under this schedule.

Billing: Same as Schedule Mg-1, unless the utility and customer agree to an alternative payment schedule for the period of voluntary disconnection.

Public Service Commission of Wisconsin

Watertown Water Department

Bulk Water

All bulk water supplied from the water system through hydrants or other connections shall be metered or estimated by the utility. Utility personnel or a party approved by the utility shall supervise the delivery of water.

Bulk water sales are:

- A. Water supplied by tank trucks or from hydrants for the purpose of extinguishing fires outside the utility's service area;
- B. Water supplied by tank trucks or from hydrants for purposes other than extinguishing fires, such as water used for irrigation or filling swimming pools; or,
- C. Water supplied from hydrants or other temporary connections for general service type applications, except that Schedule Ug-1 applies for water supplied for construction purposes.

A service charge of \$60.00 and a charge for the volume of water used shall be billed to the party using the water. The volumetric charge shall be calculated using the highest volumetric rate for residential customers under Schedule Mg-1. In addition, for meters that are assigned to bulk water customers for more than 7 days, the applicable service charge in Schedule Mg-1 will apply after the first 7 days.

The water utility may require a reasonable deposit for the temporary use of its equipment under this and other rate schedules. The deposit(s) collected shall be refunded upon return of the utility's equipment. Damaged or lost equipment shall be repaired or replaced at the customer's expense.

Billing: Same as Schedule Mg-1.

RATE FILE

Sheet No. _____

Section 4, Item C.

Schedule No. R-1

Amendment No. 45

Public Service Commission of Wisconsin

Watertown Water Department

Reconnection Charges

The utility shall assess a charge to reconnect a customer, which includes reinstalling a meter and turning on the valve at the curb stop, if necessary. A utility may not assess a charge for disconnecting a customer.

During normal business hours: \$60.00

After normal business hours: \$75.00

Billing: Same as Schedule Mg-1.

RATE FILE

Sheet No. _____

Section 4, Item C.

Schedule No. Cz-1 _____

Amendment No. 45 _____

Public Service Commission of Wisconsin

Watertown Water Department

Water Lateral Installation Charge

The utility shall charge a customer for the actual cost of installing a water service lateral from the main through curb stop and box if these costs are not contributed as part of a subdivision development or otherwise recovered under Wis. Stats. Chapter 66.

Billing: Same as Schedule Mg-1.

Public Service Commission of Wisconsin

Watertown Water Department

Financial Assistance for Replacement of Customer-Side Service Lines Containing Lead (LSLs)

The Utility has established a financial assistance program to assist property owners with the costs associated with the removal and replacement of customer-side service lines containing lead (LSLs) connected to the Utility's water distribution system. For purposes of the financial assistance program, the customer-side service line is from the curb stop to the property's water meter.

A. Utility Inspection and Inventory

In order to implement the financial assistance program, the Utility may request that the property owner permit an authorized Utility employee or representative reasonable access to the property in order to inspect and determine or confirm the customer-side service line's construction material.

B. LSL Replacement in Conjunction with Utility-Side Replacement

In the event the Utility has planned replacement of the Utility-side line or water main containing lead, the LSL connected to the Utility's distribution system must be replaced at the same time.

At least 45 days prior to the scheduled date of the Utility-side replacement, the Utility shall notify the property owner in writing of the scheduled date of the replacement. The property owner must schedule replacement of the LSL within 30 days of receiving the 45-day notice from the Utility. The LSL replacement must coincide with the Utility's replacement of the Utility's line or water main containing lead.

C. LSL Replacement Without Utility-Side Replacement

If the Utility identifies that a customer-side service line contains lead, the Utility shall notify the property owner that the customer-side service line contains lead and must be replaced. Unless the Utility grants an extension, the property owner must replace the LSL within 36 months of notification.

Public Service Commission of Wisconsin

Watertown Water Department

Financial Assistance for Replacement of Customer-Side Service Lines Containing Lead (LSLs)

D. LSL Replacement – Financial Assistance Program

The Utility shall make financial assistance available to all property owners who have an LSL. The Utility will make financial assistance available to such property owners in the form of a grant by covering up to 50% of the costs associated with the replacement of a LSL if done in conjunction with an identified Utility project. The maximum grant amount shall not exceed \$5,000. The Utility may make additional financial assistance available in the form of a loan for up to another 50% of the replacement costs. In order to receive financial assistance, a property owner must submit Utility Program Specific Requirements.

E. Loan Agreement and Process

Upon request, the Utility will provide financial assistance to the property owner in the form of a loan for up to 50% of the LSL replacement costs. Loans are only available upon completion of the LSL replacement and meeting all other Utility program specific requirements. The property owner may make a loan request by submitting an application for assistance to the Utility within 30 days of the completion of the LSL replacement.

F. Loan Agreement Term and Repayment

The term of the loan will include a 10-year repayment period with an interest charge of 2.5 percent. The loan will be repaid in equal installments invoiced to the property owner, annually. Loan repayments that are past due may be placed on the property tax roll as provided in Section 66.0809, Wisconsin Statutes. The Utility shall not forgive the amount loaned to a property owner.

Public Service Commission of Wisconsin

Watertown Water Department

Financial Assistance for Replacement of Customer-Side Service Lines Containing Lead (LSLs) and Disconnection

The Utility may disconnect water service in accordance with Schedule X-1 and Wis. Admin. Code § PSC 185.37 when one of the following occurs:

A. Failure to Provide Access to Inventory Customer-Side Service Line

If the property owner does not provide the requested reasonable access for inspections to determine or confirm the customer-side service line's construction material as described in Schedule LSL-1, the Utility may proceed to disconnect water service following the notification and disconnection procedures set forth in the Utility's tariffs and Wis. Admin. Code § PSC 185.37. Reconnection charges shall apply.

B. Failure to Replace LSL When Required as Part of a Utility Replacement

If the property owner does not replace the LSL, or any necessary and reasonable agreement with the customer is not in place as described in Schedule LSL-1, the Utility may refuse to reconnect the property owner's water service or may proceed to disconnect water service following the notification and disconnection procedures set forth in Schedule X-1 and Wis. Admin. Code § PSC 185.37. Reconnection charges shall apply.

C. Failure to Replace LSL When Not Required as Part of a Utility Replacement

If the property owner does not replace the LSL by the date specified by the Utility pursuant to Schedule LSL-1, the Utility may proceed to disconnect water service following the notification and disconnection procedures set forth in Schedule X-1 and Wis. Admin. Code § PSC 185.37. Reconnection charges shall apply.

Watertown Water Department

Water Utility Operating Rules

Compliance with Rules

All persons now receiving water service from this water utility, or who may request service in the future, shall be considered as having agreed to be bound by the rules and regulations as filed with the Public Service Commission of Wisconsin.

Establishment of Service

Application for water service may be made in writing on a form furnished by the water utility. The application will contain the legal description of the property to be served, the name of the owner, the exact use to be made of the service, and the size of the service lateral and meter desired. Note particularly any special refrigeration, fire protection, or water-consuming air-conditioning equipment.

Service will be furnished only if (1) the premises have a frontage on a properly platted street or public strip in which a cast iron or other long-life water main has been laid, or where the property owner has agreed to and complied with the provisions of the water utility's filed main extension rule, (2) the property owner has installed or agrees to install a service lateral from the curb stop to the point of use that is not less than 6 feet below the surface of an established or proposed grade and meets the water utility's specifications, and (3) the premises have adequate piping beyond the metering point.

The owner of a multi-unit dwelling has the option of being served by individual metered water service to each unit. The owner, by selecting this option, is required to provide interior plumbing and meter settings to enable individual metered service to each unit and individual disconnection without affecting service to other units. Each meter and meter connection will be treated as a separate water utility account for the purpose of the filed rules and regulations.

No division of the water service lateral to any lot or parcel of land shall be made for the extension and independent metering of the supply to an adjoining lot or parcel of land. Except for duplexes, no division of a water service lateral shall be made at the curb for separate supplies for two or more separate premises having frontage on any street or public service strip, whether owned by the same or different parties. Duplexes may be served by one lateral provided (1) individual metered service and disconnection is provided and (2) it is permitted by local ordinance.

Buildings used in the same business, located on the same parcel, and served by a single lateral may have the customer's water supply piping installed to a central point so that volume can be metered in one place.

The water utility may withhold approval of any application where full information of the purpose of such supply is not clearly indicated and set forth by the applicant property owner.

Public Service Commission of Wisconsin

Watertown Water Department

Water Utility Operating Rules

Reconnection of Service

Where the water utility has disconnected service at the customer's request, a reconnection charge shall be made when the customer requests reconnection of service. See Schedule R-1 for the applicable rate.

A reconnection charge shall also be required from customers whose services are disconnected (shut off at curb stop box) because of nonpayment of bills when due. See Schedule R-1 for the applicable rate.

If reconnection is requested for the same location by any member of the same household, or, if a place of business, by any partner of the same business, it shall be considered as the same customer.

Temporary Metered Service, Meter, and Deposits

An applicant for temporary water service on a metered basis shall make and maintain a monetary deposit for each meter installed as security for payment for use of water and for such other charges which may arise from the use of the supply. A charge shall be made for setting the valve and furnishing and setting the meter. See Schedule BW-1 for the applicable rate.

Water for Construction

When water is requested for construction purposes or for filling tanks or other such uses, an application shall be made to the water utility, in writing, giving a statement of the amount of construction work to be done or the size of the tank to be filled, etc. Payment for the water for construction may be required in advance at the scheduled rates. The service lateral must be installed into the building before water can be used. No connection with the service lateral at the curb shall be made without special permission from the water utility. In no case will any employee of the water utility turn on water for construction work unless the contractor has obtained permission from the water utility.

Customers shall not allow contractors, masons, or other persons to take unmetered water from their premises without permission from the water utility. Any customer failing to comply with this provision may have water service discontinued and will be responsible for the cost of the estimated volume of water used.

Public Service Commission of Wisconsin

Watertown Water Department

Water Utility Operating Rules

Use of Hydrants

In cases where no other supply is available, permission may be granted by the water utility to use a hydrant. No hydrant shall be used until the proper meter and valve are installed. In no case shall any valve be installed or moved except by an employee of the water utility.

Before a valve is set, payment must be made for its setting and for the water to be used at the scheduled rates. Where applicable, see Schedule BW-1 for deposits and charges. Upon completing the use of the hydrant, the customer must notify the water utility to that effect.

Operation of Valves and Hydrants and Unauthorized Use of Water - Penalty

Any person who shall, without authority of the water utility, allow contractors, masons, or other unauthorized persons to take water from their premises, operate any valve connected with the street or supply mains, or open any fire hydrant connected with the distribution system, except for the purpose of extinguishing fire, or who shall wantonly damage or impair the same, shall be subject to a fine as provided by municipal ordinance. Utility permission for the use of hydrants applies only to such hydrants that are designated for the specific use.

Refunds of Monetary Deposits

All money deposited as security for payment of charges arising from the use of temporary water service on a metered basis, or for the return of a hydrant valve and fixtures if the water is used on an unmetered basis, will be refunded to the depositor on the termination of the use of water, the payment of all charges levied against the depositor, and the return of the water utility's equipment.

Service Laterals

No water service lateral shall be laid through any trench having cinders, rubbish, rock or gravel fill, or any other material which may cause injury to or disintegration of the service lateral, unless adequate means of protection are provided by sand filling or such other insulation as may be approved by the water utility. Service laterals passing through curb or retaining walls shall be adequately safeguarded by provision of a channel space or pipe casing not less than twice the diameter of the service connection. The space between the service lateral and the channel or pipe casing shall be filled and lightly caulked with an oakum, mastic cement, or other resilient material and made impervious to moisture.

In backfilling the pipe trench, the service lateral must be protected against injury by carefully hand tamping the ground filling around the pipe. There should be at least 6 inches of ground filling over the pipe, and it should be free from hard lumps, rocks, stones, or other injurious material.

Watertown Water Department

Water Utility Operating Rules

Service Laterals (continued)

All water service laterals shall be of undiminished size from the street main into the point of meter placement. Beyond the meter outlet valve, the piping shall be sized and proportioned to provide, on all floors, at all times, an equitable distribution of the water supply for the greatest probable number of fixtures or appliances operating simultaneously.

Replacement and Repair of Service Laterals

The service lateral from the main to and through the curb stop will be maintained and kept in repair and, when worn out, replaced at the expense of the water utility. The property owner shall maintain the service lateral from the curb stop to the point of use.

If an owner fails to repair a leaking or broken service lateral from the curb to the point of metering or use within such time as may appear reasonable to the water utility after notification has been served on the owner by the water utility, the water will be shut off and will not be turned on again until the repairs have been completed.

Abandonment of Service

If a property owner changes the use of a property currently receiving water service such that water service will no longer be needed in the future, the water utility may require the abandonment of the water service at the water main. In such case, the property owner may be responsible for all removal and/or repair costs, including the water main and the utility portion of the water service lateral.

Charges for Water Wasted Due to Leaks

See Wis. Admin. Code § PSC 185.35 or Schedule X-4, if applicable.

Thawing Frozen Service Laterals

See Wis. Admin. Code § PSC 185.88 or Schedule X-4, if applicable.

Curb Stop Boxes

The curb stop box is the property of the water utility. The water utility is responsible for its repair and maintenance. This includes maintaining, through adjustment, the curb stop box at an appropriate grade level where no direct action by the property owner or occupant has contributed to an elevation problem. The property owner is responsible for protecting the curb stop box from situations that could obstruct access to it or unduly expose it to harm. The water utility shall not be liable for failure to locate the curb stop box and shut off the water in case of a leak on the owner's premises.

Public Service Commission of Wisconsin

Watertown Water Department

Water Utility Operating Rules

Installation of Meters

Meters will be owned, furnished, and installed by the water utility or a utility-approved contractor and are not to be disconnected or tampered with by the customer. All meters shall be so located that they shall be protected from obstructions and permit ready access for reading, inspection, and servicing, such location to be designated or approved by the water utility. All piping within the building must be supplied by the owner. Where additional meters are desired by the owner, the owner shall pay for all piping. Where applicable, see Schedule Am-1 for rates.

Repairs to Meters

Meters will be repaired by the water utility, and the cost of such repairs caused by ordinary wear and tear will be borne by the water utility.

Repair of any damage to a meter resulting from the carelessness of the owner of the premises, owner's agent, or tenant, or from the negligence of any one of them to properly secure and protect same, including any damage that may result from allowing a water meter to become frozen or to be damaged from the presence of hot water or steam in the meter, shall be paid for by the customer or the owner of the premises.

Service Piping for Meter Settings

Where the original service piping is installed for a new metered customer, where existing service piping is changed for the customer's convenience, or where a new meter is installed for an existing unmetered customer, the owner of the premises at his/her expense shall provide a suitable location and the proper connections for the meter. The meter setting and associated plumbing shall comply with the water utility's standards. The water utility should be consulted as to the type and size of the meter setting.

Turning on Water

The water may only be turned on for a customer by an authorized employee of the water utility. Plumbers may turn the water on to test their work, but upon completion must leave the water turned off.

Sprinkling Restrictions and Emergency Water Conditions

Where the municipality has a policy regarding sprinkling restrictions and/or emergency water conditions, failure to comply with such may result in disconnection of service.

See Wis. Admin. Code § PSC 185.37.

Public Service Commission of Wisconsin**Watertown Water Department****Water Utility Operating Rules**Failure to Read Meters

Where the water utility is unable to read a meter, the fact will be plainly indicated on the bill, and either an estimated bill will be computed or the minimum charge applied. The difference shall be adjusted when the meter is again read, that is, the bill for the succeeding billing period will be computed with the gallons or cubic feet in each block of the rate schedule doubled, and credit will be given on that bill for the amount of the bill paid the preceding period. Only in unusual cases shall more than three consecutive estimated or minimum bills be rendered.

If the meter is damaged (see Surreptitious Use of Water) or fails to operate, the bill will be based on the average use during the past year, unless there is some reason why the use is not normal. If the average use cannot be properly determined, the bill will be estimated by some equitable method.

See Wis. Admin. Code § PSC 185.33.

Complaint Meter Tests

See Wis. Admin. Code § PSC 185.77.

Inspection of Premises

During reasonable hours, any officer or authorized employee of the water utility shall have the right of access to the premises supplied with service for the purpose of inspection or for the enforcement of the water utility's rules and regulations. Whenever appropriate, the water utility will make a systematic inspection of all unmetered water taps for the purpose of checking waste and unnecessary use of water.

See Wis. Stat. § 196.171.

Vacation of Premises

When premises are to be vacated, the water utility shall be notified, in writing, at once, so that it may remove the meter and shut off the water supply at the curb stop. The owner of the premises shall be liable for prosecution for any damage to the water utility's property. See "Abandonment of Service" in Schedule X-1 for further information.

Deposits for Residential Service

See Wis. Admin. Code § PSC 185.36.

Public Service Commission of Wisconsin

Watertown Water Department

Water Utility Operating Rules

Deposits for Nonresidential Service

See Wis. Admin. Code § PSC 185.361.

Deferred Payment Agreement

See Wis. Admin. Code § PSC 185.38 or Schedule X-4, if applicable.

Dispute Procedures

See Wis. Admin. Code § PSC 185.39.

Disconnection and Refusal of Service

See Wis. Admin. Code § PSC 185.37.

The following is an example of a disconnection notice that the utility may use to provide the required notice to customers.

DISCONNECTION NOTICE

Dear Customer:

The bill enclosed with this notice includes your current charge for water utility service and your previous unpaid balance.

You have 10 days to pay the water utility service arrears or your service is subject to disconnection.

If you fail to pay the service arrears or fail to contact us within the 10 days allowed to make reasonable deferred payment arrangement or other suitable arrangement, we will proceed with disconnection action.

To avoid the inconvenience of service interruption and an additional charge of (amount) for reconnection, we urge you to pay the full arrears IMMEDIATELY AT ONE OF OUR OFFICES.

If you have entered into a Deferred Payment Agreement with us and have failed to make the deferred payments you agreed to, your service will be subject to disconnection unless you pay the entire amount due within 10 days.

If you have a reason for delaying the payment, call us and explain the situation.

Public Service Commission of Wisconsin**Watertown Water Department****Water Utility Operating Rules**Disconnection and Refusal of Service (continued)DISCONNECTION NOTICE (continued)

PLEASE CALL THIS TELEPHONE NUMBER, (telephone number), IMMEDIATELY IF:

1. You dispute the notice of delinquent account.
2. You have a question about your water utility service arrears.
3. You are unable to pay the full amount of the bill and are willing to enter into a deferred payment agreement with us.
4. There are any circumstances you think should be taken into consideration before service is discontinued.
5. Any resident is seriously ill.

Illness Provision: If there is an existing medical emergency in your home and you furnish the water utility with a statement signed by either a licensed Wisconsin physician or a public health official, we will delay disconnection of service up to 21 days. The statement must identify the medical emergency and specify the period of time during which disconnection will aggravate the existing emergency.

Deferred Payment Agreements: If you are a residential customer and you are unable to pay the full amount of the water utility service arrears on your bill, you may contact the water utility to discuss arrangements to pay the arrears over an extended period of time.

This time payment agreement will require:

1. Payment of a reasonable amount at the time the agreement is made.
2. Payment of the remainder of the outstanding balance in monthly installments over a reasonable length of time.
3. Payment of all future water utility service bills in full by the due date.

In any situation where you are unable to resolve billing disputes or disputes about the grounds for proposed disconnection through contacts with our water utility, you may make an appeal to the Public Service Commission of Wisconsin by calling (800) 225-7729.

(WATER UTILITY NAME)

EFFECTIVE: =TBD=

PSCW AUTHORIZATION: 6230-WR-111

Public Service Commission of Wisconsin**Watertown Water Department****Water Utility Operating Rules**Collection of Overdue Bills

An amount owed by the customer may be levied as a tax as provided in Wis. Stat. § 66.0809.

Surreptitious Use of Water

When the water utility has reasonable evidence that a person is obtaining water, in whole or in part, by means of devices or methods used to stop or interfere with the proper metering of the water utility service being delivered, the water utility reserves the right to estimate and present immediately a bill for unmetered service as a result of such interference, and such bill shall be payable subject to a 24-hour disconnection of service. If the water utility disconnects the service for any such reason, the water utility will reconnect the service upon the following conditions:

- A. The customer will be required to deposit with the water utility an amount sufficient to guarantee the payment of the bills for water utility service.
- B. The customer will be required to pay the water utility for any and all damages to water utility equipment resulting from such interference with the metering.
- C. The customer must further agree to comply with reasonable requirements to protect the water utility against further losses.

See Wis. Stat. §§ 98.26 and 943.20.

Repairs to Mains

The water utility reserves the right to shut off the water supply in the mains temporarily to make repairs, alterations, or additions to the plant or system. When the circumstances will permit, the water utility will give notification, by newspaper publication or otherwise, of the discontinuance of the water supply. No credit will be allowed to customers for such temporary suspension of the water supply.

See Wis. Admin. Code § PSC 185.87.

Duty of Water Utility with Respect to Safety of the Public

It shall be the duty of the water utility to see that all open ditches for water mains, hydrants, and service laterals are properly guarded to prevent accident to any person or vehicle, and at night there shall be displayed proper signal lighting to ensure the safety of the public.

Public Service Commission of Wisconsin

Watertown Water Department

Water Utility Operating RulesHandling Water Mains and Service Laterals in Excavation Trenches

Contractors must call Digger's Hotline and ensure a location is done to establish the existence and location of all water mains and service laterals as provided in Wis. Stat. § 182.0175. Where water mains or service laterals have been removed, cut, or damaged during trench excavation, the contractors must, at their own expense, cause them to be replaced or repaired at once. Contractors must not shut off the water service laterals to any customer for a period exceeding 6 hours.

Protective Devices

- A. Protective Devices in General: The owner or occupant of every premise receiving water supply shall apply and maintain suitable means of protection of the premise supply and all appliances against damage arising in any manner from the use of the water supply, variation of water pressure, or any interruption of water supply. Particularly, such owner or occupant must protect water-cooled compressors for refrigeration systems by means of high and/or low pressure safety cutout devices. There shall likewise be provided means for the prevention of the transmission of water ram or noise of operation of any valve or appliance through the piping of their own or adjacent premises.
- B. Relief Valves: On all "closed systems" (i.e., systems having a check valve, pressure regulator, reducing valve, water filter, or softener), an effective pressure relief valve shall be installed at or near the top of the hot water tank or at the hot water distribution pipe connection to the tank. No stop valve shall be placed between the hot water tank and the relief valve or on the drain pipe. See applicable plumbing codes.
- C. Air Chambers: An air chamber or approved shock absorber shall be installed at the terminus of each riser, fixture branch, or hydraulic elevator main for the prevention of undue water hammer. The air chamber shall be sized in conformance with local plumbing codes. Where possible, the air chamber should be provided at its base with a valve for water drainage and replenishment of air.

Cross-Connections

Every person owning or occupying a premise receiving municipal water supply shall maintain such municipal water supply free from any connection, either of a direct or of an indirect nature, with a water supply from a foreign source or of any manner of connection with any fixture or appliance whereby water from a foreign supply or the waste from any fixture, appliance, or waste or soil pipe may flow or be siphoned or pumped into the piping of the municipal water system.

See Wis. Admin. Code § NR 811.06.

Public Service Commission of Wisconsin**Watertown Water Department****Water Main Extension Rule**

Water mains will be extended for new customers on the following basis:

- A. Where the cost of the extension is to immediately be collected through assessment by the municipality against the abutting property, the procedure set forth under Wis. Stat. § 66.0703 will apply, and no additional customer contribution to the utility will be required.
- B. Where the municipality is unwilling or unable to make a special assessment, the extension will be made on a customer-financed basis as follows:
 - 1. The applicant(s) will advance as a contribution in aid of construction the total amount equivalent to that which would have been assessed for all property under paragraph A.
 - 2. Part of the contribution required in paragraph B.1. will be refundable. When additional customers are connected to the extended main within 10 years of the date of completion, contributions in aid of construction will be collected equal to the amount which would have been assessed under paragraph A. for the abutting property being served. This amount will be refunded to the original contributor(s). In no case will the contributions received from additional customers exceed the proportionate amount which would have been required under paragraph A., nor will it exceed the total assessable cost of the original extension.
- C. When a customer connects to a transmission main or connecting loop installed at utility expense within 10 years of the date of completion, there will be a contribution required of an amount equivalent to that which would have been assessed under paragraph A.

RATE FILE

Sheet No. _____

Section 4, Item C.

Schedule No. X-3

Amendment No. 45

Public Service Commission of Wisconsin

Watertown Water Department

Water Main Installations in Platted Subdivisions

Application for installation of water mains in regularly platted real estate development subdivisions shall be filed with the utility.

If the developer, or a contractor employed by the developer, is to install the water mains (with the approval of the utility), the developer shall be responsible for the total cost of construction.

If the utility or its contractor is to install the water mains, the developer shall be required to advance to the utility, prior to the beginning of the construction, the total estimated cost of the extension. If the final costs exceed estimated costs, an additional billing will be made for the balance of the cost due. This balance is to be paid within 30 days. If final costs are less than estimated, a refund of the overpayment will be made by the water utility.

Public Service Commission of Wisconsin**Watertown Water Department****Water Customer Supplemental Rules**Compliance with Rules

All persons now receiving water service from this water utility, or who may request service in the future, shall be considered as having agreed to be bound by the rules and regulations as filed with the Public Service Commission of Wisconsin.

Thawing Frozen Service Laterals

See Wis. Admin. Code § PSC 185.88.

Deferred Payment Agreement

The utility shall offer deferred payment agreements to residential accounts and may offer such agreements to other customers. However, the utility will not offer a deferred payment agreement to a residential customer who is a tenant if any of the following criteria applies:

- The tenant has defaulted on a deferred payment agreement in the past 12 months. This criterion only applies to deferred payment agreements and not to other types of payment extensions or agreements.

Docket 6230-WR-111

Appendix D

Watertown Water Department
Customer Water Bill Comparison at Present and Authorized Rates

Customer Type	Meter Size	Volume (100 Cubic Feet)	<u>Monthly</u>			<u>Monthly Including Public Fire Protection</u>		
			Bills at Old Rates	Bills at New Rates	Percent Change	Bills at Old Rates	Bills at New Rates	Percent Change
Small Residential	5/8"	2	\$ 16.00	\$ 17.80	11.25%	\$ 24.60	\$ 29.40	19.51%
Average Residential	5/8"	4	\$ 23.60	\$ 26.60	12.71%	\$ 32.20	\$ 38.20	18.63%
Large Residential	5/8"	10	\$ 46.40	\$ 53.00	14.22%	\$ 55.00	\$ 64.60	17.45%
Large Residential	5/8"	20	\$ 83.80	\$ 94.88	13.22%	\$ 92.40	\$ 106.48	15.24%
Large Residential	5/8"	40	\$ 156.80	\$ 172.28	9.87%	\$ 165.40	\$ 183.88	11.17%
Multifamily Residential	2"	205	\$ 785.65	\$ 836.83	6.51%	\$ 855.65	\$ 931.23	8.83%
Multifamily Residential	3"	140	\$ 573.40	\$ 610.28	6.43%	\$ 703.40	\$ 786.48	11.81%
Multifamily Residential	3"	180	\$ 719.40	\$ 765.08	6.35%	\$ 849.40	\$ 941.28	10.82%
Multifamily Residential	3"	215	\$ 847.15	\$ 900.53	6.30%	\$ 977.15	\$ 1,076.73	10.19%
Commercial	3"	460	\$ 1,741.40	\$ 1,848.68	6.16%	\$ 1,871.40	\$ 2,024.88	8.20%
Commercial	4"	310	\$ 1,223.90	\$ 1,298.18	6.07%	\$ 1,438.90	\$ 1,589.38	10.46%
Commercial	4"	780	\$ 2,888.10	\$ 3,062.36	6.03%	\$ 3,103.10	\$ 3,353.56	8.07%
Commercial	6"	1,765	\$ 6,115.10	\$ 6,476.51	5.91%	\$ 6,546.10	\$ 7,058.51	7.83%
Industrial	3"	960	\$ 3,434.10	\$ 3,642.56	6.07%	\$ 3,564.10	\$ 3,818.76	7.15%
Industrial	3"	2,190	\$ 7,370.10	\$ 7,812.26	6.00%	\$ 7,500.10	\$ 7,988.46	6.51%
Industrial	3"	24,145	\$77,626.10	\$82,239.71	5.94%	\$77,756.10	\$82,415.91	5.99%
Industrial	4"	7,775	\$25,272.10	\$26,775.41	5.95%	\$25,487.10	\$27,066.61	6.20%
Public Authority	3"	870	\$ 3,146.10	\$ 3,337.46	6.08%	\$ 3,276.10	\$ 3,513.66	7.25%
Public Authority	3"	1,585	\$ 5,434.10	\$ 5,761.31	6.02%	\$ 5,564.10	\$ 5,937.51	6.71%
Public Authority	4"	360	\$ 1,406.40	\$ 1,491.68	6.06%	\$ 1,621.40	\$ 1,782.88	9.96%
Public Authority	6"	1,670	\$ 5,811.10	\$ 6,154.46	5.91%	\$ 6,242.10	\$ 6,736.46	7.92%

Docket 6230-WR-111

Appendix E

**Watertown Water Department
Schedule of Water Depreciation Rates
Effective January 1, 2025**

Account Number	Account Title	Depreciation Rate
	<u>Source of Supply Plant</u>	
311	Structures and Improvements	3.20%
314	Wells and Springs	2.90%
316	Supply Mains	1.80%
	<u>Pumping Plant</u>	
321	Structures and Improvements	3.20%
323	Other Power Production Equipment	4.40%
325	Electric Pumping Equipment	4.40%
328	Other Pumping Equipment	4.40%
	<u>Water Treatment Plant</u>	
331	Structures and Improvements	3.20%
332	Sand or Other Media Filtration Equipment	3.30%
334	Other Water Treatment Equipment	6.00%
	<u>Transmission and Distribution Plant</u>	
342	Distribution Reservoirs and Standpipes	1.90%
343	Transmission and Distribution Mains	1.30%
345	Services	2.90%
346	Meters	5.50%
348	Hydrants	2.20%
	<u>General Plant</u>	
390	Structures and Improvements	2.90%
391	Office Furniture and Equipment	5.80%
391.1	Computer Equipment	26.70%
392	Transportation Equipment	13.30%
393	Stores Equipment	5.80%
394	Tools, Shop and Garage Equipment	5.80%
395	Laboratory Equipment	5.80%
396	Power Operated Equipment	7.50%
397	Communication Equipment	15.00%
397.1	SCADA Equipment	9.20%

Water Systems

800 Hoffmann Drive • P.O. Box 477 • Watertown WI 53094-0477
WASTEWATER (920) 262-4085 • WATER (920) 262-4075

To: Chairman Arnett and members of the Public Works Commission
From: Peter Hartz – Water Systems Manager

July 2, 2025

Re: July 08, 2025, Public Works Commission agenda item

Water Systems:

Review and take possible action Approve new water rates as recommended by the Wisconsin Public Service Commission (PSC) referenced in rate case docket 6230-WR-110; a final overall rate change of 15.28% over current rates.

Background:

- May 28, 2025, Final decision by PSC, authorized rate change of 15.28% over current rates. (attached)
- June 24, 2025, this commission reviewed and discussed water rates, taking no action and looking for more information regarding options on setting new rates.
- Follow-up from June 24th
 - Staff reached out and confirmed this commission does not have to approve the new rates as presented. The only option is to deny the increase, resulting in no change to the rates. Splitting the proposed increase in $\frac{1}{2}$ is not an option, it's either what PSC proposed or nothing. If doing nothing (zero increase), we would need to start a new conventional rate case and begin the process again, and would use the most recent financials, that would be a 'test year 2026'. That could change the recommended rate increase, with no guarantees of a lower increase to rates being recommended by the Public Service Commission of Wisconsin.
 - Not approving the water rate increase does not affect the SDWL as the water utility is not going to borrow money for the lead service replacement project, however the water utility will be using money from reserves to replace the public side lead services; estimated to cost \$2,910,411. There is also the non-principal forgiveness portion estimated to be \$1,251,973 needed to cover the homeowner loan costs. While those costs will be spread out over the 3-year project the overall balance in the water utility savings and reserves will be different and as such if/when the conventional rate case is redone the financials will not be the same as used for this rate case, it's unknown at this time what the overall rate of return might be in 'test year 2026'.

Budget goal: Aligns with investments and infrastructure planning.

Financial Impact: Increase in water revenue estimated to be \$803,853. The water portion of the utility bill would increase on August 2, 2025; the meter reading date. Billing cycle 2 begins on August 2, billing cycle 1 begins on August 15, but would be prorated back to the same date of August 2, 2025.

Recommendation: Approve new water rates as recommended by the Wisconsin Public Service Commission referenced in rate case docket 6230-WR-110; a final overall rate change of 15.28% over current rates.

Sincerely,

Peter Hartz
Water Systems Manager