

FOX CROSSING UTILITIES SANITARY SEWER LATERAL REPLACEMENT PROGRAM

I. INTRODUCTION

Sanitary sewer laterals are an important aspect of the sanitary sewer system, as they are the connection from a residence or non-residential building to the sanitary sewer main. Per Village of Fox Crossing Code, the property owner is responsible for maintenance of the lateral from the connection at the main to the residence or building. Over time, laterals may become out of compliance with current Fox Crossing Utilities specifications, may deteriorate, or even fail. This can lead to Infiltration/Inflow (I/I) problems in the sanitary sewer system, which can decrease efficiency of treatment, cause sewage volumes to exceed design capacities, and add cost to customers. Replacing sanitary sewer laterals helps limit I/I quantities entering the sanitary sewer system.

II. NON-VILLAGE PROJECTS

Property owners assume the full responsibility and initial cost of the sanitary sewer lateral repairs and/or replacement if it occurs outside of Utility projects. However, Fox Crossing Utilities has established a Lateral Repair Fund, and will reimburse residential property owners 50% of the repair cost up to \$2,000 after the repairs have been made. Additionally, Fox Crossing Utilities will pay \$300 toward the installation of a back-flow preventer valve. If Fox Crossing Utilities is unaware that the lateral is being replaced, it is recommended property owners contact the Fox Crossing Utility Office at 920-720-7175.

III. VILLAGE PROJECTS

A. **Requirements**

Sanitary sewer laterals within Utility project areas are required be inspected and replaced if defective and/or out of standard. Preliminary inspections are performed via televising. The following are some items Fox Crossing Utilities looks for when reviewing televising:

- Pipe material – Laterals are required to be Schedule 40 PVC.
- Pipe slope – Pipes should slope away from the residence or building toward the sanitary sewer main to allow sewage to drain properly. Poor slope or dips in the lateral can lead to clogging.
- Defects – Whether there are holes in the lateral or the lateral has collapsed.

B. **Responsibility of Lateral Replacement Work**

During a Utility project, Fox Crossing Utilities assumes responsibility for the lateral replacement from the sanitary sewer main to the road right-of-way. Once on private property, the responsibility of the lateral replacement falls on the property owner. Property owners are given two options for lateral replacement:

- Option 1 – The property owner signs the enclosed Permission of Special Charge / Permission to Conduct Work form, which authorizes the Utility's contractor to conduct the work at bid prices established in the contract with the Utility. This form will grant a temporary easement to allow work to be performed on the property.
- Option 2 – The property owner signs the enclosed Declination of Work form and hires their own certified contractor/plumber to conduct the work. The work must be completed prior to the final completion date of the Utility project. Property owners are required to submit written proof of

completion from their contractor accompanied by a copy of the televised video of the newly installed lateral.

Options are to be submitted to the Fox Crossing Utility Office at 2340 American Drive or the Village's Municipal Complex at 2000 Municipal Drive, Neenah, WI 54956. Please note that Option 1 needs to be notarized, while Option 2 does not. The Village has notaries available primarily at the Village's Municipal Complex in either the Finance Department, Administration Department, or Police Department.

In order to meet project construction schedules, signed options for lateral replacement will be accepted until 2 weeks prior to the anticipated start of construction. Should no answer/option be received from the property owner by this time, the property owner will be responsible to meet the requirements for the lateral replacement under Option 2.

C. Post-construction Information

After the project is completed, the replaced lateral is expected to be watertight. Prior to replacement of the lateral, clear water accumulating around the foundation of the residence or building may have been drained by the sanitary sewer lateral as a result of the leaks in the lateral. If the property has a sump pump, the sump pump should be checked that it is in good working condition should it need to operate to remove additional accumulated clear water. Likewise, if there is drain tile, the drain tile should be checked that it is free flowing and not plugged with sediment or debris. If the property has a basement or crawl space but not a sump pump, Fox Crossing Utilities recommends installing a sump pump to evacuate clear water that may accumulate around the foundation.

D. Lateral Replacement Payments and Fines

1. Option 1

If a property owner selects Option 1, Fox Crossing Utilities will pay the upfront cost of the work to the contractor and then the property owner will reimburse the Utility through a special charge. Non-residential property owners must pay the special charge in full by the due date listed on the invoice. Residential property owners will have two payment options upon receiving the special charge invoice:

- Pay the special charge invoice in full within 30 days.
- Pay the special charge invoice through an installment plan. This plan consists of paying off the charge over ten years with an equal principal payment each year. An interest charge will be imposed in addition to the principal payment (the interest rate is the rate at which the Fox Crossing Utilities borrows for the project plus a 2.0% administrative fee). The installation plan interest rate will be provided after Fox Crossing Utilities has secured funds and the borrowing interest rate has been determined. A minimum principal payment of \$250.00 per year must be made. The special charge can be paid off at any time with no penalty.

Failure to pay the special charge invoice will result in placing the unpaid amount on the property tax bill.

2. Option 2/No Response

Property owners selecting Option 2, or who have not provided the Utility a signed option, are responsible for payment of the lateral replacement on private property as agreed in the contract with their contractor. Failure to complete the work by the final completion date of the Utility project may result in a \$50 monthly surcharge until the work is completed and approved by Fox Crossing Utilities.

E. **Sanitary Sewer Lateral Program**

In order to aid property owners that are required to replace their sanitary sewer laterals, Fox Crossing Utilities, with approval by the Village Board, established the Sanitary Sewer Lateral Program in 2013, with the most recent version approved in 2021.

1. Program Qualifications

Residential property owners who provide a signed Option 1 qualify for the Sanitary Sewer Lateral Program. Non-residential property owners that provide a signed Option 1, property owners that provide a signed Option 2, or property owners that do not provide a signed option do not qualify for the program.

2. Cost Assistance

Qualified property owners will receive credits from Fox Crossing Utilities to help offset the costs of the special charge. The amounts credited to the special charge are calculated as follows:

- 50% of the per foot cost of the sanitary sewer lateral extending from the street right-of-way line to the residence is credited up to a maximum of 50 feet – the property owner is responsible for 100% of the cost beyond 50 feet.
- A flat \$400 reconnection credit is provided for sanitary sewer lateral reconnection costs for a **pipe-burst lateral only**.

Examples of the credit calculations are provided in Appendix A.

IV. **CONTACT US**

If there are questions regarding this policy, please contact Fox Crossing Utilities at 920-720-7175 or by email at FCUtilities@foxcrossingwi.gov.

Permission of Special Charge
Permission to Conduct Work

Village of Fox Crossing
Winnebago County, Wisconsin

The undersigned do hereby acknowledge that they are property owners whose sanitary sewer laterals connect to a sanitary sewer system owned, operated, and maintained by Fox Crossing Utilities, a department of the Village of Fox Crossing. The undersigned, by and through this instrument, voluntarily waives any objection to and right to appeal the special charges upon their property located at: _____ for a public improvement by Fox Crossing Utilities described as follows:

The improvement of sanitary sewer laterals and associated reconnection fees of said laterals.

The public improvement is scheduled to be completed _____, weather permitting.

This waiver is a specific waiver of all rights afforded the undersigned pursuant to special charge procedures in Chapter 66, Wisconsin Stats. The undersigned understands the purpose of the special charge described herein and further understands pursuant to this waiver and agreement Fox Crossing Utilities may place a special charge for the project described.

This instrument does hereby constitute a voluntary waiver of such rights of the undersigned and grants Fox Crossing Utilities and their contractor a temporary easement to proceed with the contemplated project upon the property owned by the undersigned without the need to adhere to the statutory requirements set forth in Chapter 66, Wisconsin Stats.

IN WITNESS WHEREOF, the undersigned have subscribed their respective seals this _____ day of _____, 2024

Print – Property Owner’s Name

Signature – Property Owner’s Name

Phone Number _____

STATE OF WISCONSIN)
) SS
COUNTY OF _____)

Personally came before me this _____ day of _____, 2024, the above named instrument and acknowledge the same as his or her own act and deed.

Notary Public
State of Wisconsin
My Commission Expires: _____

Declination of Work

**Village of Fox Crossing
Winnebago County, Wisconsin**

The undersigned do hereby acknowledge that they are property owners whose sanitary sewer laterals connect to a sanitary sewer system owned, operated, and maintained by Fox Crossing Utilities, a department of the Village of Fox Crossing. The undersigned, by and through this instrument, voluntarily declines authorization of Fox Crossing Utilities' contractor to conduct the work on their property located at:

for a public improvement by Fox Crossing Utilities described as follows:

The improvement of sanitary sewer laterals and associated reconnection fees of said laterals.

The public improvement is scheduled to be begin construction _____, with a final completion date of _____, weather permitting.

The undersigned understands that they must hire a certified contractor/plumber to complete the sanitary work on their property at their cost and understands that it must be completed by the above mentioned final completion date of the project. Work must be coordinated with and approved by Fox Crossing Utilities. The undersigned understands that failure to complete the work by the final completion date will result in a surcharge penalty added to future sanitary sewer bills until the work is completed and approved by Fox Crossing Utilities.

The undersigned also understands that because they have chosen to decline authorization of Fox Crossing Utilities' contractor to conduct the work, they are not eligible for financial assistance provided through the Sanitary Sewer Lateral Program.

Print – Property Owner's Name

Signature – Property Owner's Name Date

Phone Number _____

**FOX CROSSING UTILITIES
SANITARY SEWER LATERAL REPLACEMENT POLICY
APPENDIX A – LATERAL PROGRAM COST EXAMPLES**

If a residence has a 4-inch sanitary sewer lateral that extends 100 feet from the street right-of-way line to the residence, the estimated cost to pipe burst the lateral would be as follows:

ESTIMATED LATERAL REPLACEMENT COSTS – PIPE BURSTING METHOD				
Qty.	Unit	Description	Unit Price	Total
*100	L.F.	4 Inch Sanitary Lateral Pipe Burst	\$9.00	\$900.00
**1	Ea.	Lateral Pipe Burst Set Up and Reconnect	\$5,700.00	\$5,700.00
1	Ea.	Outside Spot Excavation for Pipe Burst Lateral	\$850.00	\$850.00
1	Ea.	4 Inch Outside Cleanout with Cap (Open Trench Install)	\$300.00	\$300.00
1	Ea.	4 Inch Inside Cleanout with Cap	\$100.00	\$100.00
1	Ea.	Floor Drain	\$100.00	\$100.00
2	Ea.	Interior 4 Inch Bend/Wye	\$25.00	\$50.00
2	Ea.	Interior 4 Inch Fernco Connection	\$25.00	\$50.00
5	Bag	Redi-Crete Floor Restoration	\$20.00	\$100.00
Estimated Pipe Burst Lateral Cost				\$8,150.00
*Lateral Program Pipe Credit				\$225.00
**Lateral Program Reconnection Credit				\$400.00
Estimated Total Pipe Burst Lateral Cost				\$7,525.00

*Lateral Program Pipe Credit = 50 feet x \$9.00/foot x 50% = \$225.00

**Lateral Program Reconnection Credit = \$400.00

If a lateral is unable to be reconstructed by using the pipe-bursting method due to access, bends in lateral, etc., the sanitary lateral shall be reconstructed using the CIPP (cured in place pipe) lining method. If a residence has a 4-inch sanitary sewer lateral that extends 100 feet from the street right-of-way line to the residence, the estimated cost to line the lateral would be as follows:

ESTIMATED LATERAL REPLACEMENT COSTS – CIPP LINING METHOD				
Qty.	Unit	Description	Unit Price	Total
*100	L.F.	4 Inch Sanitary Lateral Lined	\$90.00	\$9,000.00
1	Ea.	4 Inch Outside Cleanout with Cap (Excavate and Install)	\$1,000.00	\$1,000.00
1	Ea.	Sanitary Lateral Liner Set Up	\$600.00	\$600.00
Estimated CIPP Lateral Lining Cost				\$10,600.00
*Lateral Program Pipe Credit				\$2,250.00
Estimated Total CIPP Lateral Lining Cost				\$8,350.00

*Lateral Program Pipe Credit = 50 feet x \$90.00/foot x 50% = \$2,250.00

CIPP lining does not require an excavation for reconnection, so the \$400 reconnection credit does not apply in this situation.

Disclaimer: The cost of the sanitary sewer lateral replacement will vary from property to property depending upon the distance of the structure from the street right-of-way line and the reconnection costs associated with the specific structure. Each sanitary sewer lateral will be analyzed to determine the most cost-effective method prior to reconstruction. The examples provided are per lateral. If, for example, a duplex has two laterals the cost should be assumed to be double, one lateral per side.