

**Application for Reimbursement From the
Village of Campbellsport Sewer Lateral Replacement Fund**

The owner of any property receiving sewer service through any lateral connection is responsible for all costs associated with cleaning and maintaining the sewer lateral within the public right-of-way and throughout the premises served. The property owner is also responsible for all costs associated with repair or replacement of the sewer lateral outside of the main sewer. The property owner may make application to the Village of Campbellsport for reimbursement for costs associated with the repair or replacement of the sanitary sewer lateral for those portions of the lateral that lie within the public right-of-way. All applications for reimbursement must be approved by the Village Board of Trustees and the amount of reimbursement is limited by the sewer lateral replacement fund policies as adopted by the Board of Trustees. Attached is a copy of the Village of Campbellsport Sewer Lateral Replacement Fund policy.

Village of Campbellsport Sewer Lateral Replacement Fund Policy*

As per Resolution #531**, adopted by the Campbellsport Village Board of Trustees on December 8, 2003**, a Sewer Lateral Replacement Fund has been established to help reimburse property owners for the costs associated with the repair or replacement of sewer laterals within the Village right-of-way.

The property owner is responsible for contracting for all services required to repair or replace the sewer lateral. All costs associated with the sewer lateral replacement would legally be the responsibility of the property owner. All bills would be sent to the property owner.

In order to receive reimbursement, a property owner must complete an application explaining why the sewer lateral needs to be repaired or replaced. The maximum total reimbursement available will be calculated based on a schedule provided on the application. The application must be approved by a majority vote of the Village of Campbellsport Board of Trustees before any funds are released to the property owner.

Following approval of the application by the Village Board, the Clerk is authorized to release funds. The property owner must provide photocopies of itemized bills for all of the work completed before funds can be released, however. Only costs associated with work completed within the public right-of-way are eligible for reimbursement. Costs in excess of the maximum total reimbursement as calculated from the schedule on the application are the responsibility of the property owner.

The sewer lateral need not be obstructed for the property owner to apply for reimbursement from the Sewer Lateral Replacement Fund. Property owners who are aware that their sewer lateral is in poor condition, or who believe that failure is imminent may apply for reimbursement before the work is actually scheduled.

The Village of Campbellsport reserves the right to refuse reimbursement if it can be determined that blockage of the sewer lateral resulted directly from the negligence of any persons other than employees of the Village of Campbellsport or their designees. "Negligence" includes but is not limited to a failure or blockage caused by foreign objects or items being improperly flushed down a toilet, or to damage to the sewer lateral caused by excavation or the improper use of chemicals or equipment. Failures or blockages that result from normal age-related deterioration of the pipe and the resulting infiltration of soil or tree roots are eligible for reimbursement.

The Village of Campbellsport requires that, to be eligible for reimbursement, the entire sewer lateral must be replaced both within the public right-of-way, and on private property. A Village designee (either the Director of Public Works or the Superintendent of the Waste Water Treatment Plant) may authorize reimbursement if either determines, upon inspection or review, that total replacement of the sewer lateral is not warranted. A written report detailing how such a determination was reached shall be completed by the Village designee, and shall be attached to the application prior to reimbursement.

The Village reserves the right to limit the number of applications approved each year based on the funds available.

**This policy was adopted on November 18, 2003 in anticipation of the adoption of a resolution establishing the Sewer Lateral Replacement Fund. **This information was added after that resolution was passed.*

Eligibility for reimbursement or repair or replacement of sewer laterals within the public right-of-way is in accordance with the following schedule:

- 1. Complete replacement of sewer lateral within public right of way..... \$3,000.00

- 2. Is there any surface or sewer main to which the lateral connects located within five (5) or more feet beyond the center line of the street right-of-way and/or is the main more than ten (10) feet deep at the point of connection?

Yes ___ or No ___ If yes, add \$500.00..... \$ _____

- 3. Is the sewer main more than fifteen (15) feet deep?

Yes ___ or No ___ If yes, add \$500.00..... \$ _____

- 4. Do curb and gutter need to be replaced as a result of such repair or replacement of sewer lateral within the public right-of-way?

Yes ___ or No ___ If yes, add \$300.00..... \$ _____

- 5. Does the sidewalk fronting on the property need to be replaced as a result of the repair or replacement of the sewer lateral within the public right-of-way? **Yes ___ or No ___** If yes, add \$300.00..... \$ _____

Maximum total amount requested to be made available to project: **(Add #1 through #5)** \$ _____

- 6. I understand and agree that the maximum amount available will be that as approved by the Village Board of Trustees subject to disbursement of funds based upon my providing to the Village Clerk itemized billings of all costs incurred as a result of the repair or replacement of the sewer lateral within the right-of-way.

- 7. All checks for disbursement of funds for the repair or replacement of the sewer lateral within the public right-of-way shall be made payable, jointly, to the property owner and contractor providing the services.

- 8. Prior to the issuance of any such checks, the Village shall receive a lien waiver from the contractor, waiving any claim or lien of any type as relates to materials, equipment, work or services provided for the repair or replacement of such sewer lateral.

- 9. I, as the property owner, recognize and agree that, for any reason, should the contractor not be paid by me that the Village reserves the right to place the costs of repair and replacement of such sewer lateral lying within the right-of-way on the tax bill for the property serviced by such sewer lateral.

- 10. I also understand and agree that:
 - a. The Village of Campbellsport reserves the right to refuse reimbursement if it can be determined that blockage of the sewer lateral resulted directly from the negligence of any persons other than employees of the Village of Campbellsport or their designees. "Negligence" includes but is not limited to a failure or blockage caused by foreign objects or materials being improperly flushed down a toilet, or damage to the sewer lateral caused by excavation or the improper use of chemicals or equipment. Failures or blockages that result from normal age-related deterioration of the pipe and the resulting infiltration of soil

or tree roots are eligible for reimbursement.

- b. The Village of Campbellsport requires that to be eligible for reimbursement, the entire sewer lateral must be replaced both within the public right-of-way, and on private property. A Village designee (either the Director of Public Works or the Superintendent of the Waste Water Treatment Plant) may authorize reimbursement if either determines, upon inspection or review, that total replacement of the sewer lateral is not warranted. A written report detailing how such a determination was reached shall be completed by the Village designee, and shall be attached to this application prior to reimbursement.
- 11. This application for reimbursement must be approved by the Village of Campbellsport Board of Trustees. The Village reserves the right to limit the number of applications approved each year based on the funds available. Property owner must provide photocopies of all itemized bills associated with sewer lateral replacement, and all work must be completed and approved by the Village, prior to reimbursement. Reimbursement by the Village of Campbellsport will not exceed actual costs associated with work completed within the public right-of-way.
- 12. I have received a copy of the Village of Campbellsport Sewer Lateral Replacement Policy and agree to the terms and conditions set forth in this application.

Date: _____

(Signature of Property Owner)

Notary Public

My commission expires: _____
