

PRIVATE LATERAL PROGRAM QUESTIONNAIRE

The WEF Collection System Committee is primarily interested in successfully operating programs for work performed on the privately-owned portion of the lateral line; e.g., building service connection. We want to assemble policy descriptions, enabling resolutions or ordinances, funding details, public education/information materials, standard design or construction details, etc., for programs that have proven to be successful. This specific program documentation will be made available to other wastewater utilities through a virtual private property program on-line library.

While we are interested in “planned” programs, we want to first concentrate on programs that have been demonstrated to have been effectively implemented. Planned programs will be included in the virtual library after the program has been implemented and actual experience with the program is available.

Program descriptions of private lateral programs that were previously implemented, but considered “failed” or only “partially successful” will be included if the reasons for the problems with the program have been identified and can be included as a “lessons learned” component of the virtual library.

Interview Conducted by WEF Representative: Name: Jane McLamarrah
 Date: May 22, 2006

1. General Information

Utility Name & Location: McMinnville, Oregon www.ci.mcminnville.or.us
 Contact Name & Details: Rich Spofford, Project Manager 503/434-7312
230 Northeast Second Street spoffor@ci.mcminnville.or.us
McMinnville, OR 97128

Utility Characteristics: 9,758 Number of Customers (with a population of \approx 30,000)
 _____ Number of Taps
900 Total Miles of Public Sanitary Sewers (separated sewers and combined sewers)
 \approx 1% Miles of Public Combined Sewers (sanitary only, not including storm sewers)
 (estimate % of system that is combined if total miles is unavailable or unknown)
 \approx 30% Are basements (thus potentially sump pump connections) typical in your area?
 (Older homes) (indicate yes or no)
municipal Utility Type (municipal government, special purpose district, private utility, etc.)

2. Lateral Definition

Private Lateral Definition: Building to ROW/Easement Line Only
 (check definition that applies)
Treated the same
 (Note if (& how) utility treats laterals in easements differently than laterals in ROWs)
 _____ Building To Tap on Sewer Main Line
 _____ Other (Specify details) _____

(Note if (& how) utility treats residential building laterals differently than commercial building laterals – this may affect responses to subsequent questions)

Cleanouts: (check all that apply) Required Usually Exists
✓ ✓ At building
 _____ At ROW not req'd, but exist in older areas & installed w/ lateral rep'lments
 _____ At easement

3. Lateral Program Description

Type of Lateral Program (check all that apply and describe program – try to be brief in program description, but add separate sheets as needed). If utility operates more than one private lateral program, it may be preferable to complete a separate questionnaire form for the remaining questions for each of those private lateral programs.

Lateral Maintenance (e.g., cleaning, root control, etc.):

Lateral Repair (e.g., point repairs, etc.):

Lateral Replacement:

When a customer calls with a lateral problem, the City will investigate the cause of the problem and the lateral condition.

A condition grade is assigned based on the investigation. The lateral age, material and condition grade are then used to

Decide whether or not the lateral needs to be replaced. The program was initially designed as an I/I control project.

I/I Control (Specify type; e.g., cleanout caps, sump pump disconnect, downspout/yard drain disconnect, backflow preventer installation, etc. If basements are typical in area, where are building owners directed to connect the foundation or tile drain lines that have to be disconnected?):

As part of the lateral replacement project, downspouts that are connected to the sanitary sewer system are disconnected.

The floor drains are not disconnected because the property owner may have other basement facilities connected along

with the floor drain and the City does not want those facilities to be diverted to the storm drain system.

Lateral Reconnects (Specify conditions; e.g., when utility relocates main, etc. Specify special situations; e.g., sewers under building(s) requiring building plumbing changes or extensive lateral relocation):

The City also has a main line replacement program associated with its I/I control program. When the sewer main is

replaced, the City will also replace the public portion of the lateral. At the same time the private portion of the lateral is

inspected to assess the applicability of private lateral replacement under the Lateral Replacement program described

above.

Lateral Inspections (Specify conditions; e.g., point of sale, special utility project, etc.):

Any lateral with a stoppage or where the sewer main is being replaced will be inspected to determine age, material and condition grade for the Lateral Replacement project described above.

New Connection Permitting (e.g., special coordination with Building Codes, etc.):

New Connection Enforcement Mechanisms:

Property owners are informed of their responsibilities by a letter from the City. A 2-phased enforcement program is utilized. Initially the property owner is given 90 days to repair/replace the private lateral. A rebate incentive of 10% up to \$250 is offered. If the work is not done in 90 days, the 2nd phase kicks in. The property owner is allowed 10 months to finish the work with a \$50/mth + interest penalty. The penalty is waived if the work is completed in 10 mths. Property in non-compliance continue to accumulate @ \$50/mth + interest and a lien is placed on the property.

4. Lateral Program Implementation

Implementation Date: 1997 Why implemented? Consent decree w/ the state for WWTP overflows & SSOs (e.g., consent order/decreed, reduce CSOs/SSOs, obtain capacity to alleviate sewer moratorium, more cost-effective than "old" program, etc.)

Ongoing Program? yes Or End Date: _____ Why Ended? _____

What Legal Authority was Required to Implement the Lateral Program? _____ Resolution
(check all that apply, inquire if electronic copy is available for virtual library; inquire if utility type [i.e., municipality vs. district] affects the necessary legal authority) Ordinance
_____ State Enabling Legislation
_____ Other (Specify) _____

Electronic copy is available and will be sent.

5. Lateral Program Funding

Who Pays: _____ Utility Property Owner _____ Other (Specify): _____
(other could include grants, loans, low & moderate income programs, block development grants, etc.; inquire if electronic copy is available for virtual library)

Funding Description: Utility will contribute (i.e., rebate) 10% of the cost up to \$250 as an incentive to complete the work within 90 days.

6. Program Construction

Who Does the Work: _____ Utility Internal Forces _____ Utility Selects & Pays Contractor
 Property Owner _____ Property Owner But Only From Utility List
_____ Other (Specify:) _____

Construction Description: The property owner can either do the replacement themselves or hire a plumber or contractor to complete the work. Typically the City replaces the public portion of the lateral at the same time and provides a cleanout for the property owner to connect to. Approximately 99% of the property owners replace the lateral in the same trench.

Construction Details: Are standard details/specifications used? No Are electronic copies available? _____

Describe/List Details: _____

7. Public Education/Information Program

How is Lateral Program Publicized? _____ Door hangers Are electronic copies available? _____
_____ Bill stuffers Are electronic copies available? _____
_____ Meetings Are electronic copies available? _____
_____ Brochures Are electronic copies available? _____
 Customer Specific Are electronic copies available? _____
(e.g., provide property owner with CCTV still shot of lateral interior, field mark/locate [flag or cone] problem, provide picture of field location in case flag or cone is removed, etc.)
 Other (Specify) Are electronic copies available? _____

Additional Description of Material(s): The program is described on the City's web site. There was a lot of public education/information when the program started in 1997, but this was largely associated with the need for a new treatment plant and the resulting high sewer rates (among the highest in the nation at that time).

8. Lessons Learned

What Would You Do Differently? The program has evolved some since 1997, but is now working well. About 775
laterals have been evaluated over the years (roughly 25% of the total laterals in the system). Perhaps 30% to 40% passed
the inspection and did not require replacement. The City is only dealing with 6 property owners who are not yet in
compliance.

What Performance Measures Are/Were Used? Plant flows and number of non-compliant property owners.
(e.g., plant flow reduction, CSO/SSC reduction, basement backup reduction, service call (roots, etc.,) reduction, sewer moratorium lifted, etc.,) Describe results of Lateral Program on those performance measures:

I/I at the plant has been reduced. The peak flows have been shaved and those peaks occur more gradually.

Only 6 (≈ 0.8%) out of the 775 laterals inspected are not in compliance.

Lessons Learned: _____

9. Follow-Up Electronic Submittal

Willing to Send Electronic Materials to WEF Collection System Committee for Inclusion in Virtual Library? yes
(list all items utility agrees to send below should future follow-up reminders be needed)

Is utility willing to provide a contact (e.g., either web site address, telephone number or email address [preferably not a name due to possible privacy concerns] for inclusion in the WEF Private Lateral Virtual Library)?

Engr. Dept. @ 503/434-7312

WEF Tracking List of Materials: Ordinance

Example notices

Property owner guide in Q&A format

Building sewer condition assessment report form

