

**CITY OF WOODLAND
COUNCIL POLICIES**

CHAPTER 5 – UTILITIES

POLICY 5-3 – SEWER AND WATER SYSTEMS MAINTENANCE AND REPAIR POLICY

A) PURPOSE

The City Council of Woodland, Minnesota believes that it is in the best interest of the City to specify the policy and procedures for the maintenance and repairs of the sewer and water systems. It is in the public interest that the utility systems be inspected, maintained, and repaired, if necessary, by qualified personnel and maintained in good working order.

B) PROCEDURE

The City Engineer, at the direction of the City Council, shall:

- 1) Direct and schedule all utility systems inspection, maintenance, and repair activities.
- 2) Contract as necessary for maintenance and repair services within budget constraints
- 3) Review plans for and monitor the installation of new hydrants to ensure conformance with City needs and specifications.
- 4) The City Engineer or his designee shall:
 - a. Inspect and test all public fire hydrants connected to the municipal water system in the City.
 - b. Document hydrants needing repair and report the status of hydrants to the City Council, make repairs as directed by the City Council and within budget guidelines.
- 5) Hydrants that do not drain will be pumped dry each fall to prevent freezing and possible damage to the hydrant.
- 6) Fire hydrants will be painted periodically to maintain their appearance and visibility to the Fire Department.
- 7) Jet clean the sewer system every three years.
- 8) Locate and inspect manholes yearly, and adjust as needed.
- 9) Operational testing and maintenance of gate valves for the water system be performed once a year, at a minimum.

Adopted by the Woodland
City Council on April 10, 2017

Resolution No. 09-2017