

*City of Pipestone Sewer Assessment Program*

**Application for Sewer Assessment**

As owner of the property listed below, I have reviewed the Sewer Assessment Program instructions and agree to the following terms and conditions:

Payback period: Cost of work performed will be collected through my real estate taxes over a three year period. There is a 0.00% Interest Rate. I may pay the unpaid balance in full at any time during this three year period, without penalty.

Waiver of Appeal: **I AGREE TO WAIVE MY RIGHT TO APPEAL THIS ASSESSMENT. I AGREE TO SIGN AND SUBMIT THE REPAIR COMPLETION FORM PROMPTLY UPON COMPLETION OF MY SEWER REPAIR WORK. THE CITY WILL NOT BE RESPONSIBLE FOR ANY CHARGES THE LICENSED SEWER CONTRACTOR MAY LEVY FOR FAILURE TO RECEIVE PAYMENT PROMPTLY DUE TO THE PROPERTY OWNER NOT SUBMITTING ALL REQUIRED DOCUMENTS ON TIME.**

Damage Awards: If the work performed was necessitated by damage resulting from the actions of another party, and I collect compensation from that party, I agree to apply the full amount collected towards the unpaid balance of the assessment.

Property Address: \_\_\_\_\_  
(Location where work will be performed)

Owner's Name (print): \_\_\_\_\_

Owner's Signature: \_\_\_\_\_

Owner's Address: \_\_\_\_\_  
(If different from property address)

Telephone Number: \_\_\_\_\_

Date: \_\_\_\_\_

Please return this completed "Application for Sewer Assessment" form, and a contractor's estimate to:

City of Pipestone  
119 2<sup>nd</sup> Ave SW  
Pipestone, MN 56164

May also be faxed or emailed.  
Fax number: 507-825-5353  
Email address: [aburke@cityofpipestone.com](mailto:aburke@cityofpipestone.com)

**If you are not delinquent on your property taxes, you are eligible to use the program.** Please call the City at (507) 825-3324 with questions.

*City of Pipestone Sewer Assessment Program*

**Repair Completion Form**

**TO BE FILLED OUT BY PROPERTY OWNER ONLY**

(Call 507-825-3324 if you have questions)

**Request for Assessment:** I request that the City pay the attached invoice of \$ \_\_\_\_\_  
because sewer repair work has been completed to my satisfaction.

Property Address: \_\_\_\_\_  
(Location where work was performed)

Owner's Name (print): \_\_\_\_\_

Owner's Signature: \_\_\_\_\_

Owner's Address: \_\_\_\_\_  
(If different from property address)

Owner's Telephone Number: \_\_\_\_\_

Date work was performed: \_\_\_\_\_

Name of Company who performed the work: \_\_\_\_\_

Address of Company who performed the work: \_\_\_\_\_  
\_\_\_\_\_

Phone number of company who performed the work: \_\_\_\_\_

I understand that the costs of this work will be assessed against my property and that the City does not warrant the work done by my contractor. I further understand that contractual relationships between property owners and contractors do not include the City and so questions relating to the work done must be directed to my contractor.

**Payback period:** I understand that the contractor's costs will be collected through real estate taxes over a three year period. The interest rate is 0.00%. I also understand that I may pay the unpaid assessed balance in full at any time during this three year period without penalty.

**Waiver of Appeal:** As owner of the property listed above, I agree to waive my right to appeal this assessment.

\_\_\_\_\_  
Signature

**Please return this filled out form, along with a copy of the contractor's final invoice to:**

**City of Pipestone**  
119 2<sup>nd</sup> Ave SW  
Pipestone, MN 56164

**May also be faxed or emailed:**  
Fax number: 507-825-5353  
Email address: aburke@cityofpipestone.com.

# *City of Pipestone Sewer Assessment Program Packet*

## **Program Information and Instructions**

### **Who is eligible?**

Any City of Pipestone property owner who owes **no delinquent taxes** on a property in need of replacing a non-compliant existing sanitary sewer service.

Participation in this program is voluntary. Property owners have the option to arrange for private financing. Feel free to call the City at 507-825-3324 to verify that you qualify to use this program.

### **What are the eligible costs?**

- Only costs (parts, labor, restoration, etc.) deemed necessary for performing any of the work listed above.

### **What forms need to be filled out and returned to the City?**

- Before any work is done, the following must be submitted to the City for review and approval:
  - An application form (included in this sewer assessment packet) signed by the property owner.
  - An estimate of the cost of repair.
- After the work is completed, the following must be submitted to the City for processing by the property owner:
  - A Repair Completion form (included in this sewer assessment packet) signed by the property owner.
  - A copy of the final invoice of the work performed by the licensed sewer contractor.

### **How does the contractor get paid?**

- After the work is completed and all required forms are received and approved, the City processes and mails out a check to the contractor on the property owner's behalf (see the included Repair Completion form).

### **How does the property owner pay for the work done?**

- The City processes a special assessment for the cost of the work done. The assessment is then certified to the County, with charges appearing on the property owner's real estate tax statement the following three (3) years.
- The current fixed interest rate for this program is 0.00%.
- Through real estate property taxes, the property owner pays the charges over a three (3) year period, starting the year after the City certifies the assessment to the County.
- Payment in full without penalty can be made any time prior to end of the three (3) year period.