



Deduct Meter Application & Installation Guide

A deduct meter is a separate meter that measures the amount of water used for items such as lawn irrigation, outdoor plant watering, washing exterior surfaces, washing vehicles, filling pools, etc. By having a deduct meter installed, sanitary sewer rate fees are not assessed for water used for the above or similar purposes. A separate meter is the only way to accurately measure the water used exclusively for these activities.

ALL STEPS MUST BE COMPLETED IN ORDER TO RECEIVE A DEDUCT METER; NO EXCEPTIONS.

1. Fill out application below for a deduct meter; must be filled out **completely**.
2. Make arrangements for the public works department or the village's contracted water operator to approve a spot for installation **prior to** beginning any work.
3. Once approval from the public works department or contracted water operator is received, obtain a building permit (please check for current fee) through the Village and contract with a State of Wisconsin licensed plumber to set up the correct plumbing needs to accommodate the selected location.

Exception: A homeowner of a single-family dwelling, who resides in the dwelling, may submit a permit application only after proving to the building inspector that said owner is competent to do such work and is knowledgeable of State of Wisconsin plumbing codes.

4. Complete necessary plumbing and schedule an inspection by the building inspector; please give **at least** 24 hours notice. Building inspection is contracted through Kunkel Engineering and the inspector is not in the Village daily. ***Plan ahead***
5. Once approved by the building inspector the water meter can be installed. Please schedule this installation with the Village's water operator ahead of time as well; the Village also contracts this service. Call the Village Office at 920-583-4400 to schedule the installation. ***Plan ahead***.
6. Additional installation requirements applicable to backflow prevention devices may be necessary.

Current fees (as of 5/1/25): \$40 Installation fee + Quarterly Usage Charge (see below)
5/8" - \$12 | 3/4" - \$12 | 1" - \$16.50 | 1 1/2" - \$24 | 2" - \$34.50 | 3" - \$55.50

Property Owner Name: _____

Address of Meter Installation: _____

Telephone Number: _____ Date: _____

I hereby make application to the Village of Oakfield for a Deduct Water Meter and agree to comply with all applicable Village and WI Public Service Commission regulations pertaining to its installation and operation. I further agree to have this deduct meter inspected at least annually and as needed by the Village Water Utility or their authorized agent.

Applicant Signature: _____

Print Name: _____ Date: _____

Office Use only:

Meter size: _____ Install date: _____ Installed by: _____

Meter #: _____ Starting # (if not 0): _____ Frequency #: _____