

**CITY OF WOODLAND  
COUNCIL POLICIES**

**CHAPTER 3 – PUBLIC SAFETY**

**POLICY 3-5 – FIRE HYDRANT USE AND MAINTENANCE 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 use of public fire hydrants. It is in the public interest that hydrants are inspected and tested by qualified personnel and repaired and maintained in good working order to protect life and property.

**B) OBJECTIVE**

Define standard responsibilities, maintenance, and inspection procedures, and restrictions on use of public fire hydrants within the City of Woodland.

**C) GENERAL**

- 1) Fire hydrants in the City of Woodland are for the exclusive use of the City and shall not be used for purposes other than emergencies as determined by the City.
- 2) Hydrants shall be opened only by public safety, public works, or authorized technical personnel.

**D) RESPONSIBILITIES**

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

- 1) Direct and schedule all hydrant maintenance and inspection 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.

E. HYDRANT ACCESS

- 1) There shall be no less than 36" of horizontal clearance on all sides of the hydrant.
- 2) All hydrants are to be free of obstacles so that the hydrant may be seen by approaching fire trucks.
- 3) Posts, fences, vehicles, brush, trash, and other items shall not be placed or kept near fire hydrants.
- 4) The Fire Department shall not be deterred or hindered from gaining immediate access to a hydrant.

Adopted by the Woodland  
City Council on September 8, 2014

Resolution No. 34-2014

**CITY OF WOODLAND**

Meeting Date: September 8, 2014  
Motion: Carlson

Resolution No. 34-2014  
Second: Rich

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**RESOLUTION NO. 34-2014 ADOPTING A POLICY RELATING TO  
FIRE HYDRANT MAINTENANCE INSPECTIONS AND REPAIRS**

**WHEREAS**, the City Engineer has recommended that all hydrants be fully operated, inspected, and lubricated once a year, at a minimum. Any deficiencies noted should be addressed and repaired; and

**WHEREAS**, the City Council of Woodland believes that it is in the best interest of the City to specify the policy and procedures for the maintenance and use of public fire hydrants; and

**WHEREAS**, the Woodland City Council proactively planned for additional maintenance costs in 2014 to ensure that funds were available for needed water and sewer infrastructure repairs; and

**WHEREAS**, the Woodland City Council agreed that there was a need for a specific policy that would address fire hydrant maintenance inspections and repairs on an annual basis.

**NOW, THEREFORE, BE IT RESOLVED** that the Woodland City Council hereby adopts Resolution No. 34-2014 relating to fire hydrant maintenance inspections and repairs upon the following vote:

	Yes	No	Abstain	Absent
Mayor Doak	X			
Council Member Carlson	X			
Council Member Massie	X			
Council Member Newberry	X			
Council Member Rich	X			

State of Minnesota  
County of Hennepin  
CITY OF WOODLAND

By: \_\_\_\_\_  
James S. Doak, Mayor

I, Kathryn A. McCullum, duly appointed City Clerk to the Council for the City of Woodland, County of Hennepin, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution or motion with the original minutes of the proceedings of the Woodland City Council, at their meeting held on September 8, 2014, now on file in my office and have found the same to be true and correct copy thereof.

Witness my hand and official seal at Woodland, Minnesota, the 8<sup>th</sup> day of September, 2014.

Attest: \_\_\_\_\_

Kathryn A. McCullum, City Clerk