

SOUTHEASTERN ELECTRIC COOPERATIVE INC.,

# Line Extension Policy

Policy 200

Effective: 6/1/2009

# Table of Contents

## **OBJECTIVE:**

### **Availability:**

**A. General Provisions**

**B. Permits and External Fees**

**C. Right-of-Way (ROW) Clearing**

**D. Security Lighting**

**E. Line Extensions to Marine Structures**

**F. Line Extension Reconciliation**

**G. Service Sizing, Voltage and Phasing**

## **201.OVERHEAD EXTENSION POLICY**

<b>201.1</b>	<b>NEW OVERHEAD SUBDIVISION</b>
<b>201.2</b>	<b>OVERHEAD PERMANENT RESIDENTIAL SERVICE</b>
<b>201.3</b>	<b>OVERHEAD NON-RESIDENTIAL SERVICE</b>
<b>201.4</b>	<b>OVERHEAD COMMERCIAL AND INDUSTRIAL SERVICE</b>
<b>201.5</b>	<b>OVERHEAD TEMPORARY SERVICE</b>
<b>201.6</b>	<b>OVERHEAD FACILITY RELOCATION</b>
<b>201.7</b>	<b>STRUCTURES AND EQUIPMENT MOVING</b>
<b>201.8</b>	<b>UNDERGROUND EXTENSION POLICY</b>
<b>201.9</b>	<b>UNDERGROUND TEMPORARY SECONDARY SERVICE</b>
<b>201.10</b>	<b>OVERHEAD TO UNDERGROUND CONVERSION</b>

## **DEFINITIONS**

# **Southeastern Electric Cooperative**

## **LINE EXTENSION POLICIES**

This Line Extension Policy supersedes any rules or policies previously adopted by the Board of Trustees of Southeastern Electric Cooperative of Durant, Inc. (the "Cooperative"), either written or implied, pertaining to extension of electric distribution lines. The Board of Trustees of the Cooperative reserves the right to amend all or part of this policy at any time as it sees fit, in its absolute discretion.

### **OBJECTIVE:**

The Cooperative has established this Line Extension Policy to cover all classes of electrical service in a way that preserves the Cooperative's assets, and has an equitable affect upon existing Cooperative members within each rate class. This Policy also strives:

- A. To provide a fair and consistent method of extending lines and other Cooperative facilities within the service area.
- B. To encourage the rural development of the area served by the Cooperative by providing electric service to residents within the area as economically as feasible.
- C. To make electric service available in the service area to all those who desire it for permanent improvements at a reasonable rate consistent with sound business practices.

### **AVAILABILITY:**

This Cooperative accepts the principle of complete area coverage in making electric service available to anyone within its assigned area. The restrictions are the limitations of feasibility established by policies and procedures of the Cooperative and Rural Utilities Service ("RUS") standards. The Cooperative will construct, own and maintain all facilities up to the point of delivery. Subject to payment of charges as set forth herein, the Cooperative will provide electric service to Applicants on an area coverage basis, without regard to race, color, religion, sex, age, national origin or disability. The Cooperative will determine the price classification for each service.

This Policy sets forth the terms and conditions under which electric service will be provided by the Cooperative. It shall apply to all classes of service and shall govern the terms of all agreements for such service, except that the Cooperative reserves the right to enter into special contracts. Failure of the Cooperative to enforce any of the terms of this Policy shall not be deemed as a waiver of the right to do so.

Any oral promise or agreement made by agents or employees of the Cooperative which do conform with this Policy or with the terms of special contracts executed by authorized representatives of the Cooperative are not binding on the Cooperative, unless memorialized by a writing and signed by the President of the Board of Trustees of the Cooperative.

No ownership rights in any facilities provided by the Cooperative shall pass to any person as a result of any contribution or deposit made under these rules. No deposit or contributions made by Applicants shall be refundable unless expressly provided in this Policy. The Applicant agrees, when accepting service, that no one except authorized Cooperative representatives shall be allowed to remove or replace any Cooperative equipment installed on the Applicant's property. The Applicant will be held responsible for any broken seals, tampering, or interfering with the Cooperative's meter(s), equipment, or property installed on the Applicant's premises. The Applicant will be held liable for any loss or damage occasioned or caused by the Applicant's negligence, want of proper care or the Applicant's wrongful act or omission on the part of any of the Applicant's agents, employees, licensees, or contractors. The Applicant should be aware that under Oklahoma Statutes, Title 76, Section 23, it is a crime to tamper with the property of a utility.

## **A. General Provisions**

The Cooperative reserves the right to refuse service to any load or location, if the Cooperative determines that the load or location will be detrimental to the Cooperative's distribution and/or transmission system.

If line extensions are to be (or were) constructed in difficult or unforeseen conditions (rock, frost, etc.), the Cooperative may require the Applicant to bear additional costs, before or after construction begins. The Cooperative bears the sole discretion to determine what will be required of the Applicant.

The Applicant must submit to the Cooperative a completed Project Application form, at the time a line extension, relocation and/or an upgrade project is requested, along with an engineering deposit of **\$150.00**. The engineering deposit will be charged and applied toward the Contribution-In-Aid of Construction ("CIAC") at the time the line extension project is constructed, or toward any balance due to the Cooperative. The Cooperative reserves the right to request additional engineering funds if the project design costs overrun the set deposit amount. If the line extension project is cancelled, the Applicant must request a refund in writing within six months of cancellation date. The Cooperative will refund the balance, if any, of the engineering deposit; less any

costs accrued to the project. If a project is delayed or postponed longer than six months from the date of original application, then the Applicant waives the right to a refund of the engineering deposit and the Cooperative's Engineering Department may request an additional deposit, as it deems necessary, if the Applicant resubmits another Project Application.

If the Applicant initially declares the project a Permanent Residence, and after one year, the Cooperative, determines that the residence is not a Permanent Residence, the Applicant must pay the additional CIAC required by this Policy for an Non-Permanent Residence.

If a service is disconnected, and remains disconnected for a period of one-year, the Cooperative may retire (remove) the service and equipment. If an Applicant requests service or line extension in this location after removal, all provisions of this Line Extension Policy shall apply and a CIAC may be required.

The legal property owner or the lessee of State, Federal or Municipal property must sign the Project Application form. Lessee/Renters on private property may sign only with the consent of the owner in writing. The Cooperative requires sufficient proof of ownership before it will accept an easement for construction, such as a Title Report or Warranty Deed.

If more than one applicant (group) requests service on the same line extension, a cost quote will be provided to the group showing the amount of CIAC that is to be shared by that group. It is the responsibility of the group to determine each participant's share of the CIAC.

The Cooperative will provide a permanent resident the Distribution Transformer and up to a 200-amp meter and meter base at no cost to the Applicant. Should a higher amperage meter base be requested the cost of the meter base and meter shall be included in the estimated CIAC. Where it would require the Cooperative to install a larger distribution transformer than the 200-amp capacity, a projected load analysis may be required by the Cooperative from the Applicant or by a qualified licensed electrician.

## **B. Permits and External Fees**

The Applicant shall be responsible for any miscellaneous permits required by an outside agency (US Forest Service, U.S. Corps of Engineers, railroad, etc.). The Cooperative may require the Applicant to pay those fees at the time of application, at any time during the design process, or at anytime thereafter. The Cooperative will adhere to all rules and regulations in connection with such permits and should any engineering costs be associated with any permits, the Applicant will be responsible for those engineering costs, as well. The costs of all future permit fees will be distributed equally among those meters of the

pertaining line serving those meters. These fees shall not be associated with the line extension costs eligible for cost sharing with the Cooperative, and are the full responsibility of the Applicant.

### **C. Right-of-Way (ROW) Clearing**

Line extension projects that require clearing of right-of-way ("ROW") may be cleared by the land owner or the Cooperative, if requested by the Applicant. The costs associated with clearing the ROW by the Cooperative will be included in the CIAC. All ROW will be cleared to meet Rural Utility Services (RUS) specifications. The Cooperative does not pay for ROW, with the exception of special processing fees. The Cooperative may contribute all or a portion of the ROW clearing labor and/or costs if the line extension can be deemed a Backbone Distribution line as defined in this Policy

SEC will develop a cost estimate for the project based upon the current year construction prices, less any credits. The net cost estimate will be a CIAC by the Applicant and is required as payment to the Cooperative before the start of construction on the project.

### **D. Security Lighting**

The Cooperative will install, own and maintain security lighting facilities for an Applicant provided the installation is made on an existing wood pole where the appropriate secondary voltage is available. The Applicant must sign the required Electric Service Agreement agreeing to a contract term of not less than one year at the applicable rate schedule, and pay a CIAC of sixty dollars (\$60.00). Should the security light be installed at the time of the initial line construction, the \$60.00 CIAC will be waived. If an Applicant requests a security light to be installed at a location where there is no existing wood pole with the appropriate secondary voltage available, a CIAC shall be assessed for the full cost of the additional facilities. Security lighting may not be available to consumers at locations where persistent damage to the security light occurs.

Security lights that are disconnected for ninety-days or more will be subject to retirement (removal), and will be subject to a CIAC to reinstall another security light as set forth in this Policy.

### **E. Line Extensions to Marine Structures**

Docks, marinas and other marine structures will be served from a shore based delivery point only. No Cooperative facilities will be mounted on marine type

structures. All rules and regulations required by any agency governing waterways will be strictly followed and enforced by the Cooperative. It shall be the Applicant's responsibility to be aware of any such rules or regulations and to acquire on the Applicant's behalf any professional person or persons, licensed electricians, engineers, etc. to abide by and use the rules and regulations in preparation for electric service.

## **F. Line Extension Reconciliation**

The Cooperative will refund to or collect additional monies from the Applicant by comparing the actual costs incurred to the estimated cost and CIAC received. If the actual construction expenses are less than the CIAC received then a refund will be given of the difference. If the actual construction expenses are 20% or \$1000.00 above the CIAC received then the Cooperative will notify the Applicant if additional monies are required upon completion of the project. Payments must be received within thirty (30) days of the notification. All reconciliation will be done after the job has been completed and the work order closed out in the Cooperatives records. This close out is normally preformed at the end of the month in which the job was finished.

## **G. Service Sizing, Voltage and Phasing**

The Cooperative shall select the most economical class of service available to an Applicant based on the end use and nature of that service. The Cooperative shall inform the Applicant when there are alternative classes of service. Each Applicant is responsible for selection of service voltage, capacity, number of phases, and other characteristics that best suit the requirements for the end use intended.

The following rules and regulations shall apply to requests for line extensions, facility relocations, and overhead to underground conversions under typical construction conditions. Every effort has been made to cover the vast majority of requests that may be received by the Cooperative relating to these issues. However, on occasion, situations may arise that are outside the realm of these policies; such as where in the sole opinion of the Cooperative, construction design and installation of facilities may be considered non-typical or where a reasonable return on investment is not anticipated. The Cooperative will consider such requests, and, if in the opinion of the Cooperative the request will not cause the Cooperative future problems, the request shall be granted after satisfactory arrangements have been made for payment of a CIAC.

**Note:** Line extension cost estimates shall not be valid for longer than 90-days from the date of the cost estimate..

CIAC charges will be calculated to the highest possible degree of accuracy using all known facts to compute the estimate. The Cooperative will maintain all distribution line covered by a CIAC and ownership of all equipment and material will remain the property of the Cooperative.

The Cooperative will review the rules and regulations as needed to keep abreast of current economic and market conditions. The policies, practices, and Schedule of Charges contained herein are subject to change without notice.

All provisions and charges of the CIAC are in addition to any normal charges of the Cooperative and the Cooperative's normal Rate Tariffs.

## **201. OVERHEAD EXTENSION POLICY**

Upon application for electric service, the Cooperative will furnish and install overhead primary and secondary service within its service area, or where allowed by law, to new developments, to permanent residential services, non residential services and to commercial, industrial, or public buildings.

Prior to the installation of the Cooperative's electric facilities, the Applicant, will furnish, without cost to the Cooperative, all necessary easements and rights-of-way and may if so desired (on their property) initially cut and clear the same as specified by the Cooperative. The Applicant shall have lot lines established and staked, the right of way clear of obstructions, and the project prepared to final grade before construction of the permanent electrical system begins.

The type of construction and location of said facilities will be at the option of the Cooperative. Should the Applicant, desire changes in either location or type of construction, and if the Cooperative agrees to the requested changes, such installations will be made only upon the Applicant's consenting to pay the Cooperative any estimated additional costs incurred in advance.

The Cooperative will construct its facilities to meet or exceed existing minimum standards of the latest edition of the National Electrical Safety Code, the Rural Utility Service's Construction Specification Manuals, and any other applicable codes or standards that exist at time of construction. The facilities will be designed using sound engineering principles and practices. Facilities will also be operated in accordance with sound engineering principles and practices.

All agreements for these services shall be reduced to writing and will be provided under the terms and conditions set forth herein.

## 201.1 NEW OVERHEAD SUBDIVISION

1. Backbone System: Where single phase or multiphase overhead backbone distribution primary and secondary extensions are requested through planned subdivisions, the Applicant shall pay a CIAC of the total estimated cost. Satisfactory arrangements must be made for the payment of these charges before construction begins. The Applicant shall provide a plat with easements in AutoCAD format (version 2006 or earlier). The Applicant also will provide necessary proof of filings and permits for approved water and sewer service. If the Cooperative determines that the economical return on investment is such that the Cooperative will consider investing in part of the construction cost on a subdivision of twenty (20) lots or greater. The Applicant may wish the subdivision be installed in phases, however, the Cooperative shall not begin construction until a written agreement has signed by both parties addressing the scope of work and an estimated CIAC. Any agreements between the Cooperative and the Applicant will be reduced to writing before construction begins.
2. Undeveloped Areas: When an Applicant requests overhead primary distribution systems that necessitate the installation of underground cables through, by, or across areas that have not been subdivided into lots and offered for sale, the Cooperative may charge, in advance, an estimated charge for the distance required.
3. Conduit Installation: When an Application involves a subdivision with overhead primary facilities and the Applicant elects to have underground services under a road and the underground line extensions will be installed subsequent to paving. The Applicant, at the Applicant's expense, shall install the conduit to meet the specifications provided by the Cooperative. The Cooperative will provide a layout showing where the conduit must be installed. In the event the Applicant requests the Cooperative to install the conduit prior to the installation of the underground service, the Applicant shall pay a CIAC equal to the total estimated cost of the conduit installation. In all cases, the Applicant will be responsible for tamping the trench to adequate compaction prior to paving. In the event that conduit is not installed prior to paving, the Applicant will be required to pay all costs incurred in boring under or cutting through and replacing pavement within the development or project. The costs for boring will be billed at actual cost.

## 201.2 OVERHEAD PERMANENT RESIDENTIAL SERVICE

1. Primary Extensions: When necessary, the Cooperative will furnish and install single phase or multiphase overhead primary distribution facilities to

provide service where the distance is too great for secondary service. The Applicant shall pay a CIAC for the overhead primary distribution line extension. The Cooperative will provide **40%** of the total estimated cost not to exceed **\$3000.00**. Upon the discretion of SEC, the Cooperative may provide **80%** of the cost of a **Backbone Distribution Line** meeting the requirements of:

- A.** Primary distribution line or lines which provide a main feeder where other distribution taps and/or services may be provided.
- B.** Backbone facilities shall follow a road maintained by the respective county that will be of sufficient width to allow two-way traffic.
- C.** Power distribution facilities must provide immediate service to a permanent residential service.

The Cooperative will provide the Distribution Transformer and up to a 200-amp meter and meter base at no cost to Applicant.

2. Secondary Extensions: The Cooperative will furnish and install a single phase or multiphase overhead secondary service to the normal point of delivery after satisfactory arrangements have been made to pay the CIAC. The normal point of delivery for overhead service will be located on the load side of the meter or at a location designated by the Cooperative. The Cooperative will provide **40%** of the total estimated cost not to exceed **\$3000.00**.

The Cooperative will provide secondary service to a location other than the normal point of delivery. The costs for additional poles and excess per-foot conductor charges will be charged at actual cost plus labor.

## **201.3 OVERHEAD NON-RESIDENTIAL SERVICE**

In the event the Applicant requests an overhead non-residential service extension, the Applicant shall pay a CIAC equal to the total estimated cost, including labor and material, of the overhead extension.

## **201.4 OVERHEAD COMMERCIAL AND INDUSTRIAL SERVICE**

1. OH Primary: Where single phase or multiphase underground Backbone Distribution extensions are requested all costs shall be borne by the Applicant. Special contracts, letters of credit or performance bonds may be

considered in determining extension costs. A CIAC may also be required in addition to these terms.

2. OH Secondary Service: Where single phase or multiphase underground Secondary distribution extensions are requested all costs shall be borne by the Applicant. Special contracts, letters of credit or performance bonds may be considered in determining extension costs. A CIAC may also be required in addition to these terms.

## **201.5 OVERHEAD TEMPORARY SERVICE**

Upon application for electric service, the Cooperative will extend temporary overhead distribution facilities. A temporary service supplies electricity for less than a 24-month continuous period, where the facilities installed for this service will not be needed to serve other accounts in the near future. A CIAC may be charged that will include cost of material and any retirement charges. Temporary services will be installed under the following terms and conditions:

1. Temporary Secondary Service Extensions: The temporary service will be provided under standard applicable rates and service-connect fees. The Applicant is responsible for ensuring that their temporary service pole is sufficiently braced and of sufficient height to meet the clearance requirements of the National Electric Safety Code, and other applicable state and local codes. The Applicant requesting temporary service is responsible for clearing the rights-of-way of vegetation and other obstacles.

Where the Cooperative must install a pole or poles to provide a temporary service, the Applicant must pay a CIAC based on the total estimated cost of setting the pole(s) added to the estimated cost of retiring the pole(s) less any salvageable materials. The Cooperative does not provide any allowance for Temporary Services.

## **201.6 OVERHEAD FACILITY RELOCATION**

Upon application, the Cooperative will consider relocating existing overhead facilities. Any relocation of facilities will be analyzed with a view to better the Cooperative's system and to not cause the Cooperative future problems. Betterment of the electric system occurs when, in the sole

judgment of the Cooperative, the proposed change results in needed repair or improvement that provides easier maintenance, repairs, replacement, or reconstruction of the facility, and in the sole judgment of the Cooperative, the economic return of the project justifies the investment in the facility relocation. The Applicant making the request for relocation will be responsible for all costs incurred that do not result in betterment of the electric system, for obtaining all necessary rights-of-way, and for all costs associated with cutting and clearing the rights-of-way of vegetation or other obstructions. If the Cooperative agrees to the relocation as requested, the party requesting the relocation will make arrangements for payment of the total estimated non-betterment costs before the relocation begins.

## **201.7 STRUCTURES AND EQUIPMENT MOVING**

The Cooperative, where practicable and upon request, will raise or lower lines to afford safe passage for structures or equipment being moved. Parties making such requests will be required to pay the total costs of the work performed. The parties will be required to make an advance deposit of the total estimated costs. The Cooperative will perform a final accounting of the costs, and either bill or refund the difference between the actual and estimated costs.

## **201.8 UNDERGROUND EXTENSION POLICY**

All rules and provisions for Overhead Installation as defined above shall apply to Underground Extension in addition to the following terms.

Upon application for electric service, the Cooperative will furnish and install underground primary and secondary service within its service area, or where allowed by law, to new developments, permanent residential dwellings, non-residential dwellings, and to commercial, industrial, or public buildings.

The Applicant is responsible for identifying, locating, and exposing all privately owned below ground facilities and obstructions prior to the installation of the underground electric facilities. The Cooperative shall not be responsible for damage to any privately owned underground facilities that are not identified, located, and exposed prior to the installation of the underground electric lines.

Where, due to conditions in the soil, as much as five percent of the trenching work cannot be accomplished by the use of standard trenching machines and techniques, excess costs incurred by such conditions may be charged to the Applicant by the Cooperative. Where there are other unusual conditions, such as high water or unusual local wiring or electrical code requirements, which require installation procedures and materials not normally, used, the excess cost of such procedure shall be charged to the Applicant .

Additional charges may be made by the Cooperative to defray the expense of constructing temporary overhead facilities installed at the request of and to accommodate the Applicant through, by, or into areas that will ultimately be served by underground facilities. The CIAC will be based on the total estimated line extension cost, plus the estimated cost of retiring the facilities, less any salvageable materials.

The type of construction and location of facilities will be at the option of the Cooperative. Should the Applicant desire changes in either location or type of construction, and provided that the Cooperative agrees that the requested changes will not present future problems, such installations will be made only upon the Applicant agreeing to pay to the Cooperative the estimated additional cost incurred.

The Cooperative will construct its facilities to meet or exceed the then existing minimum standards of the latest edition of the National Electrical Safety Code, the Rural Utility Service's Construction Specification Manuals, and any other then existing applicable codes or standards that exist at the time of construction. The facilities will be designed and operated using sound engineering principles and practices.

Where the Applicant wishes to pave roads, driveways, or other areas prior to the installation of the underground distribution facilities, the Cooperative will provide a layout showing where the conduit must be installed. The Applicant at his or her own expense, will be required to install the conduit under roads or other paved areas to meet the specifications provided by the Cooperative. In the event that the Applicant requests the Cooperative to install the conduit prior to the installation of the underground service, the requesting party shall pay a CIAC equal to the total estimated cost of the conduit installation. In all cases, the Applicant shall be responsible for tamping the trench to adequate compaction prior to paving. In the event that conduit is not installed prior to paving, the Applicant shall be required to pay all costs incurred in boring under or cutting through and replacing pavement within the development or project. The costs for boring will be billed at actual cost.

Protection of shrubs, trees, and grass sod during the installation of the underground facilities will be the responsibility of the Applicant.

The Applicant will hold the Cooperative and/or its subcontractors harmless from all costs and claims for damages or injury (including death) and including reasonable attorney's fees. It will be the responsibility of the Applicant to re-seed and/or maintain the trench cover.

The Applicant shall be required to pay all required deposits and costs incurred in boring under or cutting through and replacing pavement within the development. The costs for boring will be billed at actual cost.

## **201.9 UNDERGROUND TEMPORARY SECONDARY SERVICE**

Temporary underground service will be provided only when the source of power for the temporary service will originate from previously installed underground electric distribution facilities. A temporary service provides electric service for less than a 24-month continuous period where the facilities installed for this service will not be needed to serve other permanent accounts in the near future. The Applicant is responsible for ensuring that a temporary service pole is within five feet of an existing pad-mounted transformer or secondary pedestal suitable for providing such service. The temporary service will be provided under standard applicable rates and connect fees.

In the event the Applicant requests an underground temporary service extension greater than five feet in length, the requesting party shall pay a CIAC equal to the total estimated cost, including labor and material, of the underground extension.

## **201.10 OVERHEAD TO UNDERGROUND CONVERSION**

### **1. OH to UG Residential Secondary Services**

- a. When the Applicant requests that an overhead secondary service previously installed for a permanent residence be removed and replaced with a new secondary underground service, and when there has been no increase in the member's service requirements that necessitate an upgrade to the existing overhead service conductors, the Applicant will pay the CIAC for the total cost of the conversion.

- b. When it becomes necessary for the Cooperative to change overhead service wires because of an increase in the member's service requirements, the charge to remove the existing overhead service may be waived, and upon the request of the member the new service may be installed underground. The underground secondary service will be installed in accordance with the applicable sections of the Underground Extension Policy.

## 2. OH to UG Non-Residential Secondary Services

- a. When the Applicant requests that an overhead secondary service previously installed to serve a permanent building be removed and replaced with a new secondary underground secondary service, and when there has been no increase in the member's service requirements that necessitate an upgrade to the existing overhead service conductors, the Applicant will pay to remove the existing overhead service. The underground service will be installed in accordance with the applicable sections of the Underground Extension Policy.
- b. When it becomes necessary for the Cooperative to change overhead service wires because of an increase in the member's service requirements, the charge to remove the existing service may be waived, and upon the request of the member, the new service may be installed underground. The applicable provisions of the Underground Extension Policy will govern the underground secondary service extension.

## 3. OH to UG Primary Distribution Lines

When the Applicant requests that an existing overhead primary line be replaced with primary underground cable, and provided that the Cooperative agrees that the requested changes will not present future problems, the Applicant will make satisfactory arrangements to pay the total estimated costs of removing the existing facilities, plus the total estimated costs including labor and materials of installing the facilities underground. The value of salvaged materials will be credited to the costs, and the final billing will be adjusted as necessary.

## DEFINITIONS

**Alternate Energy Source:** An energy source that is or would be installed to provide energy to operate a service site in lieu of a Southeastern Electric Cooperatives power line or back up service. Examples of these would include, but not be limited to, Photo Voltaic, Internal Combustion Generator or Wind.

**Active Service:** A service (either permanent or temporary) to which the Cooperative is currently capable of delivering electric energy to a Member.

**Applicant:** A person who requests electric service or the extension of electric utility facilities.

**Backbone Primary Distribution Line:** Primary distribution line or lines, which provide a main feeder where other distribution taps and/or services, can be provided.

**Commercial Service:** Electric service other than residential, or irrigation, where the primary end use is for commerce, or for service to any structure containing multiple dwelling units when supplied through one meter.

**Construction Cost:** The cost of constructing a line. (Note: Use these costs as a guide for line extension and service agreement, actual cost may vary.) Construction costs consists of material, labor and overhead.

**Construction Year:** January 1<sup>st</sup> to December 31<sup>st</sup> of the current year.

**Contribution-in-Aid of Construction (CIAC):** The Applicants share of the cost of making additions or modifications to electric distribution facilities. CIAC is payable as a condition prior to installing facilities, which remain the property of the Cooperative.

**CT Metering or CT Service:** Utility metering that measures and monitors the levels of electrical usage proportionally by using current transformers (CT's). Typically used for services in excess of 400 amperes.

**Electric Service:** The availability of electric energy at the point of delivery for use by a Member, irrespective of whether electric energy is actually used.

**End Use:** The Member's ultimate use of electricity.

**Engineering:** Engineering includes the preparation of electric layouts, designs, specifications, and other drawings and lists associated with electric construction. It also includes, but is not limited to making construction quotes, inspecting construction for conformance with design criteria and specifications, staking,

right-of-way acquisition, and similar and related activities necessary to the technical planning and installation of electric distribution facilities.

**Line Extension:** Installation of electric distribution facilities of the Cooperative which has been constructed by or on behalf of the Cooperative for the purpose of providing electric service to a location at which such service was not available prior to the completion of such construction.

**Meter Base:** Facilities located on the secondary side of a transformer with provisions for a utility meter to monitor and record the electrical usage of a location. Meter bases can be located on poles, pedestals or structures.

**Meter Loop:** Facilities located on a pole on the secondary side of a transformer with provisions to connect a meter base for a utility meter to monitor and record the electrical usage of a location.

**Mobile Home:** A detached single-family dwelling designed for long-term human habitation, having complete living facilities, constructed and fabricated into a complete unit at a factory, and capable of being transported to the location of use on its own chassis and wheels.

**Mobile Home Court:** Any property in the same ownership, which is utilized for occupancy by more than two mobile homes, but not including tourist facilities for motor homes, campers or travel trailers.

**Non-Residential Service:** Services other than residential, commercial, or irrigation. For Example; seasonal facilities, such as irrigation wells and systems, vacation homes, weekend homes, hunting camps, fishing camps, baseball fields, signs, garages, barns, and other types of recreational areas.

**Permanent Service:** Member's facilities constructed at a given location in such a manner that they may be reasonably expected to remain for the useful service life of the Cooperative's electrical facilities constructed for that service. Mobile homes would be such to have the tongue and axels removed, anchored securely and underpinned, with an approved water and sewer connection. A copy of approval letter may be required such as Department of Environmental Quality, City Permits, etc.

**Point of connection:** The location where the Cooperative connects to its existing line to extend service.

**Point of delivery:** The location where the Cooperative terminates its equipment or conductors and at which the Member assumes responsibility for construction and maintenance of the electrical facilities.

**Primary Voltage:** The voltage at the high voltage side of a distribution transformer.

**R.V. Park:** Any property developed pursuant to a common plan or scheme for the purpose of occupancy primarily by more than two recreational vehicles.

**Residential Service:** Electric service supplied to a single family dwelling or to a location owned or rented by an individual where the end use of the service is primarily for the domestic heating, cooking, lighting, and general purposes of the inhabitants of the dwelling or of the individual.

**Secondary Voltage:** The voltage at the low voltage side of a distribution transformer.

**Security Light:** An un-metered exterior light fixture installed and maintained by the Cooperative.

**Service:** The conductors and equipment for delivering energy from the electricity supply system to the wiring system of the premises served, or the furnishing of energy to the premises.

**Service Entrance:** The meter socket and circuit breaker or fused switch located near the point of entrance of service conductors to the premises, which provide a means of measurement and switching for the electrical supply.

**Service Structure:** The structure to which electric service is delivered, including a pole or pedestal.

**Subdivision or Development:** A tract or parcel of land divided into two or more lots, sites, or other divisions.

**Temporary Service:** Member facilities installed in such a manner that it may be reasonably expected to be relocated or removed within 12 months of installation. Examples of facilities for which temporary service may be provided are construction sites, gravel pits, sawmills, mining sites, fish sites, refrigerated van plug-ins, or carnivals and a circus.

**RESPONSIBILITY**

The General Manager shall be responsible for the administration of this policy.