



REVISION DATE: January 27, 2020

SUBJECT: LINE EXTENSIONS

I. PURPOSE:

To establish guidelines for the installation of new electrical, upgrades, relocation of existing services and re-energizing terminated services.

II. POLICY CONTENT:

New Services, Upgrades and Relocation of Services

This line extension policy defines the respective responsibilities of the Cooperative, and the member, when facilities are to be provided to serve new or additional loads. The policy cannot, and is not intended to, cover every specific situation or eventuality. The Cooperative employees are therefore authorized to make policy adjustments to accommodate those unique situations as they arise.

At the time a member requests new service, increased service, relocation of service or an extension of service (the "Work"), the member must pay a \$150.00 non-refundable engineering fee and provide to the Cooperative all pertinent job information relating to the Work to enable the Cooperative to calculate the estimated cost. All Work is subject to the approval of the Cooperative, and there is no guarantee that a member request will be approved. Members will be responsible for 100% of the cost of the Work, as determined by the Cooperative. Re-energizing a terminated service will be treated as a new service per Policy 30-211. The member will pay in advance the estimated cost for the Work to be completed by the Cooperative, which will include the Cooperative's estimated costs of labor, materials, equipment, and Cooperative overhead. The member will be responsible to prepare the Work site in accordance with current Cooperative Policies which may include by way of example and without limitation, the initial right-of-way clearing, excavation – road building and/or conduit installation - service conductor installation, and obtaining an electric permit from L&I.

The estimated cost of the Work will be determined by the Cooperative, using the Cooperative's standard accounting methods. The Member will be charged the greater of a minimum fee of \$150, or the actual cost of the Work. This minimum fee is in addition to the \$150 non-refundable engineering fee. The member will be responsible for any changes in the Work that result in additional costs to the Cooperative.

If the actual cost of the Work is less than the estimate paid, the member will receive a refund, without interest. If the actual cost of the Work is greater than the estimate paid, the Cooperative will invoice the member the amount of the difference, with payment in full due within 30 days for continued service.

The Cooperative retains ownership of all electrical equipment, which includes up to the

point of delivery. The point of delivery is that point on a member’s property (or other agreed point) where the Cooperative terminates its electrical secondary conductors, and the member’s wires are connected to the Cooperatives conductors. All equipment on the load side shall be the responsibility of the member, except meters, metering equipment and other equipment provided by the Cooperative. It shall be the member’s responsibility to advise the Cooperative of the member’s service requirements in advance of the installation of the member’s service entrance equipment, and to allow the Cooperative sufficient time to determine that the location is acceptable.

In general, the point of delivery will be as follows:

- a) Residential Overhead: at the weather head
- b) Residential Underground: at the line terminals of the meter base
- c) Commercial Overhead: at the weather head
- d) Commercial Underground: at the line terminal of the meter base or current transformer

At no time will the Cooperative complete any Work or process any request of a member under this policy, if that member is past due on any of their accounts.

The policy provision relating to ownership of the point of delivery for underground services is effective February 1st, 2020. Underground services installed before that date are generally owned by the member and remain the responsibility of the member. Any member having a question about underground service should contact the Cooperative.

System Access Charge

Each new service, and/or upgrade will require payment of a system access charge based on the service panel size and the distance from the serving substation. Irrigation, domestic pumps and yard light services will not require payment of a system access charge.

<u>Panel Size</u>	<u>kw</u>	<u>System Access Charge</u>	<u>Distance Fee</u>
60 amp	2.4	\$86.00	\$6 x 2.4 x miles
100 amp	4	\$144.00	\$6 x 4 x miles
200 amp	8	\$288.00	\$6 x 8 x miles
400 amp	16	\$576.00	\$6 x 16 x miles

The following conditions apply to the system access charge.

1. Panel sizes not listed will have (kw) load determined by the Cooperative.
2. System Access Charge for upgraded services will be based on the difference between the existing panel size and the new panel size.
3. Distance is measured in direct miles from the serving substation.

Additional Loads – Upgrades

The Cooperative must be notified in advance if a member intends to increase load. If an upgrade is necessary, line extension fees and system access charges will apply to the increase and are the responsibility of the member. In the event that a member fails to notify the Cooperative, and as a result the Cooperative's equipment is damaged, the member will be liable for the cost of such damage.

Legal Access: Permits and Easements

It is the sole responsibility of the member requesting new service, relocations or extensions to secure all rights-of-way required in connection with the request. Rights-of-way in the form of easements are required from each owner of property through or over which a cooperative facility will traverse (including the member's own property). In certain circumstances, the Cooperative may have an existing permit, license, franchise, easement or other right to locate its equipment along a permanently established road that is satisfactory to the Cooperative. Whenever practicable, all new services, relocations and extensions shall be located along such permanently established road upon which the Cooperative has, or may obtain at no cost to the Cooperative, a permit, license, franchise or other agreement satisfactory to the Cooperative permitting location of the Cooperative's lines and equipment. For all upgrades, members will be responsible to furnish an easement or easements for the member's property where the upgrade is located, together with easements from all other property owners to enable the Cooperative to access all Cooperative facilities and equipment, and provide right of entry for Cooperative employees and agents. All agreements described in this paragraph shall be procured and recorded with the Okanogan County Auditor at no charge to the Cooperative, and the Cooperative has no responsibility for obtaining any easements, or selecting a line or equipment placement that would reduce the member's responsibility for securing the right-of-way.

It is the policy of Cooperative that no services will be supplied by the Cooperative to any platted, subdivided or short platted lands, and any lots located within such platted, subdivided or short platted lands, not currently being served by Cooperative, until and unless the owner or owners of such lands grant to, and in favor of the Cooperative, easements, in a form acceptable to the Cooperative, for the location of power lines, poles, underground lines and any other necessary equipment. The easements must allow for installation, maintenance and repairs for all necessary equipment for each and every lot within such plat, subdivision or short plat.

Line Extension Rules

A member who extends power from the Cooperative's existing system will pay all costs relating to the extension. The member will not be entitled to a rebate, refund or credit from the Cooperative for future or additional services that are subsequently connected to the extension funded by the member.

The Cooperative has no responsibility to require, oversee, monitor or otherwise enforce any agreement between the member and a neighboring member, and will be entitled to rely upon an executed and recorded easement as authorization by all parties to proceed with the line extension request. Regardless of a member's monetary contribution to the

line extension, all equipment and distribution facilities shall remain property of the Cooperative.

The Cooperative reserves the exclusive right to make any number of connections to any power line to serve additional members at any location and without compensation to any member, except for agreed upon compensation for actual damage to property caused by extension or connection construction by the Cooperative. No easement for a line extension shall limit the ability of the Cooperative to make additional connections, or limit the number of properties the line and equipment may serve. All connections are subject to the terms of both existing easements and easements to be obtained to make a new extension. The Cooperative will make reasonable efforts to cooperate with the member to determine the most acceptable route, provided the route results in no additional direct or indirect cost to the Cooperative.

The Cooperative may require an extension to be underground rather than overhead whenever it is in the best interest of the Cooperative (Example: tree danger, fire hazard and existing underground area). The Cooperative may not approve requested undergrounding when and if it is determined that undergrounding is not in the best interest of the Cooperative.

Nothing in this policy shall be construed as affecting or otherwise limiting the Cooperative's powers of eminent domain.

III. RESPONSIBILITY:

The general manager and employees will be responsible for the implementation of this policy.

ATTESTING:

President

Secretary

Date

- Revised 01-27-20
- Revised 2/28/13
- Revised 3/11/08
- Revised 11/27/07
- Revised 6/28/05
- Adopted 8/29/00