

ELECTRIC UTILITY DEPARTMENT OF VILLAGE OF BREWSTER, OHIO

GENERAL RULES AND REGULATIONS

TABLE OF CONTENTS

SECTION 1. GENERAL	
SECTION 2. APPLICABILITY, GENERAL PROVISIONS AND DEFINITIONS	
SECTION 3. APPLICATION FOR SERVICE	
SECTION 4. RATE CLASSIFICATION & RATE APPLICATION	
SECTION 5. SERVICE & SERVICE CONDITIONS	
SECTION 6. TYPE OF SERVICE & VOLTAGE AVAILABLE	
SECTION 7. USE OF SERVICE BY CONSUMER & LIMITATIONS	
SECTION 8. USE OF SERVICE BY CONSUMER & LIMITATIONS UTILITY'S INSTALLATION	
SECTION 9. CONSUMER'S INSTALLATION & EQUIPMENT	
SECTION 10. TEMPORARY & SEASONAL SERVICE	
SECTION 11. UNUSUAL SERVICE EXTENSIONS	
SECTION 12. BILLING, PAYMENTS, METER READING & METER TESTING	
SECTION 13. RESPONSIBILITY FOR PAYMENT OF BILLS	
SECTION 14. SPECIAL SERVICES – CHARGES FOR CONNECTION & RECONNECTION OF SERVICE, ETC.	
SECTION 15. RELOCATION OF UTILITY'S FACILITIES AT CONSUMER'S REQUEST	
SECTION 16. EMERGENCY & STANDBY GENERATING EQUIPMENT: PARALLEL OPERATON PROHIBITED	
SECTION 17. SUPPLEMENTARY STANDBY POWER SUPPLIED BY UTILITY	
SECTION 18. ATTACHMENTS AND UNAUTHORIZED COMMUNICATION DEVICES PROHIBITED:	
SECTION 19. UTILITY'S LIABILITY & RESPONSIBILITY	
SECTION 20. CONSUMER'S LIABILITY & RESPONSIBILITY	
SECTION 21. ILLEGAL DIVERSION OF ELECTRICITY – DISCONTINUANCE OF SERVICE	
SECTION 22. DISCONTINUANCE OF SERVICE FOR CAUSE	
SECTION 23. DISCONTINUANCE OF SERVICE NOTICE TO CONSUMERS	
SECTION 24. RATES APPLICABLE & SELECTION:	
SECTION 25. OVERHEAD DISTRIBUTION FOR NEW SUBDIVISIONS	
SECTION 26. UNDERGROUND DISTRIBUTION FOR NEW SUBDIVISIONS	
SECTION 27. RIGHT-OF-WAY	
SECTION 28. ACCESS TO PREMISES	
SECTION 29. PROCEDURES AND CHARGES TO BE APPROVED BY VILLAGE ADMINISTRATOR	
EXHIBIT A:	PAYMENT PROCEDURES
EXHIBIT B:	SPECIAL CHARGES

ELECTRIC UTILITY DEPARTMENT OF VILLAGE OF BREWSTER, OHIO

GENERAL RULES AND REGULATIONS

SECTION 1. GENERAL

These General Rules and Regulations cover the furnishing and supply of Electric Service by the Village of Brewster, hereinafter referred to as “Village” or “Utility”, to its Consumers.

As hereinafter used “Consumer” shall be construed to be any individual, firm, corporation, association, political subdivision, or any other identity using Village’s Electric Service.

All of these General Rules and Regulations shall be applicable to all of Village’s Electric Consumers regardless of how the Consumer may be identified as to name or whether or not the Consumer is the Property Owner of record.

These General Rules and Regulations are a part of each of Village’s Electric Rate Schedules as if fully set forth in said Schedules.

It shall be the responsibility of the Village Administrator, Clerk-Treasurer and Utility Billing Clerk of the Village to enforce these General Rules and Regulations.

The Village Administrator and the Clerk-Treasurer of the Village may supplement these Rules and Regulation with such other Administrative Rules, Forms and/or Specifications as may be necessary to properly enforce and administer these General Rules and Regulations and the applicable Rate Schedules and to comply with the intent of same.

SECTION 2. APPLICABILITY, GENERAL PROVISIONS AND DEFINITIONS

These Rules and Regulations together with the provisions of the applicable Rate Schedule are part of every service contract entered into by the Utility.

- a) Point of Service: May be referred to as: “Point of Delivery”. The Utility will extend its facilities to the point of attachment designated by the Utility on the Consumer’s pole, building, or other suitable structure. The attachment may be owned by the Utility at its option and is considered the point of service. Metering may or may not be located at the point of service Meter location will be determined by the Utility. Each meter and/or voltage level is point of service.
- b) Service Voltage: The normal Service Voltage is single-phase, 60 hertz, 120/240 volts, 3- wire. At Utility’s option other voltages and/or 3-Phase service may be made available as specified in Section 6. All voltages are nominal subject to standard variations.
- c) Overhead & Underground Service: All service will normally be supplied by means of Overhead Service Facilities. At Utility’s option, Underground Facilities may be furnished in conformance to Utility’s Standards and Charges for such service as hereinafter set forth. See Section 8.
- d) Temporary Service: All service applications for campers, trailers, portable tools, house or other construction, and the like, shall normally be considered as being Temporary in character and shall be subject to the provisions hereafter set forth.
- e) Subdivision: Where two or more residences, mobile homes, and/or trailers are determined by Utility to be permanent housing facilities located on the same common tract of land, same shall be defined and constitute as being a subdivision or park and will be served under the Utility’s current policy.
- f) Special Charges: The furnishing of Reconnection, Disconnection, Temporary and Other Special Services shall be subject to the Schedule of Charges set forth in attached Exhibit A.

SECTION 3. APPLICATION FOR SERVICE

- a) All Applications for Service: Shall be in writing on Utility's standard form and shall be made with the Utility Billing Clerk at Town Hall, accompanied by all Applicable Fees and/or Deposits. When accepted by Utility, the applications shall constitute a binding Contract between the Applicant and Utility in conformance to these General Rules and Regulations, and the applicable Rate Schedule.
- b) Residential & Incidental Farm Service: Where the premises are occupied by a Tenant or where Utility determines that the service to be furnished is Temporary in character, Utility reserves the right to require the Application for Service to be in the name of the Property Owner, who shall be responsible for the payment of all bills for electric service. Utility reserves the right to bill and mail the bill direct to the Tenant.
- c) Elements of Dwelling Unit Permanency: A dwelling unit is considered permanent if all of the following conditions are complied with:
 - 1) The same individual owns both the land and dwelling.
 - 2) The water system is permanent.
 - 3) The sewage system is permanent.
 - 4) The structure is located on a permanent foundation as determined by Utility.
 - 5) If a mobile home or trailer is involved, all wheels must be removed and the unit is mounted on a permanent foundation.
- d) Temporary Service: All service applications for campers, trailers, portable tools, house, other construction work and the like shall normally be considered as being Temporary in character, See Section 10.
- e) Trailer & Mobile Home Courts: Where 2 or more trailers or the like are involved such service may, at the sole discretion of the Utility, be served through a central metering point. Where more than 1 unit is served through 1 meter, the billing procedure shall be as specified under Section 4 (b) "Multiple Dwelling Units". Where 4 or more mobile homes or trailers are served through 1 meter, the General Service Rate shall apply. However, such service shall not be sub metered or resold by the Owner or Operator. If this requirement is violated, service shall be subject to disconnection upon 24 hours written notice by Utility.

If each Unit is individually metered and billed, all facilities beyond the Point of Delivery to the property, shall be owned, operated and maintained and installed at Owner's expense.

If Utility determines that the mobile home is a permanent installation, Utility may elect to install all secondary wiring and service drops at Owner's expense. The utility shall not provide service unless the current distribution system is compliant with current code requirements.

Billing will commence with the first billing month following the date that Utility establishes service to the meter pole. For bill responsibility see Section 12 & 13.

- f) Right-of-Way: Before electric service is established, any necessary Right-of-Ways or Easements must be executed by the Property Owner on the Utility's standard Right-of-Way Form. If the applicant for electric service is not the owner of the Property to be supplied with electric service, it will be the responsibility of the Applicant to assist in obtaining the necessary Right-of-Way, not only for the property to be served with electricity, but also all other properties it may be necessary to cross with Utility's electric lines in order to furnish said electric service.

SECTION 4. RATE CLASSIFICATION & RATE APPLICATION

- a) Residential Classification: This classification applies to all uses usually considered in the public utility industry as being strictly residential domestic, home, or incidental farm use in character and where not more than one single family dwelling unit is served through one meter except as

set forth in (b) below. The Residential Classification is only applicable for 120/240volt Single Phase service. All Non-Residential use and/or 3-Phase electric service shall be classified as General Service or Large Power Service and shall be billed as specified below.

- b) Combined Residential & Non-Residential Service: Where the premises are used and occupied by a Consumer as a Non-Residential or Business Establishment and also as a Residence, all service supplied will be billed under the applicable Non-Residential or General Service Schedule, or at the Consumer's option the wiring may be separated (subject to Utility's approval) and each class of service separately metered and billed accordingly.
- c) Rooming Houses: Where the primary purpose of the electric service, as determined by the Utility is principally for domestic use by a single family with boarders being taken in for incidental income, the service shall be classed a Residential.

Where the domestic electric service use of such family is incidental and the principal activity and/or electric service use is for a rooming, tourist or boarding house, all service shall be classed and billed as Non-Residential or General Service.

When a majority of rooms on the premises are rented or are intended to be rented, it shall be deemed that the principal use is for a rooming, tourist or boarding house and therefore the service shall be classified as Non-Residential or General Service as specified in (i) below.

- d) Religious & Similar Dwelling Units: Individual buildings that are primarily used for residences of individuals, located in orphanages, children homes, parsonages, etc. will be served under the Residential Schedule providing the service is 120/240 volts, Single Phase and the demand at the individual meter does not exceed the limitation set forth in the Residential Schedule.
- e) Trailers and Mobile Homes: Such service shall be considered as Temporary Service unless elements of permanency exist, including permanent foundation, approved sanitary facilities etc. See Section 3 (e).
- f) 3-Phase Service: This service is not available under the Residential Rate Classification. Where 3-Phase service is furnished, all service (both Single and 3-Phase) will be billed under the applicable General Service or Large Power Rate Schedule unless the Single and 3-Phase services are separately metered and billed in conformance to the applicable Rate Schedule.

Where 3-Phase service is furnished, the applicable Service and Minimum Charge shall be effective on a 12-months year around basis and seasonal or other interim disconnects will not avoid and Service and Minimum Charge except as may be specified in the applicable Rate Schedule.

- g) Combined Single and 3-Phase Service: Non-Residential or General Service power service will be billed as a single bill for each service location, provided that all of the Consumer's wiring is terminated at a single service and meter location (to be determined by Utility) and only a single 3 or 4 wire service drop is used to supply service. If service is supplied to more than one service or meter location or if more than a single 3 or 4 wire service is installed, separate billing will apply for each service or meter.
- h) General Service Classification: This Classification and applicable rate shall apply to service furnished for any use that is not strictly Residential, Home or Incidental Farm use in character. It also applies to residential service where the demand exceeds the limitations set forth in the Residential Schedule.

Such Non-Residential or General Service use includes service furnished to more than 3 dwelling units served thru a single meter, churches, trailer camps, restaurants, hotels, rooming houses, apartment houses, tourist courts, schools, orphanages, stores, professional and other offices,

clubs, theaters, businesses, etc., plus all other establishments or activities that are Non-Residential or Non-Home use in character.

Any establishment carrying a business, professional or commercial telephone directory listing will be considered as Non-Residential and the General Service or Large Power Service Rates shall apply. However, the absence of such telephone listing shall not be considered as establishing as to whether or not the service is Residential or Non-Residential.

The Non-Residential Classification shall also apply where either an external or internal business advertising sign or similar evidence is visible from the outside of the building or structure; also where other external visible evidence makes it obvious that Non-Residential Activities are being carried on the premises involved.

- i) Rural General Service Classification: Service in Rural Areas shall be considered as Non-Residential or General Service in character where such service is not incidental to general farming operations as defined by the limitations set forth in Utility's Residential Schedule and/or where such service is used for the preparation of processing of food or other products to the extent that same are substantially in a form that can be used or can be readily adopted for use by, or for sale to the ultimate consumer.

In addition, in order to avoid discrimination, all service supplied in rural areas for activities that are sometimes carried on in municipalities and classified and billed as Non-Residential Service, shall likewise be classified as General Service in Rural Areas.

- j) Large Power Service Rate Classification: This Schedule is applicable to any Consumer whose requirements comply with the Terms and Conditions set forth in the applicable power service Rate Schedule and who contracts in writing for such service.

The Power Rate is only available on a 12 months year-round basis and seasonal disconnects will not avoid the applicable Contract Monthly Minimum Charge specified in the Rate Schedule. Utility reserves the right to require the Consumer to install the necessary complete substation, in which event; the specified Substation Ownership Discount shall apply.

SECTION 5. SERVICE & SERVICE CONDITIONS

- a) Utility will specify the location of Consumer's Service Entrance and Utility's Meter, which shall be installed as specified in Sections 8 & 9.
- b) Service will not be established until all necessary permits have been obtained and not until Consumer's wiring installation has been inspected and approved by the Governmental Authority or Board having jurisdiction over same. If no Governmental Authority or Board has jurisdiction, the entire wiring installation shall be installed in accordance with the latest edition of the National Electrical Code and the Specifications and Regulations of Utility.

Utility is under no obligation to inspect Consumer's wiring installation or his equipment. However, Utility reserves the right to inspect same and to refuse service to any installation that is, in the opinion of Utility, unsafe or if the operation of same may be detrimental to the service furnished other Consumers.

- c) Where the furnishing of service requires an extension of Utility's distribution or transmission or other facilities see Section 3.
- d) Service shall normally be Single Phase, 120/240 volts 3 wire. As to the availability of other voltages and 3-Phase service, see Section 6.

- e) Utility shall install, own, operate and maintain its service wires, sometimes referred to as “Service Drop”, up to the point of contact with Service Entrance Conductors on Consumer’s building, mast pipe, or other Service Drop terminating structure approved by Utility.

For further details as to facilities to be furnished by Utility and Consumer, see Sections 8 & 9.

- f) Outdoor socket mounted meters will normally be used by Utility whenever practical. However, Utility may elect to furnish a suitable cabinet in which to install its meter.
- g) Meter socket to be furnished by Utility to Consumer’s Electrical Contractor, who shall install same at Consumer’s expense in the manner specified by Utility. The meter socket or cabinet (if used) location shall be specified by Utility and at all times, shall be kept sealed and under control of and maintained by Utility.
- h) Utility Responsibility and Liability, terminates at the point where Utility’s Service Drop Conductors first contact Consumer’s building structure, mast pipe or other Service Drop Terminating Facilities. All such Service Drop Terminating Facilities shall be approved by Utility but shall be owned, operated and maintained by Consumer.

Utility reserves the right to disconnect and remove its facilities if it determines that Consumer’s Service Drop Terminating Facilities are inadequate or unsafe.

- i) For All Service Drop Installations – Whether Residential, Non-Residential, Single or 3-Phase – the Point of Delivery shall be where Utility’s Service Drop conductors first contact Consumer’s Service Drop Terminating Structure. Utility’s responsibility and liability shall not extend beyond said delivery point.

SECTION 6. TYPE OF SERVICE & VOLTAGE AVAILABLE

- a) The Utility’s standard service voltage is Single-Phase 120/240 volts, 3 wire, and 60 hertz and is available to all Consumers. Following is a list of all nominal voltage levels both Single-Phase and 3-Phase that the Utility may elect to offer and/or require.
 - 1) 120 volts, 2-wire, Single-Phase service. (Available only at Utility’s option)
 - 2) 120/240 volts, 3-wire, Single-Phase service.
 - 3) 120/240 volts, 4-wire, 3-Phase service.
 - 4) 120/208 volts, Y-connected, 4-wire, 3-Phase service.
 - 5) 240/480 volts, 4-wire, delta 3-Phase.
 - 6) At Utility’s available primary voltage.
 - 7) At Utility’s available transmission voltage.
 - 8) As to the availability of 3-Phase service, see below.
- b) Other Voltages: Where Consumer desires service under voltage or phase conditions different than those Utility elects to furnish, any additional transformers, conversion or accessory equipment required shall be supplied and maintained by the Consumer at his expense. Utility reserves the right to meter service at either primary or secondary voltage. In such an event Billing Kwh shall be determined as is specified in the applicable Schedule.
- c) 3-Phase Service: Normally only Single-Phase service is available. However, 3-Phase service may, at Utility’s option, be furnished where 3-Phase facilities of adequate capacity are already installed immediately adjacent to the point where service is to be delivered to Consumer, or where, as determined by Utility it is economically feasible to extend such 3-Phase facilities. See Section 11.

Utility reserves the right to refuse to extend or install 3-Phase facilities to serve motors individually rated at 20 HP or less and to furnish only Single-Phase service for such motors. In such an event Consumer may elect to install single 3-Phase conversion equipment to operate his 3-Phase motors.

- d) Substation Equipment: For large or unusual loads, Utility reserves the right to require Consumer to take service at primary voltage and to require Consumer to furnish the necessary complete substation equipment. In such an event, the Substation Ownership Discount shall apply. See Section 4 (k).
- e) Temporary Service: See Section 10.
- f) Where an unusual extension of primary, secondary or transformers facilities are required (such as for 3-Phase service), the furnishing of service will be covered by Special Written Agreement, in conformance to the provisions set forth in Section 11.

SECTION 7. USE OF SERVICE BY CONSUMER & LIMITATIONS

- a) Service is for Exclusive use of Consumer: Electricity supplied by Utility is for the exclusive use of the Consumer on the premises to which such energy is delivered by the Utility except as is specifically provided in Sections 3 & 4 with respect to "Multiple Dwelling Units" and "Trailers and Mobile Homes" or as may be set forth in the applicable Rate Schedule itself, service shall not be shared with another, sold to another, or transmitted off the premises. If this restriction is violated, Utility reserves the right to Discontinue Service Without Notice.
- b) Interconnection of Buildings: Where Consumer's installation contains 2 or more buildings and such building are separated by street, alley, railroad Right-of-Way, or other public thoroughfare and where there is no other intervening property occupied by others, the Consumer at his own expense and responsibility and subject to the approval of Utility may inter-connect such buildings so as to enable Consumer to receive all of his electric service requirements at one service meter location and to be so billed.

The privilege is not transferable and automatically terminates if and when the buildings cease to be a part of a single establishment, or are separately owned and operated.

- c) Each Service to be Billed Separately: Each separate service and/or meter location will be metered and billed separately. In addition, each different service voltage shall be separately metered and billed, the same as though each service voltage was supplied to different individual Consumers.
- d) 3-Phase Residential Service: 3-Phase service is not generally available for Residential use. As is provided elsewhere, where 3-Phase service is furnished for Residential use, all service both Single and 3-Phase, will be metered and billed in accordance with the applicable 3-Phase General Service Schedule.
- e) Residential Motor Size Limitations: Service under Residential Schedules shall not be used for the operation of individual motors with a name plating rating in excess of 20 HP unless special written permission is obtained from the Utility.
- f) Reduced Voltage Starting of Motors: Utility reserves the right to require all motors larger than 10 HP to be equipped, connected and operated by means of reduced voltage starting. The reduced voltage limits shall be as specified by Utility. The reduced voltage starting equipment may be built into the motor itself or may be external to the motor.
- g) Consumer's Equipment to be Acceptable: Consumer's electrical equipment shall be of an approved design; operated and controlled so as to not cause electrical disturbances on Utility's system or to be detrimental to the service furnished other Consumers of Utility. If these requirements are not complied with service will be subject to Disconnection as provided in Section 22.
- h) Power Factor Corrective Equipment & Voltage Control: Utility reserves the right to require the Consumer to install at his expense such power factor corrective and/or load limiting equipment as is necessary to limit load and voltage fluctuations so that it is not necessary for Utility to supply excess capacity and facilities.

All Consumer installations of neon, fluorescent or other types of gaseous tube lighting including signs, shall be equipped with power factor correction equipment so that the power factor at all time (of each unit or each group of units controlled through one switch) will not be less than 90% lagging. Similarly, all air conditioning equipment installed after the effective date of these Rules and Regulations shall be equipped so that when in operation the power factor is not less than 90% lagging.

- i) Power Factor Voltage Control: Where Consumer installs power factor corrective equipment, Utility reserves the right to require Consumer to install such controls as are necessary, in Utility's opinion, to prevent voltage or other disturbances on Utility's system that are detrimental to the service furnished other Consumers. If upon request of Utility such voltage control equipment is not installed by Consumer the billing for service shall be based on non-operation of all power factor corrective equipment and all electric service shall be subject to disconnection as provided in Section 22.
- j) Fluctuating Load Limitations: Where large fluctuating Single Phase loads such as spot welders are involved, in order to limit voltage variations so same will not be detrimental to service furnished to other Consumers, Utility reserves the right to require such loads to be supplied by means of a 3-Phase to Single Phase motor generator or other 3-Phase to Single Phase converting equipment. All such conversion equipment shall be installed, owned, operated and maintained by Consumer at his expense. The furnishing of 3-Phase service by Utility shall be in conformance with the provisions set forth in Section 11(b).
- k) Separate Transformers For Special Loads: In event a separate service or transformer installation or additional transformer capacity is required to adequately serve fluctuating loads (such as X-ray equipment, welders, etc.) such service shall be metered and billed separately in conformance to the applicable Rate Schedule or Schedule of Special Charges. See Section 11.

Consumer's wiring used to supply such fluctuating loads shall be installed in a continuous length of rigid conduit or cable as approved by Utility.

SECTION 8. USE OF SERVICE BY CONSUMER & LIMITATIONS UTILITY'S INSTALLATION

As used herein, Consumer or Property Owner shall be considered as one in the same.

- a) Service Drop & Service Entrance Facilities: The Utility will furnish and install the necessary service wires or "service drop", extending from the nearest pole of Utility's distribution facilities to Consumer's service entrance terminating facilities located on Consumer's building, mast pipe, or other structure or metering pole. Said terminating facilities shall be located so that Utility can span its wires direct and in such a manner that its service wires will always have adequate ground and other clearances and be free from trees and all other obstructions.

The "Service Drop" terminating facilities shall be furnished and maintained by Consumer and the location of same shall conform to and meet all National Electrical Code requirements as to safety mechanical strength, clearance above ground, etc.

For facilities to be installed by the Consumer see Section 9.

- b) Service Entrance Facilities to Be Installed By Utility: See Section 5, as to Utility's responsibilities up to the Point of Delivery, Utility's Liability and related matters.
- c) Service Entrance Facilities to Be Maintained At Consumer's Expense: Such facilities consisting of cable or conduit and appurtenances, shall extend from the above specified point of contact with Utility's service wires to the meter socket base. All entrance wiring shall not be concealed and shall always be in plain view for inspection by Utility.

- d) Meter & Meter Socket Base to Be Furnished By Utility: Outdoor socket mounted meters will normally be used by Utility whenever practical.

The meter socket base will be furnished by Utility but shall be installed by Consumer's Electric Contractor at Consumer's expense and at the location specified by Utility. Utility will furnish, install and maintain its meter.

The Utility will connect its service drop conductors to Consumer's service entrance wires that extend down to Utility's meter socket base.

- e) The Meter Socket Shall at All Times Be Kept Sealed And Under Control Of Utility And Shall Be Maintained By Utility: All other connections and wiring on Consumer's premises shall be made and maintained at Consumer's expense.
- f) Utility to Own & Maintain Metering Equipment: All meters, including instrument transformers shall be furnished, installed, owned and maintained at the expense of the Utility. If instrument transformers are required, Utility reserves the right to require Consumer to furnish and install at his expense a suitable steel cabinet to house Utility's instrument transformers and accessories. Said suitable steel cabinet shall contain only Utility's metering equipment and shall be equipped so that it can be sealed by Utility, who shall have sole access to same.
- g) Utility to Seal Metering Equipment: The Utility reserves the right to seal all meter entrance switches, all service entrance boxes and metering instrument cabinets regardless of ownership, where the operation or tampering with could affect the registration of the meter permit the use of energy contrary to the provisions of the applicable Rate Schedule.
- h) Underground Service Requirements: Upon request by Consumer, an underground service installation will be made, subject to the conditions that follow:

Utility shall, excavate the trench in conformance to Utility's specifications and install such conduit and conductors as may be specified by Utility to extend between Consumer's service entrance location on his building to the Point of Termination or on pad-mount transformer.

Utility reserves the right to install the meter on its pole or at the service entrance location. Consumer will install at his expense on Utility's pole, a suitable protective switch device for the underground service.

Consumer shall pay to Utility the difference between Utility's cost for the complete underground service installation and the estimated cost that Utility would otherwise pay for a similar standard overhead service. The entire underground installation shall be operated and maintained by Utility.

For underground service installations to be supplied from Utility's underground distribution system, see Section 26.

- i) Relocation of Service Entrance Wiring: Where it is necessary for any reason other than Utility's convenience to relocate the Consumer's service entrance wiring all expense incident to such relocation shall be borne by Consumer and Consumer shall consult Utility, who will specify the new Point of Delivery and meter location.
- j) Moving of Equipment to be at Consumer's Expense: In event a Consumer or Property Owner, requests Utility to move or relocate any poles, anchors, or other appurtenances of Utility, the Utility reserves the right to charge such Consumer or Property Owner for the costs incurred.
- k) Mobile Homes and Trailer Courts: For Mobile Homes and Trailer Courts, where the trailers are to be individually metered and billed, Utility will install only the necessary main service drop to the

Point of Delivery of the property to be determined by the Utility. Utility will furnish the necessary meter sockets but same shall be installed by the Owner/Operator at his expense.

All other wiring located beyond the Point of Delivery to the property, including a main safety switch, service drop, secondary, and all other facilities required to serve the individual trailers, shall be furnished and installed by the Mobile Home or Trailer Court Owner at his expense. After Owner has completed his installation and same has been inspected and approved by Utility, individual meters will be furnished and installed by Utility at its expense. For meter reading and billing, see Section 3.

Mobile homes and trailer courts desiring to connect to the Village's system is required to have its distribution system in compliance with current code requirements and standards. In the event the current system is deemed by the Village to be substandard, unsafe, and/or not in compliance with code, the Village reserves the right to deny service. In addition, mobile homes and trailer courts receiving service from the Village shall maintain its distribution system in compliance with current codes and in a safe condition and any failure to do so may result in termination of service by the Village.

- l) Line Extensions & Temporary Service: See Section 10 & 11.
- m) Central Metering Pole: If, in the opinion of Utility, Consumer's load requirements justifies the installation of a centrally located meter and transformer pole (to be located as determined by Utility), Utility reserves the right to elect to install at its expense such a centrally located service pole. This election by Utility only applies at the time when service is to be initially established on the premises.

In the event that a centrally located meter pole is installed after service has been initially established or if any extra poles or additional facilities are installed at Consumer's request after service has been initially established, the complete cost of such additional installation shall be paid for by the Consumer.

When, as provided above, Utility elects to install such a centrally located service pole, there will be included as part of the installation to be furnished by the Utility, the necessary service wires and attachments to the metering pole, including any guying required to properly support and maintain Utility's facilities. Any additional guying necessary to protect Utility's facilities from strains and possible conflict with Consumer's wiring facilities, shall be installed at Consumer's expense.

The Consumer shall install, own, and maintain at his expense, the meter loop and the approved service entrance cable or conduit, commencing at Utility's service wires at the top of the pole and extending down to the meter socket and then back up the pole to the point where Consumer's service wires are to be connected. Consumer shall also install at his expense such protective devices as may be required by Utility. Utility also reserves the right to require secondary service disconnection switch to be located at the top of the pole. Said switch and its installation shall conform to Utility's specifications.

- n) Other Service Delivery Points: Where energy is to be delivered at a point other than that specified by Utility, Consumer shall pay the additional cost involved.

SECTION 9. CONSUMER'S INSTALLATION & EQUIPMENT

- a) Metering Location & Facilities to be Furnished by Consumer: The Consumer shall furnish and maintain without charge, a suitable meter location as specified by Utility. No meter shall be

installed in any location where it may be unnecessarily exposed to heat, cold, dampness or other cause of damage or in any unduly dirty or inaccessible location.

Outdoor socket mounted type meters will normally be used by Utility whenever practical. The meter socket shall be furnished by Utility to Consumer's Electrical Contractor to be installed by him, subject to Utility's approval, at Consumer's expense.

The meter socket shall be mounted at a height of not less than 4.5 feet nor more than 6 feet above ground or ground line, as the case may be.

The meter socket shall at all time be kept sealed and under control of Utility and shall be maintained by Utility.

When both or combination 3-Phase and Single-Phase service is supplied to the same premises, all meters and service entrance switches shall be at the same location.

- b) Service Entrance Requirements of Consumer: The Service Entrance shall be defined as the facilities that consist of approved service entrance cable or conduit enclosing conductors and appurtenances. Said conductors shall extend from the point of contact with Utility's service wires to Utility's meter installation and thence to and including Consumer's Service Entrance Safety Switch.

All Service Entrance conductors and any conduit enclosure shall be continuous, unbroken and completely exposed for external inspection throughout their entire length, extending from said point of contact with Utility's service wires to the Meter Socket (or meter cabinet if installed) and thence to Consumer's Service Entrance Safety Switch.

For further details as to service facilities to be installed by Utility and Consumer, Delivery Point, Liability and related matters, see Sections 2, 5 & 8.

- c) Service Drop Support & Attachments: For 1 story buildings or where conditions will not permit proper ground clearance to be maintained by Utility's service wires, Consumer shall install at his expense, suitable conduit or service entrance mast pipe or other structure or support that will enable Utility to install the necessary fixtures and appurtenances to properly support its service drop conductors and to maintain the minimum ground clearance specified in (g) below.
- d) Service Entrance Head Clearance: The Service Entrance Weatherhead shall be located at least 3 feet away from readily accessible windows, doors or porches. The Entrance Head must also be located so that when the Service Drop Conductors are attached to the building structure or other Service Drop Support, adequate clearance will be maintained away from telephone or other wires, windows, awnings, drain pipes, chimneys or other obstructions.
- e) Service Entrance Mast Pipe: This installation shall be made by Consumer at his expense and shall conform to Utility's Specifications. The Service Entrance Mast Pipe shall be of galvanized steel of not less than 2" nominal diameter and shall be attached to the wall of the building by means of an adequate number of approved fastening devices. The mast pipe and/or conduit shall be continuous, extending from the Service Entrance Weatherhead located at the top of the mast pipe to Utility's meter socket base.

The service entrance mast pipe shall extend to sufficient height so that the point of attachment of Utility's service wire to the mast pipe will maintain minimum ground clearance, specified in (g).

- f) Service Drop Attachment to Buildings: The Utility will furnish and install the necessary attachment brackets and appurtenances to attach Utility's service wires to Consumer's Service Drop Termination Facilities.

Utility further reserves the right to require that the installation of the necessary mast pipe or equivalent facilities required supporting Utility's service wires, be made by Consumer during the course of building construction.

Where the exterior of building is finished with brick facing, concrete, plastered metal lath, sheet iron, stucco, tile or similar material, suitable facilities of adequate strength to hold Utility's wires and attachments, shall be installed by Consumer at his expense.

- g) Service Drop Conductor Ground Clearance: The facilities to be furnished by Consumer on which Utility is to mount its attachment to support its Service Drop Conductors, must be located at such height as will enable adequate clearance to be maintained through the entire service drop length. The Minimum Ground Clearance shall be not less than 12 ft. over driveways not subject to truck traffic; 15 ft. over commercial areas, parking lots and other areas subject to truck traffic; and 18 ft. over public streets, alleys and roads.
- h) Service Entrance Conductor Size and Specifications: The Service Entrance Conductors may be either copper or aluminum, and shall be continuous without any joints, splices or connections, extending from the point of connection with Utility's Service Drop Conductors to the termination of same at the meter socket or meter cabinet and thence same shall continue without joints etc. to Consumer's Service Entrance Safety Switch.

The Consumer shall have his Electrical Contractor provide at the Service Entrance Weatherhead sufficient excess service entrance conductor length or "tails" so that Utility can connect same directly to its service drop conductors.

The Service Entrance Installation shall conform in every respect to Utility's specifications, as to conductor, connectors, and the method of making connections and all other related matters involved.

Then Entrance Safety Switch Capacity shall be not less than the rated capacity of the Service Conductors. Other Specifications shall conform to the latest edition of the Nation Electrical Code.

- i) Temporary Service Drops: For Temporary Service furnished to individual small Single Phase loads, such as house trailers, small construction projects (such as house and small buildings, portable tools, etc.), Utility will install a standard Temporary Service Drop at Consumer's expense as specified in attached Exhibit A, and Utility's General Service Rate shall apply.

Where the Temporary Service Installation requires additional facilities in excess of the aforesaid standard service drop (such as an extension of Utility's primary line), such service shall be subject to the provisions set forth in Sections 10 & 11.

- j) Service to Mobile Homes & Trailer Courts: For service to Trailer Courts, the furnishing of such service shall be subject to the provisions set forth in Sections 3 (e), 12 (n), and 8(k).
- k) Location of Multiple Meters: Where more than one meter is required for a building, such as an apartment house, all of the meter sockets shall be located side by side at the same location.
- l) Meter Location - Remodeling: In remodeling, where 2 or more houses or dwelling units are combined to form one building, the meter sockets shall be moved to a single location. In all remodeling where the meter is changed or moved or wiring changes made, outdoors meter sockets and an approved new service entrance shall be installed by Consumer at his expense.
- m) Meter Accessibility: In the event a structural change is made by Owner that results, in the opinion of Utility, in an undesirable meter location, the meter socket, meter cabinet and/or Service Entrance Installation shall be moved by Consumer at his expense to an accessible location as determined by Utility.

Whenever the construction of a building on an adjacent lot prevents proper access to any meter, or access to the point of attachment of service drop conductors, or results in inadequate service drop clearance, the Consumer shall move, at his expense, the Meter Socket and Service Entrance to a location that is acceptable to Utility.

- n) Outdoor Meters for Non-Residential General Service: All Single Phase meters installed for Non-Residential use that does not require current transformers shall be Socket Type. The Meter Socket shall be furnished by Utility but shall be installed at Consumer's expense. If it is impractical to make an Outdoor Meter Installation on the outside of building, the meter may be installed inside if specified approval is given by Utility. In such an event, the service entrance switch and meter socket or cabinet shall be installed at a location that will be as near to the point of entrance through the building wall as is practical.
- o) Instrument Transformers for Metering: In all outdoor installations requiring current transformers, whether Single Phase or 3-Phase, the Consumer shall provide an approved meter loop for meter connections. The Utility shall furnish any instrument transformers or other devices required to properly meter Consumer's requirements. Consumer shall install such instrument transformers and devices at his expense.

Any cabinets required to house said instrument transformers and accessory equipment shall be furnished and installed by Consumer at his expense. This requirement only applies for indoor installations.

Such metering or instrument cabinets are for the exclusive use of Utility and shall at all time be under the control of and kept sealed by Utility.

- p) Meter Wiring Sequence: All meter loops for Single Phase meters without current transformers shall be wired in the following sequence: meter, switch and fuses.

All meter loops for 3-Phase meters or for combination Single and 3-Phase service (without or with instrument transformers) shall be wired with the meter installed ahead of the Main Service Entrance Switch.

- q) Outdoor 3-Phase Meter Installation: Whenever it is necessary to install the 3-Phase meters on the outside of the building and instrument transformers are required, the Utility shall furnish and install an approved metallic, weatherproof cabinet to house its meters and metering transformers. In such an event the front of the cabinet shall be provided with a suitable glass window that will permit the meter to be read without the cabinet door being opened.
- r) Additional Capacity Requirements: In the event a Consumer makes application for additional capacity, subject to provisions of the applicable Rate Schedule, Utility shall install the necessary transformer capacity, service wires and other equipment required to adequately serve Consumer's requirements.

All applications for service involving the furnishing of additional capacity or equipment by the Utility may be required of the Property Owner. The application shall state that any service entrance wiring and main switches required for the utilization of such additional capacity to be furnished by the Property Owner, shall be considered as permanent fixtures belonging to the property being served and Property Owner shall agree that same shall not be removed from the property except for replacement or enlargement if necessary.

- s) Substation May Be Required of Consumer: The Utility reserves the right where unusual substation capacity or voltage is involved, to require the Consumer to install the necessary

complete substation as provided for in Utility's Rate Schedule. In such an event, the Consumer will receive the Substation Ownership Discount specified in the applicable Rate Schedule.

Where the Consumer furnishes the necessary complete substation equipment to take service at primary service voltage, such equipment shall be owned and maintained by the Consumer and shall include the necessary transformers, structure, controls and protective equipment and shall be of such quality and construction as meets Utility's approval.

- t) Attachments on Utility's Facilities Prohibited: Consumer shall install no wiring or attachments on poles or other equipment of Utility (other than on the metering pole), as referred to in Section 18, unless specifically authorized in writing by the Utility.
- u) Load To Be Balanced on Circuits: The Consumer shall use reasonable care in designing his electric wiring and circuits and the connection of the loads to the circuits, so that the loads on the individual phases and circuits of Utility's service are properly balanced at all times.
- v) Other Use of Service by Consumer: See Section 7.

SECTION 10. TEMPORARY & SEASONAL SERVICE

- a) Definition of Temporary Service: Temporary service shall be defined as service to be furnished for a period of less than one year. It includes service to be supplied to installations, structures or building that, in the opinion of the Utility, is non-permanent in character.

Such Temporary Service also includes service furnished to trailers, carnivals, street fairs, construction contractors, portable tools, etc., and seasonal service furnished to cabins, cottages, and all other service that is usually not connected for a full twelve months each year.

- b) Special Application Required: Whenever the service requested by the Consumer is of temporary, special, short term or emergency in character, such service shall be classified as Temporary Service. For such service, a written application or contract will be required, which will cover the period of service, character of service, and the complete cost of the installation and removal of all of the required service facilities. Such costs shall include all material, labor, insurance, transportation and other expenses that are involved.
- c) Temporary Service Connections Charge: To cover the cost of establish temporary service as defined above, consumer shall be subject to the Charge for Special Services, as set forth on attached Exhibit A.
- d) Temporary Service to Be Installed on Consumer's Pole: All such temporary service drops shall be supported on a pole or post as approved by Utility and shall be installed by Consumer at his expense.
- e) Aid-To-Construction Advance by Consumer: Whenever the service requested by the Consumer is Temporary Service as defined in (a) above, Utility reserves the right to require the Consumer or Consumers to advance to Utility an Aid-To-Construction Deposit that will cover Utility's estimated cost of all of the facilities, materials, labor and various Utility overheads involved. Such advance shall be paid to Utility prior to commencement of construction. In determining the net amount of Aid-To-Construction, Utility will reflect the value of salvageable materials less the cost of removal.

In addition to Aid-To-Construction Advance, such Temporary Service shall also be subject to any applicable special service fees for the type of service involved.

- f) Applicable Rates To Apply: Temporary and Seasonal Service shall be furnished in accordance with Utility's applicable schedule with respect to rates, minimum period of time that service shall be paid for, Monthly Minimum Charge, etc.

Temporary service for construction work for Residential and Non-Residential construction shall be billed under the Utility's applicable Residential Service Rate and General Service Rate, respectively.

SECTION 11. UNUSUAL SERVICE EXTENSIONS

- a) Single Phase Routine Extensions Inside Village Corporation Limits: Utility will extend its Single Phase overhead distribution facilities to provide electric service to new Consumers located inside Village Corporation Limits for installations that, in opinion of Utility, consist of a permanent structure, normally occupied with electric service being used on a year round basis.

For such permanent installations, Utility will furnish overhead service without an additional charge where the aggregate and combined distance of primary, secondary and service drop does not exceed 200 ft. from the Point of Origin as determined by Utility and/or does not involve unreasonable construction costs.

When the extension of the Utility's overhead distribution facilities is greater than 200 ft. from the Point of Origin, the Consumer will pay the additional cost of the facilities beyond 200 ft. as a Non-Refundable Aid-To-Construction contribution.

When the extension of Utility's distribution facilities includes underground, the Consumer shall pay the difference between the cost of the extension and the estimated cost that Utility would have paid for and equivalent extension of overhead, up to 200 feet.

Where the extension is part of a Subdivision Development, Utility reserves the right to fix the Point of Origin. See Sections 25 & 26.

- b) Unusual Extensions and 3-Phase Service Inside Village Corporation Limits: Where an extension, enlargement or expansion of Utility's facilities inside the Village Corporation Limits is involved (including the furnish of 3-Phase Service), Utility reserves the right to require a Non-Refundable Aid-To-Construction Contribution where, as determined by Utility, the probable or actual revenue is insufficient to justify the investment and operating expenses involved. Such Non-Refundable Contributions shall apply to the construction cost in excess of the aforementioned 200 ft. Single Phase extension.

Utility reserves the right not to furnish 3-Phase Service to Consumer when Utility determines that Single Phase Service will adequately supply Consumer's load requirements.

For initial installations to provide Temporary or Seasonal Service and the like, provisions of Section 10 shall apply.

- c) Extensions Outside Village Corporation Limits: All extensions outside the Village Corporation Limits shall be paid for by Consumer from the Point of Origin as determined by Utility.
- d) Contract & Financial Requirements: A special contract covering an extension in excess of that referred to above will be subject to the following conditions:

- 1) Consumer shall own the premises involved and as determined by Utility shall be financially responsible to fulfill obligations as specified by written contract.
 - 2) Consumer's installation, equipment and buildings shall, in the opinion of Utility, be of a permanent nature.
 - 3) Consumer's probable use of electric service, as determined by Utility, will equal or exceed the Contract Minimum Charge.
 - 4) The Monthly Minimum Charge shall be not less than the Minimum Charge as determined in accordance with applicable Rate Schedule PLUS 2.5% of Utility's additional investment that it may elect to make in excess of the standard installation referred to in (a) above.
 - 5) The above contracted monthly minimum charge shall be applicable continuously for the duration of the contract.
 - 6) The contract term shall be not less than 60 months or such longer term, as Utility deems necessary to compensate for the investment and operating costs involved.
 - 7) To the extent that the above requirements have not been complied with to the satisfaction of Utility, Consumer shall make a Non-Refundable contribution to Utility that will enable the project to conform to the above investment requirements.
 - 8) If Consumer makes a Non-Refundable Contribution in Aid-To-Construction, the Monthly Minimum Charge, as determined in (4) above, will be reduced accordingly. However, the resultant Monthly
 - 9) Minimum Charge shall, in no event, be less than the Minimum Charge specified in the applicable Rate Schedule, plus 2.5% per month of Utility's net investment in excess of that specified in (a) above.
 - 10) In connection with any extension or enlargement of Utility's facilities required to supply 3-Phase service, Utility reserves the right to require Consumer to install the complete substation and the applicable Substation Ownership Discount shall apply.
- e) To assure payment of the Contracted Monthly Minimum Charge, Utility reserves the right to require Consumer to make a suitable advance Deposit. In addition, Utility also reserves the right to require Consumer to make at the beginning of each 12 months period a pre-payment of an amount equal to 12 times the Monthly Minimum Charge specified in said Contract. One twelfth of the advance payment shall be applied as a credit to each monthly bill computed under the applicable Rate Schedule and Contract terms.

Any unused portion of said advance payment remaining at the end of 12 months billing period may, at option of Utility, be retained as partial advance payment for the succeeding 12 months billing period.

SECTION 12. BILLING, PAYMENTS, METER READING & METER TESTING

- a) All bills are due and payable when rendered on or before the date specified on Consumer's bill for electric service. If all accounts of Consumer are not so paid, the Gross Rates set forth in Rate Schedule are payable.
- b) Utility will allow at least 10 days between the date of bill and the final payment date specified on Consumer's bill.
- c) Bills are payable in person or by mail at the Village Hall Utility Office or at any authorized and designated collection agency of Utility, on or before the date and/or time limit specified on bill. Failure to receive bill or the existence of a Consumer deposit will not entitle Consumer to any discount or to the remission of any charge for non-payment within the date or time limit specified.
- d) The word "month" or "regular billing period" as used herein are hereby defined to be the elapsed time between two successive meter readings, approximately 30 days apart.

- e) Utility may bill at other than monthly intervals, in which event the length of the rate blocks and the applicable Minimum and Service Charge will be multiplied by the number of months between readings.
- f) In the event of meter stoppage or the failure of any meter to register the full amount of electricity, the Consumer will be billed for such period on an estimated consumption based upon his use of electricity in the similar period of like use.
- g) Consumers who intend to move from premises or discontinue the use of electricity or in any way terminated their liability hereunder shall give the Utility reasonable notice of such intention. The Consumer and/or Property Owner will be liable in accordance with the Laws of this State, for all electricity used upon the premises until such notice is given and the Utility has the final meter reading and/or service has been discontinued.
- h) When the accuracy of a meter is questioned, upon written request from the Consumer, the Utility will test the meter. If the meter is found to be correct within plus or minus 2%, to partially cover the expense to make such a test the applicable charge specified in Exhibit "A" shall be paid by Consumer to Utility. Prior to any test, Utility reserves the right to require a Deposit to cover said Charge.

If the meter being tested is found to be more than 2% slow or fast, no charge shall be made for testing and the Utility will adjust the bill in proportion to the error (either fast or slow) for the period covered by the bill in question and to the date of installation of a new meter, but said adjustment period shall not exceed 90 days.

- i) Annual Billing for Small Accounts: For small Single Phase 120 or 120/240 volt accounts and where the 12 months total usage does not exceed 1,000 Kwh, Utility reserves the right to bill such service as follows:
 - 1) Consumer shall pay the 12 months Monthly Minimum and/or Service Charge in advance to Utility. Such Deposit shall continue as long as service is connected.
 - 2) Utility shall read meter at the end of each 6 months period. For billing purposes, the Service Charge, Minimum Charge and the Kwh set forth in each rate block shall be multiplied by 6.
All billings shall be subject to the Purchased Power Cost Adjustment as specified in Utility's Rider "B".
 - 3) The resultant 6 months billing shall be paid in the regular manner so that at all times the amount specified in (a) is on Deposit with Utility.
- j) Final Bills: Meters will normally be read during the last week of the month. If Consumer requests a final meter reading prior to processing of bills, at Utility's option, meter will be re-read and additional usage will be included in Final Bill.

In a case of a Demand Metered Consumer, the demand meter will be re-read and the greater of the two demand readings will be used to determine the billing capacity for the Final Bill.

- k) For service supplied direct to Trailer Courts, Marina or other temporary or portable dwelling units, the service application shall be in the Property Owner's name on whose land the mobile home, trailer or other portable structure is located. At Property Owner's written request Utility may, at its option, send bills to the attention of occupant, but this procedure shall in no manner relieve Property Owner of his responsibility for payment of all bills. Permanent mobile home installations will be billed in the same manner as other permanent dwelling units. In such an event each individual unit location shall be properly identified by the Property Owner or Operator and will be billed monthly under the applicable Residential Rate.

In all cases, Utility shall determine if the mobile home is to be classified as a permanent installation as defined in Section 3 (c). All mobile home units that do not meet the test of permanency shall be considered as Temporary Service and so billed.

In order to avoid frequent and unnecessary meter readings and billings for mobile home and trailer courts, Utility reserves the right to read meters and bill each service location only once for each regular billing period. In all cases the Property Owner shall be responsible for payment of all bills.

All reconnections and disconnections of service shall be subject to Utility's Charge for Special Services as set forth on attached Exhibit "B".

SECTION 13. RESPONSIBILITY FOR PAYMENT OF BILLS

- a) For all service furnished the current Property Owner of record of the land involved is responsible for the payment of all electric bills – irrespective of who incurred such unpaid bills or when such bills were incurred or who owned or occupied the property at the time such bills were incurred.
- b) As authorized by Article XVIII, Section 4 of the Ohio Constitution and Section 743.04 Ohio Revised Code, any unpaid bills may be assessed as a tax lien against the property involved. In addition, the Village may disconnect the electric service until all bills for same have been paid in full.
- c) Deposits made as an Aid-To-Construction to partially pay for new line extension costs or to establish temporary service or to pay for special services as specified in Exhibit "A", shall in no manner be considered as a payment or prepayment of any bill for electric service or to secure payment of same.

SECTION 14. SPECIAL SERVICES – CHARGES FOR CONNECTION & RECONNECTION OF SERVICE, ETC.

To partially offset the additional expense caused the Utility to furnish special services requested or caused by the Consumer, such as the connection and disconnection of service, deposits, collection of accounts, meter testing, etc., the charges and requirements set forth on attached Exhibit "B" and subsequent revisions thereof, shall apply.

SECTION 15. RELOCATION OF UTILITY'S FACILITIES AT CONSUMER'S REQUEST

- a) When, solely for Consumer's convenience, Utility is requested to relocate its facilities on the Consumer's premises, the Consumer shall pay to Utility the total cost of making the requested change as specified in attached Exhibit "B".
- b) When the Consumer increases his load requirement that necessitates the Utility to enlarge its facilities, the cost involved will be paid for by Utility. Subject to Section 11.
- c) Point of Service or Point of Delivery: The Utility will designate the Point of Delivery on Consumer's pole, building, or other suitable structure to be furnished by Consumer. Utility may, at its option, supply service at another point requested by the Consumer. However, should Consumer subsequently request relocation of the service to the point previously designated by Utility and Utility agrees to the new service location, the Consumer shall pay to Utility all of the additional cost involved.

SECTION 16. EMERGENCY & STANDBY GENERATING EQUIPMENT: PARALLEL OPERATION PROHIBITED

The Utility permits the use of emergency generating equipment in the event the Utility's electric power supply is interrupted. Consumer shall not install emergency generating equipment prior to authorization by Utility.

Such generating equipment shall be installed strictly in conformance to Utility's specifications. Consumer shall install all necessary double throw switching and protective devices so that it will be impossible for Consumer to operate his generating equipment in parallel with Utility's system and thereby create a safety hazard on Utility's electric system. The entire generating equipment, wiring, and switching devices and companion appurtenances shall at all time conform to Utility's Safety Standards.

Due to the possibility of a fatal accident occurring, Utility reserves the right to discontinue its service without notice if Consumer's generating equipment installation does not at all times comply with these provisions and requirements.

SECTION 17. SUPPLEMENTARY STANDBY POWER SUPPLIED BY UTILITY

When Consumer utilizes other sources of energy supply, and desires that Utility provide back-up or standby capacity and/or service as a second power supply source, such standby service will be furnished only by special contract, setting forth the minimum and other charges to be paid by Consumer to Utility, and contract term.

SECTION 18. ATTACHMENTS AND UNAUTHORIZED COMMUNICATION DEVICES PROHIBITED:

- a) No wires, cables, guys, structures, equipment, hardware or any appurtenance of whatever character owned by any individual, firm or corporation shall be attached, connected, supported or otherwise make use of any poles, equipment, facilities or any appurtenance owned by Utility unless covered by a special written rental contract between Utility and the individual, firm, or corporation involved.
- b) Devices connected to Consumer's facilities which transmit signals beyond Utility's service drop connection to Consumer's service entrance are prohibited.
- c) Communication devices (including cablevision appurtenances or facilities), whether owned by Consumer or others, shall not in any manner or method be connected to Utility's electric facilities. Such prohibited connections include direct or indirect methods such as inductive or capacitor for coupling to any of Utility's facilities or to Consumer's electric wiring or equipment connected to Consumer's service entrance supplied by Utility.
- d) Under no circumstances shall Utility's distribution or transmission lines or facilities be used for transmitting signal from Consumer owned devices. If it is found that unauthorized devices are being used, Utility may immediately discontinue service to Consumer until the use of such unauthorized device is discontinued.
- e) Any unauthorized use of Utility's equipment or facilities by others shall subject the removal of all unauthorized attachments or appurtenances by Utility without any prior notice being given to the violator or trespasser.
- f) Utility shall not be liable for damage or interference caused by Consumer owned communication devices.
- g) Consumer Attachments Not to Be Replaced: Utility recognizes that in the past some Consumers have installed their equipment on Utility's poles or other facilities. Whenever it is necessary for Consumer's attachments on Utility's equipment to be replaced or renewed, such attachments shall be removed permanently from Utility's equipment at that time. Such Consumer attachments or contacts shall not be replaced or renewed on Utility's facilities, unless covered by means of a Special Contract that specifies the rental charge to be paid by the Consumer or others to Utility and other conditions relating to said attachments or contacts or Utility's facilities.

SECTION 19. UTILITY'S LIABILITY & RESPONSIBILITY

As herein used Consumer and/or Property Owner are one and the same.

- a) Utility's Responsibility Terminates at Point of Delivery: Consumer shall be solely responsible for all wiring, equipment and appurtenances located beyond the point where Utility's wires and fixtures are first connected to Consumer's wiring equipment. Said point shall be defined as Utility's Point of Delivery. Said Point of Delivery will normally be where Consumer's service entrance wires are connected to Utility's service drop conductors. Where Utility's metering equipment is installed on Consumer's wiring, said Point of Delivery shall also be defined and considered as the point where Utility's service wires first contact Consumer's wiring or service entrance conductors.

- b) Utility Is Not Responsible for Utilization of Electric Beyond Point of Delivery: Consumer shall be responsible for the utilization of all electric energy delivered to consumer's premises. Consumer shall be further responsible for any injuries to person or property arising from, caused by, or incident to, his failure to properly install, operate or maintain any wiring, appliances or other appurtenances located on Consumer's side of the aforementioned delivery point, including any defects in Consumer's wiring and his equipment.
- c) Utility will use reasonable diligence in furnishing, a regular and uninterrupted supply of energy but shall not be liable for damages in case such supply or service should be interrupted, reduced or fail by reason of an act of God, the public enemy, accidents, strikes, legal process, state or municipal interferences, breakdown or injury to the machinery or distribution lines of the Utility, the temporary discontinuance of service in order to make repairs, or for other cause.
- d) Utility shall not be liable for damages, if the supply or service is discontinued due to any case set forth under Section 22.
- e) The Utility will provide and maintain in proper operating condition, the necessary line or service connections, transformers (when owned by Utility) meters and other appurtenances as may be required to furnish service to its Consumers. All such equipment and appurtenances shall be owned, operated and maintained by Utility.

SECTION 20. CONSUMER'S LIABILITY & RESPONSIBILITY

As herein used Consumer and/or Property Owner are one and the same.

- a) Consumer's Responsibility Commences at Utility's Point of Delivery: Consumer shall be responsible for the operation and maintenance of all wiring, equipment and other electric appurtenances up to Utility's Point of Delivery as defined in Section 19. Consumer shall also be responsible for the utilization of all electric service delivered to Consumer by Utility at said delivery point and as further set forth in Section 19 (b).
- b) The Consumer shall be responsible for all electricity used on the premises occupied by him and/or under his service contract or application until reasonable notice has been given by him at Town Hall to discontinue the supply of electric service. Such discontinuance of service shall in no way relieve Consumer and/or Property Owner of the responsibility of payment of bills as specified in Sections 3, 12, 22 and elsewhere in these General Rules and Regulations.

SECTION 21. ILLEGAL DIVERSION OF ELECTRICITY – DISCONTINUANCE OF SERVICE

In the event that Utility finds that its metering equipment and or its wiring or connections have been tampered with so as to prevent proper registration of the quantity of electricity used on the premises, the following procedure will be applicable:

- a) Utility reserves the right to discontinue its service at once and without notice to the Consumer on any premises for any of the following reasons:
 - 1) If the electricity consuming devices are connected ahead of Utility's meter or metering equipment or if connections or devices of any kind are found installed on the premises of a Consumer which would prevent the meter from registering the total amount of electricity then being used or which may be subsequently used on the premises.
 - 2) If inspection by Utility shows or indicates that anyone has interfered or tampered with any wiring, connections, seals, conduits, equipment or appurtenances and that interference and/or tampering may be prevented in the past or could prevent in the future the meter registering the total amount of electricity used.
- b) Upon disconnection of service for any of the above reasons, the following procedure shall apply and be followed before service is restored:

- 1) Utility shall, in any reasonable manner, estimate and/or compute the amount of un-metered electricity used and shall have the right to inspect the premises and to make an accurate survey of all current consuming devices in order to arrive at the probable quantity of un-metered electricity used by Consumer.
- 2) Consumer shall pay for all metered and estimated un-metered electricity in accordance with the applicable Rate Schedule, plus any damages to Utility's metering equipment and/or installation.
- 3) As referred to in Section 14 and attached Exhibit "A", Special Charges shall be paid by Consumer to cover part of the additional expense Consumer has caused Utility to make to investigate and correct the fraud or crime.
- 4) Consumer has installed at his expense all necessary rigid conduit and/or approved cable plus such protective devices that will, in Utility's opinion, minimize future tampering of Utility's metering equipment. Consumer shall also pay the expense caused to move Utility's metering equipment to another location on Consumer premises or elsewhere, so as to prevent the future diversion or theft of electricity from Utility.

The above does not affect, waive or modify any possible action or prosecution under the Laws and Criminal Status of this State pertaining to this crime.

SECTION 22. DISCONTINUANCE OF SERVICE FOR CAUSE

The Utility reserves the right to discontinue the supply of electrical energy and to disconnect its service and/or remove its equipment and facilities from Consumer's premises for any of the following reasons:

- a) When the Consumer is in arrears in the payment of bills or fails to comply with any of these Rules and Regulations.
- b) For fraud or to prevent fraud, involving the illegal diversion of electricity as specified in Section 21.
- c) When Consumer has moved from the premises or requested disconnection of service.
- d) For willful destruction of Utility's property located on Consumer's premises and for non-payment of such property destruction by Consumer.
- e) If Consumer's service is detrimental to the service furnished by Utility to other Consumers and Consumer fails or refuses to correct the situation after reasonable notice has been given to Consumer by Utility.
- f) For necessary repairs to Utility's system or for unavoidable shortage or interruptions in the source of Utility's supply.
- g) For any unsafe or hazardous installations that jeopardize the safety of either the Public or Employees of Utility or the Property of Utility.
- h) When unauthorized devices are attached to Utility's facilities, see Section 18.
- i) When continuance of the furnishing of service by Utility is determined to be incompatible or unlawful by reason of an Order issued by a State or Federal Government regulatory authority or by any political subdivision thereof.

Any such suspension of service shall not terminate or reduce the term of any Contract between Utility and Consumer nor shall it abrogate any applicable Service or Minimum Charge.

To the extent applicable, the disconnection and reconnection of service, for any of the disconnected above causes, shall be subject to the applicable charges specified in Exhibit "B".

SECTION 23. DISCONTINUANCE OF SERVICE NOTICE TO CONSUMERS

Notice to discontinue service may be given to Consumer by whichever of the following methods is applicable:

- a) For Non-Payment Of Bills: All Consumer bills shall clearly state the date that the bill is due and payable. Utility shall give a separate printed notice by mail or personally delivered to Consumer at least 5 Business days prior to the date that service is to be disconnected by Utility.

In extreme circumstances, and upon approval, it may be possible to enter into a verbal or written arrangement. This process requires a signed agreement stating that current charges plus an agreed upon amount on the Past Due Balance will be paid each month (See Section 29).

- b) When Utility's Metering Equipment Has Been Tampered With: When the illegal diversion of electricity specified in Section 21 occurs or exists, no advance notice of disconnection of service will be given.

At time of such disconnection of service Utility's employees may give verbal notice to Consumer or to any of his employees who may be on the premises.

- c) For Violation of Other Rules and Regulations: Notice may be given by any of the following methods:
- 1) Notice given to Consumer, or to his agent or employee on the premises orally, personally or by telephone by an authorized representative of Utility
 - 2) If the violation jeopardizes the safety of the Public or Utility's employees or Utility's property, service may be disconnected without notice. In such an event it will be subsequently followed by oral and written notice, describing the violation involved.
 - 3) Written notice by prepaid mail deposited in the United States Post Office.

SECTION 24. RATES APPLICABLE & SELECTION:

- a) Complete Schedules of all rates in effect, including these Rules and Regulations shall be available to any Consumer at all times at Town Hall during regular office hours.
- b) The rates to be charged Consumer and to be paid by Consumer to the Utility for electric service, shall be the applicable rates in effect by Utility for the class of service involved.
- c) All changes in rates made by Utility shall be applicable with the first full billing period following the date that such rate changes are to become effective, or as may be specified on the Rate Schedule itself.
- d) Utility assumes no responsibility for selection of most advantageous Rate Schedule for a new Consumer. However, Utility will, at Consumer's request, assist in determining which of Utility's rates for which Consumer qualifies would be most advantageous to the Consumer when computed on a 12 months basis, based on the following:
- 1) Where a new Consumer is involved, the most advantageous rate determination shall be based on the 12 months load conditions as furnished by the Consumer to Utility.
 - 2) Where an Existing Consumer is involved; Consumer shall base the most advantageous rate determination on actual load conditions of Consumer as recorded by Utility during recent 12 months period elected as being normal.
 - 3) If additional load is to be added to Consumer's existing load requirements, in the determination of the most advantageous rate, the additional load requirements to be used to determine electric power cost, shall be those furnished by Consumer to Utility.
 - 4) The Consumer shall request the final rate of selection in writing.
 - 5) The rate selected by Consumer shall remain effect for 12 consecutive months.
 - 6) Any rate selection shall not apply retroactively to previous bills of Consumer.
- e) Utility shall not be responsible to notify Consumer as to availability of a more advantageous rate. Due to the impracticability of monitoring the variations in the load requirements of each and every one of its Consumers, Utility shall not be held responsible to notify Consumer that due to his changed load conditions a more favorable Rate Schedule is available. Therefore

Utility cannot guarantee that Consumer will, at all times, be served under the most advantageous Rate Schedule.

- f) The Applicable Rate Shall Be Specified In Contract: Where a written contract is involved, the rate specified in the contract, including the Service and Minimum Charge and related matters should apply, including any revisions thereof. Said rate is not subject to change, except at the option of Utility.
- g) To be eligible for a given Rate Schedule, Consumer's requirements as to capacity requirements and utilization of electric service, including control, wiring and equipment shall conform to the Rate Schedule under consideration.
- h) Any wiring and/or equipment changes required in order for Consumer to qualify for a given Rate Schedule shall be made at the expense of Consumer.
- i) Conflict Between Rules And Rate Schedules: If a conflict occurs between provision set forth in these Rules and Regulations and the Service Agreement or Contract with the Consumer and/or the applicable Rate Schedule, the provisions set forth in the Service Agreement or Contract shall take precedence and govern, followed by provisions of the Rate Schedule and these General Rules and Regulations.

SECTION 25. OVERHEAD DISTRIBUTION FOR NEW SUBDIVISIONS

a) General Policy:

A Subdivision may consist of 2 or more lots or tracts of land to be supplied with electric service by Utility. As to what constitutes a Subdivision and if the Policy set forth herein applies, shall be determined by Utility.

The Utility will cooperate with the Developer, Builder and Consumer and will extend its Overhead Distribution Facilities to service New Residential Subdivisions, subject to the execution of a suitable Contract between the Utility and Developer.

Such Contract shall specify or incorporate by reference, the following terms and conditions to be fully complied with before service will be established:

- 1) That Developer's plot plan has been recorded and approved by all governmental bodies having jurisdiction over such matters.
- 2) That water and sewage development plans have been approved, including the specified dates for commencement of construction and completion of the project. In addition, a detailed plan for the financing of such water and sewage facilities must be submitted together with the approval of the governmental authorities having jurisdiction over same.
- 3) That the point of origin of the new construction shall commence at a point that is not more than 200 ft. distant from Utility's existing facilities.
- 4) That all distribution facilities shall be overhead. Such facilities shall include but not limited to: the service drop, transformers, meters and all appurtenances. All service and conditions are subject to Utility's General Rules and Regulations. For Underground Facilities see Section 26.
- 5) That before any subdivision lots or tracts of land are sold, a Right-of-Way Easement shall be executed between the owner of the entire subdivision tract of land and Utility. Said easement shall constitute a covenant, which shall be a part of and shall run concurrently with each and every subsequent deed transfer that involves any parcel of land located within the subdivision. Said covenant shall grant to Utility whichever of the following provisions it deems appropriate and necessary:
 - i. A suitable perpetual Right-of-Way easement that will permit the installation, operation, maintenance and replacement of all Utility's

distribution facilities and appurtenances required to serve every lot or tract of land in the subdivision, including the right of ingress and egress by Utility and the right to trim trees and shrubbery.

- ii. A covenant covering the cost of street lighting service, if the subdivision is located outside the corporate limits of a municipality. Said covenant shall run concurrently with each deed transfer of every lot or tract of land and shall specify that the Owner of each lot shall pay to Utility (in addition to his regular electric service bill), total on a front foot basis his pro-rata share of the street lighting costs to light the entire subdivision in conformance to generally accepted public utility standards.

Such street lighting charge shall be included as part of Consumer's bill for regular electric service and if not paid when due, all electric service shall be subject to disconnection, and will not be re-established or reconnected until all street lighting charges are paid in full to date, irrespective of who may have previously occupied the lot or tract of land.

- 6) That Utility reserves the right to require that the lots to be sold are contiguous to each other. This is necessary so that Utility can make the installation of its distribution facilities on a progressive step-by-step basis as the lots are occupied and thereby enable the Utility to avoid unnecessary, uneconomic and wasteful construction costs.
- 7) At Utility's option, Utility will to extend its facilities until house construction is under way for 50% of the sites in the contiguous area to be served. Each subsequent area to be serviced shall be contiguous and immediately adjacent to an area already developed.

b) Financing of Subdivision Distribution Facilities

When Utility pays the cost of distribution facilities.

- 1) If the subdivision is developed in the planned and orderly manner specified in (a) above, Utility will supply service to a specified area of the Subdivision at no cost to the Developer or Owner of the specified area, providing the point of origin is not more than 200 ft. distant from Utility's existing distribution facilities.
- 2) In the event that said point of origin is more than 200 ft. from the nearest property line of the initial subdivision area to be served, the developer or owner shall pay 100% of the cost commencing 200 ft. from the point of origin and extending to said initial subdivision area.
- 3) The rate and Utility's General Rules and Regulations applicable for the electric service shall be those in effect elsewhere by Utility. Such applicable Rate Schedule may contain an initial one-time service connection charge for new services to be paid by the Consumer.

When Developer or Owner pays the cost of distribution facilities.

- 1) If the subdivision development plan does not conform to all of the terms and conditions previously specified under (a), the Developer shall pay in advance to Utility as a Non-Refundable Aid-To-Construction, all of the costs of the distribution facilities to be installed by Utility in the subdivision, and located beyond the previously defined point of origin. Such costs include the installed cost of primary, transformers, service drops, meters, plus all other

appurtenances required to furnish and deliver electric service to the premises involved.

- 2) Under this Plan, Utility may, at its option, elect to refund to Developer at the end of each calendar year 20% of the gross metered electric revenue received by Utility in the same year from its electric Consumers located to make such refunds; same shall cease at the end of 5 years.

SECTION 26. UNDERGROUND DISTRIBUTION FOR NEW SUBDIVISIONS

- a) Utility will install underground distribution facilities in new subdivisions, provided the Developer or Owner of the subdivision pays in advance to Utility the difference in the estimated cost between overhead and underground facilities.
- b) Contract Provisions. To the extent that Utility deems applicable, the requirements and other conditions set forth in Section 25 shall likewise apply for underground distribution facilities to serve new subdivisions.
- c) Other contract requirements. In addition to the foregoing, the following other requirements shall be incorporated in the Contract between Utility and the Developer or Property Owner of the subdivision:
 - 1) The Right-Of-Way easement shall, in addition to permitting the installation of underground distribution facilities, also permit the installation of such underground telephone, cable television and other communication facilities as are required to serve the entire subdivision. These additional Right-Of-Way provisions shall include streets, alleys and other thoroughfares plus such other locations and areas of the subdivision where it is necessary for such underground facilities to be installed.
 - 2) The location of the underground distribution facilities shall be determined by Utility. At option of Utility, the underground distribution facilities may be located at either the front or at the rear of the subdivision lots.
 - 3) The distribution transformers may at the sole option of Utility be located either above or below ground.
 - 4) Utility reserves the right to install its underground conductors either within rigid conduit or by means of direct burial.
 - 5) Utility will furnish and install at its expense the necessary underground primary, secondary, street lighting conductors and appurtenances.
- d) Service Line Installation & Meter Location. Utility reserves the right to install the meter on Consumer's building or at the rear lot line.
 - 1) Service Line Installation & Recovery of Cost: In all cases Utility will own, install, operate, and maintain the service line extending to Consumer's building. Utility shall, excavate the trench in conformance to Utility's specifications and install such conduit and conductors as may be specified by Utility to extend between Consumer's service entrance location on his building to the Point of Termination or at the pad-mount transformer.
 - 2) Where meter is located near rear lot line: Utility reserves the right to install its meter on a pedestal near the rear lot line immediately adjacent to Utility's underground distribution facilities. From this meter location, Utility will extend its underground service entrance location at Consumer's building.

The location of said service entrance shall be determined by Utility and Consumer shall install said service entrance at his expense in conformance to Utility's General Rules and Regulations.

As part of its meter installation at the rear lot line, Utility reserves the right to require Consumer to install on the meter pedestal, a Main Service Safety Switch to protect the service line extending to Consumer's building. In such an event the Consumer shall pay for the additional installed cost of said Main Service Safety Switch.

Consumer shall operate and maintain said safety switch, including the replacement of its fuses when necessary.

Where meter is located on Consumer's building: The meter base shall be furnished by Utility but shall be installed by the Consumer at the location designated by Utility. The safety switch and all other wiring and equipment located on the load side of the meter shall be furnished by Consumer and shall conform to Utility's General Rules and Regulations.

Utility reserves the right to require Consumer to install a fused safety switch at the rear lot line as specified above under 2).

- e) Establishment of service: Service will not be established to any premise until all of the contract terms and other requirements of Utility have been complied with by the Developer or Owner to the full satisfaction of Utility. This includes the payment by Developer or Owner to Utility of all monies due Utility in connection with the installation of said underground distribution facilities.

SECTION 27. RIGHT-OF-WAY

- a) To the extent feasible, Utility's distribution and transmission lines and appurtenances will be constructed within the Right-of-Way boundaries of streets, roads, and alleys. Whenever, in the opinion of Utility, it is not practical to construct and install its facilities within the limits of streets, alleys and other public thoroughfares, Utility will construct and install such facilities on private Right-of-Way.
- b) Whenever it is necessary for Utility to occupy private Right-of-Way, Property Owner shall furnish or assist in acquiring without charge to Utility, such Right-of-Way as is necessary and will assist Utility in securing such other Right-of-Way as may be necessary to provide service to Consumer. See Section 3(f).

SECTION 28. ACCESS TO PREMISES

Any properly identified representative of the Utility shall at all reasonable hours have free access to and from the premises of the Consumer for the purpose of inspecting Consumer's installations and electric equipment and for the purpose of reading, repairing, testing or removing the Utility's meter or its other property. When, in the opinion of Utility, emergency conditions exist with respect to Utility's service, Utility's representatives shall have immediate and free access to Consumer's premise.

SECTION 29. AMENDMENT OF PAYMENT PROCEDURES AND CHARGES

Attached are Exhibit "A" – Payment Procedures and Exhibit "B" – Special Charges. The Payment Procedures and the Special Charges language outlined in these Exhibits may be amended and modified from time to time by the Village Administrator with the approval of Village Council through a Motion based majority vote at a scheduled Council Meeting.

1. LACK OF PAYMENT UTILITY SHUT-OFF PROCESS**a) Shut-off Approval**

All shutoffs will be approved in writing by the Village Administrator

The work order for any shutoff originates in the Village Administrator's Office

b) Shut-off General Process

- 1) That beginning on the final due date of each month, any customer who has NOT paid their bill in full shall be given a five (5) day notice by regular mail that they must bring their account current and pay all past due amounts or **they are subject to having their utilities turned-off**. If the occupant is a tenant, the landlord shall also receive a duplicate notice.
- 2) In addition to written notice, any delinquent customer shall be contacted by phone if their phone number is known.
- 3) At least one (1) day prior to having their utility shut-off, a door hanger shall be placed in a conspicuous spot on the residence to be shut-off.
- 4) The day that a utility(s) is shut-off, another door hanger shall be placed on the residence informing the occupant how service can be restored.
- 5) **No shut-off of any Village utility shall occur on the Friday preceding the weekend OR on the day immediately preceding a Village holiday.**
- 6) That on the date of utility turn-off, the Utility Billing Office will stay open until 7:00 pm to allow residents to pay their arrearage and have their utility turned back on.
- 7) That between the sixteenth (16th) day of April and the following fourteenth (14th) day of November, electric shall be the preferred initial utility shut-off.
- 8) That between the fifteenth (15th) day of November and ending on the fifteenth (15th) day of the following April, water shall be the preferred initial utility shut-off.

c) Electric Shut-offs between the fifteenth (15th) day of November and ending on the fifteenth (15th) day of the following April

That between the fifteenth (15th) day of November and ending on the fifteenth (15th) day of the following April for electric the Village shall NOT shutoff of a customer's electric service unless:

- 1) requested by the consumer for safety reasons, or tampering with utility company equipment or theft of electricity or Village electric utility equipment has occurred, or
- 2) the account of the consumer is in arrears thirty days or more, AND the occupant of residential premises is a tenant whose landlord is responsible for payment for the service provided by the company, and the Village has, five (5) days previously, notified the occupant of its intent to discontinue service to the occupant
- 3) The Stark County Human Services Department may request the Village to give prior notification of any residential service terminations to occur during the period beginning on the fifteenth (15th) day of November immediately following the department's request and ending on the fifteenth (15th) day of the following April. If a department makes such a written request, at least twenty-four hours before the Village terminates services to a residential customer in the Village during that period for failure to pay the amount due for service, the Village shall provide written notice to the department of the

residential customer whose service the company so intends to terminate. The Village shall not terminate electric service during said period unless it has provided the notice required.

d) Turn-on Process

- 1) In addition to paying the full balance of **ALL** Village utilities in arrears, the utility customer shall also be required to pay a turn-on fee of fifty dollars (\$50.00) for each utility (electric and/or water) shut-off.
- 2) The Village Administrator **MAY** allow the customer to pay the turn-on fee in their next utility bill.

2. Alternative Payment Arrangements

The Utility Office shall compile a list of:

- 1) state and federal aid for payment of utility bills; and
- 2) state and federal aid for home weatherization; and
- 3) information on local government aid for payment of utility bills; and
- 4) information on local government aid for home weatherization; and
- 5) other public and private sources of financial assistance that the Village is aware of.

Said list shall be provided with the written notices the Village sends or delivers to the premises notice of termination, to inform the occupant/customer of the premises.

That the Village Administrator **MAY** allow a customer, for good cause shown and under extenuating circumstances, make payment arrangements. Any payment arrangement made shall include a ten percent (10%) administrative fee not to exceed thirty-five dollars (\$35) and a customer may make only one (1) payment arrangement in any rolling calendar year. However, no extension or payment arrangement can be made if the customer is a tenant without the consent of the landlord.

3. Budget Plans for Electric

The ability to enter into a budget plan for all electric customers shall be continued; however, if a customer fails to keep current and/or has their utility(s) shut-off and/or is consistently late their ability to enter into or continue a budget plan may be suspended.

VILLAGE OF BREWSTER ELECTRIC UTILTIY DEPARTMENT

CHARGES FOR RECONNECTION, DISCONNECTION AND OTHER SPECIAL SERVICES

(Applicable To Sections, 13, 14, & 23 of General Rules & Regulations)

<u>DESCRIPTION OF SERVICE FURNISHED</u>	<u>CHARGES</u>
1. Initial Service Connection – Locating, Inspection of Service Entrance, Etc.	\$ 60.00
2. Transfer of Account – Where no meter reading or special trip is required	None
3. Transfer of Account – Trip Charge to READ METER or to RECONNECT SERVICE	None
4. Trip Charge – To RECONNECT or DISCONNECT SERVICE at Consumer’s request (Per Trip)	\$ 25.00
5. Trip Charge – To DISCONNECT A DELIQUENT ACCOUNT	\$ 25.00
6. Trip Charge – To RECONNECT SERVICE DISCONNECTION due to delinquent account	\$ 25.00
7. Trip Charge – To RECONNECT OR DISCONNECT service caused by violation of Rules & Regulation (Total charge for the required (2) trips shall be \$100.00)	\$ 50.00
8. Trip Charge to Establish Temporary Service – For Contractors, Mobile Homes, Etc. (Section 10 (c) of Rules & Regulations)	\$ 50.00*
9. Fraud of Illegal Diversion of Electricity – Reconnection of Service where same has been disconnected (Section 21 of Rules & Regulations also applies)	\$ 0.00**
10. Testing of Meter when requested by Consumer:	
(a) If meter is found more than 2% slow or fast	None
(b) If meter is slow or fast by 2% or less – Total charge per test	\$ 20.00
11. Return of Consumer’s Check by Bank because of insufficient funds	\$ 20.00
Other special charges continued on Page 2.	

* This \$50.00 charge only covers the trips and service necessary to establish the temporary service.

The additional cost to establish temporary service shall include all of the costs involved as specified under (e) on Page 2. To cover these costs, a suitable advance deposit shall be made by the Applicant to Village.

If permanent service is established at the same time the temporary service is removed, the final cost to be paid by Applicant to Utility for the temporary service shall reflect an appropriate credit for materials only that are reused in permanent service installation. The permanent service will not be established until all costs of the temporary service have been paid to Utility.

** Plus payment to cover the estimated equivalent of the electricity stolen.

CHARGES

14. Other Special Services will be furnished under the following conditions:

- (a) Service Connections Made After Regular Working Hours and on Saturdays, Sundays and Holidays, may be made at option of Utility but such Special Service shall be subject to an Additional Charge to cover the additional costs involved and such Charge shall be in addition to any applicable Regular Reconnection Charge.

Such additional Special Charges shall be determined as specified under (e) below. Such additional Special Charge shall be not less than \$ 50.00

- (b) For Service requested by Consumer and involving Consumer's Wiring or Equipment Replacement of Consumer's Fuses, etc. Consumer shall pay Utility actual cost as determined under (e) below but not less than \$ 25.00

- (c) For Relocation of Security Light at Consumer's Request: Consumer shall pay Utility the actual cost of the lamp relocation as determined under (e) below but not less than \$ 50.00

- (d) For Relocation of Line or Pole At Consumer's Request: Before work starts, Consumer shall agree in writing to reimburse Utility for all costs incurred and shall make an Advance Deposit equal to the estimated cost, to be determined in the manner specified in (e) below.

Upon completion of the project, any excess Deposit over actual cost will be refunded. If the Deposit is insufficient, Consumer shall pay the additional amount required to make up the deficiency and Consumer's service shall be subject to disconnection until the deficiency is paid.

- (e) Determination of Construction Costs: All Special Service furnished to Consumer, as referred to above, shall be paid for by Consumer, and shall include the following items of cost:

Direct Labor	Direct Taxes
Materials	Payroll Taxes, Insurance, Etc.
Transportation	Employee Benefits
Store Expenses	All Other Direct & Allocated Costs