

City of Moose Lake Water and Light Commission

Electric Service Regulations Revised 4/17/2018 Commission Approved

1. **SERVICE AGREEMENTS:**

An **ELECTRIC SERVICE AGREEMENT** and an **ELECTRIC UTILITY INFORMATION FORM** shall be executed by the customer and submitted to the Water and Light Commission's Electrical Superintendent for review and preliminary approval for all new service installations.

2. **CONDITIONS OF SERVICE**

Supplying of Service:

Service is supplied only under and pursuant to these Service Regulations. Service is supplied under a given rate schedule only at such points of delivery as are adjacent to facilities of Moose Lake Water and Light adequate and suitable, as to capacity and voltage, for the service desired.

Service will be subject to disconnection and deposit requirements as provided, if, at any time of application for services, the customer is indebted to the Moose Lake Water and Light for service previously supplied at the same or another address.

Continuity of Service:

The Moose Lake Water and Light will endeavor to provide continuous service but does not guarantee a constant supply of electric energy and shall not be liable to customer for damages occasioned by interruption from any cause other than gross negligence of the Moose Lake Water and Light. The Moose Lake Water and Light shall not be liable for any loss of profits, special, or consequential damages resulting from the use of service or any interruption or disturbance of service.

If any part of service furnished by the Moose Lake Water and Light is employed for purpose of pumping water, the Moose Lake Water and Light assumes no obligation to maintain an adequate supply for fire protection, or any other purpose, whatsoever, and such use shall not subject the Moose Lake Water and Light to any liability to any party for damages to person or property due to failure of water supply resulting from an interruption or deficiency of electric service from whatsoever cause the same may arise.

Suspension of Service for Repairs and Changes:

When necessary to make repairs to or change in its lines or system, the Moose Lake Water and Light may, without incurring any liability therefore, suspend service for such periods as may be necessary and, in such manner as to minimize inconvenience to customer.

Use of Service:

Service is for customer's use only. If desired by the owner, the Moose Lake Water and Light will permit the installation of individual Moose Lake Water and Light meters to measure consumption and render bills on the applicable Rate Schedules to each customer and separately occupied building and occupancy unit.

In no case may customer, except with the written consent of the Moose Lake Water and Light and the City of Moose Lake extend or connect an installation to lines across or under a street, alley, lane, court or avenue or other public or private space in order to obtain service for adjacent property be owned by customer. Such consent may be given when such adjacent properties are operated as one integral unit under the same name and for carrying on parts of the same business.

In case of unauthorized re-metering, sale or extension of service to another person, the Moose Lake Water and Light after five (5) days written notice, excluding Sundays and legal holidays, may discontinue the supplying of service to customer until such unauthorized act is discontinued and full payment is made for all service supplied or used, billed on proper classification and Rate Schedule, and reimbursement in full made to the Moose Lake Water and Light for all extra expenses incurred, including expenses for clerical work, testing and inspections.

Customer's Responsibility:

Customer assumes all responsibility on customer's side of the point of delivery for the service supplied or taken, as well as for the electrical installation, appliances and apparatus used in connection therewith, and shall save the Moose Lake Water and Light harmless from and against all claims for injury or damage to persons or property occasioned by or in any way resulting from such service or the use thereof on customer's side of the point of delivery.

Right-of-Way:

Customer shall, without compensation, make or procure satisfactory conveyance to the Moose Lake Water and Light of right-of-way for the Moose Lake Water and Light's lines necessary and incidental to the furnishing of service to customer and for continuing and extending said lines over, under, across or through the property owned or controlled by customer in a manner deemed appropriate by the Moose Lake Water and Light Superintendent or Line Foreman.

Customer shall allow Moose Lake Water and Light personnel access to Moose Lake Water and Light owned lines for line maintenance and tree trimming.

Access to Premises:

Moose Lake Water and Light personnel may enter customer's premises only as authorized by applicable law and regulations.

Location of Point of Attachment:

Customer's Point of Attachment is to be located at a point readily accessible to Moose Lake Water and Light personnel and equipment. Customer shall install and maintain a point of attachment for the Moose Lake Water and Light service drop. Said point of attachment shall be located as determined by the Moose Lake Water and Light Superintendent or Line Foreman.

3. CUSTOMER'S INSTALLATION

All customer's wire, apparatus and equipment will be approved and installed according to the National Electrical Code's most recent edition.

The Moose Lake Water and Light Superintendent or Engineer may require soft starters or other suitable starting devices for motors above 5 horse power. When poly phase service is supplied, customer shall control the use thereof so that the load at point of delivery is in reasonable balance between the phases.

Changes in Installations:

As the Moose Lake Water and Light system service drops, transformers, meters and other facilities used in supplying service to customer have a definite limited capacity, customer shall give notice to the Moose Lake Water and Light Superintendent, and obtain the Moose Lake Water and Light Superintendent's consent, before making any material changes or increase in customer's installation. The Moose Lake Water and Light Superintendent will as promptly as possible after receipt of such notice, will give its approval to the proposed change or increase, or will advise customer upon what conditions service can be supplied for such change or increase. Failure to secure the Moose Lake Water and Light's Superintendent approval shall make customer liable for any damage to the Moose Lake Water and Light's facilities.

All electrical work on customer's premise will be inspected by the state electrical inspector prior to **providing service**.

All installations will be so designed so that at any given time, Power Factor is not less than APP 95% lagging.

4. Moose Lake Water and Light's INSTALLATION:

The Moose Lake Water and Light Personnel will maintain its lines and equipment on its side of point of delivery. The Moose Lake Water and Light Personnel will not maintain any customer's equipment on customer's premise except Moose Lake Water and Light owned meters.

Only Moose Lake Water and Light employees are authorized to connect Moose Lake Water and Light service drops or laterals to customer owned equipment.

Relocation of Facilities:

The Moose Lake Water and Light, at its discretion, will alter, relocate or remove Moose Lake Water and Light- facilities as may be requested in writing by Customer. Customer shall pay the Moose Lake Water and Light for all costs associated with such alteration, relocation or removal including any new facilities required to provide service after the alteration, relocation or removal.

5. **METERING**

The Moose Lake Water and Light will provide meter at its own cost. The customer shall provide and maintain a location free of expense and satisfactory to the Moose Lake Water and Light Superintendent or Line Forman for the installation of metering equipment.

6. **DAMAGE TO MOOSE LAKE WATER AND LIGHT OWNED FACILITIES**

All repair costs for damage to Moose Lake Water and Light owned facilities will be charged to the person causing the damage. Repair costs will include: all materials, labor and equipment needed to restore the installation to its original condition.

Temporary repairs may be made if weather, manpower or shortage of repair material prohibits permanent repairs. Party causing the damage will be responsible for temporary repair costs as well as permanent repair costs.

7. **LOCATING**

The Moose Lake Water and Light personnel will locate all underground Moose Lake Water and Light owned facilities at no charge to the customer. The Moose Lake Water and Light Personnel will locate, to the best of its ability, customer owned service lateral conductors only, as a courtesy to the customer. However, the Moose Lake Water and Light **WILL NOT** assume any liability of any kind, for any damage of any kind, to customer owned service lateral conductors because of mismarked or incorrect locating.

RESIDENTIAL INSTALLATIONS

UNDERGROUND SERVICE

The customer shall complete an application for service form stating project address, type of service requested and the size of the electrical service load for the project.

The customer will provide payment for all costs for underground service. Costs will include wire, conduit, meter socket, related equipment and labor. An over current disconnect located on the riser pole may be required under certain installations.

In areas where all electric service is underground only, costs for service will be assessed beginning at customers connecting point.

The Moose Lake Water and Light will provide meter at the Moose Lake Water and Light's expense. The customer may obtain a meter base from the Moose Lake Water and Light which is to be installed 5' above finished grade in a readily accessible location. The Moose Lake Water and Light reserve the right to determine the electric meter location and the routing of the service laterals.

All equipment up to the point of attachment including the meter base is the property of the Moose Lake Water and Light. The Moose Lake Water and Light Personnel will maintain and repair or replace at their discretion, all equipment up to the point of attachment. For this purpose, the point of attachment shall be the "line" terminals in the meter base.

Any costs to repair the underground service caused by a fault in the cable shall be borne by the Moose Lake Water and Light. Any costs to repair the underground service caused by physical damage will be charged to the person causing the damage.

The minimum charge for an underground service is \$150.00 + materials.

TEMPORARY SERVICE

Temporary service is available. The charge for temporary service is a minimum of \$150.00 + materials, if no poles need to be installed. If poles need to be installed, the charge will be based on time and material. Time limit for temporary service is 6 months. After 6 months, the service will be disconnected. A \$60.00 charge will be assessed if the temporary service needs to be reconnected.

CONDITIONS FOR SERVICE EXTENSION RESIDENTIAL INSTALLATIONS

OVERHEAD SERVICE

The customer shall complete an application for service form stating project address, type of service requested and the size of the electrical service load for the project.

The customer will provide payment for all costs for overhead service. Costs will include poles, secondary conductors, meter socket, related equipment, and labor.

The Moose Lake Water and Light will provide and own the meter. The customer may obtain a meter base from the Moose Lake Water and Light which is to be

installed 5' above finished grade in a readily accessible location. The Moose Lake Water and Light reserves the right to determine electric meter location.

The point of attachment for the service drop shall be in direct sight of the Moose Lake Water and Light distribution lines and in close proximity to the electric meter. There shall be an unobstructed route to the nearest utility pole as determined by the Moose Lake Water and Light Superintendent or Line Forman. Proper clearances according to the current National Electrical Code in force shall be maintained over buildings and finished grade.

All equipment up to the point of attachment is the property of the Moose Lake Water and Light. The Moose Lake Water and Light personnel will maintain and repair or replace at their discretion, all equipment up to the point of attachment. For this purpose, the point of attachment shall be the connection of the service drop to the service conductors.

The minimum charge for overhead service is \$150.00 + materials.

CONDITIONS FOR SERVICE EXTENSION INDUSTRIAL AND COMMERCIAL INSTALLATIONS

UNDERGROUND SERVICE

The Customer will provide payment for all material costs for underground service. Material to include transformer, ground sleeve, primary wire, meter socket, ct's, pt's, and related equipment. Customer will provide concrete pad for transformer dependent on size of transformer to be installed. Pad to be constructed to Moose Lake Water and Light specifications. The Moose Lake Water and Light will provide the meter at its own cost. All material will be purchased by the Moose Lake Water and Light for installation on customer premises. After installation is complete, all equipment for electric service up to point of delivery will become the property of the Moose Lake Water and Light. The Moose Lake Water and Light personnel will maintain and repair or replace, at its discretion, all equipment.

Point of delivery will be the secondary terminals on transformer if the metering is mounted on the transformer or to the metering cabinet.

The customer will provide all secondary conductors and retain ownership of same. Repair costs for damage or fault conditions on secondary conductors will be borne by the customer.

The Moose Lake Water and Light Superintendent or Line Forman shall determine the transformer and metering locations at all installations.

Minimum charge for underground service is \$250.00.

VOLTAGE CONFIGURATIONS

The following are voltage configurations offered by the Moose Lake Water and Light Commission for underground service:

Single Phase Service

120/240 3 Wire

Three Phase Service

120/208 4 WY

277/480 4 WY

TEMPORARY SERVICE

Temporary overhead service is available. 120/240 3 wire. Single phase maximum 37.5 KVA. Customer pays all costs to install and remove.

Underground temporary service is not available. Three phase temporary service is also not available.

The minimum charge for temporary service is \$250.00.

OVERHEAD SERVICE

The customer will provide payment for all material costs for overhead service. Materials to include transformers, secondary overhead conductors, poles (if needed), meter socket, ct's, pt's, and related equipment. If further underground connections is needed contact Moose Lake Water and Light for procedures that are required. An over current disconnect located on the riser pole may be required under certain installations. Height of the service riser will be determined by the Moose Lake Water and Light Superintendent or Line Forman. Customers point of attachment to be located at a point readily accessible to Moose Lake Water and Light distribution lines. Customer shall install and maintain said point of attachment. Said point of attachment shall be sufficient number to support number of service drops from pole to customers premise. Said point of attachment shall be of sufficient strength to support wind and ice loaded weight of the service drop(s) and shall be located as determined by the Moose Lake Water and Light Superintendent or Line Forman.

The Moose Lake Water and Light will provide the meter at Moose Lake Water and Light cost. All material will be purchased by the Moose Lake Water and Light for installation for customer's service, after installation is completed, all equipment for electric service, up to point of attachment will become the property of the Moose Lake Water and Light. The Moose Lake Water and Light personnel will maintain and repair or replace, at its discretion, all equipment. EXCEPTION: Underground service laterals are the property of the customer. Repair costs for

damage or fault conditions on secondary service laterals will be borne by the customer.

The Moose Lake Water and Light Superintendent or Line Forman shall determine transformer and metering locations at all overhead service:

VOLTAGE CONFIGURATIONS

The following are voltage configurations offered by the Moose Lake Water and Light for overhead service:

<u>Single Phase</u> 75 – 400	<u>Maximum KVA-AMP 120/240 3 Wire</u>
<u>Three Phase</u> 120/240 4 WD 240 3 WD 480 3 WD 120/208 4 WY 277/480 4 WY 2400/4160 4 WY	<u>Maximum KVA-AMP</u> 150 – 400 150 – 400 150 – 200 150 – 400 150 – 400 300

The minimum charge for a permanent overhead service is \$250.00.

Request current preapproved list of single phase meter bases for from Moose Lake Water and Light before installation.