

**SERVICE RULES
OF THE
MUNICIPAL ELECTRIC UTILITY**

CARLISLE MUNICIPAL ELECTRIC

SERVICE RULES OF THE CARLISLE MUNICIPAL ELECTRIC UTILITY

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SERVICE RULES OF THE CARLISLE MUNICIPAL ELECTRIC UTILITY

DIVISION ONE
PURPOSE AND CONSTRUCTION

SECTION 1.1 PURPOSE

These service rules have been adopted by the governing body of the municipal utility. The rules are subject to change from time to time to ensure safe and efficient service in compliance with applicable laws and regulations.

SECTION 1.2 APPLICABILITY

These service rules are intended to broadly govern operation of the municipal electric utility. Where a rule cannot be reasonably applied to a specific situation, the governing body reserves the right to act in an adjudicative capacity to resolve such conflicts.

Rates and charges are not included in these operating rules. References to rates or charges and certain other terms and conditions of service “adopted by the governing body” refer to applicable resolutions or ordinances adopted by the utility’s governing body.

Certain aspects of municipal utility operations are regulated by the Utilities Division of the Iowa Department of Commerce. Unless a statute specifically provides for regulation of municipally owned utilities, regulatory authority is limited to those statutes referenced in Section 476.1B of the Code of Iowa.

SECTION 1.3 DEFINITIONS

Unless another meaning is specifically indicated, when used in these rules:

- a. “Complaint” means a statement or question by anyone, whether a utility customer or not, alleging a wrong, grievance, injury, dissatisfaction, illegal action or procedure, dangerous condition or action, or utility obligation. The utility requires that complaints be in writing.
- b. “Customer” means any person, firm association, or corporation, any agency of the federal, state or local government, or legal entity directly benefiting from electric service or heat from the electric utility. In the case of a residence, customer also means other adult persons occupying the residence.
- c. “Delinquent or delinquency” means an account for which a service bill or service payment has not been paid in full on or before the last date for timely payment.
- d. “Demand” means the quantity of electrical power needed by the customer at a given point in time.

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- e. “Governing Body” means the board of trustees established under Chapter 388, Code of Iowa, or, if a utility board has not been established, the City Council.
- f. “Maximum Demand” means the greatest demand required by a customer during a specific length of time.
- g. “Meter” means a device that measures and registers the integral of an electrical quantity with respect to time.
- h. “Timely Payment” is a payment on a customer’s account made on or before the date shown on a current bill for service, or on a form which records an agreement between the customer and a utility for a series of partial payments to settle a delinquent account, as payment charge to the current bill or future collection efforts.
- i. “Utility” means the municipal electric utility.
- j. “Premise” a tract of land with buildings there on.

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DIVISION TWO
SERVICE CHARACTERISTICS

SECTION 2.1 SERVICE CHARACTERISTICS (General Statements)

The utility shall make available, throughout its service area, electric service of a character determined by the utility to meet the needs of its customers. The standard service available to meet this obligation is 120/240 (nominal voltage), 60 Hz alternating current, single phase, 200 amperes, supplied via overhead conductor. The utility, at its option, may install underground conductor.

Other service connections, including three phase service and service at primary voltages, are available at the option of the utility and may require a contribution in aid of construction or an advance for construction costs. Extension policies, including charges and other terms and conditions, shall be established by the governing body. Where a customer contribution in aid of construction or an advance for construction costs is required, the governing body may waive such requirements in whole or in part upon a determination that the waiver is in the public interest. Such waiver, when entered in the minutes of the governing body, shall not be considered a discriminatory practice.

SECTION 2.2 ENGINEERING PRACTICE

Facilities of the utility shall be constructed, installed, maintained and operated in accordance with accepted good engineering practice in the electric industry to assure – as far as reasonably possible – continuity of service and safety of people and property. However, the utility shall not be held liable in actions arising from interruptions or fluctuations in service.

The utility shall use and shall require compliance with applicable provisions of the publications listed below as standards of accepted good practice and with applicable provisions of the City Code.

- a. Iowa Electrical Safety Code, as defined in 199 IAC, Chapter 25 (476, 476A, 478).
- b. National Electrical Code NFPA No. 70.
- c. American National Standard Code for Electricity Metering, ANSI C12.
- d. American National Standard Requirements for Instrument Transformers, ANSI C57.13.
- e. American National Standard Requirements for Electrical Analog Indicating Instruments, ANSI C39.1.
- f. American National Standard Requirements for Direct-Acting Electrical Recording Instruments (Switchboard and Portable Types), ANSI C39.2.
- g. American National Standard Voltage Ratings for Electrical Power Systems and Equipment (60HZ), ANSI C84.1.
- h. Grounding of Industrial and Commercial Power Systems, ANSI C114.1.

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References to publication listed above shall be deemed to be to the latest edition or revision accepted by the Utilities Division of the Iowa Department of Commerce as a standard of good practice.

SECTION 2.3 SPECIAL CONDITIONS OF SERVICE

Except for facilities defined in Section 2.1 of these rules or in extension of policies adopted by the governing body as a responsibility of the utility, the customer shall be responsible for all wiring and electrical equipment on his or her premises. The installation and maintenance of customer facilities shall be consistent with standards imposed by Section 2.2 of these rules, the special conditions of this Section, and any other applicable laws or regulations.

No inspection or approval of a customer’s compliance with this section by the utility or other agent of the municipal government shall be construed to impose any duty or liability on the utility, but shall be considered solely for the purpose of ensuring protection of the utility’s property and continuity of service to customers of the utility.

2.3 {1} Requirements for Electric Motors

All installations of power loads on the utility’s system shall conform to the safety rules as set forth in the Iowa Electrical Safety Code.

Customers are required to provide suitable protective devices so that motors and equipment will be protected from damage and from improper or dangerous operation in case of overload, loss of voltage , low voltage, single phasing of poly-phase motors, or the re-establishment of normal service after any of the above. The utility is not responsible for motor damage caused by any of the above conditions.

The utility reserves the right to limit the number and size of motors installed on single phase extension. The customer or customer’s electrician shall contact the utility regarding requirements for motor starting equipment, wiring and other motor specifications.

2.3{2} Corrective Equipment

Customer electrical equipment shall be installed and used in such a manner as not to adversely effect voltage regulation or impair the utility’s service to other customers. When such equipment creates fluctuating voltage or power factor conditions, or any other disturbances in service detrimental to the service of other customers or to the utility’s use of its own equipment, the customer shall be required to install and maintain, at his or her own expense, suitable corrective equipment to eliminate the detrimental effects.

2.3{3} Standby Generators

No other source of supply of electricity shall be introduced or used by a customer in conjunction with electric service supplied by the municipal utility, without prior written approval of the municipal utility. At a minimum, standby facilities will be approved only if a single change-over switch that provides a visible opening and is padlocked in the open position, or a relay of adequate capacity, is installed so that municipal utility lines cannot become energized by a standby power source under any condition.

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2.3{4} Energy Conservation Standards

As a condition of electric service for space heating or cooling, the owner or builder of any structure, completed after April 1, 1984, and intended primarily for human occupancy, must certify to the utility that the building conforms to the energy conservation requirements of the State Building Code {661 IAC 16.800 (3) as amended by 16.800 (4)}. If compliance is being certified to another state or local agency, a copy of the certification form may be provided to the utility. If no other certification is being made, the utility will provide a form.

2.3 {5} Service Conversions

When the City makes changes in its equipment or facilities from overhead to underground, the cost of converting the customer’s service entrance equipment shall be paid by the City. To expedite conversion projects and minimize disruption of service, authorized city personnel may perform work on the customer’s equipment up to the main breaker. All work performed shall conform to the requirements of the National Electrical Code (NEC).

2.3 {6} Underground Service

The municipal utility shall, upon request of a customer, provide underground service in customer areas where overhead service is standard. The cost of changing from overhead to underground service shall be billed to the customer. In case of a new service extension, the customer shall be billed for the service installation in accordance with Section 4.5, in addition to the full cost of any system modifications that are required to accommodate the underground installation.

SECTION 2.4 CLASS OF SERVICE FOR APPLICATION OF RATES

Service classification shall be based upon the type of service supplied and on similarities in customer load and demand characteristics. Service classifications shall be defined as part of the rate schedules adopted by the governing body. In addition, the utility reserves the right to supply large power service in accordance with the provisions of a written contract. As nearly as practicable, rate schedules adopted by the utility shall reflect relative differences in the costs of providing various quantities of service to each customer class.

SECTION 2.5 METER INSTALLATION

The utility shall install, own, and maintain a meter of a type appropriate to the nature of the service, for each service extension. Meters shall not be required, however, where consumption can be readily computed without metering or where the service is of a temporary nature and the cost of meter installation would be unreasonable. Separate meters on garages in residential areas will not be allowed unless authorized by the Electric Supt. A meter seal shall be placed on all meters such that the seal must be broken to gain entry.

2.5{1} Individual Metering

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Individual metering shall be required on multi-occupancy premises in which units are separately rented or owned, except that the utility may provide single meters for electricity used: in central heating, cooling, water heating or ventilation systems; where individual metering is impractical; where a facility is designated for elderly or handicapped persons and utility costs constitute part of the operating cost and are not apportioned to individual tenants; or where sub-metering or resale of service was permitted prior to 1966.

2.5{2} Special Metering Installations

The utility reserves the right, at its option, to require or place special meters or instruments on the premises of a customer for the purpose of special tests of all or part of the customer's load.

2.5{3} Meter Register

Where it is necessary to apply a multiplier to the meter readings, the multiplier shall be marked on the face of the meter register or stenciled in weather resistant paint upon the front cover of the meter. Wherever practicable, customers shall have continuous visual access to meter registers.

2.5{4} Meter Testing

All meters and associated devices shall be inspected, tested, adjusted, and certified to be within an allowable tolerance of error, in accordance with commonly accepted engineering practice.

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DIVISION THREE
CUSTOMER RELATIONS

SECTION 3.1 APPLICATION FOR SERVICE

Application for service shall be filed at Carlisle City Hall . At the time of application, the applicant shall be given an opportunity to designate a person or agency to receive a copy of any notice to disconnect service due to the applicant’s nonpayment of a bill or deposit. As soon as practicable after the approval of the application, the utility shall supply service to the applicant in accordance with these rules and at a rate established by the utility for the applicant’s appropriate class of service. The customer or his representative shall contact the Municipal Electric Utility and request a meter location. The Utility shall determine the meter location on all new construction and/or reconstructed facilities. An applicable fee shall apply for new construction.

SECTION 3.2 CUSTOMER DEPOSITS

A deposit intended to guarantee payment of bills for service is required prior to approval of the service application. In any case where a deposit has been refunded or is found to be inadequate, a new or additional deposit may be required upon twelve days written notice of the need for such deposit.

3.2{1} Credit Criteria for Initial Deposits

The requirements of an initial deposit shall be determined by application of the following criteria:

- a. No initial service deposit shall be required of an applicant: 1) who has previously established a credit history with the utility; 2) whose twelve most recent bills from the utility were timely paid (including one automatic forgiveness of a late payment); and 3) whose new service is subject to the same rate classification as that for which the payment history was established. Reasonable proof of an equivalent recent payment history for similar service from another utility may be accepted by the utility.
- b. An initial service deposit not exceeding the highest monthly billing for service during the previous twelve month period shall be required of an applicant for service who does not meet the credit criteria of subparagraph “a” above.

3.2{2} Credit Criteria for New or Additional Deposits

A new or additional deposit may be required of a current customer whose initial deposit has been refunded or is found to be inadequate. The new or additional deposit shall ensure a total deposit equal to the highest monthly billing for service during the previous twelve month period and shall apply to customers who make two late payments in a twelve month period (not including one automatic forgiveness of late payment).

3.2 {3} Deposit Calculation Criteria

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In calculating customer deposits which may be based on the maximum estimated charge for a billing period, the amount shall be determined from the highest meter reading period of the previous year. The maximum level of consumption so determined, may be adjusted for reasonably determined differences in the likely level of energy consumption, including; number of persons served, change in the type of nonresidential service; and, the installation or removal of energy conservation or alternative energy measures. Where the service connection was not previously metered, the maximum estimated charge shall be based on comparable existing service of the utility.

3.2 {4} Record of Deposits

The utility shall maintain a record of all deposits. The record of each unclaimed deposit shall be maintained for a period of three years from the date service is terminated. During that period, the utility shall make a reasonable effort to return the deposit. Unclaimed deposits shall be credited to an appropriate utility account. Deposits remaining unclaimed two years after termination of service will be transferred to the state in accordance with Chapter 556, Code of Iowa.

3.2{5} Refund of Deposit

A deposit shall be refunded after twelve consecutive months of prompt payment (which may be eleven timely payments and one automatic forgiveness of late payment). For refund purposes, the account shall be reviewed for prompt payment after twelve months of service following the making of the deposit and for each twelve-month interval terminating on the anniversary of the deposit. Upon termination of service, the deposit, less any unpaid utility bill of the customer, shall be reimbursed to the customer or other person who made the deposit. No interest shall be paid on customer deposits.

SECTION 3.3 BILLING INFORMATION

Customers shall be billed on a monthly basis according to the appropriate rate schedule for metered service received during the billing period. In addition, the bill will include charges for applicable fuel and purchased power adjustments as well as special extension and service costs applicable to the billing period.

3.3{1} Billing Form

The following information shall be included on the billing form or made available to the customer at the utility’s business office:

- a. The actual or estimated meter readings at the beginning and end of the billing period.
- b. The date of the meter readings.
- c. The number and kind of units metered.
- d. Reference to the applicable rate schedule.
- e. The account balance brought forward and amount of each net charge, and total amount currently due. In the case of prepayment meters, the amount of money collected shall be shown.

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- f. The last date for timely payment shall be clearly shown and shall be not less than twenty days after the bill is rendered.
- g. A distinct marking to identify an estimated bill or meter reading.
- h. A distinct marking to identify a minimum bill.
- i. Any conversions from meter reading units to billing units or any other calculations to determine billing units from recording or other devices or any other factors such as sliding scale or automatic adjustments used in determining the bill.

3.3{2} When Payable – Late Payment Penalty

A bill shall be due and payable when rendered and shall be considered delinquent after twenty days from the time it is rendered. A bill shall be considered rendered by the utility when deposited in the U.S. mail with postage prepaid or when delivered by the utility to the last known address of the party responsible for payment. Bill payments received by the utility on or after the delinquent date shall be for the gross amount stated on the bill which shall include a late payment penalty of 10% per month of the last due amount. Failure to receive a properly rendered bill shall not entitle the customer to relief from penalties for late payment.

Each account shall be granted one complete forgiveness of a late payment penalty in each calendar year. The customer shall be informed of the use of the automatic forgiveness by phone or in person, by posting to the next bill, or by separate mailing.

3.3{3} Partial Payments

When a partial payment is made prior to the delinquent date and without designation as to the service being paid, the payment shall be credited pro rata between the bill for municipal utility services and related taxes.

3.3{4} Where Payable

Bills shall be paid by mail, by direct deposit through a financial institution, by deposit in a designated receptacle, through electronic payment on a city designated website or in person at the utility’s business office.

3.3{5} Level Payment Plan

All residential customers or other customers whose consumption is less than three thousand kwh per month may select a level payment plan. The plan shall:

- a. be offered when the customer initially requests service.
- b. have a date of delinquency changeable for cause in writing; such as, but not limited to, fifteen days from approximate date each month upon which income is received by the person responsible for payment.
- c. provide for entry into the level payment plan at any time during the calendar day.
- d. have level payments equal to the sum of estimated charges provided by the number of standard billing intervals, all for the next twelve consecutive months.
- e. prohibit withdrawal from the plan during the first year after entry, except for termination of service.

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- f. carry forward any account credit or debit on the anniversary of the plan which shall be added to the estimated charges in determining the level payment amount for the next year. Unpaid level payments shall not be carried forward.
- g. have the level payment amount computed at the time of entry into the plan. It may be recomputed on each anniversary, when requested by the customer, or whenever price or consumption, alone or in combination result in a new estimate differing by ten percent or more from that in use. When a customer’s payment level is recomputed, the customer shall be notified of the revised payment amount and the reason for the change. The notice shall accompany the bill prior to the bill affected by the revised payment amount.
- h. provide that the account be balanced upon termination of service or withdrawal from the plan.
- i. regardless of account balance, provide that a delinquent bill payment shall subject the customer to a late payment penalty on the level payment amount and to other procedures for collection and termination of service.

3.3{6} Reasonable Agreement to Pay

A residential customer who has been disconnected or is about to be disconnected due to inability to pay in full may be offered the opportunity to enter into a reasonable agreement to pay in accordance with applicable rules of the Utilities Division of the Iowa Department of Commerce.

3.3{7} Minimum Bill

The minimum bill provided for in the rate schedule for each class of service will apply to any billing period during which the service remains connected and the minimum quantity of service is not used.

3.3{8} Temporary Disconnections

The utility may, upon reasonable notice by a customer, make temporary disconnections for the customer’s convenience. The customer shall be required to pay a fee for such service in an amount to be determined by the governing body.

3.3{9} Service Calls

The customer shall be billed for the cost of services not the responsibility of the utility, as follows:

- a. For a service call where the trouble is found to be on the customer’s equipment, the customer shall be billed in accordance with terms and conditions established by the governing body.
- b. For a service call requesting the relocation of facilities belonging to the utility, the customer shall be billed for the direct cost of labor and replacement of materials. An advance deposit equal to the total estimated cost may be required where the estimate exceeds one hundred dollars.
- c. For a service call requesting temporary relocation of electric lines or other utility facilities to accommodate movement of buildings or large equipment, the person responsible for the move shall be billed for the direct cost of labor and materials. The utility shall be given notice of the move at least two business days in advance

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and shall be consulted regarding the route of the move. An advance deposit or cash bond may be required to cover estimated costs.

3.3{10} Customer Requested Meter Tests

The utility will periodically inspect and test meters in accordance with accepted engineering practice. In addition to regular testing, the customer may request a meter test, providing that such tests need not be made more frequently than once each twelve months. The customer or the customer’s representative may be present when the meter is tested and the results shall be reported to the customer within a reasonable time. If the meter is within the allowable tolerance, the customer shall be billed for the cost of the test in an amount established by the governing body.

3.3{11} Adjustment of Bill for Meter Error

Whenever a meter is found to have an average error exceeding the allowable tolerance by more than 2.0 percent, or in the case of a demand meter, by more than 1.5 percent, the utility shall adjust a current customer’s bill or issue a refund or bill to a past customer. The amount of the adjustment shall be calculated on the basis of metering accuracy of one hundred percent. The adjustment period shall extend from the date the error began. If that date cannot be determined, it shall be assumed the error has existed for the shortest time calculated as five years from the date the error was discovered, one half the time since the meter was installed, or one half the time since the last previous meter test. When the adjustment is due to meter “creep” it shall be assumed that creeping affected meter registration 25 percent of the adjustment period. The adjustment period for slow meters shall not exceed six months without the approval of the governing body. When a meter is found not to register, the utility shall issue an estimated bill.

An adjustment, refund or back-billing shall be made for any overcharge or undercharge resulting from incorrect reading of the meter, incorrect application of the rate schedule, incorrect meter connection or other similar reason.

This section shall not be construed to require a cash refund to a current customer nor a refund or back-billing to a previous customer in an amount less than two dollars. The utility further reserves the right to forego back-billing procedures which it determines are not cost effective.

3.3{12} Adjustment of Bill for Accidental Wastage of Electricity

When a customer provides reasonable evidence to the utility that an accidental ground has existed on the customer’s equipment, the utility shall estimate the normal usage for each billing period during which the ground is reasonably believed to have existed, not to exceed two months. The bill for each such period shall be recomputed, treating the amount of above-normal energy consumption as “lost energy”. Lost energy shall be billed at the lowest rate on the customer’s rate schedule and the total difference will be credited to the customer’s account.

3.3{13} Returned Checks

A service charge in an amount established by the governing body shall be assessed to any customer whose check is returned unpaid by the bank on which it was drawn. The service charge shall be in addition to the late payment penalty if the check is not made good and the

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service fee not paid prior to the delinquent date of the bill. If two or more checks are dishonored within a six month period, the utility may require future payments to be by cash, cashiers check, or postal money order.

SECTION 3.4 DISCONNECTION OR DENIAL OF SERVICE

The utility reserves the right to disconnect or deny service in accordance with applicable rules of the Utilities Division of the Iowa Department of Commerce.

3.4{1} Just Cause for Discontinuance or Denial – (Involuntary)

The municipal utility reserves the authority to refuse or discontinue service for any reasons listed below, subject to the provisions of this section and other provisions of this tariff. Unless otherwise stated, the customer shall be given written notice at least twelve days prior to discontinuance of service and, in the event the customer has failed to comply with a rule of the municipal utility, he or she shall be given at least twelve days from written notification, to comply with the rules. In addition, the customer shall be given written notice of the pending discontinuance approximately 24 hours before service is disconnected. A fee will be charged whenever this 24 hour notice is given. Except for reasons given in “a” and “b” below, or disconnection at the customer’s request, no service shall be discontinued unless the municipal utility is prepared to reconnect the service within twenty-four hours. A reconnection fee shall be charged when the discontinuance results from an act or omission on the part of the customer. Reasons for refusal or discontinuance of service are:

- a. Without notice in the event of a condition determined by the municipal utility to be hazardous.
- b. Without notice in the event of customer use of equipment in such a manner as to adversely affect the municipal utility equipment or the municipal utility’s service to others.
- c. Without notice in the event of tampering with the equipment furnished and owned by the municipal utility.
- d. Without notice in the event of unauthorized use or resale of the municipal utility’s service.
- e. For violation of or noncompliance with the municipal utility’s rules on file with the commission.
- f. For failure of the customer or prospective customer to permit the utility reasonable access to its equipment.
- g. For failure of the customer or prospective customer to permit the utility reasonable access to its equipment.
- h. For failure of the customer or prospective customer to furnish service equipment, permits, certificates, or rights of way specified by the municipal utility as a condition of receiving service.
- i. Failure to pay for equipment or other services from the utility.

3.4{2} Insufficient Reasons for Denying Service

The following shall not constitute sufficient cause for refusal of service to a present or prospective customer:

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- a. Delinquency in payment for service by a previous occupant of the premises to be served.
- b. Failure to pay for a different type or class of public utility service.
- c. Failure to pay the bill of another customer as guarantor thereof.
- d. Failure to pay back bills rendered for payment of slow meter adjustments.
- e. Failure to pay bill adjustment resulting from error on the part of the municipal utility.
- f. Failure of a residential customer to pay a deposit during the period November 1 through April 1 for the location at which he or she has been receiving service.
- g. Failure of a disconnected customer to pay the full amount due for past service if financial difficulty is confirmed and the customer is willing to enter into a reasonable agreement to pay the delinquent amount.
- h. No disconnection may take place from November 1 through April 1 for a resident who is head of a household and who has been certified to the municipal utility by the local community action agency as being eligible for either the low income home energy assistance program or weatherization assistance program.

3.4{3} Reconnection Fee

A reconnection fee in an amount established by the governing body shall be applicable when service has been disconnected pursuant to this section.

SECTION 3.5 CUSTOMER OBLIGATIONS

Acceptance of service shall obligate a customer to the conditions imposed by these rules and applicable rules of the Utilities Division of the Iowa Department of Commerce. Customers should note that other sections of these service rules prescribe standards of engineering practice and establish special conditions for the installation of certain motors and other equipment, common to industry and agriculture.

3.5{1} Wiring and Electrical Equipment

Except for the meter and other facilities defined in utility extension policies as a responsibility of the utility, the customer shall be responsible for all wiring and electrical equipment on his or her premises. The installation and maintenance of customer facilities shall be consistent with standards imposed by these service rules and any other applicable laws or regulations. Location of the meter loop and meter socket shall be at the discretion of the utility, consistent with the customer’s reasonable convenience.

No inspection or approval of a customer’s compliance with this section by the utility or other agent of the municipal government shall be considered solely for the purpose of ensuring protection of the utility’s property and for ensuring continuity of service to customers of the utility.

3.5{2} Damage to Municipal Utility Facilities

The customer or an agent shall not, without written consent of the municipal utility, use any of the poles, structures or other facilities of the municipal utility for fastening thereto,

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support or for any other purpose whatsoever, nor shall the customer or an agent locate anything in such proximity to the aforesaid facilities of the municipal utility so as to cause, or be likely to cause, interference with service, or a dangerous condition in connection therewith.

3.5{3} Non-Liability of Municipal Utility

The municipal utility assumes no liability for unauthorized attachments, equipment or appurtenances whether attached by individuals or companies and upon becoming aware of attachments will remove same after sixty (60) days notification. In case municipal utility personnel become aware of illegally attached lines, equipment or appurtenances which are of a hazardous nature to life, limb or property, such attachments can be removed immediately by the municipal utility without notification.

3.5{4} Unauthorized Use of Service

Any tampering, breaking of meter seals, opening or damaging city locks, interference, or work performed upon meter installations or other property of the city is prohibited. The city may at any time without notice discontinue supply of service to the customer and remove its meter, or meters, and equipment in the event of such tampering or interference. The customer shall be responsible for payment for all costs which result from such tampering or interference with the city property. The costs may include, but are not limited to, disconnection and reconnection charges, investigation-related costs, damage to city property, and payment for service consumed but not metered. Service will not be restored to such customer until payment has been made to the city for all costs.

3.5{5} Customer Premises

The customer and owner shall grant the utility, without charge, right of way over and on the premises on which equipment and structures of the utility are located. Access to the equipment and structures shall be granted to the utility at reasonable times for installation, inspection, testing, repair, and other functions necessary for the maintenance of satisfactory service.

3.5{6} Notice by Customer to Terminate Service

A customer shall give the utility not less than one business day's notice prior to final termination of service. Disconnection of service under this section shall be during the regular business hours of the utility.

SECTION 3.6 CUSTOMER COMPLAINTS

Customers are to submit complaints in writing, specifying the nature of the complaint and the relief sought. Complaints concerning the charges, practices, facilities or service of the utility shall be investigated promptly and thoroughly. A customer may appeal the findings of the investigation and shall be given reasonable opportunity for a full hearing of the matter before the governing body or hearing officer(s) appointed by the governing body.

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Complaints involving policies or actions of the utility that are regulated by the Utilities Division of the Iowa Department of Commerce may also be filed with the agency in accordance with applicable regulations.

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DIVISION FOUR
SERVICE EXTENSIONS

SECTION 4.1 GENERAL

All service extensions up to the point of attachment with the customer’s wiring system will be installed, owned, operated, and maintained by the Utility. Under certain conditions the customer requesting an extension will be required to pay either a non-refundable contribution in aid of construction or a refundable deposit before the extension will be constructed. The City Council reserves the right to waive any required contributions or deposits, in whole or in part, upon a determination that the waiver is in the public interest. Such waiver, when extended in the minutes of the Council shall not be considered a discriminatory practice.

SECTION 4.2 TEMPORARY SERVICE

The Utility will furnish temporary service for construction or other uses provided it has sufficient capacity available at the proposed location and the customer agrees to pay the total cost of the installation and removal of the service. This payment will be treated as a contribution in aid of construction, and is not refundable. The customer is responsible for the installation and ultimate removal of the temporary meter loop at the location acceptable to the Utility.

SECTION 4.3 SINGLE PHASE EXTENSIONS (Primary)

All single phase extensions will be installed underground. When a customer requests a service that requires an extension, that customer will be charged the full cost of all material required for the extension, including primary and secondary cable and transformer, plus a per foot charge for trenching to be determined by the governing body. This cost will be treated as a contribution in aid of construction, and is not refundable.

SECTION 4.4 THREE PHASE EXTENSIONS (Primary)

All three phase extensions will be installed underground. When a customer requests a service that requires an extension, that customer will be charged the full cost of all materials required for the extension, including primary cable and transformers, plus a per foot charge for trenching to be determined by the governing body. This cost will be treated as a refundable deposit. Each year for ten consecutive years, the first time being one year from the date the installation is ready to be energized by the Utility, any refund due the customer will be calculated and paid by the Utility to the customer then receiving energy from the installation. Each annual refund will be calculated as 15% of the total of the monthly billings for this customer for the preceding 12 months, as long as the cumulative amount refunded does not exceed the original deposit.

SECTION 4.5 SERVICES

SERVICE RULES OF THE CARLISLE MUNICIPAL ELECTRIC UTILITY

4.5{1} Residential Services

All residential services up to the point of attachment (the connection at the weather head for overhead services or the meter socket line terminals for underground services) will be installed, owned, operated, and maintained by the Utility. Each customer will be charged a contribution in aid of construction at the time a new underground service (including conversion of overhead to underground service unless originated by the Utility, and the installation of a replacement service of increased capacity) is installed. The charge will be determined by the governing body.

4.5{2} Commercial and Industrial Services

Commercial and industrial overhead services up to the point of attachment (the connection point at the weather head) will be installed, owned, operated, and maintained by the Utility. Commercial and industrial underground services will be installed, owned, operated, and maintained by the customer, with the point of attachment being the secondary terminals of the pad mounted transformer feeding the service.

SECTION 4.6 METERING

4.6{1} General

All billing meters will be installed, owned, operated, and maintained by the Utility. Instrument transformers required by the Utility will be furnished by the Utility for installation by the customer, and will be operated and maintained by the Utility. Meter sockets, instrument transformer enclosures, test switches, meter wiring, and other meter accessories will be installed, owned, operated, and maintained by the customer in accordance with the specifications and requirements of the Utility.

Except as required in paragraph 4.6{4}, the metering is to be located ahead of the service disconnect switch.

4.6{2} Single Phase, 400 Amps or Less

All single phase 120 volt or 120/240 volt services rated 400 Amperes or less must be equipped with self contained meter sockets of a type approved by the Utility. The minimum meter socket size allowable is 200 Amperes.

4.6{3} Single Phase, Over 400 Amps

All single phase 120/240 volt services rated more than 400 Amperes must be equipped with two current transformers installed in accordance with Utility specifications, and connected to an approved meter socket with test switch.

4.6{4} Three Phase, 200 Amps or Less

All three phase services rated 200 Amperes or less must be equipped with self contained meter sockets of a type approved by the Utility. The minimum meter socket size allowable is 200 Amperes. For services rated 277/480 volts, there must be a service disconnect switch located ahead of and immediately adjacent to the meter socket.

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4.6{5} Three Phase, Over 200 Amps

All three phase services rated over 200 Amperes must be equipped with three current transformers installed in accordance with Utility specifications, and connected to an approved meter socket with test switch. For services rated 277/480 volts, three potential transformers must also be installed.

SECTION 4.7 NON-BETTERMENT INSTALLATIONS

All system modifications, relocations, or additions that are requested by a customer and that are acceptable to the Utility, that in the sole judgement of the Utility do not result in any substantial benefit to the Utility will be considered non-betterment value. The full amount of the non-betterment costs are to be charged to the customer requesting the work as a non-refundable contribution in aid of construction.

DIVISION FIVE
INTERCONNECTION STANDARDS FOR PARALLEL INSTALLATION AND
OPERATION OF CUSTOMER-OWNED RENEWABLE ELECTRIC GENERATING
FACILITIES

5.1 OVERVIEW

1. **PURPOSE:**
The purpose of this document is to establish standards for the Utility to interconnect and operate in parallel with customer-owned renewable electric generators.
2. **DEFINITIONS:**
 - a. **Applicable Laws and Regulations** – All duly promulgated applicable federal, state and local laws, regulations, rules, ordinances, codes, decrees, judgments, directives, or judicial or administrative orders, permits and other duly authorized actions of any Governmental Authority.
 - b. **Avoided Costs** – The incremental cost to the Utility of electric energy which, but for the purchase from the Customer’s Generating Facility, the Utility would generate itself or purchase from another source. It is the average yearly cost per kwh to the utility of the energy portion of the power purchased from the Municipal Energy Agency of Nebraska. This is calculated at the end of each calendar year and is effective for the following year.
 - c. **Customer** – Any entity interconnected to the Utility’s distribution system for the purpose of receiving retail electric power service from the Utility’s distribution system.
 - d. **Customer Generator** – The owner or operator of a Generating Facility which:
 - i. is powered by a renewable energy resource;
 - ii. is located on a premises owned, operated, leased or otherwise controlled by the Customer Generator;
 - iii. is interconnected and operates in parallel phase and synchronization with an affected utility and is in compliance with the standards established by the affected utility;
 - iv. is intended primarily to offset part or all of the Customer Generator’s own electrical energy requirements;
 - v. contains a mechanism, approved by the utility, that automatically disables the unit and interrupts the flow of electricity back onto the supplier’s electricity lines in the event that service to the Customer Generator is interrupted.
 - e. **Distribution System** – The Utility’s facilities and equipment used to transmit electricity to ultimate usage points such as homes and industries directly from nearby generators or from interchanges with higher voltage transmission networks which transport bulk power over longer distances.
 - f. **Force Majeure** – A Force Majeure event shall mean “any act of God, labor disturbance, act of the public enemy, war, insurrection, riot, fire, storm or flood, explosion, breakage or accident to machinery or equipment, any order, regulation or restriction imposed by governmental, military or lawfully established civilian

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authorities, or any other cause beyond a Party’s control”. A Force Majeure event does not include an act of negligence or intentional wrongdoing.

- g. **Generating Facility** – For purposes of this Standard, the Customer's device for the conversion of wind or solar energy to electricity, as identified in the Interconnection Application.
- h. **Good Utility Practice** – Any of the practices, methods and acts engaged in or approved by a significant portion of the electric industry during the relevant time period, or any of the practices, methods and acts which, in the exercise of reasonable judgment in light of the facts known at the time the decision was made, could have been expected to accomplish the desired result at a reasonable cost consistent with good business practices, reliability, safety and expedition. Good Utility Practice is not intended to be limited to the optimum practice, method, or act to the exclusion of all others, but rather to be acceptable practices, methods, or acts generally accepted in the region.
- i. **Governmental Authority** – Any federal, state, local or other governmental regulatory or administrative agency, court, commission, department, board, or other governmental subdivision, legislature, rulemaking board, tribunal, or other governmental authority having jurisdiction over the Parties, their respective facilities, or the respective services they provide, and exercising or entitled to exercise any administrative, executive, police, or taxing authority or power; provided, however, that such term does not include the Customer or any Affiliate thereof.
- j. **Interconnection Application** – The Customer's request to interconnect a new Generating Facility, or to increase the capacity of, or make a material modification to the operating characteristics of, an existing Generating Facility that is interconnected with the Utility’s electrical system.
- k. **Interconnection Standard** – Any reference to Interconnection Standard shall mean all the provisions, forms and related documents described in the collective parts of this document, the Interconnection Standards for Parallel Installation and Operation of Customer-Owned Renewable Electric Generating Facilities, as of the date adopted and printed on the cover page.
- l. **Net Metering** - A bi-directional metering process using equipment sufficient to measure the difference between the electrical energy supplied by a Customer Generator to the Utility’s Distribution System and the electrical energy supplied by the Utility to the Customer Generator over an applicable billing period.
- m. **Qualifying Facility** – A cogeneration facility or a small power production facility that is a qualifying facility under 18 CFR Part 292, Subpart B, used by an interconnection customer to generate electricity that operates in parallel with the electric distribution system or local electric power system. Qualifying Facilities that are not Generating Facilities under subparagraphs “g” above may qualify for interconnection with the Utility under provisions of the Public Utilities Regulatory Policies Act (PURPA), but the terms and conditions of interconnection shall be determined on a case-by-case basis.
- n. **Reasonable Efforts** – With respect to an action required to be attempted or taken by a Party under the Interconnection Agreement, efforts that are timely and

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consistent with Good Utility Practice and are otherwise substantially equivalent to those a Party would use to protect its own interests.

- o. **System Average Energy Cost** – The current average cost of fuel and purchased energy for the billing period as determined by the Utility.
- p. **System Upgrades** – The additions, modifications, and upgrades to the Utility's Distribution System at or beyond the point of interconnection to facilitate interconnection of the Generating Facility. Distribution Upgrades do not include Interconnection Facilities.

3. ELIGIBILITY:

- a. Interconnection to the electric system shall be granted only to new or existing customers, in good standing, under the Utility’s electric service schedules. The Interconnection Agreement shall be between the Customer and the Utility and will not include third parties.
- b. The Interconnection Standards apply to a customer-owned Generating Facility with a rated output of 25 kilowatts (kW) or less. Proposals to interconnect a customer-owned generator with output rated at more than 25 kW or Qualifying Facility not covered by this standard will be subject to a review process that may take into account the impact of the interconnection on reliability, rates, power supply agreements, and local and regional system planning.

4. REQUEST:

The Customer shall make a request by completing the attached document entitled “Application for Interconnection”. The Utility may require additional details or clarifications as needed to properly evaluate the application.

5. SYSTEM EFFECTS:

The Utility will analyze the overall impact of the proposed generating facility on the transmission and distribution system. Such analyses will be based on Good Utility Practice to determine thermal effects, voltage ranges, power quality, system stability, etc.

6. SYSTEM UPGRADES:

The Customer will be required to pay for any additional transmission, distribution, metering or administrative costs at actual time and material rates as required to provide service to the generating facility. The Utility will provide the Customer with a cost estimate and projected timeframe for any system upgrades that may be necessary to accommodate the generating facility.

7. AGREEMENT:

Once the Customer and the Utility have identified and mutually agreed on the scope of the overall project including the generating facility, system upgrades and estimated costs, the Customer and the Utility shall execute the attached document entitled “Interconnection Agreement”.

8. CODES AND PERMITS:

- a. The Customer shall be responsible for procuring all building, operating and environmental permits that are required by any Governmental Authority having jurisdiction for the type of generating facility and for the necessary ancillary structures to be installed.

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- b. The equipment shall meet the standards listed in the “National Certification Codes and Standards” as found in Section 5.2.7 of this policy.
 - c. The construction and facilities shall meet all applicable building and electrical codes.
9. NET METERING:
The Customer shall complete the necessary net metering service schedule documentation to permit the bi-directional flow of electricity and the financial treatment of the net deliveries.
10. CERTIFICATE OF COMPLETION:
Upon completion of the generating facility and prior to normal operation, the Customer shall provide a signed copy of the attached document entitled “Certificate of Completion”.
11. NORMAL OPERATION:
The Customer may begin normal operation of the generating facility upon completion of all documentation and receipt of written approval from the Utility.

5.2 TECHNICAL REQUIREMENTS

1. CHARACTER OF SERVICE:
The electrical service shall be 60 cycle per second alternating current (AC) at supply voltages and number of phases that apply under the Utility’s rate schedules.
2. CODE REQUIREMENTS:
The Generating Facility shall meet all requirements established by the National Electrical Code (NEC), National Electrical Safety Code (NESC), Institute of Electrical and Electronics Engineers (IEEE), Underwriters Laboratories (UL), and Occupational Safety and Health Administration. Specific codes are listed in Section 7 of this Part 2, below as “National Certification Codes and Standards”. In addition, Manufacturer’s Ownership, Operating and Maintenance Manuals shall be reviewed and accepted by both parties prior to beginning operation.

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3. GENERATING FACILITY CONTROL AND OPERATION:

The control system of the Generating Facility shall comply with the IEEE specifications and standards for parallel operation with the Utility and in particular as follows:

- a. Power output control system shall automatically disconnect from Utility source upon loss of Utility voltage and not reconnect until Utility voltage has been restored by the Utility.
- b. Power output control system shall shall ride through voltage fluctuations but automatically disconnect from Utility source if Utility voltage fluctuates beyond plus or minus 5% (five percent). The Customer shall provide adequate protection to prevent damage to the Utility’s electrical system from inadvertent over/under voltage conditions originating in Customer’s generating facility and to protect the Customer’s generating facility from inadvertent over/under voltage conditions originating from the Utility’s electrical system. Follow the IEEE 1547 standard for voltage ranges and clearing times for interconnection settings.
- c. Power output control system shall shall ride through frequency fluctuations but automatically disconnect from Utility if frequency fluctuates plus or minus 2 Hertz.
- d. Inverter output distortion shall meet IEEE requirements.
- e. The Generating Facility shall meet the applicable IEEE standards concerning impacts to the Distribution System with regard to harmonic distortion, voltage flicker, power factor, direct current injection and electromagnetic interference.
- f. The voltage produced by the Customer’s generating facility must be balanced if it is a three-phase installation. The Customer is responsible for protecting the generating facility from an inadvertent phase unbalance in the Utilities service voltage.

4. FAULT PROTECTION

The Generating Facility shall be equipped with protective equipment designed to automatically disconnect during fault current conditions and remain disconnected until the voltage and frequency have stabilized. The Customer’s equipment shall protect the Utility from fault currents originating from Customer’s generating facility. The Customer shall also be responsible to provide adequate protection for the generating facility from fault currents originating in the Utility’s electrical system.

5. RECLOSING COORDINATION

The Generating Facility shall be coordinated with the Distribution System reclosing devices by disconnecting from the system during the initial de-energized operation and shall remain disconnected until the voltage and frequency have stabilized.

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6. DISCONNECT DEVICE:

A safety disconnect switch shall be installed that provides a visible open, that is visible to and readily accessible by Utility personnel. The switch shall be capable of being locked in the open position and shall prevent the generator from supplying power to the distribution system.

7. STANDARDS FOR INTERCONNECTION, SAFETY, AND OPERATING RELIABILITY

The interconnection of a Customer-Owned Generating Facility and associated interconnection equipment to the Utility’s Distribution Facilities shall meet the applicable provisions of the following publications:

- a. ANSI/IEEE1547-2003 Standard for Interconnecting Distributed Resources with Electric Power Systems (including use of IEEE 1547.1 testing protocols to establish conformity). The following standards shall be used as guidance in applying IEEE 1547:
 - i. IEEE Std 519-2014, IEEE Recommended Practices and Requirements for Harmonic Control in Electrical Power Systems
 - ii. IEC/TR3 61000-3-7 Assessment of emission limits for fluctuating loads in MV and HV power systems
- b. Iowa Electric Safety Code, as defined in 199 IAC Chapter 25
- c. ANSI/NFPA 70 (2014), National Electrical Code
- d. OSHA (29 CFR § 1910.269)
- e. City of Carlisle, Iowa codes and requirements
- f. Warren/Polk County, Iowa codes and requirements

5.3. NET METERING FOR CUSTOMERS’ RENEWABLE GENERATION

1. PURPOSE:

The provisions of this policy set forth the terms and conditions under which a customer may be compensated for net deliveries of energy to the Utility from Customer Generators with Renewable Energy Resources approved by the Utility.

2. DEFINITIONS:

The definitions used in this Part are those found in Part 1, Section 2 of this Interconnection Standard.

3. NET METERING GENERAL PROVISIONS:

- a. The Utility shall offer Net Metering to its Customers that wish to generate electricity on the Customer’s side of the meter using only renewable resources for energy sources.
- b. Net Metering is intended for Customer Generators with a rated output of 25 kilowatts (KW) or less produced through conversion of wind or solar energy.
- c. The Utility shall make Net Metering available to eligible Customer Generators within its service area on a first-come, first-served basis. The maximum total rated capacity in kW of customer generation that will be allowed on the Utility’s system shall be limited to not more than 5% percent of the Utility’s peak demand during the previous Annualized Period. Interconnection of Generating Facilities in excess of this system limit shall be evaluated on a case-by-case basis

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- d. Customer Generators shall be equipped with properly approved Utility metering equipment that can measure the flow of electricity at the point of interconnection in both directions at the same rate, typically through use of a single bi-directional meter to be paid by the Customer. Customer Generators shall also be equipped with metering equipment that can measure the electricity generated by the Generating Facility to be paid by the Customer, including any ongoing costs. Necessary metering will be supplied and installed by the Utility.
- e. At least annually, the Utility shall credit the Customer Generator for the excess kilowatt-hours (kWh) in accordance with the billing practices described in this policy for billing periods in which the amount of electricity delivered by an eligible Customer Generator in a billing period exceeds the electricity supplied by the Utility in such billing period.
- f. If a Customer Generator formally terminates Net Metering, the Utility shall treat the end of the service period as if it were the end of the billing period and, if applicable, settle with the Customer Generator according to the appropriate billing practices.
- g. The Utility shall provide Net Metering at non-discriminatory rates that are identical with respect to the applicable customer rate class, retail rate components, and any monthly charges, to the rates that a customer would be charged if not a Customer Generator.
- h. The Utility shall not charge a Customer Generator any fee or charge, or require additional equipment or any other requirement, unless the fee, charge, or other requirement is specifically authorized under the terms of the Interconnection Agreement, this Policy or if the fee, charge or other requirement would apply to other customers that are not Customer Generators. Any insurance coverage that may be required is specifically exempted from this paragraph.
- i. Nothing in this Policy shall abrogate any Customer’s obligation to comply with all applicable Federal, State, or local laws, codes, or ordinances; nor with the Service Rules and Policies of the Utility.

4. INTERCONNECTION STANDARDS

To qualify for Net Metering, Customer Generators must comply with the Utility’s Interconnections Standards for Parallel Installation and Operation of Customer-Owned Renewable Generating Facilities.

5. REQUEST

The Customer Generator shall make a request for Net Metering by completing the Utility’s Application for Net Metering and the Utility’s Application for Interconnection. The Utility may require additional details or clarifications as needed to properly evaluate the application.

6. BILLING PRACTICES

The following net billing provisions shall apply to net consumption of energy by a Customer whose Generating Facility is eligible for Interconnection under Part 1, Section 3 of this Standard and has received Approval to Energize under Part 1, Section 11 of this Standard.

SERVICE RULES OF THE CARLISLE MUNICIPAL ELECTRIC UTILITY

Net Metering Credit – Financial Credit

- a. **Positive Net Consumption.** Whenever the amount of electricity delivered by an eligible Customer Generator in a billing period is less than the electricity delivered by the Utility during such billing period the net energy supplied by the Utility will be billed in accordance with the rate schedule applicable to the Customer’s assigned rate class and all applicable riders.
- b. **Negative Net Consumption.** Whenever the amount of electricity delivered by an eligible Customer Generator in a billing period is more than the electricity supplied by the Utility in a billing period, the Utility shall credit the Customer Generator for the excess kilowatt-hours. The excess kilowatt-hours will be credited to the Customer Generator’s account on a monetary basis at the Avoided Cost at least annually.
- c. **Obligation for Other Charges.** Regardless of whether the Customer Generator is entitled to receive financial credit for excess electrical energy, Customer Generators remain responsible for all charges incurred during each billing period including, but not limited to: customer charges, facilities charges, demand charges, environmental charges, transmission charges, any late payment charges, and any requirements for deposits or special charges or fees that may be applied. Credits applied for excess kilowatt-hours are only applied to the billing period in which they are monetarily applied to the Customer Generator’s account.

ATTACHMENT

SERVICE FEES

INTEREST ON CUSTOMER DEPOSITS (3.2{5}) No interest shall be paid on customer deposits.

TEMPORARY DISCONNECTION/RECONNECTION (3.3{8})

Charges for temporary disconnection and reconnection made for the convenience of the customer shall be as follows:

a. No charge shall apply to disconnections of short duration made during normal business hours and necessary for such purposes as rewiring, changes in customer piping or appliances, remodeling, and construction.

b. A charge of \$35.00 shall apply when either disconnection or reconnection is required after regular business hours of the utility. If said reconnection is within two hours of disconnection, there is only one charge.

c. A charge of \$25.00 shall apply when the period of disconnection includes a billing period for which no minimum bill is assessed. e.g. Gone for the winter.

SERVICE CALLS (3.3{9})

The customer shall be charged \$35.00 for each service call after hours where the trouble is found to be on the customer's side of the meter. The customer shall be advised to contact a qualified electrician or contractor to remedy the problem.

Exception will be made for the elderly, 65 years of age or disabled who are unable to find own problem. There will be no charge. (discretion of Elect. Supt.)

CUSTOMER REQUESTED METER TESTS (3.3{10})

Meter tests requested by the customer shall be performed by an outside testing contractor. The customer shall be billed for the direct cost of such test, where the meter is found to be within the allowable tolerance.

RETURNED CHECK CHARGE (3.3{13})

A service charge of \$ 30.00 shall apply to each check returned unpaid by the bank on which it was drawn. After two returned checks, within a six month period, cash, cashiers check, or a money order may be required.

DISCONNECT NOTICE (3.4{1})

A service charge of \$15.00 shall apply to each 24 hour disconnect notice that is delivered.

SERVICE RECONNECTION FEE (3.4{3})

When service is disconnected because of an act or omission by the customer or because of nonpayment of a bill or deposit, the customer shall be required to pay a reconnection charge of

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\$25.00 before the service will be reconnected. A charge of \$35.00 shall apply whenever reconnection is required after normal business hours of the utility.

PRIMARY EXTENSIONS (4.3), (4.4)

The cost for materials shall be deemed to be the replacement cost at the time of installation of all materials used on the extension. The charge for trenching is to be \$1.00 per foot of underground extension regardless of the method of installation actually used.

RESIDENTIAL SERVICES (4.5{1})

The charge for the installation of underground residential services shall be as follows:

200 Amp or smaller	\$3.00 per foot
400 Amp	\$4.00 per foot
Over 400 Amp	Calculated in accordance with current material costs and labor and equipment rates

BASIS OF COST (2.3{6}, 3.3{9}, 4.3, 4.4, 4.7)

Where the cost of labor is to be assessed to a customer, the cost for work performed during regular business hours of the utility shall be based on the total regular hourly wage and benefit rate of the employee plus 10 percent administrative cost. For work performed after regular business hours, the cost shall be based on the total overtime hourly wage and benefit rate of the employee plus 10 percent administrative cost. For services performed for the utility by contract, the customer shall be billed for the full cost to the utility, plus an administrative charge of 10 percent.

Where the cost of materials is to be assessed to the customer, the cost shall be deemed to be the replacement cost at the time of installation in addition to the cost of the labor.

Where the cost of the equipment us is to be assessed to the customer, the cost shall be based on the following schedule:

Thumper:	\$75.00 per hour, minimum of 1 hour
Digger Derrick	\$65.00 per hour, minimum of 1 hour
Bucket Truck	\$40.00 per hour, minimum of 1 hour
Trencher	\$3.00 per foot, minimum of \$100.00
