

GENERAL REQUIREMENTS

1. **ELECTRIC SERVICE:** The Cooperative does not guarantee constant or uninterrupted delivery of electric service and shall have no liability to its members or any other persons for any interruption, suspension, curtailment or fluctuation in electric service or for any loss or damage caused thereby if such interruption, suspension, curtailment or fluctuation results from causes beyond the Cooperative's reasonable control. This includes repair, maintenance, improvement, renewal or replacement, and automatic or manual actions taken by the Cooperative, which in its sole judgment, are necessary or prudent to protect the performance, integrity, reliability, or stability of the Cooperative's facilities, and safety of Cooperative personnel and the general public.

2. **CONSUMER REQUIREMENTS FOR LINE EXTENSIONS:** Prior to construction of any line extension, the applicant/member requesting the extension shall fulfill the following requirements:
 - a. Complete and sign an application for membership with the Cooperative for electric service. Pay the \$250 Non-Refundable construction fee prior to any and all construction requests.
 - b. Provide copies of all required plats and legal descriptions covering the properties on which electric facilities are to be installed with the Construction Application.
 - c. Secure written easements, (obtain survey of easements in WY) granting permission for the Cooperative to construct and maintain electric facilities on the properties involved. When easements are not available, power shall not be considered available. Federal, State, County and/or City permits will be acquired by the Cooperative on an as needed basis.
 - d. Clearing right-of-way of trees and vegetation to the Cooperative's specifications, so as to allow installation and safe operations of electrical facilities.
 - e. Contribution-in-aid-of-construction (CIAC) is required to be paid prior to construction of requested line extension. The cost to be paid by the applicant shall be based on the current cooperative Standard Unit Cost Guide. In addition, the applicant shall also pay for costs associated with abnormal situations such as utility, railroad, highway, river and stream crossings.
 - f. Provide a hardcopy of electrical permits as required by State, County or City laws and codes.
 - g. Consumer may provide joint use trenching and the Cooperative will require conduit or bedding (BEC specifications) for the cable.
 - h. Provide a sketch showing location of septic systems, wells, decks, patios, foundations, sacred vegetation and other obstructions.

- i. The applicant/member agrees to allow the Cooperative the right to utilize this equipment as required to provide electrical service. The applicant/member will provide the meter loop at the site and the Cooperative will provide the URD pedestal.
3. **COST:** The Cooperative shall estimate the cost of a new service based on the current Standard Unit Cost Guide. Consumers requesting line extensions for new services shall be charged, and **shall PAY IN ADVANCE of any construction.**

The Cooperative will refund to or collect additional monies from the applicant by comparing the actual costs incurred to the estimated cost and CIAC received. If the actual construction expenses are within a five percent bandwidth ($\pm 5\%$) of the estimate, then no refund will be given or additional payments will be required.

BEC will notify the applicant if additional monies are required upon completion of the project. Payments must be received within thirty (30) days of the notification. If payments are not received within thirty (30) days, then any unpaid amounts will be transferred to the member's electric billing account and normal collection procedures will be followed. In the event the line extension is for a non-member, then BEC will pursue legal avenues of resolution

An electric service agreement will be necessary for three-phase, irrigation, subdivision or any large services of \$50,000 or more.

4. **CONSTRUCTION:** The Cooperative shall make all equipment installations and connections. The Cooperative will specify whether excavation is to be provided by the Cooperative or the developer consumer. When the consumer provides the trench, the consumer shall provide adequate protective bedding and back fill to the Cooperative's specifications. The Cooperative will install conduit, at member expense, in a trench with no bedding for easy access and maintenance.
5. **UNUSUAL CONDITIONS:** Expenses due to abnormal construction conditions and/or fees and permits may be added to the normal cost estimate. Examples include frozen ground, rock, swamps, difficult terrain and directional boring.
6. **SERVICE RELOCATION COST:** Where deemed reasonable and feasible by the Cooperative, service relocations will be relocated for the consumer. Costs for relocation of installed facilities shall be borne by the consumer at 100% of the cost. At the discretion of the Cooperative, where the relocation is deemed to be beneficial to the system, the Cooperative may elect to participate in the cost of the relocation.

Relocation of metering equipment closer to the source of power requires sale of all facilities previously owned by the Cooperative to the member for the estimated salvage value. Otherwise, removal of such facilities is required.

7. **SERVICE CHANGE COST:** Where deemed reasonable and feasible by the Cooperative, service changes from OH to URD will be done for the convenience of the consumer. The consumer will be required to pay 100% of the actual cost incurred. The consumer will pay the estimated cost prior to construction whereby reconciliation will be made between actual and estimated costs upon completion of construction.

The Cooperative will provide the service of disconnecting wires for meter loop and URD pedestal changes for electricians who were hired to upgrade the consumer's service.

8. **MEASUREMENT FOR LINE EXTENSIONS:** For purposes of determining the costs involved with any line extension, measurements shall be made according to the best route, as determined by the Cooperative, from the Cooperative power source. If easements are not available or terrain is prohibitive, power shall not be considered available to line routing for providing reasonable maintenance, operations and extensions.
9. **OWNERSHIP:** The metering point shall define ownership separation of facilities in all cases. This determination holds, regardless of who installs the facilities. It also holds, regardless of any CIAC paid by the applicant/member. All electrical facilities installed up to the point of metering shall be the responsibility of, and remain the property of the Cooperative. All facilities beyond the metering point shall be the responsibility of, and remain the property of the applicant/member. Costs incurred by the Cooperative for work on the applicant/member side of the meter shall be billed to the member.
10. **BILLING:** The minimum monthly bill shall commence when the service is installed and available. This billing shall commence regardless of the Cooperative's inability to complete the installation when such delay is due to lack of applicant's ability to accept service.

Energy used by the new service shall be billed consistent with the rate schedule for the respective classification of service, as determined by the Engineering Department.

11. **MULTIPLE DWELLINGS:** Two or more dwellings, owned or rented by separate parties, shall not be permitted service from one meter. Service can be disconnected if this condition persists ten (10) days after written notice has been given to the member(s) involved. (*Dwelling is defined as a premise that is being used as a residence by a single occupant or family*)
12. **ADDITIONAL SERVICE CONNECTIONS:** Members who require additional meters for service shall be required to make application for each additional service connection and shall pay the appropriate connect fee, if any for each one. There will be one meter installation on a transformer pole. Installation of a meter

pole is at applicant/member expense and shall be limited to two (2) meter installations.

- 13. RESPONSIBILITIES:** The General Manager shall be responsible for the administration of this policy and for making recommendations for changes when necessary. The Board of Directors shall approve any recommended changes or revisions to this policy.

SINGLE PHASE SERVICE & UPGRADES

VIII-C-2

1. NEW SERVICE

- Residence of consumer, 200 amp-240v.
- Small commercial service is considered a single-phase service up to 200 amp-240v.
- Overhead meter loop is provided by the consumer at BEC requirements.
- Location of service for OH or URD installations shall be less than 200 feet from existing BEC facilities, or as otherwise determined by the Cooperative Engineering Department.
- Costs associated with an OH service will include transformer, secondary wire, hanging of meter loop, and a meter.
- Costs associated with an URD service include transformer, secondary wire, 200 or 400 amp meter pedestal, and a meter.
- Estimates will be developed using the Standard Unit Cost Guide.

2. SERVICE UPGRADES/RELOCATIONS

The consumer is required to pay 100% of the cost associated with making the improvements, upgrades and service moves.

On underground installations, where the meter is mounted on a building, the entrance conductors (#1/0 AL USE for 100 amp and #4/0 AL USE for 200 amp) shall be stubbed out 10 feet from the building where the Cooperative will make the connection. The routing of the service should avoid sewer systems, decks, patios, and other obstructions by at least 10 feet.

IRRIGATION SERVICES

VIII-C-3

1. NEW SERVICE

- a. Only services with the sole purpose of serving irrigation pumps having a horsepower rating of five-horse power or greater are considered irrigation services.
- b. The consumer shall provide the OH meter loop and a means of disconnect. It is the responsibility of the consumer to provide all fuses and motor protection.

- c. Maintenance and installation of phase converters are the responsibility of the consumer.
- d. The Cooperative's Engineering Department shall determine where irrigation services can be added.
- e. The Cooperative's Engineering Department shall determine when two-phase and three-phase will be provided by the Cooperative.

STANDARD PHASE AND VOLTAGES

1. 10 HP and less	Single Phase – 120/240 Volts or 480 Volts
2. 10 HP to 30 HP	Multi-Phase – 240 Volts or 277/480 Volts
3. 30 HP and up	Three Phase – 277/480 Volts

2. SERVICE UPGRADES

The consumer is required to pay 100% of the cost associated with making the improvements, upgrades and moves.

LARGE COMMERCIAL & INDUSTRIAL SERVICES VIII-C-4

1. NEW SERVICE

- A large commercial load is considered to be a commercial service over 200 amps and/or multi-phase, and more than 50 KVA but less than 1,000 KVA.
- Industrial loads are 1,000 KVA and larger.
- Costs associated with service improvements, upgrades and moves are paid 100% by the consumer.
- Any structural improvements needed to accommodate a large or industrial service will be paid for by the consumer.

Industrial loads will be considered on a case-by-case basis.

2. UPGRADES & RELOCATIONS

The consumer is required to pay 100% of the cost associated with making the improvements, upgrades and moves.

SECURITY AND STREET LIGHTS

VIII-C-5

- High Pressure Sodium is the standard outdoor light provided by the Cooperative.
- Specialty Lights are any lights other than the Cooperative standard High Pressure Sodium.
- The Cooperative does not install and/or maintain specialty lights.

Consumer shall provide all trenching. Lights are hung on a pole with wire ready for electrician to connect on the consumer(s) side of the meter.

MULTIPLE DWELLING UNITS

VIII-C-6

1. Multiple dwelling units are defined as rental units, other than mobile homes, that are single structure, multiple dwelling units or clustered single or multi-family dwellings. (*Dwelling is defined as a premise used as a residence by a single occupant or family*)
2. The Cooperative will extend service to multiple dwelling units only under the following conditions:
 - a. Electric service to individual units shall be provided at the Cooperative's residential rate.
 - b. All new services for multiple dwelling units shall have individual meters for each unit.
3. The consumer's CIAC shall be determined consistent with the Cooperative Standard Unit Cost Guide.

MOBILE HOME COURTS & UPGRADES

VIII-C-7

A mobile home court is defined as a commercial development of pre-manufactured homes. Costs for mobile home court services and upgrades shall be determined on a case-by-case basis. New mobile home court prices shall generally follow the subdivision guidelines. A mobile home court is defined as a location where service is provided to two or more mobile homes.

SUBDIVISION EXTENSIONS

VIII-C-8

Practices and procedures to be followed for new housing developments requiring primary and secondary line extensions to and within subdivisions are as follows:

1. **SUBDIVISION:** As applicable to this policy is defined as a legal platted division of land or planned land development, regardless of the number and size of lots, and without regard to legal definition of the term "subdivision".
2. **LOT SIZE:** this policy applies to platted subdivisions with maximum lot sizes of 20 acres or less. Exceptions may be authorized by the Cooperative's Engineering Department where the layout, available building sites, or other conditions insure

that the Cooperative can provide adequate electrical service under the Cooperative standard design practices.

3. **PLATS:** The developer of the subdivision shall provide the Cooperative with a legal plat showing adequate utility easement along all lot lines or where specifically designated by the Cooperative Engineering Department. All overhead lines require a 30 foot dedicated utility easement and underground installations require a 15 foot dedicated utility easement.
4. **DESIGN AND LAYOUT:** The final design of the electrical system shall be determined by the Cooperative and shall include primary, secondary, transformation, and metering facilities to each lot. The developer shall approve the design before construction begins. The Cooperative reserves the right not to extend underground power into any subdivision it feels does not allow for proper installation and future maintenance. For smaller lot subdivisions, the Cooperative may require conduit systems or “loop” feed capabilities to any lot.
5. **OTHER UTILITIES:** The developer shall assist in coordinating the installation with other utilities. In general, those utilities requiring greater depth shall be scheduled first. Where possible, joint use of trenches shall be made, however power shall not be installed in the same trench with gas, water or sewer.
6. **CONSTRUCTION:** The cooperative shall make all equipment installations and connections. The Cooperative shall specify whether excavation is to be provided by the Cooperative or the developer, depending on the size of the project and the terrain involved. Where the developer provides trench excavation, at the developer’s cost, the Cooperative may require installation of conduit. The developer shall certify that the subdivision is to final grade before installation of electrical facilities commences.
7. **COSTS TO DEVELOPER:** A non-refundable construction/engineering fee of \$200.00 per lot is required whereby the Cooperative will prepare a cost estimate for the project. The developer must pay the estimated project cost prior to the commencement of any construction.

ADDITIONAL EQUIPMENT FOR SPECIAL LOADS VIII-C-9

Power quality is always a concern of the Cooperative. In the event a member’s load causes power quality issues with other consumers, the member who is creating these issues will be required to put equipment in place to correct them. Examples of consumer loads that can cause power quality issues are large motors, welders, X-ray machines, shovel loads, etc. In the event the Cooperative provides corrective equipment, the additional cost shall be borne by the member. These additional costs may include installation expenses, operation, maintenance and amortization of required facilities.

STANDBY ELECTRIC SERVICE

VIII-C-10

All purchased electric service, other than emergency or standby service, used on the premises of the member shall be supplied exclusively by the Cooperative. When the member installs a generator for standby purpose, the generator must be installed in accordance with the Cooperative specifications and the National Electric Code. The member's wiring/equipment must include a double-pole/double-throw switch so as to make it impossible for power from the generator to feed back to the Cooperative's system.

POWER FACTOR CORRECTION

VIII-C-11

All operators of motors on the Cooperative system of 10 HP or larger will be required to have running capacitors suitable in size to insure at least a 95% power factor. These capacitors shall be connected on the load side of the panel and shall not be the Cooperative's responsibility to maintain.

FACILITY OWNERSHIP

VIII-C-12

The Cooperative's distribution facilities end at the connection to the consumer's meter loop, except in cases otherwise covered by special agreements. If a meter loop is relocated, thus leaving existing Cooperative facilities beyond the new meter loop location, the materials shall be sold to the consumer for salvage value or retired from service. Meter loops and pedestals will be placed as close to the transformer as reasonably possible.

LINE EXTENSION OBLIGATION REFUNDS

VIII-C-13

Members, who pay a CIAC (Contribution-in-aid-of-construction) for a primary line extension, will be eligible for line extension obligation refunds when additional members tap their extension. Line extension obligation refunds will be based on a prorated sharing of the CIAC for the portion of line shared. Line extension obligation refunds will be limited to 3 years or 80% of initial CIAC. (The total of all extension obligation refunds made to the original contributor can not exceed 80% of their CIAC payment.) The 3-year window of opportunity to receive these refunds commences on the date their new service is connected and terminates 3 years from this date. New service line extensions from the respective line segment must be connected within this 3-year window to be eligible for refunds. Line extension obligation refunds will be made only to the party who paid the original CIAC and still owns the property where the original service resides. Members may waive the owed line extension obligation for an individual member tapping into their extension; however each waiver will be treated as a connected service for calculating any future refunds during the 3-year refund period.

Approved: March 27, 2009

Revised: January 27, 2010 (VIII-C-1(3) changed to +/- 5% from +/-2.5%, and to \$50,000 from \$20,000)

