

**TENAKEE SPRINGS MUNICIPAL CODE**

**TITLE 18**

**ELECTRIC DEPARTMENT**

**Chapters:**

18.01 **GENERAL(RESERVED)**

18.02 **DEPARTMENT OF ELECTRIC SERVICES**

**CHAPTER 18.02**

**DEPARTMENT OF ELECTRIC SERVICES**

|           |           |                                 |
|-----------|-----------|---------------------------------|
| Sections: | 18.02.010 | <b>DEPARTMENT ESTABLISHED</b>   |
|           | 18.02.020 | <b>PURPOSE</b>                  |
|           | 18.02.030 | <b>MANAGEMENT AND OPERATION</b> |
|           | 18.02.040 | <b>ELECTRIC MANAGER DUTIES</b>  |
|           | 18.02.050 | <b>ELECTRIC SERVICE</b>         |
|           | 18.02.060 | <b>SERVICE ENTRANCE</b>         |
|           | 18.02.070 | <b>UTILITY CUSTOMER SERVICE</b> |
|           | 18.02.080 | <b>PROHIBITED ACTS</b>          |

**18.02.010 Department Established.** The Electric Department is hereby established.

**18.02.020 Purpose.** The Electric Department shall provide for the generation and distribution of electrical power within the municipality of the City of Tenakee Springs.

**18.02.030 Management and Operation.** A. Under the direction of the Mayor, the Electric Department shall be managed and operated by the Electric Manager.  
B. The Electric Manager is appointed by the Mayor with confirmation by the City Council.

**18.02.040 Electric Manager Duties.** A. The Electric Manager shall provide for administration and operation of the Tenakee Springs Electric Utility including:

1. Responsibility for all reports and information as requested by the Alaska Public Utilities Commission, Alaska Energy Authority and Federal Energy Regulatory Commission.
2. Insure the power generation plant is operated and maintained properly. Hires and directs employees and contractors to operate and maintain equipment and install new equipment as needed.

3. Insure the distribution system is maintained and working properly. Hires employees and contractors to maintain equipment and install new equipment as needed.
4. Provide for metering, service drop installation and connection, and oversee billing and collection of fees.
5. Be responsible for accounting of all revenues and expenditures, and administration and management of all Electric Utility funds.
6. Report regularly on condition and activities of the Utility to the City Council. Prepare and submit for approval an annual budget for the Electric Utility.

**18.02.050 Electric Service.** A. The Tenakee Electric Utility will make available 110/220 volt single phase throughout the distribution area and 208 bolt three phase where three phase primary service is available.

B. Electric service will be provided only at rates and fees established and amended as necessary by Resolution adopted by the Tenakee Springs City Council. The Electric Manager shall request an annual rate from the City Council, and will be allowed to charge a fuel surcharge depending on the cost of generator fuel. The surcharge may fluctuate at each barge delivery or fuel. The annual rate will continue to be set by Resolution.

C. Customers accepting electric service thereby agree to abide by the rules, regulations and policies of the Electric Utility, including amendments made from time to time.

D. The Electric Utility or its employees reserve the right to refuse connection when doing so will result in an unsafe condition. The basis for an unsafe determination will be the guidelines of the National Electric Code.

E. The employees of the Electric Utility will have access to the premises of any customer at all responsible times for the purpose of reading meters, inspecting the customers load and equipment, or installing, repairing or removing equipment belonging to the Electric Utility.

F. The Electric Utility may refuse or disconnect service to any location if the installation has load characteristics that may cause excessive voltage fluctuations, loss of service, or damage to the facilities of the Electric Utilities or its customers. The Electric Utility may require as a condition of service that the customer install at his own expense equipment to mitigate undesirable load characteristics such as voltage fluctuations or load imbalance. Customers installing welders or motors larger than 5 hp will coordinate the installation with the Electric Utility.

**18.02.060 New Service.** A. An application for service will be made part of the Municipal Building Permit packet. The application will allow the Utility to coordinate service entrance location, ground clearance, and size. It will include but not be limited to;

1. address or location of the new service;
2. billing address of customer;
3. plan and elevation drawings showing the location on the building and site, and clearances to windows, roofs, and the ground;
4. size in amperes of the requested service.

B. The Utility will provide service drop material, meter, and labor up to three hundred (\$300.00) dollars. The customer will pay time and material at the city pay rate above that amount:

1. The customer will be responsible for buying and installing service entrance equipment including, weather head, conduit or service entrance cable, and a meter socket with appropriately sized service disconnect breaker or fused switch.
2. Customers requiring or requesting underground service will pay the total expense for material, equipment and labor, less three hundred (\$300.00) dollars.
3. Upon request the Utility will provide temporary service for construction. It will include service drop, meter socket, meter, and disconnect panel and a two (2) gang duplex receptacle. The labor cost will be part of the expense for new service and be billed at the same time.
4. The cost of installation will be paid at or before the time of energizing the new service, unless a written payment schedule is approved and signed before hand.

**18.02.070 Utility Customer Service.** A. Billing will be monthly. Bills will be sent by the seventh (7<sup>th</sup>) day of the month following the previous billing period. Payment will be due thirty (30) days from the end of the last billing cycle.

1. Collection policy will be by resolution of the City Council.

B. The Utility reserves the authority to disconnect any electric service for any reason, including but not limited to:

1. non payment of charges
2. observation of an unsafe condition
3. violation of any provision of this title, or associated resolution.

C. Service will be restored only when the reason for disconnection has been remedied.

1. A deposit of an amount set by the City Council in the Collections and Fees Resolution may be required to restore service which was disconnected for non payment of charges

D. Shore power hookups will be provided with a 110 volt 30 amp service. Regulations for their availability and use will be set by Resolution of the City Council, upon recommendation of the Electric Utility Manager.

E. Space may be made available on the Electric Utilities poles by written contract on a per pole per year basis:

1. The contract will contain a clause setting a time period for adjustment of the rental rate not to be more than five (5) years.

**18.02.080 Prohibited Acts.** A. It is unlawful to interfere with, tamper or alter any connection, meter, seal or other equipment belonging to the Utility.

B. It is unlawful to connect any generator to wiring connected to the Electric Utility without installing a double throw isolation switch sufficient to prevent any back feed to the Utilities system.

C. It is unlawful for another party to sell any electric power generated by or distributed on the Utilities system without first obtaining a valid certificate of Public Convenience issued by the Alaska Public Utilities Commission for distribution of electric energy, and has executed a contract with the Tenakee Electric Utility unless such service is provided un-metered to rental units and is made part of the rent.

D. Tying or mooring boats, logs, floats, or any other object to the Utilities power poles, transformer enclosures, or other Utility property is prohibited.

**18.02.090 Penalties.** Violation of any provision of this chapter is a civil violation for which a citation may be issued under the provisions set forth in Chapter 01.05 and subject to a civil penalty in the amount set forth in Section 01.05.030 not to exceed five hundred dollars (\$500).