

TWIN LAKES REGIONAL SEWER DISTRICT

"Protecting the Environment Today for Tomorrow's Generations"

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Policy #2004-03

ELECTRICAL CONNECTION TO GRINDER UNITS

The following Policy has been adopted by the Board of Trustees, on August 12, 2004 and incorporated into the District's Standard Operating Procedures.

RELOCATION OF ELECTRICAL SERVICE

When a customer of the Twin Lakes Regional Sewer District wants to relocate an electrical service, the following Standard Operating Procedure will be followed:

1. The Property Owner is to notify the District and **purchase a permit (\$125.00 fee)** for the electrical service relocation.
2. The District will inform the Property Owner of the pre-qualified electrical contractors who are authorized to repair/relocate the electrical service.
3. The Property Owner will schedule the repair/relocation with the pre-qualified electrical contractor.
4. Requirements include, but are not limited to:
 - a. Disconnect to be located no more than 2 feet away from electrical meter base, on the same side of the structure as the meter base location.
 - b. Connection **directly** from the meter base to disconnect will be 3- #10 copper conductors, in ½" liquid tight conduit.
 - c. All electrical service connections will be installed/re-installed in PVC conduit, 3-#10 copper conductors, and/or direct bury, 3- #10 copper conductors with ground.
 - d. There will be **NO** splicing of any electrical service; all electrical service will be **new continuous run wiring**.
 - e. Before backfilling of repair/relocation, an inspection is required by an representative of the District.
5. If assistance is required from, NIPSCO, White County REMC or Carroll County REMC, the electrical contractor will notify the District, of the reconnection to the meter base.

TLRSD POLICY # 2004-03

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SEVERED ELECTRICAL CONNECTION(S)

When a customer of the Twin Lakes Regional Sewer District has an electrical line cut, the following Standard Operating Procedure will be followed:

1. The Property Owner/Contractor is to notify the District immediately.
2. The District will inform the Property Owner/Contractor of the pre-qualified electrical contractors who are authorized to repair the electrical damage.
3. The Property Owner/Contractor will schedule the repair with the pre-qualified electrical contractor.
 - a. The repair will be scheduled within two (2) hours of damage to the electrical service based on the availability of the electrical service provider.
4. If assistance is required from, NIPSCO, White County REMC or Carroll County REMC, the electrical contractor will notify the District and/or the previous mentioned electric service provider.
5. **The Property Owner will be responsible for all charges and will be billed by the District for the repair.**

REPAIR OF SEVERED ELECTRICAL CONNECTION(S)

1. There will be **NO** splicing of any electrical service repair; all electrical service will be **new continuous run wiring**.
2. All electrical service connections will be installed/re-installed in PVC conduit, 3-#10 copper conductors, and/or direct bury, 3-#10 copper conductors with ground.
 - a. If electrical service is in conduit and the conduit is cut, the portion of the damage conduit will be cut out and splice with a new piece of conduit.
 - b. If the electrical service is not in conduit, the electrical contractor will install new, continuous run, direct bury wire for the electrical service.
3. The electrical contractor will pull new, continuous wire(s), to replace cut and/or damaged wiring.
4. Before backfilling of repair, an inspection is required by a representative of the District.
5. **The legal owner of the property will be billed a One Hundred Twenty-Five Dollar (\$125.00) permit/inspection fee.**

TLRSD ELECTRICAL QUALIFIED CONTRACTORS

**D & K ELECTRIC
14289 S 380 W
REMINGTON, IN 47977
(219) 261-2538**

**RODALE ELECTRIC
402 N DEWEY ST
MONTICELLO, IN 47960
(574) 583-9583**

**JIM OVERBECK EXCAVATING & CONSTRUCTION
5855 E 100 N, PO BOX 745
MONTICELLO, IN 47960
(574) 870-0984**