

# September

2025

| Sunday | Monday   | Tuesday   | Wednesday                          | Thursday | Friday                   | Saturday |
|--------|--|---|------------------------------------|----------|--------------------------|----------|
|        | 1<br><b>LABOR DAY OFFICE<br/>WILL BE CLOSED</b>  | 2<br>6:15 pm Tech & Comm<br>Committee -canceled<br>7:00 pm City Council | 3                                  | 4        | 5<br>12:00 pm Adhoc Comm | 6        |
| 7      | 8<br>6:30 pm Electric Comm.<br>6:30 pm BOPA<br>7:00 pm Water and<br>Sewer Comm.-canceled<br>7:30 Muni Prop. Comm.-<br>canceled | 9<br>4:30 pm BZA-canceled<br>5:00 pm Planning<br>Commission-canceled    | 10                                 | 11       | 12                       | 13       |
| 14     | 15<br>6:00 pm Tree Comm.<br>6:00 pm Parks & Rec<br>Comm.<br>7:00 pm City Council   | 16  | 17                                 | 18       | 19                       | 20       |
| 21     | 22<br>6:00 Finance & Budget<br>Comm.<br>7:30 Safety & Human<br>Resources Comm.   | 23<br>4:30 pm Civil Service   | 24<br>6:30 pm Parks & Rec<br>Board | 25       | 26                       | 27       |
| 28     | 29   | 30  |                                    |          |                          |          |
|        |  |   |                                    |          |                          |          |



# *City of Napoleon, Ohio*

*255 West Riverview Avenue, P.O. Box 151  
Napoleon, OH 43545  
Telephone: (419) 592-4010 Fax: (419) 599-8393  
www.napoleonohio.com*

## *Memorandum*

**To:** Water, Sewer, Refuse, Recycling and Litter Committee  
**cc:** Mayor and City Council, City Manager,  
City Finance Director, Law Director,  
Department Supervisors, News Media  
**From:** Ann Harper, Clerk  
**Date:** September 5, 2025  
**Subject:** Water, Sewer, Refuse, Recycling and Litter Committee -  
Cancelation

The regularly scheduled meeting of the Water, Sewer, Refuse, Recycling and Litter Committee for Monday, September 8, 2025, at 7:00 pm has been **CANCELED** due to lack of agenda items.



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## *Memorandum*

**To:** Municipal Properties, Buildings, Land Use, and  
Economic Development Committee  
**cc:** Mayor and City Council, City Manager,  
City Finance Director, Law Director,  
Department Supervisors, News Media  
**From:** Ann Harper, Clerk  
**Date:** September 5, 2025  
**Subject:** Municipal Properties, Buildings, Land Use, and  
Economic Development Committee-Cancelation

The regularly scheduled meeting of the Municipal Properties, Buildings, Land Use, and Economic Development Committee for Monday, September 8, 2025, at 7:30 pm has been **CANCELED** due to lack of agenda items.



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## *Memorandum*

**To:** Board of Zoning Appeals  
**cc:** Mayor and City Council, City Manager,  
City Finance Director, Law Director,  
Department Supervisors, News Media  
**From:** Ann Harper, Clerk  
**Date:** September 5, 2025  
**Subject:** Board of Zoning Appeals-Cancelation

The regularly scheduled meeting of the Board of Zoning Appeals for Tuesday, September 9, 2025, at 4:30 pm has been **CANCELED** due to lack of agenda items.



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## *Memorandum*

**To:** Planning Commission  
**cc:** Mayor and City Council, City Manager,  
City Finance Director, Law Director,  
Department Supervisors, News Media  
**From:** Ann Harper, Clerk  
**Date:** September 5, 2025  
**Subject:** Planning Commission-Cancelation

The regularly scheduled meeting of the Planning Commission for Tuesday, September 9, 2025, at 5:00 pm has been **CANCELED** due to lack of agenda items.

*City of Napoleon*

**SPECIAL MEETING AGENDA**

for a Joint Meeting of the

**BOARD OF PUBLIC AFFAIRS**


with

**ELECTRIC COMMITTEE**

**Monday, September 8, 2025, at 6:30 pm**

Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio

- 1) Approval of Minutes –September 9, 2024 (In the absence of any objections or corrections, the Minutes shall stand approved)
- 2) Review/Approval of the Power Supply Cost Adjustment Factor for September, 2025:  
PSCA 3-month averaged factor \$0.01250 and JV2 \$0.134966
- 3) Discussion on proposed changes to Electric Rules #12 and #26
- 4) Electric Department Reports
- 5) Any other matters to come before the Board
- 6) Adjourn

  
\_\_\_\_\_  
Ann Harper, Clerk

*City of Napoleon, Ohio*  
**Special Meeting Minutes of the**  
**BOARD OF PUBLIC AFFAIRS**  
**JOINT MEETING WITH THE**  
**WATER, SEWER, REFUSE, RECYCLING & LITTER COMMITTEE**  
Monday, September 9, 2024 at 6:00 pm

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**PRESENT**

|                   |   |
|-------------------|---|
| Committee Members | Jeff Comadoll-Chair, Mike DeWit   |
| City Manager      | J. Andrew Small   |
| Recorder          | Mikayla Ramirez   |
| Others            | News-Media, Jeff Weis-Water Treatment, Ken Griffith, Brenda Bost, Ken Haase, Dr. Dave Cordes, Ross Durham, Lori Raush |
| Absent            | Rory Prigge   |

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**Call to Order**

Jeff Comadoll, Chairman of the Board of Public Affairs called the meeting to order at 5:59 pm.

**Approval of Minutes**

Hearing no objections or corrections, the minutes from the June 10, 2024, Board of Public Affairs meeting were approved as presented

**Water Rate Review**

Small said, back when I took office in 2000, we just came under the findings and orders of the EPA. That meant we had to tear up most of the sewer system in town and repair the infrastructure at a great expense. In 1999 it was 35 million dollars. In 2024 we spent upwards of 100 million dollars to fix our sewer system. Consequently, we have had continual rate increases for the last 25 years. 2024 was the final of four years of 7% increases. The average inflation rate over the four years was 5%. Fortunately, we were able to show revenue gains despite the inflation. Last year, we showed a 4% increase in revenue over expenses in water and sewer funds. In 2023 we had a 22% increase in water funds and 15% increase in sewer funds. We are nearing the end of our long-term control plan, and we were fortunate that the EPA allowed us to renegotiate those projects. Not only once but twice since we received those finds and orders. We were able to eliminate some projects and pick up some others. In the end it will be as they expected, and we will get all of our wastewater to the plant without it going elsewhere. With that said, we are finally able to discuss discretionary projects rather than just projects forced upon us by the EPA. Next year we are going to do a project on West Clinton Street and Erie. It is something that should be done but it isn't desperately needed. We are also still in discussion with Campbell Soup about taking their wastewater, we expect that to take place sometime late next year. We anticipate an additional revenue of 160,000-240,000 dollars a year to go into our sewer fund. How do we compare? I analyzed 10 different communities similar in size to Napoleon all of which own their own water treatment facilities. I utilized the latest data from CAFR from 2022 and I looked at their fund balances for the water/sewer funds as well as their current liabilities. What I discovered was that Napoleon is in pretty good shape when compared to the other communities. As a matter of fact, Defiance, which is twice the size of Napoleon, numbers from 2023 are not nearly as good as ours. As you can see those numbers for Napoleon are strong. I would recommend that we have no increase in rates in 2025. Going forward, next year, we should convene these bodies to discuss 2026. A couple things we

could discuss at that time are possibly conducting a formal water rate study. The last time one was done was in 2020 and it cost \$20,000. Or we could decide to raise rates based on inflation, like the rolling average we do with our electricity. Comadoll said, I bet the rate study will be at least \$50,000 now. Small said, yes it likely has increased but that is my recommendation, and I am open to discussion. Durham asked, do you know the last time we had a year without an increase? Small said, I tried to look but I couldn't locate the information. Raush said, maybe 15-16 years ago. Comadoll said, ever since we built the plant it has been going on, but we must because it is an expensive plant. Durham said, being able to offer the citizens no increase is fantastic. Small said, like I said our funds are healthy. Is it something we want to do every year? Absolutely not. We must be good stewards of our resources, but it is something we will continually look at. DeWit said, you did a great job Andy. Comadoll said, I know we have asked for years what it cost to produce 1,000 gallons of water. Will they be able to figure that out with a rate study? Small said, yes. Comadoll said, we have asked the question numerous times and never got an answer. I would like to know that information once it is available. Small said, we know what our revenue for 2023 is for the water treatment facility and all the gallons we produced. Weis said, you'll take how many services we have in Napoleon and figure that into what we spend annually then that goes to the EPA. From there it goes into a pool of all the other communities in the state of Ohio to balance that out to how we are based on cost per service versus other communities. Cost per gallon is just a rough number to provide because it is so hard to determine what that is. Like what Andy said you could take our expenses by the gallons and that could give you a number. DeWit said, the current liabilities .557 million for Napoleon. Is that per year or? Small said, that is not total liabilities that is current liabilities. DeWit said, so your loan for the rehab is not included in that? Small said, no. We are still working with CSE to hopefully to get some companies interested in coming to Napoleon. There is a business who has shown some interest in Napoleon and if they did decide to come here, they would use 365,000 gallons a day, which is basically one third of our current production.

Motion: Comadoll

Second: Dewit

To accept the recommendation from the Water, Sewer, Refuse, Recycling, & Litter Committee to have no increase in water rates in 2025

Roll call vote on the above motion:

Yea- Comadoll, DeWit

Nay-

**Yea-2, Nay-0. Motion Passed.**

### **Adjourn**

Motion: DeWit

Second: Comadoll

to adjourn the Board of Public Affairs meeting at 6:13 pm.

Roll call vote on the above motion:

Yea- Comadoll, DeWit

Nay-

**Yea-2, Nay-0. Motion Passed.**

**Approved**

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Jeff Comadoll- Chair



*City of Napoleon*

**SPECIAL MEETING AGENDA**

for a Joint Meeting of the

**ELECTRIC COMMITTEE**

with

**BOARD OF PUBLIC AFFAIRS**

**Monday, September 8, 2025, at 6:30 pm**

Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio

- 1) Approval of Minutes – March 11, 2024 (In the absence of any objections or corrections, the Minutes shall stand approved)
- 2) Review/Approval of the Power Supply Cost Adjustment Factor for September 2025:  
PSCA 3-month averaged factor \$0.1250 and JV2 \$0.134966
- 3) Discussion on proposed changes to Electric #12 and #26
- 4) Electric Department Reports
- 5) Any other matters to come before the Board
- 6) Adjourn



Ann Harper, Clerk

CITY OF NAPOLEON, OHIO  
**Special Meeting Minutes of the  
ELECTRIC COMMITTEE  
JOINT MEETING WITH THE  
BOARD OF PUBLIC AFFAIRS**

Monday, March 11, 2024 at 6:30 pm

**PRESENT**

|                   |   |
|-------------------|---|
| Committee Members | Chair- Ross Durham, David Cordes, Tom Weaver                                  |
| BOPA Members      | Jeff Comadoll-Chair, Mike DeWit   |
| City Manager      | J. Andrew Small   |
| City Staff        | Greg Kuhlman-Electric Distribution Supt.<br>Kevin Garringer- Finance Director |
| Others            | News-Media  |
| Recorder          | Marrisa Flogaus   |

**ABSENT**

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**Call to Order**

Durham, Chair of the Electric Committee called the meeting to order at 6:29 pm.

**Approval of Minutes**

Hearing no objections or corrections, the minutes from the October 09, 2023 Electric Committee meeting were approved as presented.

**Review/Approval of the Power Supply Cost Adjustment Factor for March 2024: PSCA 3-month averaged factor \$0.01628 and JV2 \$0.065645**

Small stated its starting to come down as you can see. As I explained at the last Council meeting Fremont Energy Center was offline for a couple of months due to planned maintenance. It was a complete rebuild of some of the turbines. Due to that we had to buy more power off the daily markets. In which case we paid more for them. That's why the 3- month rolling average went up. Now, with Fremont being back online it's going back down. Nothing significant in the numbers.

Motion: Cordes                      Second: Weaver  
to approve the PSCAF for March 2024: PSCA 3-month averaged factor \$0.01628 and JV2 \$0.065645

Roll call vote on the above motion:

Yea- Durham, Cordes, Weaver

Nay-

**Yea-3, Nay-0. Motion Passed.**

**Review of Solar Rules**

Small stated as you recall last August I brought to you the opportunity to modify the rules. Currently, we only allow 25 kW of solar power per household. That's for residential use only. I didn't necessarily propose an amount last time. I just asked if you were interested in raising it for a commercial/ industrial load. At the time I know Kuhlman and Dietrich were here and they kind of bucked at it somewhat. As such both bodies here declined to make any changes. We've been statuesque. In January think, I was approached by Custom Ag. They are chomping at the bit to add some solar. I told them I would go back to Council and ask if we could refer it back to this Committee. Council referred it back to the Committee. In the time that's elapsed since then I've worked with Kuhlman and Dietrich on the solar rules. We've agreed upon proposing to allow a 100 kW load for commercial and industrial customers. Along with that

we would limit the aggregate amount of solar load to 3% of our average daily load. The hottest month of the year is around 30 Meg, so 3% of that is around 900 kW. We currently have 8 residential customers, which is 200 kW of the 900 kW limit. The letter in the packet outlined what I just talked about. I also included all of the homework I did last summer in regard to the 30 AMP municipalities around the state and what they allowed. Again it was all over map. Some of them were less than Napoleon and some of them were more. Several of them allowed a residential and commercial/industrial load. Weaver asked if we had residential currently? Small replied yes, we limit that to 25 kW per household. Currently we have eight customers. Along with that I would like to propose a minor yet significant to the change in the rules in regard to how we calculate the kickback. They do not receive any monetary kickback as it's just a credit on their power. Currently, there's a sophisticated model that if the load they're kicking back is greater than 75% of their total load then we give them 50% credit. Otherwise, if it's less than that then we just give them 50% credit on what they kick back. This was a suggestion from my electric folks. What we would like to do is eliminate the 75% part of the calculation. Only one customer has ever breached the 75% threshold. Most of them are far below that. In terms of credit it's not that big of a difference. We would like to say your credit is 50% of the load that you kick back to the City. If you kickback 5,779 kW hours you get credit for 2,890, so it's just a 50% straight credit. Basically the things that I'm asking you to consider this evening is to add the commercial/industrial class at 100 kW and to eliminate the 75% calculation for the end of the year credits. Weaver asked if the \$100,000 insurance coverage is enough? Small replied it's a pretty common number. Of all the municipalities that I looked at most had the \$100,000 policy. Durham asked if we would need to draft legislation? Small replied yes. Harmon would have to modify the legislation. Currently, it's in ordinance form, so we would have to direct the law director to draft the appropriate legislation. DeWit asked how do you read the rate of what they're putting on? Small replied it's metered. DeWit asked if you had to send someone out to read it? Kuhlman replied we do now, but we won't. Small stated it's just once a year that we do that. Comadoll asked how much work are we going to have to do for that? Are you going to have to put up stations? Kuhlman replied no. It's all isolated at the house. What they're kicking back is metered. Comadoll asked what about Custom Ag? Kuhlman replied it would be the same. Commercial and residential would have the same set up. Comadoll asked if any other wiring would have to be ran out there? Kuhlman replied, no it's all on their end. It's nothing the electric department would have to do. They're investing so much money in putting in up and we're trying to accommodate the green push. We don't want to shoot ourselves in the foot with this. We want to have some give and take with our customers, make them happy. I think this is our limit. In my opinion we should never exceed what we're doing right here. Small replied I agree. Like I said of the 30 municipalities I showed you the data is all over the map. Some are 5 kW for residential and 500 kW for commercial. There's no consistency to any of them. With that said 25 kW for residential and 100 kW for commercial/industrial I think is very fair and shouldn't have to be addressed anytime in the near future. Durham asked Small if he's talked to Custom Ag about this proposal? Small replied I did. Shortly after we discussed this I sent Steve Gerken an email as he's the one I've been communicating with. Steve thought it was fair. It was far less than they had hoped, but I think they realized in any game there's a give and take. Cordes stated when they were here they mentioned something about federal incentives that they could receive as a business. Small replied correct. We typically know when those are being offered. A lot of them will ask for solar. They are fairly decent credits. I don't think anyone's going to do this alone. It's just not economically feasible. When the credits are available it makes it palatable enough that they can do it. DeWit replied and they still lose money. The way the outside guys make money is that they sell it to Amazon, who wants to be green by such and such year. They're willing to pay more money. Small stated we've had people approach us about wanting to install for companies or public entities and own them to basically sell cheap power to the entities field that they put it on. They would then get all the recs and credits for the power. That's not allowed in Napoleon or really any municipality. It all has to be customer owned generation. Kuhlman replied I just dealt with a salesman regarding residential solar

being installed out in the county. He said the solar panels lose their punch after a while and he recycles them into whiteboards. Durham replied I appreciate all the research that you guys put into this and reaching out to other AMP communities. I'm glad were able to accommodate at least partially a local business. Hopefully they'll make another investment into their plant here within the community. I think it's a good compromise all around. Small stated like I mentioned when they came to Council that night, they're a homegrown company. They've done very well. I'd like to help them continue to succeed. This is something that we can do to help along the way.

Motion: Weaver                      Second: Cordes  
to recommend to Council to approve the solar rules as proposed

Roll call vote on the above motion:

Yea- Durham, Cordes, Weaver

Nay-

**Yea-3, Nay-0. Motion Passed.**

### **Electric Department Reports**

Kuhlman went over the reports, a copy of the full report is attached to the minutes.

### **Adjournment**

Motion: Cordes                      Second: Weaver  
to adjourn the Electric Committee meeting at 6:53 pm

Roll call vote on the above motion:

Yea- Durham, Cordes, Weaver

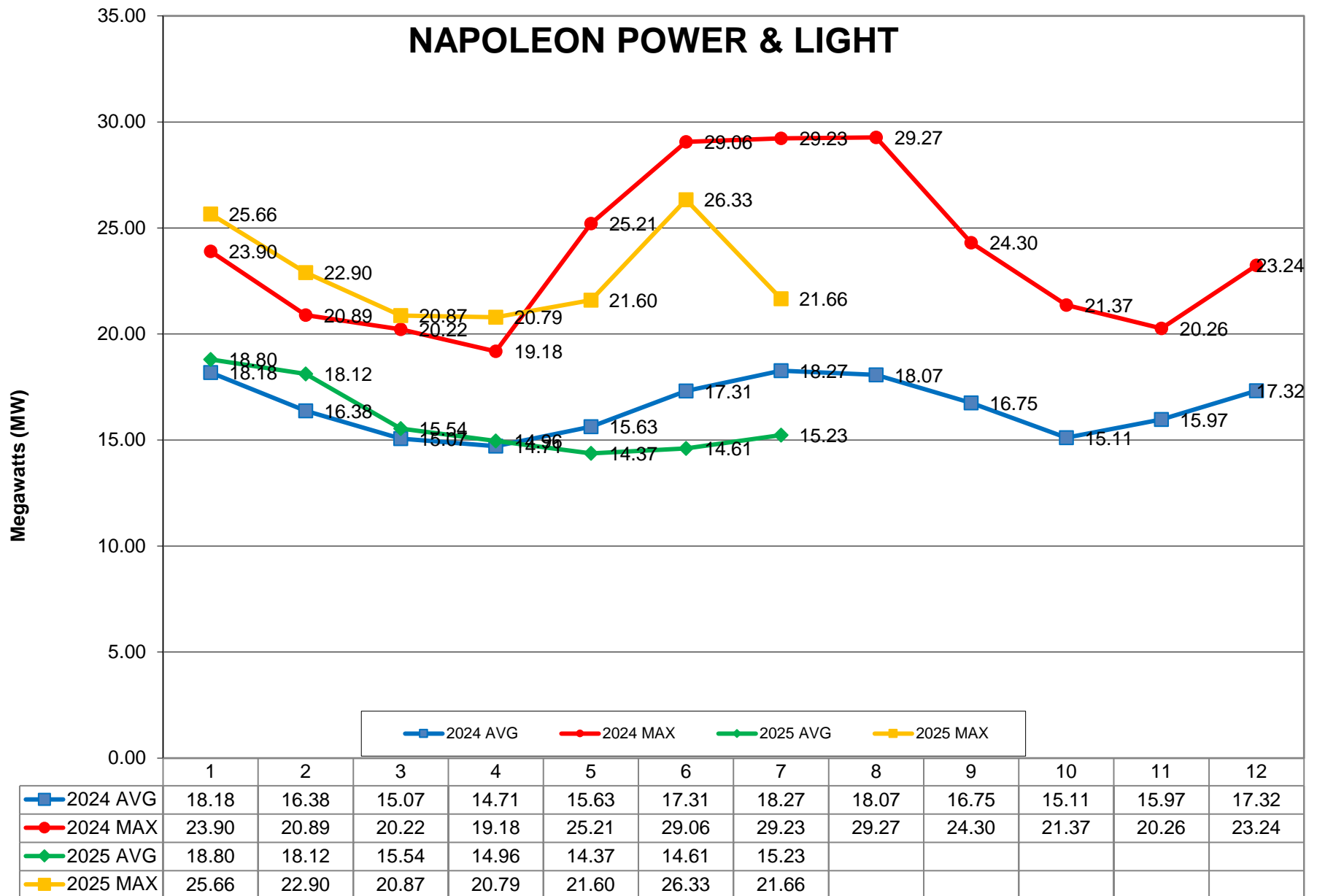
Nay-

**Yea-3, Nay-0. Motion Passed.**

### **Approved**

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J. Ross Durham- Chair



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**RULE 12    DISCONTINUATION OF SERVICE**

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***Rule 12.1    Right To Disconnect***

- (A)    The City has the right to discontinue the supply of electricity to furnish the same for any of the following reasons:
- (1)    The nonpayment or untimely payment of any City owned or operated utility bill, including any other charges referred to herein, regardless of location or account.
  - (2)    For refusing entry, or failing to allow access or entry, to a premises that is receiving utility service, for purpose of repair and/or replacing meters or appurtenances related to utilities, or for purpose of inspection, upgrade or reading of utility meters.
  - (3)    For repairs or unavoidable shortage or interruptions in the source of supply.
  - (4)    If the customer's electrical usage or requirements of connections are detrimental to the electrical service as supplied to other customers or to City's electrical system in general.
  - (5)    For fraud or illegal diversion of electricity.
  - (6)    For improper installation of a nature that would jeopardize or otherwise effect the service to customers.
  - (7)    For installing any electrical line or apparatus in a manner that is contrary to these Rules or City specifications.
  - (8)    Failing to timely pay an administrative fine or penalty related to a violation of the City's Rules, Terms and Conditions Governing the Sale of Electrical Service.
  - (9)    Other just or reasonable cause; or,
  - (10)   Violation of these Rules which is related to health, safety, or welfare of the citizens and/or customers as determined jointly by the City Manager and City Finance Director.
  - (11)   For convenience, when the utility service is provided by the City outside the corporation limits.
- (B)    Whenever service is discontinued for fraudulent reasons, nonpayment, or obstruction as to inspection, a charge may be made by the City to cover the cost of disconnecting and reconnection service when the same is again reestablished.
- (C)    The City may establish ~~trip~~ fees for connections/disconnections related to customer maintenance.

## **RULES, TERMS AND CONDITIONS GOVERNING THE SALE OF ELECTRICAL SERVICE**

- (D) The City reserves the right to refuse any application for service if the applicant is indebted to the City for any service thereto fore rendered at any location, provided City advises the applicant of the same, and the City reserves the right to discontinue to serve any customer without notice in case of emergency or to prevent fraud upon the City.
- (E) Any discontinuance of service shall not terminate the contract between the City and the customer, nor shall it abrogate any customer charge which may be effective.

### **Rule 12.2 Disconnect Procedures**

The following procedure is established for disconnection of electrical service for any valid reason, except in the case of an emergency or maintenance disconnect, where notice under this rule may be dispensed with:

- (A) First, notice of disconnect will be furnished, in writing, to the contracted customer by personal service or by serving such notice via U.S. Regular mail (or electronic mail if they opted in for this service) to the last known address that is on file with the utility department at least fourteen (14) days prior to the scheduled disconnect date. If the billing address and service address are different, by also serving the premises being served with the utility at least fourteen (14) days prior to disconnect by door hanger, posting, personally serving an adult occupant, or by U.S. regular mail (or electronic mail if they opted in for this service). Next, a second notice shall follow at least five (5) days in advance of the scheduled disconnect date in the same manner and form as the first notice.
- (B) The notices shall contain the following information:
  - (1) The proposed date of disconnection;
  - (2) The reason for termination;
  - (3) The amount left unpaid, if any;
  - (4) The action to be taken to cure the reason for disconnect;
  - (5) The potential reconnection fees such as trip charges;
  - (6) The right of the customer or consumer of the utility to a hearing and an appeal as to any disputed bill or proposed disconnect;
  - (7) The location, business hours, and telephone number of the utility representative that may be contacted to pay the bill or otherwise resolve disconnect issues and/or request a hearing to challenge the utility's department right to disconnect;
  - (8) That, a consumer of utility services, other than the contracted owner/customer, may avoid disconnection by paying current charges and assuming responsibility for payment of future charges;

## RULES, TERMS AND CONDITIONS GOVERNING THE SALE OF ELECTRICAL SERVICE

- (9) That, a tenant has the ability to have the contracted utility placed into their name.
- (C) Where a hearing has been requested in writing at least one (1) day prior to the scheduled disconnect, no disconnect will occur until after the hearing officer's decision or order is either personally served on the person that requested the hearing or five (5) business days after mailing of the decision, by U.S. regular mail, to the last known address of the person that filed the request for hearing. Notice shall be given of the right of appeal from a decision of the hearing officer in accordance with the appeal procedure as established in these rules. (See Appeals Process)

### **Rule 12.3    *Disconnection***

- (A) Disconnection of utilities shall not occur on any day which precedes a holiday or weekend, or any other day on which all services necessary to reconnect service are not available. All disconnection of service shall be documented by written service order recording the date, time, and identity of the service employee effectuating the disconnection; such documentation shall be retained in the business file kept by the City relating to the service premises so affected.
- (B) If a person desires to pay a delinquent amount to avoid disconnect, an employee will give the customer one (1) hour to make arrangements to go to the City Utility Department and pay the amount required to avoid disconnection or otherwise resolve the disconnect issues. The time to commence from receipt of notice to the employee by the delinquent customer of an intent to pay.
- (C) No service employee dispatched to disconnect service shall disconnect service until he/she makes reasonable efforts to personally contact an adult occupant, if any, of each service premises to be affected to:
  - (1) advise of the disconnection; and
  - (2) verify the propriety of the disconnection.
- (D) Reasonable efforts shall include, but not necessarily be limited to, knocking on the door or doors of each household at the service premises.
- (E) Notice that the utility has been disconnected shall be placed in a prominent place at the entry to each service address affected by disconnection. The service employee shall document on the service order the efforts made to personally contact the occupants prior to disconnection and the delivery of the disconnect notice, including the date and time such acts were performed and his/her identity.

### **Rule 12.4    *Trip Disconnect and Reconnect charges***

If disconnection action commences by the utility department, ~~trip~~ charges, as established and as may be amended from time to time, will be assessed to the customer whenever utility department or operation department



## **RULES, TERMS AND CONDITIONS GOVERNING THE SALE OF ELECTRICAL SERVICE**

employees respond to the ~~premises being served~~ services in relation to disconnect or subsequent reconnection and when response is due to an act or omission by the property owner or customer which resulted in the disconnection action **either in person or remotely**. Regardless of reconnection, if disconnection is because of non-payment, a ~~trip~~ charge for disconnection will be added to the final bill. The utility may require the customer or designee be present for any reconnection.

### ***Rule 12.5 Disconnection Jeopardizing Health***

- (A) Disconnect of service for nonpayment will not occur when disconnect of service would be especially dangerous to health as certified pursuant to the certification provisions of this rule; however, (when available) a limiter may be installed on your service. Customer may, in order to avoid disconnect, enter into and make payment in accordance with an extended payment plan.
- (B) Disconnect of service will not occur for nonpayment when the disconnect of service would make operation of necessary medical or life-supporting equipment impossible or impractical; however, (when available) a limiter may be installed on your service. Customer may, in order to avoid disconnect, enter into and make payment in accordance with an extended payment plan.

### ***Rule 12.6 Certification Procedure***

- (A) The City Utility Department shall provide application forms for licensed physicians or local board of health physicians for certification upon request of any residential customer. The City Utility Department shall give notice of availability of medical certification to its residential customers by means of bill inserts or special notices at the beginning of the winter and summer periods. If disconnect is to occur as a result of nonpayment, written notice shall be given to the customer prior to disconnect that a medical certification program and forms are available from the City.
- (B) Any consumer who is a permanent resident of the premises where the service is rendered may qualify for certification.
- (C) The condition must be certified to the Utility Department by a licensed physician or local board of health physician.
  - (1) The certification of special danger to health shall be in writing and shall include the name of the person to be certified, a statement that the person is a permanent resident of the premises in question, the name, business address, and telephone number of the certifying party, the nature of the condition, and the period of the time during which termination will be especially dangerous to health.

## **RULES, TERMS AND CONDITIONS GOVERNING THE SALE OF ELECTRICAL SERVICE**

- (2) Initial certification by the certifying party may be by telephone if written certification is forwarded to the Utility Department within seven (7) days.
- (3) In the event service has been disconnected within twenty-one (21) days prior to certification of special dangerous to health for qualifying resident, service shall be restored to that residence if proper certification is made in accordance with the foregoing provisions and the customer agrees to an extended payment plan.
- (4) Certification shall stop disconnection of service for thirty (30) days. Certification may be renewed two (2) additional times (thirty (30) days each) by a licensed physical or local board of health physician by providing an additional certificate to the Utility Department. The total certification period is not to exceed ninety (90) days in any twelve (12) month period.
- (5) Upon renewal of certification, the City Utility Department shall make contact by reasonable means with the customer and advise the customer of the governmental assistance programs that may be available. Assistance information will be provided by mail as a last resort of contact.

### ***Rule 12.7 Winter Months Disconnect***

- (D) Notwithstanding any other rule, no disconnect for residential service will occur for nonpayment at times when temperatures are below freezing on any given day; however, a limiter (when available) may be installed on your service.

### ***Rule 12.8 After Hours Service***

***No reconnects are made after hours, holidays, or on weekends. All disconnect payments must be made by 4:00 p.m. to be turned on the same day. If a utility employee gets paged after hours only to find out the customer wants reconnected, there will be a \$75 charge to cover overtime wages and the utility will not be reconnected.***

## RULES, TERMS AND CONDITIONS GOVERNING THE SALE OF ELECTRICAL SERVICE

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### RULE 26 APPENDIX "A" FEES

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To partially offset the additional expense to the City in furnishing special services requested or caused by the customer, such as the connection service, collection of accounts, etc. the charges for such services are set forth in this Appendix "A". Normal connections will occur during regular business hours of the City. Any service connections after normal business hours may have an added fee to cover the additional cost of services. This appendix also covers other current rates, fees and charges. All rates not contained in this Appendix shall be as contained in Chapter 939 of the Codified Ordinances of the City or other policy, resolution or ordinance.

#### **Trip Charges:**

|   |                                   |
|---|-----------------------------------|
| Initial Customer Requested Electrical Connection ( <del>Trip Charge</del> )   | \$0.00                            |
| Other Customer Requested Electrical Connection ( <del>Trip Charge</del> )   | <del>\$20.00</del> <b>\$50.00</b> |
| City Maintenance Connection/Disconnection ( <del>Trip Charge</del> )  | \$0.00                            |
| Customer Maintenance Connection/Disconnection ( <del>Trip Charge</del> )  | \$0.00                            |
| City <del>Trip</del> Charge (each <del>trip</del> <b>disconnection and reconnection</b> ) due to reasons pursuant to Rule 12.1(B) | \$50.00                           |

#### **Other:**

|   |                                   |
|---|-----------------------------------|
|   | \$35.00                           |
| Filing of Appeal Fee  | <del>\$25.00</del> <b>\$35.00</b> |
| Return Check Service Fee  | \$10.00                           |
| Temporary Electrical Service Fee (Includes Permit Fee)  |                                   |
| Pole Attachment Fee (Foreign Utility, Per Pole Per Year) when attachment is within one foot (1') space, to be adjusted each calendar year based upon the consumer price index (CPIU) or as otherwise agreed to in contract.       | \$11.70                           |
| Pole Attachment Fee (Foreign Utility, Per Pole Per Year) when attachment is greater than one foot (1') space, to be adjusted each calendar year based upon the consumer price index (CPIU) or as otherwise agreed to in contract. | \$18.71                           |

Meter Testing Fee at Customer's Request and (when no problem found).

\*Time and material is determined charged to customer at the actual cost to City.

\* Fees listed under this Rule (Appendix) only during normal business hours. Services performed after normal business hours will have an additional \$40.00 added fee for each service, except for appeals.

\* Placement and/or removal of a limiter constitutes disconnect/connect for purposes of trip charges.