

Subject	Number	Revision	Effective Date	Board Approval Date:
Line Extensions, Upgrades, and Conversions Policy	2.34	18	4/30/2026	4/30/2026

1. General:

- A. Taylor Electric Cooperative will render service to all locations within its service area upon receipt of an application for membership and request for service from the Cooperative in accordance with the rules and regulations set forth by the Cooperative.
- B. All facilities installed by the Cooperative shall remain the property of the Cooperative, except as otherwise set forth in the bylaws or Board policies. Members may request specific extension routes, or type of construction, whether overhead or underground, but the final approval shall be determined in the sole discretion of the Cooperative depending on location, terrain, soil conditions, and electrical requirements, subject to other provisions of this policy.
- C. Any line extensions, new services, line moves or underground conversions will not be scheduled for construction until the work area is within 6” of final grade,

2. Service Extension and Security Agreement (SES):

- A. To ensure the recovery of the full cost of line extensions, all three phase line extensions shall require a SES that outlines the initial Contribution in Aid to Construction payment and the terms of the extension. All three-phase line extensions shall require a five-year SES agreement. Additionally, single phase extensions on property not owned by the member will require SES agreements. SES agreements must be executed by the current landowner(s). The Cooperative will pay the cost of recording the line extension easement and SES Agreement in the applicable county register of deeds’ office.
- B. The SES Agreement shall require, at a minimum, payment of the monthly service availability charge for the corresponding service type (including any additional facilities charge) of which the charge may be modified from time to time by the board of directors. Following the end of the agreement term, billing will continue according to the corresponding rate schedule. Additional CIAC payments may be added to the contract in lieu of a payment upfront with approval from the CEO.
- C. In the event the ownership of the property being served changes during the contracted period, the member who is terminating service will be required to satisfy the lien created by the Agreement by paying the current contracted minimum monthly charge for the remaining number of months in the term. This paragraph C shall not apply where the successor in interest assumes the remaining minimum monthly charge obligation under this Agreement. If the SES agreement is satisfied and the successor does not apply for service, the Cooperative reserves the right to remove any and all service equipment from that time forward.

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3. Contribution in Aid of Construction (CIAC)

- A. The new service fee required by Board Policy No. 2.02 shall be due and payable prior to any work by Cooperative personnel for measuring, staking, or visit to a potential construction site. The new service fee shall be non-refundable.
- B. All CIAC payments shall be paid in advance of any construction and are nonrefundable.
- C. For single phase service, a CIAC shall be charged for all footage as follows:
 - a. For the first 50 feet of construction, the CAIC shall be \$850,
 - b. For the next 450 feet, the CIAC shall be \$15.00 per foot,
 - c. For any footage in excess of 500 feet, the CIAC shall be \$7.00 per foot
- D. For three phase service the CIAC will be \$15 per foot. The Cooperative retains the right to reduce this charge if an existing single-phase line has the necessary poles and wire to facilitate the conversion to three-phase without replacement of the poles and/or wire. The member must demonstrate adequate need for three phase service before the Cooperative will extend or convert to three phase service.
- E. Additional fees:
 - a. road bore fee of \$10 per bore foot if the Cooperative is required to bore a line under a road, plus any additional charges if a directional bore contractor is needed for state and county highways, or other specific situations. Fee will not apply for bores determined to be for the benefit of the cooperative.
 - b. Cut in fee of up to \$1,000 for single phase or \$3000 for three phase if a tap needs to be added to an existing underground line and it cannot be accomplished at an existing tap point.
 - c. Any additional permitting or inspection fees
 - d. Any additional costs if the service is installed in during inclement or adverse weather conditions
 - e. The Cooperative reserves the right to assess, evaluate and judge each line extension whether it be single-phase or three-phase on an individual basis, and, if deemed necessary, make proper adjustments for loads of questionable conditions or duration or owner requested changes that require a service to be re-staked,
- F. Temporary services, services that are unable or unwilling to contract as outlined in 2A, or services of an indeterminate lifespan will be billed full installation costs, and may have estimated removal costs included, payment is required prior to construction.

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G. The preference for line placement for new construction or rebuild work is to place lines on private property wherever practical. Easements shall be obtained for any lines installed on private property. Easement location and creation is the responsibility of the Line Superintendent. No construction will commence prior to satisfaction of the easement requirement.

4. Land Development

Land development projects will be considered as a single unit, or an individual line extension and shall be governed by the terms and conditions set forth in this extension policy.

5. Line Moves

- A. No line shall be relocated unless prior approval is obtained from the Line Superintendent and a mutually agreeable route can be determined.
- B. Convenience line move expense shall be borne by the requesting person or organization.
- C. Line moves for road work required in accordance with Wisconsin Statutes will be billed to the requesting governmental body unless said existing line is located within governmental body's existing right of way.
- D. Nothing in this policy shall be construed to pertain to emergency reconstruction or relocation of line to restore service.
- E. Where existing easements are held by the Cooperative, employees shall make every effort possible to inform the landowner of work to be done prior to construction. When relocation or construction varies greatly from the original build, efforts shall be made to obtain a new easement.
- F. Where a member constructs a structure that encroaches into the clearance areas surrounding an existing line, they will either need to remove the structure or pay line move fees to relocate the power line.

6. Service Entrance and Metering

- A. It shall be the policy of Taylor Electric Cooperative (TEC) that the normal single- phase service requires a minimum of a 100 amp meter pedestal/socket with a ringless cover (lever bypass sockets are recommended) installed at a location mutually agreeable to the member and cooperative personnel. This location must be outdoors and readily accessible for TEC crews at any time. The Cooperative may make available and provide for installation of an approved meter pedestal, which will become the property of the member. If the socket is to be installed

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on an existing structure, the wall shall be finished, and the member must supply a minimum of 30' of conduit leading away from the structure.

- B. Metering devices shall be provided by the cooperative and will be metered by Automated Metering Infrastructure that will be chosen at the cooperative's discretion.
- C. Multi-phase services greater than 200 amp, or single-phase services larger than can be served with a class 320 meter shall require special metering for which the TEC will set the specifications and location for that equipment. For these larger services, the cooperative will furnish the Current Transformers (CTs), color coded wire, and will provide the meter socket for any electrician. The member will be required to provide a suitable CT cabinet. It is customarily assumed that all components of the three-phase metering system including the meter, socket, test switches, CT's and color-coded wire remain the property of TEC, any CT cabinets or service wire are the property of the member.
- D. Individual homes, cottages, cabins, trailers, mobile homes and commercial apartments shall be metered separately. Master metering will not be allowed. Wisconsin Statutes require that new construction of one- and two-family dwellings be inspected, and that the inspection agency will provide an inspection certificate prior to hooking up the permanent electrical service. The Cooperative requires the approved inspection certificate from the retained inspection agency.
- E. Meter pedestals, meter loops, and service entrances not installed according to applicable codes and specifications, shall not be connected until the code violation(s) is corrected. The Cooperative shall not be under any obligation to inspect and certify compliance with applicable codes and shall not assume any liability for connection of an account not meeting applicable codes.
- F. Metering and service equipment that appears damaged or deteriorated due to age or neglect may be subject to disconnection following notice to the member. In most cases, notice shall allow for 30 days to remedy the situation, however if there is an appearance of a life safety issue, disconnect may be immediate.

Standard available voltages are as follows

- 120/240v single phase
- 120/208v three phase
- 277/480v three phase

- G. The meter pedestal or meter socket shall be furnished by the member. The socket installation shall be completed by the member's electrician. An affidavit certifying that all wiring has been completed according to the National Electric Safety Code (NESC) shall be signed by the electrician and submitted

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to the Cooperative prior to installation of a meter.

- H. Billing will begin on the date of service installation, or within 30 days if the service is not ready for use and no meter has been installed

7. Disconnects

- A. Wisconsin Law requires a system disconnect other than the meter is required when more than one building is served from the meter pole. A disconnect shall be located on the load side of the meter as close as practical when required. Where stand-by emergency power is used, a double-pole double thro (DPDT) switch must be used. Internal structure wiring shall be governed by the Wisconsin and National Electrical Code. The Cooperative will not allow the installation of double throw pole top disconnects (self-contained or CT metered) for installation on premises serviced by the cooperative. Any double throw equipment shall be mounted at grade and readily accessible from the ground.
- B. To ensure reliability and accuracy, TEC will support the changeouts of CT metered services at locations that are no longer dairy operations, and consumption has dropped to within the safe range of self-contained metering. This support will be a payment of up to \$1200 to the member. The primary goal of this is to eliminate the enclosed CT installations where replacement of the CT's requires modification of member side equipment, or where the pole top switches are typically prone to failure. Prior authorization of TEC is required to be eligible for payment. Member must submit a copy of the bill for the installation within 90 days of completion. TEC will budget for 20 planned changeouts per year, plus any emergency replacements due to failure of the associated equipment.
- C. Where underground electric attachments are necessitated to be connected to the new disconnect, such as water systems or building service drops, the electrician is required to complete the tie in or make arrangements for same to be done. All underground taps shall be protected to comply with the code.