

POLK-BURNETT ELECTRIC COOPERATIVE

Policy No.: **M-35**

Subject: **House Moves**

Objective: To determine appropriate charges and recover costs for work performed for members or others requesting a house move.

Policy: Upon receipt of a request from the interested party:

1. To initiate the process, a separate non-refundable \$250 fee, payable prior to each route estimate, will be assessed to the requester to recover administrative time and costs.
2. The cooperative's line superintendent has five working days to complete an estimate of costs for the work to be performed. These costs shall be determined using the following formula:
 - a. House moves that are from 17' to 22' in traveling height, shall be charged a fee of \$75 per line crossing.
 - b. House moves where the traveling height is 22' or above, shall be charged a fee of \$100 per line crossing.
 - c. House moves that are required to be done after normal working hours shall be charged *triple* the rate per line crossing.
 - d. Larger projects with ten or more line drops or complicated switching procedures as determined by the line superintendent, will be billed at time and material. Factors influencing the complexity of the project include:
 - i. Three-phase line crossings
 - ii. Number of trucks and employees involved
 - iii. Length of time to complete
 - iv. Back feeding or looping lines
 - v. Covering energized lines for safety
 - vi. Temporary guying of structures
3. As determined by the cooperative, critical feeders or accounts will not be de-energized.
4. Prior to beginning the actual work, the requesting party is required to make payment of the estimated cost. A larger payment may be required as determined by the line superintendent, depending on the complexity of the house move and the actual time spent on the project.
5. Upon receipt of the payment, the cooperative and house mover will mutually agree upon a scheduled work day for the move. If the house move is cancelled within 24-hours of the scheduled date/time and is rescheduled, as determined by the line superintendent, the cooperative has the right to request a \$300 fee in addition to the estimated cost to cover additional expenses.
6. Any member affected by an outage due to a house move will be given sufficient notification.

After completion, reconciliation of the costs of the house move project shall be performed by the line superintendent of the given area based on Polk-Burnett's actual expenses incurred as outlined in Policy M-21: Use of Cooperative Material, Equipment & Personnel. If necessary, increases to the estimated payment amount will be calculated and billed to the requesting party.

Edward O. Gullickson, President
April 25, 2022