CITY OF SOUTH HAVEN

PUBLIC UTILITIES RULES, REGULATIONS AND POLICIES

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DEFINITIONS

The following definitions are for words found in the "Rules, Regulations and Rates:"

Agency of jurisdiction: The City, Township or County government which has jurisdiction over the specific action being considered at the location under consideration.

Authorized Contractor: Individual or organization authorized to perform work on the City owned system.

Board of Public Utilities (BPU): An advisory board to the City Council of the City of South Haven.

Building: Any structure, either temporary or permanent, having a roof supported by columns, walls or other supports, and used or intended for the shelter or enclosure of persons, animals, chattels, or property of any kind, or for the conduct of business. The definition includes but is not limited to: mobile homes, tents, inflatable structures, sheds, garages, greenhouses, and other principal and accessory buildings.

Building Inspector: The City of South Haven Building Inspector or the Code Enforcement Officer.

Building, Principal (same as Main Building): A building in which is conducted the main or principal use of the lot upon which it is situated.

Capacity Charge (Availability Charge): A charge which may be levied to new utility users in either the City or Township. The charge is a purchase price for that portion of the existing infrastructure which is required to serve all customers i.e. treatment plants, pumping stations, large capacity trunk lines, etc.

City: The "City of South Haven, Van Buren & Allegan Counties, Michigan."

City Council: The City Council of the City of South Haven.

City Manager: The City Manager of the City of South Haven.

Commercial: Uses permitted in the B zoning district. Generally pertaining to the characteristic of commerce.

Customer: Any person, company or institution which is supplied with a service by a utility.

Department of Public Works (DPW): That department of the City which encompasses the Electric, Water & Sewer operations. Also encompasses the Street Dept. and City Engineering functions

Disconnection: To sever or interrupt a connection to a City utility.

Discontinuance: A breach or interruption of continuity or unity.

Industrial: Uses permitted in the I zoning district. Generally pertaining to the characteristic of industry.

Living unit: Contains sleeping, bath and kitchen facilities.

Main: A principal pipe or duct in a system used to distribute water, sewer, storm water, etc.

Main Extension: The act of extending a main to distribute water, sewer, storm water, etc.

Meter: A device for measuring and registering a quantity over a period of time.

National Electric Safety Code: The appropriate code for electric distribution utilities as published by the Institute of Electrical & Electronic Engineers (IEEE)

On-file: In an escrow or similar account to hold an individual customer's deposits for each utility service that the customer is using.

Property: A parcel of land and the buildings upon it, with its grounds or other appurtenances.

Reconnection: To restore a connection to a City utility.

Reconstruction: The act, or result, of reconstructing.

Relocation: To move to a different location.

Residential: A structure serving as a dwelling or home, used or designed for residence.

Returned Checks: Checks rendered for payment to the City, which have been returned by the appropriate bank, for any reason, as non-collected funds.

Service Lead: A connection between the main and the customer’s service.

System Improvement: The act of improving a main, or appurtenance, of the City owned system.

Utility: An organization which furnishes electric, water, wastewater or other public service.

GENERAL

INTERPRETATION AND ENFORCEMENT

The City Manager or a representative shall be responsible for the interpretation and enforcement of these Rules and Regulations.

APPLICATION OF RATES

Copies of these Rules, Regulations and Rates are open to public inspection and are available at the Customer Service office at City Hall, 539 Phoenix Street, South Haven, Michigan, 49090.

In no case may service be shared with another customer or transmitted off the premises to which it is delivered. Service taken at different premises shall be separately measured and billed.

APPLICATION FOR SERVICE

INFORMATION REQUIRED FOR SERVICE: Before any service is connected, a customer must submit the Personal Information Form, which is available at the Customer Service office at City Hall. This information will be placed on file and will remain confidential.

EXISTING SERVICE:

ELECTRIC, WATER & SEWER: A new customer requesting service, at a property previously served, shall apply no less than two (2) days before the service is transferred to their name. This customer may be required to make a service deposit under the guidelines listed below under "Security Deposits." New customers will be billed a “transfer fee” as recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time, for each new account.

NEW SERVICE:

RESIDENTIAL ELECTRIC: Customers requesting new electric service shall complete the Personal Information Form, which is available at the Customer Service office at City Hall. The customer will be responsible to insure that an "Electric Permit," is obtained from the City's Building Department, or appropriate authority in the respective agency of jurisdiction. Meter sockets are available at the Department of Public Works and can be obtained by presenting an authorized electrical permit. The service will be scheduled for installation after receipt of a notice of acceptance, in writing, from the responsible Electrical Inspector for the area of jurisdiction and all required fees are paid. The customer may be required to submit a service deposit, under the guidelines listed under "Security Deposits" before electric will be connected. The customer is responsible for complying with all State and local codes and regulations.

RESIDENTIAL WATER/SEWER: Customers requesting new water and/or sewer service shall complete the Personal Information Form, which is available at the Customer Service office at City Hall. The customer is responsible for selecting the size of service tap that is required. The “tap fee” is dependant upon the size of the service tap requested and may include cost of installing the connection tap, the availability charge and inspection fees. All fees must be paid upon application for service and prior to the service being scheduled for installation. The customer may be required to submit a service deposit under the guidelines listed below in "Security Deposits."

RENTAL PROPERTIES:

Upon request of the property owner, a copy of any shut-off notices will be sent to both the property owner and the tenant.

MULTIPLE RESIDENTIAL, COMMERCIAL & INDUSTRIAL: See section under Extension Policy for each type of service, water, sewer or electric.

SECURITY DEPOSITS

Metered rate services are established upon order of the customer, without prepayment thereof, except that the City may, at its option, require:

1. A service deposit for new residential customers, regardless if the service already exists.

2. A service deposit for any customer that has not had an active account with the City of South Haven utilities for at least two (2) years. (Exception: see item 7 below)

3. A service deposit for current or previous customers that have been disconnected due to late or non-payment within previous 12 months, or if the customer has had two, or more, late penalties in the past year of service.

4. A typical residential deposit will be the greater of: a) the amount equal to twice the amount of the highest bill for any and all services being requested over the last calendar year that the service was provided or b) $100.00 for electric and $100.00 for water/sewer.

5. A typical commercial or industrial customer deposit will be the greater of: a) the amount equal to twice the amount of the highest bill for any an all services being requested over the last calendar year that the service was provided or b) $250.00 for electric and $100.00 for water/sewer.

6. A customer may have the security deposit waived if they sign up for the automatic payment program. A customer may provide an acceptable credit reference from another utility, provided that the customer presents a utility service history as recent as within the past two (2) years. If the customer is a bona fide business, an acceptable credit reference from another utility must be in the business' name. A cash deposit may be required until receipt of the credit reference. Upon receipt of a satisfactory credit reference, the deposit will be returned in accordance with the City's refund policy.

7. If the service address is relocated, all past due amounts must be paid in full, plus an additional deposit, if required, before a new account at the new location will be placed in the customer's name.

8. For customers that have their second (2nd) returned check for payment, cash payments (cashier’s check and/or money order) will be required for the following year.

After twelve (12) consecutive months, if service is not cut-off for the reasons listed below, the customer’s deposit will be returned as a credit to the account. Service may be cut-off for the following reasons:

1) Non-payment of a delinquent account;
2) two (2) or more returned checks were written on the account; or

3) two (2) or more penalties within the calendar year were on the account.

Security deposits will be returned as an account credit, unless otherwise requested. When service is terminated, deposits will be credited to the closing bill and any excess will be refunded to the customer.

In case of bankruptcies, deposits will be credited to any outstanding account balances as of the court file date. New deposits will be required for post-petition balances according to the above and in conformance with Bankruptcy laws.

If at any time, the City deems any service deposit to be inadequate, in view of customer's credit history, the customer may be required to make additional deposits. Upon failure to do so, the City shall have the right to terminate service to such customer.

RESALE OF SERVICE

No customer shall resell the service of utilities, provided by the City, to others. Rental properties, with the cost of utility service included in the rental as an incident of tenancy, will not be considered a resale of such services as defined herein. If resale of utilities is occurring, the Public Works Director may design a main extension to the affected services as a special assessment project.

CITY LIABILITY

The City makes no guarantee or promise of uninterrupted service. Electric, Water, and Wastewater services are subject to shutdowns, variations and interruptions necessitated by improvements, repairs and/or operation of the system, either planned or unplanned. Whenever possible, notice of intent to temporarily interrupt service will be given to the customer.

DISCONNECTING SERVICE

Property owners, residents, and authorized parties may request the City to temporarily shut off utility service, for reasons of repair and/or maintenance. Temporary shut off of water service will not terminate the charge for the monthly basic stand-by service fees.

The City is empowered at its option to remove all meters and to shut off all electricity, water and/or wastewater service to any customer at the expiration of its agreement with that customer, whenever any account of that customer is in arrears, or upon violation of these rules and regulations, or upon violation of building, plumbing, or electrical codes. Disconnections will be made during normal business hours.

The customer is responsible for the payment of all bills rendered for their account until he or she has ordered their service terminated and the City has had a reasonable time to affect such termination.

If a final bill is not paid in full within thirty (30) days, from the date of billing, and a customer has another account in the same name, all payments received will be credited to past due accounts.

Any service account with a delinquent balance equal to or exceeding $75.00, shall receive a shut off notice. Unless payment in full is issued, or satisfactory arrangements have been reached, the account will be terminated.

RECONNECTING SERVICE

A charge, as recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time, will be made for a utility connection when a termination has been made for the following reasons:

1. Non-payment of a delinquent account.
2. Failure to post security deposit when required.
3. Failure to comply with rules and regulations as stated within this policy.
4. Setting a meter and turn-on for existing service for a new customer.
5. Shut off for non-compliance as ordered by the City or State authority.

When restoration of such disconnected service, as outlined above, is requested after normal working hours an additional connection charge, as recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time, will be made.

CREDITS TO CUSTOMER ACCOUNTS

Whenever a credit is applied to any account it will be made on the basis of the net billing. No refund will be made to any account after one year following discontinuance of service. No credit or refund will be made in a net amount of less than $2.00. No credit will be allowed unless all City requirements have been adhered to and the propriety of such a credit or refund is supported by a clear record.

Any incorrect billing or collection that resulted in an over payment or under payment will be credited or charged for up to a maximum of twelve (12) months from the date of discovery.

EXTRA EXPENSE DUE TO OVERTIME AND ADVERSE CONDITIONS

A charge will be made when extraordinary expense is incurred by the City in performing customer services requiring work to be performed at premium rates outside of regular working hours, or on account of unfavorable weather conditions, snow or ice accumulations, inaccessible equipment, or other extenuating conditions not caused by action of the City.

ACCESS TO PROPERTY

Customer will provide access to the City's authorized agents, and they shall have access to property at reasonable hours to install, read, repair or remove any devices, and other property and/or inspect wiring, piping, fixtures, water shut-off valves or any other devices that are in any way connected with the City's Electric, Water or Wastewater System. In cases of rental properties it shall be the responsibility of the property owner to gain proper entrance for City personnel. Failure to provide access, when needed, is grounds for termination of service.

CITY OWNED FACILITIES LOCATED ON CUSTOMER'S PROPERTY

Where service requirements can best be met by the installation of the City owned equipment on the customer's property, such installations will be made in accordance with the best practice for such work. Equipment required to only serve the needs of the customer's property, will not require an easement. Equipment necessary to serve more than the needs of the property will require an easement authorizing the installation of such equipment and shall define any special conditions for constructing, maintaining and replacing such equipment.

The cost of revisions, removal or replacement of utility facilities, requested by others, including the owner of the property, will be paid by the requesting party unless specifically provided by a separate agreement or the easement contract.

CUSTOMER OWNED EQUIPMENT

The customer shall be responsible to assure that equipment used on any City utility service is compatible with the characteristics of the City electric, water or sewer system. The customer is responsible to secure from the City the characteristics of the service available (i.e. service voltage, pressure, etc.) for such use and should follow the rules, regulations, and codes governing the use and installation of such equipment.

The City reserves the right to approve or disapprove for use in connection with the Electric, Water or Wastewater System, any wiring, plumbing, equipment, appliances, fixtures, motors or any other devices that are presently in use or that are offered for use in connection therewith. Should any of the same be disapproved, their use shall be disconnected at once, either permanently, or until corrective measures have been taken. Failure to comply with orders to discontinue the use of or to apply corrective measures to disapproved equipment shall be deemed just cause for the termination of all service until compliance is completed.

METERS AND METERING

The City will supply its customers with electric and water meters. Each customer will pay an non-refundable meter deposit for their water account, equal to the current cost of the meter.

All meters and metering equipment of all sizes, used in regular service shall be owned and maintained by the City. The customer will be responsible to identify characteristics for each type of service requested. The City will select the proper meter required for the customer load requirements requested. As directed by and at no expense to the City, the customer shall provide a suitable space for the installation of the City's metering equipment close to the point of the service entrance.

This space shall be kept free and clear to provide easy access to the equipment for authorized persons. The customer shall protect the City's metering equipment from damage, and in the case of water meters, from freezing, and shall permit no person, other than an agent of the City or a person authorized by the City, to remove, inspect or tamper with the same. Should the metering equipment become damaged or destroyed through neglect of the customer, all costs of repair or replacement shall be charged to and payable by the customer.

Additional water meters may be installed where water consumption will not result in return to the sewer system i.e. sprinkling system. Such meters must be installed in approved locations, on the supply side of the main water and/or sanitary sewer meter serving such customers. These meters will be furnished by the City upon payment of the “meter deposit” required and provided that the minimum rate for the size meter needed is charged. All piping costs for additional meters will be borne by the customer.

Meters will be read and bills rendered monthly as nearly as possible. For the purpose of computing all bills rendered for utility service, the period between regular meter readings shall be deemed a month. Below is the billing due date listing:

WEEK NUMBER	MAIL DATE	DUE DATE
1	8	29
2	16	7
3	24	16
4	30	21

Whenever a meter reading is unavailable the customer shall pay an estimated amount for service furnished during the billing period. This estimated amount is to be based upon the results of a test, a comparison to use of service during a similar period, upon both these methods, or by other known factors, as determined by the City.

If a meter error is discovered, and the duration of the error is not known, it shall be assumed to have existed for a period of half the time between the discovery of the error and the latest preceding accurate read or meter test but not for a period of more than twelve (12) months. If meter tampering has occurred, the City may access a fee, as recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time, for tampering. Please note; the City Code of Ordinances states that (Sec. 86-97. Protection from damage) no unauthorized person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance, or equipment which is a part of the municipal sewage works. Any person violating this provision shall be subject to immediate arrest under charge of disorderly conduct (Code 1965, Sec. 6.15).

The City tests its meters at random intervals for the mutual protection of the customer and the City. Meter tests will also be made upon request of the customer, a meter service fee, as recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time, may be charged for customer requested meter tests, if the meter error is less than 4%. Said fee will be applied to the customer's bill. If a customer requests a meter change without a meter test, the meter service fee will be added to the customer's bill.

BILLING FOR WASTEWATER SERVICES

Wastewater service will be billed based on the amount of water consumption. Wastewater service, supplied without metering, will be billed at a flat rate as established by the City for like service.

CHARGES FOR NEW BUSINESS EXTENSIONS

There may be a requirement for a financial contribution on the part of the customer or developer for line extensions serving new areas. Water and sewer extensions, within the City, will require the developer(s) to sign a Utility Construction and Development Agreement as required by City Council Resolution 03-21, dated May 5, 2003, prior to the commencement of construction of either of these facilities. Water and sewer extensions outside of the City, must meet the requirements of the appropriate governmental jurisdiction. Electric distribution extensions may require a payment in aid of construction, regardless of the location of the project within the City electric service territory. Details for these charges will be found under the appropriate section for Electric, Water, or Sewer.

CHARGES FOR SYSTEM IMPROVEMENTS OR RELOCATIONS

The maintenance of any of the utility systems, located in street or road rights of way or on accepted easements, is the responsibility of the City of South Haven utility operations. In some cases, utility system line extensions, onto the customer property, may be the responsibility of the City utility operation.

System improvement work, which is performed by the City at its own initiation, will be completed at the expense of the utility operations and paid for by utility funds.

System improvement work, which is performed for the benefit of the customer or other independent agency, will be performed at the expense of the requesting party. If new revenues will result from the improvement, these revenues may be applied for construction cost credits in

accordance with the appropriate new business extension policy covered under that section for the appropriate policy.

Relocation of facilities, in public streets and roads, which is required due to conflict with the construction of road improvements, will be performed at the expense of the utility operations. Relocation of utility facilities, either in the street or road right of way, or on private property, which is performed at the request of a party other than the street or road agency, will be performed at the expense of the requesting party.

BILLING OF NEW CUSTOMERS

Electric, Water & Wastewater -All customers will be billed from date of service, monthly fixed fees will be prorated from the date service is established.

CUMULATIVE BILLING

The City will not allow cumulative billing.

DUE DATES FOR PAYMENT

The due date for utilities, to avoid delay payment charges, shall be 14 calendar days from the monthly billing date. Such number of days may vary due to weekends and holidays.

BUDGET PLAN

The South Haven City Council shall make available to the qualified customers a budget program for payment of utilities. The budget program shall be available only when a history of usage and payments, for any service location for a period of not less than six months has been established. The initial request from a service holder will be in the form of a written agreement. All arrears on accounts must be current at the time of the agreement. The budget plan shall be reviewed periodically but at least annually. Adjustments to budget payments may be made as deemed necessary. The City reserves the right to terminate from the plan any and all parties who do not comply with the terms of the written agreement.

ELECTRIC UTILITY

USE OF SERVICE

Service may be taken from the municipal electric utility system only if all applicable regulations of the respective agency of jurisdiction have been met and permitted by the Electrical Inspector of authority. In addition, all Rules and Regulations of the City of South Haven Board of Public Utilities and the National Electric Safety Code must be met.

All appropriate regulations of State and Municipal authority will prevail as they apply to governing metering, meter location, meter protection, access to customer's premises, approval of customer use equipment, rules prohibiting the resale of electric service, rules governing service to mixed loads and service to properties of mixed occupancy.

There will also be rules to cover service connections, service extension policies, prohibition of the use of low power factor devices and equipment which may cause disturbance of service to others, limitations of the use of electric welders and water heaters, and rules governing the size, type, voltage and connection of electric motors.

LIMITATION OF SERVICE

The City reserves the right to determine its ability to serve any loads which may be offered for connection to the system. Each application which may require the installation of additional lines and transformers or the enlargement of existing lines and transformers, or which involves the connection of out-of-the-ordinary use devices, will be a matter for special consideration.

APARTMENT BUILDINGS AND MULTIPLE DWELLINGS

When service is supplied through a single meter to a residential building containing more than one living unit will be billed at the Commercial Service Rate. Only one choice in rate will be permitted, within any 12 month period.

COMBINED RESIDENTIAL AND COMMERCIAL SERVICE

When energy is supplied to a combined residential and non-residential customer, the wiring may be so arranged that the residential usage can be metered separately from the non-residential use.

If the customer can not be metered separately, service supplied through a single meter will be billed at the Commercial Service Rate.

NEW BUSINESS EXTENSION POLICY

General:

When application is made for electric service, which requires the extension of the City's existing distribution lines, the City will make such extensions when the estimated annual revenue, probable stability of the business, prospective load growth and financial contribution in aid of construction will reasonably warrant the capital expenditure required. All new business extensions must meet the policies of the Board of Public Utilities as prescribed in the following policy statements.

OVERHEAD EXTENSIONS

Single Customer

The City will extend secondary voltage lines two spans (one new pole), including the service line to the house, free of charge. Secondary extensions of greater than two spans and primary voltage overhead line extensions to serve a single customer shall require a contribution-in-aid of

construction equal to one hundred (100%) of the estimated cost of the line extension excluding the cost of the service connection. The City will rebate an amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month periods of service with the total amount of rebate to not exceed an amount equal to two-thirds (2/3) of actual cost of the line extension. The first twelve (12) month period will commence upon establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

The total estimated job cost will include labor, equipment, material and overhead's as determined by the City and will include the cost of transformers and tree work, if required.

Multiple Customers

The City will construct an overhead line extension to serve more than one (1) customer providing the applicant shall make a contribution equal to one hundred percent (100 %) of the estimated cost of the line extension excluding the cost of the service connections. The City will rebate an amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month period of service with the total amount of rebate to not exceed an amount equal to two thirds (2/3) of the actual cost of the line extension. The first twelve (12) month period will commence upon the establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

The total estimated job cost will include labor, equipment, materials and overhead as determined by the City and will include the cost of transformers and tree trimming, if required.

Farm Service:

Service shall be available to farms for residential use under Residential Service Rate, and in addition service may be used through the same meter for any purpose so long as such use is confined to single phase service for the culture, processing and handling of products grown or used on the customer's farm. Use of service for purposes other than set forth above shall be serviced and billed on the appropriate Commercial Service Rate.

OVERHEAD SERVICE CONNECTIONS

SECONDARY VOLTAGE

Where suitable supply is available the City will install overhead service wires from its distribution lines to a selected point of attachment on the customer's premises in accordance with the existing extension policy. The City shall select the location of this point of attachment. Should it become necessary for any cause beyond the City's control, to change the location of this point of attachment all costs of any changes required in the customer's service entrance wiring made necessary thereby shall be borne by the customer.

The selected point of attachment, for the service wires to the customer's premises, shall be such that adequate ground clearances, suitable to the use and need of the area crossed over, may be maintained to meet all applicable code requirements. Where the height and design of the building or facility to be served is such that the above stated condition cannot be met, or in the event there is no permanent building, the customer shall provide and continuously maintain, at their expense, a suitable attachment structure. If necessary, the City will provide one (1) pole, in accordance with the City extension policy, on the customer's property to reach the point of attachment or to hold the meter socket.

Service runs shall be as short as practicable. The customer will be responsible for providing a connection attachment on the building capable of one span of the applicable service conductor. The customer will provide a minimum of thirty-six (36) inches of service wire extended, beyond the point of entry to the building, for attachment to the service conductor. The point of attachment, on a building, shall be located so as to provide adequate clearance of the service lines and connections from windows, shutters, awnings, eaves troughs, down spouts, vent pipes, radio antenna, lightning rods, chimneys and similar appurtenances of the structure, in accordance with all applicable building and electrical codes.

PRIMARY VOLTAGE

When required the City will provide connections for overhead primary service connections, either to serve customer-owned transformers located on their premises or to serve transformers owned by the City and located on the customers' premises. The City will determine the method for metering primary voltage service customers.

1. **Customer Owned Transformers -** The costs of purchasing, installing and maintaining the transformer is the responsibility of the customer. The customer will pay one hundred percent (100%) of the total estimated cost of installing the overhead primary lines serving the transformer, including the cost of the meter installation. The City will rebate and amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month periods of service with the total amount of rebate to not exceed an amount equal to two-thirds (2/3) of actual cost of the line extension. The first twelve (12) month period will commence upon establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

2. **Other Primary Customers** - The costs of purchasing and installing the transformer will be included in the cost of providing the overhead extension to serve the customer. The customer will pay one hundred percent (100%) of the total estimated cost of installing the overhead primary lines, including the cost of transformer and the cost of the meter installation. The City will rebate and amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month periods of service with the total amount of rebate to not exceed an amount equal to two-thirds (2/3) of actual cost of the line extension. The first twelve (12) month period will commence upon establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

UNDERGROUND EXTENSIONS
SINGLE CUSTOMER

For a single residential customer, the City will install up to three hundred (300) feet of underground single phase, secondary voltage cable at a cost to the customer of the established rate, for single phase, secondary voltage service, as recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time. Extenuating circumstances such as road crossings, stream crossings, etc. may be cause for additional charges.

Extensions to single customers, residential, commercial or industrial, which require primary voltage extensions, shall require a contribution-in-aid of construction equal to one hundred percent (100%) of the estimated cost of the line extension excluding the cost of the service connections. The City will rebate an amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month period of service with the

total amount of rebate to not exceed an amount equal to two thirds (2/3) of the actual cost of the line extension. The first twelve (12) month period will commence upon the establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

MULTIPLE CUSTOMERS

The City will construct an underground distribution extension to serve more than one (1) customer providing the applicant shall make a contribution equal to one hundred percent (100%) of the estimated total cost of the line extension, including transformers but excluding the cost of the service connections. The City will rebate an amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month period of service with the total amount of rebate to not exceed an amount equal to two thirds (2/3) of the actual cost of the line extension. The first twelve (12) month period will commence upon the establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

The total estimated job cost will include labor, equipment, materials and overhead as determined by the City and will include the cost of transformers and tree trimming, if required.

UNDERGROUND FACILITIES ON CUSTOMER'S PROPERTY

The owner, developer or customer requesting underground utility service shall provide adequate sub-grade (within 6" of final grade) prior to the installation of all underground utilities. Permanent survey markers indicating property lines must be installed and maintained by the customer. Any subsequent rebuilding or relocation required due to change in grade or other alterations shall be done at the customer's expense.

UNDERGROUND SERVICE CONNECTIONS

At Secondary Voltages:

The City, at its option, may require the installation of underground service wire from the customers meter connection to the most available point of attachment to the City's secondary voltage system. The customer will be required to pay the difference in cost between the cost of underground construction and the equivalent overhead cost, in accordance to the rate established by the City Council which may be changed from time to time.

Meter locations shall be provided on the customer's premises as required by local codes. Customer's meters are not allowed to be located on City poles unless by special permission of the Department of Public Works.

Customers may elect underground service in overhead service where available. The customer will be responsible for the difference in cost between the underground construction costs and the equivalent overhead costs at the rate recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time.

At Primary Voltages:

When required the City will provide connections for underground primary service connections, either to serve customer-owned transformers located on their premises or to serve transformers owned by the City and located on the customers' premises.

1. **Customer Owned Transformers -** The costs of purchasing, installing and maintaining the transformer is the responsibility of the customer. The customer will pay one hundred percent (100%) of the total estimated cost of installing the underground primary lines

serving the transformer, including the cost of the meter installation. The City will rebate an amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month periods of service with the total amount of rebate to not exceed an amount equal to two-thirds (2/3) of actual cost of the line extension. The first twelve (12) month period will commence upon establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

2. **Other Primary Customers** - The costs of purchasing and installing the transformer will be included in the cost of providing the underground extension to serve the customer. The customer will pay one hundred percent (100%) of the total estimated cost of installing the underground primary lines, including the cost of transformer and the cost of the meter installation. The City will rebate an amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month periods of service with the total amount of rebate to not exceed an amount equal to two-thirds (2/3) of actual cost of the line extension. The first twelve (12) month period will commence upon establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

The first twelve (12) month period will commence upon the establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

TEMPORARY SERVICES

Residential

The customer shall pay a fee for temporary service at the rate recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time.

If temporary service requires additional poles or transformers, the customer shall pay a fee of one hundred percent (100%) of the cost to install and remove each service. The cost shall include labor, equipment, materials and appropriate overheads, less salvage.

Other

Customers requesting temporary service, less than three (3) years in duration, shall be required to pay a non-refundable deposit equal to one hundred percent (100%) of the cost of installing and removing the line extension. Costs shall include transformers, meters and other equipment plus appropriate overheads, less salvage. The location of the temporary service will be at a location mutually acceptable to the requesting party and the City. The customer will be invoiced for the amount of power used at the appropriated current rate at intervals not to exceed once each month.

METER INSTALLATION - METER WIRING

Meters and associated equipment will be provided, owned and maintained by the City. Wiring and associated equipment, from the meter installation to the customer, is the responsibility of the customer and must meet all applicable electrical codes.

Electric service meter sockets, installed by the customer, shall be so located that their registers will not be less than 4-1/2 feet or more than 6 feet from the floor or grade.

Multiple meter installations, serving more than one premise, shall be clearly marked to show the type of service that it supplies and the apartment or other portion of the customer service that it

controls. Electric service entrance wiring shall be installed in accord with the latest revision of the National Electrical Code and the prevailing electrical code for the respective agency of jurisdiction.

Grounding of Services:
All electrical wiring circuits shall be properly grounded. Such connections shall meet all of the requirements of the National Electrical Code and the prevailing code for the agency of jurisdiction. Any person who removes any such ground connection shall do so only after taking proper safety precautions against the hazards involved in so doing and shall, upon completion of his work, re-establish such connection in accordance with the provisions all prevailing codes.

LOAD BALANCE AND USE OF SERVICE

All wiring shall be so installed that adequate balance may be had on all phases of the customer's multi-phase circuits. The customer shall arrange its circuits and operations so as to provide not more than fifteen percent (15%) current variation between the high and low phases on any one circuit.

The customer shall use the service so as not to disturb or to interfere with the City's service to its other customers. Electrically operated devices which could cause objectionable operating conditions on the City's system, as determined by the City, shall not be attached without consent of the City. The cost of adjustments, that may be required to the City electric distribution system to eliminate the affect of customer caused disturbance, may be the responsibility of the customer.

INSPECTION OF ELECTRIC WIRING

Before any electric service entrance is installed or remodeled, a permit must be obtained from the City or appropriate Township Electrical Inspector. Application for such permission shall include full and complete information as required by the City or Township. A copy of the electrical permit shall be presented prior to the City issuing a meter socket.

The customer is responsible for complying with all applicable electrical codes required by the community of jurisdiction (City or Township), and the State of Michigan. The City will not establish service to any prospective customer until the Electrical Inspector, of the community of jurisdiction, has given notice, in writing, of approval of the premise to be served. In addition, the City will not establish service to any facility which does not comply with the conditions of the current edition of the National Electric Safety Code.

Anything contained in these Rules, Regulations and Rates in regard to electric wiring is deemed to be cooperative with and accessory to, any Ordinance or Code affecting that area involved.

STREET LIGHTING

Within the City of South Haven

The City of South Haven, Board of Pubic Utilities, will provide street lighting on all major and local streets within the City of South Haven. The City will review all street light requests. Street lights will be located in accordance with industry standard specifications as determined by the City.

The City will provide, as a standard, high pressure sodium based street lighting. Ornamental lights, as approved by the City Council, will be provided upon special request. Street light energy use may be metered or may be charged on a flat rate basis based on the kilowatt rating of the light at the standard lighting hours for the southern Michigan area as established by the

National Weather Bureau. The energy use for street lights located on city streets shall be a charge to the City General Fund.

STREET LIGHTING

Outside the City of South Haven

The City will install street lights in streets and roads outside the City of South Haven upon request of the agency of jurisdiction. The City will provide the same choice of street light options as are provided within the City of South Haven. Street lights will be installed in accordance with industry standards unless requested, in writing, to be installed to meet special conditions. Street light use, may be metered, or may be charged on a flat rate basis. The cost of installing street lights, outside of the City, is the responsibility of the requesting agency. The cost of installing street lights, including the cost of the light and the energy cost, may be billed in a monthly flat rate charge to the agency of jurisdiction.

Private lights

The City will install street lights for use on private property upon request of the property owner. The City will offer the same selections of lights as are approved for use on City streets. The customer will be responsible for the cost of purchasing, installing and the energy for all lights installed on private property.

The cost of installing lights may be paid prior to the installation the lights. Energy use may be metered or can be billed on a monthly flat rate based on the kilowatt rating of the light at the standard lighting hours for the southern Michigan area as established by the National Weather Bureau.

TREE TRIMMING

The City shall trim any tree that interferes with or is potentially hazardous to the surrounding electric lines, to include primary, secondary and services. The City will endeavor to trim all trees to maximize the health and appearance of the tree while maintaining maximum reliability to the electric distribution system.

Tree Removal by City

Any tree directly interfering with the electric lines and is located in the right-of-way may be removed by the City. Except in an emergency, trees located on private property, which interfere with the electric lines, will require the permission of the property owner before it is removed. In emergencies, where electric service to an area is interrupted or in eminent danger of being interrupted, the tree may be removed. Only the City or its authorized contractors should remove any tree or tree branches which may interfere with overhead electric lines.

Customer Request

The City will not remove or trim any tree on private property which does not conflict with the City electric distribution lines.

STREET BANNER POLICY

Street banners will be hung between the dates of May 15 to October 15, at locations approved by the City Electric Distribution Department, with overriding authority reserved by the City Council. All banners must be printed on perforated material or on an open mesh fabric as approved by the City. Each banner must not be greater than thirty (30) feet in length and have at least 200 feet of rope on the top and bottom. Banners will be hung two (2) weeks prior to the event and returned within one (1) week after the event. The City of South Haven will not be responsible for any damage that occurs to the banner while it is hung. The City will not store any banners.

APPLICATION OF RATES

RESIDENTIAL SERVICE

Availability:

Open to any customer desiring service for domestic and farm uses, which include only those purposes which are usual in individual private family dwellings, and such appurtenant buildings as garages, barns, chicken houses and similar buildings.

This rate is not available for commercial, institutional or industrial uses. Specifically, it is not applicable to group homes or dormitories for other than private family units, apartment buildings or to other multiple dwellings. It is not open to commercial or industrial enterprises conducted in conjunction with private dwelling, such as beauty shops, filling stations, laundries, retail stores, dairies, hatcheries, greenhouses, welding shops, frozen storage plants, etc. except under the terms and conditions contained in the City's Rules and Regulations and the exception noted herein.

Nature of Service:

Alternating current, 60 hertz, single phase, 120/240 nominal volts.

Rate:

CUSTOMER CHARGE	AS ESTABLISHED BY RESOLUTION
PLUS	
ENERGY CHARGE	AS ESTABLISHED BY RESOLUTION

Minimum Charge: As established by Resolution

Penalty Charge For Late Payment:

The penalty charge for late payments is 2% compounded monthly. The penalty charge will be applied to the account balance, less sales tax, if it is not paid on or before the due date shown on the monthly billing.

(Resolution 2013-72; 12-16-2013)

Fuel Cost Adjustment:

Bills will be increase (or decreased) to offset fuel charge adjustments billed to the City by the supplier. Fuel cost adjustments will be made each month based on fuel charges of the previous month.

Special Taxes:

Bills shall be increased to offset any specific tax or excise imposed by any governmental authority upon the City's generation or sale of electric energy.

Term and Form of Contract:

Signed order required.

Rules and Regulations:

Service governed by the City's Standard Rules and Regulations. Service shall be limited to single phase, 400 amp, 120/240 volts only.

COMMERCIAL/INDUSTRIAL SERVICE

Availability:

Open to any customer desiring lighting and/or secondary power service for any usual commercial, institutional or industrial use. It is also available for temporary use and for seasonal use in resort areas under the special terms and conditions contained elsewhere in these Rules and Regulations.

Nature of Service:

Alternating current, 60 hertz, single phase or three phase. The particular nature of the voltage in each case to be determined by the City.

Rate:

CUSTOMER CHARGE	AS ESTABLISHED BY RESOLUTION
PLUS	
ENERGY CHARGE	AS ESTABLISHED BY RESOLUTION

Minimum Charge: As established by Resolution

Penalty Charge For Late Payment:

The penalty charge for late payments is 2% compounded monthly. The penalty charge will be applied to the account balance, less sales tax, if it is not paid on or before the due date shown on the monthly billing.

(Resolution 2013-72; 12-16-2013)

Fuel Cost Adjustment:

Bills will be increase (or decreased) to offset fuel charge adjustments billed to the City by the supplier. Fuel cost adjustments will be made each month based on fuel charges of the previous month.

Special Taxes:

Bills shall be increased to offset any specific tax or excise imposed by any governmental authority upon the City's generation or sale of electrical energy.

Term and Form of Contract:

Signed order required.

Rules and Regulations:

Service by the City's Rules and Regulations.

The customer will be responsible for providing voltage transformation for uses at voltages less that the service delivery voltage. On three phase service, current balance between phases shall be limited to plus (+) or minus (-) fifteen percent (15%).

The City may elect to measure the energy supplied on the primary side of the transformers, in which case 2% shall be deducted from the energy measurements for the purpose of billing.

The City may at its option, require the customer to provide space, suitable to the City, for the installation and operation of transformers.

COMMERCIAL/INDUSTRIAL POWER SERVICE

Availability:
Open to any customer desiring secondary voltage service where the billing demand is in excess of 15 KW.

Nature of Service:
Alternating current, 60 hertz, single phase or three phase, the particular nature of the voltage in each case to be determined by the City.

Rate:

CUSTOMER CHARGE	AS ESTABLISHED BY RESOLUTION
DEMAND CHARGE (PER KW OF BILLING DEMAND)	AS ESTABLISHED BY RESOLUTION
ENERGY CHARGE	AS ESTABLISHED BY RESOLUTION

Minimum Charge: Minimum demand 15 KW at the prevailing rate as established by resolution

Penalty Charge For Late Payment:
The penalty charge for late payments is 2% compounded monthly. The penalty charge will be applied to the account balance, less sales tax, if it is not paid on or before the due date shown on the monthly billing.

(Resolution 2013-72; 12-16-2013)

Fuel Cost Adjustment:
Bills will be increase (or decreased) to offset fuel charge adjustments billed to the City by the supplier. Fuel cost adjustments will be made each month based on fuel charges of the previous month.

Special Taxes:
Bills shall be increased to offset any specific tax or excise imposed by any governmental authority upon the City's generation or sale of electrical energy.

Determination of Maximum Demand:
The maximum demand or rate of use of electrical energy, for each month shall be the greatest average load in kilowatts during any 15 minute period of such month, as registered on suitable instruments installed by the City to make such determination.

The City reserves the right to make special determination of the billing demand and/or minimum charge should equipment which creates high demands of momentary duration be included in the customer's installation.

Billing Demand:
The billing demand shall be kilowatts (KW) supplied during the 15 minute period of maximum use in the billing month, but not less than 60% of the highest billing demand of the preceding 12 months or 15 KW, whichever is greater.

Term and Form of Contract:

Signed order required. Customers electing this option rate shall, in the absence of bona fide discontinuance of service, remain thereon for at lest twelve (12) months.

Rules and Regulations:
Service governed by the City's Rules and Regulations. The customer will be responsible for providing voltage transformation for use at voltages less that the service delivery voltage. On three phase service, current balance between phases shall be limited to plus (+) or minus (–) fifteen percent (15%).

The City may elect to measure the energy supplied on the primary side of the transformers, in which case 2% shall be deducted from the demand and energy measurements for the purpose of billing.

The City may, at its option, require the customer to provide space, suitable to the City for the installation and operation of transformers.

Final billing on this rate: When a final reading runs over into the next month with a separate demand charge, the final demand charge shall be waived when less than 10 days have elapsed since the last regular reading date and the final billing shall be figured as if the final reading was in the same month as the last regular reading. If more than 10 days have elapsed since the last regular reading date, then the final bill shall be figured on a regular one month basis using the final demand charge.

MUNICIPAL AND INDUSTRIAL PRIMARY SERVICE

Availability:
Open to any customer desiring primary voltage service for municipal or industrial use where the billing demand is 15 KW or more.

Nature of Service:
Alternating current, 60 hertz, single phase or three phase, the particular nature of the voltage in each case to be determined by the City.

Rate:

CUSTOMER CHARGE	AS ESTABLISHED BY RESOLUTION
PLUS	
DEMAND CHARGE	AS ESTABLISHED BY RESOLUTION
PLUS	
ENERGY CHARGE	AS ESTABLISHED BY RESOLUTION

Tax Adjustment:
Bills shall be increased to offset any new or increased specific tax or excise imposed by any governmental authority upon the City's generation or sale of electrical energy.

Minimum Charge:
The capacity charge included in the rate, plus the customer charge.

Penalty Charge For Late Payment:

The penalty charge for late payments is 2% compounded monthly. The penalty charge will be applied to the account balance, less sales tax, if it is not paid on or before the due date shown on the monthly billing.

(Resolution 2013-72; 12-16-2013)

Fuel Cost Adjustment:
Bills will be increase (or decreased) to offset fuel charge adjustments billed to the City by the supplier. Fuel cost adjustments will be made each month based on fuel charges of the previous month.

Billing Demand:
The billing demand shall be kilowatts (KW) supplied during the 15 minute period of maximum use in the billing month, but not less than 60% of the highest billing demand of the preceding 12 months or 15 KW, whichever is greater.

Term and Form of Contract:
Signed order required. Customers electing this option rate shall, in the absence of bona fide discontinuance of service, remain thereon for at least twelve (12) months.

WATER and/or SANITARY SEWER
(Common to both)

USE OF SERVICE

Water and/or Sewer Service may be taken from the municipal water and or sewer system by consumers within the City as long as all applicable Ordinances of the City of South Haven have been met.

Properties located in South Haven Township and Casco Township, must meet the requirements of the appropriate authority serving that service territory prior to connecting to the water and/or sewer system under the jurisdiction of the City of South Haven. South Haven Township and Casco Township residents must comply with all of the provisions of the City of South Haven specifications and procedures as provided by the agreement between the City and the Authority at the time of service.

Covert Township properties which connect to the water distribution system within the township and are connected to the City of South Haven water distribution system will be customers of Covert Township and must meet the rules and regulations of Covert Township.

The City of South Haven will maintain the right to inspect all water service connections and will maintain the right to inspect, for potential sources of contamination or cross connections, on any premises served by all water connections, on any property, regardless of location, for any premise served by the City of South Haven water distribution system.

All appropriate regulations of State and Municipal authority, including policy, will prevail as they apply to installing, replacing, connecting, extending, or altering any piping, fixtures, or other appurtenances that are in any way connected with or served by the water or sanitary sewer systems of the City of South Haven. The owner, or his or her properly Licensed Master Plumber, is responsible for the taking out of all permits, rendering of all reports and the payment of all fees in conjunction with the property prior to connection to the water or sewer system. All such work is subject to inspection by the City Building Inspector and/or the State Plumbing Inspector or Inspector of the local agency of jurisdiction that is responsible for the integrity of the work within their limits. It shall be the responsibility of the property owner to ensure that all applicable codes are met.

It is the intent of the City that water sold to all users be metered and billed at the rates as recommended by the Board of Public Utilities and approved by the City Council which may be changed from time to time. (see Appendix).

WATER AND SEWER TAPS

Permits for connecting to water mains and sanitary sewer main lines shall be obtained, for City properties, from the City of South Haven, and for connections outside of the City, from the township hall in the applicable township of jurisdiction. Any connection to the public water or sewer mains, without the possession of a valid permit, will place the offender in violation of City Ordinance and may be subject to fines and/or imprisonment as provided. Please note; the City Code of Ordinances states that (Sec. 86-97. Protection from damage) no unauthorized person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance, or equipment which is a part of the municipal sewage works. Any person violating this provision shall be subject to immediate arrest under charge of disorderly conduct (Code 1965, Sec. 6.15).

All connections to water mains or sanitary sewer lines shall be performed by the City of South Haven or an authorized contractor of the City to perform this type of work. The Public Works Director shall maintain a list of contractors authorized to work on City mains. The Public Works Director shall be authorized to remove a contractor from the list if the contractor fails to perform work that meets City specifications.

The size of the water and/or sewer tap and the size of the water meter will be determined by the requesting party and will be the sole responsibility of the user. The type of meter and the specifications for providing the service connections to the mains will be the responsibility of the City.

The location of the service to the water main or sanitary sewer will be selected to minimize the cost of installing the connections and the service line costs. Final selection of the location for all connections will be at the discretion of the City.

Charges for service connections will be made in conformance to other sections of this policy and as recommended by the Board of Public Utilities and approved by the City Council which may be changed from time to time. All fees for the installation of new water and sewer connections will be paid in advance. The City reserves the right to return any fee so paid and refuse to install the connection and service requested for just cause.

Water and sewer service connections, which require pavement cuts in public streets or roads, will not be performed during the months of December, January or February, without the written permission of the road agency of jurisdiction.

CONNECTION FEES

AVAILABILITY FEE

A one-time Availability Fee may be levied for a new customer's water or sewer service. The Availability Fee shall be used to reimburse the appropriate agency for a proportional cost of the existing capital investments for those parts of the water and/or sewer system which provide service jointly to all users of the utilities. This fee shall be recommended by the Board of Public Utilities and approved by the City Council which may be changed from time to time. The recovery of these costs, by those agencies providing connections for properties outside of the City of South Haven, may be set by the appropriate agency of jurisdiction.

CONNECTION FEES

The cost of connecting the service line to the water or sewer main line in the street or applicable easement, will be paid by the requesting party prior to the connection of the service line to the main line. These costs may be set by the City Council and may be changed from time to time. Charges for connections, which are not established by a published fee schedule, will be charged on a time and material basis and will include the cost of material, labor, equipment and appropriate overheads as may be determined by the City Council. These costs will cover the installation of the connection to the main line for water or sewer and will include the extension of a service line lead to the street or road right of way limits or, in the case of water and/or sewer line on dedicated easements, to the limit of the dedicated easement, but not to exceed thirty three (33) feet.

At the discretion of the City, the requesting party may use their own contractor to install the connection to the main line. If the contractor is known to the City and has been approved, by the City, to install service connections, the requesting party may arrange to have the connection

installed by an authorized contractor, at the customer's expense and avoid paying the connection fee to the City.

INSPECTION FEES

Each service connection request shall require payment of a flat rate fee, as recommended by the Board of Public Utilities and approved by the City Council which may be changed from time to time. This fee shall provide for the inspection of the connection to the customer's service line. If more than one inspection trip is required, the City may collect multiple inspection fees to cover the additional expense.

NUMBER OF SERVICES TO ONE PROPERTY

No more than one water or sewer service connection may be extended to serve a single premise. Properties which have one water or sewer line serving more than one building is acceptable so long as the buildings are on a single parcel of property. Should such a parcel split to provide separate parcels for each building, water and/or sewer service lines must be run to each property or building independently from its own shut-off at the street.

CONSTRUCTION OF MAINS AND SERVICES

SERVICE LINES

Water and sewer service leads, from the main line to the point of customer connection, shall be constructed in compliance with the current City of South Haven Standard Specifications for Water Mains, Sanitary Sewers and Force Mains as published and revised by the City of South Haven Department of Public Works. Water and sewer service lines, beyond the point of customer connections, must be constructed to meet the provisions of the local agency of jurisdiction and the State of Michigan.

Water service leads, installed by or under the specifications of the City of South Haven, shall terminate with a shut off valve either in a meter pit or adapted with a valve box in conformance to the City of South Haven Standard Specifications for Water Mains, Sanitary Sewers and Force Mains. The City will be responsible for the maintenance of the water service lead from the main to the water shut off valve located at the property line at the limits of the street right of way or easement, easements must be approved by the Public Works Director prior to connection to the system.

Sewer leads, installed by or under the specifications of the City of South Haven shall meet the requirements of the City of South Haven Standard Specifications for Water Mains, Sanitary Sewers and Force Mains. Sewer service lines, beyond the jurisdiction of the City, shall comply with the provisions of the local agency of jurisdiction or the State of Michigan. The City is responsible for the sewer main in the street and service laterals to the generally accepted right-of-way. In the event of a stoppage, all sewer lines and drains on the property are the homeowner's responsibility and a plumber should be contacted. Should the stoppage be located on City property, or within the generally accepted right-of-way, the plumber must notify the City while the rods are still in the sewer line for verification of stoppage location, so the City can make permanent repairs. If a customer is forced to incur costs related to inspecting the sanitary sewer main, and the sanitary sewer main is found to be blocked, not flowing, and/or possessing inadequate capacity, the City may accept the financial obligation incurred by the affected customer, not to exceed $300.00.

Water and sewer connections, which have been previously disconnected, for any reason, may be reinstated if they meet the current standards for service as determined by the City. The charge for reinstating any water or sewer service, which has been previously disconnected, will

be the lesser of the back stand-by charge plus the costs for reinstating the service or the cost of a new service tap.

ENLARGING OR RELOCATING WATER AND SEWER CONNECTIONS

The fee for replacing a smaller water or sewer connection and service pipe with a larger one, or for the purpose of relocating the service, shall be the same as the fee for a new tap and service, plus the cost of retiring the connection and service being replaced. No credit will be allowed for any materials which may be recovered from the replaced service. This fee shall be borne by the customer.

Prior to a street reconstruction or paving replacement, the City may, at its option, extend a suitable water or sewer service pipe to the limits of the street right of way in front of each abutting property which does not currently have service lines. The owner of the property may be charged with the appropriate fees that are applicable for such installation. If the fees are not paid upon installation, they must be paid in full before service may be taken from the connections so provided.

The City shall in no way be held liable for failure to extend any water supply service in this manner preceding paving or repaving.

WATER MAINS AND SANITARY SEWER LINES

All water mains and sanitary sewer mains, constructed to serve more than one building, shall be constructed in conformance to the City of South Haven Standard Specifications for Water Mains, Sanitary Sewers and Force Mains and shall be permitted by the State of Michigan Department of Environmental Quality. Water mains and sanitary sewer systems, not constructed by the City of South Haven, will be constructed under the Utility Construction and Development Agreement, within the City and in accordance to the provisions of the agency of jurisdiction, outside of the City of South Haven.

Subject to the conditions above, water and/or sewer mains may be extended into areas then not provided with water and/or sewer mains for the purpose of supplying fire protection and normal water and/or sewer service to the residents and property owners of such areas, provided:

1. That the water and/or sewer treatment and/or pumping facilities are ample and adequate to supply the additional quantities and quality of service at pressures and rates of flow, that are anticipated as being required to properly supply the new area.

2. That the transmission, feeder and distribution mains, which will be called upon to carry water and/or sewer flows to serve the new area, are sufficient in size and capacity to do so without in any way deteriorating the service to those presently connected and served by such mains.

3. That such water and/or sewer main extensions will be made only in publicly controlled right of ways and/or approved easements provided for public utilities.

4. The City will allow sub-dividers to extend water mains in privately owned streets in accordance with City Council Resolution 03-21, dated May 5, 2003 requiring for a Utility Construction and Development Agreement.

It is the purpose of this section to prohibit the installation of water mains on privately owned properties with any part of the cost of such water mains being paid for by the City of South Haven. Extensions to supply fire protection service in factory yards and to supply water or

sewer service to properties built in off-street areas with private or semi-private entrance drives are also prohibited.

This policy does not apply to water main extensions to be made outside of the corporate limits of the City of South Haven. Developments outside of the City of South Haven must meet the requirements of the area of jurisdiction at that location.

WATER

WATER SUPPLY SERVICES

All use of the City of South Haven water distribution system will be in conformance with Article III of the Code of Ordinances of the City. Nothing in this document is intended to supersede the provisions of the City ordinance. In case of discrepancy, the Code of Ordinances of the City shall prevail.

METERING

Water meters shall be installed on the customer's property in a location acceptable to the City. Inside meter locations shall have remote reading devices attached. Remote indexes must have a location on the outside of the building with acceptable access for reading. No water meters shall be installed in basements, cellars, or pits that are not equipped with approved access ladders or stairs or which may be classified as a confined space as defined by the Michigan Occupational Safety Act. Water meters shall be accessible to City representative at all times.

Where applicable, the meter will be installed in a meter pit provided by the City. The customer will be responsible for installing the meter pit and meter housings, in accordance with the City's specifications. Large size meters may require custom meter pits which shall be provided by the customer. Such meter housings must be approved by the Department of Public Works.

Minimum clearances must be maintained between the back wall and wall side edge of meters being installed. There must also be a minimum clearance of 6" from the bottom of each meter to the floor and a maximum height of 48" from the floor.

The following clearances must be maintained for proper installation of water meters.

	Wall Clearance	**Floor Clearance**	
Meter Size	**Minimum**	**Minimum**	**Max**
5/8 x 3/4"	4"	6"	48"
3/4"	5"	6"	48"
1"	6"	6"	48"
1-1/2"	7"	6"	48"
2"	8"	6"	48"
4"	10"	6"	24"
6"	12"	6"	24"
8"	14"	6"	24"

When a meter by-pass is installed, there must be a 16" clearance maintained between the meter and the bypass. No by-pass can be installed on the front side of meter. The area below or behind the meter is the preferred location for a by-pass.

The customer will be responsible for damage to water meters caused by improper meter protection.

SERVICE LINES

The customer is responsible for selecting the size of water service to meet their requirements. The customer's service pipe size shall not exceed the pipe size of the water main to which it is connected. The minimum size of water main connection installed by the city is one inch (1") diameter. If warranted, the customer's service pipe can be smaller than the service from the main, upon the approval of the Department of Public Works.

Where a water service pipe passes through a basement, cellar, pit or manhole wall, or through a masonry floor, it shall be provided with an approved sleeve, properly joined and pointed with the masonry and thoroughly caulked with a suitable caulking mixture to form a good workmanlike protection for the pipe.

Where the pipe enters through the floor the sleeve shall extend above the finished surface of the floor for a distance of not less than 4 inches.

All water systems and services are required to be electrically continuous, as per 3.01, J, of the City of South Haven standards and specifications. Each pipe or fitting shall be electrically bonded to the adjacent pipe or fitting. The use of the water service lines for grounding of building electrical circuits shall be done only in conformance to all local, State and Federal regulations including the National Electric Safety Code. Any person who removes such ground connection for work in or about the plumbing or electrical system of the building shall be responsible for taking proper safeguards against the hazards involved and shall, upon completion of his or her work, be responsible for reestablishing such connections in accordance with all regulations.

Water service pipes shall be terminated with an approved valve in an approved frost proof basements, cellars, pits or manholes.

UNAUTHORIZED USE

Under the conditions stated here-in, the City will provide a water connection and a service line with an accessible shut off valve at the point of connection between the service lead and the customer's service line. Water connections, for customer use ahead of the water meter, are prohibited. Water connections for domestic use are prohibited from private fire protection systems.

All connections for water supply to fountains, irrigation systems, and area sprinkling systems, or to any type of continuous flowing, or automatically controlled device, shall be made only on premises where the entire supply of water is furnished through water meters, exceptions must be specifically authorized by the recommendation of the Board of Public Utilities and final approval from the City Council.

Municipally supplied water may not be used to supply the thermal requirements of heat pumps used for space heating. Untreated water from heat pumps shall not be discharged to the sanitary sewer.

FIRE PROTECTION SYSTEMS

Commercial and Industrial water users which require fire prevention systems may size their service tap to handle both the fire requirements and the consumption requirements. The water

meter will be installed on a separate line, tapped off the water service inside the customer's premises. Water lines, dedicated to fire protections systems only, will not be metered.

Buildings, currently served, which add a service for fire protection, will pay the cost of the connection and the inspection fees. Dedicated fire service lines will not pay a stand-by charge and will not be metered.

WATER LEAKAGE

No water customer shall permit their water supply pipes, connections or fixtures to be out of repair so that water leakage can occur. Water leaks which occur on the customer's property ahead of the meter must be repaired as soon as practicable upon discovery. Failure to do so may result in termination of service. The City may charge a customer an estimated amount for water wasted, because of the leak, if not repaired in a reasonable time.

CROSS CONNECTIONS

The City is required, by State law, to maintain a control program for the elimination and prevention of all cross connections. A cross connection is described as a connection or arrangement of piping or appurtenances through which a backflow, or water of questionable quality, may be entering the public water system. This program requires a regular inspection, of all water utility customers' premises, for possible cross connections.

All lawn irrigation systems, regardless of location, shall be protected against backflow by equipment which meets the requirement of state and local plumbing codes.

Commercial and industrial water customers shall be inspected and re-inspected for the proper use of safe air gaps or required protective devices. The City may require certified documentation of testing and maintenance of back flow and cross connection protection equipment, as provided by the City control program, for elimination and prevention of all cross-connections. The application and installation of all cross-connection measures, in all commercial and industrial customers, shall meet the requirements of the authorized City representative.

CURB BOXES

No unauthorized person shall open or attempt to open any curb or gate box. No unauthorized person shall cover or conceal any curb or gate box. At any time it is desired to change the surface grade near any curb or gate box the City shall be given proper notice so that the box grade may be changed to correspond.

OPERATION OF FIRE HYDRANTS

1. Private Hydrants

The operation by the owner of privately owned fire hydrants for other than fire fighting purposes is prohibited except when any one of the following requirements is met:

a. Written permission is obtained from the Department of Public Works.
b. Verbal permission is obtained by the Office of the Water Superintendent not less than 12 hours prior to actual hydrant operation.
c. Arrangements are made to have a City representative present during operation.

In all cases a properly sized hydrant wrench must be used.

2. City Hydrants
City fire hydrants shall be operated only by authorized personnel of the Fire Department, Department of Public Works or such others as may be authorized by the Director of Public Works.

When hydrant water is requested, on a temporary basis, for construction purposes, special events, etc. and other means of obtaining water is not readily available, application may be made to the City for use of water from an existing fire hydrant. Water use will be authorized after City DPW has installed a meter, proper backflow prevention and sill cock attachments. Only City employees shall turn the hydrant on. Upon completion of the temporary need for water use, City personnel will close the hydrant, check for proper "drain back" and remove the meter.

Charges for temporary use of hydrant will be collected as prescribed by the rates recommended by the Board of Public Utilities and approved by the City Council and which may be changed from time to time.

If more than one location is required, the same meter will be relocated and the above rate will apply to such location and installation.

USE OF SHUT OFF KEYS
No unauthorized persons are permitted to use operating wrenches, curb stop keys, or gate keys on any curb stop, gate valve or fire hydrant.

CLEANING OF SERVICE PIPES
When water customers experience low pressure or stoppage of flow the City shall take steps to restore proper service. When advised by the City, the customer must take the necessary precautions to prevent drainage to the customer's property. The City shall not be liable for any damage resulting from such cleaning of the water service.

EXCESS PRESSURE
No person shall use any pump, ram or other device or any piping system connected with the water piping system, which is capable of producing a pressure in excess of the normal water pressure unless a representative of the City is present and is in direct charge of the work.

EMERGENCY WATER USE RESTRICTIONS
During periods when the use of public water approaches the capacity of the public water system or the supply of public water is threatened due to a failure of any part of the water supply system, the City Manager or the Director of Public Works may declare a water use restriction. Any such action will be done in compliance with Section 86-58 of City Ordinance No. 940.

PAYMENT AND USE OF WATER
Water sales, to the customer, shall be used for only the purposes permitted at the time of sale.

MULTI UNIT RESIDENTIAL METERED SERVICES
Multi-family residences and/or apartments will have an option of individually metering each residential unit. Plumbing for meters, supplied by the City, will be the responsibility and paid for by the owner.

Sub-metering, for the purpose of resale of water, is prohibited. Sub-metering installed for the benefit of the customer is optional. Plumbing for meters, other than those owned by the City for billing purposes, will be the responsibility of and paid for by the owner. The City cannot sell water meters for private use.

SEWER

SEWER SUPPLY SERVICES

All use of the City of South Haven sanitary sewer system will be in conformance with Article IV and V of the Code of Ordinances of the City. Nothing in this document is intended to supersede the provisions of the City ordinance. In case of discrepancy, the City ordinance will prevail.

METERING

Sewer service will be measured by the volume of water metered through the water meter as provided by the current rate schedule as recommended by the Board of Public Utilities and approved by the City Council. These rates may be changed from time to time. Sewer use, for those accounts which do not have water service, will be measured on a flat rate basis. Flat rate customers will be billed according to the number of Residential Equivalent Units as defined by the schedule attached to the rate schedule as established by the recommendation of the Board of Public Utilities and final approval from the City Council, which may change from time to time.

SERVICE LINES

The customer is responsible for selecting the size of the sewer service line and the connection to the sanitary sewer main in the street. The customer's service line shall not exceed the size of the sewer line in the street. The minimum size of sewer connection provided by the City will be four inches (4") diameter. If warranted, the customer's service line may be smaller, but not larger, than the service connection from the street.

Sanitary sewer services shall be constructed to match the sanitary sewer connection provided by the City. Sewer services shall be constructed to prevent infiltration of ground water. Service clean-out provisions should be provided at each point of change of direction and at intervals of not to exceed one hundred (100) feet.

City sanitary sewer mains are at various depths through out the City. It is the customer's responsibility to determine the depth of the sanitary sewer line in the street prior to establishing the grade for the sewer service line. The City cannot be responsible for sanitary sewer lines in the street to be at a depth to provide service below all basement levels.

It will be the responsibility of the customer to maintain the sewer service line from the building to the sanitary sewer main in the street.

The City shall not be responsible for any expenses incurred by the property owner in removing stoppages in residential sewers or for any expense incurred by the customer in satisfying the City that such damage or stoppage lies within that portion of the sewer system maintained by the City.

Damage to the connection of the sewer service line to the sanitary sewer main line shall be reported to the City. Only authorized representatives of the City shall make repairs to the service connection or the main sewer line.

UNAUTHORIZED USE

In no case shall sanitary waste water be discharged to a storm water sewer system. All waste water from any building, excepting footing drains, must be discharged to the sanitary sewer system. Footing drains must be separated from floor drain or any other building water discharge.

Connections made to the sanitary sewer lines in the street, without permitted authorization of the City of South Haven, are prohibited. Discharge of items not in conformance to City Ordinance, Article IV, and all subsequent revisions to this section of the ordinance, are prohibited.

Sewer connections to septic tanks, privy vaults, outhouses, cesspools or to any source of prohibited waste to the City sanitary sewer system are prohibited.

Non-domestic water, such as surface water, down spouts or footing drains, shall not be discharged into the sanitary sewer system.

Discharge of any pollutant or wastewater in violation of the City Code of Ordinances, Article V, and all subsequent revisions to this section of the ordinance, are prohibited.

PERMITS

All commercial or industrial applicants will be required to submit a non-domestic use questionnaire. The City may require from any non-domestic wastewater discharge customer, the issuance of a Discharge Permit, where in the discretion of the WWTP administration; there is the need to monitor the wastewater discharge for the presence of pollutants which may threaten the quality of the WWTP receiving waters.

Appendix #1

UTILTIY RATES

July, 2006

RATES

(Copy of Resolution 944)

DELAYED PAYMENT CHARGE

The above rates are NET if paid on or before the date appearing on the customer's bill.

The GROSS rate is obtained by adding 10% to the NET rate. This amount applies to all payments made after the date appearing on the customer's bill

HYDRANT WATER SALES

The sale of water from fire hydrants will only be available with the expressed permission of the City Water Department. It will be the responsibility of the person requesting the use of temporary water to pay for the installing, removing, and the turning on and off of the hydrant and the water used and any damage which may result from such use.

Charges for use shall include:

-Installation, removal, operation of fire hydrant - $50.00 labor (includes up to 4,000 cubic feet). The installation fee shall be paid in advance.

-Water in excess of 4,000 cubic feet will be charged at the standard rates as published.

Tanker truck sales will only be available from the specified hydrant located at the Department of Public Works building, located at 1199 8th Avenue. Fees assessed will be the same as required for all hydrant sales.

Appendix 2

CONTRIBUTIONS IN AID OF CONSTRUCTION

Underground Electric

a. Residential Service:	$7.00/ trench foot
b. Commercial - Single Phase:	$8.00/ trench foot
c. Commercial - Three Phase:	Time, material plus overheads @ 20%
d. Underground winter charge:	$3.00 / trench foot

(added to the regular rates during the months of January, February and March.)

(Amended by Res. 2010-28, 06-21-2010)

Temporary Electric

Residential

1) Overhead:	$150.00
2) Underground	$200.00

Commercial & Industrial

Overhead & underground	Time, material plus overheads @ 20% less salvage

Water connection fees

1”	$1100
1 ½” tap size or larger:	Time, material plus overheads @20%
Winter charge:	$200

(added to the above costs between the dates of December 15 and March 15)

Inspection Fees

In addition to all regular and special assessments levied for water and sewer connections to the City system, an inspection fee of $15.00 will be assessed and paid in advance. The City may assess an additional $15.00 for each inspection required due to need for repeat trips caused by the customer.

A similar fee shall be paid for similar inspections of sewers being rebuilt or re-laid, involving reconnection to the City water or sewer system.

AVAILABILITY CHARGE

For City residents, the cost for service connections will be based $20.90 per frontage foot for water and $23.50 per frontage foot for sanitary sewer of property being served. Township charges for connection to existing mains will be determined by the Township and/or Authority approval.

The fee, in the City, is calculated from the width of the property to be served, herein referred to as frontage. The minimum frontage that will apply is 50 feet. For a property on a corner lot the frontage will be for the shorter side. The cost per foot is multiplied by the frontage to determine the applicable charge for that property. This charge is in addition to the tapping fee, if applicable.

Appendix #3

SERVICE FEES

Turn on fee:

Normal working hours:	$ 25.00
Overtime hours:	$100.00

(Amended by Res. 2010-29, 06-21-2010)

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 07-10

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE
UTILITY POLICY SETTING WATER METER FEES

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on February 5, 2007 at 7:30 p.m. local time.

PRESENT: Andersen, Bradley, Fahs, Paull, Smith, Stegeman, Appleyard

ABSENT: None

The following preamble and resolution was offered by Member Paull and supported by Member Stegeman.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, during their meeting on January 29, 2007, the Board of Public Utilities further reviewed water meter pricing and has recommended a pricing increase for water meter sales.

NOW, THEREFORE BE IT RESOLVED, that the water meter costs be set as follows:

Accessories Accessories purchased individually will have an additional $13.29 Assembly Fee	**Cost**
18" Meter Pit	$ 145.13
24” Meter Pit	$ 233.41
30” Meter Pit	$ 353.83
Metron Transponder	$ 106.80
Meter	**Cost**
5/8” x 3/4” Inside Meter	$ 110.18
5/8” x 3/4” Outside Meter	$ 160.23
3/4" Inside Meter	$ 144.03
3/4" Outside Meter	$ 194.08
1” Inside Meter	$ 210.93
1” Outside Meter	$ 271.23
1 1/2” Inside Hex Meter	$ 514.72
1 1/2" Inside El Flange Meter	$ 539.25
1 1/2" Outside El Flange Meter	$ 539.25
2” Inside Hex Meter	$ 709.66
2” Inside El Flange Meter	$ 726.11
2” Outside El Flange Meter	$ 883.85

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Andersen, Bradley, Fahs, Paull, Smith, Stegeman, Appleyard

Nays: None

RESOLUTION DECLARED ADOPTED.

Dorothy Appleyard

Dorothy Appleyard, Mayor

Amanda Sleigh

Amanda Sleigh, City Clerk

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 07-19

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE
UTILITY POLICY SETTING WATER CONNECTION INSPECTION FEES

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on March 19, 2007 at 7:30 p.m. local time.

PRESENT: Andersen, Bradley, Paull, Smith, Stegeman, Appleyard

ABSENT: Fahs

The following preamble and resolution was offered by Member Paull and supported by Member Andersen.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, during their meeting on February 26, 2007, the Board of Public Utilities further reviewed new water customer connection inspection pricing and has recommended a pricing increase for new water customer connection inspections.

NOW, THEREFORE BE IT RESOLVED, that the water connection inspection costs be set as follows:

INSPECTION Water Customer Connection Inspection Fees	**COST**
Standard Inspection Rate (During DPW Operating Hours)	$50.00
After-Hours Inspection Rate (During DPW Non-Operating Hours)	$75.00
Follow-Up Inspection, Standard Rate (During DPW Operating Hours)	$25.00
Follow-Up Inspection, After-Hours Rate (During DPW Non-Operating Hours)	$37.50

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Andersen, Bradley, Paull, Smith, Stegeman, Appleyard

Nays: None

RESOLUTION DECLARED ADOPTED.

Dorothy Appleyard, Mayor

Amanda Sleigh, City Clerk

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 07-20

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE
UTILITY POLICY SETTING WATER AVAILABILITY FEES

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on April 2, 2007 at 7:30 p.m. local time.

PRESENT: Andersen, Bradley, Fahs, Paull, Stegeman, Appleyard

ABSENT: Smith

The following preamble and resolution was offered by Member Fahs and supported by Member Bradley.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, during their meeting on March 26, 2007, the Board of Public Utilities further reviewed new water customer availability fee pricing and has recommended a pricing increase for new water customer availability fees be based on residential equivalency units (REU's) for new connections.

NOW, THEREFORE BE IT RESOLVED, that the new water customer availability fees are to be based on the attached REU factors to be set as described in Exhibit A.

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Andersen, Bradley, Fahs, Paull, Stegeman, Appleyard

Nays: None

RESOLUTION DECLARED ADOPTED.

Dorothy Appleyard
Dorothy Appleyard, Mayor

Amanda Sleigh
Amanda Sleigh, City Clerk

EXHIBIT A

RESIDENTIAL EQUIVALENT UNIT (REU) FACTORS

Occupation Use	Units	Unit Factor
1. Single Family Residence	1.0	per residence
2. Auto Dealers—New and/or Used	1.0	per premise plus 0.25 per 1,000 sq. ft. of building inc. service area.
3. Auto Repair/Collision	1.0	same as above
4. Auto Wash (Coin-Operated Do-it-yourself 10 gallons or less per car)	1.0	per stall
5. Auto Wash (Mechanical—over 10 Gallons per car—Not Recycled)	10.0	per stall or production line including approach and drying area
6. Auto Wash (Mechanical—over 10 Gallons per car-- Recycled)	5.0	per stall or production line including approach and drying area
7. Barber Shop	1.0	per shop plus 0.1 Per chair after 2
8. Bar	4.0	per 1,000 sq. ft.
9. Beauty Shops	1.0	per shop plus .01 per booth
10. Bowling Alleys (no bar)	1.0	per premise plus .02 per alley
11. Churches	.025	per 1,000 sq. ft.— Minimum 1 unit
12. Cleaners (pick-up)	1.0	per shop
13. Cleaners (cleaning & Pressing facilities)	1.0	per premise plus 0.5 per 500 sq. ft.
14. Clinics (medical or Dental)	1.0	per premise plus 0.5 per exam room
15. Convalescent or Boarding homes	1.0	per premise plus 0.25 per bedroom
16. Convents	1.0	per premise plus 0.25 per bedroom

17. Country Clubs and Athletic Clubs	1.5	per 1,000 sq. ft. of clubhouse plus Restaurant, bar and Pro shop as retail Store
18. Drug Store	1.0	per premise plus snack bar
19. Factories (office and Production) PLUS:	.75	per 1,000 sq. ft.
Wet Process Wastewater		based on metered Sewage flow
20. Funeral Home	1.5	per 1,000 sq. ft. Plus residence to be Computed separately
21. Grocery Stores and Super Market	1.0	per premise plus 0.8 per 1,000 sq. ft.
22. Hospitals	1.1	per bed
23. Hotels and Motels	0.40	per bedroom plus restaurant and bar
24. Laundry (self-serve)	1.0	per premise plus 0.5 Per washer
25. Two Family Residential	1.0	per unit
26. Mobile Homes (free Standing)	1.0	per unit
27. Mobile Homes (park or Subdivision)	.75	per pad or site at indirect connection rates plus laundry, community bldgs. and office to be computed separately per schedule.
28. Marina—per boat Docking space	.06 .1	per space under 25 ft. in length per space over 25 ft. in length
29. Multiple Family Residence Duplex, Row Houses or Townhouses	1.0 .8	plus for each dwelling unit in excess of 1
30. Apartment Residence- Self contained unit Including laundry facilities in apartment	1.0 .8	plus for each swelling unit in excess of 1

31. Apartment Residence- Other than self-contained Unit not having laundry Facilities in apartment	1.0 .6	plus for each dwelling unit in excess of 1
32. Fraternity, Sorority Houses; Dormitories	1.0 .6	plus for each 2 residents In excess of 4
33. Parks, Recreation Facilities, campgrounds, Picnic Facilities—no Bathing or overnight Accommodations	.2	per parking space
34. Picnic Facilities With bathing Privileges or Swimming pool	0.35	per parking space
35. Campground Facilities-- Recreational vehicles, Tents, trailers under 12 feet	0.35	per pad or site plus picnic facilities
36. Campground Facilities—Trailer Parks or trailers in Excess of 12 feet	0.50	per pad or site plus picnic facilities
37. Post Office	1.0	per 1,000 sq. ft.
38. Professional Office	0.25	per 500 sq. ft. --minimum 1
39. Public Institutions	0.75	per 1,000 sq. ft.
40. Restaurants (meals Only)	2.5	per 1,000 sq. ft. excluding restrooms, public areas not in regular use and unfinished areas
41. Restaurants (meals And drinks)	3.5	per 1,000 sq. ft. excluding restrooms, public areas not in regular use and unfinished areas
42. Restaurants (public areas, auxiliary dining rooms, dance floors or ballrooms Which are not in regular use)	0.5	per 1,000 sq. ft.

43. Retail Store (other than listed)	1.0	per premise plus 0.1 per 1,000 sq. ft.
44. Schools	1.0	per classroom
45. Service Stations	1.5	per 1,000 sq. ft. of building area
46. Snack bars, Drive-Ins, etc.	2.5	per 1,000 sq. ft.
47. Theaters (drive-in)	0.04	per car space
48. Theaters	0.04	per seat
49. Warehouse and Storage	0.2	per 1,000 sq. ft.
50. Veterinary Facility	1.0	per facility
51. Veterinary Facility With Kennel	1.0 0.5	per facility plus per 5 kennels

Every connection to the System shall require payment of a minimum of 1.0 REU connection charge, even if the Occupation Use Units times Unit Factor is less than 1.0

Metering of any commercial or industrial use may be required by the City, in their discretion, for a period of at least three months, to determine the average daily flow, with the total, metered flow to be divided by the number of days of metering, and the result divided by 250 to determine total REU's. Such metering shall be accomplished using an approved meter, with all expenses the responsibility of the owner.

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 07-37

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE
UTILITY POLICY SETTING LEAKAGE ALLOWANCE

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on June 4, 2007 at 7:30 p.m. local time.

PRESENT: Andersen, Bradley, Fahs, Paull, Smith, Stegeman, Appleyard

ABSENT: None

The following preamble and resolution was offered by Member Smith and supported by Member Fahs.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, during their meeting on May 29, 2007, the Board of Public Utilities further reviewed the Public Utilities Rules, Regulations and Policies, as related to water/sewer leakage allowances for water/sewer customers, and has recommended the adoption of the following allowances.

NOW, THEREFORE BE IT RESOLVED, that the Public Utilities Rules, Regulations and Policies be amended to allow for water leakage allowances described as follows:

LEAKAGE ALLOWANCE:

(1) UNDERGROUND LEAKS: Allowance for underground service pipe leaks or leaks in crawl spaces or concrete floors (but not leaks in underground irrigation systems) will be 75 percent of the charge for wasted water estimated from the beginning date of the leak to the date of repair, which period shall not exceed two regular reading periods unless extended by missed readings. The Department will inspect the premises to determine the cause of the leak. Wastage will be considered as the excess consumption over normal usage, obtained by reference to the customer's consumption record. If there is no consumption record, the average consumption for the previous calendar year for the appropriate customer classification will be used as the normal consumption. An adjustment will be given only after the customer has corrected the condition causing the leak and the premises has been inspected by the Department to determine the repairs have been properly made.

(2) OTHER TYPES OF HIDDEN LEAKS: Allowance for other types of hidden leaks (but not leaks in underground irrigation systems) will be 50 percent of the charge for wasted water. The period adjusted shall not exceed one regular reading period unless extended by missed readings. Such allowance will be considered only one time per customer per service address, per calendar year, and only when all the following conditions exist: (a) consumption is at least double normal usage, (b) consumption is at least 2,000 cubic feet more than normal, (c) total consumption for the reading period exceeds 2,800 cubic feet, (d)

circumstances indicate that a leak exists or had existed, (e) the leak shall have been hidden from open view, including toilet leaks and other concealed plumbing leaks, and (f) repairs have been made. Wastage will be determined as indicated in Rule (1) Underground Leaks. An adjustment will be given only after the customer has corrected the condition causing the leak to the Department's satisfaction.

(3) SEWER CREDITS RELATED TO UNDERGROUND LEAKS: A credit will be granted for 100 percent of the charge for sewer which can be documented as to not having entered the sanitary sewer system. No sewer credit will be issued for water leaks which have entered the sanitary sewer system. Credits will be estimated from the beginning date of the leak to the date of repair, which period shall not exceed two regular reading periods unless extended by missed readings. If there is no consumption record, the average consumption for the previous calendar year for the appropriate customer classification will be used as the normal consumption. An adjustment will be given only after the customer has corrected the condition causing the leak and the premises has been inspected by the Department to determine the repairs have been properly made.

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Andersen, Fahs, Paull, Smith, Stegeman, Appleyard

Nays: Bradley

RESOLUTION DECLARED ADOPTED.

Dorothy Appleyard

Dorothy Appleyard, Mayor

Amanda Sleigh

Amanda Sleigh, City Clerk

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 07-38

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE
UTILITY POLICY SETTING SEWER AVAILABILITY FEES

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on June 4, 2007 at 7:30 p.m. local time.

PRESENT: Andersen, Bradley, Fahs, Paull, Smith, Stegeman, Appleyard

ABSENT: None

The following preamble and resolution was offered by Member Fahs and supported by Member Andersen.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, during their meeting on May 29, 2007, the Board of Public Utilities further reviewed new sewer customer availability fee pricing and has recommended a pricing increase for new sewer customer availability fees be based on residential equivalency units (REU's) for new connections.

NOW, THEREFORE BE IT RESOLVED, that the new sewer customer availability fees are to be based on the attached REU factors to be set as follows:

(see attached REU factors)

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Andersen, Bradley, Fahs, Paull, Smith, Stegeman, Appleyard

Nays: None

RESOLUTION DECLARED ADOPTED.

Dorothy Appleyard, Mayor

Amanda Sleigh, City Clerk

EXHIBIT A

RESIDENTIAL EQUIVALENT UNIT (REU) FACTORS

Occupation Use	Units	Unit Factor
1. Single Family Residence	1.0	per residence
2. Auto Dealers—New and/or Used	1.0	per premise plus 0.25 per 1,000 sq. ft. of building inc. service area.
3. Auto Repair/Collision	1.0	same as above
4. Auto Wash (Coin-Operated Do-it-yourself 10 gallons or less per car)	1.0	per stall
5. Auto Wash (Mechanical—over 10 Gallons per car—Not Recycled)	10.00	per stall or production line including approach and drying area
6. Auto Wash (Mechanical—over 10 Gallons per car-- Recycled)	5.0	per stall or production line including approach and drying area
7. Barber Shop	1.0	per shop plus 0.1 Per chair after 2
8. Bar	4.0	per 1,000 sq. ft.
9. Beauty Shops	1.0	per shop plus .01 per booth
10. Bowling Alleys (no bar)	1.0	per premise plus .02 per alley
11. Churches	.025	per 1,000 sq. ft.— Minimum 1 unit
12. Cleaners (pick-up)	1.0	per shop
13. Cleaners (cleaning & Pressing facilities)	1.0	per premise plus 0.5 per 500 sq. ft.
14. Clinics (medical or Dental)	1.0	per premise plus 0.5 per exam room
15. Convalescent or Boarding homes	1.0	per premise plus 0.25 per bedroom
16. Convents	1.0	per premise plus 0.25 per bedroom

17. Country Clubs and Athletic Clubs	1.5	per 1,000 sq. ft. of clubhouse plus Restaurant, bar and Pro shop as retail Store
18. Drug Store	1.0	per premise plus snack bar
19. Factories (office and Production) PLUS:	.75	per 1,000 sq. ft.
Wet Process Wastewater		based on metered Sewage flow
20. Funeral Home	1.5	per 1,000 sq. ft. Plus residence to be Computed separately
21. Grocery Stores and Super Market	1.0	per premise plus 0.8 per 1,000 sq. ft.
22. Hospitals	1.1	per bed
23. Hotels and Motels	0.40	per bedroom plus restaurant and bar
24. Laundry (self-serve)	1.0	per premise plus 0.5 Per washer
25. Two Family Residential	1.0	per unit
26. Mobile Homes (free Standing)	1.0	per unit
27. Mobile Homes (park or Subdivision)	.75	per pad or site at indirect connection rates plus laundry, community bldgs. and office to be computed separately per schedule.
28. Marina—per boat Docking space	.06 .1	per space under 25 ft. in length per space over 25 ft. in length
29. Multiple Family Residence Duplex, Row Houses or Townhouses	1.0 .8	plus for each dwelling unit in excess of 1
30. Apartment Residence- Self contained unit Including laundry facilities in apartment	1.0 .8	plus for each swelling unit in excess of 1
31. Apartment Residence-	1.0	plus

Other than self-contained Unit not having laundry Facilities in apartment	.6	for each dwelling unit in excess of 1
32. Fraternity, Sorority Houses; Dormitories	1.0 .6	plus for each 2 residents In excess of 4
33. Parks, Recreation Facilities, campgrounds, Picnic Facilities—no Bathing or overnight Accommodations	.2	per parking space
34. Picnic Facilities With bathing Privileges or Swimming pool	0.35	per parking space
35. Campground Facilities-- Recreational vehicles, Tents, trailers under 12 feet	0.35	per pad or site plus picnic facilities
36. Campground Facilities—Trailer Parks or trailers in Excess of 12 feet	0.50	per pad or site plus picnic facilities
37. Post Office	1.0	per 1,000 sq. ft.
38. Professional Office	0.25	per 500 sq. ft. --minimum 1
39. Public Institutions	0.75	per 1,000 sq. ft.
40. Restaurants (meals Only)	2.5	per 1,000 sq. ft. excluding restrooms, public areas not in regular use and unfinished areas
41. Restaurants (meals And drinks)	3.5	per 1,000 sq. ft. excluding restrooms, public areas not in regular use and unfinished areas
42. Restaurants (public areas, auxiliary dining rooms, dance floors or ballrooms Which are not in regular use)	0.5	per 1,000 sq. ft.
43. Retail Store (other	1.0	per premise plus 0.1

than listed)		per 1,000 sq. ft.
44. Schools	1.0	per classroom
45. Service Stations	1.5	per 1,000 sq. ft. of building area
46. Snack bars, Drive-Ins, etc.	2.5	per 1,000 sq. ft.
47. Theaters (drive-in)	0.04	per car space
48. Theaters	0.04	per seat
49. Warehouse and Storage	0.2	per 1,000 sq. ft.
50. Veterinary Facility	1.0	per facility
51. Veterinary Facility With Kennel	1.0 0.5	per facility plus per 5 kennels

Every connection to the System shall require payment of a minimum of 1.0 REU connection charge, even if the Occupation Use Units times Unit Factor is less than 1.0

Metering of any commercial or industrial use may be required by the City, in their discretion, for a period of at least three months, to determine the average daily flow, with the total, metered flow to be divided by the number of days of metering, and the result divided by 250 to determine total REU's. Such metering shall be accomplished using an approved meter, with all expenses the responsibility of the owner.

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 07-45

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE
UTILITY POLICY SETTING SEWER CONNECTION INSPECTION FEES

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on July 16, 2007 at 7:30 p.m. local time.

PRESENT: Andersen, Bradley, Paull, Smith, Stegeman, Appleyard

ABSENT: Fahs

The following preamble and resolution was offered by Member Stegeman and supported by Member Bradley.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, during their meeting on June 25, 2007, the Board of Public Utilities further reviewed new sewer customer connection inspection pricing and has recommended a pricing increase for new sewer customer connection inspections.

NOW, THEREFORE BE IT RESOLVED, that the sewer connection inspection costs be set as follows:

Inspection Sewer Customer Connection Inspection Fees	**COST**
Standard Inspection Rate (During DPW Operating Hours)	$50.00
After-Hours Inspection Rate (During DPW Non-Operating Hours)	$75.00
Follow-Up Inspection, Standard Rate (During DPW Operating Hours)	$25.00
Follow-Up Inspection, After-Hours Rate (During DPW Non-Operating Hours)	$37.50
Customer may be credited $50.00 if both water & sewer inspections are completed during single site visit by City staff	

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Andersen, Bradley, Paull, Smith, Stegeman, Appleyard

Nays: None

RESOLUTION DECLARED ADOPTED.

Dorothy Appleyard, Mayor

Amanda Sleigh, City Clerk

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 08-11

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE
UTILITY POLICY ADJUSTING WATER & SEWER AVAILABILITY FEES

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on March 3, 2008 at 7:30 p.m. local time.

PRESENT: Andersen, Bemis, Fitzgibbon, Smith, Stegeman, Appleyard

ABSENT: McCoy

The following preamble and resolution was offered by Member Smith and supported by Member Stegeman.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, the Board of Public Utilities further reviewed funding mechanisms for water and sewer system improvements and has recommended a price increase for new water and sewer customer for new connections.

NOW, THEREFORE BE IT RESOLVED, that the new water and sewer customer availability fees are to be based on the attached schedule divided between plant and system improvements to be set as shown in Exhibit A.

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Andersen, Bemis, Fitzgibbon, Smith, Stegeman, Appleyard

Nays: None

RESOLUTION DECLARED ADOPTED.

Dorothy Appleyard, Mayor

Amanda Sleigh, City Clerk

Exhibit A

AVAILABILITY CHARGE SCHEDULE PER RESIDENTIAL EQUIVALENT UNIT (REU)

Water Availability Improvements	**Plant Expansion**	**System**
$4,752	$3,022	$1,750

Sewer Availability Improvements	**Plant Expansion**	**System**
$3,956	$2,226	$1,730

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 08-32

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE
UTILITY POLICY SETTING ELECTRIC SYSTEM CONSTRUCTION IN AID FEES

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on June 16, 2008 at 7:30 p.m. local time.

PRESENT: Andersen, Bemis, Fitzgibbon, McCoy, Smith, Stegeman, Appleyard

ABSENT: None

The following preamble and resolution was offered by Member Stegeman and supported by Member Andersen.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, during their meeting on May 28, 2008, the Board of Public Utilities further reviewed new electric construction in aid language and has recommended a language modification for new electric customers seeking service greater than 4/0 to be billed based on a time and material basis, plus twenty percent (20%) overhead, minus salvage for new connections.

NOW, THEREFORE BE IT RESOLVED, that the new electric customer contribution in aid is to be based on the attached language to be set as follows:
(see attached contribution in aid language – Exhibit A)

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Andersen, Bemis, Fitzgibbon, McCoy, Smith, Stegeman, Appleyard

Nays: None

RESOLUTION DECLARED ADOPTED.

Dorothy Appleyard, Mayor

Amanda Sleigh, City Clerk

EXHIBIT A

Appendix 2

CONTRIBUTIONS IN AID OF CONSTRUCTION

Underground Electric

a. Residential Service:	$5.25/ trench foot
b. Commercial - Single Phase:	$6.50/ trench foot
c. Commercial - Three Phase:	Time, material plus overheads @ 20%
d. Underground winter charge:	$3.00 / trench foot

(added to the regular rates during the months of January, February and March.)

Temporary Electric

Residential

1) Overhead:	$150.00
2) Underground	$200.00

Time & Material Accounts

Commercial, Industrial, and Single Phase (at a size greater than 4/0) will be estimated time and material plus overheads @ 20% less salvage

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2009-33

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE
UTILITY POLICY ADJUSTING WATER & SEWER AVAILABILITY FEES

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on June 15, 2009 at 7:30 p.m. local time.

PRESENT: Andersen, Bemis, Fitzgibbon, Kozlik Wall, Smith, Stegeman, Appleyard

ABSENT: None

The following preamble and resolution was offered by Member Bemis and supported by Member Andersen.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, City Council adopted Resolution 08-11 on March 3, 2008 as an addendum to the Utility Policy adjusting water and sewer availability fees; and

WHEREAS, the Board of Public Utilities further reviewed funding mechanisms for water and sewer system improvements and has recommended a plant availability charge increase for new water connections.

NOW, THEREFORE BE IT RESOLVED, that the water and sewer connection availability fees are to be based on the attached schedule divided between plant and system improvements to be set as shown in Exhibit A.

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOVED, that Resolution 08-11 is hereby rescinded.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Andersen, Bemis, Fitzgibbon, Kozlik Wall, Smith, Stegeman, Appleyard

Nays: None

RESOLUTION DECLARED ADOPTED.

Dorothy Appleyard, Mayor

Amanda Sleigh, City Clerk

Exhibit A

AVAILABILITY CHARGE SCHEDULE PER RESIDENTIAL EQUIVALENT UNIT (REU)

Water Availability Improvements	Plant Expansion	System
$5,750	$4,000	$1,750

Sewer Availability Improvements	Plant Expansion	System
$3,956	$2,226	$1,730

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2010-19

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE
UTILITY POLICY ESTABLISHING A NET METERING POLICY

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on April 19, 2010 at 7:30 p.m. local time.

PRESENT: Fitzgibbon, Klavins, Kozlik Wall, Newton, Patterson, Burr

ABSENT: Bemis

The following preamble and resolution was offered by Member Fitzgibbon and supported by Member Newton.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, during their meeting on March 29, 2010, the Board of Public Utilities reviewed a policy for Electric Interconnection and Net Metering Standards and recommended its approval.

NOW, THEREFORE BE IT RESOLVED, that City Council establishes a net metering policy as the net metering policy to be based on the language in Exhibit A.

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Fitzgibbon, Klavins, Kozlik Wall, Newton, Patterson, Burr

Nays: None

RESOLUTION DECLARED ADOPTED.

Robert G. Burr

Robert G. Burr, Mayor

Amanda Morgan

Amanda Morgan, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 19th day of April, 2010, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 *et seq*).

Amanda Morgan

Amanda Morgan, City Clerk

EXHIBIT A

CITY OF SOUTH HAVEN
ELECTRIC INTERCONNECTION AND
NET METERING STANDARDS

1. **Purpose.** This policy is intended to provide a program of net metering for electric utility customers with small-scale, electric generating facilities utilizing approved renewable energy resources. It is to encourage private investment in renewable energy resources, provide customers with options to reduce demand for utility provided power, increase energy independence and security, and enhance the continued diversification of energy resources. This policy addresses basic electric interconnection standards and net metering methodology.

2. **Definitions.** As used in these standards and the Generator Interconnection Requirements:

(A) "Applicant" means the legally responsible person applying to an electric utility to interconnect a project with the Utility's distribution system or a person applying for a net metering program. An applicant must be a Customer of the electric utility.

(B) "Application review" means a review by the Utility of the completed application for interconnection to determine if an engineering review is required.

(C) "Avoided cost of wholesale power" means the marginal cost of wholesale power paid by the City of South Haven in the fiscal year prior to the current fiscal year. The avoided cost of wholesale power will include the energy charge, fuel charge and fuel adjustment charge from the most recent annual rates set by the City's wholesale power provider.

(D) "Basic electric charge" means a fixed monthly rate charged for electric service as established in the City's Code of Ordinances.

(E) "Category 1" means an inverter based project of 20 kW or less that uses equipment certified by a nationally recognized testing laboratory to IEEE 1547.1 testing standards and in compliance with UL 1741 scope 1.1A.

(F) "Category 2" means a project of greater than 20 kW and not more than 150 kW.

(G) "Category 3" means a project of greater than 150 kW.

(H) "Certified equipment" means a generating, control, or protective system that has been certified as meeting acceptable safety and reliability standards by a nationally recognized testing laboratory in conformance with UL 1741.

(I) "City" means the City of South Haven.

(J) "City council" means the elected governing body of the City of South Haven.

(K) "Commissioning test" means the procedure, performed in compliance with IEEE 1547.1, for documenting and verifying the performance of a project to confirm that the project operates in conformity with its design specifications.

(L) "Customer" means a person who receives metered electric service from the City's electric distribution system.

(M) "Customer-generator" means a person that uses a project on-site that is interconnected to the City's electric distribution system.

(N) "Demand charge" means a monthly rate charged for peak demand measured in kW as established in the City's Code of Ordinances.

(O) "Distribution system" means the structures, equipment, and facilities operated by an electric utility to deliver electricity to end users, not including transmission facilities that are subject to the jurisdiction of the federal energy regulatory commission.

(P) "Distribution system study" means a study to determine if a distribution system upgrade is needed to accommodate the proposed project and to determine the cost of an upgrade if required.

(Q) "Engineering review" means a study to determine the suitability of the interconnection equipment including any safety and reliability complications arising from equipment saturation, multiple technologies, and proximity to synchronous motor loads.

(R) "IEEE" means institute of electrical and electronics engineers.

(S) "IEEE 1547" means IEEE "Standard for Interconnecting Distributed Resources with Electric Power Systems."

(T) "IEEE 1547.1" means IEEE "Standard Conformance Test Procedures for Equipment Interconnecting Distributed Resources with Electric Power Systems."

(U) "Interconnection" means the process undertaken by the Utility to construct the electrical facilities necessary to connect a project with a distribution system so that parallel operation can occur.

(V) "Interconnection procedures" mean the requirements that govern project interconnection.

(W) "kW" means kilowatt.

(X) "kWh" means kilowatt-hours.

(Y) "Material modification" means a modification that changes the maximum electrical output of a project or changes the interconnection equipment, including either of the following:

(1) Changing from certified to noncertified equipment.

(2) Replacing a component with a component of different functionality or UL listing.

(Z) "MW" means megawatt.

(AA) "Nationally recognized testing laboratory" means any testing laboratory recognized by the accreditation program of the U.S. department of labor occupational safety and health administration.

(BB) "Parallel operation" means the operation, for longer than 100 milliseconds, of a project while connected to the energized distribution system.

(CC) "Power usage rate" means a charge based on metered consumption measured in kWh as established in the City's Code of Ordinances.

(DD) "Project" means electric generating equipment and associated facilities that are not owned or operated by the Utility.

(EE) "Renewable energy credit" means a credit granted pursuant to the Michigan Public Service Commission's renewable energy credit certification and tracking program established in accordance with section 41 of 2008 PA 295, MCL 460.1041.

(FF) "Renewable energy resource" means a resource that naturally replenishes over a human, not a geological, time frame and that is ultimately derived from solar power, water power, or wind power. Renewable energy resource does not include petroleum, nuclear, natural gas, or coal. A renewable energy resource comes from the sun or from thermal inertia of the earth and minimizes the output of toxic material in the conversion of the energy and includes, but is not limited to, all of the following:

(1) Biomass.

(2) Solar and solar thermal energy.

(3) Wind energy.

(4) Kinetic energy of moving water, including waves, tides, or currents; or water released through a dam.

(5) Geothermal energy.

(6) Municipal solid waste.

(7) Landfill gas produced by municipal solid waste.

(GG) "Renewable energy system" means a facility, electricity generation system, or a set of electricity generation systems that use one or more renewable energy resource to generate electricity. Renewable energy system does not include any of the following:
  (1) A hydroelectric pumped storage facility.
  (2) An incinerator.

(HH) "UL" means underwriters laboratory.

(II) "UL 1741" means the "Standard for Inverters, Converters, Controllers and Interconnection System Equipment for Use with Distributed Energy Resources."

(JJ) "UL 1741 scope 1.1A" means paragraph 1.1A contained in chapter 1, section 1 of UL 1741.

(KK) "Utility" means the City's Department of Public Works.

(LL) "Working days" means days excluding Saturdays, Sundays, and other days when the offices of the Utility are not open to the public.

3. **Safety and Reliability.** Of the utmost importance to the Utility, its personnel, utility customers and property is that the interconnection of the Customer-generator with the Utility be maintained in a safe and reliable manner. The Utility must approve and ensure all Customer-generators are properly interconnected and that all protective & disconnect devices are in place before the Utility permits interconnection.

4. **Availability of Net Metering.** Net metering is available to customers who own and operate a project on the customer's premises. Ownership of a project on customer premises by a third party is not permitted. Each Customer will be limited to generation capacity designed to meet only the Customer's electric needs. The project must be a renewable energy system. The Utility currently purchases wholesale power from Indiana Michigan Power Company, an affiliate of American Electric Power, under a long term purchase power agreement. The Utility reserves the right to limit the total generating capacity of all Customer-generators as necessary to comply with contractual requirements of our purchase power agreement and as necessary to preserve the financial integrity of the Utility.

5. **Application Process.** The applicant must apply by completing the Generator Interconnection Application Form at least 90 days in advance of the proposed activation date. Approval of the application by the Utility must be granted prior to activation of the project. The process is described in detail in the Generator Interconnection Requirements. Category 3 projects require approval of the City Council prior to beginning the application process. Any customers operating a project at the time of enactment of this policy shall be required to complete the same application process as a new applicant.

6. **Connection to the Utility's Distribution System.** The Customer-generator's system shall not be connected to the Utility's distribution system unless it meets all applicable safety and performance standards, including the following:

(A) City of South Haven Generator Interconnection Requirements.
(B) National Electric Safety Code.
(C) NFPA 70: National Electric Code.
(D) Generator Interconnection and Operating Agreement.
(E) Other local rules or policies governing installation of the Customer-generator's system, including applicable Zoning Ordinances.

The Customer shall, at their expense, obtain any and all necessary permits, inspections and approvals required by any local public authorities and any other governing regulations in effect

at the time of interconnection.

7. **Delivered Voltage.** The delivered voltage and delivery point of the Customer-generator shall be at the same delivered voltage and delivery point that would be supplied by the Utility if the Customer purchased all of its electricity from the Utility.

8. **Contract Term.** The contract term shall be as long as the Customer conforms to the Safety, Reliability & Legal rules and regulations within this policy, and all other requirements of electric utility customers.

9. **Metering.** A bi-directional watt-hour electric meter (or equivalent) will be installed at the Customer's location to measure the energy consumed and any off-setting energy produced on-site. The Utility will furnish, install, maintain and own all metering equipment. Costs will be determined under the Additional Costs and Responsibilities clause below.

10. **Billing.** The monthly billing rate shall be as stated in the current electric rate structure. Customers are responsible to pay monthly basic electric charge, power usage rate, demand charge if applicable, other surcharges, and taxes. If the meter reading for a billing period indicates that the Customer consumed more power than was delivered to the distribution system, the Customer shall pay the Utility for the net power usage in accordance with the current electric rate structure. If the meter reading for a billing period indicates that the Customer delivered more power to the distribution system than was consumed, the Utility will credit the Customer for the net power delivered at the avoided cost of wholesale power. Credits for net power delivered may accumulate from month to month. At the end of the City's fiscal year, the City has the option to pay any accumulated credit to the Customer-generator.

11. **Filing Fee.** The Customer will be required to pay a filing fee at the time that the interconnection application is submitted. The filing fee will be $100.00 for Category 1 and Category 2 projects. The filing fee for Category 3 projects will be $0.67 per kW.

12. **Additional Costs and Responsibilities.** The Customer will be required to pay for distribution system study costs, distribution system upgrade costs, the cost of metering, transformation, system protection, and any related safety/protective equipment in excess of what would normally be paid for by the City to meter electrical consumption. Protective equipment will be installed by the Customer to provide adequate protection to the City's electric utility system and its employees, and to the Customer's property, and to prevent any interference with the City's supply of energy to other utility customers. This equipment will be owned, installed and maintained by the Customer.

13. **Renewable Energy Credits.** Any renewable energy credits created by the installation of a project remain the property of the Customer-generator.

14. **Failure to Comply.** The Utility may disconnect the Customer's service from the distribution system if the Customer fails to comply with any of the stipulations of this policy, the Generator Interconnection Requirements, the National Electric Safety Code, NPFA 70: the National Electric Code, Underwriters Laboratories, the Generator Interconnection and Operating Agreement, or the City of South Haven Public Utilities Rules, Regulations and Policies, as amended.

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2010-49

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE
UTILITY POLICY SETTING THE METER TAMPERING FEE

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on November 1, 2010 at 7:30 p.m. local time.

PRESENT: Bemis, Frost, Klavins, Patterson, Burr

ABSENT: Fitzgibbon, Kozlik Wall

The following preamble and resolution was offered by Member Bemis and supported by Member Klavins.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, during their meeting on October 30, 2006, the Board of Public Utilities further reviewed imposing a fee for meter tampering and recommended its approval.

NOW, THEREFORE BE IT RESOLVED, that City Council establishes a Meter Tampering Fee of $250, plus cost of recovery since the time of the infraction.

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Bemis, Frost, Klavins, Patterson, Burr

Nays: None

RESOLUTION DECLARED ADOPTED.

Robert G. Burr

Robert G. Burr, Mayor

Amanda Morgan

Amanda Morgan, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 1st day of November, 2010, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 *et seq*).

Amanda Morgan

Amanda Morgan, City Clerk

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2012-18

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE UTILITY POLICY SETTING WATER METER DEPOSIT FEES

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on May 7, 2012 at 7:30 p.m. local time.

PRESENT: Arnold, Fitzgibbon, Gruber, Klavins, Kozlik Wall, Patterson, Burr

ABSENT: None

The following preamble and resolution was offered by Member Fitzgibbon and supported by Member Arnold.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, the Public Utilities Rules, Regulations and Policies require that new customers pay a non-refundable meter deposit when establishing a new account, equal to the cost of the meter; and

WHEREAS, during their regular meeting on March 26, 2012, the Board of Public Utilities reviewed the amount being charged for water meter deposits and has recommended a pricing adjustment.

NOW, THEREFORE BE IT RESOLVED that the water meter deposit amounts be set as follows:

Accessories Accessory cost includes a $16.00 Assembly Fee	**Deposit Amount**
18" Meter Pit	$ 195.11
24" Meter Pit	$ 306.96
Radio Transponder*	$ 118.00
Meter Assembly Meter assembly cost includes a $16.00 Assembly Fee	**Deposit Amount**
¾" Outside Meter and Pit	$ 456.36
1" Outside Meter and Pit	$ 600.75
1½" Outside Meter and Pit	$ 1,507.11
2" Outside Meter and Pit	$ 1,870.71

*Radio Transponder required for Covert Township Customers.

All new meters are required to be placed in meter pits unless otherwise approved by the Public Works

Department. If approved, the meter pit accessory price, less the $16.00 assembly fee, will be subtracted from the meter assembly fee.

Cost does not include installation. Applicant or applicant's plumbing contractor is responsible for proper installation of meter and pit per City standards.

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Arnold, Fitzgibbon, Gruber, Klavins, Kozlik Wall, Patterson, Burr

Nays: None

RESOLUTION DECLARED ADOPTED.

Robert G. Burr

Robert G. Burr, Mayor

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 21st day of May, 2012, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 *et seq*).

Amanda Morgan

Amanda Morgan, City Clerk

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2012-19

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE UTILITY POLICY SETTING WATER AND SEWER CONNECTION FEES

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on May 7, 2012 at 7:30 p.m. local time.

PRESENT: Arnold, Fitzgibbon, Gruber, Klavins, Kozlik Wall, Patterson, Burr

ABSENT: None

The following preamble and resolution was offered by Member Patterson and supported by Member Arnold.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, the Public Utilities Rules, Regulations and Policies require that new customers pay a water and sewer connection fee to reimburse the utilities for the cost of installing a new water or sewer service; and

WHEREAS, during their regular meeting on March 26, 2012, the Board of Public Utilities reviewed the amount being charged for water and sewer connection fees and has recommended a pricing adjustment.

NOW, THEREFORE BE IT RESOLVED that water and sewer connection fees be set as follows:

Type of Connection	Cost
1" Water Service	$ 2,800.00
Water Service larger than 1"	Time & Material*
4" Sewer Service	$ 4,200.00
Sewer Service larger than 4"	Time & Material*

*Water services larger than 1" diameter and sewer services larger than 4" diameter will be billed to the applicant based on the actual cost required to complete the work plus a 10% administrative fee. A deposit equal to the connection cost for the minimum size service (1" water/4" sewer) must be paid at the time of application. The remainder will be billed at the conclusion of construction.

Connection fee does not include meter deposit. Meter deposit must be paid separately from connection fee.

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Arnold, Fitzgibbon, Gruber, Klavins, Kozlik Wall, Patterson, Burr

Nays: None

RESOLUTION DECLARED ADOPTED.

Robert G. Burr

Robert G. Burr, Mayor

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 21st day of May, 2012, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 *et seq*).

Amanda Morgan

Amanda Morgan, City Clerk

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 07-04

A RESOLUTION ADOPTING RULES, REGULATIONS AND POLICIES FOR THE CITY'S PUBLIC UTILITY OPERATIONS

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on January 15, 2007 at 7:30 p.m. local time.

PRESENT: Andersen, Bradley, Paull, Smith, Stegeman, Appleyard

ABSENT: Fahs

The following preamble and resolution was offered by Member Paull and supported by Member Smith.

WHEREAS, the City of South Haven's last comprehensive update of regulations and policies for public utilities took place over a decade ago; and

WHEREAS, the City Council desires a clear and current policy manual that communicates utility rules and regulations to the users of the public utilities; and

WHEREAS, City Staff and the Board of Public Utilities have drafted, reviewed and revised this document over the past five months; and

WHEREAS, on December 18, 2006 the Board of Public Utilities recommended that City Council approve the "Rules, Regulations and Policies" (Exhibit A) for the City's public utility operations.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of South Haven adopt the "Rules, Regulations and Policies" for the City's public utility operations; and

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Andersen, Bradley, Paull, Smith, Stegeman, Appleyard

Nays: None

RESOLUTION DECLARED ADOPTED.

Dorothy Appleard, Mayor

Amanda Sleigh, City Clerk