

OPERATIONS AND ENGINEERING POLICY 614
METER REMOVAL FROM METER SOCKET

Date Approved By The Board: February 25, 2020

I. OBJECTIVE:

- a. To recognize the safety hazard created by unsealing and removing meters from their meter socket.
- b. To convey the procedure for Lake Country Power to safely deenergize a service for purposes of minor maintenance and/or service repairs.
- c. To allow for Minnesota licensed electricians to remove a meter and safely secure the meter base with notification to Lake Country Power.
- d. To recognize the additional work and expense incurred by responding to unreported meter removals.

II. POLICY

- a. A Minnesota licensed electrician (contractor or member) will be allowed to unseal and remove a meter but must notify Lake Country Power before work is started. They will be asked to supply their license number and electrical inspection number unless they certify that an electrical inspection is not required. They assume responsibility for safely shielding the public from any electrical hazards in the meter base and assume responsibility that all Lake Country Power equipment will not be damaged during the course of their work.
- b. Upon request from a member, Lake Country Power employees will safely secure (or restore) a service within 3 business days by either removing (or installing) the meter and securely covering the meter base or by disconnecting (or connecting) the service at the transformer if warranted based on the desired work that needs to be completed. Lake Country Power will safely deenergize (or re-energize) the service at no additional cost to the member under these circumstances.
- c. Should Lake Country Power respond to an unreported meter removal, the member will be charged at the rates set in Finance and Administration Policy 417.

RESPONSIBLE: The General Manager and the Chief Operating Officer.

Dates of Review/Changes Approved: *February 25, 2020 Approved by the Board (New)*