Wheat Belt Public Power District
Board of Directors
Policy

Policy: **O-4** Title: **Secondary Underground**

Original Issue: **08-25-2023** Last Review: **10-30-2026** Last Revised: **10-30-2026**

RESPONSIBLE DEPARTMENT: Operations
ACCOUNTABLE: CEO
CONSULT: Manager of Public Relations

This policy documents the District's goals to reduce the amount of secondary underground line owned by the District and secondary overhead line serving irrigation services owned by the District. The District's overriding goal is to improve public safety and allow customers to reduce the dependency of district personnel during critical or emergent situations.

The District will make a best attempt to repair the secondary underground line owned by the District. In the event of a secondary line failure and the District determines a replacement is required, the following parameters shall determine responsibility and future ownership of the replaced line.

Purpose:
The policy for transitioning ownership, of secondary underground line, from the District to the customer is designed to:

- Provide guidance to staff
- Establish parameters of ownership transition
- Document financial responsibility of the District and of the customer

Scope: **Replacement of District Owned Secondary Underground**
Determining when replacement of secondary underground line is required:

- The District, as the current owner of the line shall be the responsible party for determining when a line can be repaired and when the line needs to be replaced, invoking the policy.
- A District's representative (Operations Manager, Manager of Technical Services or the CEO) shall approve this decision.

Hiring and scheduling of work to be performed:

- It shall be the customer's responsibility to perform the work or hire out the replacement of the secondary underground line and the installation of the disconnect.
- The customer or contractor may need to work with the District's personnel for coordination of work.
- The customer shall submit their invoice/receipt for reimbursement as established in the financial responsibility section here within.

Financial responsibility is defined as follows:

- The District shall reimburse the customer for the lesser of 75% of the replacement cost or $15,000, the submitted invoice(s) shall be used as the basis of reimbursement to the customer.

- The District will incur additional expenses (these may include, but are not limited to, meter loop, CTs and labor to install and reconnect) as part of the replacement, these costs shall be the responsibility of the District in addition to the reimbursal amount.
- Note: Policy C-25 (Irrigation Disconnect Rebate Program) will be considered as part of the total reimbursement costs and will be included in the 75% or $15,000 amount listed above if applicable.

Transition of ownership shall occur when:

- The District has verified the disconnect has been installed at the metering point (see Policy C-25).
- At that time, the District shall remove the secondary underground line from their list of assets and the customer will be notified of the official transition of ownership.

New Installation of Secondary Underground

Installing new secondary underground:

- On a new build, secondary underground will be considered the responsibility and ownership of the customer.
- On an irrigation service, policy C-25 can be used to assist with the cost of the disconnect.

President

10. 30. 26
Date