

CLAVERACK RURAL ELECTRIC COOPERATIVE, INC.  
WYSOX, PENNSYLVANIA 18854

POLICY BULLETIN NO. B-4

**SUBJECT: BILLING**

**POLICY:** Members shall be billed monthly.

**RESPONSIBILITY:** President & CEO

**PROCEDURE:**

1. A processing fee is charged at the time membership in the cooperative is established or re-established. Additional fees may be assessed in situations such as but not limited to collection/disconnection/reconnection due to account delinquency, and after hours or special disconnection/reconnection activities. (See schedule of fees).
2. **Billing Period** - Each billing period covers approximately one month.
3. **Rates** – Members will be billed based on the published Electric Rate Schedule for the period the electric use occurs. The Cooperative will obtain a meter reading on a monthly basis using an Automated Meter Reading Device (AMR). The Cooperative shall determine the appropriate rate classification based on the member's service needs and load characteristics.
4. **Cost of Service** - Each bill shall include a basic cost of service charge. The cost of service charge recovers the cost of lines, transformers, etc. necessary to make electrical service available to the member regardless of electric consumption (kWh usage).
5. **Summary of Billing System** -
  - A. The member will receive the first bill within approximately 30 days of receiving service and will be billed monthly thereafter.
  - B. The amount due on the monthly bill must reach the Cooperative not later than the due date as stated on the bill. Amounts due not received by the due date are subject to late fees and possible disconnection of service. (See Schedule of Fees - Policy Bulletin B-7 and B-12)
6. **Non-Registration of Meter** - If a meter fails to correctly register or report the amount of electricity used, the use may be estimated for that period of time, and a bill may be rendered based on that estimate. Reasonable payment arrangements may be made with the member to avoid causing excessive hardship in these cases. However, the payment arrangement will not normally exceed the period of time the estimated bill covers.

7. **Temporary Disconnection of Service** – If a member’s electric service is disconnected and then reconnected within 12 months, the member will be required to pay the monthly cost of service charges for the intervening billing periods plus any applicable fees. (The cost of service charge(s) would not apply in the event that service has been connected for someone else during this time interval).
  
8. **Levelized Billing** - To qualify for the plan, the member must have billing history for the most recent 12 months at the current location and have fewer than three late payments in that time period. The amount billed will be determined by taking the sum of the last 11 months plus the current month and dividing by 12. Members must keep payments current to remain on the Levelized Billing Plan. A member may be removed from the Levelized Billing Plan after 2 payments are in arrears.

**SOURCE:** Revised 12/18/2018



# Claverack Rural Electric Cooperative, Inc.

*“Powered by Excellence”*

## ELECTRIC RATE SCHEDULE

Policy Bulletin B-04

Effective January 1, 2019

### SINGLE PHASE SERVICE

- Residential (R)
- Residential Seasonal (RS)
- Small Commercial (SC)
- Residential Time of Use (TOU)

### THREE PHASE SERVICE

- Secondary Service (TPS)
- Primary Service (TPP)

**SINGLE PHASE SERVICE – Residential (R), Residential Seasonal (RS),  
Small Commercial (SC) rate classes**

**AVAILABILITY**

Residential, Residential Seasonal and Small Commercial consumer members utilizing the Cooperative's standard single-phase service for light, heat, and/or power. Effective January 1, 2017, except with special permission from the cooperative, single phase service is not available for loads requiring a transformer larger than 100KVA.

**SERVICE CHARACTERISTICS**

Single Phase, Alternating Current, 60 Cycles, 240/120 Volts three wire.

**MONTHLY RATE**

<i>Cost of Service</i>	\$30.00
<i>Distribution</i>	\$0.03854 per kWh
<i>Generation and Transmission</i>	\$0.06155 per kWh

**MONTHLY MINIMUM CHARGE**

Members whose kWh consumption for the month is zero shall be billed the monthly Cost of Service charge.

**BILLING**

Bills for service will be issued monthly in accordance with Claverack Policy Bulletin No. B-4. Additional fees may apply.

# SINGLE PHASE SERVICE – Residential Time of Use (TOU) rate class

## AVAILABILITY

Permanent full time(non-seasonal) residential consumer members utilizing the Cooperative's standard single-phase service for light, heat, and/or power. Effective January 1, 2017, this rate is not available to members at locations where net-metered Alternative Energy Systems (AES) are also installed.

## SERVICE CHARACTERISTICS

Single Phase, Alternating Current, 60 Cycles, 240/120 Volts three wire.

## MONTHLY RATE

<i>Cost of Service</i>	\$33.30
<i>Distribution</i>	
Summer (June – September) On Peak:	\$0.03876 per kWh
Winter (October – May) On Peak:	\$0.03876 per kWh
All Off Peak:	\$0.03300 per kWh
<i>Generation and Transmission</i>	
Summer (June – September) On Peak:	\$0.18600 per kWh
Winter (October – May) On Peak:	\$0.10700 per kWh
All Off Peak:	\$0.03411 per kWh

## ON-PEAK / OFF-PEAK HOURS

On Peak period: Monday through Friday - 7am to 11am and 1pm to 9pm

Off Peak period: Monday through Friday – 11am to 1pm and 9pm to 7am  
Friday 9pm to Monday 7am

## MONTHLY MINIMUM CHARGE

Members whose kWh consumption for the month is zero shall be billed the monthly Cost of Service charge.

## BILLING

Bills for service will be issued monthly in accordance with Claverack Policy Bulletin No. B-4. Additional fees may apply.

## THREE PHASE SERVICE – Secondary (TPS) and Primary (TPP) rate classes

### AVAILABILITY

All members of the cooperative requiring three phase electric service or loads requiring a transformer larger than 100KVA. Loads less than 50kW or greater than 1,000kW expected billing demand may be required to receive single phase service or primary service respectively at the sole discretion of the cooperative.

### SERVICE CHARACTERISTICS

Three Phase, Alternating Current, 60 Cycles at one of the following standard voltages available from the cooperative:

- 208/120V – 3 Phase, 4 Wire
- 240/120V – 3 Phase, 4 Wire (center tapped delta)
- 480/277V – 3 Phase, 4 Wire
- 12,470/7200V – 3 Phase, 4 Wire primary service

### MONTHLY RATE

#### *Cost of Service*

For Secondary Service (TPS):	\$40.00
For Primary Service (TPP):	\$75.00

#### *Distribution*

Demand:	
For Secondary Service (TPS):	\$7.65 per kW
For Primary Service (TPP):	\$6.89 per kW
Energy:	\$0.00990 per kWh

#### *Generation and Transmission*

Demand:	\$3.35 per kW
Energy:	
1 <sup>st</sup> 400 hours use of billing demand:	\$0.05700 per kWh
All remaining kWh:	\$0.04300 per kWh

## **THREE PHASE SERVICE – Secondary (TPS) and Primary (TPP) rate classes**

### **MONTHLY MINIMUM CHARGE**

The minimum monthly charge shall be equivalent to the monthly Cost of Service charge or \$0.75 per kVA of installed transformer capacity whichever is greater.

### **DETERMINATION OF BILLING DEMAND**

The billing demand shall be the maximum kilowatt demand measured during any fifteen (15) minute period of the billing month. The member shall maintain their average monthly service power factor at 90% or greater. The cooperative reserves the right to adjust the actual measured kW to a minimum ninety percent (90%) power factor for determining the monthly billing demand.

### **BILLING**

Bills for service will be issued monthly in accordance with Claverack Policy Bulletin No. B-4. Additional fees may apply.