



## PROCEDURE 731

### Idle Services

1. As a courtesy, Dawson PPD will use certified mail to contact the property owner where an idle service is located. The property owner will be determined using public property tax information.
  - a. The letter will outline the property owner's options to keep the service or have the line equipment removed and retired.
    - i. The property owner will have 15 days to respond to the letter and indicate if they are willing to pay the monthly or other applicable charge for the appropriate rate class or the idle services rate to keep the electrical service equipment at the site. Failure of the property owner to contact Dawson PPD during the 15-day timeframe will indicate they agree to have the service retired. Dawson PPD is not responsible for delayed or refused mail.
      1. Retiring the service shall mean the removal of Dawson PPD equipment, such as transformers and meter loops. Dawson PPD poles and wires may be left in place to maintain right-of-way for future use.
      2. A copy of the idle services policy and the appropriate rate schedule shall be included in the mailing.
      3. The addressee shall be asked to inform Dawson PPD if they no longer own the property.
    - ii. The property owner shall be informed if they choose to have the service retired or fail to reply during the 15-day timeframe, they will be responsible for any costs associated with constructing or reconstructing a service on the property.
  - b. If the property owner cannot be reached via certified mail or cannot be identified using public property tax information, Dawson PPD may post notice on the property of the intent to retire the service.
2. If the property owner agrees to retain the service by paying the monthly or other applicable charges or activate the service at the appropriate rate, he/she must complete the application for service and is subject to the District's deposit policy.