



**NATURAL GAS
SYSTEM
RULES
AND
REGULATIONS**

BEDFORD COUNTY UTILITY DISTRICT OF BEDFORD COUNTY, TENNESSEE

NATURAL GAS SYSTEM RULES AND REGULATIONS

Natural Gas will be furnished subject to the Rules and Regulations of the Board of Commissioners of the Bedford County Utility District of Bedford County, Tennessee, which Rules and Regulations, as well as any Rules and Regulations hereinafter amended, modified, or promulgated, are made a part of every application, contract and agreement entered into between the property owner or customer and the District.

DEFINITIONS:

- A. District - The word "District" will be used in these Rules and Regulations to designate the Bedford County Utility District of Bedford County, Tennessee.
- B. Customer - The word "customer" will be used in these Rules and Regulations to designate a person, firm or corporation contracting with the District for the furnishing of natural gas to property.
- C. Property - The word "property" shall mean, except where otherwise specified:
 - (1) A building under one (1) roof and ownership and occupied by one (1) business or as one (1) residence. This includes mobile homes in trailer parks as defined in paragraph D.
 - (2) One (1) or more buildings on a single tract of land, all under one (1) ownership and occupied by one (1) family or business.
 - (3) One (1) side of a double house having a solid vertical partition wall.
- D. Trailer Park - A "trailer park" consists of three (3) or more trailers where the parking spaces are owned by the trailer park owner.
- E. Apartment House -An "apartment house" is a building housing three (3) or more families or three (3) or more households.
- F. Service Connection - The phrase "service connection" will be used in these Rules and Regulations to designate the tap on the main, together with that portion of the line extending from the tap to the meter.

1. Natural Gas Service Contract

Any applicant for natural gas service shall complete a Natural Gas Service Contract and submit same to the District with applicable tap fee and service fee. If natural gas service cannot be supplied in accordance with the District's rules, regulations or policies or those of any state or federal agency with oversight regarding service, the liability of the District to the applicant for such natural gas service shall be limited to the refund of the applicable tap fee, service fee and meter deposit.

2. Natural Gas Taps

The District shall be responsible for installing and maintaining the necessary service connection to the main, service line piping, meter, pressure regulator and necessary fitting to furnish natural gas to the customer. The standard natural gas tap fee will be charged for service line piping up to the first one hundred (400) feet as measured from the customer's property line to the meter set and a rate per foot for every foot in excess of one hundred (400) feet, as defined in the **Schedule of Rates and Charges – Natural Gas**. The entire service line, regardless of length, shall be the property of the District.

3. Customer's Responsibility

The customer shall be responsible for damage to any natural gas meter or equipment belonging to the District placed on the premises occupied by the customer and will immediately reimburse the District for all cost of repairing or replacing same.

Customer will keep meter free of debris and obstacles, and any obstructions such as locked gates, bushes and dogs. District employees or its authorized agents shall have access to the customer's premises at all reasonable times for the purpose of checking, reading, service and disconnecting the meter, shutting off the gas, and any such other purposes as the District may deem advisable to protect its interest and safety to the public.

4. Non-participation In A Natural Gas Line Extension

Any applicant, who owned property on a natural gas line extension installed with District funds and would not grant a natural gas easement, will pay the normal service fee, meter deposit and twice the current tap fee.

5. Minimum Bill

The District will charge at least a minimum bill per month per customer for the natural gas service regardless of the amount used. (The minimum bill reflects each customer's share of the overhead to operate the system.) If the customer fails to connect to the system when service is available and a service connection is made, the customer will pay a minimum bill per month until such time as the customer installs his service or he removes himself or his business from a metered location. By keeping the account active, the customer can demand service at any time and therefore must share in its costs.

6. Forfeited Discount

If full payment is not received in the District office by the close of business on the due date on the bill, the customer must pay the gross amount (including forfeited discount) shown on the bill.

7. Repossessed Natural Gas Taps

In the event a customer on a Natural Gas line extension (i.e. dry tap) refuses to pay his account, he will continue to receive a minimum bill. Once the account balance exceeds \$250.00 and remains unpaid for a period of six (6) months from the date of last payment in full, the District will repossess the service connection. The customer will be sent a **Repossessed Tap Notice** notifying him that he has thirty (30) days to reinstate his account with the District and halt repossession of the tap. If the customer does not respond within the thirty (30) day period, the District will physically remove the tap from the customer's property. If a new customer requests natural gas service at this location at a future date, he must apply for natural gas service. If the customer is the one owing the past due account, he must apply for natural gas service and pay the current tap fee, meter deposit, service fee and all past due charges on said account.

8. Service Calls

In the event a customer requests that the District check a service connection for proper operation and no District responsibility is found, then the customer will be charged a service call fee.

Customers are required to **immediately** report any natural gas leaks whether they exist on the customer's side or the District's. The District will not charge any customer a service call fee for reporting a natural gas leak.

9. Billing Frequency

Utility bills for residences will be rendered monthly. Commercial and industrial customers may be billed monthly or more frequently, at the discretion of the Board of Commissioners.

10. Billing Due Date

The customer shall be required to pay his bill by the due date as noted on his bill. The customer's failure to pay by the due date shall constitute a penalty which will be added to the bill. Should the due date for payment of a bill fall on a week-end or a holiday observed by the District, the bill may be paid on the following business day at the net amount.

11. Failure To Receive Bill

Utility bills are recognized as a routine bill owed by the customer. The customer's failure to receive a bill does not change in any way the customer's obligation to pay the amount due in a timely manner.

12. Termination of Service By Customer

In the event a customer removes himself or his business from a service location at which he is receiving natural gas service, he shall give the District a minimum of five (5) calendar days notice of his intention to move. To remove himself or his business from a service location, the customer, if the owner, must sell the property where the service is located, or, if a renter, move from the property where the service is located. The customer shall be responsible for payment of natural gas consumed up to the date his service is terminated. In the event a customer desires to move to a new location within the District, he shall pay the tapping fee, if applicable, meter deposit and service fee.

The procedure for customer notification of discontinuance of service is as follows:

- a. In person, customer must present acceptable identification.
- b. Telephone, fax or writing, customer must include address, account number, and one (1) other positive account identification.

13. Adjustments to Bills/ Leak Adjustments

The District does not allow adjustments for natural gas leaks. The customer shall be responsible for all gas passing through the meter.

14. Discontinuance of Service (Cut-offs)

Reasons for discontinuance of service:

- a. Nonpayment of bill or other charges.
- b. Partial payment of bill or other charges, except when a customer inadvertently fails to pay a penalty, however, the penalty must be paid by the next cut-off date.
- c. Failure to comply with District rules, regulations and policies.
- d. Any threat to public safety and/or health on the customer's premises which may endanger other customers.
- e. Tampering with District equipment or stealing service.
- f. In the event that a customer has more than one (1) residence on one (1) tap.
- g. Customer has an amount past due from any previous service.

A Final Notice will be mailed if payment is not received by the due date. If payment is not received within ten (10) days after the due date, service will be discontinued.

Service will be reinstated only during regular working hours, Monday through Friday, 8:00 A.M. to 4:30 P.M.

In the event a customer who has been cut-off for nonpayment of service wishes to be reinstated as a current customer, he shall pay all cost for discontinuance of service to include a reconnect fee, past due charges and any applicable service fees.

In the event a customer, who has been cut-off, cuts the meter lock for the purpose of reinstating natural gas service, said customer will be charged a tampering fee and be subject to legal prosecution

In the event a customer, who has been cut-off, cuts the meter lock for the purpose of reinstating natural gas service, said customer will be charged a tampering fee and be subject to legal prosecution.

Should the customer cut the meter lock again, the meter will be removed and natural gas service terminated permanently and be subject to legal prosecution.

15. Multiple Connections to One (1) Meter

At no time shall there be more than one (1) residence connected to one (1) meter.

Authorized employees, representatives and contractors of the District shall have access to all properties served by the District at reasonable times for the purpose of reading meters, maintaining and inspecting lines and connections to the District (or believed to be connected to the District), observation, measurement, sampling and testing as provided by the policies of the District and by state and federal law.

16. Theft of Service

Anyone found to be in violation of the theft of service policy will be subject to a tampering fee and be subject to legal prosecution.

Service will not be restored until all payments for the following are received by the District:

- a. Adjusted payment for utility service.
- b. Tampering fee.
- c. Reconnection fee and any other fees as deemed appropriate.
- d. The cost of damages to District property to include labor, equipment, overhead and replacement parts.

Anyone found to be in violation of theft of service policy for a second time will have their natural gas service terminated permanently and be subject to legal prosecution.

17. Shortages and Emergencies

The District cannot and does not guarantee a sufficient supply of natural gas service and shall not be liable for any damage or loss resulting from an inadequate or interrupted supply, or for damages from the resumption of service.

The District may declare service restrictions during a period of shortage and emergencies.

18. Natural Gas Line Extensions

In the event the District shall see fit to extend any main line of its natural gas system, the District shall, upon considering all circumstances, determine the feasibility of this extension.

19. Subdivisions and Developers

In the event an individual wishes to extend/develop a natural gas line at their own expense, the individual must adhere to the District's Subdivisions and Developers Policy.

20. Natural Gas Security Deposit:

Commercial, Industrial, and Agricultural customers establishing or reestablishing service will be required to pay a security deposit equal to two (2) times the customer's highest estimated monthly volume or two (2) times the highest monthly volume for the previous customer during the last twelve (12) month period at the rate in effect at the time service is established or re-established.

The security deposit is required for each account.

The security deposit may be cash, bond, or an irrevocable letter of credit as approved by management. A cash deposit made by any method other than cashier's check will not be effective until the check clears the bank.

Any Commercial, Industrial, and Agricultural customer at the time this policy is adopted whose service has been disconnected due to non-payment will be required to pay a security deposit equal to an average of the customer's highest two (2) months usage in the previous (12) month period at the rate in effect at the time service is reestablished.

The foregoing Rules and Regulations, the aforementioned Schedule of Rates and Charges and Organizational Data may be amended, modified, enlarged or otherwise changed at any time a majority of the Board of Commissioners deems same necessary.

The District has, by proper resolution, adopted the foregoing Rules and Regulations for the Bedford County Utility District of Bedford County, Tennessee, which resolution declares that if any section, paragraph, clause or provision of these Rules and Regulations shall be held to be invalid or ineffective for any reason, the remainder of these Rules and Regulations shall remain in full force and effect.

“In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, age, disability, religion, sex, and familial status. (Not all prohibited bases apply to all programs).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD).”

**SCHEDULE OF RATES AND CHARGES
NATURAL GAS**

Present Natural Gas Rates:

Residential-Commercial Rate:		
Customer Monthly Charge	\$	10.00
Per MCF (Thousand Cubic Feet) [With PGA]		10.00
Purchase Gas Adjustment (PGA) Base	\$	3.00
Agricultural-Commercial Rate:		
Customer Monthly Charge	\$	10.00
Per MCF (Thousand Cubic Feet) [With PGA]		10.00
Purchase Gas Adjustment (PGA) Base	\$	3.00
Industrial/processing Rate:		
Customer Monthly Charge	\$	200.00
Per MCF (Thousand Cubic Feet) 0-1000 MCF		10.00
Per MCF 1,000-2000 MCF		9.00
Per MCF over 2000 MCF all Gas		8.00
[With Purchase Gas Adjustment (PGA)]		
Purchase Gas Adjustment (PGA) Base	\$	3.00

Natural Gas Tap Fees:

First Four Hundred (400) Feet	\$	500.00
In excess of Four Hundred (400) Feet		2.00 Per Foot

Should the cost of the installation of the tap exceed the tap fee, the additional cost will be borne by the customer (i.e. rock trenching and/or rock boring)

Other Fees:

Nonrefundable service fee	\$	50.00 per connection
Cut Lock Fee		75.00 per cut lock
Meter Deposit (Refundable)		50.00 per connection
Service Call Fee		50.00 per service call
Returned Check Service Fee		30.00 per returned check
Reconnection Fee		75.00 per reconnect
Tampering Fee		250.00 per occurrence
Late Payment Fee		11.0% of natural gas service

BEDFORD COUNTY UTILITY DISTRICT OF BEDFORD COUNTY, TENNESSEE

ORGANIZATIONAL DATA

Authorization:

This organization was incorporated and created pursuant to Chapter 82, Title 7, Tennessee Code Annotated, on December 8, 1980, by order of the County Judge of Bedford, Tennessee, consolidating the Southwest Bedford Public Utility District of Bedford County, Tennessee, the Northwest Bedford Public Utility District of Bedford County, Tennessee and the Bedford Public Utility District of Bedford County, Tennessee into the Bedford County Utility District of Bedford County, Tennessee.

On September 17, 1985 all assets and liabilities and the further operation of the water distribution system of the Normandy Road Water Cooperative were assumed by the Bedford County Utility District of Bedford County, Tennessee.

Commissioners:

Wendell Smith Sr.	President
David Dickens	Vice President
John Jones	Secretary
Todd Davidson	Treasurer
Randy Head	

Administration:

Telephone - Office Hours	931-684-1667
After Hours	931-294-5117
Office Hours	Monday - Friday 8:00 A.M. - 4:30 P.M.
Address - Mailing	P.O. Box 2755 Shelbyville, TN 37162
Office	214 Bethany Lane Shelbyville, TN 37160