



Date Adopted: 03/17/2020
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Policy 514
System Maintenance

SUBJECT:

Overhead and Underground Electric System Maintenance Plan

OBJECTIVES:

To outline MYEC's plan to perform inspections and maintenance on its Electric Distribution and Transmission system. To ensure the system is maintained at the optimum level so our members receive reliable electric services at the lowest possible cost.

POLICY:

- A. Asset Management:
Continue to update asset records with regular line inspections.
- B. System mapping is an on-going process. Line is added or removed when a work order is completed. Corrections to records and map will be made as they are reported.
- C. Right of Way Maintenance, (ROW):
Tree trimming/removal will be done on a regular basis. Limbs, branches, and/or trunks will be removed from site, by chipping or hauling away. Exception to this would be upon landowner request.
A record will be kept of locations of trees trimmed, to what extent, and individuals involved in the work.
- D. Transmission Line Maintenance:
Transmission lines are thoroughly patrolled at a minimum of once a year. If there is a report of any operations on a transmission line, the section of line affected generally is patrolled as soon as possible regardless of when it was patrolled last.
- E. Substation Maintenance: Substations will be inspected on a monthly basis. Records of these inspections will include:
 - 1. Overall visual inspection.
 - 2. Fence, Gates, Warning signs, and all grounds.
 - 3. Pertinent equipment locked.
 - 4. Operation counter readings.
 - 5. Fluid levels of batteries and oil filled equipment.
 - 6. Temperature and pressure gauge readings recorded.
 - 7. Need for vegetation control.
- F. Distribution Line Maintenance:
 - 1. Pole testing: Typically, 10% or more of the total pole inventory will be inspected each year. A thorough line inspection, including pole assemblies, wire sag, and any ROW issues are documented by crew testing poles.
 - 2. Poles reported as failing by pole testers are replaced as soon as possible.
 - 3. Any other issues reported as needing repair will be repaired in a timely manner. Severity of the problem will dictate the urgency of the needed repair.

G. Random Line Patrol:

1. Operations staff are trained to patrol line on a daily basis. This consists of paying attention to all of MYEC's electric facilities when they are driving anywhere. Any problems noted will be documented, turned into the Operations Manager, and repaired in a timely fashion. Severity of the problem will dictate the urgency of the needed repair.