



BRAINERD PUBLIC UTILITIES

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Temporary Electric Service Fee

BPU_POL_2014-18

Latest Revision/Effective Date: August 25, 2026

Original Adoption Date: September 23, 2014

I. Purpose

To establish a standardized fee structure for temporary electric service requests to cover administration and infrastructure setup costs.

II. Scope

This policy applies to all commercial and residential customers requesting temporary electric service from Brainerd Public Utilities (BPU).

III. Definitions

Temporary Electric Service: Short-term electrical connectivity provided to a customer, typically for construction, remodeling, or specific events, before a permanent connection is established.

Line Extension: An extension of BPU's existing electrical distribution facilities to reach a customer's specific delivery point.

Temporary Service Fee: The fee assessed by BPU, as set forth in the adopted Fee Schedule, to cover the cost of establishing temporary electric service, separate from any line extension or metering charges.

Electric Meter Service Charge: A recurring fee charged to the customer for the provision, maintenance, and reading of the electric meter, as set forth in the adopted Fee Schedule, and applied in addition to the temporary service fee.

IV. Policy Statement

Effective October 1, 2014 Brainerd Public Utilities (BPU) will charge a fee outlined in the fee schedule for temporary electric service requests for both commercial and residential customers. If a line extension is needed, additional costs may apply. In addition to the temporary service fee, the customer will also be charged the required electric meter service charge and for all kilowatt hours that are used per the adopted fee or rate schedule.

V. Procedures

1. **Application:** BPU receives a formal request from the customer for temporary electric service.
2. **Assessment:** BPU reviews the site to determine whether a standard temporary setup applies or a line extension is required.
3. **Billing:** BPU applies the required temporary service fee, along with any calculated line extension costs, to the customer's account.
4. **Meter Installation & Tracking:** BPU installs the temporary meter, activates service, and logs kilowatt-hour consumption for standard recurring billing.
5. **Removal & Final Billing:** Upon expiration or cancellation of temporary service, BPU removes the meter, discontinues service, and issues final billing for consumption and any outstanding costs.

VI. Roles and Responsibilities

Customer: Responsible for submitting the request, paying the upfront temporary service fee, covering line extension costs, and paying for monthly metered consumption.

BPU Staff: Responsible for evaluating service needs, installing metering equipment, and billing according to the adopted fee schedule.

VII. Compliance and References

None.

VIII. Associated Forms and Attachments

- Temporary Electric Service Request Form
- BPU Adopted Fee Schedule
- BPU Electric Rate Schedule

IX. Review and Update Schedule

This policy will be reviewed periodically in conjunction with updates to the BPU fee and rate schedules.

X. Approval and Authority

Authorized by Brainerd Public Utilities Commission on August 25, 2026