




**Price Electric
Cooperative**

A Touchstone Energy® Cooperative 

HERBICIDE GUIDELINES, METHODS AND PROCEDURES



*Price Electric Cooperative
Operations Department
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(715) 339-2155 • (800) 884-0881*

Revised November 2019

Herbicide Guidelines, Methods & Procedures

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TABLE OF CONTENTS

<u>Item No.</u>	<u>Description</u>	<u>Page</u>
1.0	Right-of-Way Herbicide Application Requirement	1
2.0	Notification/Authorizations	4
3.0	Complaints and Adjustment of Claims	5
4.0	Performance and Safety	5
5.0	Work Scheduling, Timing and Reporting	7
6.0	Performance and Application	8
7.0	Noxious Weed and Briar Control	9
EXHIBIT A	PEC Herbicide Complaint / Concern Form	10
EXHIBIT B	PEC Approved Herbicide Mixture	11
EXHIBIT C	PEC New Plantings in ROW Form	12
EXHIBIT D	PEC Herbicide Activity Report	13
DIAGRAM #1	Right-of-Way Clearing Guidelines (Rural)	14
DIAGRAM #2	Right-of-Way Clearing Guidelines (Urban)	15
DIAGRAM #3	Right-of-Way Clearing Guidelines	16
DIAGRAM #4	Right-of-Way Clearing Planting Guidelines	17

Item 1.0 RIGHT-OF-WAY HERBICIDE APPLICATION REQUIREMENTS

1.1 General

PEC’s Herbicide Program allows a member to decline the use of herbicide application on property(s) they own provided they meet certain requirements. PEC maintains an active “no application” database of these locations. The Contractor shall immediately inform PEC and complete a PEC No Herbicide Use – Request form. Forms will be provided upon request.

Herbicide application will be required to be performed on both urban/residential and rural rights of way where a specified or desired right-of-way width shall be established, reestablished, or maintained.

All work is to be performed under the supervision of the Contractor. Work shall be conducted in a manner such that all phases of the application shall progress concurrently. PEC has the sole authority to designate the class of right-of-way (Refer to 1.2 through 1.8). The contractor shall obtain, at a minimum, 90% control of vegetation on those rights of way where application has occurred.

Refer to EXHIBIT B for authorized herbicide mix to be applied to PEC Rights-of- Way.

If a landowner inquires about a line reroute/conversion, they shall be referred to the PEC authorized representative.

Contractor personnel, during the process of notification, shall wear contractor logo that is visible at all times. Contractor personnel and equipment shall at all times present a professional appearance. Under no condition will a contractor employee be shirtless or wear sleeveless shirts. Each vehicle shall carry provided copies of PEC’s “Authorization to perform work” letter to be used with customer contacts. “Contracted by: Price Electric Cooperative” magnetic signs provided by PEC shall be displayed on vehicles and equipment during working hours and removed prior to leaving the job site each night. Contractor is responsible for the loss or theft of all issued PEC materials and equipment.

1.2 Right-of-Way Definitions

PEC’s right-of-way widths are 40 feet (both single and multiphase overhead lines), measured perpendicularly from the centerline of the power line outward 20 feet in both directions.

PEC’s right-of-way widths are 20 feet (both single and multiphase underground lines), measured perpendicularly from the centerline of the power line outward 10 feet in both directions.

Herbicide Guidelines, Methods & Procedures

Exceptions to the above are as designated by the authorized PEC representative.

The following definitions have been established for PEC's right-of-way program:

Wetland Area:

The Department of Trade and Consumer Protection Agency (DATCP) which governs the application of herbicides defines a wetland as an area of standing water present at the time of application and/or by test of the "wet foot print" method described as being the compaction of soil from the weight of an individual after which water visibly migrates into the footprint. Refer to EXHIBIT B.

Maintained Yard Area:

Defined as a plot of land where a landowner has dedicated time and incurred expense to landscape, consistently tend to, and mow grass to an even height to establish a yard or yard like area.

PEC reserves the right to make the final determination of the above areas.

Rural: Defined as any primary lines not within a maintained lawn area, near an approved lakeshore, dwelling, or business including the primary maintained driveway entrance.

Urban: Defined as any primary lines within¹ a maintained lawn area near approved lakeshore, dwelling, business *excluding* the primary maintained driveway entrance.

Single Phase Line:

Rural: 30 feet (20 feet either side of the center line). Ground-to-sky cutting, trimming, mowing, and herbicide application.

Urban: 20 feet (10 feet either side of the center line). Ground-to-sky cutting, trimming, mowing, and herbicide application.

Three Phase or Multiphase Line:

Rural: 40 feet (20 feet either side of the center line). Ground-to-sky cutting, trimming, mowing, and herbicide application.

¹ Only if line is the same side of public road as buildings and it is the same property owner. Covers only the area under the line that is the frontage of the maintained yard area. Not meant to include areas other than parallel to a lakeshore, dwelling, and business.

Herbicide Guidelines, Methods & Procedures

Urban: 30 feet (15 feet either side of the center line). Ground-to-sky cutting, trimming, mowing, and herbicide application.

Note: All of PEC's right-of-way classifications, urban or rural for either single-phase or multi-phase lines, consists of a total 40 foot wide easement width regardless of vegetation width established by clearing activities.

1.3 Primary Lines Rights-of-Way for Urban/Residential and Rural Sites

Herbicide application will be required to be performed on both urban/residential and rural rights of way where a specified or desired right-of-way width shall be established, reestablished, or maintained. The work shall meet the authorized PEC representative's approval. Refer to Rural Diagram #1 and Urban Diagram #2.

Exceptions:

As designated by the authorized PEC representative. Large mature trees and fruit bearing trees (*i.e.*, apple trees) that remain within the right-of-way shall not be treated with Herbicide in accordance to the PEC right-of-way clearing specifications.

1.4 Overhead Stub Guys

Apply within a 5-foot radius of an overhead stub guy pole(s).

1.5 Anchors

Apply within a 5-foot radius of an anchor(s).

1.6 Primary Riser Poles with no overhead conductors attached.

Apply within a 10-foot radius around all underground primary riser poles.

1.7 Primary Poles

Apply within a 20 foot radius around all primary poles for a rural right-of-way and a 15-foot radius for an urban right-of-way.

1.8 Riparian Management Zone (RMZ)

1.8.1 The term Riparian means relating to or living or located on the bank of a natural watercourse (as a river) or sometimes of a lake or tidewater. The RMZ is defined as a strip of land and vegetation next to lakeshore and stream banks where management practices are modified to protect water quality, fish and other aquatic resources.

Best Management Practice for RMZ's

- ◆ A vegetation screen will be left from the ordinary high water mark back 10 feet on both sides of the water crossing. Target tree species only and promote long live shrub species appropriate to the site.
- ◆ The right-of-way width will be reduced to meet PEC's urban specification 100-feet back from the ordinary high water mark on either side of the water.
- ◆ Efforts will be made to provide the least amount of disturbance to low growing grasses and forbs (*i.e.*, fodder, food or an herb other than grasses) to hold soil in place 100-feet from waters edge.
- ◆ Operation of wheeled or tracked machinery within 100-feet of the ordinary high-water mark is only with prior authorization from PEC.

Item 2.0 NOTIFICATION/AUTHORIZATION

2.1 Initial application

2.1.1 Contractor must provide PEC a minimum 30 days advance notice of work to begin on a work order project(s) so that notification letters can be sent before any personal contact takes place by the contractor.

2.1.2 Contractor shall make personal notification with members requiring initial application that are listed in the no application database to identify no application boundaries. This contact must precede any herbicide application to a property a minimum of five (5) working days.

2.2 In the case of the industrial, municipal, county, state, or large private estate type of properties, the caretakers or other designated individual in the employ of the owners who is responsible for the area to be applied is considered to represent the interest of the owner. Notification of such caretakers or grounds maintenance supervisors is acceptable.

2.3 The contractor shall maintain a written daily log of all member notification and/or refusals by personal contact. The log shall include a record of the date of initial contact, party contacted, address, any agreements entered or understanding reached, and any follow-up conducted.

2.4 If contractor is approached by a member any time during the performance of their work refusing the application of herbicides to their property or a specific

Herbicide Guidelines, Methods & Procedures

tree(s), area(s), and or shrub(s), contractor shall honor the request and notify the PEC authorized representative.

- 2.5 If a landowner refuses access to PEC Rights of Way, contractor shall notify authorized PEC representative.

Item 3.0 COMPLAINTS AND ADJUSTMENT OF CLAIMS

- 3.1 Complaints/claims of any nature received from property owners or those in authority over herbicide application shall receive immediate attention by the Contractor. The Contractor shall immediately inform PEC and complete a PEC Herbicide Complaint/Concern Form (EXHIBIT A). The Contractor shall keep PEC informed of the status of each complaint and of any settlement made with the damaged party. All claims shall be settled as soon as possible and to the reasonable satisfaction of PEC and the landowner. Contractor shall inform authorized PEC representative within two weeks of every damage claim that has been settled.
- 3.2 The Contractor assumes entire responsibility and liability and shall adjust all complaints, whether said complaints arise from Municipal, County, State, or Federal authorities or from property owners or owners of the abutting property sustained or alleged to have been sustained in connection with or to have arisen out of the performance of the work. Notwithstanding the above Contractor shall not be liable for any complaints regarding the “No Application” members if PEC fails to provide Contractor with information related to such “No Application” member.
- 3.3 The Contractor shall, without cost to PEC, re-perform any work that does not comply with the terms of this agreement, including, but not limited to:
 - 3.3.1 Repairing any and all damage to any property caused by Contractor to the reasonable satisfaction of PEC and property owner. Including, but not limited to; repair of ruts, fences, and misapplications.
 - 3.3.2 Reapplication of all sites where the 90% control of vegetation was not achieved.

Item 4.0 PERFORMANCES AND SAFETY

- 4.1 The Contractor shall perform all services in a safe, neat, and workmanlike manner with due regard for the safety of its employees, the public, and the protection and safety of adjacent property owners and their property without limiting the independent contractor relationship established by this contract.

Herbicide Guidelines, Methods & Procedures

To that end, the Contractor represents and agrees, without limitation, that it will comply with at least the following minimum performance and safety standards during the performance of any project under this agreement.

- 4.2 Contractor and its employees, representatives, and subcontractors shall perform all work to the complete satisfaction of PEC and in accordance with all Municipal, County, State, Federal and other Local laws, ordinances, statutes, rules, and regulations as applicable to said work. In addition, contractor shall follow PEC Safety Practices as detailed at the time of contractor employee orientation. All work shall be performed in accordance with PEC HERBICIDE GUIDELINES, METHODS, AND PROCEDURES Handbook, which supersede any standard principles, established for such work.
- 4.3 The Contractor shall do all things necessary to protect all adjacent property from damage, and shall repair and restore any and all property disturbed or damaged in the performance of a project under this agreement to as reasonably good a condition as existed prior to the commencement of the work.
- 4.4 The Contractor shall be solely responsible for pedestrian and vehicular safety and control within the work site and shall provide the necessary warning devices, barricades, and ground personnel needed to give safety, protection, and warning to persons and vehicular traffic within the area. Work shall be performed so as to cause the least possible obstruction of public rights of way.
- 4.5 Traffic control is the responsibility of the Contractor and shall be accomplished in conformance with Federal, State, County and Local highway codes.
- 4.6 It is understood by and between the parties that the electric circuits of PEC are to continue in normal operations during this work and that Contractor is to provide and use all protective equipment necessary for the protection of Contractor's employees and to guard against interfering with the normal operation of said circuits.
- 4.7 Contractor shall at all times take all reasonable precautions for the safety of employees on the work and of the public by utilizing safety equipment and application methods in accordance with the manufacturer's specifications on the herbicide label, and shall comply with all applicable provisions of Federal, State, and local laws specifically including Wisconsin Administrative Code Chapter ATCP 29, relating to the use and application of herbicides. Contractor will furnish copies of any required licenses, certifications or permits to Cooperative upon request.

Item 5.0 WORK SCHEDULING, TIMING, AND REPORTING

- 5.1 The scheduling of all firm price bid projects is the Contractor's responsibility, except in cases of critical need, as determined by PEC. PEC may, at its discretion, require that specific sites be completed in order that reliability of service is maintained.
- 5.2 The Contractor shall provide five (5) days notice to PEC as to the date that the work will be starting on each work order project, the number and types of crews, and the crew foreman and supervisor's names and telephone numbers.
- 5.3 The Contractor shall also notify the authorized PEC representative when there is a change in crew foreman, crew members, and the number of crews.
- 5.4 The Contractor must notify PEC of any work scheduled on Saturday, Sunday, holidays, or hours outside of PEC's normal hours of operations, subject to approval by the authorized PEC representative.
- 5.5 Crew's starting and quitting times shall be determined by the Contractor, subject to approval by the authorized PEC representative.
- 5.6 The Contractor shall make all necessary arrangements for crew starting points and garaging of equipment and shall be responsible for associated costs.
- 5.7 PEC properties will not be made available for the Contractor for crew starting points or for storing/garaging product or equipment, unless approved by the authorized PEC representative.
- 5.8 In the event the Contractor plans to deviate from the normal work schedule (*i.e.*, leaving the job or starting location due to inclement weather or other cause), the foreman and/or general foreman or supervisor shall call into the authorized PEC representative.
- 5.9 The Contractor is responsible to ensure herbicide application work is carried out on the proper project. Work performed on the wrong project will result in no payment for all work performed at that location.
- 5.10 The Contractor shall keep PEC informed as to the progress of the work with a logbook.
- 5.11 It is the Contractor's responsibility, prior to submitting bids, to contact all governing authorities to determine any special requirements on herbicide application notices, permits, etc. No payment will be made for go-backs due to non-compliance with state, county, or municipal ordinances.

Herbicide Guidelines, Methods & Procedures

- 5.12 All reporting shall be accurate, neat, and complete. Exaggerated, padded, or incorrect work report entries may result in the dismissal of the crew foreman and/or general foreman/supervisor.
- 5.13 The Contractor will be required to utilize daily time sheets provided by or approved by PEC. Timesheets shall be accurate, neat, and complete.

Item 6.0 PERFORMANCES AND APPLICATION

- 6.1 Contractors must review property addresses in the no-application database as provided by PEC and verify boundaries of no application sites in whole or in part of a specific location within two working days ahead of the application crew. Where Contractor is unable to verify boundaries, personal notification to the member shall be provided by the Contractor.
- 6.2 All herbicides shall be applied in compliance with all federal, state, and local laws and regulations. This includes, but is not limited to transportation, storage, handling, application, chemical and container disposal requirements.
- 6.3 The Contractor must keep a record of all applications as required by law. Refer to EXHIBIT D.
- 6.4 All herbicide methods and mixes used by the Contractor shall be preapproved by PEC. Refer to EXHIBIT B. Herbicide mixes shall conform with strict adherence to all requirements of the manufacturer's label.
- 6.5 The Contractor shall ensure that all on-site applicators be licensed by the State of Wisconsin Department of Agriculture Trade and Consumer Protection. Only licensed applicators may apply herbicide on PEC rights of way. Applicators working under a temporary permit as they seek their license will be allowed to apply herbicides when working under the direct supervision of a licensed applicator that is to be present and within speaking distance of the employee at all times during the course of application.
- 6.6 There will be no herbicide application within State Highway rights of way unless authorized with proper permits.
- 6.7 There will be no herbicide application on US Forest Service rights of way unless authorized with proper permits.
- 6.8 All tree and woody stemmed brush species within the required right of way width shall be treated. Contractor shall not apply herbicides to low growing shrubs in maintained yard areas that are encountered during the application process, but shall report such locations to the authorized PEC representative. The application of herbicide will be determined by the authorized PEC representative on an individual basis.

Herbicide Guidelines, Methods & Procedures

- 6.9 All grasses, ferns, herbaceous plants, annual weeds and plants, and those compatible non-woody species shall not be treated unless directed by an authorized PEC representative. Applicators shall apply in a manner to minimize over-spraying or over applying to the targeted species. PEC requires minimal negative impact on surrounding grasses, etc. from the applied herbicides.
- 6.10 Contractor shall cut off all vines ascending poles and guy wires at the height of reach and shall treat the remaining vines with herbicide.

Item 7.0 NOXIOUS WEED AND BRIAR CONTROL

- 7.1 Canadian and Bull Thistle shall receive application a minimum of five feet either side following the “drip line” of the primary conductors.
- 7.2 Blackberry and Raspberry bushes shall receive application a minimum of five feet either side following the “drip line” of the primary conductor



Price Electric
 W6803 Springs Drive
 Phillips, WI 54555
 (715) 339-2155 (800) 884-0881

EXHIBIT A

Herbicide Complaint/Concern Form

Name: _____
Service Address: _____
Location: _____
Sub/Circuit: _____

Phone: **Home:** _____
 Work: _____
 Cell: _____

Contact with: _____
How contacted: _____
Date of Contact: _____
Date of Response: _____

Date of Herbicide Applied: _____
Contractor: _____
Contact Person: _____

Describe nature of Issue: _____

Site Visit Date: _____
Visited By: _____

Describe the cause of Issue: _____

Describe resolution: _____

Date Resolved: _____
Resolved By: _____



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 W6803 Springs Drive
 Phillips, WI 54555
 (715) 339-2155 (800) 884-0881

Herbicide Mix Sheet

Herbicide Mix

The following mixing formulas shall be used for 2015 using the PEC preapproved herbicides listed below.

Mix #1 Foliar Mix added to 100 gallons of water:

- ❖ Garlon 3A 33.33%
- ❖ Milestone 2.60%
- ❖ Aquafact 16.67%
- ❖ Water 47.40%
- ❖ Escort XP 15 oz

Mix #2 Wetland Mix added to 4 gallons of water:

- ❖ Accord 7.5 ounces

This mix shall be used as defined in the Herbicide Guidelines, Methods, and Procedures Handbook.

Any variation to the above mixing formulas or concentrates must be preapproved by the authorized PEC representative.



Price Electric
 W6803 Springs Drive
 Phillips, WI 54555
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New Planting in ROW Form

Trees/Shrubs in Right-of-Way

Members Name: _____

Address: _____

Meter #: _____ **Map Location #:** _____

Type of Tree

Evergreen						
Height	Qty.	Type	Picture			Yard Tree?
1-5 ft						
5-10 ft						
10-15 ft						
15+ ft						

Deciduous						
Height	Qty.	Type	Picture			Yard Tree?
1-5 ft						
5-10 ft						
10-15 ft						
15+ ft						

Shrubs						
Height	Qty.	Type	Picture			Yard Tree?
1-5 ft						
5-10 ft						
10-15 ft						
15+ ft						

Comments: _____

Date: _____ **Employee/Contractor Name:** _____



Price Electric
508 North Lake Ave.
Phillips, WI 54555
(715) 339-2155 (800) 884-0881

Sample Herbicide Activity Report

ROW Herbicide Application Spray Data

Applicator #1 Jon Doe Applicator #2 Jim Doe Applicator #3 Rick Doe
License# 18755164 License# 16564987 License# 15649874

Applicator #4 Art Doe Applicator #5 Jeff Doe Applicator #6 Jane Doe
License# 54956744 License# 654544 License# 744234

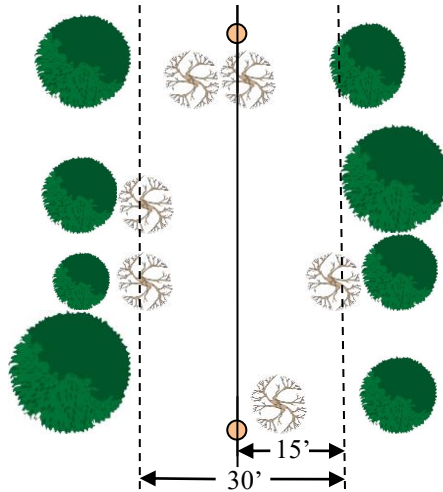
EPA Reg# Accord: 62719-324 ; Arsenal: 241-346 ; Escort: 352-439
County Ashland State WI

Date	Location	Application	Line Miles	Gallons Batched	Gallons Used	Herbicide Used	%	Oz.	Weather	
07/31/2013										
Start Time:	Start:	Backpack Foliar	2.00	10	10	Garlon 3A	3.100	39.88	Temp	70
8:00	N16014 Cty D					Milestone	.250	3.200	Sky Cond.	Sunny
Stop Time:	Stop:					Excort XP	.020	0.002	Wind Dir.	South
8:30	N16255 Cty D					Aquafact	1.000	0.100	Wind Spd.	1-5
Notes	Crew Hrs. - .5									

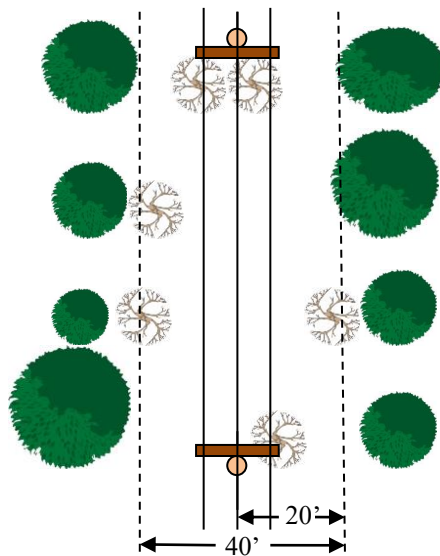
Date	Location	Application	Line Miles	Gallons Batched	Gallons Used	Herbicide Used	%	Oz.	Weather	
07/31/2013										
Start Time:	Start:	Backpack Foliar	2.00	10	10	Garlon 3A	3.100	39.88	Temp	70
8:30	N16014 Cty D					Milestone	.250	3.200	Sky Cond.	Sunny
Stop Time:	Stop:					Excort XP	.020	0.002	Wind Dir.	South
9:30	N16255 Cty D					Aquafact	1.000	0.100	Wind Spd.	1-5
Notes	Crew Hrs. - 1									

Right-of-Way Clearing Guidelines

Aerial View (Single Phase)

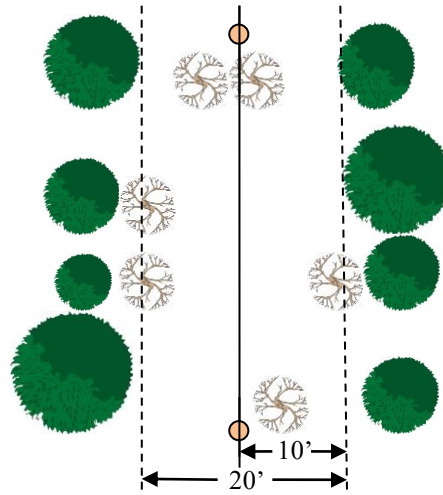


Aerial View (Multi Phase)

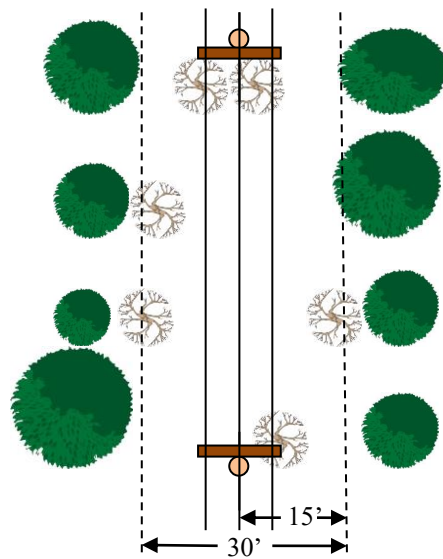


Right-of-Way Clearing Guidelines

Aerial View (Single Phase)

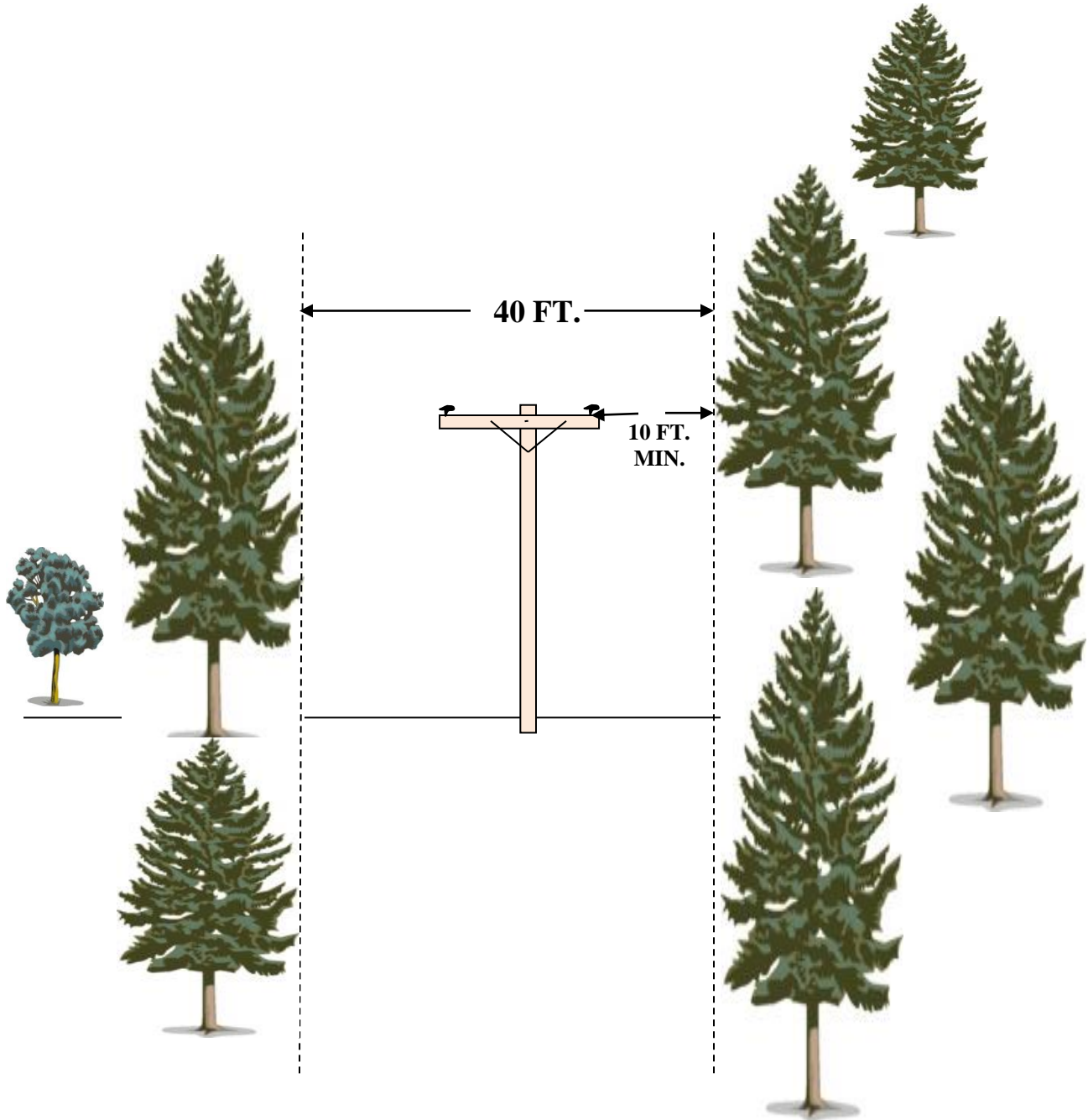


Aerial View (Multi Phase)



Right-of-Way Clearing Guidelines

Elevation View (MultiPhase)



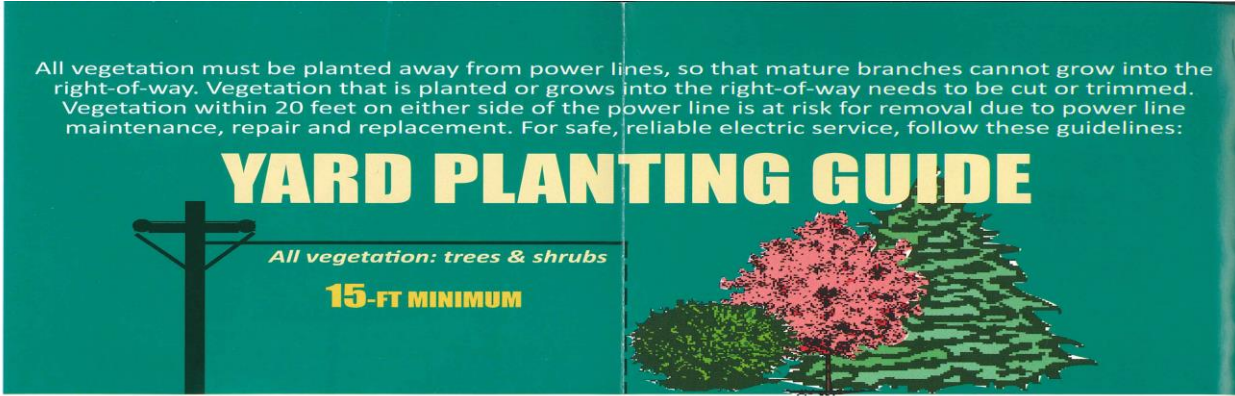
Right-of-Way Clearing Guidelines

Right-of-Way Planting Guidelines

All vegetation must be planted away from power lines, so that mature branches cannot grow into the right-of-way. Vegetation that is planted or grows into the right-of-way needs to be cut or trimmed. Vegetation within 20 feet on either side of the power line is at risk for removal due to power line maintenance, repair and replacement. For safe, reliable electric service, follow these guidelines:

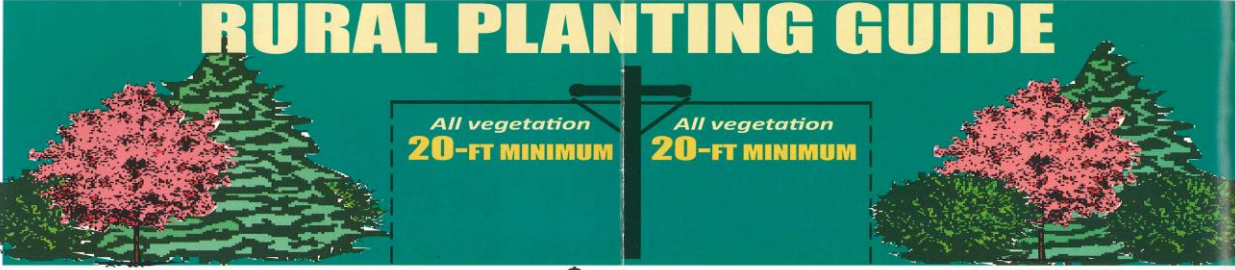
YARD PLANTING GUIDE

All vegetation: trees & shrubs
15-FT MINIMUM



RURAL PLANTING GUIDE

All vegetation **20-FT MINIMUM** All vegetation **20-FT MINIMUM**



UNDERGROUND PLANTING GUIDE

Because roots interfere with cables and wires, and vegetation impedes access, the required minimum planting distance from all underground power lines is 12 feet.

All vegetation **12-FT MINIMUM**

○ Underground cable

Also, keep areas around electric meters and green transformer boxes clear of vegetation and obstructions that could limit access for repairs.

Call before you dig:
800-242-8511 or 811

DIGGERS HOTLINE

