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ARTICLE 1 – Adoption of Electrical Code

15.0101 Electrical Code Adopted

There is hereby adopted the rules for electrical wiring and equipment as adopted by the State Electrical Board and any future updates, and amendments to those rules, a copy of which is on file in the office of the City Auditor of the City, and the same is hereby adopted as fully as if it were set out at length herein with the following exceptions:

ARTICLE 2 – Permits

15.0201 Permit Required

No person shall begin any electrical work for which a permit is required until that person has made application for a permit to the City building inspector or City Auditor and the permit has been granted. All electrical work shall be performed in strict compliance with the laws of the State of North Dakota, and the provisions of this article, together with such rules and regulations as the City shall make from time to time for the execution of the same.

15.0202 Permit - Application For

Any person desiring to perform any electrical work within the corporate limits shall make application for a permit to carry on such work. Application shall be in a form containing such information regarding the proposed work, as the City shall prescribe.

15.0203 Permit - Grant of

When, after due consideration and examination, it appears that the provisions of this article are complied with, the permit asked for shall be issued.

15.0204 Work by Licensed Electrician

All electrical work hereafter to be installed in any building within the corporate limits, shall be undertaken and executed only by persons holding a master electrician's license or a Class B electrician's license where applicable as provided in the laws of the State of North Dakota, and have given a surety bond in the sum of one thousand (\$1,000.00) dollars approved by the City Council, for the execution of all work in conformity with the laws of the State of North Dakota, and the provisions of this article.

15.0205 Work by Licensed Electrician, When Not Required

No permit or application for a permit shall be required for the installation of electrical wiring for electrical installations made upon their own property by public service corporations, which hold franchises from the City for the manufacture and distribution of electric power.

15.0206 Uses of License by Another

No person holding a master electrician's license or a Class B electrician's license shall allow the use of his name, or any permit granted to him, by any other person.

15.0207 Return of Permit – Work Completed

Within five (5) days after the completion of any electrical work, the permit under which the work was executed shall be returned by the holder thereof to the City inspector or City Auditor with a notation thereon of such completion.

15.0208 Inspection of Work

Upon completion of the work, which has been authorized by the issuance of an electrical permit, it shall be the duty of the master electrician to request an inspection of his work by the City inspector. Such inspection shall be requested and conducted before the electrical work is covered by other building components.

In a case where such work includes a new or altered electrical service, the utility company shall not make any connection unless the service entrance bears a notice signed by the City inspector that said wiring has been inspected and approved by the City inspector.

ARTICLE 3 – Supervision of Work

15.0301 Supervision of Work

All electrical installations now existing or hereafter to be made, altered or repaired in or upon any building in the City shall be under the supervision of the City inspector who shall require such work to comply with this article and City ordinances. (NOTE: NDCC 43-09-12.2 requires a person employed by a political subdivision to inspect electrical installations to be licensed as a journeyman or master electrician.)

15.0302 Powers

The City inspector shall have the right during reasonable hours to enter any building in the discharge of duties, or for the purpose of making any inspection or test of the electrical installation or electrical equipment contained therein, and is hereby empowered to disconnect or order the discontinuance of electrical service to any electric wiring or equipment found to be defectively installed or otherwise not in conformity with the provisions of this article or equipment shall have been made safe.

15.0303 Existing Installations

All existing electrical installations and devices on any premises or upon any building or structure in the City shall be subject to inspection by the City inspector and if in the opinion of the City inspector a hazard exists the owner shall be notified with an order requiring that the hazard be corrected. In the case where the owner fails to comply with the City inspector's order, the service to the premises, structure or building shall be disconnected.

15.0304 Defective Work

The inspector is hereby given authority to order the removal and replacement, or the alteration of any installation or portion thereof for which a permit has been obtained, should be upon inspection of the same find it to have been executed in violation of any of the provisions of this article. It shall thereafter be unlawful for any person in any way to use such installation, or to supply the power thereto, until the same shall have been made to conform to the provisions of this article. No permit for any other work shall be issued to any applicant therefore who has executed any work in violation of the provisions of this article until such work shall have been made to conform thereto.

CHAPTER SIXTEEN
PERSONNEL POLICIES

ARTICLE 1 – Personnel Policies and Procedures

16.0101 Adoption of Policies

The personnel policies and procedures of the City shall be as set out in the City Policy Manual and any future amendments to that manual, a copy of which is on file with the City Auditor. Those policies shall be reviewed and updated from time to time as determined by resolution of the City Council.

16.0102 Amendments to Policies

Sec. _____ shall be amended to read as follows:

Sec. _____ shall be deleted.

Sec. _____ shall be added to said policies to read as follows: