

*The Municipality of Hempfield Township*

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**STREET LIGHT DISTRICT PROCEDURES**

DATE: 06/03/96

1. Petition signed by residents is presented to the Board of Supervisors.
2. Petition is presented at a public meeting. The Board of Supervisors then turn it over to the Township engineer for him to verify that the petition is signed by seventy (70) percent of the affected property owners.
3. After the petition is verified by the Township engineer, a letter is sent to all property owners in the proposed lighting district informing them of the validity or non-validity of the petition.
4. If it is a valid petition, the Board of Supervisors forwards a map of the area where lights are to be installed to Allegheny Power. Allegheny Power then determines the number of lights needed and prepares a cost estimate for the installation and lighting expenses.
5. When the cost estimates provided by Allegheny Power are received by the Board of Supervisors, a letter is sent to all the residents in the proposed light district advising them of the total costs involved and also the cost per property owner. A questionnaire is also attached to this letter asking the residents if they are in favor or not in favor of the proposed light district.
6. If seventy (70) percent of the property owners are in favor of the light district, the light district is created and a contract is entered into with Allegheny Power and Allegheny Power installs the lights.
7. Once the lights are installed, the property owners are billed yearly for all of the costs (administrative costs and lighting expenses) involved with the operation of the light district.