



March 22, 2019

Docketing Division  
Public Utilities Commission of Ohio  
180 East Broad St.  
Columbus, Ohio 43215-3793

**RE: Natural Gas Governmental Aggregator Renewal Application — Etna Township, Licking County, OH.**

**CASE # 15-0429-GA-GAG**

Etna Township is pleased to submit its renewal application for natural gas governmental aggregator. The original application has been notarized and signed by an authorized official.

Material provided for review:

- Application for Governmental Aggregations and Affidavit
- Exhibit B-1 Authorizing Ordinance reflecting voter authorization;
- Exhibit B-2 Plan of Operation and Governance;
- Exhibit B-3 Automatic Aggregation Disclosure
- Exhibit B-4 Opt-Out Notice
- Exhibit B-5 Experience

Should you have any questions or additional needs, please call me at (614) 425.4885.

Sincerely,

Scott R. Belcastro  
Principal  
614.425.4885  
scott@electricsuppliers.org

Enclosure



# Public Utilities Commission

PUCO USE ONLY ~ Version 1.07		
Date Received	Renewal Certification Number	ORIGINAL GAG Case Number
		15 - 0429 - GA-GAG

## RENEWAL CERTIFICATION APPLICATION OHIO NATURAL GAS GOVERNMENTAL AGGREGATORS

Please type or print all required information. Identify all attachments with an exhibit label and title (*Example: Exhibit B-1 - Authorizing Ordinance*). All attachments should bear the legal name of the Applicant. Applicants should file completed applications and all related correspondence with the Public Utilities Commission of Ohio, Docketing Division, 180 East Broad Street, Columbus, Ohio 43215-3793.

This PDF form is designed so that you may directly input information onto the form. You may also download the form by saving it to your local disk.

### SECTION A - APPLICANT INFORMATION

#### A-1 Renewal Applicant information:

Legal Name Etna Township, Licking County, OH  
Address 81 Liberty Street, Etna, OH 43018  
Telephone No. 740-927-7717 Web site address [www.etnatownship.com](http://www.etnatownship.com)  
Current PUCO Certificate Number 15-423G(2) Effective Dates April 23, 2017 - April 23, 2019

#### A-2 Contact person for regulatory or emergency matters:

Name Scott Belcastro Title Principal  
Business Address 1216 Lexington Ave., Suite 301, Mansfield, OH 44907  
Telephone No. 614-425-4885 Fax No. 614-417-0410 Email Address [scott@naturalgassuppliers.org](mailto:scott@naturalgassuppliers.org)

#### A-3 Contact person for Commission Staff use in investigating customer complaints:

Name Scott Belcastro Title Principal  
Business address 1216 Lexington Ave., Suite 301, Mansfield, OH 44907  
Telephone No. 614-425-4885 Fax No. 614-417-0410 Email Address [scott@naturalgassuppliers.org](mailto:scott@naturalgassuppliers.org)

#### A-4 Applicant's address and toll-free number for customer service and complaints:

Customer service address 1216 Lexington Ave., Suite 301, Mansfield, OH 44907  
Toll-Free Telephone No. 877-861-2772 Fax No. 614-417-0410 Email Address [scott@naturalgassuppliers.org](mailto:scott@naturalgassuppliers.org)

(Ohio Natural Gas Governmental Aggregator Renewal) Page 1 of 3

## SECTION B - APPLICANT AUTHORITY AND AGGREGATION PROGRAM INFORMATION

PROVIDE THE FOLLOWING AS SEPARATE ATTACHMENTS AND LABEL AS INDICATED

- B-1** Exhibit B-1 "Authorizing Ordinance," provide a copy of the adopted ordinance or resolution that reflects voter authorization to form a governmental aggregation program pursuant to Sections 4929.26 and 4929.27 of the Ohio Revised Code.
- B-2** Exhibit B-2 "Operation and Governance Plan," provide a copy of the applicant's plan for operation and governance of its aggregation program adopted pursuant to Sections 4929.26(C) or 4929.27(B) of the Revised Code. The Operation and Governance Plan should include all information pursuant to Rule 4901:1-28-03 of the Ohio Administrative Code.
- B-3** Exhibit B-3 "Automatic Aggregation Disclosure Notification," if the aggregation program provides for automatic aggregation in accordance with Section 4929.26(A) of the Revised Code, provide a copy of the disclosure notification required by Section 4929.26(D) of the Revised Code,
- B-4** Exhibit B-4 "Opt-Out Notice," provide a draft copy of the applicant's opt out notice that comports with the Opt-Out disclosure requirements pursuant to Rule 4901:1-28-04 of the Ohio Administrative Code. *(Ten days prior to public dissemination, the applicant shall docket with the Commission, the finalized Opt-Out notice that provides or offers natural gas aggregation service.)*
- B-5** Exhibit B-5 "Experience," provide a detailed description of the applicant's experience and plan for: providing aggregation services *(including contracting with consultants, broker/aggregators, retail natural gas suppliers)*; providing billing statements; responding to customer inquiries and complaints; and complying with all applicable provisions of Commission rules adopted pursuant to Section 4929.22 of the Ohio Revised Code and contained in Chapter 4901:1-29 of the Ohio Administrative Code.

 *President*  
Applicant Signature and Title

Sworn and subscribed before me this

*22nd* day of *March*

Month

*2019*

Year

Signature of official administering oath



Print Name and Title

*Bradi M. Layne*

My commission expires on

*Feb 3, 2021*



BRADI M. LAYNE  
In and For the State of Ohio  
My Commission Expires Feb. 3, 2021





# The Public Utilities Commission of Ohio

Ohio Natural Gas Governmental Aggregation  
Affidavit Form  
(Version 1.07)

In the Matter of the Application of )

Etna Township, Licking County, OH )

for a Certificate or Renewal Certificate to Provide )  
Natural Gas Governmental Aggregation Service in )  
Ohio. )

Case No. 15-0429 -GA-GAG

County of Licking

State of Ohio

John J. Carlisle

[Affiant], being duly sworn/affirmed, hereby states that:

- (1) The information provided within the certification or certification renewal application and supporting information is complete, true, and accurate to the best knowledge of affiant.
- (2) The applicant will timely file an annual report of its intrastate gross receipts and sales of hundred cubic feet of natural gas pursuant to Sections 4905.10(A), 4911.18(A), and 4929.23(B), Ohio Revised Code.
- (3) The applicant will timely pay any assessment made pursuant to Section 4905.10 or Section 4911.18(A), Ohio Revised Code.
- (4) Applicant will comply with all applicable rules and orders adopted by the Public Utilities Commission of Ohio pursuant to Title 49, Ohio Revised Code.
- (5) Applicant will cooperate with the Public Utilities Commission of Ohio and its staff in the investigation of any consumer complaint regarding any service offered or provided by the applicant.
- (6) Applicant will comply with Section 4929.21, Ohio Revised Code, regarding consent to the jurisdiction of the Ohio courts and the service of process.
- (7) Applicant will inform the Public Utilities Commission of Ohio of any material change to the information supplied in the certification or certification renewal application within 30 days of such material change, including any change in contact person for regulatory or emergency purposes or contact person for Staff use in investigating customer complaints.
- (8) Affiant further sayeth naught.

Affiant Signature & Title

Sworn and subscribed before me this

22<sup>nd</sup>

day of

March

Month

2019

Year

Bradi M. Layne  
Signature of Official Administering Oath

Bradi M Layne  
Print Name and Title



BRADI M. LAYNE  
In and For the State of Ohio  
My Commission Expires Feb. 3, 2021

My commission expires on

Feb 3, 2021

(Ohio Natural Gas Governmental Aggregator Renewal) Page 3 of 3

**EXHIBIT B-1**

**AUTHORIZING ORDINANCE**

Trebellic

**BOARD OF TRUSTEES**  
**ETNA TOWNSHIP, LICKING COUNTY, OHIO**

**RESOLUTION No. 14-08-05-03**

**RESOLUTION AUTHORIZING ALL ACTIONS NECESSARY TO EFFECT A GOVERNMENTAL NATURAL GAS AGGREGATION PROGRAM WITH OPT-OUT PROVISIONS PURSUANT TO SECTION 4929.26, OHIO REVISED CODE, DIRECTING THE LICKING COUNTY BOARD OF ELECTIONS TO SUBMIT A BALLOT QUESTION TO THE ELECTORS AND AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH TREBEL,LLC FOR SUCH PURPOSES.**

The Board of Trustees of Etna Township, Licking County, Ohio met in a regular meeting on August 5, 2014 at 81 Liberty Street with the following members present:

John Carlisle, President

Randy Foor, Vice-President

Jeff Johnson, Trustee

Trustee Foor moved the following:

**WHEREAS**, the Ohio Legislature enacted natural gas deregulation legislation ("H.B. No 9") which authorized boards of township trustees to aggregate the retail natural gas loads located in the respective jurisdictions and to enter into service agreements to facilitate for those loads the purchase and sale of natural gas; and

**WHEREAS**, such legislative authorities may exercise said authority jointly with any other legislative authorities; and

**WHEREAS**, governmental aggregation provides an opportunity for residential and small business customers collectively to participate in the potential benefits of natural gas deregulation through lower natural gas rates which they would not otherwise be able to have individually; and

**WHEREAS**, the Board of Trustees of Etna Township, Licking County, Ohio (the "Board") seeks to establish a governmental aggregation program with opt-out provisions pursuant to Section 4929.26, Ohio Revised Code (the "Aggregation Program"), for the residents, businesses and other natural gas consumers in the unincorporated areas of the Township and in conjunction jointly with any other political subdivision of the State of Ohio, as permitted by law.

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**NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF TRUSTEES OF ETNA TOWNSHIP, LICKING COUNTY, OHIO, THAT THE FOLLOWING RESOLUTION BE AND IT HEREBY IS ADOPTED:**

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**Section 1.** The Board finds and determines that it is in the best interest of Etna Township (the "Township"), its residents, businesses and other natural gas consumers located within the unincorporated limits of the Township to establish the Aggregation Program in the Township. Provided that this Resolution and the Aggregation Program is approved by the electors of the Township pursuant to Section 2 of this Resolution, the Township is hereby authorized to aggregate in accordance with Section 4929.26, Ohio Revised Code, the retail



# BOARD OF TRUSTEES

## ETNA TOWNSHIP, LICKING COUNTY, OHIO

natural gas loads located within the Township, and, for that purpose, to enter into service agreements to facilitate for those loads the sale and purchase of natural gas. The Township may exercise such authority jointly with any other political subdivision of the State of Ohio using Trebel, LLC, an energy broker and aggregator certified by the Public Utilities Commission of Ohio, to the full extent permitted by law, and for such purpose, the Township Administrator is hereby authorized to execute and deliver a brokerage agreement with Trebel, LLC, substantially in the form as attached hereto as ("Exhibit A"). The aggregation will occur automatically for each person owning, occupying, controlling, or using an natural gas load center proposed to be aggregated and will provide for the opt-out rights described in Section 3 of this Resolution.

**Section 2.** The Board of Elections of Licking County is hereby directed to submit the following question to the electors of the Township at the general election on November 4, 2014.

A majority vote shall be necessary for passage.

Shall the Board of Trustees of Etna Township, Licking County, Ohio have the authority to aggregate the retail natural gas loads located in the unincorporated areas of the Township, and for that purpose, enter into service agreements to facilitate for those loads the sale and purchase of natural gas, such aggregation to occur automatically except where any person elects to opt out?

YES NO
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The Fiscal Officer of Etna Township is instructed to immediately file a certified copy of this Resolution and the proposed form of the ballot question with the Licking County Board of Elections not less than ninety (90) days prior to November 4, 2014. The Aggregation Program shall not take effect unless approved by a majority of the electors voting upon this Resolution and the Aggregation Program provided for herein at the election held pursuant to this Section 2 and Section 4929.26, Ohio Revised Code.

**Section 3.** Upon the approval of a majority of the electors voting at the general election provided for in Section 2 of this Resolution, this Board individually or jointly through Trebel, LLC, shall develop a Plan of Operation and Governance for the natural gas Aggregation Program (the "Plan"). Before adopting such Plan, the Board shall hold at least two public hearings on the Plan. Before the first hearing, notice of the hearings shall be published once a week for two consecutive weeks in a newspaper of general circulation in the Township. The notice shall summarize the plan and state the date, time, and location of each hearing. No Plan adopted by this Board of Trustees shall aggregate the natural gas load of any natural gas load center within the Township unless it in advance clearly discloses to the person owning, occupying, controlling, or using the load center that the person will be enrolled automatically in the Aggregation Program and will remain so enrolled unless the person affirmatively elects by a stated procedure not to be so enrolled. The disclosure shall state prominently the rates, charges, and other terms and conditions of enrollment. The stated procedure shall allow any person enrolled in the aggregation the opportunity to opt out of the aggregation every two years, without paying a switching fee. Any such person that opts out of the aggregation pursuant to the stated procedure shall default to the natural gas

**BOARD OF TRUSTEES**  
**ETNA TOWNSHIP, LICKING COUNTY, OHIO**

company providing distribution service for the person's retail natural gas load, until the person chooses an alternative supplier.

**Section 4.** This Board finds and determines that all formal actions of this Board concerning and related to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board that resulted in formal actions were taken in meetings open to the public, in compliance with all legal requirements, including but not limited to, §121.22 of the Ohio Revised Code, except as otherwise permitted thereby.

**Section 5.** This Resolution shall take effect at the earliest time provided by law.

Trustee Johnson seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

YEAS:            Johnson            \*                      Foor                      \*                      Carlisle

NAYS:

The motion carried and the Resolution was adopted.

Attest: Walter Rogers  
Walter Rogers, Fiscal Officer

**CERTIFICATE**

State of Ohio, Licking County

I, the undersigned Fiscal Officer of Etna Township, Licking County, Ohio, hereby certify that the foregoing Resolution Number 14-08-05-03 is a true and complete copy of the Resolution adopted by a majority of the full membership of the Board of Trustees of Etna Township at its regular meeting held on August 5, 2014 as was recorded in the official proceedings of the Board.

Walter Rogers  
Walter Rogers, Fiscal Officer



## **EXHIBIT B-2**

### **OPERATION AND GOVERNANCE PLAN**

Trebellic

**ETNA TOWNSHIP  
NATURAL GAS AGGREGATION  
PROGRAM**

***OPERATION AND GOVERNANCE PLAN***

**Adopted: January 17, 2015**

**Created By:**

**Trebellic** 



## **I. Overview**

At the November 4, 2014 election, a majority of voters authorized the Etna Township ("the Township") to create a form of government natural gas aggregation known as "opt-out" aggregation and to create an opt-out natural gas aggregation program ("the Aggregation Program"), within the unincorporated area of the Township, as provided under Section 4929.26 of the Ohio Revised Code. Under the opt-out natural gas aggregation program, all eligible electric consumers within the unincorporated area of the Township will be automatically included in the Aggregation Program initially. However, all consumers will also be given the opportunity to opt out of or decline participation in the Aggregation Program as detailed herein. Additionally, Participants who leave the Aggregation Program and wish to return, as well as consumers who move into the Township after the initial opt-out period, will be afforded the opportunity to enroll in the Aggregation Program on an opt-in basis.

The Township's purpose in creating the Aggregation Program is to represent local consumer interests in emerging competitive natural gas markets by combining multiple natural gas loads within the unincorporated area of the Township and negotiating affordable, reliable natural gas supplies, and other related services on behalf of local consumers. The Township may pursue this purpose individually or in cooperation with other legislative authorities.

Many small commercial and residential natural gas consumers lack the knowledge, expertise, and bargaining power to effectively negotiate natural gas supply rates and services. A governmental aggregation program provides these consumers with an option for expert representation and the bargaining power of a larger, more diverse consumer group that may be more attractive to suppliers, allowing them to effectively participate in the competitive process and achieve the benefits of retail natural gas competition.

The Aggregation Program is designed to combine multiple natural gas loads in order to obtain the best natural gas generation rate available for those who participate in the Aggregation Program, and to gain other favorable economic and non-economic terms in supply contracts. The Township will not buy and resell natural gas, but will act as the agent for the Aggregation Program, representing the collective interests of the consumers in the Township to establish the terms and conditions for service. Through a negotiation process, the Township and its Consultant will develop a contract with a Competitive Retail Natural Gas Services Provider (CRNGS Provider) or Providers for firm, all-requirements retail natural gas supply. The contract will run for a fixed term (i.e., one to five years).

The Aggregation Program covers the supply portion only of a Participant's natural gas bill. Columbia Gas will continue to deliver natural gas to Aggregation Program Participants' homes and businesses through its transmission and distribution system as a natural gas distribution utility function regulated by the Public Utilities Commission of Ohio (PUCO). Columbia Gas will also continue to install, operate and maintain its transmission and distribution system and other natural gas distribution components. Aggregation Program Participants should continue to call Columbia Gas if they experience a service problem, if safety concerns arise, or if they have

billing questions. The PUCO will continue to oversee Columbia Gas's natural gas safety and reliability service standards.

## **II. Process**

Under an opt-out aggregation program, each eligible consumer within the Township's boundaries initially will be automatically included in the Aggregation Program on a non-discriminatory basis. However, prior to actual enrollment, each consumer for whom natural gas rates, terms, and conditions have been negotiated will receive a notice from the Township detailing the Aggregation Program's rates, terms, and conditions.

Each consumer will then have a 21-day period to opt out of or decline to participate in the Aggregation Program without additional fees charged. Consumers opting out of the program will remain on Columbia Gas's established tariff rates until such time as they select an approved CRNGS Provider. If the term of the Aggregation Program is longer than three years, a similar opt-out period will be offered every three years during which time consumers can leave the Aggregation Program without paying an early termination fee or penalty.

Participants who leave the Aggregation Program and wish to return, as well as consumers who move into the Township after the initial opt-out period, will be afforded the opportunity to enroll in the Aggregation Program on an opt-in basis. However, the Township cannot guarantee rates, terms, and conditions to consumers enrolling in the Aggregation Program after the initial 21-day opt-out period. Opt-in Participants enrolling in the Aggregation Program will execute an opt-in contract with the selected CRES Provider delineating the rates, terms, and conditions prior to being placed into the Aggregation Program.

Participants who relocate within the unincorporated area of the Township and retain the same natural gas account number will be allowed to continue in the Aggregation Program at their new location under the same terms and conditions as at their former location, provided the utility rate classification is the same at both locations, and subject to any switching fees imposed by the utility.

The Township, through its Consultant, will negotiate a contract with a CRNGS Provider to implement and operate the Aggregation Program. Contracts for natural gas supply and other related services will be negotiated, recommended, and monitored for compliance by the Township's Consultant on behalf of local consumers.

The Township developed this Plan of Operation and Governance in compliance with Ohio law regarding governmental aggregation programs and opt-out aggregation of natural gas consumers, which included holding at least two public hearings prior to its adoption.

After adoption of this Plan of Operation and Governance by resolution or ordinance pursuant to Section 4929.26 of the Ohio Revised Code, the Township will file with the PUCO for governmental aggregator certification and also register as a governmental aggregator with Columbia Gas.



### **III. Plan of Operation and Governance**

#### **A. Definitions**

1. **Aggregation:** Combining the natural gas loads of multiple customers for the purposes of supplying or arranging for the supply of competitive retail natural gas service to those customers.
2. **Aggregation Program Manager or Consultant:** The individual/company retained by Township to oversee the operation and management of the Township's Aggregation Program.
3. **Competitive Retail Natural Gas Service (CRNGS):** A component of retail natural gas service that is deemed competitive under the Ohio Revised Code or pursuant to an order of the PUCO. This includes, but is not limited to, the services provided by competitive retail natural gas service providers, marketers, aggregators, and governmental aggregators.
4. **Competitive Retail Natural Gas Service Provider (CRNGS Provider):** A person or entity certified by the PUCO and registered with a natural gas distribution utility which supplies or offers to supply a competitive retail natural gas service over a natural gas distribution utility's transmission and/or distribution system. This term does not apply to a natural gas distribution utility in its provision of general service.
5. **Consumer:** Any person or entity that is an end user of natural gas and is connected to any part of the applicable natural gas distribution utility's transmission or distribution system within the Township's boundaries.
6. **Delivery Charge:** Charge imposed by the natural gas distribution utility for delivering natural gas to a consumer's home or business. The charge includes meter reading, billing, maintaining natural gas system reliability, and responding during emergencies (also called a distribution charge).
7. **Distribution:** The delivery of natural gas to a consumer's home or business over a natural gas distribution utility's equipment. Natural gas distribution utilities' distribution system operations are regulated by the PUCO.
8. **Natural Gas Supply Charge:** All charges related to the provision of natural gas by the CRNGS Provider.
9. **Governmental Aggregator:** An incorporated village or city, township, or county acting as an aggregator for the provision of CRNGS under authority conferred by Section 4929.26 of the Ohio Revised Code.

10. **Ohio Consumers' Counsel (OCC):** The Ohio Consumers' Counsel (OCC) was established by the Ohio Legislature in 1976 to represent the interests of Ohio's residential utility customers served by investor-owned utilities in proceedings before the PUCO, other regulatory agencies, and in the courts.
11. **Participant:** An eligible consumer enrolled in the Township's Aggregation Program.
12. **Public Utilities Commission of Ohio (PUCO):** The state agency charged with assuring that all residential and business consumers have access to adequate, safe, and reliable utility services at fair prices, while facilitating an environment that provides competitive choices.

#### **B. Aggregation Program Management**

Due to the complexity of the natural gas utility industry, the Township has entered into an Energy Management and Consulting Agreement with the Consultant to provide the necessary expertise to represent the Township's interest in legislative and regulatory matters and to serve as the Aggregation Program Manager. Such services may include, but are not limited to, overall management of the Aggregation Program, facilitating consumer enrollment and the opt-out process, assisting with consumer education, addressing consumer questions and concerns, providing reports on program operation, negotiating CRNGS Provider contracts, providing analysis and review of the Township's energy service usage and costs, and providing consulting services to aggregate and procure energy and/or energy-related services, product, and accounts, and representing the Township in dealings with CRNGS Providers, the Ohio Legislature, the PUCO, and the OCC.

The CRNGS Provider's rates will include an administrative fee, which shall be collected on behalf of the Township to fund the implementation and administration of the Township's Aggregation Program, including consulting fees. The administrative fee may be adjusted annually to cover the Township's cost of administering the program.

Oversight of the Aggregation Program will be the responsibility of the Township's Consultant, in consultation with the Township. The Consultant, in consultation with the Township, will have the authority to develop specifications for the Aggregation Program. The CRNGS Provider will work under the direction of the Consultant with the advice and counsel of the Township.



**C. Selection of a CRNGS Provider and Contract**

The Township will not buy and resell natural gas to Aggregation Program Participants. The Township, through its Consultant, will negotiate with potential CRNGS Providers to provide affordable, reliable natural gas supplies, and other natural gas-related services on behalf of local consumers. The Township will consider cooperating with other governmental aggregators if it appears beneficial to do so.

Through a negotiation process driven by its Consultant, the Township will develop a contract with a CRNGS Provider or Providers for firm, all-requirements retail natural gas supply. Each Aggregation Program Participant shall be individually bound by the terms and conditions found in the opt-out notice and the contract and shall be solely responsible for payment and performance. The Township will contract only with a CRNGS Provider or Providers that meet, at a minimum, the following criteria:

1. Certified CRNGS Provider by the PUCO;
2. Registered with Columbia Gas;
3. Have a service agreement under Columbia Gas's Gas Transportation Service Tariff;
4. Successfully completed Electronic Data Interchange (EDI) computer system testing with Columbia Gas's and that CRNGS Provider's EDI computer system is capable of effectively processing Aggregation Program EDI transactions in a timely manner;
5. Will maintain a database of Aggregation Program Participants, which will include all necessary information for the CRNGS Provider, Township, and Consultant to serve and manage the Aggregation Program;
6. Meet standards of creditworthiness established by the Township;
7. Has or has arranged for a customer call center capable of effectively handling Participants' questions, concerns and disputes in a timely manner using a toll-free telephone number;
8. Hold the Township harmless from any financial obligations arising from offering natural gas and/or energy-related services to Aggregation Program Participants; and
9. Will assist the Township and its Consultant with the filing of reports required by Ohio law and the PUCO.

The CRNGS Provider's contract will run for a fixed term (i.e., one to five years) and contain all pricing, charges, switching fees, etc. in clear and easily understandable terms.

The Township will require any CRNGS Provider to disclose any subcontractors that it uses in fulfillment of the services described herein.

**D. Natural Gas Supply Charges**

The Township, through its Consultant, will aggregate natural gas loads within the Township's applicable boundaries and negotiate mutually agreeable pricing, terms, and conditions of service with the CRNGS Provider for affordable, reliable natural gas supplies and other related services on behalf of Participants. The Township may pursue this purpose individually or in cooperation with other entities. CRNGS Providers will supply information on natural gas supply charges by utility customer rate classification or other appropriate pricing category as approved by the Township. All natural gas supply charges will be fully and prominently disclosed in consumer enrollment materials, the opt-out notice, and will be subject to approval by the Township.

**E. Columbia Gas's Regulated Customer Classifications and Rates**

Columbia Gas assigns customer rate classifications, character of service, and associated regulated rates subject to PUCO-approved tariffs. In addition to the CRNGS Provider's supply charges, consumers will continue to be billed for the Columbia Gas's service and delivery charges. Although the Township may participate in regulatory proceedings and represent the interests of consumers regarding these regulated rates, it cannot assign or alter customer rate classifications.

It is the intention of the Township to offer its Aggregation Program to all eligible consumers for which the CRNGS Provider can offer a savings compared to the natural gas distribution utility's avoidable costs or price to compare.

**F. Developing the Pool of Eligible Accounts**

The Township or its Consultant shall request the natural gas distribution utility to provide current customer information for all customers within the Township's boundaries. The provided information shall include the following:

- Customer name;
- Customer service address;
- Customer billing address;
- Natural gas distribution utility customer account number;
- Natural gas distribution utility rate code;
- Natural gas distribution utility Percentage of Income Payment Plan (PIPP) code;
- Customer load data;
- Whether or not a customer has a present contract with a CRNGS Provider;
- and



- Whether or not a customer has a special service contract with the natural gas distribution utility.

From this information, the Township, its Consultant, and the CRNGS Provider will develop the pool of customers eligible to participate in the Aggregation Program, for which the CRNGS Provider can offer savings.

#### **G. Initial Consumer Notification and Enrollment**

After contract approval by the Township and its Consultant, the CRNGS Provider will work with the Township, its Consultant, and the natural gas distribution utility to identify all eligible consumers within the Township's boundaries.

All eligible consumers will be notified in writing of the rates, charges, and other terms and conditions of participation in the Aggregation Program and that they will be automatically enrolled in the Aggregation Program unless they opt out of, or decline participation in, the Aggregation Program. Consumers will be given 21 days from the postmark date of the opt-out letter in which to notify the Township that they wish to opt out of, or decline participation in, the Aggregation Program without penalty fees. Consumers opting out of the program will remain on the applicable utility's established tariff rates until such time as they select an approved CRNGS Provider.

Consumers may opt out of the Aggregation Program by returning a post card or other form provided in the opt-out letter.

After the initial 21-day opt-out period has elapsed, all eligible consumers who have not notified the Township of their desire to opt out of the Aggregation Program will be enrolled automatically by the CRNGS Provider at the earliest date practicable. No other affirmative steps will be required of consumers in order to be included in the Aggregation Program as Participants.

Consumers ineligible to participate in the Aggregation Program include those customer accounts that are located outside the Township's boundaries, customers who are already in contract with a CRNGS provider, and PIPP consumers and consumers whose accounts are not current with their present natural gas distribution utility, as appropriate. The aggregation of PIPP customers is under the direction of the State of Ohio.

Consumers enrolled in the Aggregation Program by the CRNGS Provider will receive a letter from their natural gas distribution utility notifying them of their enrollment. Consumers will have seven calendar days to notify the natural gas distribution utility of any objection to their enrollment in the Aggregation Program. The applicable natural gas distribution utility will notify the CRNGS Provider of consumer objections or any reason that a consumer was not enrolled in the Aggregation Program and the CRNGS Provider will maintain a list of customers who have opted out under the Aggregation Program rules.



The CRNGS Provider will report to the Township the status of the Aggregation Program enrollment on at least a quarterly basis.

#### **H. Leaving the Aggregation Program**

In addition to the initial opt-out period described above, each Participant will be given an opportunity to opt out of the Aggregation Program every three years without paying an early termination fee or penalty as required by law and PUCO rules. Consumers who choose to opt out of the Aggregation Program at any time other than during the initial 21-day opt-out period or during subsequent opt-out periods offered by the Township, may be subject to an early termination fee and may not be served under the same rates, terms, and conditions that apply to other customers served by the natural gas distribution utility.

Any consumer who opts out of the Aggregation Program during the initial opt-out period or subsequent opt-out periods will be returned to their natural gas distribution utility's established tariff rates until such time as the consumer selects another approved CRNGS Provider.

#### **I. CRNGS Provider Responsibilities**

The CRNGS Provider will build and maintain a database of all Aggregation Program Participants. The database will include the name, address, utility account number, and other pertinent information as agreed upon by the Township, Consultant, and the CRNGS Provider. Such information may include the CRNGS Provider's account number (if different from utility's account number), rate code, rider code (if applicable), most recent 12 months of natural gas consumption and demand, and meter reading cycle. The Aggregation Program database will be updated at least quarterly. The Township and/or its Consultant will have the right to access information in the database for purposes of auditing.

The CRNGS Provider will provide and maintain the required EDI computer system to effectively process Aggregation Program enrollments, opt outs, billing, etc., with the applicable natural gas distribution utility.

The CRNGS Provider will provide a local or toll-free telephone number for Participant questions or concerns about enrollment, opt-out provisions, billing, and other Aggregation Program issues.

The CRNGS Provider will develop internal controls and processes to help ensure that the Township remains in good standing as a governmental aggregator that complies with all laws, rules, and regulations regarding the same as they may be periodically amended.

**J. New and Returning Participants**

Participants who leave the Aggregation Program and wish to return, Participants who initially opt out of the program and later wish to join, and consumers who move into the Township after the initial opt-out period will be afforded the opportunity to enroll in the Aggregation Program on an opt-in basis. However, the Township cannot guarantee rates, terms, and conditions to consumers enrolling in the Aggregation Program after the initial 21-day opt-out period. Opt-in Participants enrolling in the Aggregation Program will execute an opt-in contract with the selected CRES Provider delineating the rates, terms, and conditions prior to being placed into the Aggregation Program. Consumers may contact the CRNGS Provider or Township's Consultant to obtain current enrollment information and the opt-in contract.

Participants who relocate within the unincorporated area of the Township and retain the same natural gas utility account number will be allowed to continue in the Aggregation Program at their new location under the same terms and conditions as at their former location, provided the natural gas utility rate classification is the same at both locations, and subject to any switching fees imposed by the consumer's former natural gas distribution utility.

The CRNGS Provider will comply with all local, state, and federal rules and regulations regarding discontinuing service to Aggregation Program Participants.

**K. Billing**

At this time, the Township plans to utilize the applicable natural gas distribution utility's consolidated billing service in which each consumer account receives one bill itemizing the CRNGS Provider's natural gas supply charges and the natural gas distribution utility's service, delivery, and other PUCO-approved charges. The billing statement will be consistent with applicable PUCO rules and regulations. The Township will consider other billing options, including CRNGS Provider consolidated or dual billing, if and when they become available and if it appears advantageous to do so.

**L. Questions and Concerns**

The Aggregation Program only impacts the supply of natural gas. The applicable natural gas distribution utility will continue to deliver the natural gas purchased through the Aggregation Program to Participants' homes and businesses through its natural gas transmission and distribution system.

Participants with question or concerns regarding service delivery or safety, such as a service problem or the odor of gas, should continue to contact their natural gas distribution utility. Meter reading or other billing questions should also be directed to Columbia Gas. Questions regarding Aggregation Program enrollment and opting out



should be directed to the CRNGS Provider. Any other general questions regarding the Aggregation Program should be directed to the Township's Consultant.

Question or Concern	Contact	Phone Number
Natural Gas Outage or Service Interruption	Columbia Gas of Ohio	(800) 344-4077
Connect/disconnect service	Columbia Gas of Ohio	(800) 344-4077
Meter reading/billing	Columbia Gas of Ohio	(800) 344-4077
Enrollment in or opting out of Aggregation Program	CRNGS Provider Trebel LLC	[TOLL-FREE NUMBER] (877) 861-2772
Aggregation Program Questions or Concerns	Trebel LLC	(877) 861-2772
Unresolved disputes	Public Utilities Commission of Ohio	(800) 686-7826 (voice) (800) 686-1570 (TDD)

#### **M. Reliability and Indemnification of Consumers**

Natural gas service reliability is essential to Aggregation Program Participants. The Township will strive to provide high-quality service and reliability through provisions of the CRNGS Provider contract, through traditional proceedings related to your natural gas distribution utility's regulated transmission and distribution services, and through direct discussions with your natural gas distribution utility concerning specific or general problems related to the quality and reliability of its transmission and distribution system.

If for any reason a CRNGS Provider fails to provide uninterrupted service, the Township and its Consultant will attempt to acquire an alternative natural gas supply. If this attempt fails, Participants will default to the applicable natural gas utility's established tariff rates. In no case will Participants be without natural gas as a result of the CRNGS Provider's failure to provide the supply of generation. The Township and its Consultant will seek to minimize this risk by contracting only with reputable CRNGS Providers that have demonstrated reliable service. The Township, through its Consultant, also intends to include conditions in its CRNGS Provider contract that will indemnify Participants against risks or problems with natural gas supply service and price.

#### **N. Participant Rights**

All Aggregation Program Participants shall enjoy the protections of law afforded to consumers as they currently exist or as they may be amended from time to time. These include rights to question billings or service quality or service practices. All consumers shall also enjoy the individual right to decline participation in the Aggregation Program subject to the terms and conditions contained herein.



## Etna Township Operation and Governance Plan – Natural Gas Aggregation

All Aggregation Program Participants will be treated equitably. They will be guaranteed the rights to raise and resolve disputes with the CRNGS Provider, be provided all required notices and information, and always retain the right to opt out of the Aggregation Program or switch suppliers subject to the terms and conditions contained herein.

All consumers within the Township's boundaries shall be eligible to participate in the Aggregation Program on a non-discriminatory basis, subject to the terms and conditions described herein, Ohio law, PUCO rules and regulation governing natural gas service, and applicable natural gas utilities' approved tariffs.

Service under the Aggregation Program shall include all eligible customer classes in adherence with universal service principles and requirements, as well as the traditional non-discriminatory practices of local government. CRNGS Provider contracts shall contain provisions to maintain these principles and equitable treatment of all customer classes.

Low-income consumers shall remain subject to all provisions of Ohio law and PUCO rules and regulations as they may be amended from time to time regarding their rights to return to the applicable natural gas utility's established tariff rates and participation in the Aggregation Program.

### **O. Participant Responsibilities**

Aggregation Program Participants are subject to the same standards and responsibilities as other natural gas consumers, including payment of billings and access to metering and other equipment necessary to carry out utility operations.

### **P. Termination of the Aggregation Program**

The Aggregation Program may be discontinued upon the termination or expiration of the CRNGS Provider contract without any extension, renewal, or subsequent contract being executed. In the event of Aggregation Program termination, each Participant will receive written notification of the termination at least 60 days prior to such program termination and will have the option to return to the applicable natural gas utility's established tariff rates or select another approved CRNGS Provider.

**EXHIBIT B-3**  
**AUTOMATIC AGGREGATION DISCLOSURE**

**&**

**EXHIBIT B-4**  
**OPT-OUT NOTICE**

Etna Township  
Licking County



September 25, 2017

**Etna Township Natural Gas Government Aggregation Program with Volunteer Energy**

Dear Etna Resident,

Etna Township is providing you with the opportunity to join with other residents to save money on the natural gas you use. Savings are possible through a concept called government aggregation, where Township officials bring together citizens to gain group-buying power for the purchase of natural gas from a retail supplier certified by the Public Utilities Commission of Ohio. Township voters approved this program in November of 2014.

During the past few months, we have researched options for competitive natural gas pricing for you. We have chosen Volunteer Energy Services Inc, (Volunteer Energy) an Ohio based corporation to provide you with natural gas for the term of November 2017 through October 2019.

**You will be automatically enrolled (if a new Participant) or continue your enrollment (if an existing Participant) in the Township's Natural Gas Governmental Aggregation Program unless you choose to "opt out"**—that is, affirmatively choose not to participate. If you wish to be excluded from the program you can call Volunteer Energy toll free at **1-800-977-8374** or return the enclosed "Opt-Out" form by October 16, 2017. Otherwise, you will be included in the aggregation program. If you do not opt out at this time, you will receive a notice at least once every 2 years asking if you wish to remain in the program. However, you do not need to do anything to participate. There is no cost for the enrollment and you will not be charged a switching fee.

**Price:** Volunteer Energy is pleased to offer natural gas for your home or business at a rate of NYMEX plus a fixed adder of \$0.1257 per Ccf at the burner tip. The rate is calculated just like Columbia Gas of Ohio at NYMEX (the price set by the New York Mercantile Exchange) plus \$0.1257 per Ccf through October 31, 2019. **If you are ever unhappy with your rate, you may leave the program free of charge at any time.** Please refer to the attached Terms and Conditions for full details of this offer.

After you become a participant in the Township's natural gas aggregation program, Columbia will send a letter confirming your selection of Volunteer Energy as your natural gas provider. As required by law, this letter will inform you of your option to cancel your enrollment with Volunteer Energy within seven business days of its postmark date. To remain in the Township's government aggregation program, you don't need to take any action when this letter arrives. You will be automatically enrolled.

Columbia will always be responsible for ensuring the distribution of natural gas to your premises and will continue to maintain your meter, the monthly reads and the lines that deliver natural gas to your home. Your natural gas bill will also continue to come from Columbia. The only change you'll notice is savings and the name of your new gas supplier, Volunteer Energy, included on your bill.

If you have any questions, please call Volunteer Energy toll free at **1-800-977-8374** Monday through Friday, 9:00 a.m. to 4:00 p.m.

Regards

Etna Township  
Volunteer Energy Services, Inc.



# VOLUNTEER ENERGY SERVICES, INC. TERMS AND CONDITIONS OF SERVICE

These **TERMS AND CONDITIONS OF SERVICE** have important information you need to know before you commit to natural gas service from Volunteer Energy Services, Inc. ("VESI"). VESI is an Ohio corporation whose customers include a variety of Ohio natural gas end users. As a natural gas supply customer of VESI, you agree to the Terms and Conditions of VESI's natural gas supply contract.

**Service Arrangement:** VESI's energy supply will be delivered to your residence or facility via the Columbia Gas of Ohio's pipeline on a month to month basis. Upon acceptance by the Columbia Gas of Ohio, the cost will be equal to the NYMEX (New York Mercantile Exchange) month-end close plus an adder of \$.1257 per Ccf at the burner tip thru your July 2019 billing cycle.

**Term:** The length of service shall commence when accepted by VESI and shall continue November 2017 through October 2019 unless otherwise cancelled by either party. Natural gas service will begin within 60 days of acceptance by Columbia Gas of Ohio. You may terminate natural gas service with VESI by providing a 30-day notice in writing or by telephone to VESI. Columbia Gas of Ohio will continue to deliver VESI-supplied natural gas to your home at the agreed upon rate.

**Office Locations and Hours:** VESI's offices are located at 790 Windmill Drive, Pickerington, Ohio 43147 and are open from 8:30 A.M. to 4:00 P.M. E.S.T., Monday through Friday. VESI can be reached by telephone at (614) 856-3128 or toll free at 800-977-8374. Telephone service hours are from 9:00 A.M. to 4:30 P.M. E.S.T., Monday through Friday. E-mail address is [sraffeld@volunteereenergy.com](mailto:sraffeld@volunteereenergy.com).

**Bill Payment Process:** Columbia Gas of Ohio will continue to bill you monthly for natural gas delivery services and also for VESI's natural gas service. Should you fail to pay the bill or fail to meet any agreed upon payment arrangement, Columbia Gas of Ohio may terminate your service in accordance with its company tariffs, and VESI may also automatically terminate your account.

**Complaint Dispute Resolution:** If you have any complaints regarding your natural gas service or your monthly bill, please contact us at 1-800-977-8374. Upon request, VESI will provide you up to twenty-four months of your payment history without charge. If your complaint is not resolved after you have called VESI, or for general utility information, residential and business customers may contact the Public Utilities Commission of Ohio (PUCO) for assistance at 1-800-686-7826 (toll free) from 8:00 a.m. to 5 p.m. weekdays, or at <http://www.puco.ohio.gov>. Hearing or speech impaired customers may contact the PUCO via 7-1-1 (Ohio relay service). Additionally, the Ohio Consumers' Council (OCC) represents residential utility customers in matters before the

PUCO. The OCC can be contacted at 1-877-742-5622 (toll free) from 8 a.m. to 5 p.m. weekdays, or at <http://www.pickocc.org>.

**Emergency Service Problems:** If you become aware of a gas emergency condition, or experience an unanticipated loss of gas service, you should contact the Columbia Gas of Ohio at the telephone number listed on your gas bill.

**Termination/Rescission of Agreement:** You may terminate / rescind your natural gas supply enrollment with VESI within seven (7) days of the post mark date of the confirmation letter from Columbia Gas of Ohio. After the initial seven (7) day period, either you or VESI may terminate the contract at any time by providing the non-terminating party thirty (30) days written notice of such termination, without penalty. You will remain responsible for all natural gas consumed by you prior to the actual termination of service. If your supply contract with VESI is terminated, your natural gas supply will automatically be provided by Columbia Gas of Ohio under its standard tariff unless or until you choose another supplier. If you voluntarily terminate participation in the Village of the Winterville's natural gas governmental aggregation program, you may be charged a price other than the Columbia Gas of Ohio regulated sales service rate. **There will be no early termination fees associated with The Etna Township's program.** Service will automatically terminate upon the occurrence of any of the following: (1) the requested service location is not served by Columbia Gas of Ohio; (2) you move outside the Columbia Gas of Ohio service area or to an area not served by VESI; or (3) VESI terminates your supply agreement and returns you as a customer to Columbia Gas of Ohio. You have the right to terminate natural gas service with VESI, without penalty, for any reason at any time.

**Program Compliance:** Columbia Gas of Ohio's deregulation program is subject to the ongoing jurisdiction of the PUCO. If the PUCO cancels the program, this contract is rendered void with no penalty to either party. The laws of the State of Ohio will govern the terms of natural gas supply.

VESI's fixed rate excludes Columbia Gas of Ohio charges and taxes. Natural gas service is subject to enrollment processing timelines as determined by Columbia Gas of Ohio and VESI's aforementioned Terms and Conditions of Service. To be eligible to participate in the Etna Township's natural gas aggregation program, you must: (1) have a residence or business located in the Etna Township; (2) be eligible to receive natural gas from Columbia Gas of Ohio; (3) meet Ohio non-mercantile requirements; (4) be current with your natural gas payments or payment arrangements; (5) not be enrolled in the PIPP program; and (6) currently not taking natural gas supply service from another natural gas marketer.

If you believe you received this letter in error, or are not located in the Etna Township, please contact VESI to remove your account from our aggregation list.

*P.S. Remember to return the below Opt-Out form only if you do not want to participate in the Etna Township Natural Gas Government Aggregation Program.*

## OPT-OUT FORM FOR THE ETNA TOWNSHIP GOVERNMENT AGGREGATION PROGRAM

**Option 1: Do nothing and save.**

**If you want to participate in this program and save, you do not need to return this form. Your enrollment is automatic.**

**OR**

**Option 2: Opt out by returning this form.**

**If you do not want to participate in this program and save, you must return this form before the due date.**

☐ **I wish to opt out of my community's natural gas savings program. (Check box to opt out.)**

Service Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Account Number (located at the top of your Columbia Gas bill): \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Account Holder's signature: \_\_\_\_\_

Mail by: October 16, 2017

To: Etna Township Government Aggregation Program, 790 Windmill Drive, Pickerington, Ohio 43147

**EXHIBIT B-5**

**EXPERIENCE**

Trebellic

## Exhibit B-5 "Experience"

### Applicant's Experience and Plan for Providing Aggregation Services:

Due to the complexity of governmental aggregation, the applicant Etna Township "Township" will rely on the energy consulting services of Trebel, LLC to assist them in designing, implementing and maintaining the Program. Trebel, LLC is a PUCO certified Electric Aggregator/Broker (certificate #14-867E(3) and Natural Gas Aggregator/Broker (certificate #12-267G(4)). Trebel, LLC has experience in managing numerous governmental programs in the Ohio market.

Below is a detailed summary of services being provided:

Broker shall provide energy related Services, including but not limited to the following:

- Assist with the preparation and submission of Governmental Aggregation application for the Public Utilities of Ohio ("PUCO");
- Assist with preparation of resolutions, public notices, Plan of Operations and Governance, and communications with residents;
- Evaluate existing electric and or natural gas costs and rates and provide market expertise;
- Where applicable prepare Request of Proposal (RFP);
- Assist with usage data collection and verification;
- Pre-screen all energy suppliers and act as point of contact;
- Work directly with suppliers to meet all requirements related to local governments aggregation plan. This includes preparation of all notifications required to be sent to participants;
- Act as an exclusive sourcing agent with the suppliers;
- Assist with preparation of ongoing reporting requirements of the PUCO; and

Trebel, LLC is a national energy consulting company serving commercial, governmental, small business and residential clients primarily throughout the deregulated energy markets. Our primary mission is to help clients by lowering their energy supply cost, increase site efficiency and leverage state and federal incentive opportunities.



**This foregoing document was electronically filed with the Public Utilities**

**Commission of Ohio Docketing Information System on**

**3/22/2019 3:49:15 PM**

**in**

**Case No(s). 15-0429-GA-GAG**

Summary: Application for Certification Renewal as a Natural Gas Governmental Aggregator electronically filed by Mr. Scott Belcastro on behalf of Etna Township, Licking Co., OH