#### VILLAGE OF NEWBERRY VILLAGE COUNCIL MEETING

#### **ELECTRONIC MEETING - REGULAR SESSION**

Tuesday, October 20, 2020

Meeting Location: ZOOM CONFERENCE CALL Meeting Time: 6:00 p.m.

#### 1. VIRTUAL WAITING ROOM OPENED – By IVM

Join Zoom Meeting: https://us02web.zoom.us/j/89380462624

By Phone: 1-888-475-4499 or 1-877-853-5257

Meeting ID 893 8046 2624#

#### 2. PARTICIPANTS BRIEFED ON PROCESS FOR PUBLIC PARTICIPATION – By IVM

- 1. Calls will be listen-only mode during business portions of the meeting
- 2. Callers will be unmuted individually during each public comment section
  - i. Callers will be identified by the last four digits of their phone number or by their computer login information
  - ii. Each caller will be asked if they would like to comment comment is not required
  - iii. Caller must identify themselves by name and address before speaking or will not be able to proceed with comments
  - iv. Callers will be held to a 3min time limit

#### 3. CALL TO ORDER – By VP

- 4. ROLL CALL
- 5. APPROVAL OF AGENDA

#### 6. APPROVAL OF MINUTES

- 1. Village Council Regular Session September 15, 2020
- 7. PUBLIC COMMENTS ON AGENDA ITEMS Prior to consideration of official business, citizens may speak to a subject on today's agenda. Please stand at the podium provided and limit comments to 3 minutes.
  - 1. Facilitated by IVM

#### 8. VILLAGE PRESIDENT COMMENTS

a. None prescheduled

#### 9. SUBMISSION OF BILLS AND FINANCIAL UPDATES

#### A. Village of Newberry – Monthly Payables –September 12, 2020 to October 16, 2020

101	General Fund	\$193,449.92
202	Major Streets Fund	\$146.11
203	Local Street Fund	\$190.11
213	Fire Revolving Fund	\$1814.12
409	TORC	\$79.90
418	Atlas Park Fund	\$0.00
590	Sewage Receiving Fund	\$61,627.10
	TOTAL EXPENSE FOR APPROVAL:	\$257,307.26

#### B. McGahey Construction Draw Requests -

- a. Request No 4 \$94,050.00 included on payables list for approval
- b. Request No. 5 \$50,580.00 included on payables list for approval
- c. Request No. 6- \$49,410.00 request for disbursement of funds so check can be cut on 10/30

#### C. Water & Light – Monthly Payables –September 5, 2020 to October 9, 2020

582	ELECTRIC FUND TOTAL EXPENSE:	\$375, 208.88
591	WATER FUND TOTAL EXPENSE:	\$176,608.15
	Total amount for both funds:	\$551,817.03

D. Bond Payments Included in W&L Payables – for information only

BOND	PRINCIPAL	INTEREST	TOTAL DUE	DATE DUE	OUTSTANDING DEBT
2002 Electric	\$60,000	\$6,712.50	\$66,712.50	11/01	Approx. \$139,945.00
2003 Electric	\$60,000	\$4,845.00	\$64,845.00	11/01	Approx. \$226,187.50
2005 Electric	\$90,000	\$2,025.00	\$92,025.00	11/01	Closing out 2020
2014 WATER	\$112,000	\$60,955.62	\$172,955.62	11/01	\$5,625,000

#### E. Save the Bells – for review only –

Save the Bells Fund Balance Summary – as of 09/30/2020 \$14	,278.00
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#### F. Treasurer

a. September 2020 Report

#### G. Request for Disbursement of Funds – Stormwater / Asset Management / Wastewater (SAW) Grant Program

i. Request # 27 – 09/01/2020 to 09/30/2020

	a. TOTAL AMOU	NT FOR APPROVAL:	\$82,423,15
5.	Peter Andersson & Sons	Invoice # 10-9-2020	\$4440.00
4.	Hiawatha Shores Landfill	Invoice # CM2019-46	\$10,356.30
3.	Great Lakes TV Seal INC	. Invoice # 20441	\$51,575.46
2.	Great Lakes TV Seal INC	. Invoice # 20439	\$4,801.71
1.	C2AE	Invoice #13-0210	\$11,249.68

- H. 2018 AUDIT PRESENTATION BY SOM AUDITOR Scheduled to begin at 6:30PM
  - a. Audit copies were mailed to council and clerk. File is included at the END of council packet.
- 10. PETITIONS AND COMMUNICATIONS Communications addressed to the Village Council are distributed to all members and are acknowledged for information or are referred to a committee or staff for follow-up.
  - 1. None prescheduled

#### 11. INTRODUCTION AND ADOPTION OF RESOLUTIONS, ORDINANCES, & PROCLAMATIONS

1. Amendment to Ordinance 18 and Attachment to Ordinance No. 18

#### 12. UNFINISHED BUSINESS

- 1. Approval of Village Manager Contract
- 2. Expenditure of CRLGG funds for construction of VON lobby space
- 3. Water Valve Replacement on E. Truman/Vulcan
- 4. 2018 Audit -presentation scheduled for 6:30PM see section 9:H
- 5. 2019 Audit update
- 6. VON Surplus Equipment Auction update
- 7. New maintenance building
- 8. Fairbanks Generator Phase 2 repair estimate for review
- 9. Public Comment Follow-Up from Previous Meeting

#### 13. NEW BUSINESS

- 1. Amendment to Ordinance 18 Change the snowmobile curfew in the Village Limits see section 11:1
- 2. W&L Board Appointments
  - a. Appointment of Customer, non-elector seat
    - i. Questionnaire received from Matthew Perry
    - ii. Questionnaire received from Kirby Wendt
  - b. Appointment of two Council seats
- 3. EGLE Notice: Unauthorized Disposal of Solid Waste at Harrie St. Dump Site
- 4. Budget Adjustments for Review
  - a. Water Fund & Electric Fund

#### 14. REPORTS OF BOARDS

- 1. Water & Light Board
  - a. Meeting Minutes October 13, 2020 meeting cancelled
- 2. Planning Commission Meeting: Meeting Minutes: September 28 cancelled due to lack of quorum

#### 15. REPORTS OF COMMITTEES

- 1. Ordinance Committee Meeting Minutes:
  - i. October 1, 2020 RECOMENDATION: Set snowmobile curfew within the Village limits for all trails to Midnight to 6AM, (See Section 13:1)
  - ii. RECOMMENDATION: Establish Ad-Hoc Committee to concentrate on the future of Garbage Service
- 2. Management Committee Meeting Minutes
  - i. September 17, 2020 RECOMENDATION: Village Council President be the designated point of contact to approve the time off requests for the Interim/Village Manager.
  - ii. October 7, 2020 presentation of Village Manager contract for approval (See Section 12:1)
- **16. REPORTS OF VILLAGE OFFICERS & MANAGEMENT** The following may submit reports or information to the Village Council as updates and consideration.
  - 1. Fire Chief written
  - 2. Superintendent of WWTP & DPW
    - a. Monthly Report written
  - 3. Working Superintendent of Water & Light
    - a. Monthly Report written
    - b. Electric Consumption/Billing Report
    - c. Electric Demand Large Power Report

- d. Billed Electric kWh Report
- e. Water Pumpage Report
- 4. Interim Village Manager / Director of Human Resources & Community Engagement
  - a. Monthly Report- written and verbal
  - b. Leave approvals
- 17. PUBLIC COMMENT At the conclusion of the official business and public hearings, the agenda provides for public comment on any other matters citizens may wish to bring to the attention of the Village Council. Please limit comments to 3 minutes.
  - Facilitated by IVM & Clerk
- 18. ASSIGNMENT OF PUBLIC COMMENT RESPONSE
- 19. COMMENTS BY COUNCIL MEMBERS
- 20. ADJOURNMENT REGULAR SESSION

Newberry Village Council
Regular Meeting Minutes
September 15, 2020 – 6:00 p.m.
Electronic Public Meeting – Due to COVID-19 Virus

#### \*\*NOTE - All votes were done by Roll Call Vote

**Present**: President Stokes, Trustees: Freese, Hardenbrook, Hendrickson, Puckett.

Absent: Cameron.

<u>Also Present</u>: Interim Village Manager/Director of Human Resources & Community Engagement – Watkins, Clerk – Schummer, Sterling McGinn, Village Attorney - Jocks.

Call to Order: President Stokes called the meeting to order at 6:02 p.m. via Zoom.

<u>Approval of Agenda:</u> Moved by Puckett, support by Hendrickson, **CARRIED**, to approve the agenda with one correction. Ayes: Stokes, Freese, Hardenbrook, Hendrickson, Puckett. Absent: Cameron.

#### Meeting with legal counsel regarding Pentland Litigation Update:

Move into closed session at 6:06 p.m.: Moved by Puckett, support by Freese, CARRIED, move that Council enter into closed session pursuant to MCL 15.268(e) to discuss trial and settlement strategy related to Pentland versus the Village because discussion in open session would have a detrimental financial effect on the Village's trial and settlement position. Ayes: Stokes, Freese, Hardenbrook, Hendrickson, Puckett. Absent: Cameron.

Motion to exit closed session at 6:31 p.m.: Moved by Hendrickson, support by Freese, CARRIED, move that Council exit closed session wherein Council discussed with the Village's attorney the update regarding Pentland Litigation, pursuant to MCL 15.268(e) as a discussion on the open record would have been detrimental to our position, and also discussed material exempt from disclosure under the attorney-client privilege, MCL 15.243(1)(g) and MCL 15.268(h). Ayes: Stokes, Freese, Hardenbrook, Hendrickson, Puckett. Absent: Cameron.

<u>Council Action:</u> Moved by Freese, support by Hendrickson, **CARRIED**, to approve the Franchise Agreement with Pentland Township as presented. Ayes: Stokes, Freese, Hardenbrook, Hendrickson, Puckett. Absent: Cameron.

<u>Minutes</u>: Moved by Hendrickson, support by Freese, **CARRIED**, to approve the minutes from the August 18, 2020 regular meeting as written. Ayes: Stokes, Freese, Hardenbrook, Hendrickson. Absent: Cameron Abstain: Puckett.

<u>Public Comments on Agenda Items:</u> None. <u>Village President's Announcements:</u> None.

#### Submission of Bills and Financial Updates:

- A.) Village of Newberry Monthly Bills. Moved by Hendrickson, support by Puckett, CARRIED, to approve payment of the August 15, 2020 September 11, 2020 bills, in the amount of \$262,643.73. Ayes: Stokes, Freese, Hardenbrook, Hendrickson, Puckett. Absent: Cameron.
- B.) Water & Light monthly bills: Moved by Puckett, support by Hardenbrook, CARRIED, to accept the recommendation of the W&L Board to pay the Electric and Water Funds for August 8, 2020 September 4, 2020, in the total amount of \$54,239.93. Ayes: Stokes, Freese, Hardenbrook, Hendrickson, Puckett. Absent: Cameron.
- C.) <u>Christmas Lights Fund</u> as of 8/31/2020 \$13,959.21.
- D.) Treasurer's Report:
  - a.) August 2020 N. Moulton submitted a written report. Council accepted the report as presented.

E.) Request for Disbursement of Funds:

a.) Stormwater/Asset Management/Wastewater (SAW) Grant Program, pay when paid: Moved by Freese, support by Hardenbrook, **CARRIED**, to pay Request #26 – 08/01/2020 to 08/31/2020 – C2AE invoice #70240 for \$2,471.17. Ayes: Stokes, Freese, Hardenbrook, Hendrickson, Puckett. Absent: Cameron.

Petitions and Communications: None.

#### Introduction and Adoption of Ordinances and Resolutions: None

- **Unfinished Business:** 
  - 1.) 2018 Audit: Received a letter dated Aug. 24, 2020 from Michigan Department of Treasury, regarding the Deficit Elimination Plan approval. Informational. Watkins gave a verbal report.
  - 2.) 2019 Audit: Received a letter dated September 2, 2020 from Department of Treasury, regarding the approval of extension request for the Audit and F65 reports until September 30, 2020. Informational. Watkins gave a report.
  - 3.) 2020 Audit Contract Discussion: Moved by Hardenbrook, support by Hendrickson, CARRIED, to remain with the Michigan Department of Treasury for the 2020 audit. Discussion followed. Ayes: Stokes, Freese, Hardenbrook, Hendrickson. Nays: Puckett. Absent: Cameron.
  - 4.) <u>Utility Limbing:</u> Moved by Freese, support by Puckett, **CARRIED**, to give legal authority to the Interim Village Manager to negotiate and sign contract with Trees, LLC for services listed in the RFP and to make day to day decisions for the project within guidelines of the contract and RFP package. Discussion followed. Ayes: Stokes, Freese, Hardenbrook, Hendrickson, Puckett. Absent: Cameron.
  - 5.) <u>Village of Newberry Surplus Auction:</u> Moved by Hendrickson, support by Freese, **CARRIED**, to approve the items on the Village auction list which will be presented to the public for auction, tentatively set for October 7<sup>th</sup> and 8<sup>th</sup>. Discussion followed. Ayes: Stokes, Freese, Hardenbrook, Hendrickson, Puckett. Absent: Cameron.
  - 6.) New Maintenance Building: Watkins gave an update on the new maintenance building.
  - 7.) Public Comment Follow-Up: None needed.

#### New Business:

- 1.) Coronavirus Relief Local Government Grants (CRLGG) Program: Moved by Freese, support by Hardenbrook, CARRIED, to accept \$16,864.00 in grant funds from the Coronavirus Relief Local Government Grants Program. Discussion followed. Ayes: Stokes, Freese, Hardenbrook, Hendrickson, Puckett. Absent: Cameron.
- 2.) Water & Light Board Seats: Watkins reminded Council of the two W&L Board seats up for reappointment October 20th.

#### Reports of Boards:

- 1.) Water & Light Board: Minutes provided from the August 11, 2020 and September 8, 2020 meetings. Freese gave a report.
- 2.) <u>Planning Commission Meeting:</u> Minutes provided from the August 24, 2020 meeting. Watkins gave a report and stated there is still an open seat on the Planning Commission.

#### **Committee Reports:**

- 1.) Ordinance Committee: September 3, 2020, meeting minutes provided. Stokes gave a verbal report.
- 2.) Management Committee: Meeting was moved to September 17, 2020.

#### Reports of Village Officers & Management:

- A.) Fire Chief: None.
- B.) Superintendent of Wastewater Treatment Plant & DPW: Blakely submitted a written report.
- C.) Water & Light: Written report submitted by Working Superintendent Kucinskas. Watkins gave a verbal report. Discussion followed.
- D.) Interim Village Manager/Director of Human Resources & Community Engagement: Watkins gave a verbal as well as written report. Moved by Puckett, support by Freese, CARRIED, to approve Interim Manager Watkins leave requests. Ayes: Stokes, Freese, Hardenbrook, Hendrickson, Puckett. Absent: Cameron.

#### Public Comment: None.

Page 3 of 3	09-15-2020	Regular meeting of the Newberry Village Council	
Comments 1	by Council M	<u>Iembers:</u> Comments heard from Hendrickson and Puckett.	
Adjourn Me	eeting: Moved Stokes, Freese,	d by Puckett, support by Hardenbrook, <b>CARRIED</b> , to adjourn the meeting, Hardenbrook, Hendrickson, Puckett. Absent: Cameron.	ng at 7:48
These minut	es are unoffici	ial until voted on at the next meeting.	
Terese Schur	mmer, Clerk	Lori A. Stokes, Village President	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	<b>Due Date</b>	Amount	Check #
			Fund 101 General Fund			
Dept 101 VILLAG						
101-101-915.000	MEMBERSHIPS & SUBSCRIE	ZOOM	OCTOBER ZOOM MEETINGS	10/01/20	55.25	
			Total For Dept 101 VILLAGE COUNCIL		55.25	
Dept 172 VILLAG						
101-172-719.000	1	44 NORTH	COBRA RETIREES	10/21/20	5.36	
101-172-719.000	HOSPITALIZATION	44 NORTH	COBRA RETIREES	11/06/20	5.36	44641
101-172-726.000		STANDARD, THE	LIFE INS	10/01/20	4.98	44617
101-172-850.000	906-291-1223	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	6.97	44619
			Total For Dept 172 VILLAGE MANAGER		22.67	
Dept 201 ADMINI	STRATIVE					
101-201-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	10/01/20	9.37	44617
101-201-752.000	OFFICE SUPPLIES	NATIONAL OFFICE PRODUCTS	PAPER	10/10/20	9.88	44649
101-201-752.100	OPERATING SUPPLIES	RAHILLY IGA	WIPES	10/10/20	4.89	44616
101-201-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	FIRST AID SUPPLIES	08/20/20	43.66	44603
101-201-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	VACCUMM CLEANER BAGS	10/10/20	6.98	44603
101-201-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	WEBCAM WITH MICROPHONE/SPEAKER	10/21/20	244.92	44603
101-201-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	WATERPROOF RAIN JACKETS/ERASERS/SWEATSHIRT/TIOLETPAPER	11/04/20	48.17	44631
101-201-752.200	IT SOFTWARE	ZOOM	CONFERENCE MEETINGS MAY	05/01/20	17.57	44656
101-201-752.200	IT SOFTWARE	ZOOM	CONFERENCE MEETINGS JUNE	06/01/20	17.57	44656
101-201-801.000	PROFESSSIONAL & CONTRA	FAIR, ALMA	OFFICE CLEANING	10/23/20	100.00	44639
101-201-850.000	FAX	VERIZON	ACCOUNT NUMBER 942077532-00001 FAX	10/07/20	5.80	44619
101-201-850.000	906-291-1625 FINANCE	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	29.21	44619
101-201-850.000	906-291-0055 HR	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	10/07/20	10.42	44619
101-201-850.000	TELEPHONE	HTC-HIAWATHA TELEPHONE CO	ACCT 00042108-7	10/27/20	19.98	44645
101-201-851.000	POSTAGE	UNITED STATES POST OFFICE	STAMPS	09/17/20	14.05	44618
101-201-900.000	COUNCIL MINUTES	NEWBERRY NEWS INC	PUBLICATIONS	10/30/20	381.00	44650
101-201-910.000	PROFESSIONAL DEVELOPM		NOTARY REPUBLIC FEES	10/09/20	60.00	
101-201-910.000	PROFESSIONAL DEVELOPM	WATKINS, ALLISON	NOTARY REPUBLICAN BOND FEE	10/10/20	10.00	
		,	Total For Dept 201 ADMINISTRATIVE		1,033.47	1
Dept 223 AUDIT &	& LEGAL EXPENSE		•			1
101-223-801.200	LEGAL	SONDEE, RACINE & DOREN PLC	LEGAL COUNCIL	09/30/20	3,750.00	44589
			Total For Dept 223 AUDIT & LEGAL EXPENSE		3,750.00	
			•		,	1
Dept 230 ORDINA	NCE OFFICER					1
	906-291-1630 - ORDIANCE O	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	27.88	44619
			Total For Dept 230 ORDINANCE OFFICER		27.88	
Dept 253 TREASU	RER		•			
101-253-850.000		VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	27.88	44619
-			Total For Dept 253 TREASURER		27.88	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
Dept 265 BUILDI		V Chuoi	Invoice Desc.	Duc Date	Amount	CHCCK #
101-265-753.000	TOOLS & EQUIP (UNR CAP,	FOSTER HARDWARE	KEYS	11/07/20	10.93	44640
101-265-801.000		UPEA ENGINEER & ARCHITECTS		10/14/20	137.50	
101-265-921.000	HEAT		310 E. MCMILLAN NATURAL GAS	10/26/20	15.45	44655
101-265-921.000	HEAT		DPW GARAGE NATURAL GAS 827.500	10/26/20	42.23	44655
101 203 721.000			Total For Dept 265 BUILDING & GROUNDS	10/20/20	206.11	11033
Dept 301 POLICE	DEPARTMENT		2 dans de Beperado Bonzon do de octobre de secondo		200.11	+
101-301-719.000	POLICE HOSPITALIZATION	44 NORTH	COBRA RETIREES	10/21/20	2.41	44611
101-301-719.000	POLICE HOSPITALIZATION		COBRA RETIREES	11/06/20	2.41	44641
101-301-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	10/01/20	19.89	44617
		,	Total For Dept 301 POLICE DEPARTMENT		24.71	
Dept 441 PUBLIC	WORKS		4			1
101-441-718.000		HELEN NEWBERRY JOY HOSPITA	PRE-EMPLOYMENT LABS	10/14/20	45.00	44612
101-441-718.000		FIRST ADVANTAGE LNS OCC HEA		10/30/20	42.84	44646
101-441-718.000	MEDICAL SCREENING - PR	UPPER PENINSULA IMAGING PC	XRAYS	10/01/20	65.00	44671
101-441-718.000		FMCSA D&A CLEARINGHOUSE	CDL QUERY	09/02/20	1.25	44656
101-441-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	10/01/20	10.77	44617
101-441-767.000	CLOTHING - UNIFORMS	AMAZON CAPITAL SERVICES	WATERPROOF RAIN JACKETS/ERASERS/SWEATSHIRT/TIOLETPAPER	11/04/20	24.46	44631
101-441-768.000	CDL LICENSE	FMCSA D&A CLEARINGHOUSE	CDL QUERIES	09/14/20	6.25	44590
101-441-801.000	PROFESSIONAL AND CONT	UPEA ENGINEER & ARCHITECTS		10/14/20	550.00	44600
101-441-850.000	906-293-8531	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	41.26	44619
101-441-850.000	906-291-0136 MECHANIC	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	10/07/20	104.15	44619
101-441-850.000	TELEPHONE	ATT U.VERSE	DPW UVERSE	10/24/20	41.10	44634
101-441-850.000	TELEPHONE	ATT U.VERSE	DPW UVERSE	10/26/20	41.10	44636
101-441-900.000	EQUIPMENT AUCTION	NEWBERRY NEWS INC	PUBLICATIONS	10/30/20	336.00	44650
			Total For Dept 441 PUBLIC WORKS		1,309.18	
Dept 524 MOTOR	POOL		•			
101-524-752.100	OPERATING SUPPLIES	DANNY'S AUTO VALUE INC	HI-SPD DRILL	10/10/20	2.16	44608
101-524-752.100	OPERATING SUPPLIES	DANNY'S AUTO VALUE INC	WHITE WINDOW MARKER	10/10/20	5.01	44608
101-524-752.100	OPERATING SUPPLIES	LYNN AUTO PARTS INC.	LIQUID WRENCH	10/10/20	5.49	44613
101-524-752.100	OPERATING SUPPLIES	LYNN AUTO PARTS INC.	STRIPS	10/10/20	19.53	44613
101-524-752.100	OPERATING SUPPLIES	DANNY'S AUTO VALUE INC	MIRROR ADHESIVE/SAE FLAT	10/10/20	9.71	44608
101-524-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	CREEPER REPLACEMENT CASTERS	10/28/20	13.21	44631
101-524-752.100	OPERATING SUPPLIES	EBAY	ORINGS FOR ORB BOOS AND FIAT FACE	09/24/20	61.43	44656
101-524-752.100	OPERATING SUPPLIES	RAHILLY IGA	DISTILLED WATER	10/10/20	11.88	44653
101-524-752.100	OPERATING SUPPLIES	DANNY'S AUTO VALUE INC	125CU/FT OCYGEN	09/10/20	(36.99)	1
101-524-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	WATER PROOF BUTT CONNECTOS	11/01/20	14.99	44631
101-524-752.100	OPERATING SUPPLIES	LYNN AUTO PARTS INC.	HOSE CLAMPS/ BOXED MINIATURES	11/10/20	18.88	44647
101-524-752.100	OPERATING SUPPLIES		BAG CONNECTORS	11/10/20	11.99	44647
101-524-752.100	OPERATING SUPPLIES		HEAT SHRINK CONNECTORS/OCAPINDUSTRIES	10/02/20	17.49	44656
101-524-752.100	OPERATING SUPPLIES	PAYPAL	OCAPINDUSTRIES	10/02/20	15.37	44676
101-524-753.000	TOOLS & EQUIP(UNDER CA	AMAZON CAPITAL SERVICES	IMPACT ADAPTER AND REDUCER SET	10/22/20	18.99	44603
101-524-753.000	TOOLS & EQUIP(UNDER CA	DANNY'S AUTO VALUE INC	1 3/8 COMBO WR.	10/10/20	18.82	44608
101-524-753.000	TOOLS & EQUIP(UNDER CA	DANNY'S AUTO VALUE INC	SUPER PROBE/SPILT EYE PLUG TOOL	09/10/20	19.48	44637

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	<b>Due Date</b>	Amount	Check #
101-524-753.000	TOOLS & EQUIP(UNDER CA	DANNY'S AUTO VALUE INC	BI-MOLD CREEPER	09/10/20	39.99	44637
101-524-759.000	GAS OIL & GREASE - PUBLI	WEX BANK - SPEEDWAY UNIVER	GAS/FUEL	10/22/20	688.24	44660
101-524-759.000	GAS OIL & GREASE	PICKELMANS PETRO	FUEL	11/10/20	14.07	44652
101-524-801.000	PROF & CONTRACTUAL SE	GREAT LAKES TRUCK SERVICE	DIAGNOSTIC SCAN VALVE STICKING/REPLACED EGR VALVE	10/15/20	1,365.74	44643
101-524-932.000	VEHICLE REPAIRS & MAIN	DANNY'S AUTO VALUE INC	COOLANT SVC KIT	10/10/20	9.95	44608
101-524-932.000	VEHICLE REPAIRS & MAIN	NEALS AUTOMOTIVE PARTS INC	HYD HOSE BULK	10/10/20	117.50	44615
101-524-932.000	VEHICLE REPAIRS & MAIN	PAYPAL	SPILL CATCHER PART	09/14/20	178.47	44618
101-524-932.000	VEHICLE REPAIRS & MAIN	DANNY'S AUTO VALUE INC	BLADE BOLTS	10/10/20	16.20	44608
101-524-932.000	VEHICLE REPAIRS & MAIN	DANNY'S AUTO VALUE INC	RUBBER STEEL	10/10/20	3.31	44608
101-524-932.000	VEHICLE REPAIRS & MAIN	DANNY'S AUTO VALUE INC	BLADE BOLTS	10/10/20	12.61	44608
101-524-932.000	VEHICLE REPAIRS & MAIN	DANNY'S AUTO VALUE INC	BLACK MAMBA XLARGE	10/10/20	13.99	44608
101-524-932.000	VEHICLE REPAIRS & MAIN	DANNY'S AUTO VALUE INC	USS BOLTS	10/10/20	3.10	44608
101-524-932.000	VEHICLE REPAIRS & MAIN	FOSTER HARDWARE	FASTENERS	10/10/20	2.76	44610
101-524-932.000	VEHICLE REPAIRS & MAIN	NEALS AUTOMOTIVE PARTS INC	CENTER PIN	10/10/20	9.90	44615
		DANNY'S AUTO VALUE INC	IGNITION SWITCH	11/10/20	45.94	
101-524-932.000	VEHICLE REPAIRS & MAIN	NEALS AUTOMOTIVE PARTS INC	HYD FITTINGS	10/10/20	12.80	
101-524-932.000			EDGE CUTTING BOLT	10/30/20	244.20	44648
		MIDWAY RENTALS & SALES	PIN LINK	10/30/20	119.83	44648
101-524-932.000	VEHICLE REPAIRS & MAIN	TRUCK & TRAILER SPECIALTIES	POWER REV CYLINGER F89/F44	10/18/20	934.15	44657
	VEHICLE REPAIRS & MAIN		WIRING DIAGRAM	09/30/20	13.65	44656
	VEHICLE REPAIRS & MAIN		WIRING DIAGRAM	09/30/20	10.47	44656
		AMAZON CAPITAL SERVICES	HARNESS PLUGS CONNECTORS WIRING	11/04/20	8.19	44631
		DANNY'S AUTO VALUE INC	#59 BRUSH HOG KEY STOCK	09/10/20	4.06	44637
		DANNY'S AUTO VALUE INC	MUFFLER #59 FORD	09/10/20	45.95	44637
101-524-932.000	VEHICLE REPAIRS & MAIN	DANNY'S AUTO VALUE INC	POWER WASHER COUPLERS	09/10/20	12.89	44637
101-524-932.000		DANNY'S AUTO VALUE INC	DRILL PUMP	09/10/20	(10.19)	44637
101-524-932.000	VEHICLE REPAIRS & MAIN	DANNY'S AUTO VALUE INC	FUEL FILTER	11/10/20	15.19	44637
101-524-932.000		DANNY'S AUTO VALUE INC	PIGTAIL/SOCKET/AUTOMOTIVE RELAY	11/10/20	29.80	44637
		DANNY'S AUTO VALUE INC	LINCH PIN	11/10/20	4.80	44637
		DANNY'S AUTO VALUE INC	MINI BULBS	11/02/20	4.69	44637
			IN LINE FUSE	11/10/20	6.49	44637
		DANNY'S AUTO VALUE INC	FOG LIGHT BULBS	11/10/20	11.78	44637
		DANNY'S AUTO VALUE INC	SELF TAP SRW	11/10/20	5.29	44637
	VEHICLE REPAIRS & MAIN		BOXED MINIATURES	11/10/20	11.20	44647
	VEHICLE REPAIRS & MAIN		LAMP	11/10/20	12.49	44647
101-524-932.000	VEHICLE REPAIRS & MAIN		RETURN OF LAMPS/PURCHASE SOCKET	11/10/20	(8.00)	44647
			REQUEST #3 NEW MAINT BUILDING	09/28/20	53,856.00	44627
			REQUEST#4 NEW MAINTENANCE BUILDING	10/15/20	79,942.50	44673
		MC GAHEY CONSTRUCTION LLC		10/23/20	42,993.00	44674
		SEMCOENERGY GAS COMPANY		10/10/20	2,355.58	44655
101-524-971.000	CAPITAL OUTLAY BUILDIN	MC GAHEY CONSTRUCTION LLC	REQUEST #5 NEW MAINTENANCE BUILDING	10/23/20	42,993.00	44675
					226,379.02	
			Amount deducted due to duplicate check being run		42,993.00	
			Total For Dept 524 MOTOR POOL		183,386.02	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
Dept 525 STORM						
101-525-801.000		UPEA ENGINEER & ARCHITECTS	CIP DEVELOPMENT	10/14/20	137.50	44600
101-525-801.000		RANGE TELECOMMUNICATIONS		10/01/20	1.82	44654
			Total For Dept 525 STORM SEWER		139.32	
Dept 528 RUBBIS	Н		T			1
101-528-759.000		WEX BANK - SPEEDWAY UNIVER	GAS/FUEL	10/22/20	48.14	44660
101-528-801.100	PROF & CONTR SERVICES-F	WASTE MANAGEMENT	RUBBISH DISPOSAL	10/30/20	3,248.37	44659
101-528-900.000	PUBLISHING & PRINTING	ARISTA INFORMATION SYSTEMS	UB BILLIG	09/30/20	96.80	44604
101-528-900.000	PUBLISHING & PRINTING	RICH PRINTING INC.	CUSTOMER UPDATE FORM	10/30/20	6.45	44672
101-528-932.000	VEHICLE REPAIRS & MAIN	DANNY'S AUTO VALUE INC	COOLANT FILTER	10/10/20	13.26	44608
101-528-932.000	VEHICLE REPAIRS & MAIN	DANNY'S AUTO VALUE INC	HEATER HOSE	10/10/20	4.08	44608
101-528-932.000	VEHICLE REPAIRS & MAIN	DANNY'S AUTO VALUE INC	#38 GARBAGE TRUCK HEATER CORE	09/10/20	50.33	44637
			Total For Dept 528 RUBBISH		3,467.43	
			Total For Fund 101 General Fund		193,449.92	
		Fu	nd 202 MAJOR STREET FUND			
Dept 444 SIDEWA	LKS					
202-444-801.000	PROF & CONTRACTUAL SE	UPEA ENGINEER & ARCHITECTS	CIP DEVELOPMENT	10/14/20	137.50	44600
			Total For Dept 444 SIDEWALKS		137.50	
Dept 463 ROUTIN	IE MAINTENANCE					
202-463-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	10/01/20	8.61	44617
			Total For Dept 463 ROUTINE MAINTENANCE		8.61	
			Total For Fund 202 MAJOR STREET FUND		146.11	
			Fund 203 Local Street Fund			
Dept 444 SIDEWA						
203-444-801.000	PROF & CONTRACTUAL SE	UPEA ENGINEER & ARCHITECTS		10/14/20	137.50	44600
			Total For Dept 444 SIDEWALKS		137.50	
ROUTINE MAIN	TENANCE					
203-463-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	10/01/20	52.61	44617
			Total For Dept 463 ROUTINE MAINTENANCE		52.61	
			Total For Fund 203 Local Street Fund		190.11	
			Fund 213 Fire Revolving Fund			
Dept 336 FIRE						<b></b>
213-336-759.000		WEX BANK - SPEEDWAY UNIVER		10/22/20	60.31	44660
213-336-850.000	906-293-8141 FIRE	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	26.79	44619
213-336-850.000	TELEPHONE	ATT U.VERSE	FIRE HALL UVERSE	10/24/20	41.10	44633
213-336-921.000			FIRE HALL NATURAL GAS 900.500	10/26/20	19.77	44655
213-336-929.000	REPAIRS & MAINTENANCE		ANNUAL PREVENTATIVE	10/17/20	641.30	44607
213-336-933.000	SOFTWARE MAINTENANCE	ESO SOLUTIONS, INC	ESO DATA REPORTING PROGRAM. SOFTWARE UPDATES AND UPGRAD	10/17/20	1,024.85	44625
			Total For Dept 336 FIRE		1,814.12	ļ

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	<b>Due Date</b>	Amount	Check #
			Total For Fund 213 Fire Revolving Fund		1,814.12	
			Fund 409 TORC			
Dept 757 TORC						
409-757-752.100	OPERATING SUPPLIES	SMART SIGNS	PARK CLOSED SIGNS	10/10/20	79.90	44677
			Total For Dept 757 TORC		79.90	
			•			
			Total For Fund 409 TORC		79.90	
		F	und 590 Sewage Receiving Fund			
Dept 537 SEWER	SYSTEM					
590-537-718.000		HELEN NEWBERRY JOY HOSPITA	PRE-EMPLOYMENT LABS	10/14/20	45.00	44612
590-537-719.000	HOSPITALIZATION	44 NORTH	COBRA RETIREES	10/21/20	2.41	44611
590-537-719.000	HOSPITALIZATION	44 NORTH	COBRA RETIREES	11/06/20	2.41	44641
590-537-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	10/01/20	26.44	44617
590-537-752.000	OFFICE SUPPLIES	NATIONAL OFFICE PRODUCTS	PAPER	10/10/20	9.88	44649
590-537-752.200	IT SOFTWARE	ZOOM	CONFERENCE MEETINGS MAY	05/01/20	29.28	44656
590-537-752.200	IT SOFTWARE	ZOOM	CONFERENCE MEETINGS JUNE	06/01/20	29.28	44656
590-537-753.000	TOOLS & EQUIP (UNDER TH	FOSTER HARDWARE	PRESSURER WASHER	10/10/20	257.98	44610
590-537-753.000		AMAZON CAPITAL SERVICES	CORDLESS GRINDER KIT	11/05/20	292.08	44631
590-537-759.000	GAS, OIL & GREASE - WWT	WEX BANK - SPEEDWAY UNIVER	GAS/FUEL	10/22/20	95.14	44660
590-537-767.000	UNIFORMS	WRANGLER	JEANS	08/31/20	82.60	44618
590-537-767.000	UNIFORMS	WRANGLER	RETURN OF JEANS	09/30/20	(73.11)	44618
590-537-776.000	SUPPLIES - BUILDING MAIN	AMAZON CAPITAL SERVICES	DUSK TO DAWN LIGHT	10/10/20	123.74	44603
590-537-776.000	SUPPLIES - BUILDING MAIN	FOSTER HARDWARE	CLEANERS	10/10/20	73.54	44640
590-537-801.000	PROFESSIONAL & CONTRA	ERIC'S SEPTIC SERVICE	CLEANING GREASE PIT	10/10/20	275.00	44609
590-537-801.000	PROFESSIONAL & CONTRA	GREAT LAKES TV SEAL INC.	VULCAN ST AND NEWBERRY AVE INSPECTION	10/10/20	333.02	44626
590-537-801.000	PROF & CONTRACTUAL SE	RANGE TELECOMMUNICATIONS	MISSDIGS	10/01/20	5.44	44654
590-537-801.000	PROFESSIONAL & CONTRA	FSOM-FULL SERVICE ORGANICS	BIO SOLIDS SAMPINGS	10/22/20	20,307.50	44642
590-537-801.000	PROFESSIONAL & CONTRA	NORRIS CONTRACTING INC	CATCH BASIN REPAIR	10/21/20	6,921.00	44666
590-537-801.200	LEGAL	SONDEE, RACINE & DOREN PLC	LEGAL COUNCIL	09/30/20	5,306.08	44589
590-537-850.000	FAX	VERIZON	ACCOUNT NUMBER 942077532-00001 FAX	10/07/20	5.79	44619
590-537-850.000	906-291-1625 FINANCE	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	66.74	44619
590-537-850.000	906-291-0055 HR	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	10/07/20	93.76	44619
590-537-850.000	TELEPHONE	AT&T	WWTP LANDLINE- ALARM	10/08/20	80.65	44606
590-537-850.000	TELEPHONE	HTC-HIAWATHA TELEPHONE CO	ACCT 00042108-7	10/27/20	19.99	44645
590-537-850.000	TELEPHONE	ATT U.VERSE	WWTP UVERSE	10/24/20	41.11	44632
590-537-851.000	POSTAGE	UNITED STATES POST OFFICE	STAMPS	09/17/20	14.05	44618
590-537-900.000	PRINTING & PUBLISHING	ARISTA INFORMATION SYSTEMS	UB BILLIG	09/30/20	139.15	44604
590-537-900.000	PUBLISHING & PRINTING	RICH PRINTING INC.	CUSTOMER UPDATE FORM	10/30/20	19.35	44672
590-537-917.100	LAB SUPPLIES	MAC'S MARKET INC	PAPER TOWELS	10/10/20	27.56	44614
590-537-917.100	LAB SUPPLIES	HAWKINS INC	SODIUM BISULFITE/ CHLORINE CYLINDER	10/17/20	563.76	44621
590-537-917.100	LAB SUPPLIES	NCL OF WISCONSIN INC	PHOSPHORUS TEST N TUB PLUS	10/25/20	286.39	44651
590-537-921.000	HEAT	SEMCOENERGY GAS COMPANY		10/26/20	505.24	44655
590-537-929.000	REPAIRS & MAINTENANCE	NEALS AUTOMOTIVE PARTS INC	FITTING	10/10/20	8.95	44615
590-537-929.000		ASC PUMPING EQUIPMENT	AURORA SMALL BORE SEAL KIT	09/03/20	337.88	44656
590-537-929.100	PREVENTATIVE MAINTENA	GREAT LAKES TV SEAL INC.	OAKUM	10/22/20	442.02	44626

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
590-537-971.000			REQUEST #3 NEW MAINT BUILDING	09/28/20	1,267.20	44627
590-537-971.000			REQUEST#4 NEW MAINTENANCE BUILDING	10/15/20	1,881.00	44673
590-537-971.000	CAPITAL OUTLAY BUILDIN	MC GAHEY CONSTRUCTION LLC	NEW MAINTENANCE BUILDING	10/23/20	<del>1,011.60</del>	44674
590-537-971.000	CAPITAL OUTLAY BUILDIN	SEMCOENERGY GAS COMPANY	NEW SERVICE	10/10/20	55.42	44655
590-537-971.000			REQUEST #5 NEW MAINTENANCE BUILDING	10/23/20	1,011.60	44675
590-537-974.000	CONSTRUCTION -SRF BONI	C2AE ARCHITECTURE ENGINEER	CONSTRUCTION SERVICES	10/07/20	680.17	44661
590-537-974.000		C2AE ARCHITECTURE ENGINEER		10/07/20	515.44	44661
590-537-974.000		C2AE ARCHITECTURE ENGINEER		10/08/20	978.12	44661
590-537-975.000			CONDITION&CRITICALLY/METERING&MODELING/SOFTWARE TRAININ	08/29/20	11,525.00	44661
590-537-975.000	CONSTRUCTION - SAW GRA	C2AE ARCHITECTURE ENGINEER	METERING&MODELING	07/30/20	4,444.88	44661
590-537-975.000	CONSTRUCTION - SAW GRA	C2AE ARCHITECTURE ENGINEER	METERING&MODELING/RATE STRUCTURE	10/30/20	2,471.17	
			Total For Dept 537 SEWER SYSTEM		62,638.70	
			Amount deducted due to duplicate check being run		1011.6	,
			Total For Fund 590 Sewage Receiving Fund		61,627.10	
		Fund Totals:				
			Fund 101 General Fund		193,449.92	
			Fund 202 MAJOR STREET FUND		146.11	
			Fund 203 Local Street Fund		190.11	
			Fund 213 Fire Revolving Fund		1,814.12	
			Fund 409 TORC		79.90	
			Fund 590 Sewage Receiving Fund		61,627.10	
						$oxed{oxed}$
			Total For All Funds:		257,307.26	

	NET CHANGES by Change Order	TOTALS	Total approval this Month	Total changes approved in previous months by Owner	CHANGE ORDER SUMMARY	9. BALANCE TO FINISH, INCLUDING RETAINAGE	8. CURRENT PAYMENT DUE	7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	6. TOTAL EARNED LESS RETAINAGE	TOTAL RETAINAGE	b. of Stored Material	a. of Completed Work	5, RETAINAGE:	4. TOTAL COMPLETED AND STORED TO DATE	3. CONTRACT SUM TO DATE	2. Net Change By Change Orders	1. ORIGINAL CONTRACT SUM	CONTRACTOR'S APPLICATION FOR PAYMENT Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, G703, is attached.	Contract For:	Sault Sainte Marie. Ml. 49783	From: Mc Gahey Construction LLC 2410 west 7th Ave			To: Village of Newherry
	\$ 0.00	\$ 0.00			ADDITIONS	G RETAINAGE [		FOR PAYMENT [	35		800.00	26,240.00	9	ED TO DATE. [				N FOR PAYMENT below, in connection with th		M. 49783	ion LLC		· Injustice ·	Project: N
This Con prej	By:	\$ 0.00 ARC	сел	(Atta	DEDUCTIONS AM	158,118.00 Arch qual entit	94,050.00 in ac	149,310.00 A	243,360.00 Not	27,040.00 accu	The satis	Sub	Stat	270,400.00	401,478.00 By:	0.00 CON	401,478.00 rece		Via Architect: U.P. Engineers				Cost - Managed as cost of managed of	Project: New Publics Work Building
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	ARCHITECT: / / / / /	certified.)	(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount	AMOUNT CERTIFIED \$94,050,00	Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.	n ()	CT'S CERTIFICATE FO	Notary Public: Plon ( ) My Co	accurate to the best of his/her knowledge and belief.	The above personally appeared before me, the undersigned notary public, and provided satisfactory evidence of identification to be the person who signed this document in my satisfactory evidence of identification to be the person who signed this document are truthful and the providence of this document.	Subscribed and swom before me thisday of	State of: Michigan County of:		WWW / // Alt Date:	CONTRACTOR: MCGahey Construction LLC	received from the Owner, and that current payment shown herein is how due.	The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid-by the Contractor for Work for which previous Certificates for Payment were issued and payments	73	Contract Date:	Project Nos:	iod to: September 8, 2020	September 8, 2020	Application No: 4
payable only to the of payment are without ntract.	Date: 7-20-20			pplied for. Initial all figures ged to conform to the amount	50,00	ressed as indicated, the ts, and the Contractor is	bservations and the data hat to the best of the	MENT JUGA	My Commission expires: 2 14	Control of the state of the sta	ary public, and provided  ad this document in my	day of September down	Chipewwa		is 4-11-go		I IS HOW GUG.	actor's knowledge, ayment has been completed we been paid-by the were issued and payments			OTHER	CONSTRUCTION MGR. ARCHITECT	OWNER	Distribution to:

Contractor's signed Certification is attached. Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER:

APPLICATION DATE: September 8, 2020

PERIOD TO: September 8, 2020

## PROJECT NUMBER:

35	4	13	12	11	10	9	8	7	6	5	4	3	2	_	*	Item	Þ
Misc	Profit & Overhead	Bond	Labor	Building materials	Lift Rentals	Painting	Drywall	Electrical	Plumbing	Mechanical	Concrete	Site Work	Survey -site design- Allowance	Design		Description of Work	В
1,000.00	50,623.00	2,200.00	76,920.00	68,000.00	7,500.00	700.00	1,500.00	16,935.00	9,700.00	22,500.00	46,000.00	9,900.00	45,000.00	43,000.00	Value	Scheduled	C
500.00	15,000.00	0.00	0.00	21,500.00	0.00	0.00	0.00	1,000.00	6,000.00	0.00	44,000.00	6,500.00	18,200.00	43,000.00	From Previous Application(s)	Work Completed	D
0.00	14,000.00	2,200.00	40,000.00	41,000.00	5,000.00	0.00	0.00	3,000.00	1,500.00	0.00	0.00	0.00	0.00	0.00	This Period	mpleted	m
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0,00		8,000.00	0	0	0.00	0.00	& Used Prior + Current		π
500.00	29,000.00	2,200.00	40,000.00	62,500.00	5,000.00	0.00	0.00	4,000.00		8,000.00	44,000.00	6,500.00	18,200.00	43,000.00	and Stored To Date	ed Total Completed	9
50.00	57.29	100.00	52.00	91.91	66.67	0.00	0.00	23.62	77.32	35,56	95,65	65,66	40.44	100.00		%	
500.00	21,623.00	0.00	36,920.00	5,500.00	2,500.00		1,500.00	12,935.00		14,500.00	2,000.00			0.00	io Hinish	Balance	I
50.00	2,900.00	220.00	4,000.00	6,250.00	500.00	0.00	0.00	400.00	750.00	800.00	4,400.00	650.00	1,820.00	4,300.00		Retainage	_

GRAND TOTAL: 401,478.00 155,700.00 106,700.00 8,000.00 270,400.00 67.35 131,078.00 27,040.00

A=Line Item Number B=Brief Item Description C=Total Value of Item D=Total of D and E From Previous Application(s) (If Any) E=Total Work Completed For This Application F=Materials Purchased and Stored for Project G=Total of All Work Completed and Materials Stored for Project H=Remaining Balance of Amount to Finish I=Amount Withheld from G

# APPLICATION and CERTIFICATE for PAYMENT

			NET CHANGES by Change Order
3		\$ 0.00	TOTALS
			Total changes approved in previous months by Owner
AMOUNT CERTIFIED	DEDUCTIONS	ADDITIONS	CHANGE ORDER SUMMARY
50,580.00 In accordance with the Contract Documents, based on on-site observations and the deta comprising this application, the Architect certifies to the Owner that to the best of the 107,538.00 Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.	107	JDING RETAINAGE	
ARCHITECT'S CERTIFICATE FOR PAYMENT	243	ATES FOR PAYMENT	LESS PREVIOUS CERTIFICATES FOR PAYMENT     BURRENT PAYMENT DUE
293,940.00 Notary Public:	293	AINAGE	
		rial 900.00	<ul> <li>b. of Stored Material</li> <li>TOTAL RETAINAGE</li> </ul>
Subscribed and sworn before me this day of	0.00	Vork 31,760.00	a. of Completed Work
326,600.00 State of: Michigan	326	מולי לייני	
By Kuly II' &	40	TORED TO DATE	CONTRACT SUM TO DATE      TOTAL COMPLETED AND STORED TO DATE
0.00 CONTRACTOR: McCahey Construction LLC		SIS	2. Net Change By Change Orders
received from the Owner, and that current payment shown herein is now due	40.	\$	1. ORIGINAL CONTRACT SUM
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments.	T vith the Contract.	ATION FOR PAYMENT s shown below, in connection with ned.	CONTRACTOR'S APPLICATION FOR PAYMENT Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, G703, is attached.
U.P. Engineers	Via Architect:		Contract For:
Contract Date:			
Period to: September 8, 2020 Project Nos:		Mc Gahey Construction LLC 2410 west 7th Ave Sault Sainte Marie, Mi 49783	From: Mc Gahey Constru 2410 west 7th Ave Sault Sainte Marie
App. Date: September 8, 2020			
Work Building Application No: 5	Project: New Publics Work Building		To: Village of Newberry

Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER:

APPLICATION DATE: September 8, 2020

PERIOD TO: September 8, 2020

PROJECT NUMBER:

)	Φ	C	0	m	TI	G		I
Item	Description of Work	Scheduled	Work Completed	mpleted	Materials Stored	ed Total Completed	%	Balance
41		Value	From Previous	This	& Used Prior +	and Stored		to Finish
			Application(s)	Period	Current	To Date		
_	Design	43,000.00	43,000.00	0.00	0.00	43,000.00	100.00	0.00
N	Survey -site design- Allowance	45,000.00	18,200.00	7.200.00	0.00	25 400 00	75 44	19.800
٥	Oh Mind				0.00	F0, T00.00	JO. 74	13,000.00
. Cu	Site Work	9,900.00	6,500.00	3,000.00	0.00	9,500.00	95.96	400.00
4	Concrete	46,000.00	44,000.00	0.00	0.00	44,000.00	95.65	2,000.00
Ch	Mechanical	22,500.00	0.00	10,000.00	9,000.00	19,000.00	84.44	3,500.00
6	Plumbing	9,700.00	7,500.00	0.00	0.00	7,500.00	77.32	2,200.00
7	Electrical	16,935.00	2,500.00	4,000.00	0.00	6.500.00	38.38	10 435 00
တ	Drywaii	1,500.00	0.00	0.00	0.00	0.00	000	1 500 00
9	Painting	700.00	0.00	0.00	0.00	0.00	000	00 002
3	iff Rentale	7 500 00	7 000 00			7,200		, 00.0
2 2	Cir Zenais	/,500.00	5,000.00	1,000.00	0.00	6,000.00	80.00	1,500.00
1	Building materials	68,000.00	62,500.00	1,500.00	0.00	64,000.00	94.12	4,000.00
12	Labor	76,920.00	40,000.00	20,000.00	0.00	60,000.00	78.00	16,920.00
13	Bond	2,200.00	2,200.00	0.00	0.00	2,200.00	100.00	0.00
4	Profit & Overhead	50,623.00	29,000.00	10.000.00	0.00	39 000 00	77 04	11 623 00
15	Misc	1,000.00	500.00	0.00	0.00	500.00	50.00	500.00

	GRAND TOTAL:
	401,478.00
	260,900,00
	56,700.00
	9,000.00
	326,600.00
	81.35
221	74,878.00
	32,660.00

# APPLICATION and CERTIFICATE for PAYMENT

Date:	١٩	By: Gagnon		\$ (0,080,00)	and the state of t
	DN: cn=Jeremy Gagnon, o=UPEA, ou, email=jgagnon@upea.com,	incomination Jefeffly	\$ 0.00	9	NET CHANGES by Change Order
	Digitally signed by Jeremy Gagnon	ARCHITECT: Oromy	3	\$ 16.095.00	TOTALS
Same of control of new State State State		certified.)		16,095.00	Total approval this Month
childen explanation in amount certified differs from the amount applied for, Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount	ontinuation Sheet that are c	on this Application and on the Continuation Sheet that are changed to conform to the amount of the Application and on the Continuation Sheet that are changed to conform to the amount of the Application and on the Continuation Sheet that are changed to conform to the amount of the Application and on the Continuation Sheet that are changed to conform to the Application and the Continuation Sheet that are changed to conform to the Application and the Continuation Sheet that are changed to conform to the Application and the Continuation Sheet that are changed to conform to the Application and the Continuation Sheet that are changed to conform to the Application and the Continuation Sheet that are changed to conform to the Application and the Continuation Sheet that are changed to conform to the Application and the Continuation Sheet that are changed to conform to the Application and the Continuation Sheet that are changed to conform to the Continuation Sheet that are changed to conform to the Continuation Sheet that are changed to conform to the Continuation Sheet that are changed to conform to the Continuation Sheet that are changed to conform the Continuation Sheet that are changed to the Continuation of the Continuation Sheet that are changed to the Continuation of the Continuation Sheet that are changed to the Continuation Sheet that ar			previous months by Owner
0 0	7 + 1 - 1				Total changes approved in
410 00	\$49 4	AMOUNT CERTIFIED	DEDUCTIONS	ADDITIONS	CHANGE ORDER SUMMARY
progressed as indicated, the ments, and the Contractor is	ion and belief the Work has since with the Contract Docur JNT CERTIFIED.	Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.	74,223.00	DING RELAINAGE	o. Englisher and inviding including RelainAge
ite observations and the data	tract Documents, based on on-site observations and the title Architect certifies to the Owner that to the best of the	In accordance with the Contract Documents, based on on-site observations and the data comprising this application. The Architect certifies to the Owner that to the best of the	49,410.00		
AYMENT	ERTIFICATE FOR PAYMENT	AKCH IT WCHK			8. CURRENT PAYMENT DUE
Active (A. Marian Bysion expires:	V I V ACIN	ADD INTE	293,940,00	ATES FOR PAYMENT	7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
County of Chippewa My Commission Expires Apr. 09, 2025			343,350.00	NINAGE	6. TOTAL EARNED LESS RETAINAGE
his doed Hern State of Wichigan	No me that the contents of the source of the	presence and swore or affirmed to me that the contents of this doed. We'll be and accurate to the best of manner converge and belief.  Notary Public, State or Montgan	38,150.00		TOTAL RETAINAGE
d notary public, and provided,	I before me, the undersigned	The above personally appeared before me, the undersigned notary public, and provided satisfactory evidence of identification to be the person who stand this		0.00	b. of Stored Material
ay of Work		Subscribed and sworn before me this		Vork 38,150.00	a. of Completed Work
y of: Chipeywa	County of:	State of: Michigan			5. RETAINAGE:
1010		1,11	381,500.00	TORED TO DATE	4. TOTAL COMPLETED AND STORED TO DATE
Date: 10-16-2	A /	By: Hell	417,573.00		3. CONTRACT SUM TO DATE
u LLC	MoGahey Construction LLC	CONTRACTOR	16,095.00	8	<ol><li>Net Change By Change Orders</li></ol>
herein is now due.	hat current payment shown	received from the Owner, and that current payment shown herein is now due.	401,478.00		1. ORIGINAL CONTRACT SUM
information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments	covered by this Application t Documents, that all amoun previous Certificates for Pays	information and belief the Work covered by this Application for Payment has been c in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and pa	the Contract.	shown below, in connection with ed.	Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, G703, is attached.
Contractor's knowledge.	rtifies that to the best of the	The undersigned Contractor certifies that to the best of the Contractor's knowledge.		ATION FOR PAYMENT	CONTRACTOR'S APPLICATION FOR PAYMENT
		gineers	Via Architect: U.P. Engineers		Contract For:
	9.	Contract Date:			
D OTHER	S:	Project Nos:		2410 west 7th Ave Sault Sainte Marie, Mi, 49783	2410 west 7th Ave Sault Sainte Marie
ARCHITECT	o: October 16, 2020	Period to:		nstruction LLC	From: Mc Gahey Construction LLC
OWNER CTION MGB	e: October 16, 2020	App. Date:			
Distribution to:	0: 6	ding Application No:	Project: New Publics Work Building		To: Village of Newberry

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

# CONTINUATION SHEET G703

PROJECT: New Publics Work Building

Mc Gahey Construction LLC

Page 1 of 1

Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: රා

APPLICATION DATE: October 16, 2020

PERIOD TO: October 16, 2020

PROJECT NUMBER:

item	Description of Work	Schadulad	1	0	m	m	'''	71
	Page Page Of AAOIM	Scheduled	Wo	K Co	ompleted	rk Completed Materials Stored	ompleted	ompleted Materials Stored
		Value	From Previous Application(s)		This		& Used Prior + Current	& Used Prior + and Stored Current To Date
ō	Design	43,000.00			000	3		
	Survey -site design- Allowance	45,000.00	T		5 000 00		0.00	0.00
	Site Work	9 900 00	9 500 00	$\overline{}$	00.000			0.00
	Concrete	46 000 00	0,000.00		400,00	0.00		0.00
	Mechanical	30,000,00	00.000		2,000.00	2,000.00 0.00		0.00
- 1	Plumbina	22,500.00	19,000.00		1,000.00	1,000.00		20,000.00
- 4	Electrical	9,700.00	7,500.00		1,000.00	1,000.00 0.00	0.00	0.00 8,500.00
	Drwall	16,935,00	6,500.00		7,500.00	7,500.00 0.00		0.00 14,000.00
	Painting	1,00.00	0.00	1	1,000.00	1,000.00 0.00	0	0.00
- 1	Lift Rentals	00.00	0.00		0.00	0.00	0.00	0.00 0.00
	Building materials	00.000,7	6,000.00		1,500.00	1,500.00 0.00	0	0.00 7,500.00 10
	abor gradierals	68,000.00	64,000,00		3,000.00	0	0.00	0.00 67,000 00
1	Lapor	76,920,00	60,000,00		13 000 00		3	07,000,00
13	Bond	2 200 00	2 200 00		13,000.00			0.00
4	Profit & Overhead	#0 600 00	20,200.00		0,00	0.00		0.00
15	Misc	20,023.00	39,000.00	1	10,000.00	10,000.00 0.00	0.	0.00
6	Change Order parking lot	1,000,00	500.00		500.00		500.00 0.00 1,000.00	500.00 0.00 1,000.00 1
		10,000,00	0.00	1	9,000.00	9,000.00		0.00

GRAND TOTAL:

417,573.00

326,600.00

54,900.00

0.00

381,500.00

91,36

36,073.00

38,150.00

A=Line Item Number
B=Brief Item Description C=Total Value of Item D=Total of D and E From Previous Application(s) (If Any) E=Total Work Completed For This Application F=Materials Purchased and Stored for Project G=Total Vork Completed For This Application H=Remaining Balance of Amount to Finish I=Amount Withheld from G

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	<b>Due Date</b>	Amount	Check #
		Fund 582 Electric F		•		•
Dept 582 ELECTRI	C DISTRIBUTION					
582-582-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	10/01/20	6.97	44617
582-582-801.000	PROFESSIONAL & CONTRACTUAL	MECA	2021 SAFETY DUES	12/01/20	997.50	
582-582-850.000	TELEPHONE	ATT U.VERSE	LARGE CAPACITY METER UVERSE	09/25/20	27.40	44571
			Total For Dept 582 ELECTRIC DISTRIBUTION		1,031.87	
Dept 583 GENERAI	LEXPENSES					
582-583-718.000	MEDICAL SCREENING - PRE EMPLOY	UPPER PENINSULA IMAGING PC	PRE-EMPLOYMENT XRAY	10/10/20	32.50	44624
582-583-718.000	MEDICAL SCREENING - PRE EMPLOY	HELEN NEWBERRY JOY HOSPITAL	PRE-EMPLOYMENT	10/30/20	65.00	
582-583-718.000	MEDICAL SCREENING - PRE EMPLOY	FIRST ADVANTAGE LNS OCC HEALTH	PRE-EMPLOYMENT TESTING	10/30/20	21.42	
582-583-718.000	MEDICAL SCREENING - PRE EMPLOY	HELEN NEWBERRY JOY HOSPITAL	PRE-EMPLOYMENT LAB/XRAY	10/15/20	161.75	
582-583-719.000	HOSPITALIZATION	44 NORTH	COBRA RETIREES	10/21/20	3.22	44611
582-583-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	10/01/20	24.87	44617
582-583-752.000	OFFICE SUPPLIES	NATIONAL OFFICE PRODUCTS	PAPER	10/10/20	9.87	
582-583-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	FIRST AID SUPPLIES	08/20/20	43.66	44603
582-583-752.100	OPERATING SUPPLIES	RAHILLY IGA	WATER	10/10/20	3.99	
582-583-759.000	GAS & OIL - ELECTRIC	WEX BANK - SPEEDWAY UNIVERSAL	GAS/FUEL	09/22/20	43.30	44592
582-583-759.000	GAS & OIL - ELECTRIC	WEX BANK - SPEEDWAY UNIVERSAL	GAS/FUEL	10/22/20	84.05	
582-583-767.000	CLOTHING - UNIFORMS	AMAZON CAPITAL SERVICES	HIGH VISIBILITY VEST	10/23/20	16.15	44603
582-583-767.000	CLOTHING - UNIFORMS	AMAZON CAPITAL SERVICES	HARD HATS	10/23/20	21.48	44603
582-583-767.000	CLOTHING - UNIFORMS	AMAZON CAPITAL SERVICES	WATERPROOF RAIN JACKETS/ERASERS/SWEATSHIRT/TI	11/04/20	24.46	
582-583-801.000	PROFESSIONAL & CONTRACTUAL	RANGE TELECOMMUNICATIONS	PAGER SERVICE	09/10/20	144.00	44587
582-583-801.000	PROFESSIONAL & CONTRACTUAL	UPEA ENGINEER & ARCHITECTS	CIP DEVELOPMENT	10/14/20	825.00	44600
582-583-801.000	PROFESSIONAL & CONTRACTUAL	MECA	2021 SAFETY DUES	12/01/20	285.00	
582-583-801.000	PROFESSIONAL AND CONTRACTURAL	RANGE TELECOMMUNICATIONS	MISSDIGS	10/01/20	14.52	
582-583-801.000	PROFESSIONAL AND CONTRACTURAL	FAIR, ALMA	OFFICE CLEANING	10/23/20	100.00	
582-583-850.000	TELEPHONE	VERIZON	ACCOUNT NUMBER 942077532-00001 FAX	10/07/20	5.79	44619
582-583-850.000	906-291-1627 W/L	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	13.94	44619
582-583-850.000	906-293-8531	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	13.38	44619
582-583-850.000	906-291-1625 FINANCE	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	6.97	44619
582-583-850.000	906-293-3433 GENRAL	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	6.97	44619
582-583-850.000	906-293-5681 W/L CLERK 40%	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	10.70	44619
582-583-850.000	906-291-1223	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	6.97	44619
582-583-850.000	906-291-1621	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	6.97	44619
582-583-850.000	906-291-1622 H,R.	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	6.97	44619
582-583-850.000	906-291-0055 HR	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	10/07/20	10.42	44619
582-583-850.000	906-291-0608 LINEMAN	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	10/07/20	20.84	44619
582-583-850.000	906-450-0919 LINEMAN	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	10/07/20	21.47	44619
582-583-850.000	906-291-0136 MECHANIC	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	10/07/20	20.84	44619
582-583-850.000	TELEPHONE	AT&T	WATER/LIGHT PHONE	10/08/20	47.12	44605
582-583-850.000	JAMADOTS INTERNET	HTC-HIAWATHA TELEPHONE CO	ACCT 00042108-7	10/27/20	19.99	
582-583-850.000	JAMADOTS - FIBER-OPTICS	HTC-HIAWATHA TELEPHONE CO	ACCT 00042364-7	10/27/20	17.50	
582-583-851.000	POSTAGE	UNITED STATES POST OFFICE	STAMPS	09/17/20	14.05	44618
582-583-900.000	PUBLISHING & PRINTING - BRUSH REMO		BRUSH REMOVAL BID /HELP WANTED ADS/MINUTES	09/30/20	24.00	44583
582-583-900.000	PRINTING AND PUBLISHING	ARISTA INFORMATION SYSTEMS INC	UB BILLIG	09/30/20	235.96	44604

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	<b>Due Date</b>	Amount	Check
582-583-900.000	WATER LIGHT BOARD OPENING	NEWBERRY NEWS INC	PUBLICATIONS	10/30/20	18.00	
582-583-915.000	MEMBERSHIPS & SUBSCRIPTIONS	ZOOM	OCTOBER ZOOM MEETINGS	10/01/20	27.62	
582-583-921.000	HEAT	SEMCOENERGY GAS COMPANY	GENERATION BUILDING NATURAL GAS 237.500	09/24/20	15.00	44588
582-583-921.000	HEAT	SEMCOENERGY GAS COMPANY	WATER LIGHT BUILDING NATURAL GAS 238.500	09/24/20	7.50	44588
582-583-932.000	VEHICLES REPAIRS & MAINTENANCE	J. HANDRICH & SONS	2004 EXHAUST LEAK	10/15/20	175.90	44629
582-583-991.000	PRINCIPAL NOTES PAYABLE 2002	US BANK OPERATIONS CENTER	LIMITED TAX GENERAL OBLIGATION IMPR. BONDS DTD	11/02/20	60,000.00	
582-583-991.100	PRINCIPAL NOTES PAYABLE 2003	US BANK OPERATIONS CENTER	LGLP 2003B REVENUE SHARING	10/26/20	60,000.00	
582-583-991.200	NOTES PAYABLE 2005	US BANK OPERATIONS CENTER	ELECTRIC UTILITY SYSTER REVENUE BDS DTD 10-1-05 BI	11/03/20	90,000.00	
582-583-991.200	NOTES PAYABLE 2005	US BANK OPERATIONS CENTER	ELECTRIC UTIIITY SYSTER REVENUE BDS DTD 10-1-05 BI	11/03/20	2,025.00	
582-583-992.000	INTEREST NOTE PAYABLE 2002	US BANK OPERATIONS CENTER	LIMITED TAX GENERAL OBLIGATION IMPR. BONDS DTD	11/02/20	4,845.00	
582-583-992.100	INTEREST NOTE PAYABLE 2003	US BANK OPERATIONS CENTER	LGLP 2003B REVENUE SHARING	10/26/20	6,712.50	
			Total For Dept 583 GENERAL EXPENSES		226,261.61	
Dept 584 ELECTRI	C GENERATION					
582-584-801.000	PROFESSIONAL & CONTRACTUAL	MECA	2021 SAFETY DUES	12/01/20	1,567.50	
582-584-929.000	REPAIRS & MAINTENANCE	DD SLING & SUPPLY	EYE NYLON SLING	09/25/20	157.80	
			Total For Dept 584 ELECTRIC GENERATION		1,725.30	
Dept 585 BUILDING	G MAINTENANCE					
582-585-801.000	PROFESSIONAL AND CONTRACTURAL	MECA	2021 SAFETY DUES	12/01/20	10,402.50	
			Total For Dept 585 BUILDING MAINTENANCE		10,402.50	
Dept 586 PURCHAS	 SED POWER					
582-586-801.000	PROFESSIONAL AND CONTRACTURAL	MICHIGAN PUBLIC POWER AGENCY	VOLUNTARY GREEN PRICING/RENEWABLE PORTFOLIO	09/25/20	71.13	15
582-586-801.000	PROFESSIONAL AND CONTRACTURAL	MECA	2021 SAFETY DUES	12/01/20	997.50	
582-586-926.000	PURCHASED POWER	CMS ENERGY RESOURCE MGT	CAPACITY	09/21/20	61,035.55	44595
582-586-926.000	PURCHASED POWER	CLOVERLAND ELECTRIC CO-OP	MONTHLY POWER BILL - SEPTEMBER	10/26/20	5,224.79	
582-586-926.000	PURCHASED POWER	CMS ENERGY RESOURCE MGT	CAPACITY	10/20/20	53,873.41	
582-586-926.100	ATC TRANSMISSION MONTHLY INV	AMERICAN TRANSMISSION COMPANY	PURCHASED POWER - CAPACITY	10/08/20	12,869.62	
			Total For Dept 586 PURCHASED POWER		134,072.00	
Dept 587 ENERGY	OPTIMIZATION					<del>                                     </del>
582-587-801.000	PROFESSIONAL & CONTRACTUAL	MECA	MONTHLY INCENTIVES	10/01/20	1,715.60	44622
			Total For Dept 587 ENERGY OPTIMIZATION		1,715.60	
			Total For Fund 582 Electric Fund		375,208.88	
					2.2,200.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
		Fund 591 Water Fu	nd			
Dept 536 WATER SY	YSTEM					
591-536-718.000	MEDICAL SCREENING - PRE EMPLOY	UPPER PENINSULA IMAGING PC	PRE-EMPLOYMENT XRAY	10/10/20	32.50	44624
591-536-718.000	MEDICAL SCREENING - PRE EMPLOY	HELEN NEWBERRY JOY HOSPITAL	PRE-EMPLOYMENT	10/30/20	65.00	
591-536-718.000	MEDICAL SCREENING - PRE EMPLOY	FIRST ADVANTAGE LNS OCC HEALTH	PRE-EMPLOYMENT TESTING	10/30/20	21.42	
591-536-718.000	MEDICAL SCREENING - PRE EMPLOY	HELEN NEWBERRY JOY HOSPITAL	PRE-EMPLOYMENT LAB/XRAY	10/15/20	161.75	
591-536-719.000	HOSPITALIZATION	44 NORTH	COBRA RETIREES	10/21/20	2.70	44611
591-536-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	10/01/20	80.77	44617
591-536-752.000	OFFICE SUPPLIES	NATIONAL OFFICE PRODUCTS	PAPER	10/10/20	9.87	
591-536-752.100	OPERATING SUPPLIES	FAMILY DOLLAR	ICE CHEST-SHIPPING WATER SAMPLES	09/14/20	2.65	44590
591-536-752.100	OPERATING SUPPLIES	HAWKINS INC	AZONE 15	10/17/20	216.09	44621
591-536-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	FIRST AID SUPPLIES	08/20/20	43.66	44603
591-536-752.100	OPERATING SUPPLIES	RAHILLY IGA	WATER	10/10/20	3.99	
591-536-759.000	GAS, OIL & GREASE - WATER	WEX BANK - SPEEDWAY UNIVERSAL	GAS/FUEL	09/22/20	43.30	44592
591-536-759.000	GAS, OIL & GREASE - WATER	WEX BANK - SPEEDWAY UNIVERSAL	GAS/FUEL	10/22/20	84.05	
591-536-767.000	UNIFORMS	AMAZON CAPITAL SERVICES	HARD HATS	10/23/20	21.48	44603
591-536-767.000	UNIFORMS	AMAZON CAPITAL SERVICES	WATERPROOF RAIN JACKETS/ERASERS/SWEATSHIRT/TIG	11/04/20	24.46	
591-536-801.000	PROFESSIONAL & CONTRACTUAL	RANGE TELECOMMUNICATIONS	PAGER SERVICE	09/10/20	144.00	44587
591-536-801.000	PROFESSIONAL & CONTRACTUAL SER	SAULT STE MARIE CITY HALL	MONTHLY WATER SAMPLES	10/04/20	54.00	44597
591-536-801.000	PROFESSIONAL & CONTRACTUAL	UPEA ENGINEER & ARCHITECTS	CIP DEVELOPMENT	10/14/20	825.00	44600
591-536-801.000	PROFESSIONAL & CONTRACTUAL	STATE OF MICHIGAN- EGLE	WATER TESTING	10/09/20	364.00	44623
591-536-801.000	PROFESSIONAL & CONTRACTUAL	STATE OF MICHIGAN- EGLE	WATER TESTING	10/09/20	26.00	44623
591-536-801.000	PROFESSIONAL & CONTRACTUAL SER	RANGE TELECOMMUNICATIONS	MISSDIGS	10/01/20	14.52	
591-536-801.000	PROFESSIONAL & CONTRACTUAL SER	FAIR, ALMA	OFFICE CLEANING	10/23/20	100.00	
591-536-850.000	FAX	VERIZON	ACCOUNT NUMBER 942077532-00001 FAX	10/07/20	5.80	44619
591-536-850.000	906-293-5681 W/L CLERK 40%	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	10.70	44619
591-536-850.000	906-293-3433 GENERAL	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	6.97	44619
591-536-850.000	906-291-1625 FINANCE	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	6.97	44619
591-536-850.000	906-291-1627 W/L	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	13.94	44619
591-536-850.000	906-291-1622 H.R.	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	6.97	44619
591-536-850.000	906-291-1621	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	6.97	44619
591-536-850.000	906-291-1223	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	10/07/20	6.97	44619
591-536-850.000	906-450-0919 LINEMAN	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	10/07/20	21.47	44619
591-536-850.000	906-291-0608 LINEMAN	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	10/07/20	20.84	44619
591-536-850.000	906-291-0055 HR	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	10/07/20	10.42	44619
591-536-850.000	TELEPHONE	AT&T	WATER/LIGHT PHONE	10/08/20	47.13	44605
591-536-850.000	TELEPHONE	HTC-HIAWATHA TELEPHONE CO	ACCT 00042108-7	10/27/20	19.99	
591-536-850.000	JAMADOTS FIBER- OPTICS	HTC-HIAWATHA TELEPHONE CO	ACCT 00042364-7	10/27/20	17.50	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	<b>Due Date</b>	Amount	Check #
591-536-851.000	POSTAGE	FOSTER HARDWARE	LEAD/COPPER WATER SHIPPING	10/10/20	29.10	44577
591-536-851.000	POSTAGE	FOSTER HARDWARE	FRIEGHT	10/10/20	199.47	44610
591-536-851.000	POSTAGE	UNITED STATES POST OFFICE	STAMPS	09/17/20	14.05	44618
591-536-851.000	POSTAGE	UNITED STATES POST OFFICE	MAILING WATER SAMPLES	08/31/20	35.70	
591-536-900.000	PUBLISHING & PRINTING	ARISTA INFORMATION SYSTEMS INC	UB BILLIG	09/30/20	133.10	44604
591-536-900.000	WATER LIGHT BOARD OPENING	NEWBERRY NEWS INC	PUBLICATIONS	10/30/20	18.00	
591-536-910.000	PROFESSIONAL DEVELOPMENT	STATE OF MICHIGAN	MATH WATER OPERATORS	08/28/20	80.00	44590
591-536-913.000	TRAVEL	BAYNTON, MICHELLE	WATER SAMPLES TO SOO	10/10/20	77.05	44628
591-536-915.000	MEMBERSHIPS & SUBSCRIPTIONS	ZOOM	OCTOBER ZOOM MEETINGS	10/01/20	27.62	
591-536-921.000	HEAT	SEMCOENERGY GAS COMPANY	WATER LIGHT BUILDING NATURAL GAS 238.500	09/24/20	7.50	44588
591-536-929.000	REPAIRS & MAINTENANCE	HAWKINS INC	BALL VALVE/ MAIN	10/17/20	127.29	44621
591-536-929.000	REPAIRS & MAINTENANCE	ETNA SUPPLY COMPANY	MJ BOLT & GASKET SET	10/30/20	183.90	
591-536-932.000	VEHICLES REPAIRS & MAINTENANCE	J. HANDRICH & SONS	2004 EXHAUST LEAK	10/15/20	175.90	44629
591-536-991.400	PRINCIPAL 2014 WATER BOND	UNITED STATES OF AMERICA	LOAN #91-05	11/01/20	112,000.00	
591-536-992.400	INTEREST 2014 WATER BOND	UNITED STATES OF AMERICA	LOAN #91-05	11/01/20	60,955.62	
			Total For Dept 536 WATER SYSTEM		176,608.15	
			Total For Fund 591 Water Fund		176,608.15	
		Fund Totals:				
			Fund 582 Electric Fund		375,208.88	
			Fund 591 Water Fund		176,608.15	
			Total For All Funds:		551,817.03	



P.O. Box 187 \* 132 North State Street St. Ignace, Michigan 49781

Voice: 906-643-6800 Fax: 906-643-6808

Les Cheneaux Branch

P.O. Box 177 - 192 S Meridian St. Cedarville, MI 49719 \* 906-484-2262

West Mackinac Branch

P.O. Box 142 – W11635 West U.S. 2 Naubinway, MI 49762 \* 906-477-6263 Mackinac Island Branch P.O. Box 534 - 534 Market St.

Mackinac Island, MI 49757 \* 906-847-3732

**Newberry Branch** 

P.O. Box 466 - 1014 S. Newberry Ave. Newberry, MI 49868 \* 906-293-5160

1702666

NEWBERRY WATER & LIGHT BOARD NEWBERRY SAVE THE BELLS 307 E MCMILLAN AVE NEWBERRY MI 49868

Date 9/30/20 Page ACCOUNT NUMBER



Mortgage rates are low! Contact one of our loan officers to see if a refinance makes sense for you. It's also a great time to buy a new home. Apply online at www.fnbsi.com. It's as easy as 1-2-3!!!

MUNICIPAL MONEY MARKET			2
ACCOUNT NUMBER	7703432	Statement Dates 9/01/20 thru	9/30/20
PREVIOUS BALANCE	13,959.21	DAYS IN STATEMENT PERIOD	30
2 CREDITS TOTALING	314.17	AVERAGE LEDGER BAL	14,057
DEBITS TOTALING	.00	AVERAGE COLLECTED BAL	14,057
SERVICE CHARGE AMOUNT	.00	Interest Earned	4.62
INTEREST PAID	4.62	Annual Percentage Yield Earned	0.40%
CURRENT STMT BALANCE	14,278.00	2020 Interest Paid	43.47

****	*****	********	*****	****	*****
DATE 9/15	SITS AND OTHER CR DESCRIPTION DDA REGULAR DEF DDA REGULAR DEF INTEREST PAID	POSIT		AMOUNT 175.80 138.37 4.62	
****	*****	*****	*******	******	*****
DAIL	Y BALANCE SUMMARY	·			
	BALANCE 13,959.21	DATE 9/15	BALANCE 14.135.01		BALANCE 14,278.00
•	•	,	,	•	,
*****	*****	***********	*********	******	*****
INTE	REST RATE SUMMARY		INTEREST RATE		



### SEPTEMBER 2020 TAX COLLECTION TOTALS

09/28/2020

OUICK TAX DISBURSEMENT FOR VILLAGE OF NEWBERRY

Page: 1/3 DB: Von 2020

05:37 PM

RANGE: 09/01/20 - 09/30/20, INDEX: ACTUAL DATE/TIME SPEC. POPULATION: AD VALOREM+SPECIAL ACTS

POPULATION: AD VALOREM+SPECIAL ACTS ALL BILLING TYPE(S), 2020

REAL & PERSONAL PROPERTY

THIS PAGE INCLUDES ALL PROPERTY

Taxing Authority	Amount	Interest	Penalty	Total	
GENERAL OPER.	91,866.14	18.80	56.38	91,941.32	
STREETS & ALLYS	36,743.97	7.51	22.55	36,774.03	
TRASH(DISP/COLL)	11,396.17	2.33	6.99	11,405.49	
FIRE PROTECTION	16,365.68	3.35	10.04	16,379.07	
Total of above	156,371.96	31.99	95.96	156,499.91	
Administration Fee:	1,562.05	0.00	0.00		
Special Assessments:	1,198.27	0.00	0.00		

Over Payments: 0.00
Unspread Interest: 0.00
Unspread Penalty: 0.00
Total of Payments.. 159,260.23
Payment Count: 349

September 30, 2020  September 30, 2020  EDGER ITEMS:  Sinquent Personal Property Taxes slinquent Personal Interest Collected slinquent Real Tax Collected slinquent Real Tax Interest Collected sall Property Tax Collected sall Property Tax Collected sall Property Tax Collected shin Fee, Penalty & Interest Collected sposits to Tax Savings Account shorts Farned on Tay Accounts	FOR MONTH ENDING: September 30, 2020  LEDGER ITEMS: Delinquent Personal Property Taxes Delinquent Real Tax Collected Delinquent Real Tax Interest Collected Personal Property Tax Collected Personal Property Tax Collected Personal Property Tax Collected Personal Property Tax Collected Deposits to Tax Savings Account Interest Farned on Tax Accounts	September 30, 2020  September 30, 2020  DGER ITEMS: Imquent Personal Property Taxes Imquent Real Tax Collected Imquent Real Tax Interest Collected Imquent Real Tax Collected Imquent Real Tax Collected Imquent Real Tax Interest Collected Imquent Real Tax Interest Collected Imquent Real Tax Interest Collected Imquent Real Tax Account	źΙ	ropriations		211.767.07 333	33	211.767.07 333.161.34 135.
September 30, 2020  EDGER ITEMS:  linquent Personal Property Taxes  linquent Personal Interest Collected  linquent Real Tax Collected  linquent Real Tax Interest Collected  all Property Tax Collected  as Property Tax Collected  arsonal PropertyTax Collected  arsonal PropertyTax Collected  broosits to Tax Savings Account	September 30, 2020  LEDGER ITEMS: Delinquent Personal Property Taxes Delinquent Real Tax Collected Delinquent Real Tax Interest Collected Delinquent Real Tax Interest Collected Personal Property Tax Collected Real Property Tax Collected Personal PropertyTax Collected Admin Fee, Penalty & Interest Collected Admin Fee, Penalty & Interest Collected	September 30, 2020 September 30, 2020 September 30, 2020  DGER ITEMS: linquent Personal Property Taxes linquent Personal Interest Collected linquent Real Tax Collected al Property Tax Collected al Property Tax Collected rsonal PropertyTax Collected rsonal PropertyTax Collected posits to Tax Savings Account	,		22.6	22.60 207.70		
September 30, 2020  EDGER ITEMS:  Sinquent Personal Property Taxes slinquent Personal Interest Collected slinquent Real Tax Collected slinquent Real Tax Interest Collected sal Property Tax Collected sal Property Tax Collected srsonal PropertyTax Collected srsonal PropertyTax Collected srsonal PropertyTax Collected srsonal PropertyTax Collected	FOR MONTH ENDING: September 30, 2020  LEDGER ITEMS: Delinquent Personal Property Taxes Delinquent Personal Interest Collected Delinquent Real Tax Collected Delinquent Real Tax Interest Collected Real Property Tax Collected Personal Property Tax Collected Personal Property Tax Collected Admin Fee, Penalty & Interest Collected	September 30, 2020  September 30, 2020  DGER ITEMS: Inquent Personal Property Taxes Inquent Real Tax Collected Inquent Real Tax Interest Collected al Property Tax Collected rsonal PropertyTax Collected rsonal PropertyTax Collected min Fee, Penalty & Interest Collected			159,260.2	159,260.23 333,161.34		
September 30, 2020  EDGER ITEMS:  Sinquent Personal Property Taxes Inquent Personal Interest Collected Inquent Real Tax Collected Inquent Real Tax Interest Collected Inquent Real Tax Collected Inquent Real Tax Collected Inquent Real Tax Collected	FOR MONTH ENDING: September 30, 2020  LEDGER ITEMS: Delinquent Personal Property Taxes Delinquent Personal Interest Collected Delinquent Real Tax Collected Delinquent Real Tax Interest Collected Real Property Tax Collected Personal PropertyTax Collected	September 30, 2020  September 30, 2020  DGER ITEMS: Inquent Personal Property Taxes Inquent Personal Interest Collected Inquent Real Tax Collected Inquent Real Tax Collected Inquent Real Tax Collected Inquent Real Tax Collected			1,562.0	1,562.05 3,433.99		
September 30, 2020  EDGER ITEMS: Ilinquent Personal Property Taxes Ilinquent Personal Interest Collected Ilinquent Real Tax Collected Ilinquent Real Tax Interest Collected	FOR MONTH ENDING: September 30, 2020  LEDGER ITEMS: Delinquent Personal Property Taxes Delinquent Personal Interest Collected Delinquent Real Tax Collected Delinquent Real Tax Interest Collected	September 30, 2020  September 30, 2020  DGER ITEMS: linquent Personal Property Taxes linquent Personal Interest Collected linquent Real Tax Collected al Property Tax Collected		85%		85% 24,903.19 35,138.09	24,903.19	24,903.19 35,138.09
September 30, 2020  September 30, 2020  EDGER ITEMS:  Ilinquent Personal Property Taxes  Ilinquent Personal Interest Collected  Ilinquent Real Tax Collected  Ilinquent Real Tax Interest Collected	FOR MONTH ENDING: September 30, 2020 LEDGER ITEMS: Delinquent Personal Property Taxes Delinquent Personal Interest Collected Delinquent Real Tax Collected Delinquent Real Tax Interest Collected	R MONTH ENDING: September 30, 2020  DGER ITEMS: linquent Personal Property Taxes linquent Personal Interest Collected linquent Real Tax Collected		82%		131,596.72	131,596.72	131,596.72 245,525.44
September 30, 2020  EDGER ITEMS:  Sinquent Personal Property Taxes  Sinquent Personal Interest Collected  Sinquent Real Tax Collected	FOR MONTH ENDING: September 30, 2020  LEDGER ITEMS: Delinquent Personal Property Taxes Delinquent Personal Interest Collected Delinquent Real Tax Collected	September 30, 2020 September 30, 2020  DGER ITEMS: Inquent Personal Property Taxes Inquent Personal Interest Collected Inquent Real Tax Collected			0.0	0.00 2,578.62		
September 30, 2020  September 30, 2020  EDGER ITEMS:  slinquent Personal Property Taxes slinquent Personal Interest Collected	FOR MONTH ENDING: September 30, 2020  LEDGER ITEMS: Delinquent Personal Property Taxes Delinquent Personal Interest Collected	R MONTH ENDING: September 30, 2020  DGER ITEMS: linquent Personal Property Taxes linquent Personal Interest Collected			0.0	0.00 42,977.81		
September 30, 2020  EDGER ITEMS: Slinquent Personal Property Taxes	FOR MONTH ENDING: September 30, 2020  LEDGER ITEMS: Delinquent Personal Property Taxes	R MONTH ENDING: September 30, 2020 DGER ITEMS: linquent Personal Property Taxes			0.0	0.00 0.00		
September 30, 2020  EDGER ITEMS:	FOR MONTH ENDING: September 30, 2020 LEDGER ITEMS:	R MONTH ENDING: September 30, 2020			0.0	0.00 0.00		
September 30, 2020	FOR MONTH ENDING: September 30, 2020	R MONTH ENDING: September 30, 2020						
September 30, 2020	FOR MONTH ENDING: September 30, 2020	R MONTH ENDING: September 30, 2020		Collection	Collections September		September Y.T.D.	September
OK WON'T ENDING.	FOR MONTH ENDING:	R MONTH ENDING:		Y.T.D.		Y.T.D. Actual Collections		Actual Collections
JO MONTU ENDINO.		ı			2020	2020	2020	2020 2019
			_		2020	2020	2020	

		T BANK AC
		TAX ACCOUNT BALANCE @
2019	2020	NCE @
\$267,820.32	\$320,488.66	Beginning September
\$267,820.32 \$267,735.19	\$268,004.42	Ending September

rates and Township compiled assessed taxable values. For Example; of the 100% we could hope to collect for this year, the Year To Date (YTD) percentages are calculated using the Real and Personal Property Tax Roll Totals (less any Board of Review changes) compared to the same year's Year To Date collections. Tax roll totals are dictated by the Council adoption of millage percentage describes the actual amount collected so far this year. 2020 Anticipated Real Property Collections are \$359,542.34 2020 Anticipated Personal Property Collections are \$46,645.70

the current year for any delinquent taxes received Admin Fee, Penalty & Interest Collected (C): Includes all these fees for the current years collections as well as penalties collected in

Transfer to GF & FIRE Tax Appropriation Funds = Ending Bank Balance. To check Bank Balance: Add Beginning Bank Balance + (D) Deposits to Tax Acct + (E) Interest in Tax Acct LESS (F) Tax Acct MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY – OFFICE OF DRINKING WATER AND MUNICIPAL ASSISTANCE REVOLVING LOAN SECTION

#### STORMWATER / ASSET MANAGEMENT / WASTEWATER (SAW) GRANT PROGRAM REQUEST FOR DISBURSEMENT OF FUNDS

THIS INFORMATION IS REQUIRED UNDER AUTHORITY OF PARTS 52 AND 53, 1994 PA 451, AS AMENDED.

#### DOCUMENTATION TO SUPPORT THE INCURRED COSTS MUST BE INCLUDED WITH EACH REQUEST PLEASE SEE OTHER SIDE FOR INSTRUCTIONS TO COMPLETE REQUEST

A. Project # B. Request # C. Period Covered by Request   D. Request Type   1274-01   27   09-01-20   to 09-30-20	F. Grant Amount <b>\$593,241</b>							
G. Grantee Name: Village of Newberry  Phone #906-293-3433								
Address: Village Hall, 302 East McMillian Avenue, Newberry, MI 49868	Email: finance@newberr	ymi.gov						
H. Grantee's Bank Name: MBank – Mackinac Financial Corp.		Phone # 906-293-5165						
Address: 414 Newberry Ave., Newberry, MI 49868								
Account Name:	ABA # <b>091102807</b>	Account # 9960546						
Special Instructions:								
Budget Items (Include Eligible Costs Only Using Dollars and Cents)	Requested Incurred Costs This Period	Cumulative Costs Incurred To Date						
PROJECT PLANNING COSTS     (for SRF plans, USDA-RD Preliminary Engineering Reports, or Project Proposal)	\$ 0.00	\$ 0.00						
2. DESIGN ENGINEERING COSTS	\$ 0.00							
USER CHARGE SYSTEM DEVELOPMENT COSTS     (awarded under planning or design grant)  \$ \$								
4. WASTEWATER ASSET MANAGEMENT PLAN COSTS	\$ 270,094.35							
5. STORMWATER ASSET MANAGEMENT PLAN COSTS	\$ 163,553.18							
STORMWATER MANAGEMENT PLAN COSTS     (Nonpoint Source Watershed Management Plans)	\$							
7. INNOVATIVE WASTEWATER OR STORMWATER TECHNOLOGY COSTS	\$							
8. DISADVANTAGED COMMUNITY CONSTRUCTION COSTS	\$	\$						
TOTAL CUMULATIVE AMOUNT FOR PERIOD COVERED BY THIS REQUEST     (add totals in 1st column)	\$ 82,423.15							
10. TOTAL CUMULATIVE ELIGIBLE COSTS INCURRED TO DATE (add totals in 2 <sup>nd</sup> colum	nn)	\$ 433,647.53						
11. LESS LOCAL MATCH (if applicable) <i>(na)</i>		(\$0.00)						
12. LESS AMOUNT PREVIOUSLY DISBURSED		(\$351,224.38)						
13. AMOUNT REQUESTED FOR DISBURSEMENT		\$ 82,423.15						
J. For each request, describe the scope of work completed to date. Attach separate sheet if mo the services not yet complete and a schedule for their completion by the grant period end date. I request a grant period extension from your DEQ project manager prior to incurring the costs.	re space is needed. Discus: If the scope of work will exce	s the progress made on ed the grant period,						
See attached "Budget & Disbursement Tracking" spreadsheet excerpts	(pages 07 and 14 of 14)							
See attached invoice copy from C2AE for Sept 2020 and Sewer TV & Debris Disposal Invoices								
See attached Progress Report: #34								
I certify that I am an authorized representative of the grantee and am authorized to make the following certifications on behalf of the grantee: (i) there is no pending litigation or event which will materially and adversely affect the project or the prospects for its completion; (ii) the representations, warranties and covenants contained in the grant agreement for the obligations pursuant to which this request for disbursement is submitted continue to be true and accurate in all material respects as of the date hereof; (iii) to the best of my knowledge and belief, the costs above were incurred in accordance with the terms of the grant agreement and the application for assistance for this project; and (iv) the amount requested for disbursement has not previously been requested.								
Authorized Representative Name (Print or Type): <u>Lori Stokes</u>	Title: _V	illage President						
Authorized Representative Signature (Original):	Date:							
PLEASE RETURN THIS COMPLETED REQUEST TO THE ADDRESS S	HOWN ON THE REVERSE	SIDE						

#### SAW GRANT PROGRAM Instructions for Completing a Request for Disbursement of Funds

#### DOCUMENTATION TO SUPPORT THE INCURRED COSTS MUST BE INCLUDED WITH EACH REQUEST.

- A. Fill in the project number that was assigned by the Michigan Department of Environmental Quality (DEQ).
- B. Fill in the number of this disbursement request.
- C. Fill in the calendar period covered by this disbursement request.
- D. Fill in whether this is a partial or the final disbursement request.
- E. Fill in the grantee's federal employer identification number (EIN).
- F. Fill in the grant amount as shown in the Grant Agreement.
- G. Fill in the grantee's name, address, telephone number, and email address. This information must match data on file with the DEQ; if changes have occurred, please inform your DEQ project manager in a separate letter accompanying this request.
- H. Fill in your bank's name, address, telephone number, ABA identifying number, the account name and number, and any special instructions for the wire transfer to that account. If changes have occurred, please inform your DEQ project manager in a separate letter accompanying this request.
- I. Recap approved eligible costs incurred to date for each budget item. Show the amount (include dollars and cents) requested for the period covered by this request, and then the cumulative amount to date from project inception.

If costs have been incurred for a budget item that was not shown in the Grant Agreement, please inform your project manager in a separate letter accompanying this request.

- 1. Fill in the planning costs invoiced and/or paid for SRF project plans; USDA-Rural Development Preliminary Engineering Reports; or Project Proposals.
- 2. Fill in the costs invoiced and/or paid for project design work required to produce plans and specifications suitable and ready for bidding. Actual bidding phase costs are not grant eligible.
- 3. Fill in the costs invoiced and/or paid for services directly associated with the development and enactment of the applicant's user charge system and any related ordinances.
- 4. Fill in the costs invoiced and/or paid for the development of a Wastewater Asset Management Plan.
- 5. Fill in the costs invoiced and/or paid for the development of a Stormwater Asset Management Plan.
- 6. Fill in the costs invoiced and/or paid for the development of a Stormwater Management Plan, including MS4 Plans or Nonpoint Source Watershed Management Plans.
- 7. Fill in the costs invoiced and/or paid for services directly related to planning and/or design of an innovative wastewater or stormwater technology project and/or the pilot study associated with that effort.
- 8. Fill in the costs invoiced and/or paid for construction of an <u>approved</u> asset management plan project (disadvantaged community grants only).
- 9. Fill in the sum of the amounts shown in the 1st column (Requested Incurred Costs This Period).
- 10. Fill in the sum of the amounts shown in the 2<sup>nd</sup> column (Cumulative Costs Incurred to Date).
- 11. Fill in the local match amount (10% for first \$1,111,111; 25% for any amount above \$1,111,111) associated with your SAW Grant Agreement, if any.
- 12. Fill in the total amount of funds previously paid from all prior disbursements.
- 13. Subtract Lines 11 and 12 from Line 10 to obtain net total amount requested for this period.
- J. For each request, provide a brief description of the work completed to date based on the approved project scope identified in Exhibit A of the Grant Agreement. If the scope of work will exceed the grant period, request a grant period extension from your DEQ project manager prior to incurring the costs.

PLEASE NOTE: YOU MAY SUBMIT NO MORE THAN <u>ONE</u> REQUEST FOR DISBURSEMENT DURING A CALENDAR MONTH.

THE REQUESTS FOR DISBURSEMENT WILL BE PROCESSED ON THE 15<sup>TH</sup> DAY OF EACH MONTH.

Provide the Request for Disbursement of Funds and the required support documentation to:

REVOLVING LOAN SECTION
OFFICE OF DRINKING WATER AND MUNICIPAL ASSISTANCE
MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
PO BOX 30241
LANSING MI 40000 3744

LANSING MI 48909-7741

Telephone: 517-284-5433 Fax: 517-373-4797

For Newberry SAW Grant email to MDEQ Project Manager <del>Jaclyn Merchant at "MerchantJ1@michigan.gov"</del> Valorie White at "whitev1@michigan.gov"



#### Please Remit Payment To: 106 West Allegan Street Suite 500 Lansing, MI 48933 1-866-454-3923

September 30, 2020

Project No:

13-0210

Invoice No:

70404

Lori Stokes Village of Newberry 307 East McMillan Avenue Newberry, MI 49868

Project

13-0210

Newberry SAW Application

Professional Services for the period ending September 20, 2020

Phase

04

Wastewater Asset Managment Plan

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Task -900 Inventory & GIS Database	77,180.00	100.00	77,180.00	77,180.00	0.00
Task -0910 Condition & Critically	33,760.00	64.1453	21,655.46	21,237.71	417.75
Task 0920-Metering & Modeling	30,140.00	65.134	19,631.39	12,605.10	7,026.29
Task 0930-Software Hardware & Training	36,200.00	73.9002	26,751.88	26,751.88	0.00
Task 0940-Sewer Televising	0.00	0.00	0.00	0.00	0.00
Task 0950-Level of Service	4,000.00	0.00	0.00	0.00	0.00
Task 0960-CIP&Rate Structure Development	29,240.00	39.1353	11,443.17	10,722.97	720.20
Task 0970 - Other	5,000.00	0.00	0.00	0.00	0.00
Total Fee	215,520.00		156,661.90	148,497.66	8,164.24
	Total Fe	e			8,164.24
			Total this	Phase	\$8,164.24

Phase Fee

05

Stormwater Asset Management Plan

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Task 0900-Inventory & GIS Database	47,800.00	100.00	47,800.00	47,800.00	0.00
Task 0910-Condition & Criticality	31,700.00	42.5244	13,480.25	12,644.73	835.52
Task 0920-Metering & Modeling	24,640.00	40.037	9,865.12	7,615.20	2,249.92
Task 0930-Software Hardware & Training	2,000.00	22.36	447.20	447.20	0.00
Task 0940-Sewer Televising	0.00	0.00	0.00	0.00	0.00
Task 0950-Level of Service	2,500.00	0.00	0.00	0.00	0.00

13-0210	Newberry SAW Application			Invoice	70404
0960-CIP&Rate Structure slopment	24,500.00	8.3608	2,048.40	2,048.40	0.00
0970 - Other	0.00	0.00	0.00	0.00	0.00
ee	133,140.00		73,640.97	70,555.53	3,085.44
	Total Fee				3,085.44
			Total this F	Phase	\$3,085.44
			Total this In	voice	\$11,249.68
	0960-CIP&Rate Structure lopment 0970 - Other	0960-CIP&Rate Structure 24,500.00 lopment 0.00 ee 133,140.00	0960-CIP&Rate Structure 24,500.00 8.3608 lopment 0970 - Other 0.00 0.00 ee 133,140.00	0960-CIP&Rate Structure 24,500.00 8.3608 2,048.40 lopment 0970 - Other 0.00 0.00 73,640.97 Total Fee Total this F	0960-CIP&Rate Structure 24,500.00 8.3608 2,048.40 2,048.40 lopment 0970 - Other 0.00 0.00 0.00 0.00 0.00 ee 133,140.00 73,640.97 70,555.53

#### **Outstanding Invoices**

Number	Date	Balance
70005	6/30/2020	4,444.88
70152	7/29/2020	11,525.00
70240	8/20/2020	2,471.17
Total		18,441.05

Invoices are due upon receipt. Page 2



INVOICE

Invoice Number: 20439

Invoice Date: Sep 26, 2020

Page 1

VILLAGE OF NEWBERRY 302 East McMillan Ave Newberry, MI 49868

VILLAGE OF NEWBERRY 302 East McMillan Ave Newberry, MI 49868

Customer ID	Customer PO		Payment Terms			
NEW016				Net 30 Da	ays	
Sales Rep ID	Shipping Meth	nod	Ship Date		Due Date	
					10/26/20	
Description	1	Quantity	U/M	Unit Price	Amount	
JOB #20238 SANITARY 2020 SANITARY SEWER CLEANIN	G AND TELEVISING		E.			
BID ITEM 2 SANITARY SEWER LIGHT CLEANI	NG 10" TO 12"	2,513.00	FOOT	0.830	2,085.79	
BID ITEM 4 ADDITIONAL HEAVY CLEANING		6.00	HOUR	245.000	1,470.00	
BID ITEM 5 TV INSPECTION 10"-12"		2,396.00	FOOT	0.520	1,245.92	

#### PLEASE PAY FROM INVOICE

Accounts past due will be charged a service charge of \$1.00 or a finance charge of 1.5% per month (18% annual rate) of the outstanding balance, whichever is greater.

	Subtotal	4,801.71
	Sales Tax	
g€	Total Invoice Amount	4,801.71
	Payment/Credit Applied	
	TOTAL	4,801.71

THANK YOU FOR YOUR BUSINESS

3600 Kewaunee Road Green Bay, WI 54311 Phone: 920-863-3663 Fax: 920-863-3662



INVOICE

Invoice Number: 20441

Invoice Date: Sep 26, 2020

Page 1

VILLAGE OF NEWBERRY 302 East McMillan Ave Newberry, MI 49868

VILLAGE OF NEWBERRY 302 East McMillan Ave Newberry, MI 49868

Customer ID Customer		0	Payment To	ems	
NEW016				Net 30 Da	ıys
Sales Rep ID	Shipping Meth	nod		Ship Date	Due Date
ВН					10/26/20
Description Description		Quantity	U/M	Unit Price	Amount
JOB #20238 STORM 2020 STORM SEWER CLEANING AND TE	LEVISING		6		
BID ITEM 1 MOBILIZATION		1.00	L SUM	2,900.000	2,900.00
BID ITEM 2 LIGHT CLEAN 8-15" SEWER		1,149.00	FOOT	0.830	953.67
BID ITEM 3 LIGHT CLEAN 16"-60"		19,545.00	FOOT	0.830	16,222.35
BID ITEM 4 ADDITIONAL HEAVY CLEANING		80.00	HOUR	245.000	19,600.00
BID ITEM 5 TV INSPECTION 8"-15"  BID ITEM 6 TV INSPECTION OF 18"-60"		1,149.00	FOOT	0.520	597.48
		19,523.00	FOOT	0.520	10,151.96
BID ITEM 7 PORTABLE HARD DRIVES		2.00	EACH	150.000	300.00
BID ITEM 8 PRINTED LOGS		2.00	EACH	50.000	100.00
BID ITEM 9		1.00	L SUM	750.000	750.00
PLEASE PAY FROM INVOICE	Subtotal				Continued
	Sales Tax				Continued
Accounts past due will be charged a service charge of \$1.00 or a finance charge of 1.5% per month	Total Invoice All				Continued
(18% annual rate) of the outstanding balance, whichever is greater.	Payment/Credit	Applied			
J. T.	TOTAL				Continued



INVOICE

Invoice Number: 20441

Invoice Date: Sep 26, 2020

Page 2

VILLAGE OF NEWBERRY 302 East McMillan Ave Newberry, MI 49868 VILLAGE OF NEWBERRY 302 East McMillan Ave Newberry, MI 49868

Customer ID	Customer	PO		Payment	Tems
NEW016				Net 30 [	Days
Sales Rep ID	Shipping Me	thod		Ship Date	Due Date
ВН					10/26/20
Description Description	on	Quantity	U/M	Unit Price	Amount
DI EASE DAY EDOM INIVOIC	Subtotal				51,575.4

PLEASE PAY FROM INVOICE

Accounts past due will be charged a service charge of \$1.00 or a finance charge of 1.5% per month (18% annual rate) of the outstanding balance, whichever is greater.

	Subtotal	51,575.46
	Sales Tax	
g€	Total Invoice Amount	51,575.46
rg€	Payment/Credit Applied	
	TOTAL	51 575 46

THANK YOU FOR YOUR BUSINESS

3600 Kewaunee Road Green Bay, WI 54311 Phone: 920-863-3663 Fax: 920-863-3662

#### Hiawatha Shores Landfill

3098N County Road 436 Gulliver, MI 49840 Office 9063412051 hslandfill@gmail.com



9/25/2020

CM 2019-46

Bill Jo

9/28/2020

Village of Newberry 307 E McMillian Ave Newberry, MI 49868

32094

Accou	n†#	Terms	D	ue Date	Projec	t P.O	. Number -
1411	01	Net 15	10	/10/2020			
Date	Ticket No.		Description		Price/Ton	Jon 14	Amount
9/21/2020	32999	M/WAHITI AV		CONTRACTOR CO.	45.00	30.05	1,352.25
9/22/2020	33018				45.00	28.55	1,284.75
9/23/2020	33034				45.00	28.51	1,282.95
9/23/2020	33041				45.00	31.36	1,411.20
9/24/2020	33049				45.00	31.79	1,430.55
9/24/2020	33059				45.00	32.97	1,483.65
9/28/2020	33085				45.00	31.58	1,421.10

Invoice Total

Inv Payments/Credits

\$0.00

689.85

**Acct Balance Due** 

45.00

15.33

\$10,356.30

\$10,356.30

Make all checks payable to Hiawatha Shores Landfill. A monthly finance charge of 1.5% could be assessed on all unpaid balances. If you have any questions concerning this invoice, call 906-341-2051

### PETER ANDERSON & SONS EXCAVATING, INC.

#### Sand • Gravel • Basements • Septic Systems

13190 County Road 432 / Newberry, MI 49868 906-293-5777 • Fax 906-293-1525

Date	10-4-2020	
	newderry Waste Water	Plant
Address	•	
	newkerry, mI 4980	68
Phone_	Fax	
	Haul catch basin sail Ta	landfill
7/21/20	Haul catch basin sail to	350.00
A 4	1-truck w/pup to Hiawatha	
	2-truck w/ pup to Hiamatha	700.00
7/24/20	2 truck w/pup to Hiamatha	700.00
7/25/20	2-truck w/pup to Viamatha	700.00
7/28/20	1-truckw/pup to Viawatha	350.00
7/28/20	1-Truck to Viamatha	250.00
	Equipment	
-	Eguipment 13 Ars. @ \$80.00	1040.00
-	;Zee	4440.00
		<b>3</b>

Vender & Fo		By Number  C2AE 70404 Great Lakes TV 20439 Great Lakes TV 20441 Hiawatha Shores CM 2019-46 Anderson Exc. x Total Disbursement Re	Wastewater & Stormwater Asset  Budget & Disbursement Tracking Proj 13-0210  Last Revision: 10-12-20  Phas  C2AE   C2AE
Vender & Force Account Budget Used	RUNNING TOTALS Remaining	Number   Date	Description   Data End
\$8,750.00 \$4,190.72 \$4,559.28	\$81,370.72	\$0.00	04-0900    04-0900     Inventory & GIS     Data Entry     \$60,590.00     \$16,590.00     \$77,180.00     \$85,930.00     \$85,930.00
\$0.00 \$0.00	\$21,655.46 \$12,104.54	\$417.75	04-0910 Condition & Criticality Assessment \$33,760.00 \$33,760.00
\$25,200.00 \$3,676.40 \$21,523.60	\$23,307.79 \$32,032.21	\$7,026.29 \$7,026.29	04-0920  Metering & Modeling  \$30,140.00 \$30,140.00 \$25,200.00 \$25,200.00
\$4,850.00 \$5,534.29 -\$684.29	\$32,286.17 \$8,763.83	\$0.00	WASTEWATER 04-0930 Software Hardware & Training  \$36,200.00 \$36,200.00 \$36,200.00 \$41,050.00
\$95,302.00 \$83,031.04 \$12,270.96	\$83,031.04 \$12,270.96	\$4,801.71 \$4,440.00 \$9,241.71	\$0.00 \$4,150.00 \$95,302.00
\$3,600.00 \$0.00 \$3,600.00	\$0.00 \$7,600.00	\$0.00	Level of Service \$4,000.00 \$4,000.00 \$4,000.00 \$1,600.00 \$7,600.00
\$26,400.00 \$12,000.00 \$14,400.00	\$23,443.17 \$32,196.83 %	\$720.20	04-0960 CIP & Rate Structure Development  \$29,240.00 \$29,240.00 \$20,000.00 \$56,400.00 \$55,6400.00
\$0.00 \$0.00	\$5,000.00 \$0.00 % Invoiced/Charged	\$0.00	04-0970 Other - Application Package \$5,000.00 \$5,000.00
\$164,102.00 \$108,432,45 \$55,669.55	\$270,094,35 \$109,527,65 71%	\$8,154.24 \$4,801.71 \$0.00 \$0.00 \$4,440.00 \$1,7405.95	Totals  Totals  Totals  \$162,730.00 \$52,790.00 \$215,520.00 \$147,352.00 \$16,750.00 \$0.00 \$379,622.00

SALINES.	Vender & Force		20	Total Disburser	Anderson Exc.	2	VT S	C2AE 70	By Nun	Invoice / Sta		Transfer for Sewer Cleanings Disposal	Village R	Lo										Last Revision: 10-12-20	Proj 13-0210	Budget & Disbursement Tracking	Wastewater & Stormwater Asset Manage
Remaining	Vender & Force Account Budget		RUNNING TOTALS Remaining	Total Disbursement Request #27	L.	- 1		70404 09/30/20	Number Date	Statement	Total Budget	Cleanings Disposal	Village Requested Transfer	Local Force Account	Other Venders	Total C2AE	C2AE Subs	Budgets: C2AE Internal		Description		Phase-Task				nt Tracking	rater Asset Manage
\$250.00	\$250.00		\$46,681.66 \$1,368.34	\$0.00							\$48,050.00	-\$5,000.00		\$5,250.00		\$47,800.00	\$13,300.00	\$34,500.00	Development	<u>Database</u>	Inventory & GIS	05-900	The company of the co				
\$250.00	\$250.00		\$14,598.59 \$17,351.41	\$835.52				\$835.52			\$31,950.00	-\$5,000.00		\$5,250.00		\$31,700.00		\$31,700.00	Assessment	Criticality	Condition &	05-910	North Press				
\$0.00	\$0.00		\$9,865.12 \$14,774.88	\$2,249.92				\$2,249.92			\$24,640.00					\$24,640.00		\$24,640.00		Modeling	Metering &	05-920	Sheet Barket				
\$0.00	\$0.00		\$447.20 \$1,552.80	\$0.00			Ĭ				\$2,000.00					\$2,000.00	\$2,000.00		Training	Hardware &	Software,	05-930	STORMWATER				
\$70,887.21	\$72,775.00		\$70,887.21 \$1,887.79	\$61,931.76		\$51,575.46 \$10,356.30					\$72,775.00	\$10,000.00			\$62,775.00	\$0.00				Sewer Televising		05-040	ASSET MANAGEM				
\$1,640.00	\$1,640.00		\$0.00 \$4,140.00	\$0.00							\$4,140.00			\$640.00	\$1,000.00	\$2,500.00		\$2,500.00		Sewer Televising Level of Service		05-950	MENT PLANNING				
\$8,800.00	\$8,800.00	%	\$2,048.40 \$31,251.60	\$0.00							\$33,300.00			\$4,800.00	\$4,000.00	\$24,500.00		\$24,500.00	Development	Structure	CIP & Rate	05-960					
\$19,025.00	\$20,500.00	% Invoiced/Charged	\$19,025.00 \$1,475.00	\$0.00							\$20,500.00			\$1,000.00	\$19,500.00	\$0.00		\$0.00	Model Map	Background	Other -	05-970	Section Section				
\$89,912.21 \$14,302.79	\$104,215.00	69%	\$163,553,18 \$73,801.82	\$65.017.20	\$0.00	\$51,575.46 \$10,356.30	\$0.00	\$3,085,44			\$237,355.00	\$0.00	\$0.00	\$16,940.00	\$87,275.00	\$133,140.00	\$15,300.00	\$117,840.00				Totals					MDEQ #1274-01

#### PROGRESS REPORT # 34



Client:

Village of Newberry

Date:

10-07-20

Project No.:

13-0210

Project Manager:

Darren Pionk/Chuck Lawson

Project Name:

**SAW Grant** 

Database:

Ashley Hendricks/Jacob Haapapuro

Project Phase:

Report

Admin.:

**Dave Cain** 

Client Approved Revised Completion Date: na

Project Start Date: Sep 2013 (application)

Client Project No.: MDEQ SAW #1274-01

Project Completion Date: Nov 2020

Client Advisor:

Period Covered:

September 2020

#### THE WORK ACCOMPLISHED IN THE DEFINED PERIOD CONSISTED OF:

o Corona Virus work flow adjustments

Continued GIS database asset integration (WWTP & storm model related)

Continued model related work

o Storm sewer televising completed & data received

WWTP site visit for asset inventory

Training schedule coordination

#### THE ANTICIPATED WORK ELEMENTS IN THE NEXT PERIOD:

- o Continue task adjustments due to Corona Virus social/physical distancing
- Continue gathering & incorporate flow meter data
- o Continue GIS database integration & sewer model work
- Incorporating WWTP data
- Compile next Draw Request package
- o Coordinate GIS training schedule

#### **SCOPE CHANGES MADE DURING DEFINED PERIOD:**

o na

#### **BUDGET STATUS (% COMPLETE OF C2AE TASKS):**

Wastewater (WAMP) Task	Budget	Approx. % Used				
900 – Inventory & GIS Database Development	\$77,180	100%				
910 - Condition & Criticality Assessment	\$33,760	65%				
920 – Metering & Modeling	\$30,140	66%				
930 – Software, Hardware, & Training	\$36,200	74%				
940 – Sewer Televising	\$0	na				
950 – Level of Service	\$4,000	4%				
960 – Cap. Imp. Plan & Rate Structure Development	\$29,240	40%				
970 – Other – Funding Application	\$5,000	100%				
Total C2AE	\$215,520	73%				
Total Project Including Other Venders, etc.	\$379,622	70%				

Stormwater (SAMP) Task	Budget	Approx. % Used
900 – Inventory & GIS Database Development	\$47,800	100%
910 – Condition & Criticality Assessment	\$31,700	43%
920 – Metering & Modeling	\$24,640	41%
930 – Software, Hardware, & Training	\$2,000	23%
940 – Sewer Televising	\$0	na
950 – Level of Service	\$2,500	1%
960 – Cap. Imp. Plan & Rate Structure Development	\$24,5000	9%
970 – Other – Mapping	\$0	na
Total C2AE	\$133,140	56%
Total Project Including Other Venders, etc.	\$237,355	65%

#### SCHEDULE STATUS (from Engineering Agreement):

Wastewater (WAMP) Task	Target	Status
900 – Inventory & GIS Database Development	May-Jul 201 <del>8</del> 9	Done
910 – Condition & Criticality Assessment	Aug-Oct 20189	Near Complete – need to finalize WWTP assets
920 – Metering & Modeling	<del>Jul-Nov</del> 201 <del>8</del> 9	Data being incorporated
930 – Software, Hardware, & Training	<del>May-Jul</del> 201 <del>8</del> 9	Training being scheduled
940 – Sewer Televising	Aug-Nov 20189	Done – data being incorporated
950 – Level of Service	Nov-Dec 20189	xxx
960 – CIP & Rate Structure Development	<del>Nov-Dec</del> 201 <del>8</del> 9	Continues (first submittal made)
970 – Other – Grant Application Preparation	Nov 2013	Done
Rate Methodology Submittal to MDEQ	End of May 2020	On schedule
SAW Grant Budget Deadline	End of Nov 2020	On schedule

Target	<u>Status</u>
Aug-Oct 20 <del>18</del> 19	Done
<del>Oct-Nov</del> 20 <del>18</del> 19	Continues
Mar-Apr 2019	Ongoing
<del>May-Jul</del> 20 <del>18</del> 19	Training being scheduled
May-Jun 2019	Done – data being incorporated
Jun-Jul 2019	XX
Jun-Jul 2019	XX
May-Jul 2018	Done
End of Nov 2020	On schedule
	Aug-Oct 2018 19 Oct-Nov 2018 19 War-Apr 2019 May Jul 2018 19 May-Jun 2019 Jun-Jul 2019 Jun-Jul 2019 May-Jul 2019 May-Jul 2018

#### **INPUT NEEDED FROM CLIENT:**

Continued assistance coordinating TV work

#### **CLIENT INPUT, DECISIONS AND DIRECTIVES:**

o na

#### **REALIZED OR ANTICIPATED CONCERNS:**

o na

#### **VALUE ADDED:**

 C2AE Escanaba staff background & knowledge of Newberry WWTF provides for planning & implementation efficiencies throughout the AMP & Project Planning process

# VILLAGE OF NEWBERRY COUNTY OF LUCE STATE OF MICHIGAN

#### **AMENDMENT TO**

#### ORDINANCE NO. 18 AND ATTACHMENT TO ORDINANCE NO. 18

- 1. Ordinance 18 is amended to modify Section 18:3:3 to reflect language as follows:
  - Between the hours of 6:00AM and Midnight...
- 2. Attachment to Ordinance No. 18 is amended to modify Section 18:3:3 Streets and Alleys Open for Snowmobiles to reflect language as follows:

Snowmobiles may be operated between the hours of 6:00 a.m. and Midnight, Eastern Time...

#### PUBLICATION AND EFFECTIVE DATE

The Clerk shall cause a copy of this Ordinance Amendment to be published in the Newberry News and shall make copies available for inspection at the Village offices.

The Ordinance Amendment shall be effective 10 days after the date of publication.

ON OCTOBER 20, 2020	THE OF NEWBERRY COUNCIL
ON OCTOBER 20, 2020.	CERTIFICATION
	I hereby certify that the foregoing is a true and complete copy of an Ordinance Amendment adopted by the Village Council of the Village of Newberry, County of Luce, State of Michigan, at a regular
Lori A. Stokes, Village President	electronic meeting held on OCTOBER 20, 2020 that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said
Terese Schummer, Village Clerk	meeting were kept and will be or have been made available as required by said Act. I further certify that the foregoing Ordinance was published on
	in the following newspaper: NEWBERRY NEWS
	Terese Schummer, Clerk

#### EMPLOYMENT AGREEMENT FOR VILLAGE MANAGER

Allison Watkins (hereinafter	referred to as "EMP or of Human Resourd gan, a municipal cor	LOYEE") the curres and Communit	, 2020, by and between rent Village of Newberry Interim by Engagement, and the Village referred to as "Village")
WHEREAS, the Vil Manager; and	lage desires to emplo	by the services of	Allison Watkins as the Village
WHEREAS, Allison Village Manger; and	1 Watkins wishes to	be employed by the	he Village in the capacity of
WHEREAS, it is the terms and conditions of em	_	•	in benefits, establish certain as of;
NOW, THEREFOR	E, it is mutually agre	ed by the parties a	s follows:
Manager, and Allison Watk hereinafter set forth. EMPL under this agreement and sh The EMPLOYEE may enga employment, such as teachi	cins hereby accepts so OYEE shall remain nall not engage in otage in volunteer acting and consulting parts.	such employment in the employ of the her full-time employities and paid act rovided that such	•
administrative rules bearing	ime to time, includir orated herein by refe	d the subject matting without limitation the event. In the even	er of this Agreement as such ion, the General Law Village at of conflict between the
on, 202	20, and shall continu	e thereafter for a p	esidered immediately effective period of five (5) years. It shall not shall be in accordance with
· · · · · · · · · · · · · · · · · · ·	s (Ordinance 36 attac	ched hereto as Att	esponsibilities as set forth in the achment A), and the current job sition of Village Manager as

amended from time to time and incorporated by reference herein (Current Job Description attached hereto as Attachment B), and the laws of the State of Michigan. The Village Manager shall be the chief administrative officer of the Village and shall be responsible to the Village Council for the efficient administration of all affairs of the Village and all departments except as that responsibility is explicitly delegated to another officer by the charter of the Village or by Michigan State or Federal Law. The Village may from time to time, by resolution, alter this

description of responsibilities, provided that such alterations shall not be effective until a copy of such resolution shall be delivered to the Village Manager.

EMPLOYEE shall be subject to all provisions set forth in the Personnel Policy Manual for the Village of Newberry that are not in conflict with this Agreement.

- 5. Hours of Work. The Village and EMPLOYEE agree and acknowledge that she will typically be required to work a normal work schedule of 40 hours per week, Monday through Friday for at least an 8-hour shift per day; however irregular hours may be necessary for the full and effective performance of this job. Because this may require EMPLOYEE working beyond normal work hours, i.e., evenings, weekends, it is agreed that she may adjust her work schedule to accommodate the competing demands on her time. These adjustments include working a "flex" schedule during the same pay period. (For example, if EMPLOYEE is required to work 5 additional hours in an evening she may "flex" that time during the rest of the period, leaving early on another day to account for the flex time.). However, adjustments in a work schedule must be approved by the Village Council or delegated designee. Allison Watkins acknowledges that the Village Manager role may require irregular hours that exceed 40 hours on occasion.
- 6. <u>Compensation.</u> Village agrees to pay Allison Watkins an annual base salary of seventy-three thousand and no/100 dollars (\$73,000) as base pay for Village Manager duties. EMPLOYEE will be paid an additional salary of fifteen thousand and no/100 dollars (\$15,000) for performing the duties of the Director of Human Resources. In the event that another employee is hired to perform the duties of the Director of Human Resources this additional salary amount will cease once the new employee is fully trained and takes on full responsibilities of the position. The total salary amount for EMPLOYEE will be increased annually on January 1 of each year based on cost living adjustments (COLA) (as they now exist at 3% annually or hereafter may be amended) and is subject to budget approval by the Village Council.

In addition, consideration shall be given on an annual basis to an increase in compensation or lump sum performance bonus payment based on above average performance reviews, which take into consideration adherence to goals and objectives established jointly between EMPLOYEE and the Village Council.

All payments to EMPLOYEE shall be payable in equal bi-weekly installments, in accordance with the Village's normal payroll practices, less applicable deductions for FICA, federal and state withholding taxes, and any other withholdings that are legally mandated or authorized by EMPLOYEE.

The Village agrees that it will not reduce the salary or benefits of EMPLOYEE during the term of this Agreement, except to the degree such reduction is applied across the board to other salaried employees of the Village.

7. <u>Salaried Exempt Status</u>. EMPLOYEE acknowledges and agrees that the Village Manager position is exempt from provisions of the federal Fair Labor Standards Act and that she is not entitled to any overtime compensation or paid compensatory time off during the term of this Agreement.

- 8. <u>Employee Benefits</u>. All provisions of the Village ordinances, resolutions, personnel policies, and current practice of the Village relating to holidays, life insurance, medical benefits, HSA contributions, retirement contributions, and other fringe benefits and working conditions (as they now exist or hereafter may be amended) that apply to all other employees of the Village shall also apply to EMPLOYEE.
- 9. Paid Time Off. EMPLOYEE shall accrue vacation days at a rate of 32 days per calendar year and be credited and pro-rated with each pay period. Sick leave shall accrue at a rate of 14 days per calendar year and be credited and pro-rated with each pay period. Leave may be used at her discretion for any purpose, including but not limited to illness of herself or family, or vacation. Unused vacation and sick hours can be accumulated and banked. There is no limit on the number of hours that can be accumulated. EMPLOYEE shall be paid for all accumulated vacation and sick hours upon separation of employment for any reason.

EMPLOYEE shall receive paid holidays and paid funeral leave in accordance with the same benefits as in effect for other employees of the Village of Newberry.

- 10. <u>Assignment.</u> The EMPLOYEE shall temporarily appoint one department head as Acting Village Manager during periods of vacation, sick leave, or other short-term leave periods. The Village Council may, at its discretion, choose an alternative person to perform the duties of Acting Village Manager.
- 11. <u>Communication with Village Council</u>. To facilitate regular communication with the Village Council. EMPLOYEE shall provide a monthly memorandum on items agreed upon between the Village Council and EMPLOYEE.
- 12. Performance Evaluation. A review of EMPLOYEE's performance shall be conducted at least once annually by the Village Council according to procedures and criteria determined jointly by the Village and EMPLOYEE. The review shall include an evaluation of EMPLOYEE's performance in accomplishing such goals and objectives as the Village Council may establish from time to time, which shall be generally attainable given the annual operating and capital budgets of the Village and the other resources and time available to EMPLOYEE. The review process shall provide to EMPLOYEE an adequate opportunity to discuss the evaluation with the Village Council. The failure to of the Village Council to meet and evaluate EMPLOYEE shall not constitute a breach of this Agreement.

Unless EMPLOYEE expressly requests otherwise in writing, the evaluation shall at all times be conducted in closed session of the governing body and shall be considered confidential to the extent permitted by law. Nothing herein shall prohibit the Village or EMPLOYEE from sharing the content of the evaluation with their respective legal counsel.

13. Resignation. The parties agree that EMPLOYEE may terminate this Agreement by giving the Village a minimum of 30 calendar days' written notice to the Village Council prior to the final day of employment. The parties acknowledge and agree that neither EMPLOYEE's resignation nor the Village Council's acceptance and approval of the same shall constitute an involuntary discharge of EMPLOYEE. If EMPLOYEE voluntarily resigns, the Village shall have no obligation to provide her with the severance benefits referenced below in Section 15, except as otherwise approved by the Village Council. EMPLOYEE shall receive vacation and sick leave payout.

#### 14. <u>Termination for Cause.</u>

For the purpose of this Agreement, termination shall occur when:

A majority of the governing body votes to terminate EMPLOYEE at a properly posted and duly authorized public meeting.

The Village may terminate EMPLOYEE's employment for established and documnented cause. As used in this Agreement, cause shall include any one or more of the following:

- i. Death or any disability that prevents EMPLOYEE from performing the essential functions of her job with or without reasonable accommodations. Disability is defined as the Employee's inability to perform Employee's duties for a period of six consecutive months after the exhaustion of any accrued sick leave, if available, and exhaustion of interactive dialogue regarding any reasonable accommodation required by law.
- ii. Conviction of a felony under State or Federal law.
- iii. Deliberate violation of any ordinance, regulations, order, policy, personnel manual policy, or rule of the Village, or failing to obey any lawful direction given to her by the Village Council when such violation or failure to obey amounts to insubordination or serious breach of discipline that may reasonably be expected to result in material loss or injury to the Village or the public.
- iv. Deliberately and improperly using, destroying or damaging Village, public, or employee property.
- v. Falsifying personnel or other Village records, including employment applications, accident records, work records, purchase orders, time sheets, or any other report, record or application required in connection with one's employment.
- vi. Providing information to the Village Council that EMPLOYEE knows to be false or misleading.
- vii. Intentionally furnishing false information to the Village.
- viii. Stealing Village or employee property.
- ix. Reporting to work while under the influence of alcoholic beverages or illegal drugs and/or controlled substances.
- x. A determination by a third-party investigator appointed by the Village that EMPLOYEE committed sexual harassment of another Village employee.

Hearing: If termination occurs for cause, EMPLOYEE shall receive vacation and sick leave payout, but have no other claim against the Village for wages, health, and other benefits or severance pay for the unfulfilled term of this Agreement. Except for termination as a result of a conviction of a felony under State or Federal Law, or death, the Board shall not terminate the employment of EMPLOYEE without first giving her a written statement of the reasons for the termination of her employment and affording her ten (10) business days from the date of such termination notice to either respond in writing, or in person at a closed session of the Village Council to the reasons given for the termination of her employment. EMPLOYEE shall have the right to be represented by counsel at her own cost and expense during the closed session meeting.

#### 15. Termination without cause.

For the purpose of this Agreement, termination shall occur when:

A majority of the governing body votes to terminate EMPLOYEE at a properly posted and duly authorized public meeting.

The Village may terminate EMPLOYEE's employment without cause and without prior notice effective at any time during the term of this Agreement, provided that, in the event of such termination the Village shall pay EMPLOYEE the equivalent of six (6) months of salary, six (6) months payment of full premiums for group health coverage and six (6) months of Health Savings Account (HSA) contributions, payable through regular pay periods as if EMPLOYEE was still employed, or in one lump sum, at the sole discretion of the EMPLOYEE. EMPLOYEE shall have no right of appeal from any such termination. EMPLOYEE's right to receive the six (6) months of salary, six (6) months payment of full premiums for group health coverage and six (6) months of Health Savings Account (HSA) contributions is conditioned upon EMPLOYEE's execution of a severance agreement and complete release of any possible claims against the Village, in such form as the Village shall reasonably require.

If the Village, citizens or legislature acts to amend any provisions of the job description, charter, code, or enabling legislation pertaining to the role, powers, duties, authority, or responsibilities of EMPLOYEE's position that substantially changes the form of government or EMPLOYEE's required duties, EMPLOYEE shall have the right to declare that such amendments constitute termination without cause.

EMPLOYEE shall receive vacation and sick time pay out, but not be entitled to receive severance pay if she is terminated for cause as defined in Section 15 of this Agreement, if she terminates her employment relationship with the Village, or if this Agreement expires and is not renewed\*.

\*The Village agrees to provide EMPLOYEE written notice not less than ninety (90) calendar days prior to end of said contract, of EMPLOYER'S intent to not renew or extend her contract. If EMPLOYER does not provide said notice no less than ninety (90) calendar days prior and agreement is not renewed, then EMPLOYEE will be entitled to receive severance as outlined in this agreement.

- 16. <u>Residency.</u> EMPLOYEE and the Village acknowledge and agree that it is necessary and desirable that she reside in a reasonable distance of the Village of Newberry, such that she is able to fulfill the responsibilities of the position as a condition of her employment. Distance is determined in Ordinance 36 (Attachment A).
- 17. <u>Communication Devices</u>. To facilitate regular communication with the Village, the Village shall provide EMPLOYEE with a cellular telephone and a laptop computer (or similar devices) for her professional and reasonable personal use. Such communication devices shall be purchased and maintained by the Village at the Village's expense. It is required that EMPLOYEE shall comply with all statutory public records requirements associated with the use of said devices.
- 18. <u>Automobile</u>. The Village acknowledges that from time to time EMPLOYEE may be required to travel on behalf of the Village to fulfill the duties of employment. The Village

may select to provide a monthly automobile allowance, reimburse mileage at the Federal rate or provide a Village automobile for business use only in order for EMPLOYEE to fulfill her duties.

- 19. <u>Dues and Subscriptions</u>. The Village will pay EMPLOYEE's professional dues for participation in national, regional, state, and local associations and organizations that are reasonably necessary and desirable for her continued professional participation, growth and advancement and for the good of the Village such as Michigan Municipal League, Michigan Local Government Management Association, International City/County Management Association and others deemed appropriate by the Village Council. Such payments shall be subject to the review and approval of the Village Council, not to exceed One Thousand Dollars (\$1,000) per year.
- 20. <u>Professional Development.</u> The Village will pay the registration fees, reasonable travel, and subsistence expense of EMPLOYEE to the Annual Conference of the Michigan Municipal League and the Annual Conference of the International City/County Management Association and shall also pay for such other reasonable professional and office travel, institutes and seminars that are necessary for the good of the Village. Such payments shall be subject to the review and approval of the Village Council.
- 21. <u>Expenses</u>. The Village recognizes that certain expenses of a non-personal and generally job-affiliated nature will be incurred by EMPLOYEE and agrees to reimburse such expenses to EMPLOYEE in accordance with normal policies of the Village.
- 22. <u>Return of Village Property</u>. At any time upon request of the Village and in any event promptly upon the termination of her employment, EMPLOYEE shall return to the Village all equipment, documents, books, files, manuals, financial information, and any other property belonging to the Village. Village shall also return to EMPLOYEE any personal effects or equipment belonging to EMPLOYEE.
- 25. Other Terms and Conditions of Employment. The Village shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to EMPLOYEE, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the Village Ordinances, or any other law.
- 26. <u>Indemnification.</u> Beyond that required under Federal, State or Local Law, Village shall defend, hold harmless and indemnify EMPLOYEE against any obligation to pay money or perform or no perform action, including without limitation, any and all losses, damages, judgments, interests, settlements, penalties, fines, court costs and other reasonable costs and expenses of legal proceedings including reasonable attorney's fees, and any other liabilities arising from, related to, or connected with any tort, professional liability claim or demand or any other threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative, arbitrative or investigation, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of EMPLOYEE's duties as Village Manager or resulting from the exercise of judgment or discretion in connection with the performance of program duties or responsibilities, unless the act or omission involved willful or wanton conduct. The EMPLOYEE may request, and the Village shall not unreasonably refuse to provide independent legal representation at Village's expense and Village may not unreasonably withhold approval. Legal representation, provided by Village for EMPLOYEE shall extend until

a final determination of the legal action, including any appeals brought by either party. Any settlement of any claim must be made with prior approval of the Village in order for indemnification, as provided in this Section, to be available.

EMPLOYEE recognizes that the Village shall have the right to compromise and unless the EMPLOYEE is a party to the suit which EMPLOYEE shall have a veto authority over the settlement, settle any claim or suit; unless, said compromise or settlement is of a personal nature to EMPLOYEE. Further, the Village agrees to pay all reasonable litigation expenses of EMPLOYEE throughout the pendency of any litigation to which the EMPLOYEE is a party, witness or advisor to the Village. Such expense payments shall continue beyond EMPLOYEE's service to the Village as long as litigation is pending. Further, the Village agrees to pay EMPLOYEE reasonable consulting fees and travel expenses when EMPLOYEE serves as a witness, advisor or consultant to the Village regarding pending litigation, in the event EMPLOYEE is no longer employed by the Village.

- 27. <u>Bonding.</u> The Village shall bear the full cost of any fidelity or other bonds required of EMPLOYEE under any law or ordinance.
- 28. <u>Entire Agreement.</u> This Agreement constitutes the entire agreement between EMPLOYEE and the Village concerning EMPLOYEE's relationship with the Village and supersedes and replaces any and all other prior agreements and understandings between the Parties concerning EMPLOYEE's relationship with the Village.
- 29. <u>Governing Law; Interpretation</u>. This Agreement shall be interpreted and enforced under the laws of the State of Michigan without regard to conflict of law principles. In the event of any dispute, this Agreement is intended by the Parties to be construed as a whole, to be interpreted in accordance with its fair meaning, and not to be construed strictly for or against either Party or the "drafter" of all or any portion of this Agreement.
- 30. <u>Severability.</u> The provisions of this Agreement are severable. If any provision is determined to be invalid, illegal, or unenforceable, in whole or in part, then such provision shall be modified so as to be enforceable to the maximum extent permitted by law. If such provision cannot be modified to be enforceable, the provision shall be severed from this Agreement to the extent unenforceable. The remaining provisions and any partially enforceable provisions shall remain in full force and effect.
- 31. <u>Waiver.</u> No waiver of any provision of this Agreement shall be effective unless made in writing and signed by the waiving party. The failure of either party to require the performance of any term or obligation of this Agreement, or the waiver by either party of any breach of this Agreement, shall not prevent any subsequent enforcement of such term or obligation or be deemed a waiver of any subsequent breach.
- 32. <u>Amendments.</u> This Agreement may not be amended or modified except in writing signed by the Village President on behalf of the Village, and EMPLOYEE.
- 33. <u>Notices.</u> Any notice required to be given pursuant to this Agreement shall be deemed effective five (5) days after deposit in the United States mail, postage pre-paid, registered or certified mail, return receipt requested, when mailed to EMPLOYEE at her current address on file in the Village's Human Resources Office, and to the Village Council directed to their attention at Village of Newberry, 302 East McMillian Ave, Newberry, MI 49868.

Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service.

- 34. <u>Counterparts.</u> This Agreement may be executed in any number of counterparts, each of which when so executed and delivered shall be taken to be an original, but all of which together shall constitute one and the same document. Facsimile and pdf signatures shall be deemed to be of equal force and effect as originals.
- 35. <u>Binding Agreement.</u> The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, legal representatives and successors. This Agreement and any of EMPLOYEE's rights hereunder may not be assigned or pledged by EMPLOYEE, in whole or in part.

IN WITNESS WHEREOF, the Village has caused this Agreement to be signed and
executed on its behalf by its Village President pursuant to authorization of the Village Council of
the Village of Newberry, and EMPLOYEE has signed and executed this Agreement the day and
year first above written.

Effective Date. This Agreement shall become effective on \_\_\_\_\_\_\_, 2020.

EMPLOYER VILLAGE OF NEWBERRY				
Lori A. Stokes				
Village President				
<u>EMPLOYEE</u>				
Allison Watkins				

36.

Village of Newberry Ordinance No. 36 Page 1 of 5

#### VILLAGE OF NEWBERRY COUNTY OF LUCE STATE OF MICHIGAN

#### **ORDINANCE NO. 36**

#### Title: VILLAGE MANAGER ORDINANCE

An ordinance establishing the office of Village Manager; providing for the appointment, compensation and discharge of such official; specifying the branches of the Village Government and activities under the management and control of defining and limiting the rights, powers, and liabilities of the Village Manager.

#### THE VILLAGE OF NEWBERRY ORDAINS:

#### Section 36:1 ESTABLISHMENT OF OFFICE.

In accordance with the authority connected by the Village Charter and laws of the State of Michigan, there is established the office of Village Manager.

#### Section 36:2 APPOINTMENT OF VILLAGE MANAGER

- (A) The Village Council shall appoint a Village Manager for a term determined by the Council and expressed in a contract. The council may, by contract, enter into such other terms and conditions as the Manager and Council deem appropriate. The Council, for cause, may suspend the Manager with full pay and benefits until the Council takes action whether the Manager shall be discharged. There shall be a roll call vote and each Council Member shall support their vote in a brief statement.
- (B) The Manager shall be selected solely based on administrative and executive abilities with special reference to training and experience.
- (C) The Manager must be available to deal with emergency and crisis situations throughout the day. The residence of the Manager must be reasonably located to the Village of Newberry, but not further than the boundaries of Luce County, to assure availability; the availability of the Manager does NOT apply during sick time or other authorized absences such as vacation.

#### Section 36:3 VILLAGE MANAGER VACANCY

The Council, shall appoint or designate an Interim Village Manager during a vacancy exceeding 30 days. The appointed Interim Manager shall serve until the Incumbent Manager returns or conditions are verified that the Incumbent Manager is incapacitated and unable to return to the position. At which time the Council shall make a permanent

Village of Newberry Ordinance No. 36 Page 2 of 5

appointment within 180 days of the notice that the Incumbent Manager will not return. An appointed Interim Manager must meet the availability requirements described in Section 36:2 above.

#### Section 36:4 COMPENSATION

The Village Manager shall receive such compensation as the Council shall determine by contract. The contract shall state the frequency of review.

#### Section 36:5 DUTIES AND FUNCTIONS

The Village Manager shall be the chief administrative officer of the Village and shall be responsible to the Village Council for the efficient administration of all affairs of the Village and all departments except as that responsibility is explicitly delegated to another officer by the charter of the Village or by Michigan State or Federal law. The Manager shall keep the Council informed on Village affairs and take action from adopted resolutions or motions of Council. Individual Council members do not direct or control the Village Manager.

The village determines that the Village Manager shall have the following functions and duties including those described in the Village Manager Job Description adopted by Council Resolution:

- (A) Plans directs, coordinates, controls and evaluates all activities of all village departments and municipal functions (within broad guidelines and policies established by the Village Council); informs the Council (as the need arises) of the status of activities, programs, problems, plans and departmental functions; negotiates contracts and agreements on behalf of the Village.
- (B) Develops and administers a personnel management system; administer such personnel policy as shall be applicable to all Village employees; recommend wages for all employees; supervises recruitment, interviewing, and selection for all Village employee positions; negotiate, approve, and sign contracts for all Village employee positions; serve as lead for union negotiations, disposition of employee grievances, disputes, and matters involving staff relations; to hire, discipline, or discharge any Village employee after consultation with the appropriate department head. The Manager may delegate some or all these duties to another officer or employee provided that such delegation shall not relieve the Manager of the responsibility for the proper conduct of those duties
- (C) Promotes internal operating efficiencies; exercise supervisory control over all departments; supervises and takes disciplinary action against department heads, as necessary; motivates subordinate department heads through periodic staff meetings and one to one meetings, and encourages employee self-development programs;

Village of Newberry Ordinance No. 36 Page 3 of 5

- supervises office staff as necessary; reviews various regular and special operating reports against budgetary constraints, program goals and objectives, and village policies, rules, and regulations.
- (D) Assures all village ordinances are effectively enforced; prepares correspondence needed to direct or document village business decision; assists village citizens, outside agencies, developers, local community groups, utility companies and the like and village staff in resolving governmental or operating problems by bringing important matter to the Council's attention; and performs related work as directed by the Village Council.
- (E) Prepares the annual operating budget for the village, laying out a proposed spending plan for the Council's consideration, and implementing and administering the approved budget in conjunction with the finance committee and Village Finance Manager; shall have supervisory responsibility to insure that all federal, state, and county fiscal reports and monthly financial reports to the Village Council are prepared and delivered; shall supervise the planning, direction, and assist in organizing communication and controls of all village financial operations, including direction of the finance staff and maintenance of accounting and computer systems, in consultation with the appropriate department heads; reviews the work of the all subordinate finance personnel, oversees that purchasing of all village materials, equipment, supplies and services, and administers any ongoing contracts; oversees the village's utility billing and collection function; advises the Village Council on fiscal policies, interpretations, procedures and problems.
- (F) Attends all Village Council, Water & Light Board, committee, and related public meetings, participating in such meetings without a vote; directs the preparation of the Council's agenda in conjunction with the Village President; advises the Council (collectively, within committee, and individually) concerning the status of public inquiries, projects of current interest, and proposed legislative action. Appears before citizen groups and other organizational meetings; and serves as a spokesperson for the village in situations of mutual interest and concern with neighboring municipalities, as well as with federal and state agencies.
- (G) Assess current and long-term village needs in various program areas; makes appropriate recommendations to the Council; develops program goals and objectives; and implements new activities.
- (H) Investigate complaints concerning the administration of the Village and at all times to have the authority to inspect the books, records and papers of any agent, employee or office of the Village except the Village Attorney (when occupied) and files that require separation of duties such as the Village Treasurer files; to make recommendations to the Council for adoption of such measures as the Village Manager shall deem in the best interest of the Village.

Village of Newberry Ordinance No. 36 Page 4 of 5

(I) Perform such other duties as shall be delegated by the Village Council, including those described as the Village Manager Job Description adopted by Council Resolution.

#### Section 36:6 DEALING WITH EMPLOYEES

Neither the Council nor the Village President shall attempt to influence the employment of any person by the Village Manager or in any way interfere in the management of departments under the jurisdiction of the Manager. The Village Council shall deal with departments under the jurisdiction of the Village Manager through the Manager. The Council and President shall have the absolute right and duty to contact any Village employee pursuant to any authorized inquiry, pursuant to Council action .

#### Section 36:7 PURCHASING RESPONSIBILITIES.

- (A) The Village Manager shall act as purchasing agent for all Village offices and departments. The Manager may delegate some or all the duties as purchasing agent to another officer or employee provided that such delegation shall not relieve the Manager of the responsibility for the proper conduct of those duties.
- (B) The Village Manager shall have the authority to purchase any product or service the cost of which does not exceed ten thousand dollars (\$10,000.00), provided that funds have been appropriated. This amount may be modified from time to time by a Policy Resolution adopted by the Council. The cost for the product or service shall not exceed the unencumbered balance of the appropriation for that account. Except as hereinafter provided, the Village Manager shall not purchase any product or service the cost of which exceeds the above dollar amount without prior approval of the Village Council. The Village Manager may promulgate rules governing the purchase of products or services.
- (C) The Village Manager shall be authorized to make payment on invoices that are due and payable prior to regularly scheduled Village Council Board meetings. All payments made under this authorization shall be included for review and approval by the Village Council at their next regularly scheduled meetings.
- (D) The Village Manager shall have the authority to purchase any product or service regardless of its cost when such purchase is necessitated by an emergency condition. "Emergency condition" is defined to mean any event which presents an imminent threat to the public health or safety of village residents.

#### Section 36:8 SEVERABILITY

If any portion of this ordinance or the application thereof, to any person or circumstance shall be found to be invalid by a court, such invalidity shall not affect the remaining portions or application, provided that such remaining portions or applications are not determined by said Court to be inoperable, and to this end, this ordinance is declared to be severable.

Village of Newberry Ordinance No. 36 Page 5 of 5

Section 36: 9 REPEALED

All inconsistent and prior ordinances, resolutions, or votes documented in meeting minutes are herby repealed.

**PUBLICATION AND RECORDING:** A summary of this Ordinance shall be published once in a newspaper of general circulation within the boundaries of the Village of Newberry under State law to publish legal notices immediately after its adoption, and the same shall be recorded in the minutes of the Village of Newberry of the meeting at which this Ordinance was adopted and, in addition shall be recorded in the Ordinance Book of the Village.

**EFFECTIVE DATE:** This ordinance shall be in full force and effect upon publication.

AYES:	Stokes, Cameron,	Freese, Hordenbrook, Hendrickson, Puckett
NAYS:		
ABSEN'	г:	
ORDINA	ANCE DECLARED A	ADOPTED.

Deeres So Ruma

By: Lori A. Stokes, Village President

By: Terese Schummer, Clerk

Date: JUNE 16, 2020

#### CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the Village Council of the Village of Newberry, County of Luce, State of Michigan, at a regular meeting held on JUNE 16, 2020 that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act. I further certify that the foregoing Ordinance was published on JUNE 24, 2020 in the following newspaper:

NEWBERRY NEWS

Terese Schummer, Clerk

#### **PRINTER'S AFFIDAVIT** ss

State of Michigan County of Luce

#### VILLAGE OF NEWBERRY COUNTY OF LUCE STATE OF MICHIGAN

**ORDINANCE NO. 36 (SYNOPSIS)** 

#### Title: VILLAGE MANAGER ORDINANCE

An ordinance establishing the office of Village Manager; providing for the appointment, compensation and discharge of such official; specifying the branches of the Village Government and activities under the management and control of defining and limiting the rights, powers, and liabilities of the Village Manager.

#### THE VILLAGE OF NEWBERRY ORDAINS:

#### Section 36:1 ESTABLISHMENT OF OFFICE.

In accordance with the authority connected by the Village Chaster and laws of the State of Michigan, there is established the office of Village Manager.

#### Section 36:2 APPOINTMENT OF VILLAGE MANAGER

(A) The Village Council shall appoint a Village Manager for a term determined by the Council and expressed in a contract. The council may, by contract, enter into such other terms and conditions as the Manager and Council deem appropriate. The Council, for cause, may suspend the Manager with full pay and benefits until the Council takes action whether the Manager shall be discharged. There shall be a roll call vote and each Council Member shall support their vote in a brief statement.

#### Section 36:5 DUTIES AND FUNCTIONS

The Village Manager shall be the chief administrative officer of the Village and shall be responsible to the Village Council for the efficient administration of all affairs of the Village and all departments except as that responsibility is explicitly delegated to another officer by the charter of the Village or by Michigan State or Federal law. The Manager shall keep the Council informed on Village affairs and take action from adopted resolutions or motions of Council. Individual Council members do not direct or control the Village Manager.

#### Section 36: 9 REPEALED

All inconsistent and prior ordinances, resolutions, or votes documented in meeting minutes are hereby repealed.

#### ORDINANCE DECLARED ADOPTED: JUNE 16, 2020

#### EFFECTIVE DATE

This ordinance shall be in full force and effect upon publication.

A true copy of the ordinance can be inspected or obtained at 302 E. McMillan Avenue, Newberry, MI, viewed at www.villageofnewberry.gov, or by contacting the Village Clerk, 906-293-3884.

Lauren Burton, being duly sworn, deposes and says that she is an agent of the Newberry News, a weekly newspaper printed, published and circulated in the Village of Newberry, Luce County, Michigan.

# ORDINANCE NO. 36 VILLAGE MANAGER ORDINANCE

of which the annexed notice is a true and complete copy, was duly published in said Newberry News, Inc. once in each week for 1 week(s) and that the publication of said notice was made in said newspaper on the following dates,

JUNE 24, 2020

Lauren Burton

Sworn and subscribed before me this 24th day of June A.D. 2020.

My commission expires February 27, 2026.

Teresa L. Petrie Notary Public Mackinac County Acting in the County of Luce

Village of Newberry
Position Description



# Position: VILLAGE MANAGER Updated: 06/25/2020

#### **VILLAGE MANAGER**

Title: Village Manager

Supervised by: Village Council

**Supervises:** Directly supervises the Working Water & Light Superintendent, DPW Superintendent,

WWTP Superintendent, Finance Manager, Administrative Assistant for Superintendents,

Utility Billing Clerk, Fire Chief, Ordinance Enforcement Officer, Treasurer

**FLSA Status:** Exempt (Salary)

**Location:** Village of Newberry, Michigan

General As Chief Administrative Officer of the Village, plans, develops, and implements a diverse

**Summary:** range of Village services to meet policy directives and community needs. Oversees the

organization and direction of all Village departments and acts as Village Personnel Director.

#### **Essential Duties and Job Functions:**

1. Oversees the general operations of all Village departments and activities. Initiates studies and monitors operations to ensure quality services are provided in an efficient and timely manner.

- 2. Champions culture change and drives initiatives to promote organizational culture; partner with department heads, staff, and Council to lead and facilitate change within the organization.
- 3. Recommends policies and programs to the Village Council. Provides information to the Council to aide in its deliberations. Implements policies set forth by the Council.
- 4. Develops long-range plans and management strategies to realize goals in accordance with Council directives, community needs, demographic trends, and Village vision. Assesses operational costs, analyzes administrative and capital needs and makes appropriate recommendations.
- Represents the Village at local, regional, and state meetings and conferences. Negotiates contracts and agreements on behalf of the Village. Presents the official Village position on issues related to finances and operations.
- 6. Direct, administer, and supervise the response to inquiries, resolution of citizen complaints, and recommends remedial action related to Village policies and services. Meets with citizens and community groups to address concerns and participates in civic activities as appropriate.
- 7. Negotiates, approves, and signs all employee contracts.
- 8. Supervises all Village employees either directly or through department heads. Provides overall direction for the selection, training, recognition, discipline, and discharge of all Village department heads and employees. Develops, approves, and enforces personnel policies. Negotiates and administers labor agreements.
- 9. Serves as the Village's legislative coordinator. Stays current of proposed changes in legislation that may impact the Village. Communicates Village needs to State and Federal officials.
- 10. Serves as the Village's Legal Coordinator. Assists the Village Attorney with any potential or current legal issues; represents the Village in all legal matters; and ensures that the Village is compliant with all statutes and regulations.



Position: VILLAGE MANAGER Updated: 06/25/2020

- 11. Responsible for the oversight of a Risk Management program and ensures that it is implemented and observed on an ongoing basis.
- 12. Oversees the development of a five-year capital improvement program. Monitors capital needs and determines appropriate financing mechanisms for larger purchases and projects.
- 13. Oversees the development of budget requests, financial plans, and forecasts, and preparation of the annual budget. Administers fiscal policy, ensures the proper administration of the budget, and keeps the Village Council fully apprised of the Village's present financial condition and future needs through regular and timely budget reports.
- 14. Prepares agenda and packet for and attends all Village Council and Water & Light Board meetings. Performs research, recommends policies and programs, enforces ordinances, and implements policy as set forth by the Council. Attends meeting of various boards, authorities, associations, and commissions as required. Serves as staff to DDA, LDFA, BRA, and EDC boards.
- 15. Acts as spokesperson for the Village. Represents the Village to various individuals, entities, agencies, and other governmental units. Responds to inquiries from the public, the media, and others. Communicates the Village's interests and presents the Village's official position on issues.
- 16. Coordinates Village operations and activities with other governmental units. Participates in the negotiations and administration of cooperative agreements, mutual aid compacts, or other contracts.
- 17. Negotiates contracts and agreements on behalf of the Village. Enforces the terms and conditions of all contracts to which the Village is a party. Supervises all special projects.
- 18. Serves as Chief Emergency Coordinator according to guidelines established by regulating agencies.
- 19. Serves as FOIA Coordinator.
- 20. Ensure all Village policies, ordinances, and resolutions are current, updated and in keeping with the goals and objectives of the Village Council as well as state and federal laws; revise, edit and create Village policies, ordinances and resolutions.
- 21. Prepares grant proposals and consults with granting agencies in securing and administering grants. Completes requisite reporting and paperwork.
- 22. Oversees a communication and marketing plan for both external and internal audiences. Including, but not limited to, development and maintenance of the Village web site and social media accounts.
- 23. Oversee and perform all duties related to payroll functions including; employee timesheet approval, biweekly payroll processing, payment of payroll related remittances, submitting quarterly federal payroll tax reporting, processing yearly payroll tax documents including employee W-2's and 1099s.
- 24. Serve as Village representative for and manage all insurance, pension and benefit accounts for employees (i.e. Blue Cross/Blue Shield, Michigan Employment Retirement System (MERS).
- 25. Serve as Village representative for and manage all Unemployment Insurance Agency (UIA) and Worker's Compensation reports, investigations, and payments.
- 26. Oversee and manage the Village alcohol and illegal substance testing and reporting program.
- 27. Supervise all on-boarding and orientation for new employees, including processing new employee's paperwork required for governmental agencies and benefits (i.e. I-9s, MERS, insurance).
- 28. Maintain all employee personnel and medical files.

Village of Newberry
Position Description



Position: VILLAGE MANAGER Updated: 06/25/2020

#### Required Knowledge, Skills, Abilities:

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

- Knowledge of the laws, ordinances, and regulations pertaining to municipal operations management, budgeting and financial administration, and public information.
- Considerable knowledge of the professional principles, practices, and procedures of public administration.
- A valid State of Michigan Vehicle Operator's License.
- Knowledge of municipal financial and personnel management, contract negotiation, and economic development.
- Knowledge of public relations practices and marketing.
- Skill in compiling and evaluating complex data and formulating policy and service recommendations.
- Skill in responding to public inquiries and internal requests with a high degree of diplomacy and professionalism.
- Skill in managing diverse programs, services, and personnel.
- Superior skills in effectively communicating ideas and concepts orally and in writing.
- Highly effective interpersonal and problem-solving skills.
- Proven strategic partner with analytical capabilities.
- Demonstrated supervisory and leadership skills.
- Ability to establish effective working relationships use good judgment, initiative, and resourcefulness when
  dealing with citizens, elected officials, employees, other governmental agencies, municipal professionals,
  and other professional contacts.
- Ability to maintain records and prepare comprehensive reports.
- Ability to effectively communicate and present ideas and concepts orally and in writing
- Ability to critically assess situations, solve problems, and to work effectively under stress, within deadlines, and changes in work priorities. Ability to attend meetings at times outside of normal business hours, travel to other locations, and respond to emergencies on a 24-hour basis.
- Ability to effectively train, lead, and motivate employees, and supervise and evaluate the work of others.
- Ability to be self-motivated
- Ability to adapt and respond to multiple priorities and demands, deal with the concerns of staff, resolve issues and situations in a positive manner, and handle a variety of issues of a confidential/sensitive nature.
- Ability to train, supervise, and evaluate the work of others



Position: VILLAGE MANAGER Updated: 06/25/2020

#### **Physical Requirements and Work Environment:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee is required to sit for extended periods and use a computer, and other standard office equipment.

While performing the duties of this job, the employee is regularly required to communicate with others in person and on the telephone. The employee is frequently required to review and produce written and electronic documents.

The employee must occasionally lift and/or move items of light or medium weight. Specific vision abilities required by this job include close vision, color vision, and ability to adjust focus. The employee is frequently required to travel to other locations within and outside the Village, and use hands to finger, handle, or feel. The employee is regularly required to stand and walk. The employee is frequently required to attend meetings and make public presentations.

While performing the duties of this job, the employee regularly works in a business office setting. The noise level in the work environment is usually quiet but can become loud in field situations. The employee occasionally works in other areas of the Village and may be exposed to adverse weather conditions, fumes, airborne particles, or other environmental situations.

#### **Minimum Qualifications:**

Master's degree in, public or business administration, finance, or a related field and three to five years of experience of progressively responsible municipal management, public administration/affairs, management or a related area or equivalent experience/education combination, which would properly prepare the candidate for the position of Village Manager.

Successful candidates will have a combination of education and experience in human resources, public information, community engagement, volunteer management, public and governmental affairs or related field, and will bring creative problem-solving skills to develop, oversee, and implement projects.

Excellent verbal and written communication skills are keys to success in this position.

Must be able to represent the Village at meetings, with community leaders and stakeholders, and serve or represent the Village on boards.

Media training and/or experience as an organizational spokesperson is highly desired.

#### **Comments:**

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

This position may require a probationary period to be evaluated by the Village Council for permanent placement.



302 East McMillan Avenue, Newberry, MI 49868 Phone: 906-293-3433 Fax: 906-293-8890

TO: Lori Stokes, Village President

FROM: Allison Watkins, Interim Village Manager White Working

SUBJECT: Construction of VON lobby space and expenditure of CRLGG funds

DATE: October 14, 2020

It is my intention to utilize funds provided under the Coronavirus Relief Local Government Grants (CRLGG) Program to install a lobby space in the northwest corner of the current council meeting space. This space will allow us to provide in-person services to the public while significantly reducing the possibility of staff exposure to COVID19. The office remains closed to the public at this time, with customers being served through the door. As the weather quickly changes it is necessary to find an alternative to keeping the doors closed. However, the current service window space submits all staff entering and exiting the building to possible COVID19 exposure. The installation of this lobby allows customers to enter the building from the north entrance and be provided services while isolating the staff from exposure. Staff entering and exiting the building will continue to use the east entrance.

With the installation of the lobby it is also my intention to relocate the current council meeting space location across the street to the old Water & Light office space. This allows a dedicated location for those meetings that is not immediately in the main space of our office. This move is also to reduce staff exposure to COVID19.

The project is on a pressing timeline as it must be completed and funds spent prior to December 31, 2020.

This memo is my notification to you that I have conducted a good faith solicitation of available contractors in the Newberry area to complete the lobby project. Four local businesses were contacted via phone. Only one business responded and informed us that they would not be able to assist until June of 2021. After waiting for the remaining businesses to respond I made the decision to contact McGahey Construction who is the awarded contractor for the new maintenance building project. He responded to my request very quickly, came to the site, and provided me an estimate within a few days.

Due to the lack of response from other contractors, the pressing timeline for funds availability, and the health and safety concerns for staff I made the decision to pursue McGahey Construction under the sole source procurement guidance in the Village purchasing ordinance. We have agreed to a project cost of \$9,950.00. I am waiting to hear back on a scheduled start date for the project.



102 East McMillan Avenue, Newberry, MI 49868 Phone 906-293 3433 Fax: 906-293 8890

TO: Village of Newberry Resident

FROM: Dan Kucinskas, Water and Light Superintendent

SUBJECT: NOTIFICATION OF WATER OUTAGE/BOIL WATER NOTICE CHANGE OF DATE

PROJECT DATE IS NOW OCTOBER 19, 2020

DATE: October 12, 2020

This memo serves as official notice of an upcoming Water Outage/ Boil Water Notice.

#### What is being done?

Due to contractor rescheduling, water will NOT be turned off October 12. PROJECT DATE HAS CHANGED TO MONDAY, OCTOBER 19, 2020 AT 8:00 A.M. water will be turned off at the main to allow for the changing of a water valve at the intersection of East Truman and Vulcan Street. Expect water to be off for 8 to 72 hours. Please plan in advance.

#### When does the outage begin?

Monday, October 19, 2020 at 8:00 a.m.

#### When does the outage end?

Water could be off for up to 72 hours.

#### Who is affected?

Addresses affected are 401 East John to 418 East John and 401 East Truman to 427 East Truman.

#### When does the boil water notice begin?

After the valve is in place and the water is turned back on.

#### What is a boil water notice?

When water mains lose pressure, it increases the chance that untreated water and harmful microbes can enter your water. This requires boiling water until testing comes back clear.

#### Do I have to boil all the water I need to use?

Water for consumption or cooking should be boiled for at least 15 minutes. Bathing and washing clothes should not cause any problems.

#### How long will the boil water notice be in place?

A boil water notice will be in effect until two (2) consecutive 24-hour tests come back clear. The boil water notice will be in effect for as little as 48 hours after the first water sample is taken but may take longer.

#### How will I know when the boil notice is lifted?

Lift notices will be hand delivered to the affected addresses.

#### What can I do to help clear my water lines?

Flushing a hose bib outside your home after flow is re-established, till clear, will aid in the clearing of your household lines.

#### Who do I call with questions?

Questions should be directed to 906-293-5681.

We apologize for any inconvenience this may cause you.

# **Village of Newberry Sealed Bid Auction**

Lot #2	Lot #1	#16	#15	#14	#13	#12	#11	#10	#9	#8	#7	#6	#5	#4	#3	#2	#1	UNIT NO.
		Utility	P/Washer	Air compesso	Crane	Pump	Chipper	Mower	Tractor	Truck	Truck	Air Compessor	Loader	Truck	Truck	Truck	Truck	TYPE
		Toro	Snap-on	Wards	Robbins	Ford	Unkown	Bad Boy	Ford	Ford	Ford	Davey	Cat	Ford	Chevy	Chevy	Ford	MAKE
Office Equipment	Electric Motors and Pumps	Unkown	Unkown	Unkown	1976	1977	Unkown	Unkown	1985	1999	1999		1968	2001	2002	1986	1982	MODEL YEAR
pment	and Pumps	Unkown	Unkown	1 HP	480v 3P	6 Cyl	Unkown	Z-27	1210	F250	F250	125-HP Hydraulic	922В	F150	S10	Utility	F600 Hi Ranger	MODEL
		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1FTNX20LXXEA65703	1FTNX20L6XEA65701			2FTZJ8231CA70068	IGCDT19W52815179	1GBHD34J2GF419927	1FDNF60H8CVA49365	VIN NUMBER
Y/\$100	Y/\$100	No	No	No	No	Y/\$200	Υ/\$500	Υ/\$250	Y/\$750	Υ/\$150	Υ/\$150	No	Y/\$3000	Υ/\$150	Υ/\$150	Υ/\$750	Y/\$1000	Min Bid Y/N
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30.00	175.00	52.00	20.00	40.00	25.26	205.55	1,251.05		1,251.00	251.75	251.75	507.00	6,152.76	280.00	201.25	850.00	1,050.00	Winning Bids

### Maintenance Building Expense Tracking as of 10.14.2020

Total Approved Bid Amount	\$401,478.00
Additional costs covered by insurance	\$15,377.00
Additional costs for sand and gravel (taken out	
of \$20,000 approved by council)	\$16,095.00
Current Total Project cost	\$432,950.00
Pay request #1 - June 11, 2020	\$44,100.00
Pay request #2 - July 9, 2020	\$41,850.00
Pay request #3 - August 6, 2020	\$63,360.00
Pay Request #4 - September 11, 2020	\$94,050.00
Pay Request #5 - September 30, 2020	\$50,580.00
Current Total Charged	\$293,940.00
D	¢120.010.00
Remaining cost of project	\$139,010.00
Total amount from insurance for new build	\$376,785.00
TOTAL PAID OUT SO FAR	\$293,940.00
Remaining amount covered by insurance	\$82,845.00
Estimated VON out of pocket total	\$56,165.00
Current VON out of pocket spent**	\$0.00

Additional approved spending	\$20,000.00
Current estimated VON out of pocket total \$40,070.00 was anticipated out of pocket due to	\$56,165.00
using ACV funds to pay final asbestos removal	40,070.00
Estimated additional out of pocket	\$16,095.00
20,000 extra approved by council 5/19	20,000 16095
Remaining amout of approved spending by council	3,905

ACV = Actual Cash Value

Check Date	12/20/2019
Paid to	Amount
Plott-temp repairs and bracing	\$2,800
Plott- Mackinaw Environmental	\$2,188
Plott-Demolition	\$30,000
Plott- Pollution Limit (asbestos)	\$10,000
Plott-Common wall demo	\$13,500.00
Replacement cost of building	\$588,305.00
Less code upgrades	(\$97,800.00)
Less depreciation	(\$294,153.00)
ACV on building	\$254,839.76
Less previous payments	\$58,487.76
ACV CHECK AMOUNT	\$196,352.00
amount paid to plott for final	
asbestos removal	\$40,070.00
TOTAL ACV funds avaialable	
for new build	\$156,282.00
Check Date	09/22/2020
Item	Amount
RCV on Building	\$153,844.50
RCV on Building - additional	\$15,377.00
RCV on Code	\$51,281.50
TOTAL RCV check amount for	
new build	\$220,503.00

Total funds applied to new	
build	\$376,785.00

Total amount of coverage \$475,342.76



FAIRBANKS MORSE, LLC 12253 FM 529 HOUSTON, TX 77041 Tel: 713 896 9455 Fax: 713 744 8324 www.fairbanksmorse.com

Quote to:

NEWBERRY, CITY OF 307 E MCMILLAN AVE NEWBERRY, MI 49868 United States Attn: KEN UHLBECK Fax:1-906-293-8569

	ERICSON, ERIC H	ERICSON	Sales Rep
USD	Currondy	EXW-Factory	FO.83
ns Buyer pays freight	Freight Terms	NET 30	Payment Телпs
99.	Customer Reg		Customer Ref.
1 of 2	Page	01-OCT-20	Quole Date
6	Revision Date	80147237	Quote Number
UOTATION	RCIAL Q	SERVICE - COMMERCIAL QUOTATION	

\$225,00	\$0.75	Stock		AUTOTRANSPORT-STLX	US-AUTOTR-LX-ST-ST	EACH	300	15.1	15
\$43,750.00	\$43,750.00	Stock		TOOLS-STLX	US-TOOLS-LX-ST-ST	EACH	_	14.1	14
\$18,500.00	\$18,500.00	Stock		TOOLS-STLX	US-TOOLS-LX-ST-ST	EACH	_	13.1	သ
\$354.00	\$118.00	Stock		CONSUMABLES-STLX	US-CONSUM-LX-ST-ST	EACH	ω	12,1	12
\$800,00	\$400.00	Stock		FREIGHT-STLX	US-FREIGH-LX-ST-ST	EACH	2	11.1	1
\$836,00	\$76.00	Stock		AUTOTRANSPORT-STLX	US-AUTOTR-LX-ST-ST	EACH	11	10.1	10
\$4,500.00	\$150.00	Stock		LODGING-STLX	US-LODGIN-LX-ST-ST	EACH	30	9.1	09
\$1,980.00	\$60,00	Stock		MEALS-PERSONALLX	US-MEALS-LX-PER-ST	EACH	33	8. -1	08
\$3,000.00	\$1,000.00	Stock		AIRTRANSPORT-STLX	US-AIRTRA-LX-ST-ST	EACH	ω	7.1	07
\$10,336,00	\$136.00	Stock		TRAVELTIME-CHGLX	US-TRAVEL-LX-CHG-ST	EACH	76	6.1	06
\$9,648.00	\$268.00	Stock		STEC-Service Technician-STL2OST	US-STEC-L2-ST-OST	HOUR	36	<u>5</u>	05
\$25,632.00	\$178.00	Stock		STEC-Service Technician-STL2ST	US-STEC-L2-ST-ST	HOUR	144	4.1	2
\$5,168.00	\$136.00	Stock		TRAVELTIME-CHGLX	US-TRAVEL-LX-CHG-ST	EACH	38	<u>–</u>	ಟ
\$6,696,00	\$372.00	Stock		STER-Technical Rep-STL3OST	US-STER-L3-ST-OST	HOUR	18	2.1	22
\$17,784.00	\$247.00	Stock		STER-Technical Rep-STL3ST	US-STER-L3-ST-ST	HOUR	72	1.1	3
Extended	Unit Price	Availability to Ship (days)*	RV	Description	Part Number	Unit	Qty	Item	PO

<sup>\*</sup> Subject to prior sale, after receipt of order.



Fax: 713 744 8324 HOUSTON, TX 77041 Tel: 713 896 9455 FAIRBANKS MORSE, LLC 12253 FM 529 www.fairbanksmorse,com

Quote to:

United States NEWBERRY, MI 49868 307 E MCMILLAN AVE NEWBERRY, CITY OF

Attn: KEN UHLBECK Fax:1-906-293-8569

L ERIC H	ERICSON, ERIC H	
		Sales Rep
USD	EXW-Factory	
Currency		F.O.B
Buyer pays freight	17 00	
Freight Terms	Payment Terms	Payrr
Customer Req.	Cusiomer Ref	Cusic
2 of 2	01-OCT-20	
Page	Quote Date	Quot
	80147237	
Revision Date	Quole Number	Quol
RCIAL QUOTATION	SERVICE - COMMERCIAL QUOTATION	

PRICES LABOR O	QUOTA	PO Item
PRICES F.O.B. FAC LABOR CHARGE R CURRENT RATES.	TION IS	Item
ACTORY COM RATES FOR A \$.	/ALID FOR 90	Qty
MERCIAL ADDITION	DAYS FR	Unit
DOMESTIC PACKAGING. TRANS AL REQUEST WORK ABOVE AND	QUOTATION IS VALID FOR 90 DAYS FROM DATE OF THIS QUOTATION	Part Number
PRICES F.O.B. FACTORY COMMERCIAL DOMESTIC PACKAGING. TRANSPORTATION COST FOR MATERIAL TO AND FROM JOB SITE SHALL BE AT THE CUSTOMER'S EXPENSE. LABOR CHARGE RATES FOR ADDITIONAL REQUEST WORK ABOVE AND BEYOND FAIRBANKS MORSE ENGINE'S BID OFFER WILL BE AT FAIRBANKS MORSE ENGINE'S THEN CURRENT RATES.		Description
FROM J		RV
OB SITE SHALL E VIVILL BE AT FAI		Availability to Ship (days)*
3E AT THE CUSTON RBANKS MORSE EI		Unit Price
MER'S EXPENSE.		Extended

PAYMENT TERMS: UNLESS OTHERWISE AGREED UPON IN WRITING, TERMS OF PAYMENT ARE CASH, IN UNITED STATES DOLLARS, IN FULL, WITHIN THIRTY (30) DAYS FROM DATE OF SHIPMENT. A SERVICE CHARGE FOR LATE PAYMENT MAY BE ASSESSED AT AN INTEREST RATE OF 1.5% PER MONTH (OR SUCH OTHER RATE ALLOWABLE BY LAW). ALL ORDERS ARE SUBJECT TO THE APPROVAL OF COMPANY'S CREDIT DEPARTMENT AND COMPANY MAY REQUIRE FULL OR PARTIAL PAYMENT IN ADVANCE.

ITEMS SHOWN IN STOCK ARE SUBJECT TO PRIOR SALE

PLEASE REFERENCE FAIRBANKS MORSE ENGINE QUOTATION NUMBER WHEN PLACING ORDER

PLEASE NOTE: FAIRBANKS MORSE ENGINE HAS A \$75.00 MINIMUM ORDER/SHIPMENT VALUE REQUIREMENT (DOES NOT INCLUDE CERTIFICATION FEES OR FREIGHT CHARGES THAT MAY APPLY)

QUOTATION IS SUBJECT TO THE ACCOMPANYING TERMS & CONDITIONS (BF5398) WHICH TAKE PRECEDENCE OVER ALL CUSTOMER TERMS AND CONDITIONS AND SHOULD SO STATE ON THE PURCHASE ORDER.

	TELEPHONE	MICHAEL LEWIS	
	EMAIL:	FAXX	
ECHAGARRUGA, EDUARDO - SALES DIRECTOR I	NAME AND TITLE OF AFPROVER	X NO COCO SO	Total: \$149,209.00



302 East McMillan Avenue, Newberry, MI 49868 Phone: 906-293-3433 Fax: 906-293-8890

502 East McMillan Avenue, Newberry, Mi 49868 Pribrie: 906-293-3433 Fax: 906-293-8890
COUNCIL/BOARD/COMMISSION VACANCY PRE-APPOINTMENT QUESTIONNAIRE
Position you are applying for: water & Light Board at large
Name: Ma 11/2 W /01/1/ Date: 9-17.20
Address: 810 Taheuamon Bluch
New boss / pli
Email Address:
Please answer the following categories to the best of your ability. If more space is needed, use additional pages.
Have you ever been convicted of a misdemeanor?   Arrested for a felony   Convicted of a felony   If yes to any of the above, please explain on a separate sheet of paper.  A conviction would not necessarily prohibit you from being appointed.
Past Work History: 33 yours at the worter & (15ht)
Goals you hope to achieve while serving in the position:  Experience Too Holp with sofity
What interests, talents and/or experiences do you have that apply to serving in the position:
Journy Mon / L'ino mon 53 D3
What qualifications do you have to hold this position?
Any additional information you would like to share:



302 East McMillan Avenue, Newberry, MI 49868 Phone: 906-293-3433 Fax: 906-293-8890

#### Please return completed form to the Village Administration Office by the advertised deadline.

NOTE: Appointment to this position requires your regular attendance at meetings. The current monthly meeting schedule is as follows (subject to change):

- Village of Newberry Council: The third Tuesday of each month at 6:00 PM.
- Water & Light Board: The second Tuesday of each month at 6:00 PM.
- Planning Commission: The fourth Monday of each month at 6:00 PM.

Will you be able to attend the meetings on the scheduled dates and times? If not, please do not apply.

#### PLEASE READ CAREFULLY

#### Ouestionnaire Waiver

In exchange for the consideration of my questionnaire for a position with the Village of Newberry Council, I agree that:

I authorize investigation of all statements contained in this questionnaire. I understand that the misrepresentation or omission of facts called for is cause for requesting resignation from the appointment at any time without any previous notice. I hereby give the Village of Newberry permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Village of Newberry from any liability as a result of such appointment.

I understand that, in connection with the routine processing of the questionnaire, the Village of Newberry may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics, and mode of living. Upon written request from me, the Village of Newberry, will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

Signature of applicant: 14 All Elm Date: 9-17-20



302 East McMillan Avenue, Newberry, MI 49868 Phone: 906-293-3433 Fax: 906-293-8890

#### COUNCIL/BOARD/COMMISSION VACANCY PRE-APPOINTMENT QUESTIONNAIRE

Name: Kirby Wendt  Address: 517 West Victory Way  Newberry Michigan 49868  Email Address: Phone Number  Please answer the following categories to the best of your ability. If more space is needed, use additional pages.  Have you ever been convicted of a misdemeanor? Arrested for a felony? Convicted of a felony?  If yes to any of the above, please explain on a separate sheet of paper.  A conviction would not necessarily prohibit you from being appointed.  Past Work History: Account Manager for Forest Insurance Center Agency from 06/01/2015 to present  Goals you hope to achieve while serving in the position: Being able to help our community and board  What interests, talents and/or experiences do you have that apply to serving in the position:  Open minded, easy to talk with and have sat on the chamber of commerce board since 2006  What qualifications do you have to hold this position? Have been on the chamber of commerce board since 2006  Any additional information you would like to share: I have sat on the water and light board for a year now.	Position y	ou are applyin	g for: Village of	Water and Lig	ht board
Newberry Michigan 49868  Email Address: Phone Number: Phone Number: Phone Number: Phone Number: Please answer the following categories to the best of your ability. If more space is needed, use additional pages. Have you ever been convicted of a misdemeanor? Arrested for a felony? Convicted of a felony? Please explain on a separate sheet of paper.  A conviction would not necessarily prohibit; you plon being appointed.  Past Work History: Account Manager for Forest Insurance Center Agency from 06/01/2015 to present  Goals you hope to achieve while serving in the position: Being able to help our community and board  What interests, talents and/or experiences do you have that apply to serving in the position: Open minded, easy to talk with and have sat on the chamber of commerce board since 2006  What qualifications do you have to hold this position? Have been on the chamber of commerce board since 2006					
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Open minded, easy to talk with and have sat on the chamber of commerce board since 2006  What qualifications do you have to hold this position? Have been on the chamber of commerce board since 2006					
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What qualifications do you have to hold this position? Have been on the chamber of commerce board since 2006	What inte	erests, talents a	nd/or experiences	do you have t	hat apply to serving in the position:
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What qualifications do you have to hold this position:					
Any additional information you would like to share: I have sat on the water and light board for a year now.	What qua	lifications do y	you have to hold t	his position?	Have been on the chamber of commerce board since 2006
Any additional information you would like to share: I have sat on the water and light board for a year now.					
Any additional information you would like to share: I have sat on the water and light board for a year now.					
	Any addi	tional informat	ion you would lik	te to share: I h	ave sat on the water and light board for a year now.
			-		



302 East McMillan Avenue, Newberry, MI 49868 Phone: 906-293-3433 Fax: 906-293-8890

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Will you be able to attend the meetings on the scheduled dates and times? If not, please do not apply.

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#### **Questionnaire** Waiver

In exchange for the consideration of my questionnaire for a position with the Village of Newberry Council, I agree that:

I authorize investigation of all statements contained in this questionnaire. I understand that the misrepresentation or omission of facts called for is cause for requesting resignation from the appointment at any time without any previous notice. I hereby give the Village of Newberry permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Village of Newberry from any liability as a result of such appointment.

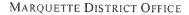
I understand that, in connection with the routine processing of the questionnaire, the Village of Newberry may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics, and mode of living. Upon written request from me, the Village of Newberry, will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

Signature of applicant: K. Wendt Date: 09/30/2020	) endt Date: 09/30/2020	
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#### STATE OF MICHIGAN

# DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY





September 30, 2020

#### VIA E-MAIL

Mr. Cliff Fossitt, Enforcement Officer Village of Newberry 302 East McMillan Avenue Newberry, Michigan 49868

Dear Mr. Fossitt:

SUBJECT: Unauthorized Disposal of Solid Waste; North of John Street and West of

Sherman Street; Newberry; Luce County; Michigan

On September 30, 2020, the Department of Environment, Great Lakes, and Energy (EGLE), Materials Management Division, received a complaint concerning the alleged disposal of regulated solid waste and composting activities on property located north of John Street and west of Sherman Street, in the Village of Newberry, Michigan (Site).

EGLE staff spoke with you on September 30, 2020. During the conversation, you stated that composting activities occur on the east side of the Site, and that household waste such as plastic pools and other household waste is disposed of on the west side of the Site.

The purpose of this letter is to inform you of the regulations concerning solid waste disposal under Part 115, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, and rules promulgated thereunder. Please be advised that the unauthorized solid waste disposal is a violation of Section 324.11512(1) of Part 115, which states, "A person shall dispose of solid waste at a disposal area licensed under this part unless a person is permitted by state law or rules promulgated by the department to dispose of the solid waste at the site of generation." In addition, Part 115, Rule 128(1), states, "A person shall not dispose of solid waste in an open dump, except as provided in the act."

By October 30, 2020, EGLE is requiring that the regulated solid waste be removed and properly recycled or disposed of at a licensed recycling or solid waste facility. Please send copies of the receipts, to the address below, from a licensed recycler for the recycling, and copies of the receipts from a licensed disposal area for the remainder of the solid waste to EGLE by November 6, 2020.

In addition, composting activities in the State of Michigan are regulated under Section 11521 of Part 115. Please contact Mr. Aaron Hiday by phone at 517-282-7546 or by e-mail at <a href="https://discrete-hidayA@Michigan.gov">HidayA@Michigan.gov</a>, and to discuss composting management options for the Village of Newberry. Please refer to the handy composting link shown below to help you determine the composting management options for the Village of Newberry.

https://www.michigan.gov/documents/deg/Visio-Compost flowchart web version 226545 7.pdf.

EGLE reserves the right to take further investigative action and/or escalated enforcement regarding this matter. If you have any questions concerning this matter, please contact me at the number below or by e-mail at <a href="mailto:StcyrC1@Michigan.gov">StcyrC1@Michigan.gov</a>.

Sincerely,

Carolyn St. Cyr, P.E.

Carolyn & lex

Senior Environmental Engineer Materials Management Division

906-250-1448

cc: Ms. Allison Watkins, Village of Newberry Interim Manager

Mr. Phil Roycraft, EGLE Detective Elton Luce, EIS Mr. John Ozoga, EGLE

Mr. Aaron Hiday, EGLE

User:	9/
GARY	2020
	09:34
	AM

DB: Newberry Villag

BUDGET REPORT FOR NEWBERRY VILLAGE

Page:

1/3

Fund: 591 Water Fund

Calculations as of 12/31/2020

ESTIMATED REVENUES
Dept 000
591-000-551.000 ST
591-000-645.000 WP
591-000-645.200 SE
591-000-645.500 WP TOTAL ESTIMATED REVENUES GL NUMBER Totals for dept 000 -STATE GRANT - MDARD
WATER SALES
SERVICE FEES - WATER
WATER- PENALTIES & LATE FEES
INTEREST EARNED DESCRIPTION 937,606 450 12,429 951,794 951,794 2018 AMENDED BUDGET 1,309 9,905 928,000 950,605 950,605 2019 AMENDED BUDGET 10,500 2,200 940,000 500 11,000 2020 ORIGINAL BUDGET 953,500 953,500 2,000 940,000 500 11,000 2,000 953,500 953,500 AMENDED BUDGET 2020 2020 ACTIVITY THRU 12/31/20 681,131 26 2,485 1,678 685,320 685,320 2020 PROJECTED ACTIVITY 914,000 200 6,000 2,000 922,200 922,200

# BUDGET REPORT FOR NEWBERRY VILLAGE Fund: 591 Water Fund

Page:

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Calculations as of 12/31/2020

APPROPRIATIONS Dept 536 - WATER 591-536-702.000 591-536-703.000 591-536-710.000 591-536-712.000 591-536-714.000 591-536-714.000 591-536-714.000 591-536-714.000 591-536-714.000 591-536-721.000 591-536-722.000 591-536-722.000 591-536-725.000 591-536-725.000 591-536-726.000 591-536-729.000 591-536-729.000 591-536-729.000 591-536-729.000 591-536-729.000 591-536-729.000 591-536-729.000 591-536-910.000	GL NUMBER
SYSTEM WAGES SALARIES COMPENSATION-ELECTED VACATION PAY HOLIDAY PAY EMPLOYER'S FICA UNEMPLOYMENT HEALTH INSURANCE BUYOUT OVERTIME LONGEVITY FUNERAL LEAVE RETIREMENT - MERS - EMPLOYER P MEDICAL SCREENING - PRE EMPLOY HOSPITALIZATION VISION H S A DENTAL SICK PAY WORKERS' COMPENSATION LIFE INSURANCE FINAL PAYOUT SETTLEMENT OFFICE SUPPLIES OPERATING SUPPLIES OPERATING SUPPLIES OPERATING SUPPLIES OPERATION EXPENSE IT SOFTWARE TOOLS & EQUIP UND CAP THRESH GAS, OIL & GREASE UNIFORMS CDL LICENSE BUILDING MAINTENANCE PROFESSIONAL & CONTRACTUAL LEGAL COLLECTION EXPENSE TELEPHONE POSTAGE ADMINISTRATIVE ALLOCATION PUBLISHING & PRINTING PROFESSIONAL DEVELOPMENT TRAVEL MEMBERSHIPS & SUBSCRIPTIONS HEAT REPAIRS & MAINTENANCE POSTAGE PROPERTY LIABILITY INSURANCE PROPERTY LIABILITY INSURANCE EQUIPMENT RENTAL MISCELLANGOUS DEPRECIATION EXPENSE BOND RESERVE CAPITAL OUTLAY BUILDING CAPITAL OUTLAY PRINCIPAL 2005 BOND RESERVE 2005	DESCRIPTION
115,539 13,486 2,850 11,052 6,000 14,512 8,541 10,000 5,382 1,000 28,532 43,572 4,000 10,228 1,463 1,463 1,4600 10,000 11,000 26,000 10,000 11,000 27,000 11,000	2018 AMENDED BUDGET
116,000 44,000 18,000 18,000 16,000 16,000 17,500 11,681 11,681 11,000 1	2019 AMENDED BUDGET
145,440 70,000 170,000 114,000 17,500 17,240 17,240 17,240 17,000 80,000 11,000	2020 ORIGINAL BUDGET
145,440 70,000 2,200 14,000 17,500 17,500 17,240 1,000 44,000 80,000 11,681 11,681 11,681 11,000 1,500 1,500 11,000	2020 AMENDED BUDGET
46,674 37,113 1,612 4,265 4,045 8,098 8,098 6,035 3,335 29,548 6,035 3,337 2,000 2,000 1,265 1,265 1,265 1,265 1,265 1,152 6,431 1,525 1,529 1,529 1,529 1,529 3,386 11,525 3,286 5,000	2020 ACTIVITY THRU 12/31/20
70,000 2,200 1,000	2020 PROJECTED ACTIVITY

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BUDGET REPORT FOR NEWBERRY VILLAGE Fund: 591 Water Fund

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Calculations as of 12/31/2020

BEGINNING FUND BALANCE	NET OF REVENUES/APPROPRIATIONS - FUND 591	TOTAL APPROPRIATIONS	Totals for dept 536 - WATER SYSTEM	591-536-992.400 INTEREST 2014 WATER BOND	591-536-992.300 INTEREST 2009 JR WATER BOND	ER S	GL NUMBER DESCRIPTION	
	FUND 591		rem	WATER BOND	JR WATER BOND			
2,455,866 2,455,864	(2)	951,796	951,796	126,470	11,055	81,840	BUDGET	2018 AMENDED
2,482,890 2,483,311	421	950,184	950,184	124,249	10,890	80,396	BUDGET	2019 AMENDED
2,456,755 2,459,649	2,894	950,606	950,606	122,000	11,000	79,000	BUDGET	2020 ORIGINAL
2,456,755 2,459,649	2,894	950,606	950,606	122,000	11,000	79,000	BUDGET	2020 AMENDED
2,456,755 2,721,986	265,231	420,089	420,089	60,956	10,684	78,870	THRU 12/31/20	2020 ACTIVITY
2,456,755 2,474,019	17,264	904,936	904,936	122,000	11,000	79,000	ACTIVITY	2020 PROJECTED

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# BUDGET REPORT FOR NEWBERRY VILLAGE Fund: 582 Electric Fund

Calculations as of 12/31/2020

GI NUMBER	DESCRIPTION	2018 AMENDED BUDGET	2019 AMENDED BUDGET	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	2020 ACTIVITY THRU 12/31/20	2020 PROJECTED ACTIVITY
ESTIMATED REVENUES	JES						
Dept 000							
582-000-551.000	STATE GRANT - MDARD		9,905				
582-000-644.000	ELECTRIC SALES	2,120,185	2,088,022	2,200,000	2,200,000	1,497,467	2,000,000
582-000-644.100	MERCURY VAPOR SALES	23,017	22,000	22,000	22,000	16,830	22,000
582-000-644.200	SERVICE FEES-ELECTRIC	43,069	34,000	36,000	36,000	7,332	11,000
582-000-644.300	ENERGY OPTIMIZATION PROGRAM FE	38,316	34,000	38,000	38,000	25, 935	36,000
582-000-644.400	CREDIT CARD FEE REVENUE	2,373					
582-000-644.500	ELECTRICITY-PENALTIES & LATE	27,628	18,000	20,000	20,000	7,139	10,000
582-000-644.650	SAVE THE BELLS	2,147	1,450	1,000	1,000	2,381	2,800
582-000-665.000	INTEREST EARNED	965	580	600	600	468	600
582-000-665.100	INTERST SAVE THE BELLS		58	60	60	34	60
582-000-719.000	BC/BS WITH HOLDING	1,851					
Totals for dept 000 -	000 -	2,259,551	2,208,015	2,317,660	2,317,660	1,557,586	2,082,460
TOTAL ESTIMATED REVENUES	EVENUES	2,259,551	2,208,015	2,317,660	2,317,660	1,557,586	2,082,460

BUDGET REPORT FOR NEWBERRY VILLAGE Fund: 582 Electric Fund

Calculations as of 12/31/2020

Dept 583 - GENERAL 582-583-702.000 V582-583-705.000 V882-583-705.000 V882-583-710.000 V882-583-712.000 V882-583-712.000 V882-583-713.000 V882-583-715.000 V882-583-715.000 V882-583-719.000 V882-583-719.000 V882-583-724.000 V882-583-725.000 V882-583-725.000 V882-583-725.000 V882-583-725.000 V882-583-725.000 V882-583-725.000 V882-583-725.000 V892-583-725.000	582-000-96.000  Totals for dept  Dept 582 - ELECT 582-582-702.000 582-582-703.000 582-582-709.000 582-582-713.000 582-582-713.000 582-582-711.000 582-582-719.000 582-582-719.000 582-582-721.000 582-582-721.000 582-582-721.000 582-582-721.000 582-582-721.000 582-582-721.000 582-582-752.000 582-582-801.000 582-582-801.000 582-582-801.000 582-582-801.000 582-582-801.000 582-582-801.000 582-582-801.000 582-582-901.000 582-582-901.000 582-582-901.000 582-582-901.000 582-582-901.000 582-582-901.000 582-582-901.000 582-582-901.000 582-582-901.000 582-582-901.000 582-582-901.000 582-582-901.000 582-582-901.000 582-582-901.000	GI NUMBER  APPROPRIATIONS Dept 000
AL EXPENSES WAGES SALARIES SALARIES VACATION PAY HOLIDAY PAY EMPLOYER'S FICA UNEMPLOYMENT HEALTH INSURANCE BUYOUT RETIREE HEALTH INS BUYOUT WAGES - OVERTIME FUNERAL ALLOWANCE RETIREMENT-MERS-EMPLOYER P MEDICAL SCREENING - PRE EMPLOY HOSPITALIZATION HOSPITALIZATION HOSPITAL INS RETIREE H S A SICK PAY WORKERS' COMPENSATION LIFE INSURANCE SETTLEMENT LICENSE FEES OFFICE SUPPLIES	dept 000 -  ELECTRIC DISTRIBUTION  000 WAGES  000 SALARIES  100 COMPENSATION-ELECTED  000 ADMIN VACATION  EMPLOYER'S FICA  000 WAGES - OVERTIME  000 RETIREMENT - MERS - EMPLOYER P  HOSPITALIZATION  H S A  000 SICK TIME  LIFE INSURANCE  000 OFFICE SUPPLIES  100 OPERATING SUPPLIES  100 OPERATING SUPPLIES  100 OPERATING SUPPLIES  100 CREDIT CARD FEE EXPENSE  TELEPHONE  100 POSTAGE  100 POSTAGE	DESCRIPTION
29,555 6,679 16,981 4,824 11,723 1,571 9,304 3,641 13 395 37,525 38,754 7,533 14,529 2,263 531	10,245 10,245 42,484 9,431 3,625 1,031 4,071 1,047 4,449 2,054 3,992 1,354 31,354 31,336 1,128 36,614 5,673 1,776 1193 5,689 1,48 2,608 2,608 861	2018 AMENDED BUDGET
15,000 46,000 20,000 7,400 7,400 100 200 1,000 16,500 1,500 4,310 10,000 3,500 4,310 1,000 1,000 1,000 1,000	106,000 2,500 8,873 7,000 30,500 30,500 5,871 500 10,000 10,000 10,000 10,000 10,000 11,000 10,000 11,000 11,500 300 300 300 300 300 11,500 11,500 11,500 11,500	2019 AMENDED BUDGET
21,703 69,000 17,000 6,000 7,000 1,000 1,000 23,000 40,000 12,000 4,310 12,000 3,500 2,000 2,000 1,000	107,100 2,500 8,500 5,000 30,000 5,871 1,500 450 450 700 12,000 25,000 500 500 500 500 500 25,000 25,000 25,000 25,000 25,000 25,000 25,000 25,000 25,000 25,000 27,000 27,000 27,000 27,000 27,000	2020 ORIGINAL BUDGET
21,703 69,000 17,000 6,000 7,000 1,000 1,000 200 112,000 40,000 12,000 3,500 3,500 2,000 1,000	107,100 2,500 8,500 5,000 28,000 30,000 5,871 1,500 4,000 4,000 25,000 25,000 500 500 500 500 500 500 500	2020 AMENDED BUDGET
10,146 42,636 9,622 3,995 6,344 6,344 72 11,012 3,518 3,518 3,5865 6,392 1,702 1,702 2,000 169	51, 162 47,779 1,613 1,411 8,039 3,472 39,238 20,539 4,750 1,345 24 3,073 3,073 31 15,051 3,647 203,708	2020 ACTIVITY THRU 12/31/20
15,000 60,000 17,000 7,000 1,000 1,000 1,000 16,000 16,000 4,310 9,000 3,500 2,000 2,000 500	75,000 70,000 2,500 2,500 10,000 5,000 63,000 30,000 5,871 2,000 4,000 55,000 55,000 500 500 500 500	2020 PROJECTED ACTIVITY

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# BUDGET REPORT FOR NEWBERRY VILLAGE Fund: 582 Electric Fund

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Dept 585 - BUILDING 582-585-702.000 WA 582-585-703.000 SA	582-583-767.000 CI 582-583-768.000 CI 582-583-801.200 II 582-583-801.200 II 582-583-802.000 II 582-583-851.000 PI 582-583-910.000 PI 582-583-915.000 PI 582-583-915.000 PI 582-583-915.000 II 582-583-915.000 PI 582-584-713.000 PI	GL NUMBER I APPROPRIATIONS Dept 583 - GENERAL 582-583-752.009 582-583-752.100 582-583-753.000 582-583-759.000	
ING MAINTENANCE WAGES SALARIES	OLTHING - UNIFORMS OL LICENSE SOCAL SCAL SCAL DALECTION EXPENSE ELEPHONE STAGE MINISTRATIVE ALLO DELISHING & PRINTI ROFESSIONAL DEVELO AVEL EMBERSHIPS & SUBSC EAT STAGE MINISTRATIVE ALLO DEVELO NOFESSIONAL DEVELO NOFESSIONAL DEVELO NOFESSIONAL DEVELO NOFESSIONAL DEVELO NOFESSIONAL DEVELO NOFESSIONAL DEVELO EMBERSHIPS & SUBSC EAT SUPPLICE & WORKSHO ROFETY LIABILITY SCELLANEOUS VICENTI N LIEU OF EPRECIATION EXPENS UIPMENT RESERVE LUTLAL OUTLAY BUIL NICETAL NOTES PAY ALNCIPAL NOTES PAY ALNCIPAL NOTES PAY NINCIPAL NOTE PAYAB UTEREST NOTE AUTOR	DESCRIPTION  VAL EXPENSES BANK FEES OPERATING SUPPLIES IT SOFTWARE TOOLS & EQUIP (UND CAP THRESH) GAS OIL & GREASE - ELECTRIC	
56,779 2,317	1, 112 72, 716 604 604 52 8, 088 1, 078 88, 959 1, 098 8, 959 1, 476 9, 1126 8, 126 8,	2018 AMENDED BUDGET  1,170 1,978 24,092 487 2,856	)
8,000	14,000 10,000 1,200 4,000 3,100 3,100 6,000 6,000 16,953 30,000 16,953 30,000 16,953 30,000 16,953 30,000 16,953 30,000 16,953 10,000 10,0	2019 AMENDED BUDGET  400 3,500 4,500 5,00 3,500 3,500	)
8,000	15,000 8,000 1,500 3,000 1,500 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,500 1	2020 ORIGINAL BUDGET  600 3,000 5,000 5,000	)
8,000	15,000 15,000 1,500 1,500 1,500 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,500	2020 AMENDED BUDGET 600 3,000 5,000 5,000	)
6,981	1, 168 11, 543 202 2, 312 2, 089 5, 978 11, 587 13, 027 13, 027 13, 027 14, 845 6, 713 2, 025 2, 445 2, 445 2, 12, 927 1, 5865 1, 587 1, 587 2, 12, 927 1, 5865 1, 679 2, 12, 927 1, 5865 1, 679 2, 12, 927 1, 5865 1, 699 1, 699 1, 699 1, 699 1, 699 1, 699 1, 699 1, 699 1, 699 1, 699 1, 699 1, 699 1, 699 1, 699 1, 699 1, 698 1, 699	2020 ACTIVITY THRU 12/31/20 290 3,399 2,336 281 1,269	)
8,000	3,000 15,000 5,000 4,000 3,000 1,000 1,000 1,000 20,000 14,000 25,000 14,000 25,000 1,5	2020 PROJECTED ACTIVITY  600 4,500 5,000 4,000	)

# BUDGET REPORT FOR NEWBERRY VILLAGE Fund: 582 Electric Fund

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BEGINNING FUN FUND BALANCE ENDING FUND !	NET OF REVENUES/A	TOTAL APPROPRIATIONS	Totals for dept	Dept 588 - SAVE 582-588-752.200	Totals for dept	Dept 587 - ENERGY 582-587-752.000 582-587-801.000	Totals for dept	582-586-926.100 582-586-926.200	582-586-926.000	582-586-713.000 582-586-801.000	582-586-709.000	Dept 586 - PURC	Totals for dept	582-585-940.000	582-585-929.000	582-585-801.000	582-585-753.000	582-585-752,100	582+585-752 000	582-585-719.000	582-585-717.000	582-585-713.000	Dept 585 - BUIL: 582-585-709.000	ATI	GL NUMBER	
BEGINNING FUND BALANCE FUND BALANCE ADJUSTMENTS ENDING FUND BALANCE	REVENUES/APPROPRIATIONS - FUND 582	ONS	588 - SAVE THE BELLS	THE BELLS SAVE THE BELLS EXPENSES	587 - ENERGY OPTIMIZATION	GY OPTIMIZATION OFFICE SUPPLIES - ENERGY OPT PROFESSIONAL & CONTRACTUAL	586 - PURCHASED POWER	MISO ENERGY MONTHLY EXPENSE	PURCHASED POWER	WAGES - OVERTIME PROFESSIONAL AND CONTRACTURAL	EMPLOYER'S FICA	PURCHASED POWER	585 - BUILDING MAINTENANCE	H	TRANSPORTATION REPAIRS & MAINTENANCE	PROFESSIONAL AND CONTRACTURAL	TOOLS & EQUIP UND CAP THRESHOL	OPERATING SUPPLIES	OFFICE CHRRITTES	HOSPITALIZATION	RETIREMENT - MERS - EMPLOYER P	WAGES - OVERTIME	BUILDING MAINTENANCE		DESCRIPTION	
1,732,621 (281,442) 1,448,552	(2,627)	2,262,178	2,314	2,314	49,793	30 49,763	1,208,729	145,619 37,739	1,021,326	91 1.579	107		81,728		1,210	14,054		764	,	695	255	2.142	) NO.		AMENDED BUDGET	2018
1,641,629 1,966,542	324,913	1,883,102			40,000	40,000	1,162,700	150,000 35,000	975,000	2.500			28,155	300	1,000	12,000	1,000	100	G	3,000	750	500	1 000		AMENDED	2019
2,047,305	13,356	2,304,304	1,000	1,000	40,000	40,000	1,287,700	150,000 35,000	1,100,000	2.500 2.500			40,970	300	5,000	15,000	5,000	500	20	3,400	750	1 000	1 000		ORIGINAL BUDGET	2020
2,047,305 2,060,661	13,356	2,304,304	1,000	1,000	40,000	40,000	1,287,700	150,000 35,000	1,100,000	2.500			40,970	300	5,000	15,000	5,000	500	520	3,400	750	1 000	1 000		AMENDED	2020
2,047,305 2,379,125	331,820	1,225,766	34		18,803	18,803	760,316	110,703 23,207	625,575	B 31			10,535		ប្រា		!	20		2,181	636	157	л Э л		ACTIVITY THRU 12/31/20	2020
2,047,305 2,083,304	35,999	2,046,461	1,000	1,000	25,000	25,000	1,137,700	150,000 35,000	950,000	2 500 2 500			17,470	300	1.000		500	500	7 20	3,400	750	1,000	1 000		PROJECTED ACTIVITY	2020

### Village of Newberry Ordinance Committee Meeting Minutes Electronic Meeting Thursday, October 1, 2020 9:30 AM

- 1. CALLED TO ORDER AT 9:31 AM
- 2. Roll Call;

Present: Stokes, Hendrickson, IVM Watkins

Absent: Hardenbrook

- 3. PUBLIC COMMENT; None Present
- 4. UNFINISHED BUSINESS
  - A. Ordinance 29; No new work done to date
- B. Ordinance 53; Reviewed and edited working draft of Duties of Village Council Members and Village Council Committees:
- 1. Add language to clarify the number of Council/Committee members needed to attend and responsibility to contact Alternate for attendance in the case of not being able to attend meeting.
- 2. Add language pertaining to the number of Council members in attendance that may indicate a majority and the non-participation of council members attending as guests and not committee members.
- 3. Add language on how many committee members must be present to make motions and recommendations to Council
  - C. Ordinance 18; Snowmobile Ordinance
- 1. Motion by Hendrickson, support by Stokes to recommend to Council that the Snowmobile Curfew within the village limits be at 12 midnight. AYES; all Absent; Hardenbrook
  - 5. **NEW BUSINESS** 
    - A. Ordinance for Garbage Service/Franchise Fee
- 1. Suggest to Council that an Ad-Hoc Committee be established to concentrate on this subject.
  - B. Next meeting date is Thursday, November 5, 2020; 9:30 AM
  - 6. PUBLIC COMMENT; None Present
  - 7. ADJOURNED at 11:14 AM

# Village of Newberry Management Committee Meeting Agenda Wednesday, September 17, 2020 9:30 AM Electronic Meeting

### 1. CALLED TO ORDER at 9:31 AM

Present; Lori Stokes, Catherine Freese, Allison Watkins Absent; Dan Hardenbrook

- 2. PUBLIC COMMENT; none present
- 3. UNFINISHED BUSINESS
- A. Tabled; Consent Agenda
- B. Tabled; Excused/unexcused absences at council/board meetings.
  - 1. Language for inclusion in Rules of Procedure and Ethics Policy

### 4. NEW BUSINESS

- A. Village Manager Contract
- 1. Reviewed draft prepared by IVM Watkins. Draft was emailed to Village Attorney Jocks for review but no response from him yet.
- 2. Per the draft contract, an annual performance evaluation will be conducted. The committee had started work on an evaluation

format previously, so will take up that project once again. Freese had taken the lead on that and will continue to do so.

- B. Discussion held on designating a member of council to be the point of contact to sign the IVM/VM's request for time off in the future. *Motion by Freese, support by Stokes to recommend to Council that the Village President be the designated point of contact to sign the time off requests presented by the Interim Village Manager/Village Manager.* Ayes; all
- C. Next meeting will be held on Wednesday, October 7, 2020 at 9:30 AM
- 5. PUBLIC COMMENT; none present
- 6. ADJOURNED at 9:54 AM Lori A. Stokes, Village of Newberry President

# Village of Newberry Management Committee Meeting Minutes Wednesday, October 7, 2020 9:30 AM Electronic Meeting

1. CALLED TO ORDER; 9:30 AM

Present: Stokes, Freese, Watkins

Absent: Hardenbrook

2. PUBLIC COMMENT; None present

### 3. UNFINISHED BUSINESS

- A. Excused/unexcused absences at council/board meetings.
- 1. Language for inclusion in Rules of Procedure and Ethics Policy in progress. Waiting for results on possible new legislation

for continuing virtual meetings.

- B. Village Manager Contract
- 1. Reviewed draft prepared by IVM Watkins and reviewed once by Attorney Jocks. Stokes will email the draft to the council as
  - a whole and CC Jocks in preparation for presenting to council at next meeting.
  - 2. Village Manager's Annual performance evaluation in progress.

### 4. NEW BUSINESS

- A. Next meeting will be held on Wednesday, November 11, 2020 at 9:30 AM
- 5. PUBLIC COMMENT; none present
- 6. ADJOURNED at 10:10 AM

# VILLAGE OF NEWBERRY



302 East McMillan Avenue, Newberry, MI 49868 Phone: 906-293-3433 Fax: 906-293-8890

## Newberry Fire Dept. Chief John Wendt September 2020

Newberry Fire Department Report of Events for September 2020.

9-17-2020 Paged out at approx.. 0350hrs to a report of smoke coming out the windows at 511 East Ave. B when arrived there was nothing going on, we also checked West Ave. B as well with nothing going on there either had dispatch call caller back no answer.

9-20-2020 Paged out at approx.. 1504hrs to P.I. accident near upper falls. Motorbike.

9-25-2020 paged out at approx.. 2130hrs to Pleasant Moose Lodge for report of smell of wire burning nothing found.

9-26-2020 paged out at approx.. 1528hrs to 411 East Harrie Street neighbor called in burning and smoke, fire was put out.

9-26-2020 paged out at approx.. 2209hrs to Helen Newberry Joy for alarm going off nothing going on when arrived.

### Notes

The bell from top of the fire hall that was restored several years ago has been mounted on a cement pad in front of the fire hall for display and in honor of all prior members of the Newberry Fire Department.

Hose inventory was completed this month on all trucks and at the hose in all.

# VILLAGE OF NEWBERRY



302 East McMillan Avenue, Newberry, MI 49868 Phone: 906-293-3433 Fax: 906-293-8890

## Newberry Wastewater Treatment Plant Department of Public Works

George Blakely Superintendent October 2020 Report

### Wastewater Treatment

- Monthly report submitted to EGLE
- Staff Safety Meeting
- Routine Preventive Maintenance
- FSO in for fall Bio-solids haul to Craigs farm
- Started cleaning of stumps and brush
- Catch Basin soil hauled to land fill
- Bio-solids annual reports filed with EGLE
- New NPDES has been renewed until 2025

### Department of Public Works

- Garbage pick up
- Work orders
- Employee off for National Guard Duty
- Fixing potholes
- Alley clean up preparing for winter
- Nearing end of SAW
- Set up Salt Storage
- Replaced curbing on Ave. C and Truman Blvd.
- Doing inventory of manhole covers and street signs

# **VILLAGE OF NEWBERRY**



302 East McMillan Avenue, Newberry, MI 49868 Phone: 906-293-3433 Fax: 906-293-8890

## Newberry Water and Light Dept. Dan Kucinskas Water and Light Supt. September 2020

- ✓ Lead/Copper water testing
- ✓ Monthly Water Testing
- ✓ Red Tags
- ✓ Disconnects/Reconnects
- ✓ Meter Reading Commercial/High Users
- ✓ Collecting Water Meter Sizes
- ✓ Daily Well Inspections
- ✓ Substation Oil Testing
- ✓ Seasonal On/Off
- ✓ Inspecting Water Valve Leak
  (Scheduled Repair E Truman and Vulcan)
- ✓ Water Testing at Wells
- ✓ Outages From Squirrels (Ordered Animal Guards)
- ✓ Call Out Vehicle Hit Light Pole
- ✓ Ordered Replacement Parts For Light (Billed Customer)
- ✓ Interviewed Potential Lineman
- ✓ Call Out Broken Switch
- ✓ Multiple Miss Digs
- ✓ Replace 1" Water Meter At Ice Rink

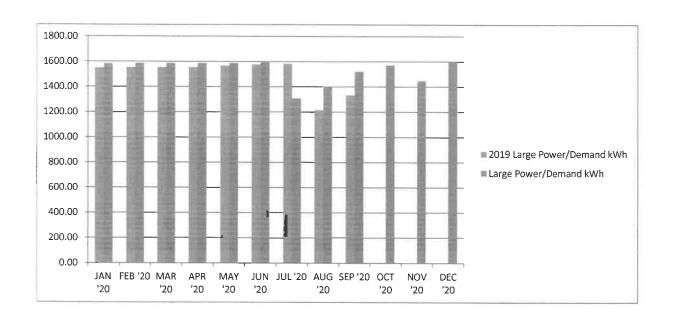
Anyone who thinks fallen leaves are dead has never watched them dancing on a windy day.

						- 0707	117	2000	2020 - LEECTING CONSOINT HOIN / BILLING	SILLING SILLING						
		_	RESIDENTIAL	AL			CO <	COMMERCIAL			LARG	LARGE POWER			DEMAND	Q Q
	ER	METERS	ER	EO	ER	23	METERS	EC	EC	91	METERS	91	FUEL ADJ	DEMAND	METERS	DEMAND
2020	ΚW		FUEL ADJ	BASE	AMT BILLED	KW		FUEL ADJ	AMT BILLED	KW		AMT BILLED				AMT BILLED
JAN	832976.00	1182 \$	15,040.05 \$		1,183.66 \$ 86,658.08	286253.00	214 \$	\$ 5,159.08	\$ 33,347.17	525822.00	15	\$ 27,730.45	\$ 9,714.22	2 1549.00		13 \$ 14,255.40
FEB	671768.00	1182 \$	9,439.81 \$	П	953.03 \$ 69,743.65	263045.00	212 \$	\$ 3,679.42	\$ 30,564.96	499799.00	15	\$ 26,341.99	\$ 7,155.99	L		\$ 14.255.40
MAR	732342.00	1184 \$	10,287.87	10,287.87 \$ 1,034.94 \$	\$ 75,759.70	276837.00	211 \$	\$ 3,856.63	\$ 32,053.12	471974.00	15	\$ 24,885.64	\$ 6,853.49	9 1554.00		·s
APR	623176.00	1183 \$	8,752.78 \$	\$ 884.07 \$	\$ 64,763.90	242918.00	211 \$	\$ 3,408.05	\$ 28,388.25	514206.00	15	\$ 27,091.55	\$ 7,320.22	2 1554.00	0 13	
MAY	615003.00	1182 \$	8,705.11 \$	\$ 879.39	\$ 64,404.82	243855.00	211	\$ 3,418.81	\$ 28,417.00	599401.00	15	\$ 31,590.18	\$ 8,520.81			
NO	474513.00	1180 \$	6,709.13 \$	\$ 679.22 \$	\$ 49,683.92	196976.00	210 \$	\$ 2,767.67	\$ 22,919.67	288296.00	15	\$ 15,224.19	\$ 4,129.27			. 50
Ϋ́	629224.00	1186 \$	7,660.50 \$		900.70 \$ 65,890.92	269733.00	211 \$	\$ 3,264.54 \$	\$ 31,475.34	779018.00	15	\$ 41.026.29	\$ 9.502.07	1		\$ 14.360.76
AUG	622357.00	1183 \$	7,570.92 \$	\$ 09.068 \$	\$ 65,174.60	317816.00	212 \$	\$ 3,845.86 \$	\$ 37,193.82	446385.00	15	\$ 23,468.70	\$ 5.424.25	╄		\$ 12.050.39
SEPT	607408.00	1185 \$	7,387.49	\$ 869.22	\$ 63,609.74	261178.00	211 \$	\$ 3,164.07 \$	\$ 30,513.32	487612.00	15 6	\$ 25.752.09 \$	1	L		
OCT													ш	╀		,
NOV																
DEC																
TOTAL	5808767.00	10647.00 \$	81,553.66	8274.83	\$ 605,689.33	2358611.00	1903.00	1903.00 \$ 32,564.13 \$	\$ 274,872.65	4612513.00	135.00 \$	\$ 243,111.08 \$ 64,608.92	\$ 64,608.5	2 13487,00		117.00 \$ 124.693.11
AVG	645418.5556	1183	9061.517778	919.4255556	67298.81	7444 262067 8889 211 4444 3618 236657	211 4444	3618 236667		305/11 A0556 513501 AAAA	112	מחוד ממני ג	OUCE OF SE	27 000 7	ı	

TOTAL Kwh 12793.38 AVERAGE MET 1422.44444

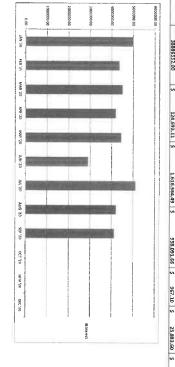
Water & Light
Electric Demand Report Large Power/Industrial 2020

	T		
MONTH:	LG POWER/INDUSTRIAL	BILI	LED AMOUNT
DEC'19	1531.00	\$	14,113.58
JAN '20	1549.00	\$	14,255.40
FEB '20	1553.00	\$	14,255.40
MAR '20	1554.00	\$	14,255.40
APR '20	1554.00	\$	14,255.40
MAY '20	1567.00	\$	14,353.80
JUN '20	1577.00	\$	14,353.80
JUL '20	1583.00	\$	14,360.76
AUG '20	1216.00	\$	12,050.39
SEP '20	1334.00	\$	12,552.76
OCT '20			
NOV '20			
DEC '20			



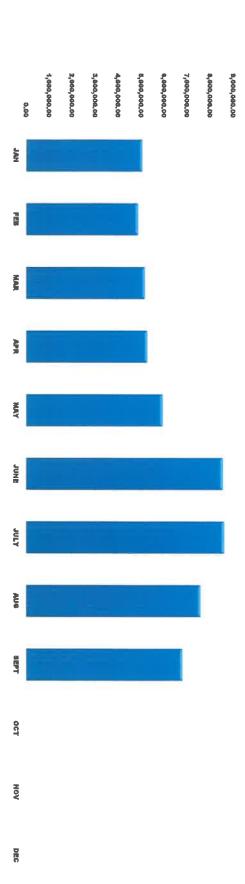
Water & Light Billed Electric kWh Report - 2020

Head-Command   Defin Bullion   Res/Command	\$ 1,288,637,86 \$ 1	s	294,437.93 \$	_	\$ 1,072 237.04 \$	981,563.24	743 490,49	\$ 47,117,75 \$	111,430,38	25,883.60 \$	\$ 967.10 \$	558,091.66	1 616 564.49 \$	124 693.11 \$	38886552.00 \$	
H. RES/COM MUN. DEM. BILLTO RES/COM BILL CONSUMERS MPPA MUSO ATC CECAMPRO 2000  4876/984 (TO \$ 142554 O \$ 12137428 \$ 74255 C \$ 1286 \$ 39702 \$ 112452 O \$ 5.559.71 \$ 5.059.90 \$ 142554 O \$ 12137428 \$ 74255 C \$ 1213742 \$ 12	94,672.40 \$ 102,589.66 \$ 123,757.90 \$ 118,349.60 \$ 157,862.67	\$ 102,589.66 \$ 123,757.90 \$	\$ 102,589.66 \$	s	94,672.40	٠.		v								DEC '20
RES/COMMINI   DEM. BILLTO   RES/COM BILL   CONSUMERY   MISO   MTC   CECHNO   2000 PAID	94,303.42 \$ 95.811.47 \$ 114,041.05 \$ 103,927.00 \$ 64.483.12	\$ 95.811.47 \$ 114,041.05 \$	\$ 95.811.47 \$	s	94,303,42			s								NOV 20
RES/COMMANN   DEM. BILLTO   RES/COM BILL   CONSUMERS   MIPPA   MISO   APC   CECHYMRO   2001 MATC   S   1292 MATC   S   2002	75.035.13 \$ 84.092.82 \$ 97.767.67 \$ 107.256.72 \$ 122.946.54	\$ 84.092.82 \$ 97,767.67 \$	5 84.092.82 \$	s.	75,035.13			S								007.70
Region   Part   Region   Reg	79,439.06 \$ 85.710.61 \$ 98.627.29 \$ 115,892.05 \$ 93.525.67	\$ 85,710.61 \$ 98,627.29 \$	\$ 85,710.62 \$	us	139.06	79,4	74,884.12	\$ 5,224.79 \$	12,869.62	2,806.88 \$	109.42 \$	53.873,41	170 010.62 \$	12,552.76 \$	4129384.00 \$	SEP '20
RES/COM NAYN   DEM, BILLD   RES/COM BILL   CONSUMERS   MIPPA   MISO   ATC   CECHTOBO   2020 Mag	.43 \$ 115,480,83 \$ 102,013,56 \$ 118,956,76 \$ 55,814,19	\$ 115.480.83 \$ 102,013.56 \$	\$ 115,480.89 \$	s	43	80,431.43	80 026.04	\$ 5,352.63 \$	11 295.94	1,270.79 \$	71,13 \$	61,035.55	174,980.62 \$	12.050.39 \$	4208646.DO \$	AUG 20
RES/COM NATE   RES/COM BILL   RES/	65 \$ 90.756.59 \$ 102.915.90 \$ 60.546.96 \$ 74.453.89	\$ 90.756.59 \$ 102.915.90 \$	\$ 90.756.59 \$	v	65	85,289.65	87,721.08	\$ 5,424.34 S	12 557.62	3,114,48 \$	\$ 198.81 \$	66,425.83	195.267.73 \$	14,360.76 \$	5118965.00 \$	JUL 20
RES/COM NATA   DEM, BILLED   RES/COM BILL   CONSUMERS   MAPPA   MISO   ATC   CECHYDDO   2020 MAPPA   2021	75 \$ 82,250.55 \$ 103,696.18 \$ 106,919.67 \$ 121,802.87	\$ 82,250.55 \$ 103,696.18 \$	\$ 82,250.55 \$	ţ,	75	75.983.79	75,428.75	5 5.391.10 S	12,492 20	3,119.14 \$	5 106.23 \$	54,320.08	135,118.10 \$	14,353.80 \$	2917397.00 \$	JUN '20
RES/COM NATA   DEM, BILLD   RES/COM BILL   CONSUMERS   MPPA   MISO   ATC   CECHYDDO   2020 PAG	79 \$ 99,338.04 \$ 98,979.16 \$ 121,856.40 \$ 145,099.13	\$ 99,338.04 \$ 98,979.16 \$	S 99,338.04 S	v	79	84,813,79	74,634.28	\$ 5,344.35 \$	12 492 20	2,558.83 \$	20.33 \$	54.218.57	180,546.59 \$	14.353.80 \$	4445739.00 \$	MAY 20
RES/COM NAVA         DEM, BILLED         RES/COM BILL         CONSUMERS         MIPPA         MISO         ATC         CECHYCIDE         2000 FM         2001           48000478 00         \$         112,752.23         \$         12,3762.23         \$         12,3762.23         \$         12,385.20         \$         200,072.00         \$         5,505.71         \$         5,505.71         \$         88,399.51         \$         11,245.20         \$         5,050.71         \$         88,399.51         \$         8,000.71         \$         11,245.20         \$         5,050.71         \$         88,399.51         \$         8,000.71         \$         11,245.20         \$         5,050.51         \$         88,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14         \$         8,745.14	9 \$ 106,956.15 \$ 108,494.00 \$ 98,265.91 \$ 114,707.13	\$ 106,956.15 \$ 106,494.00 \$	\$ 106,956.15 \$	s	9	95,210.19	78,936.48	\$ 5,084.80 \$	12 492.20	2,727.70 \$	53.93 \$	58,577.85	174,825,40 \$	14,255.40 \$	4193128.00 \$	APR '20
RES/COM NATA         DEM, BILLED         RES/COM BILL         CONSUMER'S         MIPPA         MISO         ATC         CECHYDBO         2000 PAID         2011           90000780         \$         142,525.0         \$         213,742.93         \$         129,522.1         \$         128,927.0         \$         220,727.0         \$         20,000.7         \$         1,245.00         \$         5,150.71         \$         88,399.51         \$	07 \$ 62,464.90 \$ 114,411.84 \$ 130,780.97 \$ 135,195.29	\$ 62,464.90 \$ 114,411.84 \$	5 62,464.90 \$	\$	07	99,435.07	87,456.14	\$ 5,085,13 \$	12 492.20	1,907.79 \$	60.89 \$	66 910.13	189 774.87 \$	14,255.40 \$	4510231.00 \$	MAR '20
RES/COM AVM DEM. BILLED RES/COM BILL CONSUMERS MPPA MISO ATC CECHYDRO 2020 PAID 2011 S001 S001 S001 S001 S001 S001 S001	4 \$ 119,847.55 \$ 111,398.64 \$ 10,655.98 \$ 168,324.53	\$ 119,847.55 \$ 111,398.64 \$	\$ 119,847.55 \$	s	4	101,672.04	88,399.51	\$ 5,150.71 \$	11,248.20	980.07 \$	\$ 217.50 \$	67,805.03	182 297.63 \$	14 255.40 \$	4360984.00	FEB '20
RES/COM NWh DEM. BILLED RES/COM BILL CONSUMER'S MPPA MISO ATC CEC.HYDRO 2020 PAID	1 \$ 129.527.53 \$ 120,334.74 \$ 103,229.84 \$	L \$ 129,527.53 \$ 120,334.74 \$	t \$ 129.527.53 \$	S	71	109,949.7	96,004,09	\$ 5,059.90 \$	12 492.20	3,397.92 \$	\$ 128.86 \$	74,925.21	213,742.93 \$	14,255.40	5001078.00	JAN '20
	2018 PAID 2017 PAID 2016 PAID 2015 PD:	2017 PAID		2018 PAID		2019 PAID	2020 PAID	CEC-HYDRO	ATC	MISO	MPPA	CONSUMER'S	RES/COM BILL	DEM. BILLED	RES/COM kWh	HINOM:



Water & Light
Water Pumpage Report - 2020

-\$22,647.69	72%	\$ 939,999.96	31,351,370.00	\$ 26,732,130.00	\$ 8,910.71 \$	\$ 679,879.15	\$ 666,082.08	58,083,500.00	
Total	% OF GOAL	Reve		Gallons Billed	Billed REU's	Total Actual Revenue	Total Billed Amounts	Total Gallons Pumped	
	0.0%	\$ 78,333.33	-	-					DEC '20
	0.0%	\$ 78,333.33							NOV '20
	0.0%	\$ 78,333.33	1	-					OCT '20
\$533.75	100.7%	\$ 78,333.33	3,783,520.00	3,045,480.00	1,015.16	\$ 78,867.08	\$ 76,136.84	6,829,000.00	SEPT '20
-\$1,343.82	98.3%	\$ 78,333.33	4,583,440.00	3,037,860.00	1,012.62	\$ 76,989.51	\$ 75,946.28 \$	7,621,300.00	AUG '20
-\$1,663.06	97.9%	\$ 78,333.33	5,632,310.00	3,013,890.00	1,004.63	\$ 76,670.27	\$ 75,347.50	8,646,200.00	JULY '20
-\$1,081.55	98.6%	\$ 78,333.33	5,584,300.00	3,008,700.00	1,002.90	\$ 77,251.78	\$ 74,658.63	8,593,000.00	JUNE'20
-\$9,197.76	88.3%	\$ 78,333.33	2,990,200.00	2,970,600.00	990.20	\$ 69,135.57	\$ 73,748.50 \$	5,960,800.00	MAY '20
-\$2,812.42	96.4%	\$ 78,333.33	2,359,700.00	2,930,700.00	976.90	\$ 75,520.91	\$ 73,081.21	5,290,400.00	APR '20
-\$2,700.18	96.6%	\$ 78,333.33	2,260,800.00 \$	2,921,700.00	973.90	72,737.32 \$ 75,633.15	\$ 72,737.32	5,182,500.00	MAR '20
-\$2,449.50	96.9%	\$ 78,333.33	1,982,100.00 \$	2,910,600.00	970.20	72,381.29 \$ 75,883.83	\$ 72,381.29	4,892,700.00	FEB'20
-\$4,406.28	94.4%	\$ 78,333.33	2,175,000.00 \$	2,892,600.00	964.20	\$ 73,927.05	\$ 72,044.51 \$ 73,927.05	5,067,600.00	JAN'20
Difference between Revenue Collected and Monthly Revenue Goal	% OF GOAL	Monthly Revenue Goal	Difference between gallons pumped and gallons billed	Gallons Billed (16th to 15th of the month prior)	Billed Reu's (16th to 15th of the month prior)	Actual Revenue Received 1st - 30th of the month (billed from month prior)	Billed Water Amounts (16th to 15th of the month prior)	Recorded Gallons Pumped 1st -30th/31st month	MONTH



# Interim Village Manager & DHRCE Activity Report for Village Council Meeting As of October 16, 2020

### A. Audit

- a. 2018 Audit presentation- Oct 20 6:30PM
- b. 2019 Audit delay due to BS&A Software issue
  - i. Now delinquent. Expected finish date is October 30

### B. Revenue Sharing

- a. CARES ACT funds have been received \$16, 864.00
  - i. First grant reporting is due October 28 will be reporting \$1,779 in expenditures

### C. Village Committees/Boards

- a. Management Committee 9/17, 10/1
- b. Ordinance Committee 9/8

### D. Community Engagement

- a. NBY Interviews
- b. Luce County Emergency Management Meeting 9/18
- c. Community Liaison Telephone Conference with Newberry Correctional Facility 9/21
- d. Chamber of Commerce Board Meeting 10/12

### E. Risk Management

- a. Final check for new maintenance building has been received
- b. Waiting on payment to Fairbanks for first insurance charge

### F. Water Rates Review/Water project Planning/ EGLE Lead/ Copper Compliance

a. Lead/Copper testing for the three-year timeframe has been completed. Tests came back with normal levels.

### G. Ordinance Editing and Creation

- a. Ordinance 29 Admin Assistant & Property Use (beginning review & updating)
  - i. Worked on ORD 53

### H. HR

- a. Donald Hooper is currently on duty with National Guard
- b. All departments and offices are closed to the public
- c. New journeyman lineman is slated to start on November 2 pending medical screenings
  - i. Higher wage helped recruit him
- d. Meeting with 44 North to discuss upcoming BCBS renewal
- e. Workers Comp self-audit for 2019-2020 submitted
- f. Unemployment Report Quarter 3 submitted

### I. Tree Limbing

- a. Contract has been approved by our attorney and signed and sent back to Trees
  - i. Scheduling for Section 3: Dollarville section will take place in next few weeks

### J. Capital improvement plan

a. Working on draft

### K. Atlas Park

a. Grant is closed out, received \$15,000 final reimbursement check on 10/15

### L. TORC

a. Final report submitted, waiting approval and release of final \$42,000

### M. FOIA Requests

a. No new requests

### WEBINARS & CONFERENCE CALLS

- Leadership Team Check-ins (Superintendents & IVM)
  - o 10:00AM every Tues
- Dept. Of Treasury Tax & Wage Session 1 on Wages and Hours Laws 9/21
- Dept. Of Treasury Tax & Wage Session 2 on Unemployment 9/22
- Michigan Municipal League Women's Leadership Program
  - $\circ$  9/24 9am to 12:30pm
  - $\circ$  9/25 9am to 11:00am
- MMEA Virtual Conference Session 9/29
- MMEA Member Info Exchange Call 10/8
- CRLGG -Cares Act Software Training 10/13
- MI Clean Water- Water Infrastructure Funding Webinar 10/14
- 44 North Compliance Dashboard Training 10/16
- UP of Michigan Federal Grants Virtual Workshop—10/16

### **CERTIFICATIONS**

Received Notary Public Commission – waiting on stamp and record book

### **ACTION ITEMS REQUESTED FROM COUNCIL:**

• Approval of leave request(s)

### STATE OF MICHIGAN

**Gretchen Whitmer, Governor** 

### **DEPARTMENT OF TREASURY**

Rachael Eubanks, State Treasurer



### VILLAGE COUNCIL (April 27, 2020)

### Lori A. Stokes President

Dennis Hendrickson Daniel Hardenbrook
President Pro-Tem Trustee

Catherine Freese Kip Cameron Trustee Trustee

Jeffrey Puckett
Trustee
Vacant
Trustee

Allison Watkins Terese Schummer Interim Village Manager Clerk

VILLAGE POPULATION--2010 1,519

TAXABLE VALUATION--2018 \$17,478,481



GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS STATE TREASURER

April 27, 2020

LANSING

Village of Newberry 302 E. McMillan Ave Newberry, Michigan 49868

Independent Auditor's Report

Dear Council Members:

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Newberry, Luce County, Michigan, as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Village of Newberry's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to

Village of Newberry Page 2 April 27, 2020

design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Newberry, Luce County, Michigan, as of December 31, 2018, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### Emphasis of Matter

As discussed in Note L to the basic financial statements, in 2018, the Village adopted the new accounting guidance of GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions, which establishes accounting and financial reporting standards for defined postemployment benefits other than pensions provided to the employees of the governmental employers through other postemployment plans. Our opinion is not modified with respect to this matter.

### Other Matters

### Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 1 through 7 as well as budgetary comparison information in Exhibit H, schedule of changes in the net pension liability, the schedule of pension contributions, schedule of changes in the net OPEB liability and the schedule of OPEB contributions be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Village of Newberry Page 3 April 27, 2020

### Supplementary and Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Village of Newberry's basic financial statements. The accompanying supplementary and related information presented in Exhibits I through L and the schedule of bond covenant cash reserves is presented for the purpose of additional analysis and is not a required part of the basic financial statements.

The accompanying supplementary and related information presented in Exhibits I through L and the schedule of bond covenant reserves is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying supplementary and related information presented in Exhibits I through L and the schedule of bond covenant reserves is fairly stated in all material respects in relation to the basic financial statements as a whole.

### Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 27, 2020, on our consideration of the Village of Newberry's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Village of Newberry's internal control over financial reporting and compliance.

Sincerely,

Cary Jay Vaughn, CPA, CGFM

Audit Manager

Community Engagement and Finance Division

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### MANAGEMENT'S DISCUSSION AND ANALYSIS For the Fiscal Year Ended December 31, 2018

Our discussion and analysis of the Village of Newberry's (Village) financial performance provides an overview of the Village's financial activities for the year ended December 31, 2018.

### USING THIS ANNUAL REPORT

This annual report consists of three parts: management's discussion and analysis (this section), the basic financial statements, and required supplementary information. This report also contains supplementary information in addition to the basic financial statements. The basic financial statements include a series of financial statements. The Statement of Net Position and the Statement of Activities on Exhibit A and B provide information about the activities of the Village as a whole and present a longer-term view of the Village's finances. Fund financial statements start with Exhibit C. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the Village's operations in more detail than the government-wide statements by providing information about the Village's most significant funds. The remaining statements provide financial information about activities for which the Village acts solely as a trustee or agent for the benefit of those outside of the government.

### REPORTING THE VILLAGE AS A WHOLE

The Statement of Net Position and the Statement of Activities

One of the most important questions asked about the Village's finances is, "Is the Village as a whole better or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the Village as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the Village's net position and changes in them. You can think of the Village's net position — the difference between assets and liabilities—as one way to measure the Village's financial health, or financial position. Over time, increases or decreases in the Village's net position are one indicator of whether its financial health is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the Village's property tax base and the condition of the Village's infrastructure, to assess the overall health of the Village.

In the Statement of Net Position and the Statement of Activities we divide the Village into two kinds of activities:

• Governmental activities--Most of the Village's basic services are reported here, including the fire, public works, and general administration. Property taxes and state grants finance most of these activities.

### MANAGEMENT'S DISCUSSION AND ANALYSIS For the Fiscal Year Ended December 31, 2018

• Business-type activities--The Village charges a fee to customers to help it cover all or most of the cost of certain services it provides. The Village's sewer, water and electric systems are reported here.

### REPORTING THE VILLAGE'S MAJOR FUND

### Fund Financial Statements

Our analysis of the Village's major funds begins with Exhibit C and D with additional information provided in Note A of the Notes to the Financial Statements. The special revenue funds are required to be established by state law such as the Major Street Fund and the Local Street Fund. The Village's two kinds of funds, governmental and proprietary, use different accounting approaches.

- Governmental funds—Most of the Village's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Village's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Village's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds in a reconciliation at Exhibit C-1 and Exhibit D-1.
- Proprietary funds—When the Village charges customers for the services it provides, these services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and the Statement of Activities. In fact, the Village's enterprise funds (a component of proprietary funds) are the same as the business-type activities we report in the government-wide statements but provide more detail and additional information, such as cash flows, for proprietary funds.

### Additional Required Supplementary Information (RSI)

Following the basic financial statements is additional Required Supplementary Information that further explains and supports the information in the financial statements. The Required Supplementary Information includes budgetary comparison schedules, pension related data and the OPEB related data.

### MANAGEMENT'S DISCUSSION AND ANALYSIS For the Fiscal Year Ended December 31, 2018

### THE VILLAGE AS A WHOLE

The Village's combined net position increased from \$5,827,932 to \$5,976,842 or \$148,910 for the year ended December 31, 2018. Our analysis focuses on the net position (Table 1) and changes in net position (Table 2) of the Village's governmental and business-type activities.

Table 1

Net Position of Governmental and Business Type Activities

					Total			
	Governmental Activities		Business-Ty	pe Activities	Primary G	overnment		
	2017	2018	2017	2018	2017	2018		
Current and Other Assets	\$ 1,035,761	\$ 1,182,408	\$ 1,382,172	\$ 1,920,254	\$ 2,417,933	\$ 3,102,662		
Non-current Assets	524,466	546,773	18,323,096	18,012,047	18,847,562	18,558,820		
Total Assets	1,560,227	1,729,181	19,705,268	19,932,301	21,265,495	21,661,482		
Deferred Outflows of								
Resources	54,154	166,841	13,538	41,710	67,692	208,551		
Current Liabilities	170,073	45,065	650,418	829,869	820,491	874,934		
Non-current Liabilities	1,323,965	1,603,431	13,279,602	13,392,879	14,603,567	14,996,310		
Total Liabilities	1,494,038	1,648,496	13,930,020	14,222,748	15,424,058	15,871,244		
Deferred Inflows								
of Resources	64,958	17,558	16,239	4,389	81,197	21,947		
Net Position								
Net Investment in								
Capital Assets	521,423	543,730	4,745,658	4,827,474	5,267,081	5,371,204		
Restricted	372,858	516,986	-	-	372,858	516,986		
Unrestricted	(838,896)	(830,748)	1,026,889	919,400	187,993	88,652		
Total Net Position	\$ 55,385	\$ 229,968	\$ 5,772,547	\$ 5,746,874	\$ 5,827,932	\$ 5,976,842		

The net position of the Village's governmental activities increased by 315%, or \$174,583 (\$229,968 compared to \$55,385). The net investment in capital assets increased as the Village paid down debt related to the capital assets. This increase in the restricted net position was due to keeping expenses at a minimum as the Village is building its reserves to put toward future street improvement projects. There was no significant change in unrestricted net position.

### MANAGEMENT'S DISCUSSION AND ANALYSIS For the Fiscal Year Ended December 31, 2018

The net position of the Village's business-type activities decreased by .45%, or \$25,673 (\$5,746,874 compared to \$5,772,547). The net investment in capital assets increased with the water and sewer projects that are being financed through a USDA bonds offset by depreciation of the electric, sewer and water systems. The decrease in the unrestricted net position was due to implementation of GASB Statement No. 75 for Other Post-Employment Benefits.

Table 2
Changes in Net Position

					Total			
	Governmenta	al Activities	Business-Typ	pe Activities	Primary Go	overnment		
	2017	2018	2017	2018	2017	2018		
Program Revenue								
Charges for Services	\$ 177,733	\$ 172,586	\$ 3,943,835	\$ 4,470,041	\$ 4,121,568	\$ 4,642,627		
Operating Grants and								
Contributions	13,275	2,650	-	-	13,275	2,650		
Capital Grants and								
Contributions	187,772	-	-	-	187,772	-		
General Revenue								
Property Taxes	360,447	420,280	-	-	360,447	420,280		
State-Shared Revenues	427,256	534,265	-	-	427,256	534,265		
Unrestricted Investment Ea	1,292	4,574	3,007	3,146	4,299	7,720		
Other	203,933	452,448	(1,479)	-	202,454	452,448		
Transfers								
Total Revenues	1,371,708	1,586,803	3,945,363	4,473,187	5,317,071	6,059,990		
Program Expenses								
General Government	513,128	583,377	-	-	513,128	583,377		
Public Safety	60,133	76,823	-	-	60,133	76,823		
Public Works	554,119	720,636	-	-	554,119	720,636		
Other	4,428	3,767	-	-	4,428	3,767		
Recreation and Cultural	1,790	1,604	-	-	1,790	1,604		
Interest on Debt	36,196		-	-	36,196	-		
Sewer	-	-	691,963	941,665	691,963	941,665		
Water	-	-	559,413	924,770	559,413	924,770		
Electric			2,157,176	2,069,157	2,157,176	2,069,157		
m - 1 F	1.160.704	1 20 < 207	2 400 552	2.025.502	4.550.046	5 221 500		
Total Expenses	1,169,794	1,386,207	3,408,552	3,935,592	4,578,346	5,321,799		
Change in Net Position	\$ 201,914	\$ 200,596	\$ 536,811	\$ 537,595	\$ 738,725	\$ 738,191		

### MANAGEMENT'S DISCUSSION AND ANALYSIS For the Fiscal Year Ended December 31, 2018

### Governmental Activities

The total revenues for the Village's governmental activities increased by 16% (\$215,095), while expenses increased 19% (\$216,413). The primary reason for the increase in revenues was due to an increase in property taxes and state grants. The primary reason for the increase in expenditures is due to less reimbursements being billed from the general fund as there were less projects in the special revenue funds requiring overhead and equipment usage.

### **Business-Type Activities**

The revenues for the Village's business-type activities increased by 13% (\$527,824), while expenses increased 15% (\$527,040). The Village increased their utility rates in Water and Sewer during 2017. Fiscal year 2018 was the first full year under the new billing rates. The Village also received a SAW grant during 2018. The increase in the expenditures is mainly due to the increase in depreciation due to water and sewer system upgrades and expenditures related to the SAW grant.

### THE VILLAGE'S FUNDS

As the Village completed the year, its General Fund (as presented in the balance sheet on Exhibit C) reported a fund balance of \$664,207, which is more than last year's \$492,831. The primary reasons for the governmental funds' increase mirror the governmental activities analysis highlighted in the prior paragraph. The General Fund was the Village's only major governmental fund in fiscal year end December 31, 2018.

The General Fund pays for most of the Village's governmental services. The most significant are for general government and public works activities. These services are supported by the operating millage and State-shared revenues. The Major Street Fund and the Local Street Fund performs public works and account for the Michigan Transportation Funds received from the State and the maintenance performed on the Village's street system. Variations in the Sewer, Water and Electric Funds parallel changes previously noted in the business-type activities.

### GENERAL FUND BUDGETARY HIGHLIGHT

Over the course of the year, the Village's budget was monitored monthly to continuously evaluate the financial position of the Village. Adjustments were approved throughout the year to try and take into account the activities of the Village for the year. The Village continues to be conservative in its budgeting. However, there were still several budget overages for the increased activity for the year in the General Fund.

### MANAGEMENT'S DISCUSSION AND ANALYSIS For the Fiscal Year Ended December 31, 2018

### CAPITAL ASSET AND DEBT ADMINISTRATION

### Capital Assets

As of December 31, 2018, the Village had \$17,484,385 invested in a broad range of capital assets, including land, buildings, land improvements, vehicles, equipment, street and sidewalk infrastructure, and water and sewer infrastructure. This amount represents a net increase (including additions and deductions) of \$269,381.

Table 3
Capital Assets at Year-End

			To	otal			
	Government	al Activities	Business-Typ	pe Activities	Primary Government		
	2017	2018	2017	2018	2017	2018	
Land	\$ 5,773	\$ 5,773	\$ 15,204	\$ 15,204	\$ 20,977	\$ 20,977	
Land Improvements	178,115	178,115	-	-	178,115	178,115	
Construction in Progress	-	-	10,745,213	4,658,815	10,745,213	4,658,815	
<b>Buildings and Improvements</b>	857,787	869,687	221,320	221,320	1,079,107	1,091,007	
Vehicles and Equipment	2,117,709	2,206,561	960,346	974,209	3,078,055	3,180,770	
Infrastructure	173,360	173,360	-	-	173,360	173,360	
Electric System	-	-	5,094,575	5,094,575	5,094,575	5,094,575	
Sewer System	-	-	2,608,299	2,608,299	2,608,299	2,608,299	
Water System			5,526,391	11,752,610	5,526,391	11,752,610	
Total Capital Assets	3,332,744	3,433,496	25,171,348	25,325,032	28,504,092	28,758,528	
Total Accumulated Depreciation	(2,811,321)	(2,889,766)	(7,939,005)	(8,384,377)	(10,750,326)	(11,274,143)	
Total Net Capital Assets	\$ 521,423	\$ 543,730	\$ 17,232,343	\$ 16,940,655	\$ 17,753,766	\$ 17,484,385	

This fiscal year's capital asset addition in the governmental activities included new accounting software, bathroom improvements for the fire hall and disposal bins. The capital asset additions in the business-type activities were sewer system improvements, water system improvements and accounting software. The sewer system improvements were still in progress at fiscal year-end.

More detailed information about the Village's capital assets is presented in Note F to the financial statements.

### Debt

As of December 31, 2018, the Village had \$12,113,181 in bonds and installment purchase agreements outstanding versus \$12,486,685 from the previous year, a decrease of \$373,504, as shown in Table 4. The Village did have additional draw downs on their revenue bond for the sewer project for fiscal year ending December 31, 2018. The increase is offset by the continued scheduled payments on the debt obligations.

### MANAGEMENT'S DISCUSSION AND ANALYSIS For the Fiscal Year Ended December 31, 2018

# Table 4 Outstanding Debt at Year-End

										To	otal	
	Governmental Activities			Bus	Business-Type Activities				Primary Government			
	20	17	20	18	20	2017		2018		2017		18
Installment Purchases	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Bonds Payable					12,486,	<u>685</u>	12,113,	181	12,486,	685	12,113,	181
Total Outstanding Debt	\$		\$		\$12,48	36,685	\$ 12,11	13,181	\$ 12,4	86,685	\$ 12,1	13,181

More detailed information about the Village's long-term debt obligations is presented in Note H to the financial statements. In addition to the debt obligations shown in Table 4, the Village had \$29,244 in vested employee benefits payable presented in more detail in Note I to the financial statements.

### ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

In the upcoming year, the Village will again be closely monitoring its budget as revenues will remain relatively the same as the Village continues to try to cut expenses.

### CONTACTING THE VILLAGE'S FINANCIAL MANAGEMENT

This financial report is intended to provide our citizens, taxpayers, customers and investors with a general overview of the Village's finances and to show accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the Village's office at: 302 E. McMillan Ave, Newberry, MI 49868 or by calling 906-293-3433.

### VILLAGE OF NEWBERRY--LUCE COUNTY GOVERNMENT-WIDE STATEMENT OF NET POSITION

December 31, 2018

ASSETS Governmental Business-Type Activities Activities Total	
ASSETS Activities Total	
Current Assets Cash and Cash Equivalents Receivables (Net)  \$ 408,331 \$ 1,346,090 \$ 1,754	,421
	,919
,	,143
Due From State 122,704 52,800 175	,504
Internal Balance 469,675 - 469	,675
Total Current Assets 1,182,408 1,920,254 3,102	,662
Non-current Assets	
	,380
	,043
Capital Credits in Co-op       -       626,012       626         Capital AssetsDepreciating       359,842       12,266,636       12,626	,012
Capital AssetsNon-depreciating 339,642 12,200,030 12,020 Capital AssetsNon-depreciating 183,888 4,674,019 4,857	
Total Assets 1,729,181 19,932,301 21,661	
DEFERRED OUTFLOWS OF RESOURCES	,402
	,551_
	,551
Current Liabilities	
	,318
Accrued Liabilities (555) 77,925 77	,370
	,082
<u>.</u>	,251
	,675
Other Liabilities - 10,238 10 Non-current Liabilities	,238
	,000
Bonds PayableDue in More Than One Year - 11,596,181 11,596	
Net Pension Liability 1,563,492 391,954 1,955	
· · · · · · · · · · · · · · · · · · ·	,439
Vested Employee Benefits PayableDue Within One Year 4,001 16,800 20	,801
Vested Employee Benefits PayableDue in More Than One Year - 8,443 8	,443
Total Liabilities 1,648,496 14,222,748 15,871	,244
DEFERRED INFLOWS OF RESOURCES	
Deferred Inflows - Changes in Pension Experience 17,558 4,389 21	,947
Total Deferred Inflows of Resources 17,558 4,389 21	<u>,947</u>
NET POSITION	
Net Investment in Capital Assets 543,730 4,827,474 5,371	,204
	,986
Unrestricted (830,748) 919,400 88	,652
Total Net Position \$ 229,968 \$ 5,746,874 \$ 5,976,8	<u>842</u>

# VILLAGE OF NEWBERRY--LUCE COUNTY GOVERNMENT-WIDE STATEMENT OF ACTIVITIES

For the Fiscal Year Ended December 31, 2018

Tot the Fiscal Teal Ended December 31, 2010		p.p.	OCD AM DEVE	NH HEIG	`	EXPENSE) REVI			
		PR	OGRAM REVE		AND CHANGES IN NET POSITION				
		CI C	Operating	Capital		PRIMARY GOVERNMENT			
	T.	Charges for	Grants and	Grants and	Governmental I	• •	m . 1		
Functions/Programs	Expenses	Services	Contributions	Contributions	Activities A	Activities	Total		
Primary Government									
Governmental Activities									
General Government	\$ 583,377	\$ 67,499		\$ 100,904	\$ (414,974)	\$ -	\$ (414,974)		
Public Safety	76,823	105,087			30,914	-	30,914		
Public Works	720,636	-	37,886	-	(682,750)	-	(682,750)		
Recreational and Cultural	3,767	-	-	=	(3,767)	-	(3,767)		
Other	1,604			-	(1,604)		(1,604)		
Total Governmental Activities	1,386,207	172,586	40,536	100,904	(1,072,181)		(1,072,181)		
Business-Type Activities									
Electric	2,069,157	2,258,586	-	-	-	189,429	189,429		
Sewer	941,665	1,260,970	-	-	-	319,305	319,305		
Water	924,770	950,485				25,715	25,715		
Total Business-Type Activities	3,935,592	4,470,041		<del>-</del>	-	534,449	534,449		
Total Primary Government	\$ 5,321,799	\$ 4,642,627	\$ 40,536	\$ 100,904	(1,072,181)	534,449	(537,732)		
		General Reven	ues						
		Property Taxe	es		420,280	-	420,280		
		State-Shared I	Revenues		395,475	-	395,475		
		Unrestricted I	nvestment Earnii	ngs	4,574	3,146	7,720		
		Other Revenu	es		452,448		452,448		
		Total General	Revenues	1,272,777	3,146	1,275,923			
		Change in Net	Position		200,596	537,595	738,191		
		Net PositionE	Beginning		55,385	5,772,547	5,827,932		
		Restatement of Net Position (Note O)				(563,268)	(589,281)		
	Restated Net PositionBeginning				29,372	5,209,279	5,238,651		
		Net PositionE	Ending		\$ 229,968	\$ 5,746,874	\$ 5,976,842		

### EXHIBIT C

### VILLAGE OF NEWBERRY--LUCE COUNTY BALANCE SHEET - GOVERNMENTAL FUNDS December 31, 2018

ASSETS_	General	Non-major Governmental	Total Governmental Funds
Cash and Cash Equivalents	\$ 161,812	\$ 246,519	\$ 408,331
Receivables			
Taxes Receivable	33,403	15,516	48,919
Accounts (Net)	7,078	125,701	132,779
Due from State	83,933	38,771	122,704
Due from Other Funds	792,224	406,332	1,198,556
Long-Term Receivable	3,043	<del>_</del>	3,043
Total Assets	\$1,081,493	\$ 832,839	\$ 1,914,332
<u>LIABILITIES</u>			
Accounts Payable	\$ 25,897	\$ 15,641	\$ 41,538
Due to Other Funds	388,901	339,980	728,881
Accrued Liabilities	(555)	-	(555)
Due to State		4,082	4,082
Total Liabilities	414,243	359,703	773,946
DEFERRED INFLOWS OF RESOURCES			
Unavailable Revenues	3,043	<u>=</u>	3,043
Total Deferred Inflows of Resources	3,043		3,043
FUND BALANCE			
Non-spendable for:			
Due from Sewer Fund	383,602	-	383,602
Restricted for:			
Streets	-	292,795	292,795
Fire Capital Purchases	-	28,926	28,926
Fire Operations	-	183,164	183,164
Unassigned	280,605	(31,749)	248,856
Total Fund Balance	664,207	473,136	1,137,343
Total Liabilities, Deferred Inflows			
of Resources and Fund Balances	\$1,081,493	\$ 832,839	\$ 1,914,332

### VILLAGE OF NEWBERRY--LUCE COUNTY RECONCILIATION OF FUND BALANCE OF GOVERNMENTAL FUNDS TO THE STATEMENT OF NET POSITION December 31, 2018

EXHIBIT C-1

FUND BALANCESTOTAL GOVERNMENTAL FUNDS	\$ 1,137,343
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	543,730
Postemployment benefits which do not require use of current financial resources are not reported in the funds.	(35,938)
Pension obligations which are not financial resources and are not reported in the funds.	(1,414,209)
Unavailable revenues provide current resources but are not recorded on the full accrual basis.	3,043
Certain liabilities are not due and payable in the current period and, therefore, are not reported in the funds.  Compensated Absences	 (4,001)
Net Position of Governmental Activities	\$ 229,968

### EXHIBIT D

### VILLAGE OF NEWBERRY--LUCE COUNTY STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS

For the Fiscal Year Ended December 31, 2018

		General		onmajor overnmental	Go	Total vernmental Funds
Revenues	_		_		_	
Taxes	\$	290,488	\$	129,792	\$	420,280
Licenses and Permits		590		-		590
State Grants		302,475		278,290		580,765
Charges for Services		67,499		105,087		172,586
Interest and Rentals		3,568		1,006		4,574
Other Revenue		426,858		25,000		451,858
Total Revenues		1,091,478		539,175		1,630,653
Expenditures						
Current						
General Government		480,858		-		480,858
Public Safety		44,136		-		44,136
Public Works		308,388		379,411		687,799
Other		1,604		-		1,604
Capital Outlay		85,116		15,636		100,752
Total Expenditures		920,102		395,047		1,315,149
Excess of Revenues						
Over (Under) Expenditures		171,376		144,128		315,504
Fund BalanceJanuary 1, 2018		492,831		329,008		821,839
Fund BalanceDecember 31, 2018	\$_	664,207	\$	473,136	\$_	1,137,343

VILLAGE OF NEWBERRY--LUCE COUNTY RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES For the Fiscal Year Ending December 31, 2018 EXHIBIT D-1

#### NET CHANGE IN FUND BALANCES--TOTAL GOVERNMENTAL FUNDS

\$ 315,504

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the costs of those assets is allocated over their estimated useful lives and reported as depreciation expense.

AddCapital Outlay	100,752
DeductDepreciation Expense	(78,445)

Unavailable revenue in the governmental funds is recorded as revenue in the Statement of Activities

(43,850)

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the funds:

Decrease in Compensated Absences	827
Decrease in OPEB Liability	4,484
Changes in pension Liabilities	(98,676)

#### CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES

200,596

# VILLAGE OF NEWBERRY--LUCE COUNTY STATEMENT OF NET POSITION PROPRIETARY FUNDS

December 31, 2018

	BUSIN			
	BUSINESS-TYPE ACTIVITIES  ENTERPRISE FUNDS			Total
A COLUMN				Enterprise
<u>ASSETS</u>	Electric	Sewer	Water	Funds
Current Assets				
Cash and Cash Equivalents	\$ 443,476	\$ 197,809	\$ 704,805	\$ 1,346,090
Accounts Receivable	215,343	202,834	103,187	521,364
Due from State	-	52,800	-	52,800
Due from Other Funds	51,435	29		51,464
Total Current Assets	710,254	453,472	807,992	1,971,718
Non-current Assets				
Restricted Cash	-	-	445,380	445,380
Capital Credits in Co-op	626,012	-	-	626,012
Capital AssetsDepreciating	2,090,741	692,645	9,483,250	12,266,636
Capital AssetsNon-depreciating	3,543	4,670,476	<del>_</del> _	4,674,019
Total Non-current Assets	2,720,296	5,363,121	9,928,630	18,012,047
Total Assets	3,430,550	5,816,593	10,736,622	19,983,765
DEFERRED OUTFLOWS OF RESOURCES				
Deferred OutflowsChanges in Pension Investments	41,710			41,710
<u>LIABILITIES</u>				
Current Liabilities				
Accounts Payable	172,514	43,438	11,828	227,780
Accrued Interest Payable	6,168	20,620	51,137	77,925
Customer Deposit	44,251	-	-	44,251
Accrued Vacation and Sick Time	7,474	11,321	6,448	25,243
Due to Other Funds	13,451	383,602	124,086	521,139
Other Liabilities	9,179	826	233	10,238
Total Current Liabilities	253,037	459,807	193,732	906,576
Non-current Liabilities				
Bond PayableDue Within One Year	205,000	160,000	152,000	517,000
Bond PayableDue in More Than One Year	545,000	3,143,181	7,908,000	11,596,181
Net Pension Liability	391,954	-	-	391,954
OPEB Obligation	431,250	431,251		862,501
Total Non-current Liabilities	1,573,204	3,734,432	8,060,000	13,367,636
Total Liabilities	1,826,241	4,194,239	8,253,732	14,274,212
DEFERRED INFLOWS OF RESOURCES				
Deferred InflowsChanges in Pension Experience	4,389	<del>_</del>	<del>_</del>	4,389
Total Deferred Inflows of Resources	4,389			4,389
NET POSITION				
Net Investment in Capital Assets	1,344,284	2,059,940	1,423,250	4,827,474
Unrestricted	297,346	(437,586)	1,059,640	919,400
Total Net Position	\$ 1,641,630	\$ 1,622,354	\$ 2,482,890	\$ 5,746,874

# VILLAGE OF NEWBERRY--LUCE COUNTY STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION--PROPRIETARY FUNDS

For the Fiscal Year Ended December 31, 2018

RHSIN	VECC.	TVPF	ACTIV	VITIES

	ENTERPRISE FUNDS			T-4-1
	<u>E</u>	Total		
	771	a	***	Enterprise
	Electric	Sewer	Water	Funds
Operating Revenues				
Charges for Services	\$ 2,258,586	\$ 1,260,970	\$ 950,485	\$ 4,470,041
Total Operating Revenues	2,258,586	1,260,970	950,485	4,470,041
Operating Expenses				
Salaries and Fringes	292,833	281,535	226,231	800,599
Operating Expenses	67,164	193,414	12,024	272,602
Repairs and Maintenance	10,802	7,067	6,338	24,207
Professional Fees	184,726	89,395	29,882	304,003
General Insurance	8,126	22,662	6,905	37,693
Utilities	1,191,385	77,146	-	1,268,531
Truck and Equipment Expense	20,166	8,755	7,466	36,387
Other	161,138	113,761	114,222	389,121
Depreciation	80,661	61,458	303,253	445,372
Total Operating Expenses	2,017,001	855,193	706,321	3,578,515
Operating Income (Loss)	241,585	405,777	244,164	891,526
Non-operating Revenues (Expenses)				
Interest Earned on Investments	1,021	816	1,309	3,146
Interest Expense	(52,156)	(86,472)	(218,449)	(357,077)
Total Non-operating Revenues (Expenses)	(51,135)	(85,656)	(217,140)	(353,931)
Change in Net Position	190,450	320,121	27,024	537,595
Total Net PositionJanuary 1, 2018	1,732,622	1,584,059	2,455,866	5,772,547
Restatement of Beginning Net Position (Note )	(281,442)	(281,826)	-	(563,268)
Beginning Net PositionRestated	1,451,180	1,302,233	2,455,866	5,209,279
Total Net PositionDecember 31, 2018	\$ 1,641,630	\$ 1,622,354	\$ 2,482,890	\$ 5,746,874

# VILLAGE OF NEWBERRY--LUCE COUNTY STATEMENT OF CASH FLOWS PROPRIETARY FUNDS

For the Fiscal Year Ended December 31, 2018

	BUSINESS-TYPE ACTIVITIES			
	ENTERPRISE FUNDS		Total	
	F1	C	XX .	Enterprise
Cash Flows From Operating Activities	<u>Electric</u>	Sewer	Water	Funds
Cash Received From Customers Cash Payments to Employees for Services and Benefits Cash Payments to Suppliers for Goods and Services	\$ 2,247,045 (336,657) (1,656,398)	\$ 1,145,025 (334,920) (468,762)	\$ 1,060,787 (242,062) (164,776)	\$ 4,452,857 (913,639) (2,289,936)
Net Cash Provided by Operating Activities	253,990	341,343	653,949	1,249,282
Cash Flows From Non-capital Financing Activities				
Inventory Reductions	28,533	13,646	330	42,509
Due From Other Funds	150,525	(74,231)	61,046	137,340
Net Cash Provided by Non-capital Financing Activities	179,058	(60,585)	61,376	179,849
Cash Flows From Capital and Related Financing Activities				
Proceeds from Bonds	-	149,120	-	149,120
Acquisition of Capital Assets	(4,621)	(144,442)	(4,621)	(153,684)
Capital Contributions  Reduction of Debt	(190,000)	(186,624)	(146,000)	(522,624)
Interest Paid on Bonds	(53,641)	(84,144)	(219,365)	(357,150)
Net Cash Provided by Capital and Related Financing			<u></u>	<u> </u>
Activities	(248,262)	(266,090)	(369,986)	(884,338)
Cash Flows From Investing Activities				
Interest on Cash Equivalents	1,021	<u>816</u>	1,309	3,146
Net Cash Provided by Investing Activities	1,021	<u>816</u>	1,309	3,146
Net Increase (Decrease) in Cash and Cash Equivalents	185,807	15,484	346,648	547,939
Cash and Cash Equivalents at Beginning of Year	257,669	182,325	803,537	1,243,531
Cash and Cash Equivalents at End of Year	\$ 443,476	\$ 197,809	\$ 1,150,185	\$ 1,791,470
Reconciliation of Operating Income to Net Cash Provided by Operating Activities Operating Income (Loss)	\$ 241,585	\$ 405,777	\$ 244,164	\$ 891,526
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities	00.551	c1 450	202.252	445.050
Depreciation Expense (Increase) Decrease in Accounts Receivable	80,661	61,458	303,253	445,372 (17,184)
Increase (Decrease) in Accrued Wage Liabilities	(11,541) (43,824)	(115,945) (53,385)	110,302 (15,831)	(17,184) (113,040)
Increase (Decrease) in Accounts Payable	(12,891)	43,438	12,061	42,608
Net Cash Provided by Operating Activities	\$ 253,990	\$ 341,343	\$ 653,949	\$ 1,249,282

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE A--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Village of Newberry (Village) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the Village's accounting policies are described below.

### REPORTING ENTITY

The Village of Newberry is located in Luce County which covers an area of .98 square miles and operates under a general law Village form of government. The Village provides services to its 1,519 residents in many areas including: public safety (fire), public works, and general government. The Village is governed by a seven-member council, including a president, elected by the citizens of the Village.

In accordance with generally accepted accounting principles and GASB Statement No. 61, "The Financial Reporting Entity," these financial statements present the Village. The criteria established by GASB for determining the reporting entity includes oversight responsibility, fiscal dependency and whether the financial statements would be misleading if data were not included.

#### Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of inter-fund activity has been removed from these statements. Governmental activities, normally supported by taxes and inter-governmental revenues, are reported separately from business-type activities which rely to a significant extent on fees and charges for support.

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

# NOTE A--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenue.

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

### Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized when it is both measurable and available. Revenues are considered to be available if they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

Revenues are recognized in the accounting period in which they become susceptible to accrual, that is, when they become both measurable and available to finance expenditures of the fiscal period. Property taxes, intergovernmental revenue, charges for services and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the Village.

### NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE A--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The Village reports the following major governmental funds:

• The General Fund is the Village's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Village reports the following major proprietary funds:

- The Electric Fund accounts for the electrical operations of the Village.
- The Water Fund accounts for the water operations of the Village.
- The Sewer Fund is designated to separately account for the operations and maintenance according to the sewer system.

As a general rule, the effect of inter-fund activity has been eliminated from the government-wide financial statements.

Amounts reported as program revenues include: 1) charges to customers or applicants for goods, services, or privileges provided; 2) operating grants and contributions; and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services, and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Electric, Water, and Sewer funds are collection fees for electricity, water and sewer consumption. The Water and Sewer Funds also recognize the portion of tap fees intended to recover current costs (e.g., labor and materials to hook up new customers) as operating revenue. The portion intended to recover the cost of the infrastructure is recognized as non-operating revenue. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenue and expenses not meeting this definition are reported as non-operating revenue and expenses.

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE A--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

When both restricted and unrestricted resources are available for use, it is the policy of the Village to use restricted resources first, then unrestricted resources as they are needed.

### **Bank Deposits and Investments**

The bank deposits are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less from the date of acquisition. The statement of cash flows include both restricted and unrestricted cash and cash equivalents.

Investments are stated at fair value and short-term investments are reported at cost, which approximates fair value. Earnings from investments are allocated to numerous funds as required by Federal regulations, State statutes, and local ordinances.

### **Inter-fund Receivables and Payables**

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "inter-fund receivables/payables" (i.e., the current portion of inter-fund loans) or "advances to/from other funds" (i.e., the noncurrent portion of inter-fund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide statements as "internal balances."

### Deferred Inflows of Resources--Unavailable Revenue

Governmental funds report unavailable revenue in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period or for resources that have been received but not yet earned.

#### Capital Assets

Capital assets include property, plant and equipment, and infrastructure assets (e.g., streets, sidewalks, and similar items), and are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE A--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Property, plant and equipment are depreciated using the straight-line method over the following useful lives:

	Governmental Funds	Enterprise Funds
Land Improvements	15 to 30 years	
Buildings and Building Improvements	20 to 40 years	20 to 35 years
Vehicles	3 to 10 years	
Equipment	3 to 10 years	5 to 20 years
Sewer System		20 to 50 years
Water System		20 to 50 years

### Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position and/or balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. In this category deferred outflows of resources related to the defined benefit pension plan. The deferred outflows of resources result from three transactions: contributions to the defined pension plan subsequent to the plan's year end through the Village fiscal year end, the variance between the plan's actual investment earnings compared to the plan's assumed investment earnings and the changes in assumptions.

In addition to liabilities, the statement of net position and/or balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that is applicable to a future reporting period. In this category deferred inflows of resources related to the difference between actual and expected experience.

#### Pensions

For the purposes of measuring the Net Pension Liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Municipal Employees Retirement System (MERS) of Michigan and additions to / deductions from MERS' fiduciary net position have been determined on the same basis as they are reported by MERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE A--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### Compensated Absences (Vacation and Sick Leave)--Primary Government

It is the policy of the Village to permit employees to accumulate earned but unused sick and vacation pay benefits. The liability for unpaid accumulated sick leave is time available according to the Village's union contracts and personnel policies. All vacation pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental and enterprise funds as of year-end.

### **Long-Term Obligations**

In the government-wide financial statements and proprietary fund type statements, the long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type Statement of Net Position.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of the following: assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE A--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### Other Financing Sources (Uses)

The transfers of cash between the various Village funds are budgeted but reported separately from revenues and expenditures as operating transfers in or (out), unless they represent temporary advances that are to be repaid; in which case, they are carried as assets and liabilities of the advancing or borrowing funds.

### Fund Balance Classifications

In the fund financial statements, governmental funds report the following components of fund balance which comprise a hierarchy based on the extent to which the Village is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

- Non-spendable fund balance includes fund balance amounts in governmental funds to designate amounts which are not available for spending, or are legally or contractually required to be maintained.
- Restricted fund balance category includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.
- Assigned--includes fund balance amounts that are intended to be used for a specific purpose.
- Committed--includes fund balance amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority.
- Unassigned--includes positive fund balance within the General Fund which has not been classified within the above mentioned categories and negative fund balances in other governmental funds.

The Village of Newberry reports the following restricted fund balances.

- <u>Major Street Fund</u> This fund is used to account for revenues from Federal and Michigan Transportation Fund (MTF) monies distributed which are earmarked by law to control expenditures for the construction and maintenance of the major street system.
- <u>Local Street Fund</u> This fund is used to account for revenues primarily from MTF monies distributed which are earmarked by law to control expenditures for the construction and maintenance of the local street system.
- <u>Fire Capital, Fire Revolving and Fire Millage Funds</u> These funds are used to account for the fire department equipment, operations and millage receipts.
- <u>TORC and Atlas Park Funds</u> These funds are used to account for capital projects related to the Tahquamenon Outdoor Recreation Complex and Atlas Park.

The Village of Newberry does not have a formal minimum fund balance policy.

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE B--STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

### **Budgets and Budgetary Accounting**

Budgets are adopted by the Village Council for the General Fund and Special Revenue Funds after a public hearing is held. The budget basis of accounting does not differ significantly from the modified accrual basis used to reflect actual revenues and expenditures for these funds. The budget is adopted at the activity level and control is exercised at the activity level. The Village Council monitors and amends the budgets as necessary. Unexpended appropriations lapse at year end.

### Excess of Expenditures over Appropriation in Budgeted Funds

Public Act 2 of 1968, as amended, requires the adoption of a balanced budget for general and special revenue funds, as well as budget amendments as needed to prevent actual expenditures from exceeding those provided for in the budget.

During the year, the Village incurred expenditures in certain budgeted funds, which were in excess of the amounts appropriated, as follows:

			Excess Expenditures	
Fund, Function and Activity	Budget	Actual		
General Fund				
General Government				
Village Manager	\$ 77,345	\$ 77,628	\$ (2	283)
Village Treasurer	12,467	12,574	(1	107)
Public Works				
DPW	137,590	137,643	i	(53)
Rubbish	76,586	76,724	(1	138)
Capital Outlay	20,525	85,116	(64,5	591)
Fire Revolving Fund				
Public Safety	126,650	143,939	(17,2	289)
Capital Outlay	-	11,900	(11,9	900)

The Village will work towards not exceeding amounts budgeted and make amendments before the expenditures occur.

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE B--STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY (Continued)

### **Fund Deficits**

As of December 31, 2018, a deficit existed in the unassigned fund balance (governmental fund) of the TORC Fund in the amount of \$25,702, in the Atlas Park Fund of \$6,047 and an unrestricted deficit existed at year end in the Sewer Fund in the amount of \$437,586. Public Act 140 of 1971, as amended, requires the Village to file a deficit elimination plan with the Michigan Department of Treasury within 90 days after the end of the fiscal year for each fund that ended that year in a deficit condition. The Village has not yet submitted a formal plan. The Village will file a formal plan for the Sewer Fund.

### NOTE C--BANK DEPOSITS AND INVESTMENTS

Michigan Compiled Laws (MCL) 129.91 authorizes the Village to deposit and invest in the accounts of federally insured banks, credit unions, savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or federal agency obligation repurchase agreements, bankers' acceptance of United States banks; commercial paper rated within the two highest classifications, which mature not more than 270 days after the date of purchase, obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

Deposits are carried at cost. The Village has designated four banks for the deposit of Village funds. The investment policy adopted by the Village Council in accordance with Public Act 20 of 1943, as amended, has authorized investment in the instruments described in the preceding paragraph. The Village's deposit and investment policy is in accordance with statutory authority. At year end, the Village's deposits and investments were reported in the basic financial statements in the following categories:

	Governmental Activities	Business-Type Activities	Total Primary  Government
Cash and Cash Equivalents Restricted Cash	\$ 408,331	\$ 1,346,090 445,380	\$ 1,754,421 445,380
Total	\$ 408,331	\$ 1,791,470	\$ 2,199,801

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE C--BANK DEPOSITS AND INVESTMENTS (Continued)

The breakdown between deposits and investments is as follows:

	Primary
	Government
Bank Deposits (Checking and Savings Accounts) Petty Cash and Cash on Hand	\$2,199,551 <u>250</u>
Total	\$2,199,801

### Custodial Credit Risk

The custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the Village's deposits may not be recovered. The Village does not have a deposit policy for custodial credit risk.

At December 31, 2018, the bank balance of the Village's deposits is \$2,347,066, of which \$521,058 is covered by Federal depository insurance. The remaining \$1,826,008 is uncollateralized.

#### Restricted Cash

In accordance with Village ordinances, separate bank accounts have been established to create restricted cash balances reserved for the funding of sewer and water bond payments as well as sewer and water repair, replacement, and improvement to the individual systems. As of December 31, 2018, the restricted cash balance was \$445,380 in the Water Fund.

### NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### **NOTE D--RECEIVABLES**

#### Accounts Receivable

At December 31, 2018, the accounts receivable for the Governmental Funds are as follows:

	Other	Due	Net
	Accounts	From	Accounts
	Receivable	State	Receivable
General Fund	\$ 7,078	\$ 83,933	\$ 91,011
Major Street Fund	-	27,637	27,637
Local Street Fund	-	11,134	11,134
Fire Revolving Fund	125,701		125,701
Total Governmental Funds	\$ 132,779	\$ 122,704	\$ 255,483

In relation to the Electric, Sewer and Water Funds, the receivables are based on the electrical, sewer and water services provided by the village. The Village has established an allowance for doubtful accounts in the amount of \$6,373 to aid in disposition of old receivables not collected. The allowance is recorded in the Electric Fund. The customer receivable for the Electric Fund is \$215,343 (net of the allowance for doubtful accounts), the receivable for the Sewer Fund is \$202,834, and the receivable for the Water Fund is \$103,187.

#### **NOTE E--PROPERTY TAXES**

### **Property Taxes**

The Village's 2018 ad valorem tax is levied and collectible on July 1, 2018. It is the Village's policy to recognize revenues from the current tax levy in the current year when the proceeds of this levy are budgeted and made available for financing of the Village operations. Property taxes are recognized when received. The 2018 State taxable valuation of the Village amounted to \$17,478,481, on which ad valorem taxes levied for all Village purposes are \$420,280. There are 11.2262 mills for general operations and the tax revenue is recognized in the General Fund.

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

# NOTE F--CAPITAL ASSETS

Capital asset activity of the Village's governmental activities for the current year was as follows:

Governmental Activities	Beginning Balance	Additions	<u>Deductions</u>	Ending Balance
Capital Assets Not Being Depreciated				
Land	\$ 5,773	\$ -	\$ -	\$ 5,773
Land Improvements	<u>178,115</u>			<u>178,115</u>
Subtotal	183,888			183,888
Capital Assests Being Depreciated				
<b>Buildings and Building Improvements</b>	857,787	11,900	-	869,687
Infrastructure	173,360	-	-	173,360
Equipment	1,833,076	88,852	-	1,921,928
Vehicles	284,633			284,633
Total	3,148,856	100,752	-	3,249,608
Less Accumulated Depreciation				
Buildings and Building Improvements	734,781	8,788	-	743,569
Infrastructure	78,012	8,668	-	86,680
Equipment	1,753,672	50,577	-	1,804,249
Vehicles	<u>244,856</u>	10,412		255,268
Total	2,811,321	<u>78,445</u>		2,889,766
Net Capital Assets Being Depreciated	337,535	22,307		359,842
Governmental Activities Capital Total				
Capital AssetsNet of Depreciation	\$ 521,423	\$ 22,307	\$ -	\$ 543,730
The depreciation expense was \$78,445 during t Governmental Activities	he year as follows:			
General Government		\$ 9,154		
Public Safety		32,687		
Public Works		32,837		
Recreation and Culture		3,767		
Total Governmental Activities		\$ 78,445		

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

# NOTE F--CAPITAL ASSETS (Continued)

Capital asset activity of the Village's business-type activities for the current year was as follows:

Business-Type Activities	Beginning Balance	Additions Deductions		Ending Balance	
Capital Assets Not Being Depreciated					
Land	\$ 15,204	\$ -	\$ -	\$ 15,204	
Sewer Construction in Progress	4,518,994	139,821		4,658,815	
Water Construction in Progress	6,226,219		6,226,219	-	
Subtotal	10,760,417	139,821	6,226,219	4,674,019	
Capital Assests Being Depreciated					
Buildings and Improvements	221,320	-	-	221,320	
Electric System	5,094,575	_	_	5,094,575	
Sewer Distribution System	2,608,299	_	_	2,608,299	
Water Distribution System	5,526,391	6,226,219	_	11,752,610	
Infrastructure	85,526	-	-	85,526	
Equipment and Vehicles	874,820	13,863.00	-	888,683	
Total	14,410,931	6,240,082	-	20,651,013	
Less Accumulated Depreciation					
<b>Buildings and Improvements</b>	201,340	1,080	-	202,420	
Electric System	3,174,064	54,164	-	3,228,228	
Sewer Distribution System	1,878,325	53,956	-	1,932,281	
Water Distribution System	2,011,283	294,835	-	2,306,118	
Infrastructure	63,543	1,999	-	65,542	
Equipment and Vehicles	610,450	39,338		649,788	
Total	7,939,005	445,372	-	8,384,377	
Net Capital Assets Being Depreciated	6,471,926	5,794,710	<u>-</u>	12,266,636	
Business-Type Activities Total Capital AssetsNet of Depreciation	\$ 17,232,343	\$ 5,934,531	\$ 6,226,219	\$ 16,940,655	

The depreciation expense was \$445,372 during the year as follows:

Business-Type Activities

Electric	\$ 80,661
Sewer	61,458
Water	 303,253
Total Business-Type Activities	\$ 445,372

### NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE G--INTERFUND RECEIVABLES AND PAYABLES/TRANSFERS

The inter-fund receivables and payables noted on Exhibit C and Exhibit E for the Village are as follows:

		Due to Other Funds					
	General	Non Major Governmental	Electric	Sewer	Water	Total	
Due fromOther Funds							
General Fund	\$ -	\$ 272,999	\$ 13,451	\$ 383,602	\$ 122,172	\$ 792,224	
Non-Major Governmental	388,901	15,517	-	-	1,914	406,332	
Electric	-	51,435	-	-	-	51,435	
Sewer	<del>_</del>	29	<del>_</del>	<del></del>	<del>_</del>	29	
Total	\$ 388,901	\$ 339,980	\$ 13,451	\$ 383,602	\$ 124,086	\$ 1,250,020	

These balances resulted from the time lag between the dates that (1) inter-fund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

The balance due to the General Fund from the Sewer Fund at December 31, 2018, in the amount of \$383,602 is not expected to be repaid within one year.

### NOTE H--LONG-TERM DEBT

The Village issues bonds to provide for the acquisition and construction of major capital improvements. General obligation bonds are direct obligations and pledge the full faith and credit of the Village. Electric, Sewer and Water System Revenue bonds involve a pledge of specific income derived from the acquired or constructed assets to pay debt service.

The individual long-term debt of the Village and the changes therein, may be summarized as follows:

### Governmental Activities

	Beginning Balance 01/01/2018	(Reductions)	Additions	Ending Balance 12/31/2018	Due Within One Year
Vested Employee Benefits Payable	\$ 4,828	\$ (49,051)	\$ 48,224	\$ 4,001	\$ 4,001
Total Governmental Activities	\$ 4,828	\$ (49,051)	\$ 48,224	4,001	\$ 4,001

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

# NOTE H--LONG-TERM DEBT (Continued)

Business-Type Activities	Beginning Balance 01/01/2018	(Reductions)	Additions	Ending Balance	Due Within One Year
2002 Limited Tax General Obligation Bonds maturing serially to 2022 in annual amounts ranging from \$25,000 to \$65,000 bearing interest from 4.35% to 5.10%	\$ 305,000	\$ (55,000)	\$ -	\$ 250,000	\$ 60,000
2003 Electric System Revenue Bonds, maturing serially to 2023 in annual amounts ranging from \$30,000 to \$70,000, bearing interest ranging from 2.0% to 5.125%	380,000	(55,000)	-	325,000	60,000
2005 Water Supply System Revenue Bonds maturing serially to 2045 in annual amounts ranging from \$20,000 to \$123,000 bearing interest of 4.125%	1,984,000	(35,000)	-	1,949,000	37,000
2005 Electric System Revenue Bonds maturing serially to 2020 in annual amounts ranging from \$50,000 to \$90,000 bearing interest ranging from 3.0% to 4.5%	255,000	(80,000)	-	175,000	85,000
2009 Water Supply System Revenue Bonds maturing serially to 2048 in annual amounts ranging from \$3,000 to \$16,000 bearing interest of 4.125%	268,000	(4,000)	-	264,000	5,000
2014 Water Supply System Revenue Bond, Series 2014	5,954,000	(107,000)	-	5,847,000	110,000
2014 Sanitary Sewer System Revenue Bond, Series 2014	3,340,685	(186,624)	149,120	3,303,181	160,000
Vested Employee Benefits Payable	58,812	(76,623)	43,054	25,243	<u>16,800</u>
Total Business-Type Activities	\$ 12,545,497	\$ (599,247)	\$192,174	\$ 12,138,424	\$ 533,800

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

# NOTE H--LONG-TERM DEBT (Continued)

# **Annual Principal and Interest Requirements**

The annual requirements to pay the principal and interest on the Village's long-term debt obligations excluding vested employee benefits outstanding at December 31, 2018, are as follows:

	Business-Type Activities						
Year	Principal	Interest	Total				
2019	\$ 517,000	\$ 335,073	\$ 852,073				
2020	531,000	317,210	848,210				
2021	460,000	298,780	758,780				
2022	474,000	283,645	757,645				
2023	418,000	267,943	685,943				
2024-2028	1,879,000	1,180,609	3,059,609				
2029-2033	2,147,000	919,844	3,066,844				
2034-2038	1,655,181	640,127	2,295,308				
2039-2043	1,444,000	435,423	1,879,423				
2044-2048	1,281,000	225,523	1,506,523				
2049-2053	1,076,000	94,095	1,170,095				
2054-2057	231,000	4,909	235,909				
Total	\$12,113,181	\$ 5,003,181	\$ 17,116,362				

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE H--LONG-TERM DEBT (Continued)

The annual electric, sewer and water fund principal and interest required to maturity for the bonds payable outstanding is as follows:

### 2002 Electric System Capital Improvement Bonds

Date of Issue: August 1, 2002

Amount: \$885,000

Purpose: Electrical System

Annual Interest Rate	Date of Maturity	Maturity November 1	Interest Payments	Total Annual <u>Requirements</u>
5.10%	2019 2020 2021 2022	\$ 60,000 60,000 65,000 65,000	\$ 12,750 9,690 6,630 3,315	\$ 72,750 69,690 71,630 68,315
		\$ 250,000	\$ 32,385	\$ 282,385

Interest is payable semi-annually at the rate indicated on May 1 and November 1.

### 2003 Electric System Revenue Bonds

Date of Issue: September 30, 2003

Amount: \$965,000

Purpose: Electrical System

Annual Interest <u>Rate</u>	Date of Maturity	Maturity November 1	Interest Payments	Total Annual <u>Requirements</u>
5.00%	2019	\$ 60,000	\$ 16,425	\$ 76,425
	2020	60,000	13,425	73,425
	2021	65,000	10,425	75,425
5.125%	2022	70,000	7,175	77,175
	2023	<u>70,000</u>	3,588	73,588
		\$ 325,000	\$ 51,038	\$ 376,038

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

# NOTE H--LONG-TERM DEBT (Continued)

# 2005 Electric System Revenue Bonds

Date of Issue: October 1, 2005

Amount: \$985,000

Purpose: Electrical System

Annual Interest <u>Rate</u>	Date of Maturity	Maturity November 1	Interest Payments	Total Annual <u>Requirements</u>
4.45% 4.50%	2019 2020	\$ 85,000 <u>90,000</u>	\$ 7,833 4,050	\$ 92,833 <u>94,050</u>
		\$ 175,000	\$ 11,883	\$ 186,883

# 2005 Water Supply System Revenue Bonds

Date of Issue: September 30, 2005

Amount: \$2,300,000

Purpose: Water Supply System

Annual Interest Rate	Date of Maturity	Maturity September 1		Interest Payments		A	Fotal nnual iirements
4.125%	2019	\$	37,000	\$	80,396	\$ 11	7,396
	2020		39,000		78,870		117,870
	2021		41,000		77,261		118,261
	2022		42,000		75,570		117,570
	2023		44,000		73,838		117,838
	2024-2028		257,000		339,859		596,859
	2029-2033		325,000		281,531		606,531
	2034-2038		407,000		208,024		615,024
	2039-2043		516,000		115,541		631,541
	2044-2047	_	241,000		15,015		256,015
			\$1,949,000	\$1	,345,905	\$3,2	294,905

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

# NOTE H--LONG-TERM DEBT (Continued)

# 2009 Water Supply System Revenue Bonds

Date of Issue: March 20, 2009

Amount: \$300,000

Purpose: Water Supply System

Annual Interest Rate	Date of Maturity		Maturity  ptember 1	Interest ayments		Total Annual quirements
4.125%	2019	\$	5,000	\$ 10,890	\$	15,890
	2020		5,000	10,684		15,684
	2021		5,000	10,477		15,477
	2022		5,000	10,271		15,271
	2023		5,000	10,065		15,065
	2024-2028		31,000	46,819		77,819
	2029-2033		37,000	39,971		76,971
	2034-2038		45,000	31,721		76,721
	2039-2043		56,000	21,574		77,574
	2044-2048	===	70,000	 8,951	:=====	78,951
		\$	264,000	\$ 201,423	\$	465,423

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

# NOTE H--LONG-TERM DEBT (Continued)

# 2014 Water Supply System Revenue Bonds

Date of Issue: November 21, 2014

Amount: \$6,263,000

Purpose: Water Supply System

Annual Interest Rate	Date of Maturity	Maturity November 1	Interest Payments	Total Annual Requirements
2.125%	2019	\$ 110,000	\$ 124,249	\$ 234,249
	2020	112,000	121,911	233,911
	2021	114,000	119,531	233,531
	2022	117,000	117,109	234,109
	2023	119,000	114,623	233,623
	2024-2028	636,000	534,034	1,170,034
	2029-2033	705,000	463,569	1,168,569
	2034-2038	785,000	385,348	1,170,348
	2039-2043	872,000	298,308	1,170,308
	2044-2048	970,000	201,556	1,171,556
	2049-2053	1,076,000	94,095	1,170,095
	2054-2057	231,000	4,909	235,909
		\$ 5,847,000	\$ 2,579,242	\$ 8,426,242

# 2014 Sewer System Revenue Bonds

Date of Issue: September 17, 2014

Amount: \$4,485,000

Purpose: Sewage Disposal System

Annual		,		Total	
Interest	Date of	Maturity	Interest	Annual	
Rate	Maturity	October 1	Payments	Requirements	
2.5%	2019	\$ 160,000	\$ 82,530	\$ 242,530	
	2020	165,000	78,580	243,580	
	2021	170,000	74,455	244,455	
	2022	175,000	70,205	245,205	
	2023	180,000	65,830	245,830	
	2024-2028	955,000	259,898	1,214,898	
	2029-2033	1,080,000	134,773	1,214,773	
	2034-2037	418,181	15,034	433,215	
		\$ 3,303,181	\$ 781,305	\$ 4,084,486	

### NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE I--COMPENSATED ABSENCES

### Vested Employee Benefits Payable

The Village's employment policies provide for vacation benefits to be earned in varying amounts depending on the employee's years of service. Union employees may not accumulate vacation hours in excess of 280 hours. Union employees who terminate employment for any reason shall have their unused accumulated vacation paid out up to a maximum of 160 hours. Most non-union employees are eligible for vacation pay out upon termination up to 40 hours.

The Village's employment policies provide for sick leave benefits to be earned in varying amounts depending on the employee's hours worked and union agreements. Sick leave is earned by all Village employees at the rate of 12 days annually with each day being made available as of the last day of the month. However, only the union employees hired prior to July 1, 1998 will receive any unused balances upon separation of employment from the Village.

As of December 31, 2018, the Village has an accrued vested employee benefits payable of \$4,001 recorded in the governmental activities and \$25,243 in the business-type activities.

### NOTE J—DEFERRED COMPENSATION PLAN

The Village offers all employees a deferred compensation plan created in accordance with the Internal Revenue Code (IRC), Section 457. The assets of the plan are held in a trust, custodial account or annuity contract described in IRC Section 457(g) for the exclusive benefit of the participants (employees) and their beneficiaries. The custodial account is held by the custodian for the exclusive benefit of the participants and beneficiaries of these Section 457 plans and the assets may not be diverted to any other use. The administrator (Nationwide Retirement Solutions) is an agent of the employer. The administrator provides direction to the custodian, from time to time, regarding the investment of the funds held in the account, transfer of assets to or from the account, and all other matters. In accordance with the provisions of GASB Statement No. 32, plan balances and activities are not reflected in the Village's financial statements.

### NOTE K--EMPLOYEES' RETIREMENT SYSTEM

#### General Information about the Pension Plan

Plan Description: The Village's defined benefit pension plan provides certain retirement, disability and death benefits to plan members and beneficiaries. The Village participates in the Municipal Employees Retirement System (MERS) of Michigan. MERS is an agent multiple-employer, statewide public employee pension plan established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine member Retirement Board. MERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained by accessing the MERS website at <a href="https://www.mersofmich.com">www.mersofmich.com</a>.

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

# NOTE K--EMPLOYEES' RETIREMENT SYSTEM (Continued)

# Benefits Provided:

Table 2	2017 Valuation	2017 Valuation
	01 - General	02 - Police/Fire
	Closed to new hires,	Closed to new hires,
	Linked to Division HA	Linked to DivisionHA
Benefit Multiplier:	2.00% Multiplier (No max)	2.25% Multiplier (80% max)
Normal Retirement Age	60	60
Vesting:	10 years	10 years
Early Retirement (Unreduced):	55/25	55/25
Early Retirement (Reduced):	50/25	50/25
•	55/15	55/15
Final Average Compensation:	5 years	3 years
Employee Contributions:	0%	0%
Act 88:	Yes (Adopted 11/20/2017)	Yes (Adopted 11/20/2017)
	10 - Sprvsrs: Closed to new	11 - Spvs LT & Pwr: Closed to new
	hires, linked to Division HA	hires, linked to DivisionHB
Benefit Multiplier:	2.50% Multiplier (80% max)	2.50% Multiplier (80% max)
Normal Retirement Age	60	60
Vesting:	10 years	10 years
Early Retirement (Unreduced):	55/25	55/25
Early Retirement (Reduced):	50/25	50/25
	55/15	55/15
Final Average Compensation:	5 years	5 years
Employee Contributions:	0%	0%
Act 88:	Yes (Adopted 11/20/2017)	Yes (Adopted 11/20/2017)
	HA - All EE's eligible for pension	HB - All eligible P&P after 1/1/15
	after 1/1/15: Open Division,	Open Division,
	linked to Division 01, 02,10	linked to Division 11,12
Benefit Multiplier:	Hybrid Plan - 1.25% Multiplier	Hybrid Plan - 1.25% Multiplier
Normal Retirement Age	60	60
Vesting:	6 years	6 years
Final Average Compensation:	3 years	3 years
Employee Contributions	0%	0%
Act 88:	Yes (Adopted 11/20/2017)	Yes (Adopted 11/20/2017)

### NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE K--EMPLOYEES' RETIREMENT SYSTEM (Continued)

Table 2 (Continued)	2017 Valuation
	12 - Genrl LT&PWR
	Closed to new hires,
	Linked to Division HB
Benefit Multiplier:	2.00% Multiplier (No max)
Normal Retirement Age	60
Vesting:	10 years
Early Retirement (Unreduced):	55/25
Early Retirement (Reduced):	50/25
	55/15
Final Average Compensation:	5 years
Employee Contributions:	0%
Act 88:	Yes (Adopted 11/20/2017)

*Employees covered by benefit terms:* At the December 31, 2017 valuation date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	28
Inactive employees entitled to but not yet receiving benefits	4
Active employees	<u>19</u>
Tital employees covered by MERS Plan	51

Contributions: The Village is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS Retirement Board. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The employer may establish contribution rates to be paid by its covered employees.

For the year ended December 31, 2017, the Village's contribution rate was \$4,649 for general, \$41 for police and fire, \$5,479 for Supervisors, \$770 for Light & Power Supervisors, \$751 for General Light and Power employees, 7.41% for administration eligible after January 1, 2015 and 6.48% for light and power employees eligible after January 1, 2015.

### **Net Pension Liability**

The Village's Net Pension Liability was measured as of December 31, 2017, and the total pension liability used to calculate the Net Pension Liability was determined by an annual actuarial valuation performed as of that date.

### NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE K--EMPLOYEES' RETIREMENT SYSTEM (Continued)

Actuarial assumptions: The total pension liability in the December 31, 2017 annual actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation 2.5%

Salary Increases 3.75% in the long-term

Investment Rate of Return 7.75%, net of investment expense, including inflation

Although no specific price inflation assumptions are needed for the valuation, the 2.5% long-term wage inflation assumption would be consistent with a price inflation of 3% - 4%.

Mortality rates used were based on the RP-2014 Group Annuity Mortality Table of a 50% Male and 50% Female blend.

The actuarial assumptions used in the December 31, 2017 valuation were based on the results of the most recent actuarial experience study of 2015.

The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

		Long-Term
		Expected
	Target	Real Rate of
<u>Asset Class</u>	Allocation	Return
Global Equity	55.5%	3.41%
Global Fixed Income	18.5%	0.23%
Real Assets	13.5%	0.97%
Diversifying Strategies	12.5%	0.63%

Discount rate: The discount rate used to measure the total pension liability is 8.00%. The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

# NOTE K--EMPLOYEES' RETIREMENT SYSTEM (Continued)

	Increase (Decrease)					
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a)-(b)			
Balances as of						
December 31, 2017	\$ 4,646,070	\$ 3,014,078	\$ 1,631,992			
Changes for the year	51.041		<b>5</b> 1 041			
Service Cost	51,841		51,841			
Interest on total pension liability	359,296		359,296			
Changes in benefits	-		-			
Difference between expected and						
actual experience	(43,893)		(43,893)			
Change in assumptions	-		-			
Employer contributions	-	163,110	(163,110)			
Employee contributions	-	-	-			
Net investment income	-	(111,357)	111,357			
Benefit payments, including						
exployee refunds	(361,584)	(361,584)	-			
Administrative expense		(5,703)	5,703			
Other changes	2,260		2,260			
Net changes	7,920	(315,534)	323,454			
Balances as of						
December 31, 2018	4,653,990	2,698,544	1,955,446			

Sensitivity of the Net Pension Liability to changes in the discount rate: The following presents the Net Pension Liability of the employer, calculated using the discount rate of 8.00%, as well as what the employer's Net Pension Liability would be using a discount rate that is 1 percentage point lower (7.00%) or 1% higher (9.00%) than the current rate.

	Current					
	1% Decrease (7%)		Discount Rate (8%)		1% Increase (9%)	
Net Pension Liability at December 31, 2018			\$	1,955,446		
Change in Net Pension Liability (NPL)	\$	417,616			\$	(361,308)

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE K--EMPLOYEES' RETIREMENT SYSTEM (Continued)

# <u>Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions</u>

For the year ended December 31, 2018, the Village recognized pension expense of \$286,455. The Village reported deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred	Deferred
	Outflows of	Inflows of
Source	Resources	Resources
Net difference between projected and actual earnings on pension plan investments** Differences in Experience**	\$ 208,551	\$ - 21,947_
Total	\$ 208,551	\$ 21,947

<sup>\*</sup>The amount reported as deferred outflows of resources resulting from contributions subsequent to the measurement date will be recognized as a reduction in the Net Pension Liability for the fiscal year ending December 31, 2018.

<sup>\*\*</sup>Amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in the pension expense as follows:

Year Ended December 31	Amount
2019	\$ 54,466
2020	23,517
2021	39,756
2022	68,863

### NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE L--OTHER POSTEMPLOYMENT BENEFITS

*Plan Description:* In addition to the pension benefits described in Note K, the Village provides postemployment healthcare insurance benefits to specified retired employees and/or their spouse. The benefits are provided in accordance with Article 10, Section 1, of the union agreement.

Benefits Provided: Healthcare benefits are provided upon retirement as follows: For salaried employees hired after May 2, 2012 and for Union employees, premiums are paid by the Village for the participant for 8 years after retirement and pre-65 reimbursement of deductible up to \$3,750 and premiums are paid by the Village for the spouse for 3 years after retirement and pre-65 reimbursement of deductible up to \$3,750. For salaried employees hired by May 2, 2012, the premiums are paid by the Village for the participant for life and pre-65 reimbursement of deductible up to \$3,750 and premiums are paid by the Village for the spouse until age 70 and pre-65 reimbursement of deductible up to \$3,750.

*Employees covered by benefit terms*. At the December 31, 2018, the following employees were covered by the benefit terms:

Inactive plan members receiving benefits	14
Active plan members	3
Total participants	17

Contributions. The Village of Newberry Retiree Health Plan was established and is being funded under the authority of the Village. The plan's funding policy has been that the employer funds the plan on a "pay-as-you-go" basis. That is, benefit payments have been made from general operating funds. Currently, benefit payments are made from general operating funds. There are no long term contracts for contributions to the plan. The plan has no legally required reserves. During the year, the Village contributed \$159,151 for the benefit.

*Net OPEB Liability*. The Village's net OPEB liability was measured as of December 31, 2018. The December 31, 2018 total OPEB liability was determined by an actuarial valuation performed as of December 31, 2018.

Actuarial Assumptions. The total OPEB liability was determined by an actuarial valuation as of December 31, 2018 and the following actuarial assumptions, applied to all periods included in the measurement:

Inflation Implicit in expected payroll increases

Salary increases 3.5%

Investment rate of return N/A; plan is not pre-funded

20-year Aa Municipal bond rate 3.64%

Mortality 2010 Public Mortality, headcount weighted, projected with MP-2018,

annuitant and non-annuitant, sex-distinct Mortality Table

### NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

# NOTE L--OTHER POSTEMPLOYMENT BENEFITS (Continued)

As the plan is not pre-funded, no long-term expected rate of return on plan investments was determined.

Discount Rate. The discount rate used to measure the total OPEB liability was 3.64%. Because the plan does not have a dedicated OPEB trust, there are not assets projected to be sufficient to make projected future benefit payments of current plan members. For projected benefits that are covered by projected assets, the long-term expected rate was used to discount the projected benefits. From the year that benefit payments were not projected to be covered by the projected assets (the "depletion date"), projected benefits were discounted at a discount rate reflecting a 20-year AA/Aa tax-exempt municipal bond yield. A single equivalent discount rate that yields the same present value of benefits is calculated. This discount rate is used to determine the Total OPEB Liability. December 31, 2018 is the first year of compliance with GASB 75, so there is no required discount rate change to disclose.

### Changes in Net OPEB Liability

	Increase (Decrease)					
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability			
	(a)	(b)	(a)-(b)			
Balance as of December 31, 2017	\$1,010,532	\$ -	\$ 1,010,532			
Changes for the year						
Service Cost	1,085	-	1,085			
Interest	34,794	-	34,794			
Experience (Gains)/Losses	11,179	-	11,179			
Change in actuarial assumptions	-	-	-			
Contributions to OPEB trust	-	-	-			
Contributions/benefit paid from general operating funds	-	159,151	(159,151)			
Net investment income	-	-	-			
Benefit payments	(159,151)	(159,151)	-			
Administrative expense	-	-	-			
Other changes		-				
Total changes	(112,093)		(112,093)			
Balance as of December 31, 2018	\$ 898,439	\$ -	\$ 898,439			

Sensitivity of the net OPEB liability to changes in the discount rate and healthcare cost trend rates. The following presents the net OPEB liability of the Village, as well as what the Village's net OPEB liability would be if it were calculated using trend and discount rates 1% higher and lower than base assumptions:

1% Decrease Current Discount Rate 1% Increase

	 Decrease ou	 300 dillo 11000 1 70 111010	<u> case</u>	
Tital OPEB Liability at December 31, 2018		\$ 898,439		
Net OPEB Liability	\$ 939,520		\$	860,959

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE L--OTHER POSTEMPLOYMENT BENEFITS (Continued)

Sensitivity of the net OPEB liability to changes in the healthcare cost trend rates. The following presents the net OPEB liability of the Village, as well as what the Village's net OPEB liability would be if it were calculated using trend and discount rates 1% higher and lower than base assumptions:

	Health Care				
	1% Decrease	Trend Rate	1% Increase		
Total OPEB Liability at December 31, 2018		\$898,439			
Net OPEB Liability	\$ 862,643		\$ 936,847		

*OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB*. For the year ended December 31, 2018, the Village recognized OPEB expense of \$32,639. At December 31, 2018, the Village reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Defe	erred ows of	Deferred Inflows of			
Source		Resources		Resources		
Experience (Gains)/Losses Changes in Assumptions	\$	- -	\$	- -		
Total	\$	<u>-</u>	\$			

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ended December 31	Amo	ount
2019	\$	-
2020		-
2021		-
2022		-
2023		-
Thereafter		_

#### NOTE M--RISK MANAGEMENT

The Village is exposed to various risks of loss related to property loss, torts, and errors and omissions and employee injuries (workers' compensation). The Village has purchased commercial insurance coverage through various policies for general liability, property, vehicle and workers' compensation claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three years.

### NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

### NOTE N—CAPITAL CREDITS IN COOPERATIVE

In prior years, the Village of Newberry Electric Fund purchased electricity for resale from Cloverland Electric Co-op. Due to operating surpluses by the cooperative, the Village of Newberry's Electric Fund receives patronage capital credits. During the current year the Village did not receive any capital distributions. As of December 31, 2018, the Village has capital credits outstanding of \$626,012. This amount is credited to the capital account of the Cooperative for the Village of Newberry Electric Fund and has the same status as if it was paid in cash to the Village and then the Village furnished the Cooperative with a corresponding amount of capital. Distribution of these credits to the Village of Newberry Electric Fund is made at the complete discretion of the Cooperative.

### NOTE O--RESTATEMENT OF NET POSITION

During the current fiscal year, the Village adopted GASB Statement Number 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. Due to this implementation, the government-wide statements now include a net OPEB liability for unfunded OPEB obligations. The statement of net position is restated to record the liability as of January 1, 2018:

	Governmental Activities		Business-Type Activities		
Beginning Net PositionJanuary 1, 2018	\$	55,385	\$	5,772,547	
Add Net OPEB LiabilityJanuary 1, 2018		14,408		406,842	
Less net OPEB liability recorded for the implementation of GASB 75		(40,421)		(970,110)	
Restated Beginning Net PositionJanuary 1, 2018	\$	29,372	\$	5,209,279	

# NOTES TO FINANCIAL STATEMENTS For the Fiscal Year Ending December 31, 2018

#### NOTE P--UPCOMING REPORTING CHANGES

In January 2017, the GASB issued Statement No. 84, Fiduciary Activities, which establishes criteria for identifying fiduciary activities of governments and improves guidance for accounting and financial reporting related to how these activities should be reported. The Village is currently evaluating the impact this standard will have on the financial statements when adopted. The provisions of this statement are effective for the Village's financial statements for the fiscal year ending 2020-2021.

In June 2017, the GASB issued Statement No. 87, Leases, which improves accounting and financial reporting for leases by governments. This statement requires recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources. The Village is currently evaluating the impact this standard will have on the financial statements when adopted. The provisions of this statement are effective for the Village's financial statements for the fiscal year ending 2020-2021.

In April 2018, the GASB issued Statements No. 88, Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements. This Statement will improve financial reporting by providing users of financial statements with essential information that currently is not consistently provided. In addition, information about resources to liquidate debt and the risks associated with changes un terms associated with debt will be disclosed. As a result, users will have better information to understand the effects of debt on a government's future resource flows. The Village is currently evaluating the impact this standard will have on the financial statements when adopted during the 2019-2020 fiscal year.

# VILLAGE OF NEWBERRY--LUCE COUNTY REQUIRED SUPPLEMENTARY INFORMATION BUDGETARY COMPARISON SCHEDULE GENERAL FUND

For the Fiscal Year Ended December 31, 2018

	B	BUDGETED AMOUNTS					Variance With	
	Final					Fina	al Budget	
	Original		Amended				Positive	
		Budget		Budget		Actual	<u>(N</u>	egative)
Revenues								
Taxes	\$	260,760	\$	272,790	\$	290,488	\$	17,698
Licenses and Permits		100		13,651		590		(13,061)
State Grants		210,900		223,951		302,475		78,524
Charge for Services		105,400		77,405		67,499		(9,906)
Interest and Rentals		800		1,916		3,568		1,652
Other Revenue		337,400		428,173	_	426,858		(1,315)
Total Revenues		915,360		1,017,886	_	1,091,478		73,592
Expenditures								
General Government		253,650		493,464		480,858		12,606
Public Safety		4,820		44,136		44,136		-
Public Works		217,450		311,766		308,388		3,378
Other		2,050		1,604		1,604		-
Capital Outlay	_	5,900		20,525	_	85,116		(64,591)
Total Expenditures		483,870		871,495	_	920,102		(48,607)
Excess of Revenues Over (Under) Expenditures		431,490		146,391		171,376		24,985
Fund BalanceJanuary 1, 2018		492,831		492,831		492,831		
Fund BalanceDecember 31, 2018	\$	924,321	\$	639,222	9	664,207	\$	24,985

# VILLAGE OF NEWBERRY--LUCE COUNTY REQUIRED SUPPLEMENTARY INFORMATION SCHEDULE OF CHANGES IN THE VILLAGE'S NET PENSION LIABILITY AND RELATION RATIOS\*

For the Fiscal Year Ending December 31, 2018
--

		2018		2017		2016		2015
Total Pension Liability								
Service Cost	\$	51,841	\$	50,379	\$	56,321	\$	57,323
Difference between expected and actual experience		(43,893)		(6,626)		(55,600)		(58,770)
Changes in assumptions Interest		359,296		355,645		203,073 347,836		196,558 341,332
Benefit payments including employee refunds		(361,584)		(322,580)		(308,458)		(294,636)
Other Changes		2,260		(12,408)		(155,433)		(3,924)
Net Change in Total Pension Liability		7,920		64,410		87,739		237,883
Total Pension LiabilityBeginning		4,646,070		4,581,660		4,493,921		4,256,038
Total Pension LiabilityEnding	\$	4,653,990	\$	4,646,070	\$	4,581,660	\$	4,493,921
Plan Fiduciary Net Position								
Contributionsemployer	\$	163,110	\$	160,210	\$	243,380	\$	139,838
Contributionsemployees	Ψ	-	Ψ	-	Ψ	-	Ψ	-
Net Investment Income		(111,357)		364,244		292,473		(40,303)
Benefit payments including employee refunds		(361,584)		(322,580)		(308,458)		(294,636)
Administrative expense		(5,703)		(5,780)		(5,778)		(5,987)
Other Changes		<u>-</u>				1		(1)
Net Change in Plan Fiduciary Net Position		(315,534)		196,094		221,618		(201,089)
Plan Fiduciary Net PositionBeginning		3,014,078		2,817,984		2,596,366		2,797,455
Plan Fiduciary Net PositionEnding	\$	2,698,544	\$	3,014,078	\$	2,817,984	\$	2,596,366
Employer Net Pension Liability	\$	1,955,446	\$	1,631,992	\$	1,763,676	\$	1,897,555
Plan Fiduciary Net Position as a percentage of the								
Total Pension Liability		58%		65%		62%		58%
Covered Employee Payroll	\$	703,254	\$	647,812	\$	675,376	\$	675,376
Employer's Net Pension Liability as a percentage								
of covered employee payroll		278%		252%		261%		281%

# Notes to schedule:

Above dates are based on measurement date, which may not necessarily tie to the fiscal year.

<sup>\*10-</sup>year schedule as required by GASB Statement No. 68 will be built prospectively upon implementation of the standard.

#### VILLAGE OF NEWBERRY--LUCE COUNTY REQUIRED SUPPLEMENTARY INFORMATION SCHEDULE OF VILLAGE'S CONTRIBUTIONS For the Fiscal Year Ending December 31, 2018

	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
Actuarial Determined Contributions* Contributions in Relation to the actuarially	\$ 163,107	\$ 160,211	\$ 153,379	\$ 139,838	\$ 104,488	\$ 102,254	\$ 105,944	\$ 105,451	\$ 112,339	\$ 91,335	\$ 94,806
determined contribution	163,107	160,211	243,379	139,838	104,488	274,254	105,944	105,451	112,339	91,335	94,806
Contribution deficiency (excess)	\$ -	\$ -	\$ (90,000)	\$ -	\$ -	\$ (172,000)	\$ -	\$ -	\$ -	\$ -	\$ -
Covered Employee Payroll	\$ 703,254	\$ 703,254	\$ 647,812	\$ 675,376	\$ 537,871	\$ 477,186	\$ 516,904	\$ 540,440	\$ 564,470	\$ 555,767	\$ 490,762

21%

19%

57%

20%

20%

20%

16%

19%

#### Notes to Schedule:

employee payroll

Actuarial valuation information relative to the determination of contributions:

Valuation Date Actuarially determined contribution rates are calculated as of December 31, each year which is prior to

23%

38%

the beginning of the fiscal year in which the contributions are required

Methods and assumptions used to determine contribution rates:

Actuarial cost method Entry Age

Amortization method Level percentage of payroll, open

Remaining amortization period 25 years

Contributions as a percentage of covered

Asset valuation method 10 year smoothed

Inflation 3 to 4%

Salary Increases 3.75%, including inflation

Investment rate of return 7.75%

Retirement age Experienced-based tables of rates that are specific to the type of eligibility condition

23%

Mortality 50% Female / 50% Male RP-2014 Group

Annuity Mortality Table

# VILLAGE OF NEWBERRY SCHEDULE OF CHANGES IN THE VILLAGE'S NET OPEB LIABILITY AND RELATED RATIOS\*

For the Fiscal Year Ending December 31, 2018

SCHEDULE 3

	 2018
Total OPEB Liability	
Service Cost	\$ 1,085
Interest	34,794
Difference Between Expected and Actual Experience	11,179
Benefit payments including employee refunds	 (159,151)
Net Change in Total OPEB Liability	 (112,093)
Total OPEB Liability beginning	1,010,532
Total OPEB Liability ending	\$ 898,439
Plan Fiduciary Net Position	
Contributions-employer	\$ 159,151
Net Investment income	-
Benefit payments including employee refunds	(159,151)
Administrative expense	 
Net Change in Plan Fiduciary Net Position	 -
Plan Fiduciary Net Position beginning	 
Plan Fiduciary Net Position ending	\$ 
Employer Net OPEB Liability	\$ 898,439
Plan Fiduciary Net Position as a percentage of the	
Total OPEB Liability	0%
Covered Employee Payroll	\$ 156,362
Employer's Net OPEB Liability as a percentage	
of covered employee payroll	575%

#### Notes to schedule:

There were no benefit changes or changes in assumptions or methods affecting the 2018 valuation.

Above dates are based on measurement date, which may not necessarily tie to the fiscal year.

<sup>\*10-</sup>year schedule as required by GASB Statement No. 75 will be built prospectively upon implementation of the standard.

#### VILLAGE OF NEWBERRY SCHEDULE 4

#### SCHEDULE OF VILLAGES'S CONTRIBUTIONS--OPEB

For the Fiscal Year Ending December 31, 2018

	 2018
Actuarial Determined Contributions	\$ 153,536
Contributions in relation to the actuarially	
determined contribution	144,732
Contribution deficiency (excess)	\$ 8,804
Covered Employee Payroll	\$ 156,362

Contributions as a percentage of covered

employee payroll 93%

Notes to Schedule

10 year requirement for disclosure The ten year requirement of information will be built prospectively.

Actuarial valuation information relative to the determination of contributions:

Valuation date December 31, 2018 Measurement Date December 31, 2018

Methods and assumptions used to determine contribution rates:

Actuarial cost method Entry Age Normal (level of percentage of compensation)

Amortization method Level Percent, closed

Discount Rate 3.64%

Rationale - 20 year Aa Municipal bond rate for December

20-year Aa Municipal Bond Rate 3.64% - Current bond rate

Inflation 2.5% Payroll inflation 3.5%

Return on plan assets N/A; Plan is not prefunded

Mortality Public mortality study PUG 2010 and MP-2018 mortality improvement

# VILLAGE OF NEWBERRY--LUCE COUNTY SCHEDULE OF BOND COVENANT CASH RESERVES December 31, 2018

		Required Balance	Actual Balance		
Water Fund - Restricted Cash	¢	155 029			
Operation and Maintenance Funds2014	\$	155,038	-		
Bond and Interest Redemption					
Series 2005 Revenue Bond		39,132	33,310		
Series 2009 Revenue Bond		5,296	2,180		
Series 2014 Revenue Bond		, -	-		
Bond Reserves					
Series 2005 Revenue Bond		130,000	130,000		
Series 2009 Revenue Bond		16,000	12,800		
Series 2014 Revenue Bond		93,600	46,800		
Repair, Replacement and Improvement Accounts					
Series 2005 Revenue Bond		230,685	175,195		
Series 2014 Revenue Bond		90,192	45,095		
	\$	759,943	445,380		
Sewer Fund - Restricted Cash					
Operation and Maintenance Funds 2014	\$	85,403	-		
Bond and Interest Redemption					
Series 2014 Revenue Bond		60,620	-		
Bond Reserves					
Series 2014 Revenue Bond		68,903	-		
Repair, Replacement and Improvement Accounts Series 2014 Revenue Bond		<del>_</del>	<u>-</u> _		
	\$	214,926			

# VILLAGE OF NEWBERRY--LUCE COUNTY COMBINING BALANCE SHEET NON-MAJOR GOVERNMENTAL FUNDS December 31, 2018

	Special Revenue Funds										Capital Project Funds					
		Major Streets		Local Streets	Fire Capital Rev		Reve	Fire Revolving		Fire Millage		TORC		Atlas Park		Total
<u>ASSETS</u>						*		<u>-</u>						_		_
Cash and Cash Equivalents Taxes Receivable Accounts ReceivableOther Due from State Due from Other Funds	\$	216 - 27,637 211,862	\$	1 10,735 - 11,134 85,375	\$	776 - - - 28,150	\$	120,599 - 125,701 - 34,319	\$	47,447 4,781 - - 46,626	\$	12,124 - - - -	\$	65,356 - - - -	\$	246,519 15,516 125,701 38,771 406,332
Total Assets	\$	239,715	\$	107,245	\$	28,926	\$	280,619	\$	98,854	\$	12,124	\$	65,356	\$	832,839
<u>LIABILITIES</u>																
Accounts Payable Due to State Due to Other Funds	\$	507 2,915 37,381	\$	811 1,167 11,384	\$	- - -	\$	14,148 - 169,294	\$	- 12,867	\$	37,826	\$	175 - 71,228	\$	15,641 4,082 339,980
Total Liabilities		40,803		13,362		-		183,442		12,867		37,826		71,403		359,703
FUND BALANCES																
Restricted Streets Fire Capital Purchases Fire Operations Unassigned		198,912 - - -		93,883		- 28,926 - -		- - 97,177 -		- - 85,987 <u>-</u>		- - (25,702)		- - - (6,047)		292,795 28,926 183,164 (31,749)
Total Fund Balances		198,912	_	93,883		28,926	_	97,177		85,987		(25,702)		(6,047)		473,136
Total Liabilities, Deferred Inflows of Resources and Fund Balance		239,715	\$	107,245	\$	28,926	\$	280,619	\$	98,854	\$_	12,124	\$_	65,356	\$	832,839

# VILLAGE OF NEWBERRY--LUCE COUNTY COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES NON-MAJOR GOVERNMENTAL FUNDS For the Fiscal Year Ended December 31, 2018

	Special Revenue Funds								Capital Project Funds			
	Major Streets	Local Streets		Fire apital	Revo	Fire lving	Fire Millage	TORC	Atlas Park		Total	
Revenues												
Taxes	\$ -	\$ 89,604	\$	-	\$	-	\$ 40,188	\$ -	\$ -	\$	129,792	
State Grants	187,617	88,023		-		2,650	-	-	-		278,290	
Charges for Services	-	-		-		105,087	-	-	-		105,087	
Contributions	-	_		-		-	_	25,000	-		25,000	
Interest and Rentals		625		37		170	132	42	-		1,006	
Total Revenues	187,617	178,252		37		107,907	40,320	25,042	-		539,175	
Expenditures												
Public Works	79,815	133,790		-		143,939	-	19,135	2,732		379,411	
Capital Outlay		-		-		11,900	-	-	3,736		15,636	
Total Expenditures	79,815	133,790				155,839	-	19,135	6,468		395,047	
Excess of Revenue Over (Under) Expenditures	107,802	44,462		37		(47,932)	40,320	5,907	(6,468)		144,128	
Fund BalanceJanuary 1, 2018	91,110	49,421		28,889		145,109	45,667	(31,609)	421		329,008	
Fund BalanceDecember 31, 2018	\$ 198,912	\$ 93,883	\$	28,926	\$	97,177	\$ 85,987	\$ (25,702)	\$ (6,047)	\$	473,136	

# VILLAGE OF NEWBERRY--LUCE COUNTY SCHEDULE OF REVENUES BUDGET AND ACTUAL--GENERAL FUND For the Fiscal Year Ended December 31, 2018

REVENUES		Original Budget		Final Amended Budget		Actual	Fina P	ance With al Budget ositive (egative)
Taxes Current Property Taxes Current Property TaxesGarbage Personal Property Taxes	\$	198,060 24,600	\$	208,456 25,859	\$	196,198 24,338 31,277	\$	(12,258) (1,521) 31,277
Payment in Lieu of Taxes Interest on Delinquent Taxes Administrative Fees		31,500 - 6,600		31,500 - 6,975		31,500 3,366 3,809		3,366 (3,166)
Total Taxes		260,760		272,790		290,488		17,698
Licenses and Permits								
FOIA Request Revenue Employee Insurance Licenses and Permits		- - 100		335 13,062 254		336 - 254		1 (13,062)
Total Licenses and Permits		100		13,651		590		(13,061)
State Grants State Grants Local Community Stabilization State Revenue Sharing		- - 210,900		34,534 10,038 179,379		100,904 10,038 191,533		66,370 - 12,154
Total State Grants		210,900		223,951		302,475		78,524
Charges for Services Admin FeeSewage O&M Charges for ServicesRefuse Sales GarbageLate Fees Franchise Agreement		27,000 76,500 1,900		70,087 - 195 7,123		- 60,181 - 195 7,123		(9,906) - -
Total Charges for Services		105,400		77,405		67,499		(9,906)
Interest and Rentals Interest		800		1,916		3,568		1,652
Total Interest and Rentals		800		1,916		3,568		1,652
Other Revenue								
AdvertisingSky Magazine		-		441		440		(1)
Reimbursement Street Overhead		97,000		6,081		6,081		-
ReimburseEquipment Rental Contributions		142,000		136,860		136,860 14,370		14,370
Reimbursement Overhead		96,400		266,875		266,875		14,370
Reimbursement Admin Rural Development	f	-		15,684		200,073		(15,684)
Reimbursements and Refunds		2,000		2,232		2,232		
Total Other Revenue		337,400		428,173		426,858		(1,315)
Total Revenues	\$	915,360 \$	1,01	7,886	\$ 1	,091,478	\$_	73,592

# VILLAGE OF NEWBERRY--LUCE COUNTY SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES BUDGET AND ACTUAL--GENERAL FUND

For the Fiscal Year Ended December 31, 2018

For the Fiscal Teal Ended December 31, 2018		riginal Sudget		Final Amended Budget		Actual	Fin F	ance With al Budget Positive (egative)
General Government	Φ.	25.550	Φ.	15.010	Φ.	15.012	Φ.	
Village Council	\$	27,750	\$	15,913	\$	15,913	\$	-
Village President		4,100		5,671		5,670		(202)
Village Manager		51,300		77,345 291,887		77,628 281,860		(283)
Village Administrative Village Clerk		90,100 12,500		17,361		17,361		10,027
Audit		8,750		2,925		2,925		_
Ordinance Officer		-		10,978		10,978		_
Village Treasurer		11,650		12,467		12,574		(107)
Village Hall		47,500		45,477		42,509		2,968
Attorney		<u> </u>		13,440		13,440		
Total General Government		253,650		493,464		480,858		12,606
Public Safety								
Fire Department		4,820		44,136		44,136		<u> </u>
Total Public Safety		4,820		44,136		44,136		
Public Works								
DPW		6,200		137,590		137,643		(53)
Sidewalks		3,900		-		-		-
Street Lights		19,000		23,327		19,758		3,569
Sewage Disposal		40,650		16		16		-
Motor Pool		93,100		70,615		70,615		-
Storm Sewers		1,100		3,632		3,632		-
Rubbish	-	53,500	-	76,586		76,724		(138)
Total Public Works		217,450		311,766		308,388		3,378
Other Functions								
Miscellaneous		2,050		1,604		1,604		
Total Other Functions		2,050		1,604		1,604		<u>-</u>
Capital Outlay		5,900		20,525		85,116		(64,591)
Total Capital Outlay		5,900		20,525		85,116		(64,591)
Total Expenditures	_\$	483,870	\$	871,495	\$	920,102	\$	(48,607)



GRETCHEN WHITMER

# STATE OF MICHIGAN DEPARTMENT OF TREASURY LANSING

RACHAEL EUBANKS STATE TREASURER

April 27, 2020

Village of Newberry 302 E. McMillan Ave Newberry, Michigan 49868

RE: Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards* 

#### Dear Council Members:

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Newberry, Luce County, Michigan, as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Village of Newberry's basic financial statements, and have issued our report thereon dated April 27, 2020.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the Village of Newberry's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Village of Newberry's internal control. Accordingly, we do not express an opinion on the effectiveness of the Village of Newberry's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Village of Newberry's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying Schedule of Findings and Responses to be material weaknesses, listed as Findings 2018-001, 2018-002 and 2018-003.

Village of Newberry Page 2 April 27, 2020

A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiency described in the accompanying Schedule of Findings and Responses listed in as Finding 2018-004 to be a significant deficiency.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. However, material weaknesses or significant deficiencies may exist that have not been identified.

# Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Village of Newberry's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of non-compliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the Schedule of Findings and Responses listed as Findings 2018-005, 2018-006, 2018-007, 2018-008 and 2018-009.

# Village of Newberry's Responses to Findings

The Village of Newberry's responses to the findings identified in our audit are described in the accompanying Schedule of Findings and Responses. The Village's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

#### Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Village of Newberry's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Village of Newberry's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. However, this report is a matter of public record and its distribution is not limited.

Sincerely,

Cary Jay Vaughn, CPA, CGFM

Audit Manager

Community Engagement and Finance Division



GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS STATE TREASURER

April 27, 2020

Village of Newberry 302 E. McMillan Ave Newberry, Michigan 49868

RE: Report to Those Charged with Governance

**Dear Council Members:** 

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Newberry, Luce County, Michigan, for the fiscal year ended December 31, 2018, and have issued our report thereon dated April 27, 2020. Professional standards require that we provide you with information related to our audit.

# Our Responsibility Under U.S. Generally Accepted Auditing Standards and Government Auditing Standards

As stated in the engagement letter dated December 13, 2017, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we considered the internal control of the Village of Newberry. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the Village of Newberry's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of our tests was not to provide an opinion on compliance with such provisions.

#### Other information in Documents Containing Audited Financial Statements

Our responsibility for the supplementary information accompanying the financial statements, as described in professional standards, is to evaluate the presentation of supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a

Village of Newberry Page 2 April 27, 2020

whole. We made certain inquires of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or the financial statements themselves.

# Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our engagement letter and our meeting about planning matters on May 14, 2018, with management.

#### Significant Results of the Audit

#### Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Village of Newberry are described in Note A to the financial statements. As described in Note L, during the fiscal year ended December 31, 2018, the Village implemented GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions. The statement of net position now includes additional information related to the postemployment benefits other than pension in the government-wide statements and more detailed information in the notes to the financial statements. We noted no transactions entered into by the Village of Newberry during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the governmental activities in the government-wide statements was depreciation.

The most sensitive estimates affecting the governmental activities in the government-wide statements relate to depreciation, the allowance for doubtful accounts, the net pension liability, the liability for other postemployment benefits, and the estimate of the current portion of vested employee benefits. Management's estimate of depreciation is based on the straight line method in accordance with Generally Accepted Accounting Principles. Management's estimate of the allowance for doubtful accounts is based on uncollectible utility receivables. For the pension, estimates and assumptions are determined by MERS and its actuary, based on the Village's negotiation with its bargaining units and resolutions of the Village Council.

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For retiree health care, the estimates and assumption are based on the alternative measurement method actuarial valuation. Management's estimate of the current portion of vested employee benefits payable within the next year is based on historical trends and current policies regarding the usage of these benefits. We evaluated the key factors and assumptions used to develop the depreciation, the allowance for doubtful accounts, the net pension liability, the liability for other post-employment benefits, and the current portion of vested employee benefits payable in determining that it is reasonable in relation to the financial statements, taken as a whole.

#### Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

#### Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

# Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of the audit.

#### Management Representations

We have requested certain representations from management that are included in the management representation letter dated April 27, 2020.

#### Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Village of Newberry's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

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# Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Village of Newberry's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of the Council and management of the Village of Newberry and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

Sincerely,

Cary Jay Vaughn, CPA, CGFM

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Audit Manager

Community Engagement and Finance Division

# SCHEDULE OF FINDINGS AND RESPONSES Fiscal Year Ended December 31, 2018

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that could adversely affect the Village of Newberry's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Village of Newberry's financial statements that is more than inconsequential will not be prevented or detected by the Village's internal control. A material weakness is a significant deficiency, or combination of significant deficiencies, that could result in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected. Listed below are material weaknesses and significant deficiencies in the internal control.

#### MATERIAL WEAKNESSES

<u>Preparation of Financial Statements in Accordance with GAAP</u> (Repeat Finding)

Finding 2018-001

Condition: As many small and medium-sized governmental entities do, the Village has historically relied on its independent external auditors to assist in the preparation of the government-wide financial statements, fund financial statements, and notes to financial statements as part of its external financial reporting process. Accordingly, the Village's ability to prepare financial statements in accordance with GAAP is based, in part, on its reliance on its external auditors, who cannot by definition be considered to be a part of the Village's internal controls.

*Cause:* This condition was caused by the Village's decision that it is more cost effective to outsource the preparation of its annual financial statements to the auditors than to incur the time and expense of obtaining the necessary training and expertise required for Village personnel to prepare them internally.

Effect: The Village lacks internal controls over the preparation of financial statements in accordance with GAAP, and instead relies, in part, on its external auditors for assistance with this duty.

Criteria: All Michigan governments are required to prepare financial statements in accordance with generally accepted accounting principles (GAAP). This is a responsibility of the government's management. The preparation of financial statements in accordance with GAAP requires internal controls over both: 1) recording, processing and summarizing accounting data (maintaining internal accounting books and records); and 2) reporting government-wide and fund financial statements, including the related notes to financial statements (external financial reporting).

# SCHEDULE OF FINDINGS AND RESPONSES Fiscal Year Ended December 31, 2018

# MATERIAL WEAKNESSES (Continued)

Recommendation: We recommend that the Village council evaluate the cost versus benefit of establishing internal controls over the preparation of financial statements in accordance with GAAP and determine if it is in the best interests of the Village to outsource this duty to its external auditors. If the Village continues to rely on its external auditors to prepare the financial statements, we recommend the council designate a responsible Village official to carefully review the draft financial statements including the notes, prior to approving them and accepting responsibility for their content and presentation.

Management's Response: Due to the small size and limited staffing, the Village of Newberry has historically hired an external independent auditor to prepare the financial statements. Management continues to review and accept responsibility for the completed financial statement. In September of 2018, the Village converted to BS&A Accounting Software and hired a qualified person who is experienced with governmental accounting to provide a better system of internal control and a greater level of quality control.

# Material Audit Adjustments (Repeat Finding)

Finding 2018-002

Condition: During our audit, we identified and proposed numerous material adjustments, which were approved and posted by management, to adjust the Village's general ledger to the audited balances. These adjustments included recording the effect of prior year accruals for receivables and payables, recording current year accruals for receivables and payables, balancing interfund transactions and properly allocating tax revenue.

Cause: The Village had a change in accounting staff and converted to a new accounting system in November of 2018 and the staff did not completely understand the reconciling and closing processes.

Effect: The Village accounting records were initially misstated by amounts material to the financial statements.

Criteria: Management is responsible for maintaining the Village's accounting records in accordance with generally accepted accounting principles (GAAP).

*Recommendation:* We recommend that the Village council provide for appropriate training for its accounting personnel so they can begin to assume the responsibility for properly adjusting and reconciling all Village accounts throughout the fiscal year and at fiscal year-end to provide more accurate data to the council for decision making and to reduce the cost of the external audit.

# SCHEDULE OF FINDINGS AND RESPONSES Fiscal Year Ended December 31, 2018

#### MATERIAL WEAKNESSES (Continued)

Management Response: The Village accounting staff has the ability to perform the day to day accounting functions including cash receipts and disbursements, processing accounts payable, preparing bills for customers, and performing monthly bank reconciliations. In the past, the Village had not been able to hire staff with the necessary expertise to perform a full close of the accounting records at year-end and adequately prepare for the audit. Moving forward, we feel that the person we have hired has the governmental accounting expertise that we need.

Generally Accepted Accounting Principles—Finance Manager--Accruals (Repeat Finding)

Finding 2018-003

Condition: Accruals (accounts payable, delinquent taxes) were not recorded for the governmental funds prior to the audit adjustments and accruals from the prior year audit were not properly reversed.

Cause: In the past, the Village had hired an accounting firm to perform the closing entries prior to the audit being performed. Therefore, Village staff did not understand how to record current year accruals and reverse prior year accruals.

*Effect*: Numerous adjusting entries had to be made to properly reflect accruals at year end.

Criteria: Generally Accepted Accounting Principles (GAAP) require governmental funds to be maintained on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become susceptible to accrual, that is, when they become both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Measurable refers to the ability to quantify the amount of the revenue in monetary terms. Current expenditures are generally recorded when the fund liability is incurred, if measurable. GAAP also requires that receivables expected to be received within 60 days and accounts payable be recorded at fiscal year-end to properly match the fiscal year's revenues and expenditures.

*Recommendation:* We recommend that the Village record accruals at the end of each fiscal year and that such accruals be properly reversed in the following fiscal year. The accruals should be reconciled to subsidiary records to support the balances in the respective accounts within the general ledger.

*Management Response:* See answer to Finding 2018-002. Due to staffing limitations, the Village has since at least 2009, relied on outside service providers to perform this function for the Village. In September 2018, all day to day accounting functions and year end closing out became the responsibility of the finance director. We anticipate that this deficiency will not be present for future audits.

# SCHEDULE OF FINDINGS AND RESPONSES Fiscal Year Ended December 31, 2018

# SIGNIFICANT DEFICIENCIES

Reconciliation of Accounting Records (Repeat Finding)

Finding 2018-004

Condition: Recording errors are occurring and not being discovered because there are no reconciliations being performed between supporting documentation and the general ledger (accounts receivable, accounts payable, bank statements).

Cause: In the past, the Village had hired an accounting firm to perform the closing entries and account reconciliations prior to the audit being performed. Therefore, Village staff did not understand what entries were necessary to reconcile account details to general ledger balances at year end.

*Effect:* The auditors had to reconcile accounting records to general ledger detail and propose reconciling entries for numerous accounts.

*Criteria*: A comparison of the amounts recorded in the accounting records of the accounting staff to the records of the treasurer is not performed by the accounting staff. Subsidiary ledgers are not being compared to general ledgers amounts

Recommendation: We recommend that the accounting staff keep a complete set of accounting records based on source documentation utilizing the uniform chart of accounts prescribed by the State Treasurer. The records must be reconciled to the treasurer's records and to subsidiary ledgers.

*Management Response:* See answers to Findings 2018-002 and 2018-003. In September of 2018, the Village switched to BS&A Software and to a pooled cash system. By moving to this new system, the Village believes this is a better system of internal control and provides a greater level of quality control.

# SCHEDULE OF FINDINGS AND RESPONSES Fiscal Year Ended December 31, 2018

# STATUTORY COMPLIANCE

## Budget Violations--Expenditures in Excess of Appropriations

Finding 2018-005

Condition: Our examination of procedures used by the Village to adopt and maintain operating budgets for the Village's budgetary funds revealed the following instances of non-compliance with the provisions of Public Act 2 of 1968, as amended, the Uniform Budgeting and Accounting Act.

The Village's 2018 General Appropriations Act (budget) provided for expenditures of the General Fund to be controlled to the activity level by the Village. As detailed below, actual 2018 expenditures exceeded the Village's approved budget allocations for some General Fund and Special Revenue Fund activities.

Public Act 2 of 1968, as amended, requires the adoption of a balanced budget for general and special revenue funds, as well as budget amendments as needed to prevent actual expenditures from exceeding those provided for in the budget.

During the year, the Village incurred expenditures in certain budgeted funds, which were in excess of the amounts appropriated, as follows:

Fund, Function and Activity	Budget	Actual	Excess Expenditures
General Fund			
General Government			
Village Manager	\$ 77,345	\$ 77,628	\$ (283)
Village Treasurer	12,467	12,574	(107)
Public Works			-
Department of Public Works	137,590	137,643	(53)
Rubbish	76,586	76,724	(138)
Capital Outlay	20,525	85,116	(64,591)
Fire Revolving Fund			
Public Safety	126,650	143,939	(17,289)
Capital Outlay	-	11,900	(11,900)

# SCHEDULE OF FINDINGS AND RESPONSES Fiscal Year Ended December 31, 2018

#### STATUTORY COMPLIANCE (Continued)

*Criteria:* The expenditures of funds in excess of appropriations are contrary to the provisions of Section 17 of Public Act 2 of 1968, as amended.

*Cause:* The Village did not have accurate financial statements during the fiscal year to allow for timely decision making and budget amendments.

Effect: The Village had several instances of actual expenditures in excess of budgeted expenditures.

*Directive:* We direct the Village to develop budgetary control procedures which will ensure that expenditures do not exceed amounts authorized in the General Appropriations Act or amendments thereof.

Management Response: The Village appropriately passed a comprehensive budget amendment in late December 2018. Unfortunately, due to the internal accounting limitations noted in other findings, our projections on final year end balances were understated in some cases. Management is monitoring budget to actual results on a regular basis and intends to pass a comprehensive budget amendment prior to December 31, 2019.

# <u>Fund Deficit—Noncompliance with PA 2 of 1968</u> (Repeat Finding)

Finding 2018-006

Condition: The Village has a deficit in its fund balance for the TORC Fund and the Atlas Park Fund as of December 31, 2018, in the amounts of \$25,702 and \$6,047, respectively, which is contrary to state statutes.

*Criteria:* Non-compliance with PA 2 of 1968 (MCL 141.437), as amended, Expenditures in Excess of Available Revenues:

"If, during a fiscal year, it appears to the chief administrative officer or to the legislative body that the actual and probable revenues from taxes and other sources in a fund are less than the estimated revenues, including an available surplus upon which appropriations from the fund were based and the proceeds from bonds or other obligations issued under the fiscal stabilization act, 1981 PA 80, MCL 141.1001 to 141.1011, or the balance of the principal of these bonds or other obligations, the chief administrative officer or fiscal officer shall present to the legislative body recommendations which, if adopted, would prevent expenditures from exceeding available revenues for that current fiscal year. The recommendations shall include proposals for reducing appropriations from the fund for budgetary centers in a manner that would cause the total of appropriations to not be greater than the total of revised estimated revenues of the fund, or proposals for measures necessary to provide revenues sufficient to meet expenditures of the fund, or both. The recommendations shall recognize the requirements of state law and the provisions of collective bargaining agreements."

# SCHEDULE OF FINDINGS AND RESPONSES Fiscal Year Ended December 31, 2018

#### STATUTORY COMPLIANCE (Continued)

The Village failed to limit expenditures to available revenues for fiscal year 2018.

Cause: The Village did not have accurate financial records throughout the fiscal year.

*Effect:* The Village is not compliant with state statutes.

*Directive:* We direct the Village to review budget to actual results on a regular basis and make amendments as necessary to prevent spending in excess of available resources.

*Management Response:* Although the fund balance is negative, it is more than offset by a deferred inflow for receivables not collected within the period of availability. On a full accrual basis, this fund would not have a deficit period. The Village understands why the auditor feels compelled to make this a finding, but contends this fund is being adequately managed.

## Net Position / Fund Balance Deficit – Non-compliance with PA 140 of 1971

Finding 2018-007

Condition: The Village has a deficit in its unrestricted net position for the Sewer Fund as of December 31, 2018, in the amount of \$437,586 which is contrary to state statutes.

*Criteria:* Non-compliance with PA 140 of 1971, as amended, Failure to File Reports and Deficit Elimination Plans:

"For a fiscal year of a unit of local government ending on or after October 1, 1980 or any year thereafter, if a local unit of government ends its fiscal year in a deficit condition, the local unit of government shall formulate and file a financial plan within 90 days after the beginning of the fiscal year to correct this condition. Upon request of a local unit of government the Department of Treasury may assist that local unit in the formulation of the financial plan to correct the deficit condition. The local unit of government shall file the financial plan with the Department of Treasury for evaluation and certification that the plan ensures that the deficit condition is corrected. Upon certification by the Department of Treasury, the local unit of government shall institute the plan. An amount equal to 25% of each payment to a local unit of government entitled to payments under this act may be withheld until requirements of this subsection are met."

The Village failed to formulate and file a deficit elimination plan within 90 days after the end of the fiscal year to correct the deficit condition (MCL 141.921(2)). The deficit elimination plan is to be filed with the state treasurer.

Cause: The Village did not have accurate financial records throughout the fiscal year.

# SCHEDULE OF FINDINGS AND RESPONSES Fiscal Year Ended December 31, 2018

#### STATUTORY COMPLIANCE (Continued)

Effect: The Village is not compliant with state statutes.

Directive: We direct the Village to file a Deficit Elimination Plan as required by PA 140 of 1971, as amended.

Management Response: The Sewer Fund has been in a deficit since 2012. Twice previously, in 2012 and 2014, the Village was required by the Department of Treasury to file deficit elimination plans; however, the Village did not follow through on those plans and the deficit has not only remained but has grown over time. Exacerbating the Sewer Fund's financial troubles, the Village has not been able to collect outstanding receivables from a neighboring Township who is the Sewer Fund's second largest customer.

The deficit in the General Fund is the result of the General Fund providing long-term financial support to the Sewer Fund. The General Fund has adequate fund balance in total, but it is currently classified and non-spendable according to GASB Statement No. 54. When the Sewer Fund is able to repay General Fund, the General Fund's deficit will be eliminated.

In an effort to help solve the Sewer Fund's financial problems, the Village did raise sewer rates in August 2017. Thanks to the rate increase and other management efforts, the Sewer Fund has begun seeing financial improvements. In order to comply with State law, Village management prepared and submitted a deficit elimination plan in May 2019.

#### Village Council--Violations of Public Act 2 of 1968—Audit

Finding 2018-008

Condition: The Village has not submitted an audit report for the year ended December 31, 2018 within the required timeline.

Criteria: According to Public Act 2 of 1968, as amended, local units of government are required to have an annual audit, except in the instance of units of less than 4,000 in population, which have a minimum requirement of an audit not less frequently than every two years. Audit reports are to be filed with the Michigan Department of Treasury within six months after the end of the fiscal year being audited. However, the Michigan Department of Treasury has required the Village to obtain audits annually until the reported deficiencies are rectified and timely audits are filed.

Cause: The Village did not get their fiscal year ended December 31, 2018 information finalized in a timely manner for the audit prior to the filing deadline.

Effect: The Village is in non-compliance with State statute. Whereas the Village did not submit the audit for the fiscal year ended December 31, 2018 by June 30, 2019, the audit is now considered delinquent. The Village did receive an extension from the Department of Treasury but was unable to meet that extension deadline.

#### SCHEDULE OF FINDINGS AND RESPONSES Fiscal Year Ended December 31, 2018

Directive: We direct the Village to make every effort to comply with this requirement in the next audit cycle.

Management Response: The Village will make every effort to ensure that the accounting records are maintained on a timely basis to ensure that their next required audit is submitted within the required time limits.

#### OTHER MATTERS

<u>Village Council--Violations of Bond Requirements—Annual Audit</u> (Repeat Finding)
Finding 2018-009

Condition: The Village has not submitted an audit report for the year ended December 31, 2018 within the required timeline.

Criteria: According to General Covenants of the Sanitary Sewer System Revenue Bond, Series 2014, the Village is required to have an annual audit performed by an independent certified public accountant. The covenant also states that "the audit shall be completed and so made available not later than six (6) months after the close of each operating year".

Cause: The Village did not get their fiscal year ended December 31, 2018 information finalized in a timely manner for the audit prior to the filing deadline.

Effect: The Village is in non-compliance with Bond covenants. Whereas the Village did not submit the audit for the fiscal year ended December 31, 2018 by June 30, 2019, the audit is now considered delinquent.

Directive: We direct the Village to make every effort to comply with this requirement in the next audit cycle.

Management Response: The Village will make every effort to ensure that the accounting records are maintained on a timely basis to ensure that their next required audit is submitted within the required time limits.