

**VILLAGE OF NEWBERRY  
WATER AND LIGHT BOARD MEETING  
ELECTRONIC MEETING  
Tuesday, August 11 2020  
Meeting Location: ZOOM MEETING  
Meeting Time: 6:00 p.m.**

**1. VIRTUAL WAITING ROOM OPENED**

Join Zoom Meeting  
<https://us02web.zoom.us/j/82955557041>

By Phone: 888 475 4499 US Toll-free or 877 853 5257 US Toll-free  
Meeting ID: 829 5555 7041#

**2. PARTICIPANTS BRIEFED ON PROCESS FOR PUBLIC PARTICIPATION**

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**

**4. ROLL CALL**

**5. APPROVAL OF AGENDA** - Agendas are not final until approved by a majority vote of the Water & Light Board members.

**6. APPROVAL OF MINUTES**

1. Water and Light Board Meeting – Electronic Regular Session – Tuesday, July 14, 2020

**7. WATER AND LIGHT CHAIRPERSON ANNOUNCEMENTS**

1. None Prescheduled

**8. PUBLIC COMMENTS** – Prior to consideration of official business, citizens may speak on any matter citizens may wish to bring to the attention of the Water and Light Board. Please limit comments to 3 minutes.

1. Callers will be given an opportunity to speak for 3 min. Callers must identify themselves by name and address in order to give comment.
2. Written comments not included in the packet and received before 5:30PM the day of the meeting, will be read aloud.
  - a. Lengthy written statements will be summarized on the call and provided in full to board members after the meeting.
  - b. Statements that do not include the name and home address of the person submitting them will not be shared with the board. Comments that contain language that would be considered vulgar or be interpreted as hate speech or fighting words will not be included.

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

1. Water & Light – Monthly Bills & Statements – July 11 to August 7

582	<b>ELECTRIC FUND TOTAL EXPENSE:</b>	<b>\$91,161.88</b>
591	<b>WATER FUND TOTAL EXPENSE:</b>	<b>\$4,066.01</b>
<b>Total amount for both funds:</b>		<b>\$95,227.89</b>

2. Bond Payments due September 1, 2020 – paid as electronic disbursements –

BOND	PRINCIPAL	INTEREST	TOTAL DUE	OUTSTANDING DEBT
2009 WATER	\$5,000	\$5,341.87	\$10,341.87	\$254,000
2005 WATER	\$39,000	\$39,435	\$78,435.00	\$1,912,000.00

3. Save the Bells Fund – for review only

582	Save the Bells Fund Balance Summary – as of 07/31/2020	\$13,703.50
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10. **PETITIONS AND COMMUNICATIONS** – Communications addressed to the Water and Light Board 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 ORDINANCES AND RESOLUTIONS**

1. None

12. **REPORTS OF VILLAGE MANAGEMENT** – The Village Manager and Superintendent of Water and Light may submit reports or information to the Water and Light Board as updates and consideration.

1. Working Water and Light Superintendent

- |  |                                      |
|--|--------------------------------------|
| a. Monthly Report                      | d. Billed Electric kWh Report - June |
| b. Electric Consumption/Billing Report | e. Water Pumpage Report              |
| c. Electric Demand Large Power Report  |                                      |

2. Interim Village Manager

- a. Monthly Report

13. **UNFINISHED BUSINESS**

1. Update on preparation for Water Rate Study
2. Review Utility Limbing Bid documents for recommendation to council
  - a. RFP docs included in packet
  - b. Bids are due August 10 at 4pm. Bid docs will be sent to board that afternoon.
3. EA amount for July – December

14. **NEW BUSINESS**

1. EGLE Water Supply Compliance Communication -for review

15. **PUBLIC COMMENT** – see section 9 of this agenda for guidance on process for public comment.

16. **COMMENTS BY BOARD MEMBERS**

17. **ADJOURNMENT - REGULAR ELECTRONIC MEETING SESSION**

NEWBERRY WATER & LIGHT BOARD  
REGULAR MEETING MINUTES

July 14, 2020

Electronic Public Meeting – Due to COVID-19 Virus

**\*NOTE – All votes were done by Roll Call Vote**

**Present:** Board members: Vincent, Freese, Hardenbrook, Schnorr, Wendt.

**Absent:** None.

**Also Present:** Clerk -Schummer, Interim Village Manager – Watkins.

**Call to Order:** Chairman Vincent called the meeting to order at 6:01 p.m., using Zoom audio conferencing, permitted by Executive Order 2020-15, which temporarily authorizes remote participation in public meetings and hearings.

**Approval of Agenda:** Moved by Schnorr, support by Freese, **CARRIED**, to approve agenda with one addition. Under New Business #2: Phoned-in complaint by Customer. Roll call vote: Ayes: Vincent, Freese, Hardenbrook, Schnorr, Wendt.

**Approval of Minutes:** Moved by Freese, support by Schnorr, **CARRIED**, to approve the minutes for the June 9, 2020 W&L meeting as presented. Roll call vote: Ayes: Vincent, Freese, Hardenbrook, Schnorr, Wendt.

**Water and Light Chairperson Announcements:** None.

**Public Comments on Agenda Items:** None.

**Submission of Bills and Financial Updates:**

A.) **Water & Light – Monthly Bills – June 6 to July 10, 2020** - Motion by Wendt, support by Hardenbrook, **CARRIED**, recommend Village Council pay the June Electric Fund bill in the amount of \$79,891.78. Discussion followed. Ayes: Vincent, Freese, Hardenbrook, Schnorr, Wendt. Motion by Freese, support by Schnorr, **CARRIED**, to recommend Village Council pay the June 2020 Water Fund bill in the amount of \$5,667.44. Ayes: Vincent, Freese, Hardenbrook, Schnorr, Wendt.

B.) **Christmas Light Fund** – Fund amount is \$12,949.59 as of 6/30/2020

**Petitions and Communications:** None.

**Introduction and Adoption of Ordinances and Resolutions:** None.

**Reports of Village Management:**

- 1.) **Superintendent of Water and Light:** W&L Superintendent Dan Kucinkas submitted a written report and charts. Discussion followed.
- 2.) **Interim Village Manager:** Watkins gave a verbal report as well as submitting a written report, which included the following: lightning strike at Well #7, generation/generator damage, water flushing, utility billing and tree work. Discussion followed.

**Unfinished Business:**

- 1.) **Lead/Copper Survey for Electronic Billing Customers:** Follow-up to Board Member question 6/9/20 meeting. Regarding customers who pay online receiving the survey.
- 2.) **Utility Shutoff Process July/August (Electric Only):** Discussed during Interim Manager report.

**New Business:**

- 1.) **Water Quality Report:** Presented for review.
- 2.) **Phoned-in Complaint:** Customer who has property on Co. Rd. 462, complained he is trying to get electricity to his property and not getting any help from the Village. Discussion followed.

**Public Comment:** None.

**Comments By Board Members:** None.

**Adjourn Meeting:** Motion by Wendt, support by Freese, **CARRIED**, to adjourn meeting at 6:50 p.m. Ayes: Vincent, Freese, Hardenbrook, Schnorr, Wendt.

These minutes are unapproved until voted on at the next meeting.

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Terese Schummer, Clerk

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Lawrence Vincent, Chairperson

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
<b>Fund 582 Electric Fund</b>						
Dept 000						
582-000-042.000	UNAPPLIED CREDIT	CHIIPPEWA ROBERTA	UB refund for account: 3-00680-03	08/14/20	30.50	
			Total For Dept 000		30.50	
<b>Dept 582 ELECTRIC DISTRIBUTION</b>						
582-582-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS PREMIUM	08/01/20	7.34	44475
582-582-752.100	OPERATING SUPPLIES	POWER LINE SUPPLY COMPANY	METER	08/16/20	195.53	44484
582-582-850.000	UVERSE- LARGE CAPACITY METE	ATT U-VERSE	LARGE CAPACITY METER UVERSE	07/25/20	41.10	44418
			Total For Dept 582 ELECTRIC DISTRIBUTION		243.97	
<b>Dept 583 GENERAL EXPENSES</b>						
582-583-719.000	HOSPITALIZATION	44 NORTH	COBRA RETIREES	08/15/20	3.22	
582-583-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS PREMIUM	08/01/20	26.20	44475
582-583-752.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	ETHERNET CABLE	08/08/20	10.99	44413
582-583-752.000	OFFICE SUPPLIES	NATIONAL OFFICE PRODUCTS	PAPER	08/10/20	9.87	44471
582-583-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	FLAG MARKINGS	08/07/20	18.46	44413
582-583-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	WINDOW AIR CONDITIONER	08/12/20	161.24	44413
582-583-752.100	OPERATING SUPPLIES	DANNY'S AUTO VALUE INC	SHOP TOWELS	08/10/20	7.99	44461
582-583-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	PENS/WHITEOUT/EYE WASH	08/24/20	27.76	44454
582-583-752.100	OPERATING SUPPLIES	RAHILLY IGA	WATER	08/10/20	5.99	44474
582-583-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	TUB O TOWELS	09/02/20	5.97	
582-583-753.000	TOOLS & EQUIP (UND CAP THRESH	LYNN AUTO PARTS INC.	PLIERS	08/10/20	17.49	44470
582-583-759.000	GAS & OIL - ELECTRIC	WEX BANK - SPEEDWAY UNIVERSAL	GAS/FUEL	08/21/20	109.79	
582-583-767.000	CLOTHING - UNIFORMS	SHERRA	5 PAIR JEANS	07/14/20	20.48	44477
582-583-801.000	PROFESSIONAL & CONTRACTUAL	HELEN NEWBERRY JOY HOSPITAL	LABS	08/10/20	85.00	44467
582-583-801.000	PROFESSIONAL AND CONTRACTU	FAIR, ALMA	OFFICE CLEANING	08/21/20	100.00	
582-583-801.000	TELEPHONE	AT&T	WATER/LIGHT PHONE	08/07/20	62.38	44456
582-583-850.000	906-291-1223	VERIZON	ACCOUNT NUMBER 942077532-00003	08/07/20	7.11	44478
582-583-850.000	906-291-1621	VERIZON	ACCOUNT NUMBER 942077532-00003	08/07/20	7.11	44478
582-583-850.000	906-291-1622 H.R.	VERIZON	ACCOUNT NUMBER 942077532-00003	08/07/20	7.11	44478
582-583-850.000	906-291-1627 W/L	VERIZON	ACCOUNT NUMBER 942077532-00003	08/07/20	14.23	44478
582-583-850.000	906-293-8531	VERIZON	ACCOUNT NUMBER 942077532-00003	08/07/20	13.66	44478
582-583-850.000	906-291-1625 FINANCE	VERIZON	ACCOUNT NUMBER 942077532-00003	08/07/20	7.11	44478
582-583-850.000	906-293-3433 GENRAL	VERIZON	ACCOUNT NUMBER 942077532-00003	08/07/20	7.11	44478
582-583-850.000	906-293-5681 W/L CLERK 40%	VERIZON	ACCOUNT NUMBER 942077532-00003	08/07/20	10.93	44478
582-583-850.000	TELEPHONE	VERIZON	ACCOUNT NUMBER 942077532-00001	08/07/20	4.35	44478
582-583-850.000	906-450-0919 LINEMAN	VERIZON	ACCOUNT NUMBER 942077532-00002	08/07/20	21.76	44478
582-583-850.000	906-291-0055 HR	VERIZON	ACCOUNT NUMBER 942077532-00002	08/07/20	10.88	44478
582-583-850.000	906-291-0608 LINEMAN	VERIZON	ACCOUNT NUMBER 942077532-00002	08/07/20	21.76	44478

## Page 2 of 4

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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
<b>Dept 536 WATER SYSTEM</b>						
591-536-719.000	HOSPITALIZATION	44 NORTH	COBRA RETIREES	08/15/20	2.70	
591-536-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS PREMIUM	08/01/20	85.10	44475
591-536-752.000	OFFICE SUPPLIES	NATIONAL OFFICE PRODUCTS	PAPER	08/10/20	9.87	44471
591-536-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	FLAG MARKINGS	08/07/20	25.96	44413
591-536-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	WINDOW AIR CONDITIONER	08/12/20	53.75	44413
591-536-752.100	OPERATING SUPPLIES	FOSTER HARDWARE	BRUSH	08/10/20	8.59	44422
591-536-752.100	OPERATING SUPPLIES	DANNY'S AUTO VALUE INC	SHOP TOWELS	08/10/20	8.00	44461
591-536-752.100	OPERATING SUPPLIES	HAWKINS INC	AZONE 15	08/14/20	173.05	44482
591-536-752.100	OPERATING SUPPLIES	RAHILLY IGA	WATER	08/10/20	5.98	44474
591-536-752.100	OPERATING SUPPLIES	FERGUSON WATERWORKS	WATER METER	08/21/20	2,665.12	44487
591-536-752.100	OPERATING SUPPLIES	HAWKINS INC	AZONE15	08/24/20	205.80	
591-536-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	TUB O TOWELS	09/02/20	5.97	
591-536-759.000	GAS, OIL & GREASE - WATER	WEX BANK - SPEEDWAY UNIVERSAL	GAS/FUEL	08/21/20	109.79	
591-536-767.000	UNIFORMS	SIERRA	5 PAIR JEANS	07/14/20	20.48	44477
591-536-801.000	PROFESSIONAL & CONTRACTUAL	FAIR, ALMA	OFFICE CLEANING	08/21/20	100.00	
591-536-801.000	PROFESSIONAL & CONTRACTUAL	RANGE TELECOMMUNICATIONS	MISSDIGS	08/03/20	14.80	
591-536-850.000	TELEPHONE	AT&T	WATER/LIGHT PHONE	08/07/20	62.39	44456
591-536-850.000	906-293-5681 W/L CLERK 40%	VERIZON	ACCOUNT NUMBER 942077532-00003	08/07/20	10.93	44478
591-536-850.000	906-293-3433 GENERAL	VERIZON	ACCOUNT NUMBER 942077532-00003	08/07/20	7.11	44478
591-536-850.000	906-291-1625 FINANCE	VERIZON	ACCOUNT NUMBER 942077532-00003	08/07/20	14.23	44478
591-536-850.000	906-291-1627 W/L	VERIZON	ACCOUNT NUMBER 942077532-00003	08/07/20	7.11	44478
591-536-850.000	906-291-1223	VERIZON	ACCOUNT NUMBER 942077532-00003	08/07/20	7.11	44478
591-536-850.000	906-291-1622 H.R.	VERIZON	ACCOUNT NUMBER 942077532-00003	08/07/20	7.11	44478
591-536-850.000	906-291-1621	VERIZON	ACCOUNT NUMBER 942077532-00001	08/07/20	4.35	44478
591-536-850.000	FAX	VERIZON	ACCOUNT NUMBER 942077532-00002	08/07/20	21.76	44478
591-536-850.000	906-450-0919 LINEMAN	VERIZON	ACCOUNT NUMBER 942077532-00002	08/07/20	21.76	44478
591-536-850.000	906-291-0608 LINEMAN	VERIZON	ACCOUNT NUMBER 942077532-00002	08/07/20	10.88	44478
591-536-850.000	906-291-0055 HR	VERIZON	ACCOUNT NUMBER 942077532-00002	08/07/20		

**Water and Light Payables**  
July 11, 2020 to August 7, 2020

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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
591-536-850.000	TELEPHONE	HTC-HIAWATHA TELEPHONE CO	ACCT 00042108-7	08/26/20	19.99	
591-536-850.000	JAMADOTS FIBER-OPTICS	HTC-HIAWATHA TELEPHONE CO	ACCT 00042364-7	08/26/20	17.50	
591-536-851.000	POSTAGE	ARISTA INFORMATION SYSTEMS INC	UB POSTAGE	07/31/20	133.11	44455
591-536-851.000	POSTAGE	UNITED STATES POST OFFICE	POSTAGE	07/30/20	27.50	
591-536-900.000	PUBLISHING & PRINTING	ARISTA INFORMATION SYSTEMS INC	UB BULLIG	07/31/20	116.60	44455
591-536-913.000	TRAVEL	BAYNTON, MICHELLE	MILEAGE WATER SAMPLES	08/01/20	67.00	44489
591-536-921.000	HEAT	SEMCOENERGY GAS COMPANY	WATER LIGHT BUILDING NATURAL G	08/26/20	7.50	
			Total For Dept 536 WATER SYSTEM		4,066.01	
			Total For Fund 591 Water Fund		4,066.01	
			Fund Totals:			
			Fund 582 Electric Fund		91,161.88	
			Fund 591 Water Fund		4,066.01	
			Total For All Funds:		95,227.89	



July 24, 2020

Ms. Mary Jordan, Finance Manager  
Village of Newberry  
302 E McMillan Avenue  
Newberry MI 49868

**RE: PAYMENT DUE –WATER**

Dear Ms. Jordan:

According to our records, the following payment is due on **September 1, 2020:**

Principal	Loan #91-03	\$ 5,000.00
Interest		\$ 5,341.87
Total Payment Due		\$10,341.87

**Since the Village is utilizing the Preauthorized Debit (PAD) Payment Process, the above amount will automatically be withdrawn from the Village's account on the due date. Please ensure the above payment due is deposited in this account for withdrawal.**

Rural Development wants to encourage water and sewer systems to follow through with their commitments to serve all areas that can legally and feasibly be served within their service area. You should consider extending service to all areas that can be legally and feasibly served. This may be accomplished by the modification or expansion of existing systems.

Sincerely,

*Caryn E. Mitchell* for

DONALD J. GERRIE, JR.  
Area Director

/cm

**Rural Development • Gladstone Area Office**  
2003 Minneapolis Avenue • Gladstone MI 49837  
Voice (906) 428-1060 • Fax (855) 647-0826

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July 24, 2020

Ms. Mary Jordan, Finance Manager  
Village of Newberry  
302 E McMillan Avenue  
Newberry MI 49868

**RE: PAYMENT DUE – WATER**

Dear Ms. Jordan:

According to our records, the following payment is due on **September 1, 2020**:

Principal	Loan #91-01	\$ 39,000.00
Interest		\$ 39,435.00
Total Payment Due		\$ 78,435.00

**Since the Village is utilizing the Preauthorized Debit (PAD) Payment Process, the above amount will automatically be withdrawn from the Village's account on the due date. Please ensure the above payment due is deposited in this account for withdrawal.**

Rural Development wants to encourage water and sewer systems to follow through with their commitments to serve all areas that can legally and feasibly be served within their service area. You should consider extending service to all areas that can be legally and feasibly served. This may be accomplished by the modification or expansion of existing systems.

Sincerely,

*Caryn E. Mitchell* for

DONALD J. GERRIE, JR.  
Area Director

/cm

Rural Development • Gladstone Area Office  
2003 Minneapolis Avenue • Gladstone MI 49837  
Voice (906) 428-1060 • Fax (855) 647-0826

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# First National Bank

## Main Office:

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

1605666

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

Date 7/31/20 Page 1 of 1  
ACCOUNT NUMBER XXXXXXXXXX

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](http://www.fnbsi.com). It's as easy as 1-2-3!!!

MUNICIPAL MONEY MARKET			2
ACCOUNT NUMBER	7703432	Statement Dates	7/01/20 thru 7/31/20
PREVIOUS BALANCE	12,949.59	DAYS IN STATEMENT PERIOD	31
2 CREDITS TOTALING	749.47	AVERAGE LEDGER BAL	13,068
DEBITS TOTALING	.00	AVERAGE COLLECTED BAL	13,068
SERVICE CHARGE AMOUNT	.00	Interest Earned	4.44
INTEREST PAID	4.44	Annual Percentage Yield Earned	0.40%
CURRENT STMT BALANCE	13,703.50	2020 Interest Paid	34.19

\*\*\*\*\*

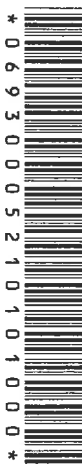
DEPOSITS AND OTHER CREDITS.....		
DATE	DESCRIPTION	AMOUNT
7/16	DDA REGULAR DEPOSIT	197.28
7/31	DDA REGULAR DEPOSIT	552.19
7/31	INTEREST PAID 31 DAYS	4.44

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DAILY BALANCE SUMMARY.....			
DATE.....	BALANCE	DATE.....	BALANCE
7/01	12,949.59	7/16	13,146.87
		7/31	13,703.50

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INTEREST RATE SUMMARY.....	
DATE.....	INTEREST RATE
6/30	.40%



# VILLAGE OF NEWBERRY



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

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## **Newberry Water and Light Dept Dan Kucinkas Water & Light Supt. July 2020**

- ❖ ST. LT Repair
- ❖ W/O Replaced multiple broken switches
- ❖ Finished Flushing
- ❖ After hrs call out for squirrels blowing fuses
- ❖ W/O Call out to McCleans simi catching service
- ❖ Multiple MissDigs
- ❖ Redtags
- ❖ Disconnects/Reconnects
- ❖ Temp service to new DPW
- ❖ Read high user/commercial reads
- ❖ Moved pole for customer on Charles St.
- ❖ Ran generator for Peak Shaving

“For every dark night, there is a brighter day.”

# 2020 - ELECTRIC CONSUMPTION / BILLING

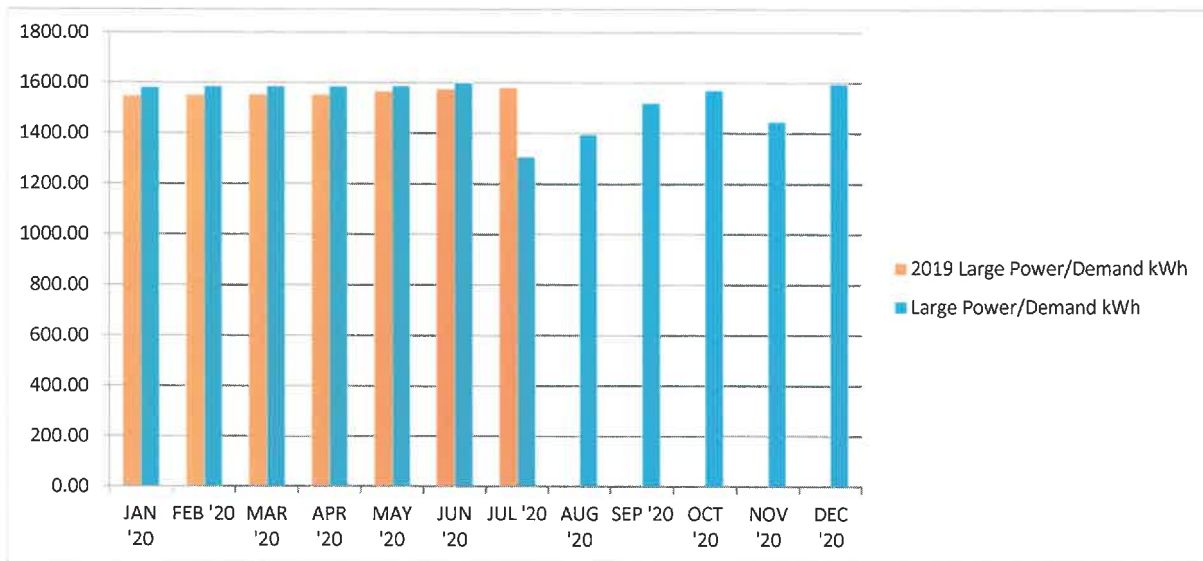
RESIDENTIAL										COMMERCIAL										LARGE POWER										DEMAND			
ER		METERS	ER	EO	ER	EC	METERS	EC	AMT BILLED	EC	LG	METERS	LG	FUEL ADJ	DEMAND	METERS	DEMAND																
KW/			FUEL ADJ	BASE	AMT BILLED	KW/		FUEL ADJ			KW/				KW/		AMT BILLED																
2020																																	
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	1549.00	13	\$ 14,255.40																	
FEB	671768.00	1182	\$ 9,439.81	\$ 953.03	\$ 69,743.65	263045.00	212	\$ 3,679.42	\$ 30,564.96	499799.00	15	\$ 26,341.99	\$ 7,155.99	1553.00	13	\$ 14,255.40																	
MAR	732342.00	1184	\$ 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	1554.00	13	\$ 14,255.40																	
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	1554.00	13	\$ 14,255.40																	
MAY	615003.00	1182	\$ 8,705.11	\$ 879.39	\$ 64,404.82	243835.00	211	\$ 3,418.81	\$ 28,417.00	599401.00	15	\$ 31,590.18	\$ 8,520.81	1567.00	13	\$ 14,353.80																	
JUN	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	1577.00	13	\$ 14,353.80																	
JUL	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	1583.00	13	\$ 14,360.76																	
AUG																																	
SEPT																																	
OCT																																	
NOV																																	
DEC																																	
TOTAL	4579002.00	8279.00	\$ 66,595.25	6515.01	\$ 476,904.99	1779617.00	1480.00	\$ 25,554.20	\$ 207,165.51	3678516.00	105.00	\$ 193,890.29	\$ 53,196.07	10937.00	91.00	\$ 100,089.96																	
AVG	654143.1429	1182.714	\$ 9513.607143	930.7157143	68129.28429	254231	211.4286	3650.6	29595.07286	525502.2857	15	27698.61286	7599.438571	1562.429	13	14298.56571																	

TOTAL Kwh 10048.07  
AVERAGE MET 1422.142857

## Water & Light

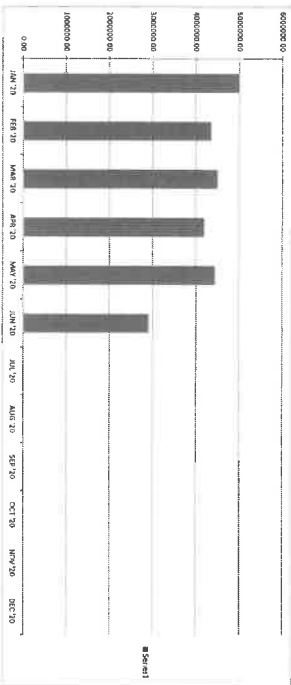
### Electric Demand Report Large Power/Industrial 2020

MONTH:	LG POWER/INDUSTRIAL	BILLED 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		
SEP '20		
OCT '20		
NOV '20		
DEC '20		



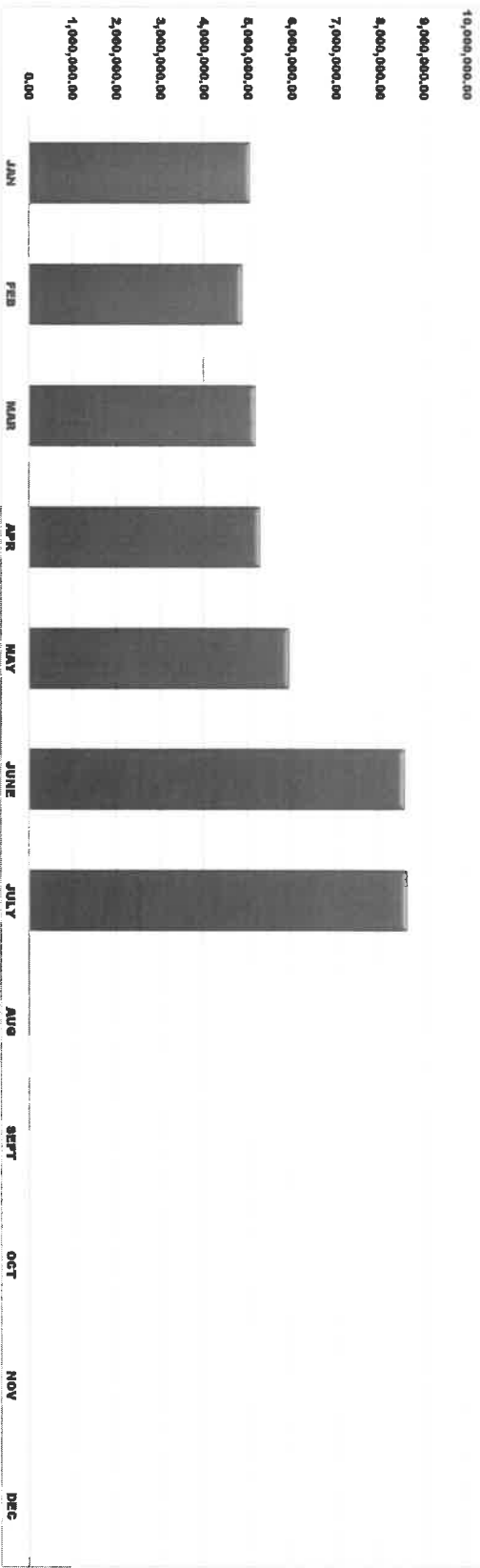
Water & Light  
Billed Electric Kwh Report - 2020

MONTH:	RES/COM KWH	DEM. BILLED	RES/COM BILL	CONSUMERS	MPFA	MISO	ATC	CIC-HYDRO	2020 PAID	2019 PAID	2018 PAID	2017 PAID	2016 PAID	2015 PFI:	SAVED: (2019 vs 2020)
JAN 20	500.078 CO	\$ 14,355.40	\$ 213,742.93	\$ 74,925.22	\$ 128.85	\$ 3,397.92	\$ 12,499.20	\$ 5,059.90	\$ 56,004.09	\$ 109,949.71	\$ 129,577.93	\$ 120,394.74	\$ 103,829.84	\$ 146,669.48	\$ 13,965.52
FEB 20	438,094.00	\$ 14,355.40	\$ 181,297.63	\$ 67,805.03	\$ 217.50	\$ 1,980.07	\$ 12,248.20	\$ 5,150.71	\$ 88,399.51	\$ 101,672.04	\$ 119,847.95	\$ 111,998.64	\$ 101,829.84	\$ 146,669.48	\$ 13,965.52
MAR 20	451,021.00	\$ 14,355.40	\$ 189,774.87	\$ 66,910.13	\$ 60.89	\$ 1,967.78	\$ 12,692.20	\$ 5,085.13	\$ 87,435.14	\$ 99,455.07	\$ 119,484.90	\$ 114,411.64	\$ 103,829.87	\$ 135,359.29	\$ 13,972.52
APR 20	438,094.00	\$ 14,355.40	\$ 189,774.87	\$ 66,910.13	\$ 52.93	\$ 2,727.78	\$ 12,692.20	\$ 5,084.92	\$ 78,531.48	\$ 82,410.28	\$ 108,538.02	\$ 103,829.87	\$ 103,829.87	\$ 135,359.29	\$ 13,972.52
MAY 20	444,679.00	\$ 14,355.40	\$ 189,774.87	\$ 66,910.13	\$ 50.71	\$ 2,727.78	\$ 12,692.20	\$ 5,084.92	\$ 78,531.48	\$ 82,410.28	\$ 108,538.02	\$ 103,829.87	\$ 103,829.87	\$ 135,359.29	\$ 13,972.52
JUN 20	291,187.00	\$ 14,355.40	\$ 135,113.10	\$ 54,320.08	\$ 106.23	\$ 3,119.14	\$ 12,692.20	\$ 5,091.10	\$ 75,428.71	\$ 75,083.75	\$ 81,250.55	\$ 103,695.18	\$ 106,519.67	\$ 146,099.13	\$ 13,972.52
JUL 20															
AUG 20															
SEP 20															
OCT 20															
NOV 20															
DEC 20	254,955.00	\$ 85,723.20	\$ 1,076,305.52	\$ 316,756.67	\$ 587.74	\$ 17,691.45	\$ 74,707.20	\$ 31,115.99	\$ 500,859.25	\$ 981,563.24	\$ 1,077,237.04	\$ 1,294,437.93	\$ 1,288,937.86	\$ 1,400,993.51	\$ 55,470.79



**Water & Light  
Water Pumpage Report - 2020**

MONTH	Recorded Gallons Pumped 1st -30th/31st month	Billed Water Amounts (16th to 15th of the month prior)	Actual Revenue Received 1st - 30th of the month (billed from month prior)	Billed Reu's (16th to 15th of the month prior)	Gallons Billed (16th to 15th of the month prior)	Difference between gallons pumped and gallons billed	Monthly Revenue Goal	% OF GOAL	Difference between Revenue Collected and Monthly Revenue Goal
JAN'20	5,067,600.00	\$ 72,044.51	\$ 73,927.05	964.20	2,892,600.00	2,175,000.00	\$ 78,333.33	94.4%	-\$4,406.28
FEB'20	4,892,700.00	\$ 72,381.29	\$ 75,883.83	970.20	2,910,600.00	1,982,100.00	\$ 78,333.33	96.9%	-\$2,449.50
MAR'20	5,182,500.00	\$ 72,737.32	\$ 75,633.15	973.90	2,921,700.00	2,260,800.00	\$ 78,333.33	96.6%	-\$2,700.18
APR'20	5,290,400.00	\$ 73,081.21	\$ 75,520.91	976.90	2,930,700.00	2,359,700.00	\$ 78,333.33	96.4%	-\$2,812.42
MAY'20	5,960,800.00	\$ 73,748.50	\$ 69,135.57	990.20	2,970,600.00	2,990,200.00	\$ 78,333.33	88.3%	-\$9,197.76
JUNE'20	8,593,000.00	\$ 74,658.63	\$ 77,251.78	1,002.90	3,008,700.00	5,584,300.00	\$ 78,333.33	98.6%	-\$1,081.55
JULY'20	8,646,200.00	\$ 75,347.50	\$ 76,670.27	1,004.63	3,013,890.00	5,632,310.00	\$ 78,333.33	97.9%	-\$1,663.06
AUG'20					-	-	\$ 78,333.33	0.0%	
SEPT'20					-	-	\$ 78,333.33	0.0%	
OCT'20					-	-	\$ 78,333.33	0.0%	
NOV'20					-	-	\$ 78,333.33	0.0%	
DEC'20					-	-	\$ 78,333.33	0.0%	
	<b>Total Gallons Pumped</b> 43,633,200.00	<b>Total Billed Amounts</b> \$ 513,998.96	<b>Total Actual Revenue</b> \$ 524,022.56	<b>Billed Reu's</b> 6,882.93	<b>Gallons Billed</b> \$ 20,648,790.00	<b>Difference</b> 22,984,410.00	<b>Revenue Goal</b> \$ 939,999.96	<b>% OF GOAL</b> 56%	<b>Total</b> -\$22,647.69



**Interim Village Manager & DHRCE  
Update Report for Water & Light Meeting  
As of August 7, 2020**

**A. 2019 Audit update**

- a. Exit meeting scheduled for August 13. Currently set to have audit completed by August 31 which is within our approved extension timeframe.

**B. Lineman departure**

- a. Dave Patterson resigned effective July 16

**C. Water Testing**

- a. Were made aware on July 30 that a yearly water test for Trihalomethanes and Haloacetic Acids was not done. We will receive a violation letter and must comply with the test in 2021.
- b. These levels have been in normal range in the past

**D. Water Operator In Charge**

- a. Working with EGLE and Rural Water to identify a temporary operator
- b. Burton and Kucinskas will test for licensing this fall

**E. Generation**

- a. First step in identifying generator repair needs is complete - \$42,000 bill will be sent in as liability claim
- b. Next step is a crew to come look at the engine block

**F. Limbing Work RFP**

- a. RFP docs went out July 30
  - i. Bids will be opened 4:01pm on Monday, August 10
  - ii. Bid docs will be sent to board Monday afternoon for review



**Village of Newberry  
Request for Proposals for  
Water & Light Primary Utility Limbing Bid – July 30, 2020**

**Section I**

**Proposal Cover Page**

Direct Questions To: Allison Watkins, Interim Village Manager  
awatkins@newberrymi.gov  
Questions must be received by 8/10/2020

Date Issued: 7/30/2020

Proposals Due: 8/10/2020 @ 4:00PM ET

Proposer Name: \_\_\_\_\_

Authorized Representative (print) \_\_\_\_\_ Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Submit the original proposal and four (4) copies to:  
Allison Watkins, Interim Village Manager  
Village of Newberry  
302 E. McMillan Ave.  
Newberry, MI 49868

**Village of Newberry  
Request for Proposals for  
Water & Light Primary Utility Limbing Bid – July 30, 2020**

**COST FORM**

Failure to complete this form shall result in your Bid or Proposal being deemed nonresponsive and rejected without any further evaluation.

Bid prices shall include all costs to provide the Scope of Work. Bidder should price costs as set costs or unit costs within each item as listed and should also include a time and material rates listing with their submission. Bidder should include a schedule for performance and completion of work scope. Items are to be priced separately as indicated.

Itemized Costs:

1- EAST LINE	\$
2- HILL LINE	\$
3- DOLLARVILLE	\$
4- NORTH LINE	\$
5- DOWNTOWN STREETSCAPE TREE REMOVAL	\$
<b>BID TOTAL</b>	\$

**Terms and Conditions:**

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Append necessary documentation and bid related materials as necessary.

**PROPOSER READ AND COMPLETE**

The undersigned certifies that he/she offers to furnish materials and services in strict accordance with the requirements of this proposal including the specifications, Terms and Conditions and that the submitted information is correct.

Print Name and Title: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Federal Tax ID #

**Village of Newberry  
Request for Proposals for  
Water & Light Primary Utility Limbing Bid – July 30, 2020**

**SECTION II**

**Overview:**

The Village of Newberry is seeking licensed professional services for limbing and brush removal and removal of problem trees near the electric primary utility and downtown streetscape within the Village of Newberry limits. To work within budget limits this project may need to be completed over the course of several years.

**Schedule:**

RFP Released	July 30, 2020
Proposals Due	August 10, 2020, 4:00PM ET
Notice of Award	August 19, 2020

Project Begin	September 2020
Project Completion	October 2023

**SCOPE OF WORK:**

To provide services to remove problem trees, limb trees, branches and brush from above and below ground electric primary utility within Newberry Water & Light's grid within the Village of Newberry and in the Village of Newberry downtown streetscape. To work within budget limits this project may need to be completed over the course of several years.

- The majority of removal efforts should remove all limbs, brush and problem trees (as identified by the Village) within 8 feet lateral to power lines and from ground level to a minimum of 6 feet above the power line, more as equipment allows. If 8-foot clearance cannot be achieved, all limbs should be trimmed back to the trunk of the tree. Attached maps illustrate the extent and relative locations for limbing. Locations will be identified during a walk through establishing the scope of work.
- Several sections of primary utility (see attached map for locations) will require removing all limbs, brush and full trees within 12 feet lateral to power lines and from ground level to a minimum of 6 feet above the power line, more as equipment allows.

Brush and small limbs should be chipped and removed. Woody material that is unable to be chipped will be cut into lengths less than 4 feet and left within the right-of-way.

- 21 trees located in the streetscape of downtown Newberry (see attached map) will be cut and hauled away.

The bidder shall be responsible for assessment of necessary logistics, materials, equipment and labor to perform the work scope.

**Village of Newberry  
Request for Proposals for  
Water & Light Primary Utility Limbing Bid – July 30, 2020**

**SCOPE OF SERVICES:**

These guidelines are provided to assist Teams in formulating a thorough response. The successful firm shall ensure/understand that:

1. The bidder will work closely with the Village's designated staff during all phases of the work. The successful firm will be considered a key part of the project team. A strong, positive working relationship must be maintained.
2. All licenses required for a discipline by the State of Michigan shall be maintained during the course of the contract.
3. The bidder will provide a single point of contact for the duration of the contract and perform with a consistent team.
4. The bidder will ensure a timely completion the project.
5. The bidder will comply with administrative procedures related to the project such as change orders, shop drawings, contract pay requests, etc. and work with the Village's designated point of contact regarding these items.
6. The bidder will meet with applicable Village official(s) to review project status, project budget and project planning, as required.
7. All required insurances and bonds are to be maintained by the bidder during the course of the contract.
8. The bidder will provide regular status reports to the Village of Newberry during all phases of project completion.
9. Bidder shall provide copies of all necessary registrations, certifications, and licensing under Michigan and Federal laws and regulations to perform the Scope of Work.

**Basic Services:** The bidder shall perform professional services including all required insurance, bonds, and other services as required by the project.

**Village of Newberry  
Request for Proposals for  
Water & Light Primary Utility Limbing Bid – July 30, 2020**

**Section III**

**Proposal Content:**

Proposals must include the Proposal Cover Page and Cost Form (with necessary appended documents) sent with this RFP. The cover page must be signed in ink by an official of the submitting organization authorized to bind the submitter to the provisions of the RFP. The complete Proposal Cover Page must be returned with the original proposal. No copies will be accepted.

Proposals must also include:

Business Organization: Full business name and address, and primary contact(s) and authorized negotiator(s) for this proposal and project, and their contact information.

Experience: Include descriptions of prior or present projects which would tend to substantiate your experience at performing this project.

References: Provide three references with the business's name, address, contact person and that person's email and phone number.

Other: Provide proof of financial stability, a description of any current litigation or litigation within the preceding two years.

**Full and complete submission of all required documents will be a key part of determining a firm's qualification to complete the project. Flexibility in project scheduling to accommodate Village fiscal year budget restrictions will also be a key part of determination.**

**Insurance Requirements:**

Proof of Insurance Coverage: Proposals must include proof of insurance to the following requirements, at a minimum. Each policy and Certificate of Insurance must be acceptable to the Village. Nothing contained in these insurance requirements is to be construed as limiting the extent of the contractor's responsibility for payment of damages resulting from his operations under this contract. The contractor shall maintain insurances in force at all times during the term of this agreement at the minimum amounts and types as indicated. Subcontractors must provide proof of insurance to the contractor upon subcontractor selection and forwarded to the Village.

All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with insurance carriers that have a Best Company's Insurance Reports Rating of A or A- (Excellent).

Workers' Compensation: The Contractor(s) shall carry Worker's Compensation and Employer's Liability Insurance Coverage, in accordance with all applicable statutes of the State of Michigan. In the event that the Contractor uses subcontractors and sub-subcontractors for the performance of services required under this bid, the Contractor shall ensure that said subcontractors and sub-subcontractors carry Worker's Compensation and Employer's Liability Insurance coverage, in accordance with all applicable statutes of the State of Michigan.

**Village of Newberry  
Request for Proposals for  
Water & Light Primary Utility Limbing Bid – July 30, 2020**

Commercial General Liability: On an “Occurrence Basis” The minimum limits of liability are not less than \$1,000,000 per occurrence, and not less than \$2,000,000 aggregate combined single limit, for Personal Injury or Bodily Injury. The minimum limits for Property Damage are not less than \$1,000,000 per occurrence and not less than \$2,000,000 aggregate for Property Damage. Coverage shall include, but not limited to, the following: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Explosion, Collapse, and Underground, if applicable.

Comprehensive Automobile Liability: Including Michigan No-Fault Coverages, with limits of limits of liability are not less than \$500,000 per person and not less than \$1,000,000 per occurrence, and not less than \$2,000,000 aggregate combined single limit, for Personal Injury or Bodily Injury. The minimum limits for Property Damage are not less than \$1,000,000 per occurrence and \$2,000,000 aggregate. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

Additional Insured: Policy(ies) and coverages as described above, excluding Workers’ Compensation Insurance, shall include an endorsement stating the following shall be *Additional Insureds*: The Village of Newberry, all elected and appointed officials, all employees, agents, all boards, commissions, and/or authorities and board members, including employees thereof. It is understood and agreed by naming the Village as additional insured, coverage afforded is considered to be primary and any other insurance the Village may have in effect shall be considered secondary and/or excess.

Cancellations and Renewals: All insurance policies and binders must include an endorsement by which the insurer agrees to notify the Village in writing at least 30 days before there is a cancellation or material change in coverage. If any of the above coverages expire during the term of the executed contract between the selected contractor and the Village, the contractor shall deliver renewal certificates, endorsements, and/or policies to the Village at least ten (10) days prior to the expiration date. All notifications, renewals, Advance Written Notification of Cancellation, Non- renewal, Reduction, and/or Material Change must be sent to: Village of Newberry, 302 E. McMillan Ave., Newberry, MI 49868.

**Bonding Requirements:**

Proposers will provide the Village with satisfactory evidence of the proposer’s ability to obtain the required insurance and bonds from a company(ies) licensed by the Insurance Commissioner of the State of Michigan to transact surety business in the State of Michigan. Proposers are required to provide a 5% bid guarantee bond, a performance bond for 100% of the contract price and a standard payment bond equal to 100% of the contract price.

**Project Progress Schedule:**

The Village will require the selected contractor to submit a Progress Schedule prior to award of the contract. Upon Village approval, the Progress Schedule will become part of the contract.

**Village of Newberry  
Request for Proposals for  
Water & Light Primary Utility Limbing Bid – July 30, 2020**

**Compliance with Independent Oversight:**

The selected vendor will uphold high ethical standards and must assure compliance with oversight without collusion or conflict of interest or the appearance of collusion or conflict of interest.

**Proposal Conditions:**

Submitted proposals become the property of the Village. The contents of the submitted proposals are considered valid for ninety (90) days after the submission deadline.

Payment will be by progress payments on a percentage of work completed and approved by the Village oversight representative. Final payment will not be made until the Village issues a written Notification of Final Acceptance.

The Village reserves the right to waive any informalities or minor defects and to accept or reject any or all of the submitted proposals and to postpone the proposal due date for sound, documentable, business reasons.

Submit the original proposal and four (4) copies in a sealed envelope to: Allison Watkins, Interim Village Manager, Village of Newberry, 302 E. McMillan Ave., Newberry, MI 49868. Sealed proposals will be accepted by mail or hand delivery by **4:00 PM ET on August 10, 2020**. Late submissions will not be accepted. The Village is not responsible for any delays occasioned by the U.S. Postal Service or any other means of delivery employed by the bidder.

This RFP does not commit the Village to award a contract, to pay any cost incurred in the preparation of a proposal, or to preclude the Village from canceling, in part or in its entirety, this RFP, for sound, documentable, business reasons. The award will only be made to a responsive and responsible contractor.

Conditional proposals will be considered non-responsive and may be rejected unless the Village gives specific approval to a written request received at least five (5) working days prior to the proposal due date. No other proposal changes will be accepted after submittal. All other interested parties will be notified of any changes to the Scope of Work.

**Questions:**

Questions about this RFP must be submitted by email to Allison Watkins at [awatkins@newberry.mi.gov](mailto:awatkins@newberry.mi.gov). All questions, answers and any addendums related to this RFP will be sent to vendors who were sent an RFP and to every firm who has submitted a proposal or a question. All questions and/or comments must be received no later than **5:00 p.m. ET on August 7, 2020**. Verbal comments are not part of this solicitation.

**Village of Newberry  
Request for Proposals for  
Water & Light Primary Utility Limbing Bid – July 30, 2020**

**Final Acceptance:**

The contractor must provide written notification the work is completed. The contractor is not relieved of the duty of maintaining and protecting the project until the Village issues a written Notification of Final Acceptance.

**Differing Site Conditions:**

During progress of the work, if subsurface or latent physical conditions are encountered at the site or if unknown physical conditions of an unusual nature, are encountered at the site, the party discovering such conditions must promptly notify the other party in writing of the conditions before the site is disturbed and the affected work is performed. No contract adjustment which results in a benefit to the contractor will be allowed unless the contractor has provided the required written notice.

**Retainage:**

The Village will pay 90% (ninety percent) of the amount due as progress payments. A 10% (ten percent) retainage will remain in effect until issuance of the written Notification of Final Acceptance.

**Withdrawal of Offers:**

Proposals may be withdrawn by written request prior to the due date and time. A proposal may also be withdrawn in person by a proposing contractor, provided the withdrawal is made prior to the due date and time. The proposing contractor must sign a receipt of withdrawal. No proposal may be withdrawn after the due date unless there is a material error in the proposal. Withdrawn proposals may be resubmitted, with or without modifications, up to the due date and time. The Village shall require proof of identification from the person withdrawing the proposal.

**Terms and Conditions:**

All applicable laws, ordinances, and the rules and regulations of all authorities having jurisdiction over the project shall apply to the contract. The Village is exempt from federal, state, and local taxes. The Village will not be responsible for any taxes levied on the respondent as a result of the contract resulting from this RFP. Protests must be submitted consistent with the Village's procurement policy.

**Indemnification:**

The selected proposer shall indemnify, defend and hold harmless the Village, its officers, agents, employees, independent contractors, agents, employees thereof:

--from any and all claims by persons, firms, or corporations for labor, materials, supplies or services provided in connection with any contract awarded, which the offeror shall perform under the terms of this contract; and --from any and all claims for injuries to, or death of, any and all persons, for loss of or damage to property, environmental damage, degradation response and cleanup costs, and attorney fees or other related costs arising out of, under, or by reasons of this RFP, except claims resulting from the sole negligence or willful acts or omissions of said indemnities, its agents or employees.



**Village of Newberry  
Request for Proposals for  
Water & Light Primary Utility Limbing Bid – July 30, 2020**

**Assignment:**

Neither party may assign, directly or indirectly, all or part of its rights or obligations under this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld or delayed.

**SECTION IV**

**Attachment A – Line Map Showing Project Zones**

**Attachment B – Non-Conflict of Interest Certification**

**Attachment C – Certification of Non-Collusion**

**RFP Attachment #1**  
**W&L Utility Limbing**  
**Project - July 30, 2020**

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70 MILES  LD

70 DOLLARVILLE

120

total

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CHARLES RD

Original map information compiled by Jim Gieck, Troop 124, Boy Scouts of America. --1977. Revised Oct. 1983.

ENCLOSURE

67. Ralph L. Fisher Insurgency

72. Monberry Asia Beef  
73. Monberry Brazil Salmon

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Robert C. F.

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**ADDENDUM NO. 1**  
**TO**  
**Village of Newberry**  
**Request for Proposals for Primary Utility Limbing**

**DATE: August 6, 2020**

**BID DATE: Monday, August 10, 2020 by 4:00PM**

**TO ALL BIDDERS BIDDING ON THE ABOVE PROJECT:**

All Bidders submitting a Bid on the above Contract shall carefully read this Addendum and give it consideration in the preparation of their Bid. Contractor shall list all addendums on the bid form to ensure conformity in the bid.

Drawings, Specifications and/or Proposals are herein amended, expanded and/or modified, as hereinafter described, and become a part of the Contract Documents with same force and affect as if incorporated, therein, originally. Any contrary provisions contained, or referred to, in Drawings and/or Specifications, shall remain applicable unless overridden by this Addendum. Revised or contrary provisions herein shall not affect any other part of the Contract Documents and any deletions, additions, substitution and/or revisions mentioned, shall include all labor, materials, methods, modifications, etc. required for complete performance of the work.

**Responses to Bidder Questions:**

**Questions received via email between July 30 and August 5:**

1. *We have noticed that the bid reference page says the proposals are due on Friday the 14<sup>th</sup> at Noon and the cover page says they are due on the 10<sup>th</sup> by 4pm. Can you please clarify which date is correct?*
  - a. The correct date is Monday, August 10 by 4:00PM.
2. *Who would be the contact information for our accounting department to send the requested 3 years of financials?*
  - a. All information should be sent to Allison Watkins. 302 E. McMillan Avenue, Newberry, MI 49868. [awatkins@newberrymi.gov](mailto:awatkins@newberrymi.gov).
3. *You are requesting bonds for the work and also stating that there will be a retainage, in our experience it is typically one or the other, either a bond requirement or a retainage. Do you intend to expect both as that does affect the bid numbers?*
  - a. We will expect retainage at the rate listed in the RFP. The bond requirement listed will not be mandatory due to the nature of this project.

4. *It indicates this contract would go out to 2023, do you have a list of which lines you will want done by year or will you allow for an annual price escalation based on fuel, labor rates, etc.?*
- a. We want to see this project completed as quickly as possible within the restraints of our budget. Our hope is that we will be able to fund the project fully in the first two years. However, we need to keep the flexibility of spreading out the cost over several more years if revenues are not as we project. We will allow for annual price escalation based on fuel, labor rates. Once the bid is awarded, if additional increases are needed, they will be subject to additional approval by Village Council.

**End Addendum #1.**

Village of Newberry  
Newberry, MI



Allison Watkins, M.P.A.  
Interim Village Manager

**ADDENDUM NO. 2**  
**TO**  
**Village of Newberry**  
**Request for Proposals for Utility Tree Limbing and Removal**

**DATE: August 7, 2020**

**BID DATE: Monday, August 10, 2020 by 4:00PM**

**TO ALL BIDDERS BIDDING ON THE ABOVE PROJECT:**

All Bidders submitting a Bid on the above Contract shall carefully read this Addendum and give it consideration in the preparation of their Bid. Contractor shall list all addendums on the bid form to ensure conformity in the bid.

Drawings, Specifications and/or Proposals are herein amended, expanded and/or modified, as hereinafter described, and become a part of the Contract Documents with same force and affect as if incorporated, therein, originally. Any contrary provisions contained, or referred to, in Drawings and/or Specifications, shall remain applicable unless overridden by this Addendum. Revised or contrary provisions herein shall not affect any other part of the Contract Documents and any deletions, additions, substitution and/or revisions mentioned, shall include all labor, materials, methods, modifications, etc. required for complete performance of the work.


**Responses to Bidder Questions:**

Questions received via email between August 5 and August 6:

1. *You have a North line on here number 4 in red, but there is no highlighted areas in red. And you have hill on here does that mean we do the whole hill up the main street? And also Charles Rd, and also to Dollarville. Or do we stay in the village limits. And I also see a circle with 3 and 2 dots in them scattered through the map is this anything?*
  - a. The North line red color is hard to distinguish on the map from the Dollarville orange color. I have attached an updated map that has the North line re-highlighted in a more distinct red color.
  - b. The Hill section would include all lines highlighted in yellow on the map.
  - c. This project is just for lines in the village and immediately outside as highlighted on the map.
  - d. The circles with dots inside are for VON internal use only.

**End Addendum #2.**

Village of Newberry  
Newberry, MI

  
Allison Watkins, M.P.A.  
Interim Village Manager

# ENERGY ADJUSTMENT (EA) RATE FOR JUL - DEC 2020

\$0.100793	← Monthly base rate.
\$0.045221	← Base case cost.
\$0.013520	← EA for 1st 6 months of 2020
\$0.011637	← EA for 2nd 6 months of 2020

Newberry Water & Light Board  
307 East McMillan Avenue  
Newberry, MI 49868  
Modified and updated Sep 2013 (PFL)

## For Year

Jul - Dec 2020 & Jan - Jun 2020

For each new year, save the sheet for the next year and edit the year to the left. Use FILE>SAVE AS>NEWNAME to do this, where NEWNAME means the new year is used.

Monthly base rate adopted in Aug 2012, and applied to Nov 2013 billing. There is also a \$9.00 meter base charge. Keep both until changed by board.  
Base case cost per kWh adopted at the time we modified our EA procedure in Mar 2007. Keep until changed by board.  
← Enter this EA figure from cell E33 of last year spreadsheet.  
← Enter this EA figure from cell E32 of this year spreadsheet.  
This sheet is in protected mode. Cells with this background color are not locked and can be changed.  
If protection is turned off, all cells can be edited. Formulas should not be modified without good reason.  
After making a data entry, MAKE SURE TO SAVE before exiting.  
this tan area is for notes, info, etc. The blue tab named "NOTES" at bottom shows more information.

Billing month	Power Cost/ kWh	Base Case Cost/kWh	Increase/ (DECREASE) Base Case (%)	EA Real Cost Difference	Total EA Adjustment	Monthly Base Rate	Monthly Applied Rate
January	\$0.058219	\$0.045221	28.744%	\$0.012998			
February	\$0.058379	\$0.045221	29.096%	\$0.013158			
March	\$0.057013	\$0.045221	26.076%	\$0.011792	\$0.013520	\$0.100793	\$0.114313
April	\$0.056769	\$0.045221	25.537%	\$0.011548			
May	\$0.055129	\$0.045221	21.910%	\$0.009908			
June	\$0.055640	\$0.045221	23.041%	\$0.010419			
July	\$0.054366	\$0.045221	20.224%	\$0.009145			
August	\$0.054239	\$0.045221	19.942%	\$0.009018			
September	\$0.059089	\$0.045221	30.667%	\$0.013868	\$0.011637	\$0.100793	\$0.112430
October	\$0.058080	\$0.045221	28.436%	\$0.012859			
November	\$0.070206	\$0.045221	55.252%	\$0.024985			
December	\$0.056467	\$0.045221	24.870%	\$0.011246			
AVERAGES, Jan - Jun			26%	\$0.011637			
AVERAGES, Jul - Dec			29.90%	\$0.013520			

NOTE: Use this rate for Jan - June (or 2020) billing period. This is the rate for calculating customer billing.

NOTE: Use this rate for the July - Dec (or 2020) billing period. This is the rate for calculating customer billing.

Note: new EA for the second 6 months of this year (2020). (enter this value in cell A5 of this year spreadsheet)

Note: new EA for the first 6 months of THIS year (2020). (enter this value in cell A4 of the new next year spreadsheet) when you make it.

this currently shows EA from first 6months of 2020

The EA is a way to adjust the fluctuating monthly cost of wholesale power over or under the established kWh rate. When the cost of power decreases that savings is passed on to the customer through a reduction in the EA.

MONTH	ATC	HYDRO	CONSUMERS	MPFA	MISO	TOTAL		KW/H	HYDRO KW/H	TOTAL		COST/KW/H
JAN	\$ 12,492.20	\$ 5,059.40	\$ 74,925.21	\$ 128.86	\$ 3,397.92	\$ 96,003.59		1,305,704	343,300	1649004.00		\$ 0.0582
FEB	\$ 12,246.20	\$ 5,150.71	\$ 67,805.03	\$ 217.50	\$ 2,980.07	\$ 88,399.51		1,176,246	338,000	1514246.00		\$ 0.0584
MAR	\$ 12,492.20	\$ 5,085.13	\$ 66,910.13	\$ 60.89	\$ 2,907.79	\$ 87,456.14		1,159,975	374,000	1533975.00		\$ 0.0570
APR	\$ 12,492.20	\$ 5,084.80	\$ 58,577.85	\$ 53.93	\$ 2,727.70	\$ 78,936.48		1,008,479	382,000	1380479.00		\$ 0.0568
MAY	\$ 12,492.20	\$ 5,344.35	\$ 54,218.57	\$ 20.33	\$ 2,558.83	\$ 74,634.28		929,219	424,600	1353819.00		\$ 0.0551
JUN	\$ 12,492.20	\$ 5,391.10	\$ 54,320.08	\$ 106.23	\$ 3,119.14	\$ 75,428.75		939,147	416,500	1355647.00		\$ 0.0566
JUL	\$ 12,141.88	\$ 5,377.21	\$ 64,986.33	\$ 100.51	\$ 2,683.72	\$ 85,289.65		1,124,297	444,500	1568797.00		\$ 0.0544
AUG	\$ 12,141.88	\$ 4,665.70	\$ 60,272.47	\$ 108.19	\$ 3,242.19	\$ 80,430.43		1,039,280	443,600	1482890.00		\$ 0.0542
SEP	\$ 12,141.88	\$ 5,260.45	\$ 58,975.71	\$ 129.96	\$ 2,931.76	\$ 79,439.76		1,015,713	328,700	1344413.00		\$ 0.0591
OCT	\$ 12,141.88	\$ 5,202.49	\$ 55,110.22	\$ 96.86	\$ 2,483.68	\$ 75,035.13		945,431	346,500	1291931.00		\$ 0.0581
NOV	\$ 12,141.88	\$ 5,284.11	\$ 74,026.02	\$ 85.40	\$ 2,766.01	\$ 94,303.42		944,731	398,500	1343231.00		\$ 0.0702
DEC	\$ 12,141.88	\$ 5,226.98	\$ 74,132.23	\$ 81.61	\$ 3,089.70	\$ 94,672.40		1,291,286	385,300	1676586.00		\$ 0.0665

JUL- DEC Amounts are from 2019 Bills and were used to calculate the JAN-JUN 2020 EA

JAN - JUN Amounts are from 2020 bills and were used to calculate the JUL-DEC 2020 EA





GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
ENVIRONMENT, GREAT LAKES, AND ENERGY  
MARQUETTE DISTRICT OFFICE



LIESL EICHLER CLARK  
DIRECTOR

August 3, 2020

President and Council  
Newberry Board of Water & Light  
307 East McMillian Avenue  
Newberry, Michigan 49868

WSSN: **02540**  
County: Luce

Dear President and Council Members:

**SUBJECT: Newberry Board of Water & Light Water Supply Compliance Communication**

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) was recently informed that the Newberry Board of Water & Light (Newberry) certified water operator-in-charge is no longer with the village. EGLE requests a definitive written response no later than 21 days from the date of this letter regarding how Newberry will address this matter and a timeline for hiring a certified operator. The following must be addressed to avoid a violation of Act 399.

1. Retain a properly certified operator to oversee the water supplies.

Newberry must quickly retain the services of a new operator-in-charge (OIC). The OIC for the system must possess both S-3 and D-3 licenses. It is imperative that Newberry immediately retain someone who can either check daily or oversee someone who can perform the daily checks of the chemical feed system at the well houses.

2. Possible failure to monitor daily chemical feed at the well house.

Daily checks of the chemical feed at the well houses are required. Injecting chemicals into a public water supply system regardless of the reason and chemical type is a potential public health hazard if not monitored and done correctly. Please tell us who has done the daily checks since Mr. David Patterson's departure, and who will do them in the future.

3. Potential failure to meet monitoring requirements.

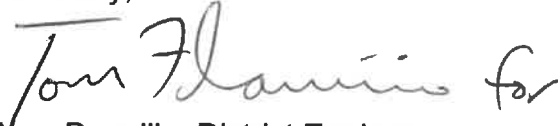
Please note your 2020 Drinking Water Monitoring Schedule. A copy has been enclosed for your records and sample collection planning. Please be aware that lead/copper samples must be collected between June through September 2020.



Also required are monthly bacteriological samples that must be taken according to your site sampling plan.

We look forward to our continued joint effort to provide safe, quality drinking water to your customers. If you have questions, please contact us by phone at the number listed below, email at [douvillea1@michigan.gov](mailto:douvillea1@michigan.gov), or regular mail at the address listed at the bottom of page one of this letter.

Sincerely,

A handwritten signature in cursive script, appearing to read "Amy Douville for".

Amy Douville, District Engineer  
Field Operations Section  
Drinking Water and Municipal Assistance  
906-236-4277

AD:cw

Enclosures: 2020 Monitoring Schedule

File: *Newberry Board of Water & Light Correspondence*