

**VILLAGE OF NEWBERRY
VILLAGE COUNCIL MEETING
ELECTRONIC MEETING
Tuesday, June 16, 2020
Meeting Location: 302 East McMillan Ave
Meeting Time: 6:00 p.m.**

1. VIRTUAL WAITING ROOM OPENED – By IVM

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. PLEDGE OF ALLEGIANCE

5. ROLL CALL

6. APPROVAL OF AGENDA

7. APPROVAL OF MINUTES

1. Village Council –Regular Session – May 19, 2020

8. 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

9. VILLAGE PRESIDENT COMMENTS

- a. None prescheduled

10. SUBMISSION OF BILLS AND FINANCIAL UPDATES

1. Village of Newberry – Monthly Payables –May 16, 2020 to June 12, 2020

101	General Fund	\$7,804.72
202	Major Streets Fund	\$9.99
203	Local Street Fund	\$61.06
213	Fire Revolving Fund	\$1,323.71
409	TORC	\$4,447.06
418	Atlas Park Fund	\$5,019.05
590	Sewage Receiving Fund	\$46,187.54
TOTAL EXPENSE FOR APPROVAL:		\$64,853.13

2. **Water & Light – Monthly Payables –May 8, 2020 to June 5, 2020**

582	Electric Fund – regular expenditures	\$81,829.62
582	ELECTRIC FUND TOTAL EXPENSE:	\$81,829.62
591	Water Fund – regular expenditures	\$6,207.31
591	WATER FUND TOTAL EXPENSE:	\$6,207.31
Total amount for both funds:		\$88,036.93

3. **Save the Bells – for review only**

582	Save the Bells Fund Balance Summary – as of 05/31/2020	\$12,537.97
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4. Treasurer

- a. May 2020 Report
- b. 2020 Tax Rate Request for Signatures

11. 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. Letter of Appeal from Christopher Cox – Received May 29, 2020
 - i. May 22, 2020 IVM Response Letter to Christopher Cox – for reference

12. INTRODUCTION AND ADOPTION OF RESOLUTIONS, ORDINANCES, & PROCLAMATIONS

1. Resolution to approve Deficit Elimination Plan for Sewer Fund (response to 2018 Audit)
2. Resolution to approve Deficit Elimination Plan for TORC Fund (response to 2018 Audit)
3. Resolution to approve Deficit Elimination Plan for Atlas Park Fund (response to 2018 Audit)
4. Ordinance 36 – Village Manager
5. Ordinance 52 – Duties and Compensation for Village Clerk

13. UNFINISHED BUSINESS

1. 2018 Audit update
 - a. Notice of Intent to Withhold State payments
2. Planning Commission Zoning Funding
3. New Maintenance Building update
4. MBANK – Payroll & Tax Accounts
5. Capital Improvement Plan – UPEA Engineering – Grant funding
6. SRF Loan Calls to council – follow-up from May council question
7. 303 W. Avenue C sewer issue
8. Verizon Tower
9. Review of Utility Billing Payment and Processing for June & July
 - a. Electric Service Disconnects are scheduled for July 13
10. Public Comment Follow-Up from Previous Meeting
 - a. None

14. NEW BUSINESS

1. 2019 Audit
 - a. Approval of extension request for audit & F65 report
2. Tree trimming along primary power lines
 - a. Estimates attached for reference
3. Village Manager Position

15. REPORTS OF BOARDS

1. Water & Light Board
 - a. Meeting Minutes - Tuesday, June 9, 2020
 - b. 2019 Annual Energy Waster Reduction Report
2. Planning Commission Meeting: Monday, May 26, 2020 – Cancelled

16. REPORTS OF COMMITTEES

No reports scheduled from the following committees: Management, Planning; Union; Parks and Recreation; Fire, Finance, DPW/WWTP, 41 Lumber (VON maintenance. building) Ad Hoc.

1. Ordinance Committee
 - i. June 4 – minutes included in packet
 - Recommendations to approve ORD 36 & ORD 52

17. 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
 - b. EGLE Violation Notice _ VN-010725
 - c. Standby Duty Program
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

18. 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.

1. Facilitated by IVM & Clerk

19. ASSIGNMENT OF PUBLIC COMMENT RESPONSE

20. COMMENTS BY COUNCIL MEMBERS

21. ADJOURNMENT - REGULAR SESSION



**VILLAGE OF NEWBERRY
NOTICE OF ELECTRONIC PUBLIC MEETING
VILLAGE COUNCIL – 6/16/20, 6:00PM**



Notice is hereby given that the VILLAGE OF NEWBERRY COUNCIL will hold an electronic public meeting on JUNE 16, 2020 beginning at 6:00 p.m.

The reasons for holding an electronic public meeting are to limit the spread of COVID-19 and to remain in compliance with Executive Order 2020-115. The June 16 Village Council Meeting will be held virtually, and board members and staff will attend remotely through Zoom audio conferencing. This is permitted via Executive Order 2020- 75, which temporarily authorizes remote participation in public meetings and hearings through June 30, 2020.

Public Participation

There will be two options for public participation in this meeting; phone conferencing or written comment. There will be two public comment periods for the meeting, as listed on the meeting agenda. Comments will be limited to three minutes and speakers must give their name and address.

Members of the public wishing to call in to listen to the meeting and/or to make a public comment over the phone will need to do one of two things:

- To access the audio via computer or mobile device the public should use the following link (you will need to download the free Zoom App):
<https://us02web.zoom.us/j/89380462624>
- To access the audio via phone please call: 1-888-475-4499 or 1-877-853-5257 and enter the meeting ID 893 8046 2624# and follow the prompts.

When participating via computer or phone conferencing, participants will be placed into a virtual waiting room/on-hold until the meeting begins. Once the meeting begins, the public will be muted until Public Comment portions of the meeting are reached. The public will be able to hear the meeting taking place but will not be able to make comments or interject. Once a Public Comment section begins, the Interim Village Manager will go through the list of participants and provide each commenter with the opportunity to address the board. This will be done via role call based on the last four digits of your call-in telephone number and/or your name as it appears on the computer-based calling feature.

Members of the public, whether or not they are joining the electronic public meeting, may submit written comments or ask questions* regarding any business that will come before the Council. Written comments and questions may be submitted at any time. Those submitted prior to 12:00 noon on Friday, June 12, 2020 will be copied and included in the agenda packet for the meeting. Those submitted after 12:00 noon on Friday, June 12, 2020, but before 5:30PM on June 16, 2020 will be read aloud during the public comment portion of the agenda. Written comments submitted after 5:30p.m. on Tuesday, June 16 will be included in the packet for the July 21, 2020 meeting. The Village reserves the right to summarize long written comments and questions rather than reading them aloud but will provide Council members the full text of these comments following the meeting.

*To be considered for inclusion in the agenda packet or to be read aloud during the meeting, comments and questions must include the name and home address of the person submitting them and must not include language that would be considered vulgar or be interpreted as hate speech or fighting words. The comments and questions should also indicate the date of the electronic public meeting for which they are being submitted.

Written comments and questions should be submitted to awatkins@newberrymi.gov or mailed to or dropped off at the Village Office.

Persons with disabilities who require assistance in order to participate in the electronic public meeting should contact the Village at the earliest opportunity by emailing awatkins@newberrymi.gov or by calling 906-293-3433.

Newberry Village Council
Regular Meeting Minutes
May 19, 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: Cameron, Freese, Hardenbrook, Hendrickson, Puckett.

Absent: None.

Also Present: Interim Village Manager/Director of Human Resources & Community Engagement – Watkins, Clerk – Schummer, Sterling McGinn, Larry Vincent, Jeremy Gagnon.

Call to Order: President Stokes called the meeting to order at 6:01 p.m. via Zoom.

Approval of Agenda: Moved by Puckett, support by Hardenbrook, **CARRIED**, to approve the agenda as presented. Ayes: Stokes, Cameron, Freese, Hardenbrook, Hendrickson, Puckett.

Minutes: Moved by Hendrickson, support by Freese, **CARRIED**, to approve the minutes from the April 21, 2020, regular meeting as written. Ayes: Stokes, Cameron, Freese, Hardenbrook, Hendrickson, Puckett.

Public Comments on Agenda Items: None.

Village President's Announcements: President Stokes thanked the staff and Interim Village Manager Watkins for keeping things up and running at this difficult time.

Submission of Bills and Financial Updates:

- A.) **Village of Newberry** – Monthly Bills. Moved by Hendrickson, support by Freese, **CARRIED**, to approve payment of the April 18, 2020 – May 15, 2020 bills, in the amount of \$26,180.31. Roll call vote: Ayes: Stokes, Cameron, Freese, Hardenbrook, Hendrickson, Puckett.
- B.) **Water & Light monthly bills for April 9, 2020 to May 7, 2020:** Moved by Cameron, support by Puckett, **CARRIED**, to accept the recommendation of the W&L Board to pay the Electric and Water Funds in the total amount of \$83,391.28. Roll call vote: Ayes: Stokes, Cameron, Freese, Hardenbrook, Hendrickson, Puckett.
- C.) **Christmas Lights Fund** – as of 3/31/2020 - \$12,221.44.
- D.) **Treasurer's Report** – March 2020 – N. Moulton gave 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 Puckett, support by Cameron, **CARRIED**, to pay Request #23 – 04/01/2020 to 04/30/2020 –C2AE invoice #69690: \$1,682.86. Discussion followed. Roll Call Vote - Ayes: Stokes, Cameron, Freese, Hardenbrook, Hendrickson, Puckett.

Petitions and Communications: None.

Introduction and Adoption of Ordinances and Resolutions:

- 1.) **Redevelopment Ready Program:** Larry Vincent discussed the Redevelopment Program and answered questions from the Council. Moved by Hendrickson, support by Hardenbrook, **CARRIED**, to adopt the Resolution to proceed with the Redevelopment Ready Communities (RRC) Program of the Michigan Economic Development Corporation (MEDC). Ayes: Stokes, Cameron, Freese, Hardenbrook, Hendrickson, Puckett.
- 2.) **Ordinance 50:** Moved by Hardenbrook, support by Freese, **CARRIED**, to move forward with the adoption of Ordinance 50, to provide for the appointment of the Village of Newberry Village Treasurer. Discussion followed. Ayes: Stokes, Cameron, Freese, Hardenbrook, Hendrickson. Nays: Puckett.
- 3.) **Ordinance 51:** Moved by Freese, support by Hardenbrook, **CARRIED**, to move forward with the adoption of Ordinance 51, to provide for the appointment of the Village of Newberry Village Clerk. Discussion followed. Ayes: Stokes, Cameron, Freese, Hardenbrook. Nays: Hendrickson, Puckett.

Unfinished Business:

- 1.) Audit update:
 - a. Revenue sharing. Watkins gave an update, stated the audit was finally finished. She also discussed revenue sharing.
- 2.) New Maintenance Building: Jeremy Gagnon, of McGahey Construction, the contractor building the new Village maintenance building, was present to answer questions by the Council. Moved by Puckett, support by Hardenbrook, **CARRIED**, to approve up to an additional \$20,000.00 for the new Maintenance building. Discussion followed. Ayes: Stokes, Cameron, Freese, Hardenbrook, Hendrickson, Puckett.
- 3.) Former Employee Arbitration: Moved by Puckett, support by Hendrickson, **CARRIED**, to open up discussion about the possibility of a mediation team being selected in regards to a former employee arbitration situation. Discussion followed. Ayes: Stokes, Cameron, Freese, Hardenbrook, Hendrickson, Puckett. Moved by Hendrickson, support by Hardenbrook, **CARRIED**, to appoint Watkins and Puckett to the mediation team with Cameron as the alternate. Ayes: Stokes, Cameron, Freese, Hardenbrook, Hendrickson, Puckett.
- 4.) Review of Utility Billing Payment and Processing approach: Watkins discussed billing and payment issues. Discussion followed.
- 5.) Public Comment Follow-up from Previous Meeting: None needed.

New Business:

- 1.) Redevelopment Ready Baseline Report: Resolution was voted on earlier in the meeting.
- 2.) MBANK – Payroll and Tax Accounts: Watkins stated that both the payroll and tax accounts at MBANK had been breached at least 2 times. A police report was filed. Watkins will try to get a representative from MBANK to come to the next meeting to talk about the security measures they are taking regarding the Village accounts.
- 3.) 4th of July Parade: Discussed. Decided to let the organizers make the decisions regarding the parade for now.
- 4.) July 6, 2020 – Culpepper & Meriweather Circus: The Circus is cancelled for 2020 due to COVID-19.

Reports of Boards:

- 1.) Water & Light Board: Minutes provided from the May 12, 2020 meeting. Report by Freese.
- 2.) Planning Commission Meeting: April 27, 2020 meeting cancelled.

Committee Reports:

- 1.) Ordinance Committee: May 7th and 15th 2020, meeting minutes provided.
- 2.) 41 Lumber Ad Hoc Committee: May 14, 2020 meeting minutes provided.

Reports of Village Officers & Management:

- A.) Fire Chief: Wendt submitted a written report.
- B.) Superintendent of Wastewater Treatment Plant & DPW: Blakely submitted a written report. Watkins stated there was an incident at the Waste Water Plant on Saturday, May 16th. The pumps became clogged with plastic bags, as a result there was a sewage spill into the Tahquamenon River. Watkins discussed what would need to be done temporarily to help if this situation does happen again. Long term, we will need to have rails that come to the top of the pit installed and a lift mechanism to lift the pumps out of the pit. Discussion followed.
- C.) Water & Light: Written report submitted by Dan Kucinskas.
- D.) Interim Village Manager/Director of Human Resources & Community Engagement: Watkins gave a verbal as well as written report. Moved by Puckett, support by Hardenbrook, **CARRIED**, to approve the leave requests by Interim Village Manager Watkins, for May 26, June 19 and 22, July 6, 24 and 31, 2020. Ayes: Stokes, Cameron, Freese, Hardenbrook, Hendrickson, Puckett. Watkins stated the Village offices would be closed Monday May 25th and July 3, 2020.

Public Comment: None

Comments by Council Members: Comments heard from Hendrickson, Cameron and Puckett.

Adjourn Meeting: Moved by Cameron, support by Hardenbrook, **CARRIED**, to adjourn the meeting at 8:18 p.m. Ayes: Stokes, Cameron, Freese, Hardenbrook, Hendrickson, Puckett.

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

Terese Schummer, Clerk

Lori A. Stokes, Village President

VILLAGE PAYABLES
May 16, 2020 to June 12, 2020

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
Dept 172 VILLAGE MANAGER						
101-172-719.000	HOSPITALIZATION	44 NORTH	COBRA RETIREES	05/29/20	5.36	44318
101-172-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS PREMIUM	06/01/20	5.78	44326
101-172-850.000	906-291-1223	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	06/07/20	6.96	44329
			Total For Dept 172 VILLAGE MANAGER		18.10	
Dept 201 ADMINISTRATIVE						
101-201-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS PREMIUM	06/01/20	10.88	44326
101-201-752.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	POST IT NOTES	06/25/20	9.99	44311
101-201-752.100	OPERATING SUPPLIES	TAHOUEMENON AREA CREDIT UNIO	DOLLAR GENERAL CLEANING SUPPLIES	05/21/20	5.83	44328
101-201-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	PRINTER TONER	06/23/20	15.18	44311
101-201-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	PULL-THRU PAPER TOWELS	06/26/20	42.33	44311
101-201-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	BABY MONITOR	07/03/20	18.99	
101-201-752.100	OPERATING SUPPLIES	FOSTER HARDWARE	MOUSE TRAP	07/10/20	4.99	
101-201-752.200	IT SOFTWARE	I.T. RIGHT	SERVICE- REMOTE BACK UP ANNUAL	07/01/20	125.00	
101-201-801.000	PROFESSIONAL & CONTRAC	FAIR, ALMA	OFFICE CLEANING	06/20/20	100.00	
101-201-850.000	906-291-0055 HR	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	06/07/20	10.72	44329
101-201-850.000	FAX	VERIZON	ACCOUNT NUMBER 942077532-00001 FAX	06/07/20	11.32	44329
101-201-850.000	906-293-5681 W/L CLERK 5%	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	06/07/20	28.11	44329
101-201-850.000	IAMADOTS INTERNET	HTC-HIAWATHA TELEPHONE CO	ACCT 00042108-7	06/26/20	19.98	
			Total For Dept 201 ADMINISTRATIVE		403.32	
Dept 223 AUDIT & LEGAL EXPENSE						
101-223-801.200	LEGAL	SONDEE, RACINE & DOREN PLC	LEGAL COUNCIL	06/01/20	1,432.50	44327
			Total For Dept 223 AUDIT & LEGAL EXPENSE		1,432.50	
Dept 230 ORDINANCE OFFICER						
101-230-850.000	906-291-0583- ORDINANCE	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	06/07/20	63.63	44329
101-230-850.000	906-291-1630 - ORDINANCE OFFI	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	06/07/20	27.85	44329
			Total For Dept 230 ORDINANCE OFFICER		91.48	
Dept 253 TREASURER						
101-253-850.000	906-291-1631 TREASURER	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	06/07/20	27.85	44329
			Total For Dept 253 TREASURER		27.85	

VILLAGE PAYABLES
May 16, 2020 to June 12, 2020

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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
Dept 265 BUILDING & GROUNDS						
101-265-752.100	OPERATING SUPPLIES	SNYDERS DRUG STORE	POTTING SOIL.	06/10/20	43.56	44325
101-265-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	PRINTER	06/21/20	199.99	44311
101-265-921.000	HEAT	SEMCOENERGY GAS COMPANY	310 E. MC MILLAN NATURAL GAS	06/26/20	15.00	
101-265-921.000	HEAT	SEMCOENERGY GAS COMPANY	DPW GARAGE NATURAL GAS 827.500	06/26/20	211.20	
101-265-929.000	REPAIRS & MAINTENANCE	AMAZON CAPITAL SERVICES	REFUND FOR WINDOW INTERCOM	06/01/20	(53.95)	44311
101-265-935.000	PROPERTY LIABILITY INSURANCE	MICHIGAN MUNICIPAL RISK MANA	BUILDER RISK COVERAGE FOR NEW DPW	07/13/20	424.50	
			Total For Dept 265 BUILDING & GROUNDS		840.30	
Dept 301 POLICE DEPARTMENT						
101-301-719.000	POLICE HOSPITALIZATION	44 NORTH	COBRA RETIREES	05/29/20	2.41	44318
101-301-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS PREMIUM	06/01/20	23.09	44326
			Total For Dept 301 POLICE DEPARTMENT		25.50	
Dept 441 PUBLIC WORKS						
101-441-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS PREMIUM	06/01/20	12.50	44326
101-441-752.100	OPERATING SUPPLIES	TAHQUAMENON AREA CREDIT UNIC	DOLLAR GENERAL CLEANING SUPPLIES	05/21/20	5.83	44328
101-441-753.000	TOOLS & EQUIPMENT	TAHQUAMENON AREA CREDIT UNIC	PAYPAL-LOGAN5794 WRENCH	05/05/20	15.90	44328
101-441-767.000	CLOTHING - UNIFORMS	AMAZON CAPITAL SERVICES	WATERPROOF BIBS	06/19/20	16.99	44311
101-441-850.000	906-291-0136 MECHANIC	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	06/07/20	107.20	44329
101-441-850.000	906-291-1633 DPW	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	06/07/20	41.78	44329
101-441-850.000	TELEPHONE	ATT U.VERSE	DPW UVERSE	06/23/20	41.10	
			Total For Dept 441 PUBLIC WORKS		241.30	
Dept 524 MOTOR POOL						
101-524-752.100	OPERATING SUPPLIES	DANNY'S AUTO VALUE INC	FLOOR DRY	06/10/20	28.47	
101-524-752.100	OPERATING SUPPLIES	DANNY'S AUTO VALUE INC	HOSE CLAMP	06/10/20	8.90	
101-524-759.000	GAS OIL & GREASE - PUBLIC	WEX BANK - SPEEDWAY UNIVERSA	GAS/FUEL	06/22/20	221.97	
101-524-759.000	GAS OIL & GREASE	DANNY'S AUTO VALUE INC	OIL FILTER	07/10/20	8.50	
101-524-759.000	GAS OIL & GREASE	DANNY'S AUTO VALUE INC	MOTOR OIL	07/10/20	11.37	
101-524-759.000	GAS OIL & GREASE	DANNY'S AUTO VALUE INC	OIL	07/10/20	40.68	
101-524-932.000	VEHICLE REPAIRS & MAINTEN	SERWE IMPLEMENT MUNICIPAL SAI	MOTOR TRANSFER BROOM STRAIGHT SHAFT - S	04/08/20	562.88	44334
101-524-932.000	VEHICLE REPAIRS & MAINTEN	DANNY'S AUTO VALUE INC	MICRO-V BELT	06/10/20	68.67	44316
101-524-932.000	VEHICLE REPAIRS & MAINTEN	DANNY'S AUTO VALUE INC	RETURN MICRO-V BELT	06/10/20	(68.67)	44316
101-524-932.000	VEHICLE REPAIRS & MAINTEN	TAHQUAMENON AREA CREDIT UNIC	PAYPAL-TOOLBARN-FUEL NOZZLE	05/06/20	21.18	44328
101-524-932.000	VEHICLE REPAIRS & MAINTEN	TAHQUAMENON AREA CREDIT UNIC	TANK HEAD INSULATION/RUPTURE DISC ASSY	05/07/20	100.91	44328
101-524-932.000	VEHICLE REPAIRS & MAINTEN	DANNY'S AUTO VALUE INC	MICRO-V BELT	06/10/20	59.42	44316
101-524-932.000	VEHICLE REPAIRS & MAINTEN	DANNY'S AUTO VALUE INC	MICRO-V BELT RETURN	06/10/20	(59.42)	44316
101-524-932.000	VEHICLE REPAIRS & MAINTEN	DANNY'S AUTO VALUE INC	MICOR V-BELT	06/10/20	88.00	44316
101-524-932.000	VEHICLE REPAIRS & MAINTEN	DANNY'S AUTO VALUE INC	RETURN 3/8 PIPE PLUG	06/10/20	(9.96)	44316
101-524-932.000	VEHICLE REPAIRS & MAINTEN	DANNY'S AUTO VALUE INC	RETURNS	06/10/20	(45.41)	

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VILLAGE PAYABLES
May 16, 2020 to June 12, 2020

GE Number	Inv. Line Desc	Vendor	Invoice Desc	Due Date	Amount	Check #
Fund 213 Fire Revolving Fund						
Dept 336 FIRE						
213-336-718.000	MEDICAL SCREENING - PRE E	HELEN NEWBERRY JOY HOSPITAL	FIREMAN PHYSICAL	06/14/20	117.00	44319
213-336-718.000	MEDICAL SCREENING - PRE E	HELEN NEWBERRY JOY HOSPITAL	PRE-EMPLOYMENT PHYSICAL	06/15/20	117.00	44319
213-336-718.000	MEDICAL SCREENING - PRE E	HELEN NEWBERRY JOY HOSPITAL	PRE-EMPLOYMENT FIRE	06/15/20	117.00	44319
213-336-718.000	MEDICAL SCREENING - PRE E	HELEN NEWBERRY JOY HOSPITAL	FIRE PREEMPLOYMENT	06/19/20	134.00	
213-336-752.200	FIRE SUPPLIES	FIRSTDUE	PAUL CONWAY SHIELDS STANDARD	06/01/20	72.24	
213-336-759.000	GAS, OIL & GREASE - FIRE	WEX BANK - SPEEDWAY UNIVERSAL	GAS/FUEL	06/22/20	112.99	
213-336-776.000	SUPPLIES-BUILDING MAINTENANCE	FOSTER HARDWARE	HILLMAN FASTENERS	06/10/20	3.72	44317
213-336-850.000	906-293-8141 FIRE	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	06/07/20	26.72	44329
213-336-850.000	TELEPHONE	ATT U.VERSE	FIRE HALL UVERSE	06/23/20	41.10	
213-336-851.000	POSTAGE	TAHQUAMENON AREA CREDIT UNION	POSTAGE	05/15/20	22.00	44328
213-336-920.000	ELECTRICITY	LYNN AUTO PARTS INC.	LAMPS	06/10/20	25.98	44322
213-336-921.000	HEAT	SEMCOENERGY GAS COMPANY	FIRE HALL NATURAL GAS 900.500	06/26/20	136.80	
213-336-929.000	REPAIRS & MAINTENANCE	POMASI FIRE EQUIPMENT	ALUMINUM 4" FEMALE CAMLOCK 3" ADAPTER	05/17/20	102.68	
213-336-929.000	REPAIRS & MAINTENANCE	POMASI FIRE EQUIPMENT	RED HEAD 4" NOT RLF X 3" NH M	05/31/20	217.45	
213-336-932.000	VEHICLE REPAIRS & MAINTENANCE	KLATY'S P&E	1" SWING CHECK VALVE	05/23/20	29.34	44321
213-336-932.000	VEHICLE REPAIRS & MAINTENANCE	DANNY'S AUTO VALUE INC	HITECH WAX	07/04/20	47.69	
			Total For Dept 336 FIRE		1,323.71	
			Total For Fund 213 Fire Revolving Fund		1,323.71	
Fund 409 TORC						
Dept 757 TORC						
409-757-752.100	OPERATING SUPPLIES	PENCHURA, LLC	TORC SIGNS	06/18/20	4,350.00	
409-757-752.100	OPERATING SUPPLIES	TAHQUAMENON AREA CREDIT UNION	SIGNSONTHECHEAP- CLOSED EQUIPEMENT SIG	05/15/20	97.06	44328
			Total For Dept 757 TORC		4,447.06	
			Total For Fund 409 TORC		4,447.06	

VILLAGE PAYABLES
May 16, 2020 to June 12, 2020

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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
Fund 418 Atlas Park Fund						
Dept 758 ATLAS PARK						
418-758-752.100	OPERATING SUPPLIES	TAHOUE/AMENON AREA CREDIT UNION	SIGNSONTHECHEAP- CLOSED EQUIPEMENT SIG	05/15/20	97.05	44328
418-758-752.100	OPERATING SUPPLIES	PENCHURA, LLC	ATLAS PARK SIGNS	07/01/20	4,922.00	
			Total For Dept 758 ATLAS PARK		5,019.05	
			Total For Fund 418 Atlas Park Fund		5,019.05	
Fund 590 Sewage Receiving Fund						
Dept 537 SEWER SYSTEM						
590-537-719.000	HOSPITALIZATION	44 NORTH	COBRA RETIREES	05/29/20	2.41	44318
590-537-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS PREMIUM	06/01/20	30.69	44326
590-537-752.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	INK CARTRIDGES	07/08/20	30.89	
590-537-752.100	OPERATING SUPPLIES	TAHOUE/AMENON AREA CREDIT UNION	DOLLAR GENERAL CLEANING SUPPLIES	05/21/20	5.83	44328
590-537-752.100	OPERATING SUPPLIES	MACS MARKET INC	PAPER TOWELS/TOILET PAPER/AEROSOL	06/10/20	11.29	44323
590-537-752.100	OPERATING SUPPLIES	RAHILLY IGA	WATER	06/10/20	3.99	
590-537-752.200	IT SOFTWARE	I.T. RIGHT	SERVICE- REMOTE BACK UP ANNUAL	07/01/20	125.00	
590-537-753.000	TOOLS & EQUIP (UNDER THRI	AMAZON CAPITAL SERVICES	3" BACKWASH HOSE	06/25/20	349.99	44311
590-537-753.000	TOOLS & EQUIP (UNDER THRI	AMAZON CAPITAL SERVICES	HOSE FITTINGS/ 4" HOSE	06/24/20	718.00	44311
590-537-753.000	TOOLS & EQUIP (UNDER THRI	AMAZON CAPITAL SERVICES	4" ALUMINUM HOSE FITTING	06/25/20	24.12	44311
590-537-753.000	TOOLS & EQUIP (UNDER THRI	AMAZON CAPITAL SERVICES	HOSE FITTINGS	06/25/20	101.78	44311
590-537-753.000	TOOLS & EQUIP (UNDER THRI	AMAZON CAPITAL SERVICES	LAPP WHEELS/UTILITY CART REPLACEMENT TI	07/03/20	54.72	
590-537-759.000	GAS, OIL & GREASE	DANNY'S AUTO VALUE INC	ATV/CYCLE OIL/ PIPE PLUG	06/10/20	23.60	44316
590-537-759.000	GAS, OIL & GREASE - W/WTP	WEX BANK - SPEEDWAY UNIVERSA	GAS/FUEL	06/22/20	123.23	
590-537-776.000	SUPPLIES - BUILDING MAINTN	FOSTER HARDWARE	WEED KILLER	06/10/20	16.99	44317
590-537-776.000	SUPPLIES - BUILDING MAINTN	AMAZON CAPITAL SERVICES	FLEX SEAL PAINT	06/25/20	29.98	44311
590-537-776.000	SUPPLIES - BUILDING MAINTN	D & D HOME CENTER	REDIMIX CEMENT/HOSE NOZZLE	07/10/20	20.37	
590-537-776.000	SUPPLIES - BUILDING MAINTN	AMAZON CAPITAL SERVICES	SUCTION STRAINER	07/09/20	25.00	
590-537-801.000	PROFESSIONAL & CONTRACT	TROOPS COAST TO COAST SEPTIC SI	W/WTP PUMPING MAY 16TH	06/16/20	500.00	44335
590-537-801.000	PROFESSIONAL & CONTRACT	D & D HOME CENTER	PVC/SAW BLADES-- BETCHER	06/10/20	191.80	44315
590-537-801.000	PROFESSIONAL & CONTRACT	D & D HOME CENTER	PVC/PRIMER - BETCHER	06/10/20	22.48	44315
590-537-801.000	PROFESSIONAL & CONTRACT	WINTER SEPTIC SERVICE	BETCHER TANK PUMP	06/28/20	150.00	44330
590-537-801.000	PROFESSIONAL & CONTRACT	ALPHA-TRAN	SET ALARMS FOR RAS PUMP TO SCADIA/ RAS T	06/21/20	165.00	44333
590-537-801.000	PROFESSIONAL & CONTRACT	D & D HOME CENTER	BETCHER- 6" CLAY TO 4" PVC	06/10/20	21.99	
590-537-801.000	PROF & CONTRACTUAL SERV	RANGE TELECOMMUNICATIONS	MISSDIGS	06/02/20	5.44	
590-537-801.000	PROFESSIONAL & CONTRACT	NBS CALIBRATIONS	CALIB. SCALES	06/30/20	193.00	
590-537-801.000	PROFESSIONAL & CONTRACT	TROOPS COAST TO COAST SEPTIC SI	BETCHER- TEMP TANK PUMP	06/25/20	150.00	
590-537-801.000	PROFESSIONAL & CONTRACT	FSOM-FULL SERVICE ORGANICS	BIO SOLIDS SAMPLING-TESTING LAND APPLICA	06/30/20	19,885.00	

VILLAGE PAYABLES
May 16, 2020 to June 12, 2020

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
590-537-801.200	LEGAL	SONDEE, RACINE & DOREN PLC	LEGAL COUNCIL	06/01/20	1,153.50	44327
590-537-850.000	TELEPHONE	AT&T	WWTP LANDLINE- ALARM	06/08/20	79.53	44313
590-537-850.000	906-291-0055 HR	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	06/07/20	53.60	44329
590-537-850.000	FAX	VERIZON	ACCOUNT NUMBER 942077532-00001 FAX	06/07/20	11.32	44329
590-537-850.000	906-291-1223	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	06/07/20	66.66	44329
590-537-850.000	IAMADOTS INTERNET	HTC-HIAWATHA TELEPHONE CO	ACCT 00042108-7	06/26/20	19.99	
590-537-850.000	TELEPHONE	ATT U.VERSE	WWTP UVERSE	06/23/20	41.11	
590-537-851.000	POSTAGE	ARISTA INFORMATION SYSTEMS INC	UB POSTAGE	05/29/20	138.35	44312
590-537-851.000	POSTAGE	TAHOUEMENON AREA CREDIT UNIC	POSTAGE	05/15/20	22.00	44328
590-537-900.000	PRINTING & PUBLISHING	ARISTA INFORMATION SYSTEMS INC	UB BILLIG	05/29/20	121.90	44312
590-537-917.000	TREATMENT COSTS	PVS TECHNOLOGIES INC	CLORIDE SOLUTION BULK	05/02/20	4,506.71	44324
590-537-917.000	TREATMENT COSTS	HAWKINS INC	SODIUM BISULFITE/CHLORINE CYCLINDER/CHL	06/21/20	721.25	
590-537-917.100	LAB SUPPLIES	MAC'S MARKET INC	PAPER TOWELS/TOILET PAPER/AEROSAL	06/10/20	20.67	44323
590-537-917.100	LAB SUPPLIES	D & D HOME CENTER	DENATURED ALCOHOL	07/10/20	7.99	
590-537-921.000	HEAT	U S A BLUE BOOK	AMMONIA TESTS	06/27/20	136.14	
590-537-973.000	CAPITAL OUTLAY	SEMCOENERGY GAS COMPANY	WWTP NATURAL GAS 994.500	06/26/20	353.71	
590-537-975.000	CONSTRUCTION - SAW GRAN	TAHOUEMENON AREA CREDIT UNIC	TRASH PUMP	05/20/20	1,695.99	44328
590-537-975.000	CONSTRUCTION - SAW GRAN	C2AE ARCHITECTURE ENGINEERING	CONDITION/CRITICAL/RATE STRUCTURE	04/10/20	2,900.19	
590-537-975.000	CONSTRUCTION - SAW GRAN	C2AE ARCHITECTURE ENGINEERING	CONDITION/CRITICAL/RATE STRUCTURE	03/10/20	11,154.34	
			Total For Dept 537 SEWER SYSTEM		46,187.54	
			Total For Fund 590 Sewage Receiving Fund		46,187.54	
			Fund Totals:			
			Fund 101 General Fund		7,804.72	
			Fund 202 MAJOR STREET FUND		9.99	
			Fund 203 Local Street Fund		61.06	
			Fund 213 Fire Revolving Fund		1,323.71	
			Fund 409 TORC		4,447.06	
			Fund 418 Atlas Park Fund		5,019.05	
			Fund 590 Sewage Receiving Fund		46,187.54	
			Total For All Funds:		64,853.13	

Water and Light Payables
May 8, 2020 to June 5, 2020

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
Fund 582 Electric Fund						
Dept 000						
582-000-042.000	UNAPPLIED CREDIT	ROBENAULT JOHN	UB refund for account: 1-00490-03	05/22/20	167.02	44309
582-000-042.000	UNAPPLIED CREDIT	CLUTE KRISTEN M	UB refund for account: 3-02460-00	05/22/20	20.48	44310
582-000-042.000	UNAPPLIED CREDIT	DARLING ROXANNE	UB refund for account: 5-06400-02	06/05/20	153.33	44336
582-000-042.000	UNAPPLIED CREDIT	DARLING ROXANNE	UB refund for account: 5-06400-02	06/05/20	20.39	44336
			Total For Dept 000		361.22	
Dept 582 ELECTRIC DISTRIBUTION						
582-582-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS PREMIUM	06/01/20	8.09	44326
582-582-752.100	OPERATING SUPPLIES	POWER LINE SUPPLY COMPANY	CUTOFF/FUSE/LINKS/CONNECTORS	03/20/20	1,554.10	
582-582-801.000	PROFESSIONAL & CONTRACTUAL	US BANK OPERATIONS CENTER	BDS DTD 10-1-2005 B15045	06/26/20	250.00	
			Total For Dept 582 ELECTRIC DISTRIBUTION		1,812.19	
Dept 583 GENERAL EXPENSES						
582-583-719.000	HOSPITALIZATION	44 NORTH	COBRA RETIREES	05/29/20	3.22	44318
582-583-725.000	WORKERS' COMPENSATION	MML WORKERS' COMP FUND	POLICY PREMIUM	06/15/20	238.45	44287
582-583-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS PREMIUM	06/01/20	28.87	44326
582-583-752.099	BANK FEES	US BANK OPERATIONS CENTER	CAP IMPROVEMENT BONDS DTD 8-1-02	06/26/20	250.00	
582-583-752.100	OPERATING SUPPLIES	TAHOUEMENON AREA CREDIT	DOLLAR GENERAL CLEANING SUPPLIES	05/21/20	5.83	44328
582-583-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	SMART CHARGER	06/16/20	14.98	44311
582-583-752.100	OPERATING SUPPLIES	RAHILLY IGA	LEAF BAGS	06/10/20	2.63	
582-583-752.100	OPERATING SUPPLIES	RAHILLY IGA	WATER	06/10/20	3.99	
582-583-752.200	IT SOFTWARE	I.T. RIGHT	SERVICE- REMOTE BACK UP ANNUAL	07/01/20	125.00	
582-583-753.000	TOOLS & EQUIP (UND CAP THRESH)	TAHOUEMENON AREA CREDIT	VOLTAGE TESTER	05/12/20	84.69	44328
582-583-759.000	GAS OIL & GREASE - ELECTRIC	DANNY'S AUTO VALVE INC	ATV/CYCLE OIL/ PIPE PLUG	06/10/20	23.60	44316
582-583-759.000	GAS & OIL - ELECTRIC	WEX BANK - SPEEDWAY UNIVE	GAS/FUEL	06/22/20	81.76	
582-583-767.000	CLOTHING - UNIFORMS	AMAZON CAPITAL SERVICES	WATERPROOF BIBS	06/19/20	16.99	44311
582-583-801.000	PROFESSIONAL & CONTRACTUAL	CTC ENGINEERING	GLENN KEATES ENGINEERING SERVICE	06/04/20	2,828.00	44303
582-583-801.000	PROFESSIONAL & CONTRACTUAL	HUNTER GARAGE DOORS	1/8 CABLE SPRAY LUBE REPLACE CABL	06/06/20	230.79	44320
582-583-801.000	PROFESSIONAL & CONTRACTUAL	HUNTER GARAGE DOORS	HOOK UP CABLES AND WIND SPRINGS	06/06/20	100.00	44320
582-583-801.000	PROFESSIONAL & CONTRACTUAL	HUNTER GARAGE DOORS	LIFTMASTER GARAGE DOOR OPENER	06/06/20	988.76	44320
582-583-801.000	PROFESSIONAL AND CONTRACTUAL	RANGE TELECOMMUNICATION	MISSDIGS	06/02/20	14.52	
582-583-850.000	TELEPHONE	AT&T	WATER/LIGHT PHONE	06/08/20	61.51	44314
582-583-850.000	906-293-3433 GENRAL	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	6.96	44329
582-583-850.000	906-293-5681 W/L CLERK 40%	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	10.69	44329
582-583-850.000	906-291-1223	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	6.96	44329
582-583-850.000	906-291-1621	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	6.96	44329
582-583-850.000	906-291-1622 H.R.	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	6.96	44329
582-583-850.000	906-291-1627 W/L	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	13.93	44329
582-583-850.000	906-293-8531	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	13.93	44329

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
582-583-850.000	906-291-1625 FINANCE	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	6.96	44329
582-583-850.000	906-450-0919 LINEMAN	VERIZON	ACCOUNT NUMBER 942077532-00002 - CE	06/07/20	21.44	44329
582-583-850.000	906-291-0136 MECHANIC	VERIZON	ACCOUNT NUMBER 942077532-00002 - CE	06/07/20	21.44	44329
582-583-850.000	906-291-0055 HR	VERIZON	ACCOUNT NUMBER 942077532-00002 - CE	06/07/20	10.72	44329
582-583-850.000	906-291-0608 LINEMAN	VERIZON	ACCOUNT NUMBER 942077532-00002 - CE	06/07/20	21.44	44329
582-583-850.000	TELEPHONE	VERIZON	ACCOUNT NUMBER 942077532-00001 FA	06/07/20	11.32	44329
582-583-850.000	JAMADOTS INTERNET	HTC-HIA WATHA TELEPHONE C	ACCT 00042108-7	06/26/20	19.99	
582-583-850.000	JAMADOTS - FIBER-OPTICS	HTC-HIA WATHA TELEPHONE C	ACCT 00042364-7	06/26/20	17.50	
582-583-851.000	POSTAGE	ARISTA INFORMATION SYSTEM	UB POSTAGE	05/29/20	234.59	44312
582-583-851.000	POSTAGE	TAHOUEMENON AREA CREDIT	POSTAGE	05/15/20	22.00	44328
582-583-900.000	PRINTING AND PUBLISHING	ARISTA INFORMATION SYSTEM	UB BILLIG	05/29/20	206.71	44312
582-583-921.000	HEAT	SEMCOENERGY GAS COMPANY	WATER LIGHT BUILDING NATURAL GAS	06/26/20	92.76	
582-583-921.000	HEAT	SEMCOENERGY GAS COMPANY	GENERATION BUILDING NATURAL GAS	06/26/20	95.40	
			Total For Dept 583 GENERAL EXPENSES		5,952.25	
Dept 584 ELECTRIC GENERATION						
582-584-929.000	REPAIRS & MAINTENANCE	TAHOUEMENON AREA CREDIT	AST SPILL CONTAINER- MORRISON NAT	05/18/20	204.96	44328
			Total For Dept 584 ELECTRIC GENERATION		204.96	
Dept 586 PURCHASED POWER						
582-586-801.000	PROFESSIONAL AND CONTRACTUAL	MICHIGAN PUBLIC POWER AGE	GREEN PRICING SVC COMM/RENEWABL	05/25/20	53.93	44305
582-586-801.000	PROFESSIONAL AND CONTRACTUAL	APX INC	NEWBERRY WATER LIGHT ACCT#167 "N	05/20/20	90.85	44331
582-586-801.000	PROFESSIONAL AND CONTRACTUAL	MICHIGAN PUBLIC POWER AGE	GREEN PRICING SVC COMM/RENEWABL	04/25/20	60.89	
582-586-926.000	PURCHASED POWER	CLOVERLAND ELECTRIC CO-OF	MONTHLY POWER BILL	06/25/20	5,344.35	
582-586-926.000	PURCHASED POWER	CMS ENERGY RESOURCE MGT	CAPACITY	06/22/20	54,218.57	
582-586-926.100	ATC TRANSMISSION MONTHLY INV	AMERICAN TRANSMISSION CON	PURCHASED POWER - CAPACITY	06/08/20	12,492.20	
			Total For Dept 586 PURCHASED POWER		72,260.79	
Dept 587 ENERGY OPTIMIZATION						
582-587-801.000	PROFESSIONAL & CONTRACTUAL	MECA	MONTHLY INCENTIVES APRIL	05/30/20	1,238.21	44332
			Total For Dept 587 ENERGY OPTIMIZATION		1,238.21	
			Total For Fund 582 Electric Fund		81,829.62	
Fund 591 Water Fund						
Dept 536 WATER SYSTEM						
591-536-719.000	HOSPITALIZATION	44 NORTH	COBRA RETIREES	05/29/20	2.70	44318
591-536-725.000	WORKERS' COMPENSATION	MML WORKERS' COMP FUND	POLICY PREMIUM	06/15/20	292.69	44287
591-536-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS PREMIUM	06/01/20	93.75	44326
591-536-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	SMART CHARGER	06/16/20	14.97	44311
591-536-752.100	OPERATING SUPPLIES	HAWKINS INC	AZONE 15	06/21/20	144.06	
591-536-752.100	OPERATING SUPPLIES	RAHILLY IGA	LEAF BAGS	06/10/20	2.63	
591-536-752.100	OPERATING SUPPLIES	RAHILLY IGA	WATER	06/10/20	3.99	

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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
591-536-752.100	OPERATING SUPPLIES	RAHILLY IGA	WATER	06/10/20	3.99	
591-536-752.200	IT SOFTWARE	I.T. RIGHT	SERVICE- REMOTE BACK UP ANNUAL	07/01/20	125.00	
591-536-759.000	GAS, OIL & GREASE	DANNY'S AUTO VALUE INC	ATV/CYCLE OIL/ PIPE PLUG	06/10/20	23.59	44316
591-536-759.000	GAS, OIL & GREASE	DANNY'S AUTO VALUE INC	RETURNS	06/10/20	(4.39)	
591-536-759.000	GAS, OIL & GREASE - WATER	WEX BANK - SPEEDWAY UNIVE	GAS/FUEL	06/22/20	81.77	
591-536-767.000	UNIFORMS	AMAZON CAPITAL SERVICES	WATERPROOF BIBS	06/19/20	16.99	44311
591-536-801.000	PROFESSIONAL & CONTRACTUAL SER	SAULT STE MARIE CITY HALL	MONTHLY WATER SAMPLES	05/13/20	54.00	44306
591-536-801.000	PROFESSIONAL & CONTRACTUAL SER	RANGE TELECOMMUNICATION	MISSDIGS	06/02/20	14.52	
591-536-850.000	TELEPHONE	AT&T	WATER/LIGHT PHONE	06/08/20	61.52	44314
591-536-850.000	906-293-5681 W/L CLERK 40%	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	10.69	44329
591-536-850.000	906-293-3433 GENERAL	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	6.96	44329
591-536-850.000	906-291-1223	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	6.96	44329
591-536-850.000	906-291-1625 FINANCE	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	6.96	44329
591-536-850.000	906-291-1627 W/L	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	13.93	44329
591-536-850.000	906-291-1622 H.R.	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	6.96	44329
591-536-850.000	906-291-1621	VERIZON	ACCOUNT NUMBER 942077532-00003 DES	06/07/20	6.96	44329
591-536-850.000	906-450-0919 LINEMAN	VERIZON	ACCOUNT NUMBER 942077532-00002 - CH	06/07/20	21.44	44329
591-536-850.000	906-291-0608 LINEMAN	VERIZON	ACCOUNT NUMBER 942077532-00002 - CH	06/07/20	21.44	44329
591-536-850.000	906-291-0055 HR	VERIZON	ACCOUNT NUMBER 942077532-00002 - CH	06/07/20	10.72	44329
591-536-850.000	FAX	VERIZON	ACCOUNT NUMBER 942077532-00001 FAX	06/07/20	11.32	44329
591-536-850.000	IAMADOTS INTERNET	HTC-CHIAWATHA TELEPHONE C	ACCT 00042108-7	06/26/20	19.99	
591-536-850.000	IAMADOTS FIBER- OPTICS	HTC-CHIAWATHA TELEPHONE C	ACCT 00042364-7	06/26/20	17.50	
591-536-851.000	POSTAGE	ARISTA INFORMATION SYSTEM	UB POSTAGE	05/29/20	132.34	44312
591-536-851.000	POSTAGE	TAHQUAMENON AREA CREDIT	POSTAGE	05/15/20	22.00	44328
591-536-900.000	PUBLISHING & PRINTING	ARISTA INFORMATION SYSTEM	UB BILLIG	05/29/20	116.60	44312
591-536-921.000	HEAT	SEMCOENERGY GAS COMPANY	WATER LIGHT BUILDING NATURAL GAS	06/26/20	92.76	
591-536-973.000	CAPITAL OUTLAY	PERCEPTIVE CONTROLS	WELL COMPUTER	06/01/20	4,750.00	
			Total For Dept 536 WATER SYSTEM		6,207.31	
		Fund Totals:	Total For Fund 591 Water Fund		6,207.31	
			Fund 582 Electric Fund		81,829.62	
			Fund 591 Water Fund		6,207.31	
			Total For All Funds:		88,036.93	

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

1505387

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

Date 5/29/20 Page 1 of 1
ACCOUNT NUMBER 7703432

MUNICIPAL MONEY MARKET			
ACCOUNT NUMBER	7703432	Statement Dates	5/01/20 thru 5/31/20
PREVIOUS BALANCE	12,221.44	DAYS IN STATEMENT PERIOD	31
1 CREDITS TOTALING	311.33	AVERAGE LEDGER BAL	12,251
DEBITS TOTALING	.00	AVERAGE COLLECTED BAL	12,251
SERVICE CHARGE AMOUNT	.00	Interest Earned	5.20
INTEREST PAID	5.20	Annual Percentage Yield Earned	0.50%
CURRENT STMT BALANCE	12,537.97	2020 Interest Paid	25.52

DEPOSITS AND OTHER CREDITS.....		
DATE	DESCRIPTION	AMOUNT
5/29	DDA REGULAR DEPOSIT	311.33
5/31	INTEREST PAID 31 DAYS	5.20

DAILY BALANCE SUMMARY.....					
DATE.....	BALANCE	DATE.....	BALANCE	DATE.....	BALANCE
5/01	12,221.44	5/29	12,532.77	5/31	12,537.97

INTEREST RATE SUMMARY.....	
DATE.....	INTEREST RATE
4/30	.50%



VILLAGE OF NEWBERRY		TREASURER'S REPORT					
FOR MONTH ENDING:		2020			2019		
May 31, 2020		Y.T.D. Collections	Actual Collections May	Y.T.D.	Y.T.D. Collections	Actual Collections May	Y.T.D.
LEDGER ITEMS:							
A	Previous Year(s)						
	Delinquent Personal Property Taxes		0.00	0.00		0.00	0.00
	Delinquent Personal Interest Collected		0.00	0.00		0.00	0.00
	Delinquent Real Tax Collected		42,977.81	42,977.81		44,380.54	44,380.54
	Delinquent Real Tax Interest Collected		2,578.62	2,578.62		2,662.02	2,662.02
B	2020						
	Real Property Tax Collected	0%	0.00	2,768.83	0%	0.00	1,305.28
	Personal Property Tax Collected	0%	0.00	0.00	0%	0.00	0.00
	Admin Fee, Penalty & Interest Collected		428.89	659.49		442.99	571.95
	Deposits to Tax Savings Account		45,985.32	48,984.75		47,485.55	48,953.43
E	Interest Earned on Tax Accounts		22.99	111.85		45.49	217.42
F	Tax Acct Transfer to Gen Fund/Tax Appropriation Funds		0.00	48,984.75		0.00	43.17

TAX ACCOUNT		Beginning May	Ending May
BANK ACCOUNT BALANCE @			
	2020	\$267,885.58	\$267,908.57
	2019	\$220,164.89	\$267,695.93

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 rates and Township compiled assessed taxable values. For Example; of the 100% we could hope to collect for this year, the percentage describes the actual amount collected so far this year. 2019 Anticipated Real Property Collections are \$337,469.09 2019 Personal Property Collections from State of Michigan are \$20,099.70. 2017 Personal Property Collections \$47,852.16.

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

To check Bank Balance: Add Beginning Bank Balance + (D) Deposits to Tax Acct + (E) Interest in Tax Acct LESS (F) Tax Acct Transfer to GF & FIRE Tax Appropriation Funds = Ending Bank Balance.

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies

2020 Taxable Value of ALL Properties in the Unit as of 5-26-2020

17,588,529

For LOCAL School Districts: 2020 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2020 tax roll.

[illegible]

Date _____

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President			

* Under Truth in Taxation, IMCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

***** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

<p>Local's School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2020 for instructions on completing this section.</p>	
<p>Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)</p>	<p>Rate</p>
<p>For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal</p>	
<p>For Commercial Personal</p>	
<p>For all Other</p>	

VILLAGE OF NEWBERRY



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

VILLAGE OF NEWBERRY 2020 OPERATING BUDGET ADOPTION RESOLUTION

Motion By: Hendrickson

Supported By: Hardenbrook

WHEREAS, the State of Michigan Public Act 2 of 1968 The Uniform Budgeting and Accounting Act, requires the legislative body of each local unit to pass a general appropriations act for all funds except trust or agency, internal service, enterprise, debt service or capital projects funds for which the legislative body may pass a special appropriations act, and

WHEREAS, the general appropriations act shall set forth the total number of ad valorem property taxes to be levied and the purposes for which that millage is to be levied, and

WHEREAS, that the Village of Newberry set its millage rates by previous resolution and those rates are incorporated herein;

General Operations	11.2262
Streets and Alleys	4.4903
Trash (Deposal/ Collection)	1.3928
Fire Protection re-elected 2016	2.0000
Total	19.1093

WHEREAS, the general appropriations act shall set forth the amounts appropriated by the legislative body to defray the expenditures and meet the liabilities of the local unit for the ensuing fiscal year, and shall set forth a statement of estimated revenues, by source, in each fund for the ensuing fiscal year, and

WHEREAS, the Village of Newberry resolves to adopt and amend budgets by the following appropriate centers: department level for General Fund and by fund level for all remaining funds, and

WHEREAS, the Village Manager, and the Finance Director are hereby authorized to make budgetary transfers within appropriation centers established through this budget, and

WHEREAS, this Village of Newberry Village Council has considered the financial needs of the Village of Newberry for its efficient operations during the coming fiscal year and has reviewed the recommended budget submitted by the Village Manager, and

WHEREAS, in accordance with the state statute, the Village Council did after proper notice, conduct a public hearing on the proposed budget on December 18, 2019, at which public hearing all objections and comments on the proposed budget were considered, and

WHEREAS, that no later than December 31, 2019, the Village Council will review budget amendments for the fiscal year 2019 budget, and

VILLAGE OF NEWBERRY



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

WHEREAS, that no later than December 31, 2019, the Village Council will adopt a budget for all funds for fiscal year 2020, and

NOW THEREFORE BE IT RESOLVED, that the estimated revenues and expenditures for the fiscal year commencing January 1, 2020 and ending December 31, 2020 are hereby adopted by the Village Council as the 2020 Operating Budget as attached to this Resolution.

NOW THEREFORE BE IT RESOLVED, I, the undersigned, the duly qualified and acting Clerk of the Village of Newberry, **DO HEREBY CERTIFY** that the foregoing is a true and complete copy of certain proceedings taken by the Village Council of said Village at a regular session meeting held on the 18th of December, 2019, and 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, as amended, and that the minutes of said meeting were kept and will be or have been made available as required under the Open Meetings Act.



Terese Schummer, Village Clerk

ADOPTED:

YEAS: *Stokes, Cameron, Freese, Hardenbrook, Hendrickson, Lane*

NAYS: *None*

ABSENT: *None*

RESOLUTION DECLARED ADOPTED.



By: Lori A. Stokes, Village President



By: Terese Schummer, Village Clerk

Date: *December 18*, 2019

PO Box 285
Newberry MI 49868
May 27, 2020

Village Council
302 E McMillan Avenue
Newberry MI 49868

Dear Madams & Sirs,

I write to you today to ask that you appeal a decision made by your Interim Village Manager, Allison Watkins. In her letter dated May 22, 2020; Ms. Watkins denied my request to have the charges incurred with Eric's Septic Service paid by the Village. This is in reference to my village property located at 511 E Court Street. In her letter, Ms. Watkins cites Ordinance B, Section 11:2 as her reasoning for my denial.

I am appealing to you for a reversal of this decision. I contend that the sewage problems my property experienced in early March of 2020 were NOT related to my service line but in fact, the problem was located on a section of sewer line in the alley beyond my property. The portion of the system which was experiencing issues is the Village's responsibility.

For background, I contacted and requested Eric's Septic Service to snake the service line on my property in an effort to alleviate a sewage backup issue. Eric's Septic Service snaked the sewage line from my basement to a distance of ~145 feet without hitting any obstacles, clogs, root balls or the like. The village's sewer line is located approximately 80 feet from my basement. At that point TJ Blakely of Eric's Septic Service contacted the Village and requested that they come out and clean the village sewer line in that area. It took 4 days for the Village to locate the access port, attempt to clean it with jetted water and ultimately snake the sewer a distance of 120 feet till it was cleaned out. The final determination on the cause on sewage backup on my property was several large tree root balls located in the Village sewer line approximately 200 feet from my basement, and over 100 feet from my property line (and service connection.) This distance is well into Village's sewer lines.

During an attempted jetting of the clog, raw sewage was sent into my basement by village workers. I incurred over \$100 in material costs to clean my basement. The second snaking which is included in the hourly rate charged by Eric's Septic Service was done to ensure that my service line was clear. This was only necessary because Village employees sent raw sewage into my basement. Ms. Watkins authorized the Village to reimburse me those cleanup materials costs by crediting my Village utility bill in an equal amount.

It was obvious that the portion of the Village's sewer line which services my property had not been maintained in years. Not a single current village employee who worked on the issue had any idea where the access port for the sewer was located in the alley; they were unable to locate schematics, and ultimately dug the alley's road bed up until locating it.

Per B11:2, it is my responsibility to keep my connection the public sewer clear and maintained. I fulfilled my obligation as Mr. Blakely discovered no issues on my service line while snaking the sewer. Issues were only found on the Villages sewer line. Ergo, It is my belief that the cost of Eric's Septic Service is not my cost to bear.

Letter to Village Council
From: Christopher Cox
May 27, 2020
Page 1 of 2

Attached for your reference is the original letter that I send to the Village, Photos of the Raw sewage and associated cleanup, a copy of my letter dated May 17th 2020, and a copy of the response from Ms. Watkins dated May 22, 2020. There are a few items of note from these attachments:

- 1.) I requested in my original letter dated March 15th, 2020 that the village pay Eric's Septic Service. I never received a reply to this portion of my letter. No written denial for this portion of my request was received, ergo I was under the impression that the Village had already paid this invoice.
- 2.) The Village honored my request for cleanup fees, thereby acknowledging that the raw sewage that entered my basement was the fault of village employees; and therefore the additional cleanout was warranted and needed.

If the Village had maintained a proper cleaning and maintenance schedule for the sewer system than this would never have been an issue and I would never have had to contact Eric's Septic Service.

I am asking that the Village Council reverse the decision made by Ms. Watkins. As the problem was on Village property, a Village sewer line and it is the responsibility of the Village to maintain that portion of the system and whereby the Village failed in that responsibility; I am requesting that the Village pay Eric's Septic Service in the amount of \$565.00 per the invoice dated March 10, 2020.

Sincerely,



Christopher Cox

Attachments

Cc: Personal Files,
Eric's Septic Service

Letter to Village Council
From: Christopher Cox
May 27, 2020
Page 2 of 2

VILLAGE OF NEWBERRY



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

May 22, 2020

Christopher Cox
PO Box 285
Newberry, MI 29868


Dear Christopher Cox,

This letter is in response to your May 17, 2020 request for reimbursement for charges incurred with Eric's Septic Service for services at 511 East Court Street.

Village of Newberry Ordinance B Sewers, Sewage Treatment: Section 11:2 states that, "*The owner shall be responsible, at his cost and expense, for the installation, connection and maintenance of the Building Sewer to its connection with the Public Sewer.*" (A copy of the relevant section of the ordinance is included with this letter.) As per this law, the Village of Newberry is not responsible for payment for services completed on sewer lines from a residence to its connection with the public sewer line. Therefore, your request for reimbursement is denied.

If you wish to appeal this decision you may do so by sending a letter to the Village Council at 302 E. McMillan Avenue, Newberry, MI, 49868.

Sincerely,



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

VILLAGE OF NEWBERRY



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

RESOLUTION 2020-06-16 -SF

A RESOLUTION ADOPTING A DEFICIT ELIMINATION PLAN FOR THE SEWER FUND.

VILLAGE OF NEWBERRY COUNTY OF LUCE, STATE OF MICHIGAN

Motion By: _____

Supported By: _____

WHEREAS, the Village of Newberry's Sewer Fund has a deficit of \$6,335.00 on December 31, 2018; and

WHEREAS, The Glenn Steil State Revenue Sharing Act of 1971, Public Act 140 of 1971 Section 21(2) states that units of local government (local units) that end their fiscal year in a deficit condition shall formulate a deficit elimination plan

NOW THEREFORE BE IT RESOLVED that the Village of Newberry's legislative body adopts the following as the Village of Newberry's Sewer Fund Deficit Elimination Plan:

The Village increased customer utility rates for the Sewer Fund in August 2017. These increased rates will generate a net positive cashflow which will allow the Sewer Fund to have positive Unassigned Net Position by December 31, 2020.

BE IT FURTHER RESOLVED that the Village of Newberry submit the above Deficit Elimination Plan to the Michigan Department of Treasury for certification.

AYES: _____

NAYS: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED

I, Terese Schummer, Clerk of said Village of Newberry, do hereby certify that the foregoing is a true and complete copy of a resolution 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, and that the minutes of said meeting be kept and will be or have been made available as required by said Act.

In Testimony Whereof, I have hereunto set my hand and Affixed the seal of said Village of Newberry, this 16th day of June 2020.

Terese Schummer, Village of Newberry Clerk
Village of Newberry

Date

VILLAGE OF NEWBERRY



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

RESOLUTION 2020-06-16 -TORC

A RESOLUTION ADOPTING A DEFICIT ELIMINATION PLAN FOR THE TAHQUAMENON AREA RECREATION COMPLEX (TORC) FUND.

VILLAGE OF NEWBERRY COUNTY OF LUCE, STATE OF MICHIGAN

Motion By: _____ Supported By: _____

WHEREAS, the Village of Newberry's TORC Fund has a deficit of \$25,702.00.00 on December 31, 2018; and

WHEREAS, The Glenn Steil State Revenue Sharing Act of 1971, Public Act 140 of 1971 Section 21(2) states that units of local government (local units) that end their fiscal year in a deficit condition shall formulate a deficit elimination plan

NOW THEREFORE BE IT RESOLVED that the Village of Newberry's legislative body adopts the following as the Village of Newberry's TORC Fund Deficit Elimination Plan:

The Village performed improvement work at the TORC site under grant projects with the Michigan Department of Natural Resources (DNR) and the Michigan Department of Environment, Great Lakes & Energy (EGLE). Reimbursements from the DNR are expected in 2019 and 2020. Based on our projections (See below for details), the TORC Fund will be closed out by December 31, 2020.

YEAR	INCOME	EXPENSE
2019	\$113,992	\$99,458
2020	\$12,168	\$1,000

BE IT FURTHER RESOLVED that the Village of Newberry submit the above Deficit Elimination Plan to the Michigan Department of Treasury for certification.

AYES: _____

NAYS: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED

I, Terese Schummer, Clerk of said Village of Newberry, do hereby certify that the foregoing is a true and complete copy of a resolution 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, and that the minutes of said meeting be kept and will be or have been made available as required by said Act. In Testimony Whereof, I have hereunto set my hand and Affixed the seal of said Village of Newberry, this 16th day of June 2020.

Terese Schummer, Village of Newberry Clerk
Village of Newberry

Date

VILLAGE OF NEWBERRY



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

RESOLUTION 2020-06-16 -ATLAS

A RESOLUTION ADOPTING A DEFICIT ELIMINATION PLAN FOR THE ATLAS PARK FUND.

VILLAGE OF NEWBERRY COUNTY OF LUCE, STATE OF MICHIGAN

Motion By: _____ Supported By: _____

WHEREAS, the Village of Newberry's ATLAS Fund has a deficit of \$6,047.00.00 on December 31, 2018; and

WHEREAS, The Glenn Steil State Revenue Sharing Act of 1971, Public Act 140 of 1971 Section 21(2) states that units of local government (local units) that end their fiscal year in a deficit condition shall formulate a deficit elimination plan

NOW THEREFORE BE IT RESOLVED that the Village of Newberry's legislative body adopts the following as the Village of Newberry's ATLAS Fund Deficit Elimination Plan:

The Village performed improvement work at the ATLAS site under a grant project with the Michigan Department of Natural Resources (DNR). Reimbursement from the DNR is expected in 2019 and 2020. Based on our projections (See below for details) the ATLAS Fund will be closed out by December 31, 2020.

YEAR	INCOME	EXPENSE
2019	\$15,258	\$9,749
2020	\$20,000	\$19,442

BE IT FURTHER RESOLVED that the Village of Newberry submit the above Deficit Elimination Plan to the Michigan Department of Treasury for certification.

AYES: _____

NAYS: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED

I, Terese Schummer, Clerk of said Village of Newberry, do hereby certify that the foregoing is a true and complete copy of a resolution 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, and that the minutes of said meeting be kept and will be or have been made available as required by said Act.

In Testimony Whereof, I have hereunto set my hand and Affixed the seal of said Village of Newberry, this 16th day of June 2020.

Terese Schummer, Village of Newberry Clerk
Village of Newberry

Date

VILLAGE OF NEWBERRY



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

TO: Village Council

FROM: Allison Watkins, Interim Village Manager *Allison Watkins*

SUBJECT: **Updated Ordinance 36 – Village Manager Ordinance for consideration**

DATE: June 12, 2020

In February of 2020 I was asked by the members of the Ordinance Committee to create a revised and updated draft of Ordinance 36 (ORD 36) – Village Manager Ordinance, for their review.

I utilized the current ORD 36 as the foundation then made additions and adjustments that were suggested in memos provided to council by attorney Jeff Jocks. Additions and adjustments were also made using language and information I found by researching similar ordinances from other municipalities.

To the best of my knowledge and effort this document clearly defines the role of the Village Manager and incorporates legal language suggested by our village attorney.

The Ordinance Committee members have reviewed this draft and have provided input to this document and voted to recommend it for approval by the full council.

The draft now comes in front of council for review and final approval to ensure that you all feel it is in the best interest of the village and clearly represents your expectations for the Village Manager role.

Please note: In the next few months several other ordinances should be updated to reflect the Village Manager run structure. These include, but are not limited to:

- Ordinance 29A – Administrative Assistant
- Ordinance 30- Purchasing

**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

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;

- 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.

- (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.

Section 36: 9 REPEALED

All inconsistent and prior ordinances, resolutions, or votes documented in meeting minutes are hereby 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: _____

NAYS: _____

ABSENT: _____

ORDINANCE DECLARED ADOPTED.

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

Current
OK

Ordinance No. 36

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

The President shall, with the confirmation of the Village Council, appoint a Village Manager for 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 President and or 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.

The Manager shall be selected solely on the basis of administrative and executive abilities with special reference to training and experience.

The Village Manager must be available to deal with emergency and crisis situations throughout the day. The residence of the Village Manager must be reasonably located to the Village of Newberry to assure 24-hour availability; the availability of the Village Manager does NOT apply during sick time or other authorized absences such as vacation.

Section 36:3 VILLAGE MANAGER VACANCY

The President, with approval of 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 President, with approval of the Council, shall make a permanent 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.

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Section 36:4 COMPENSATION

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

Section 36:5

The Village Manager shall be the chief administrative officer of the Village and shall be responsible to the Village President 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 Manager is also responsible to the Council and 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 Manager shall have the following functions and duties:

- A. Attend all meetings of the Village Council and its committees and to take part in such meetings without a vote.
- B. Be responsible for personnel management and administer such personnel policy as shall be applicable to Village and Water & Light employees.
- C. To suspend with pay any department head pending a hearing before the Council; to recommend disciplinary action against any department head; to recommend the appointment or removal of any department head; to recommend the wages of all non-elected employees; exercise supervisory control over all departments including the Police Department (when activated), the Department of Public Works, Waste Water Treatment, Water and Light, and the Fire Department; to hire, discipline or discharge any Village or Water & Light employee who is not a department head, but only after consultation with the appropriate department head.
- D. Prepare and administer the budget as provided for in the Uniform Budgeting and Accounting Act. Be purchasing agent of the Village subject to the Ordinance pertaining to Village Purchases.
- E. 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.
- F. Perform such other duties as shall be delegated by the Village Council, including those described as the Village Manager Job Description adopted by the Council Resolution.

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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 President and Council and its members 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 or within the authority of the Village President.

Section 36:7 PURCHASING RESPONSIBILITIES.

The Village Manager shall act as purchasing agent for all Village offices and departments. The Manager may delegate some or all of 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.

The Village Manager shall have the authority to purchase any product or service the cost of which does not exceed five thousand dollars (\$5,000.00), 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.

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.

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Section 36:9 PUBLICATION AND EFFECTIVE DATE

The Clerk shall cause a copy of this Ordinance to be published in the Newberry News within 15 days and further shall make copies of the Ordinance available for public inspection at the Village Offices located in the NEWBERRY WATER AND LIGHT BUILDING.

This Ordinance shall be effective twenty (20) days after publication. *May 17, 2011*

April 18, 2011
Approved and enacted by the Village Council on (Month, Day, Year).

Terry Webb

Terry Webb, Village President

Janice Galor

Janice Galor, Village Clerk

Adoption History:

Introduced: October 13, 1997

Adopted: December 8, 1997

Effective: December 8, 1997

**VILLAGE OF NEWBERRY
COUNTY OF LUCE
STATE OF MICHIGAN**

ORDINANCE NO. 52

Title: VILLAGE CLERK DUTIES AND COMPENSATION ORDINANCE

An ordinance to provide for the description of duties and compensation amounts for the Village of Newberry Village Clerk.

THE VILLAGE OF NEWBERRY ORDAINS:

Section 51:1 DUTIES AND FUNCTIONS

The Village Clerk is a two-year elected position. The Clerk shall perform all such duties in the manner prescribed by, the Village Ordinances, and State law, including, but not limited to;

The Clerk shall:

1. Serve as clerk of the council and water and light board, attend all regular and special session meetings, record all proceedings, resolutions, and ordinances.
2. Certify, manage, maintain, distribute, and archive meeting minutes.
3. Archive meeting agendas and packets.
4. Certify, manage, and maintain the approved and signed copies of ordinances and resolutions.
5. Manage lists of elected and appointed officials.
6. Oversee election filing requirements and deadlines for elected positions; oversee term limits for appointed officials.
7. Administer oaths and affirmations.
8. Be certified as a notary public.

Section 51:2 COMPENSATION

The Clerk of the Village of Newberry shall receive the sum of \$200.00 each month and the additional sum of \$50.00 for attending any regular or special meeting of the Council or regular or special meeting of the Water & Light Board.

Section 11:6 GENERAL FUND

All sums payable as compensation or for benefits in addition to compensation shall be paid from the general fund from the Village of Newberry.

Section 11:8 PAYMENT SCHEDULE

All sums payable as compensation accrued during a calendar month will be paid out with the following month's first regularly scheduled staff payroll (for example, accrued amounts for the month of May will be paid out in June).

Compensation processing will be completed according to established Village staff payroll protocols and direct deposit requirements.

Section 11:9 WITHHOLDING

Compensation is subject to State, Federal, Medicare, and Social Security Tax withholding.

Section 11:7 REPEALED

All inconsistent and prior ordinances, resolutions, or votes documented in meeting minutes are hereby 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: _____

NAYS: _____

ABSENT: _____

ORDINANCE DECLARED ADOPTED.

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



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RACHAEL EUBANKS
STATE TREASURER

May 18, 2020

**Notice of Intent To
Withhold State Payments**
Municipality Code: 483010
APR Form ID Number: 73173
Report ID Number: 101259

Sent Via Email
Chief Administrative Officer
Village of Newberry
awatkins@newberry.mi.gov

Dear Chief Administrative Officer:

The Glenn Steil State Revenue Sharing Act of 1971, Public Act 140 of 1971, Section 21(2) states that units of local government (local units) that end their fiscal year in a deficit condition shall formulate a deficit elimination plan. Any assessment of a local unit's deficit condition should be made using the guidelines provided in Treasury Website (Numbered Letter 2016-1).

The Community Engagement and Finance Division received an audit report from your local unit for the fiscal year ending 2018. Your Certified Public Accountant has indicated a deficit in one or more funds as follows:

<u>FUND NAME</u>	<u>AMOUNT</u>
TORC	-\$25,702.00
Atlas Park	-\$6,047.00
Sewer	-\$6,335.00

If a deficit exists in the General Fund, the General Fund plan should include a monthly breakdown of revenues and expenditures for the first two years of the projection and annual detail for the remaining years. For example, a five-year plan would show monthly detail for 24 months, and annual detail for the remaining three years. When a revised plan is submitted in the subsequent year, it would include a monthly breakdown for two years and an annual breakdown for the remaining two years. The monthly breakdown shall be for actual revenue and expenditures expected that month. For example, property taxes should be included in the months the taxes are projected to be actually collected. It shall not be merely the annual revenue and expenditures divided by

12 months. This will allow for a more meaningful picture of how the municipality is progressing on a monthly basis.

Except where indicated "No Plan Necessary," within 30 days from the date of this letter please upload a deficit elimination plan for all funds listed above and a certified resolution online by visiting Michigan.gov/MunicipalFinance and select Deficit Elimination Plan Upload. Should a plan not be filed within 30 days, we may withhold 25% of the local unit's State Incentive Payments or payments issued under Public Act 140 of 1971, the Glenn Steil State Revenue Sharing Act of 1971. Once withheld, payments are not released when a plan has been *filed*, but when a plan has been *evaluated and certified* by Treasury.

After receiving your plan, we will notify you by email if additional information is needed or that your plan has been certified. If you have any questions, contact the Municipal Finance Section at Treas_MunicipalFinance@Michigan.gov.

Sincerely,

A handwritten signature in black ink that reads "Harlan Goodrich". The signature is written in a cursive, flowing style.

Harlan Goodrich, Municipal Finance Manager
Community Engagement and Finance Division

VILLAGE OF NEWBERRY



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

TO: Village Council
FROM: Allison Watkins, Interim Village Manager *Allison Watkins*
SUBJECT: **VERIZON CELL TOWER – New Contractor**
DATE: June 12, 2020

In 2017 the Village of Newberry (VON) began conversations with Verizon Wireless regarding the placement of a 5G Cell Tower within village limits.

In late 2017 Village Council voted to approve a site location for a tower located on VON property next to the water tower.

Between 2018 and 2019 the VON participated in negotiations to come to terms on a lease agreement. Conversations stalled when Verizon was unwilling to change legal language in the agreement that the VON could not legally consent to.

In late 2019 Village Council determined that no further effort would be made to continue conversation with Verizon if they were unable to agree to the minimum legal requirements needed by the VON to proceed.

In January 2020 negotiations ceased and no further conversation or notice was heard from the assigned contractor speaking for Verizon.

In May 2020 a new contracted representative began contacting members of the village council regarding a new lease agreement. Council directed the individual to communicate with me.

This new contractor states that they would not require the VON to waive rights of subrogation for the tower (this was a main legal issue in the last negotiation) and are willing to explore a different location for the tower including the possibility of placing it south of the village on property owned by the VON.

I am requesting guidance from the council regarding whether to proceed with new negotiations for this tower, including changing the site location, or to inform Verizon we are no longer interested in having a cell tower in the area.



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RACHAEL EUBANKS
STATE TREASURER

June 4, 2020

Approval of Extension request for the Audit and F65 Reports

Village of Newberry
302 E. McMillan Avenue
Newberry, MI 49868

Sent Via Email

Municode: 483010

RE: Audit and F65 Reports for FYE 12/2019

Dear Governing Body:

Thank you for your recent request for an extension of your audit and F65 reports. Your request has been approved. Therefore, the audit and the F65 reports will be due no later than July 31, 2020.

You may submit a copy of the audit report and the F65 report online by visiting the website at the following link: [Michigan Department of Treasury/online report](https://www.michigan.gov/treasury/online-report).

Please contact the audit review staff at LAFD_Audits@michigan.gov if you have questions.

Sincerely,

A handwritten signature in black ink, appearing to read "CJ Vaughn".

Cary Jay Vaughn, CPA, CGFM
Audit Manager
Community Engagement and Finance Division



ASPLUNDH TREE EXPERT LLC

2255 NORTHWAY DR, MOUNT PLEASANT, MI 48858 * TELEPHONE (989)772-4454 * FAX (989)772-4352

June 5, 2020

Newberry Water & Light Board
Attention: Dan Kuncinkas
307 E McMillan St.
Newberry, MI 49868

Dear Mr. Kuncinkas

Asplundh Tree Expert LLC would like to thank you for giving us the opportunity to offer you lump sum pricing for Newberry Water & Light Board for 2020. The Lump sum pricing for your review and approval are on the attached sheet provided. Our lump sum rate is for the **trimming** of 4 circuits to the specification that Newberry Water & Light provided us. Due to vague scope of work and mapping provided our lump sum price reflects **trimming** all trees to **12'** of clearance on the sides to ground, **6'** above primary line. Where we can not achieve these clearances on the side, we will trim all limbs back to the main truck of the tree. All small brush under the lines will be removed and chipped in unmaintained yards, all ornamental trees will be trimmed in maintained yards.

The maps provided to us by Newberry Water & Light did not indicate exact stopping points of where the circuits ended, because of this our stopping points on each circuit is just what was highlighted. Any point where the highlighted sections show an arrow, we stopped at the first transformer after the highlighted section. If Newberry Water & Light wants anything else trimmed or removed after these points will be considered additional work outside of the lump sum pricing provided and our T&M rate provided will apply.

If you should have any questions or concerns regarding these rates, please feel free to give me a call at 530-514-3315 or Bodie Miller at 989-430-0669. Once again thank you for considering Asplundh Tree Expert LLC when it comes to your tree trimming and tree removal needs.

Sincerely,
Asplundh Tree Expert LLC.

A handwritten signature in blue ink, appearing to read "Jeremiah Sparacio", with a stylized, cursive script.

Jeremiah Sparacio
Manager

ASPLUNDH TREE EXPERT LLC.

Asplundh Tree Expert LLC. 2255 Northway Dr. Mt Pleasant, MI 48858				Date:	06/04/2020
				Job #	1
Bodie Miller (989)430-0669					
To: Newberry Water & Light Board					
Attention: Dan Kuncinskas					
LOCATION OF WORK				crew	64095
Within the City limits of Newberry, MI					
				Contract	
Scope of work- location- work to be done		Quantity	Unit	Unit Price	Total
Trim out 4 circuits for Newberry Water & Light Board					
within the city limits to specification outlined in the cover					
letter to Newberry Water & Light Board.					
East line		1			\$8,762.40
Hill Line		2			\$13,143.60
\$ville Line		3			\$30,668.40
N. Line		4			\$6,571.80
T&M Crew hourly Rate: \$ 109.53 (For any additional work)					
Bid Needs Approval					
				Subtotal:	\$59,146.20
Customer Approval Signature				Total:	\$59,146.20



Trees

360 S. Maple St.
PO Box 428
Grant MI 49327
Office 616-318-5265

Newberry Water and Light

Dan Kucinkas
Newberry Water and Light
906-291-0608

Trees appreciates the opportunity to submit Lump Sum pricing for the East, Hill, Dollarville, and N Line Grids.

Below you will find pricing based on a field review of the work outlined in the provided map and work description. If awarded the work Trees LLC would be able to start within in 5 business days of the award. Each grid will have two sets of pricing, 1 price will be to clear the line to specifications without wood hauling and the 2nd price will be to clear the line to specification including wood hauling.

East- \$40,861.00
East Including Wood Hauling- \$75,884.00

Hill- \$29,186.00
Hill Including Wood Hauling- \$57,205.00

Dollarville- \$42,612.00
Dollarville Including Wood Hauling- \$77,634.76

N Line- \$32,688.00
N Line Including Wood Hauling- \$64,209.00

If you have any questions, please feel free to contact me.

Aaron Mayle
616-318-5265
Region Manager
Trees LLC

Aaron Mayle
5-26-2020

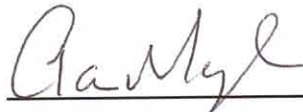
Trees LLC Time & Material Rates

	Straigh Time Hourly Rate	Overtime Hourly Rate	Double Time Hourly Rate
Foreperson	\$ 38.20	\$ 55.01	\$ 71.82
Trimmer	\$ 31.56	\$ 45.45	\$ 59.33
Groundperson	\$ 26.23	\$ 37.77	\$ 49.31

	Rate Per Hour
55' Lift Truck	\$ 16.99
4x4 Pick Up	\$ 13.31
Prentice Loader	\$ 36.94
Self Feed Wood Chipper	\$ 6.00
ASV Mower	\$ 46.59
Geo Boy Mower	\$ 86.52
Side Trimmer	\$ 56.97

Overtime applies to labor over 40 hours
Double time applies to labor worked on Sundays and Holidays.

Trees LLC



Date

5-26-2020

Newberry Water & Light

Date

NEWBERRY WATER & LIGHT BOARD
REGULAR MEETING MINUTES

June 9, 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 6:00 p.m., using Zoom audio teleconferencing, permitted by Executive Order 2020-15, which temporarily authorizes remote participation in public meetings and hearings.

Approval of Agenda: Moved by Wendt, support by Hardenbrook, **CARRIED**, to approve agenda with one addition. Under New Business #2 Tree limb removal in the Village with regards to electrical lines. Roll call vote: Ayes: Vincent, Freese, Hardenbrook, Schnorr, Wendt.

Approval of Minutes: Moved by Schnorr, support by Hardenbrook, **CARRIED**, to approve the minutes for the May 12, 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 – May 8 to June 5, 2020** - Motion by Freese, support by Hardenbrook, **CARRIED**, recommend Village Council pay the May Electric Fund bill in the amount of \$81,829.62. Ayes: Vincent, Freese, Hardenbrook, Schnorr, Wendt. Motion by Hardenbrook, support by Freese, **CARRIED**, to recommend Village Council pay the May 2020 Water Fund bill in the amount of \$6,207.31. Ayes: Vincent, Freese, Hardenbrook, Schnorr, Wendt.

B.) **Christmas Light Fund** – Fund amount is \$12,537.97.

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 regarding purchase and use of new security video cameras for the Village office building was held.
- 2.) **Interim Village Manager:** Watkins gave a verbal report as well as submitting a written report, which included an Audit update, W&L continuing procedures do to COVID-19, water flushing schedule, utility billing, no money has been set-aside yet to help local government utility providers, tree work and update on the Water Service Line Survey.

Unfinished Business:

- 1.) **Customers receiving payment assistance:** Dec. 1, 2019 – May 13, 2020 total = \$22,326. Discussion followed.
- 2.) **Utility Billing/Collection Review:** Currently have \$26,786.01 being carried in unpaid utility bills as of 6/5/20. Discussion followed.

New Business:

- 1.) **Energy Waste Reduction 2019 Annual Report of Michigan Electric Municipal Utilities.** For review. Discussion held.
- 2.) **Tree Limb Removal in the Village in regards to electrical lines:** Moved by Hardenbrook, support by Freese, **CARRIED**, to recommend Village Council to approve putting bids out for tree limb removal in the Village. Discussion followed. Ayes: Vincent, Freese, Hardenbrook, Schnorr, Wendt.

Public Comment: Comment heard from Schummer.

Comments By Board Members: None.

Adjourn Meeting: Motion by Hardenbrook, support by Schnorr, **CARRIED**, to adjourn meeting at 6:49 p.m. Ayes: Vincent, Freese, Hardenbrook, Schnorr, Wendt.

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

VILLAGE OF NEWBERRY



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

Public Act 342: The Clean and Renewable Energy and Energy Waste Reduction Act

2019 Annual Energy Waste Reduction Report

Newberry Water & Light Board

MPSC Case Number U-20413

Newberry Water & Light Board contracted with the Michigan Electric Cooperative Association (MECA) to administer the Energy Optimization Program in efforts to comply with PA-295 of 2008 and PA-342 of 2016. The Michigan Municipal Electric Association (MMEA) filed a 2020 -2021 Biennial Plan on July 31, 2019 as required by PA-342 of 2016. This Biennial Plan was approved by the MPSC on December 11, 2019. The Wisconsin Energy Conservation Corporation (WECC) was selected to implement the Residential, Commercial Industrial Programs, and the Energy Optimization (EO) website www.michigan-energy.org. On January 1, 2019 WECC and Seventhwave merged and are doing business as Slipstream. Slipstream has subcontracted with Michigan Energy Options to assist with the implementation of these EO Programs.

The 2019 itemized monthly EO charge to a residential customer for implementing the Energy Optimization Program requirements was \$0.00137 per kWh. For every \$1 spent on energy efficiency programs, customers will save \$4 in avoided energy costs. Over the next three years, energy efficiency programs will save Michigan utility customers \$1.2 Billion.

In 2019 Newberry Water & Light Board spent \$28,357 on Energy Optimization Programs and achieved 181 MWh of energy savings. The full report can be obtained at www.michigan-energy.org or at <http://efile.mpsc.state.mi.us/efile/>.

Energy Waste Reduction 2019 Annual Report for Michigan Electric Municipal Utilities

Introduction

Pursuant to 2016 Public Act 342 (PA 342), the municipal utilities are filing this annual energy waste reduction (EWR) report with the Michigan Public Service Commission (MPSC). This EWR annual report consists of two sections:

- Section 1 will address the requirements under PA 342 Section 97, Subsections 1-3 and Section 71, Subsection 4 (i).
- Section 2 will summarize the EWR programs implemented in 2019.

SECTION 1: PA 342 SECTION 97 AND SECTION 71 REQUIREMENTS

Section 97 (1) By a time determined by the commission, each provider shall submit to the commission an annual report that provides information relating to the actions taken by the provider to comply with the energy waste reduction standards.

Each municipal electric provider has continued to offer Energy Waste Reduction programs to all customer classes. Attachment A provides a list of EWR programs offered by each provider and the implementation contractors if applicable.

Section 97 (2) Annual reports under subsection (1) shall include the following: (a) The amount of energy waste reduction achieved during the reporting period. (b) Expenditures made in the past year and anticipated future expenditures to comply with this subpart. (c) Any other information that the commission determines necessary.

The number of energy waste reduction credits (in megawatt hours) generated for 2019 and the targets for 2020 are shown in Attachment B for the municipal utilities. The expenditures for 2019 for the Low Income, Residential, Commercial/Industrial programs and Administration/EM&V can be found in Attachment C. The EWR Residential surcharge for each municipal in cost per kilowatt hour (or cost per meter) along with the responsible party for administration of programs is listed in Attachment D.

Section 97 (3) Concurrent with the submission of each report under subsection (1), a municipally-owned electric utility shall submit a summary of the report to its customers with a bill insert and to its governing body. A municipally owned electric utility shall make a copy of the report available at its office and shall post a copy of the report on its website.

Each municipal electric utility will submit a summary of this annual report to its customers and its governing body; make it available at its office and on its website.

Section 71 (4)(i) Include a process for obtaining an independent expert evaluation of the actual energy waste reduction programs to verify the incremental energy savings from each energy waste reduction program for purposes of section 77.

The verification of the incremental gross energy savings for each municipal electric utility was performed where funding allowed.

SECTION 2: SUMMARY OF EWR PROGRAMS IMPLEMENTED IN 2019

Residential Low Income Services

All the municipal electric utilities continued to offer low income programs to their customers in 2019.

Residential Solutions

All the municipal electric utilities offered programs to their residential customers, examples of the types of programs are listed below.

- *Efficient Lighting Program*
- *Appliance Turn-In and Recycling Program*
- *Residential Education Services*
- *Residential HVAC and Appliances*
- *Audit and Weatherization*
- *Farm Services*
- *Residential Home Energy*
- *New Construction*
- *Residential Multi-Family In-Unit Efficiency*
- *Electric Water Heater Savings Kits*
- *Pilot/Emerging Technology Programs*

Business Solutions

All the municipal electric utilities offered programs to their commercial and industrial customers, examples of the types of programs are listed below.

- *Commercial and Industrial Prescriptive Incentive Program*
 - *Commercial and Industrial Custom Incentive Program*
 - *Multi-Family Common Area Program*
 - *Small Business Direct Install*
 - *New Construction & Remodeling*
 - *Business Education Services*
 - *Pilot/Emerging Technology Programs*
-

ENERGY WASTE REDUCTION PROGRAMS AND CONTRACTORS

INDEPENDENTLY ADMINISTERING

Utility	Sector		Program Type	Year Imp.	Implementation Contractors
Village of Clinton	Residential	1	Residential Low Income	2009	Internally
		2	Efficient Lighting Program	2009	Internally
		3	Residential Education Services	2009	Internally
		4	Residential Appliances & HVAC	2009	Internally
	C & I	1	Business Services	2009	Internally
		2	Education Services	2009	Internally
		Eval	Evaluation & Verification	2009	Local Police Officer
Coldwater Board of Public Utilities	Residential	1	Residential Low Income	2009	Internally
		2	Efficient Lighting Program	2009	Internally
		3	Appliance Recycling	2009	In transition
		4	Residential Education Services	2009	Internally
		5	Residential Appliances & HVAC	2009	Internally
		7	Residential Pilot Programs	2009	Internally
	C & I	1	Prescriptive Incentive	2009	Internally
		2	Custom Incentive	2009	Internally
		3	Education Services	2009	Internally
		4	Pilot Programs	2009	Internally
		Eval	Evaluation & Verification	2010	E3M Solutions
Lansing Board of Water & Light	Residential	1	Residential Low Income	2009	MEO & Internally
		2	Efficient Lighting Program	2009	MEO/Franklin (2018)
		3	Appliance Recycling	2009	MEO (2011)
		4	Residential Appliances & HVAC	2010	MEO/Franklin (2018)
		5	Residential Multi-Family In-Unit Efficiency	2010	MEO/Franklin (2018)
		6	Residential Education Services	2009	National Energy Foundation/Apogee/Internally
		7	Residential Pilot Programs	2011	Internally
	C & I	1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Questline/Internally
		5	Pilot Programs	2010	Internally
		Eval	Evaluation & Verification	2009	DNV-GL
City of Marshall	Residential	1	Residential Low Income	2009	Internally
		2	Residential Services	2009	Internally
		3	Residential Education Services	2009	Internally
	C & I	1	Prescriptive Incentive	2009	Internally
		2	Custom Incentive	2009	Internally
		3	Education Services	2009	Internally
		Eval	Evaluation & Verification	2010	Internally
Sebewaing	Residential	1	Residential Low Income	2009	Internally
		2	Residential Services	2009	Internally
		3	Residential Education Services	2009	Internally
		4	Residential Pilot	2010	Internally
		5	Residential Appliances & HVAC	2010	Internally
	C & I	1	Prescriptive Incentive	2009	Internally
		2	Custom Incentive	2009	Internally
		3	Education Services	2009	Internally
		4	Pilot Programs	2010	Internally
		Eval	Evaluation & Verification	2009	DNV-GL
Union City Electric Department	Residential	1	Residential Low Income	2009	Internally
		2	Efficient Lighting Program	2009	Internally
		3	Residential Education Services	2009	Internally
	C&I	1	Prescriptive Incentive Program	2009	Internally
		2	Education Services	2009	Internally
		Eval	Evaluation & Verification	2009	Local Police Officer
City of Wakefield	Residential	1	Residential Low Income	2009	Internally
		2	Residential Services	2009	Internally
		3	Residential Education Services	2009	Internally
	C&I	1	Business Services	2009	Internally
		2	Education Services	2009	Internally
		Eval	Evaluation & Verification	2009	Internally

ATTACHMENT A

MECA COLLABORATIVE					
Utility	Sector		Program Type	Year Imp.	Implementation Contractors
Daggett Electric Department	Residential	1	Income Qualified	2016	slipstream (previously named WECC)
		2	High Efficiency Products	2016	slipstream (previously named WECC)
		3	Education Services	2016	slipstream (previously named WECC)
		4	Pilot Programs	2016	slipstream (previously named WECC)
	C & I	1	General Business Services	2016	slipstream (previously named WECC)
		2	Education Services	2016	slipstream (previously named WECC)
		3	Pilot Programs	2016	slipstream (previously named WECC)
		Eval	Evaluation & Verification	2016	DNV-GL
Escanaba Electric Department	Residential	1	Income Qualified	2009	slipstream (previously named WECC)
		2	High Efficiency Products	2009	slipstream (previously named WECC)
		3	Appliance Recycling	2009	slipstream (previously named WECC)
		4	Efficient HVAC	2009	slipstream (previously named WECC)
		5	Audit & Weatherization / New Construction	2009	slipstream (previously named WECC)
		6	Education Services	2009	slipstream (previously named WECC)
	C & I	7	Pilot Programs	2009	slipstream (previously named WECC)
		1	General Business Services	2009	slipstream (previously named WECC)
		2	Education Services	2009	slipstream (previously named WECC)
		3	Pilot Programs	2009	slipstream (previously named WECC)
		Eval	Evaluation & Verification	2009	DNV-GL
Marquette Board of Light & Power	Residential	1	Residential Low Income	2009	slipstream (previously named WECC)
		2	High Efficiency Products	2009	slipstream (previously named WECC)
		3	Appliance Recycling	2009	slipstream (previously named WECC)
		4	Efficient HVAC	2009	slipstream (previously named WECC)
		5	Audit & Weatherization / New Construction	2009	slipstream (previously named WECC)
		6	Education Services	2009	slipstream (previously named WECC)
	C&I	7	Pilot Programs	2009	slipstream (previously named WECC)
		1	General Business Services	2009	slipstream (previously named WECC)
		2	Education Services	2009	slipstream (previously named WECC)
		3	Pilot Programs	2009	slipstream (previously named WECC)
		Eval	Evaluation & Verification	2009	DNV-GL
Newberry Water & Light Board	Residential	1	Residential Low Income	2009	slipstream (previously named WECC)
		2	High Efficiency Products	2009	slipstream (previously named WECC)
		3	Appliance Recycling	2009	slipstream (previously named WECC)
		4	Efficient HVAC	2009	slipstream (previously named WECC)
		5	Audit & Weatherization / New Construction	2009	slipstream (previously named WECC)
		6	Education Services	2009	slipstream (previously named WECC)
	C&I	7	Pilot Programs	2009	slipstream (previously named WECC)
		1	General Business Services	2009	slipstream (previously named WECC)
		2	Education Services	2009	slipstream (previously named WECC)
		3	Pilot Programs	2009	slipstream (previously named WECC)
		Eval	Evaluation & Verification	2009	DNV-GL
South Haven Dept. of Public Works	Residential	1	Residential Low Income	2016	slipstream (previously named WECC)
		2	High Efficiency Products	2016	slipstream (previously named WECC)
		3	Appliance Recycling	2016	slipstream (previously named WECC)
		4	Efficient HVAC	2016	slipstream (previously named WECC)
		5	Audit & Weatherization / New Construction	2016	slipstream (previously named WECC)
		6	Farm Services	2016	slipstream (previously named WECC)
	C & I	7	Education Services	2016	slipstream (previously named WECC)
		8	Pilot Programs	2016	slipstream (previously named WECC)
		1	General Business Services	2016	slipstream (previously named WECC)
		2	Education Services	2016	slipstream (previously named WECC)
		3	Pilot Programs	2016	slipstream (previously named WECC)
		Eval	Evaluation & Verification	2016	DNV-GL
City of Stephenson	Residential	1	Residential Low Income	2009	slipstream (previously named WECC)
		2	High Efficiency Products	2009	slipstream (previously named WECC)
		3	Appliance Recycling	2009	slipstream (previously named WECC)
		4	Efficient HVAC	2009	slipstream (previously named WECC)
		5	Audit & Weatherization / New Construction	2009	slipstream (previously named WECC)
		6	Education Services	2009	slipstream (previously named WECC)
	C & I	7	Pilot Programs	2009	slipstream (previously named WECC)
		1	General Business Services	2009	slipstream (previously named WECC)
		2	Education Services	2009	slipstream (previously named WECC)
		3	Pilot Programs	2009	slipstream (previously named WECC)
		Eval	Evaluation & Verification	2009	DNV-GL

ATTACHMENT A

MPPA Collaborative					
Utility	Sector		Program Type	Year Imp.	Implementation Contractors
Bay City Electric Light & Power	Residential	1	Residential Low Income	2009	Internally
		2	Efficient Lighting Program	2009	Internally
		3	Appliance Recycling	2009	Internally
		4	Residential Education Services	2009	Internally
		5	Residential Appliances & HVAC	2010	Internally
		6	Residential Home Energy Programs	2010	Internally
		7	Electric Water Heater Saving Kits	2010	Internally
		8	Residential Pilot Programs	2010	Internally
	C & I	1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Internally
		5	Pilot Programs	2010	Internally
		Eval	Evaluation & Verification	2009	DNV-GL
City of Charlevoix	Residential	1	Residential Low Income	2009	Franklin Energy (2015)
		2	Efficient Lighting Program	2009	Franklin Energy
		3	Appliance Recycling	2009	Franklin Energy
		4	Residential Education Services	2009	Franklin Energy (2015)
		5	Residential Appliances & HVAC	2010	Franklin Energy
	C & I	1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Franklin Energy (2015)
		Eval	Evaluation & Verification	2009	DNV-GL
Chelsea Electric Department	Residential	1	Residential Low Income	2009	Franklin Energy (2015)
		2	Efficient Lighting Program	2009	Franklin Energy
		3	Appliance Recycling	2009	Franklin Energy
		4	Residential Education Services	2009	Franklin Energy (2015)
		6	Residential Appliances & HVAC	2010	Franklin Energy
	C & I	7	Residential Pilot Programs	2010	Franklin Energy (2015)
		1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Franklin Energy (2015)
		5	Pilot Programs	2010	Franklin Energy (2015)
		Eval	Evaluation & Verification	2009	DNV-GL
Croswell Light & Power	Residential	1	Residential Low Income	2009	Internally
		2	Efficient Lighting	2009	Internally
		3	Appliance Recycling	2009	Franklin Energy
		4	Efficient Appliances & HVAC	2009	Franklin Energy
		5	Residential Pilot Programs	2009	Internally
		6	Educational Services	2009	Internally
	C & I	1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Internally
		Eval	Evaluation & Verification	2009	DNV-GL
City of Eaton Rapids	Residential	1	Residential Low Income	2009	Franklin Energy (2015)
		2	Efficient Lighting Program	2009	Franklin Energy
		3	Appliance Recycling	2009	Franklin Energy
		4	Residential Education Services	2009	Franklin Energy (2015)
		5	Residential Pilot Programs	2010	Franklin Energy (2015)
		6	Residential Appliances & HVAC	2010	Franklin Energy
		7	Residential Home Energy Program	2012	Franklin Energy (2015)
	C & I	1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Internally
		5	Pilot Programs	2010	Internally
		Eval	Evaluation & Verification	2009	DNV-GL

MPPA Collaborative (continued)					
Utility	Sector		Program Type	Year Imp.	Implementation Contractors
Grand Haven Board of Light & Power	Residential	1	Residential Low Income	2009	Internally
		2	Efficient Lighting Program	2009	Franklin Energy
		3	Appliance Recycling	2009	Franklin Energy
		4	Residential Education Services	2009	Internally
		5	Residential Home Energy Program	2012	Internally
		6	Residential Appliances & HVAC	2010	Franklin Energy
		7	Residential Multi-Family In-Unit Efficiency	2010	Franklin Energy (2015)
		8	Residential Pilot Programs	2010	Internally
	C & I	1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Internally
		5	Pilot Programs	2010	Internally
		Eval	Evaluation & Verification	2009	DNV-GL
City of Hart Hydro Electric	Residential	1	Residential Low Income	2010	Franklin Energy (2015)
		2	Efficient Lighting Program	2009	Franklin Energy
		3	Appliance Recycling	2009	Franklin Energy
		4	Residential Education Services	2009	Franklin Energy (2015)
		5	Residential Appliances & HVAC	2010	Franklin Energy
	C & I	1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Internally
		Eval	Evaluation & Verification	2009	DNV-GL
Holland Board of Public Works	Residential	1	Residential Low Income	2009	Lakeshore Habitat for Humanity, Community Action House, Salvation Army, Ottawa County CAA
		2	Efficient Lighting Program	2009	Internally (2013)
		3	Appliance Recycling	2009	PADNOS (2015)
		4	Residential Multi-Family In-Unit Efficiency	2009	Internally
		5	Residential Appliances & HVAC	2009	Internally & Franklin Energy
		6	Home Energy	2012	Internally
		7	Residential Education Services	2009	Internally, National Energy Foundation, West Michigan Environmental Action Council
	C & I	8	Residential Pilot Programs	2009	Internally, Ottawa County CAA
		1	Prescriptive Incentive	2009	Internally (2015)
		2	Custom Incentive	2009	Internally (2015)
		3	Small Business Direct Install	2011	Internally (2015)
		4	Education Services	2009	Internally
		5	Pilot Programs	2009	Internally
		Eval	Evaluation & Verification	2009	DNV-GL
Lowell Light and Power	Residential	1	Residential Low Income	2009	Internally
		2	Efficient Lighting Program	2009	Internally
		3	Appliance Recycling	2009	Franklin Energy
		4	Residential Education Services	2009	Internally
		5	Residential Appliances & HVAC	2010	Franklin Energy
		6	Residential Pilot Programs	2009	Internally
	C & I	1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Internally
		5	Pilot Programs	2009	Internally
		Eval	Evaluation & Verification	2009	DNV-GL

MPPA Collaborative (continued)					
Utility	Sector		Program Type	Year Imp.	Implementation Contractors
Niles Utilities Department	Residential	1	Residential Low Income	2010	Franklin Energy (2015)
		2	Efficient Lighting Program	2009	Franklin Energy
		3	Appliance Recycling	2009	Franklin Energy
		4	Residential Education Services	2009	Franklin Energy (2015)
		5	Residential Appliances & HVAC	2009	Franklin Energy
	C & I	1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Franklin Energy (2015)
		Eval	Evaluation & Verification	2009	DNV-GL
Village of Paw Paw	Residential	1	Residential Low Income	2009	Franklin Energy (2015)
		2	Efficient Lighting Program	2009	Franklin Energy
		3	Appliance Recycling	2009	Franklin Energy
		4	Residential Multi-Family In-Unit Efficiency	2009	Franklin Energy
		5	Residential Education Services	2009	Franklin Energy (2015)
		6	Residential Appliances & HVAC	2010	Franklin Energy
	C & I	1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Franklin Energy (2015)
		Eval	Evaluation & Verification	2009	DNV-GL
City of Petoskey	Residential	1	Residential Low Income	2009	Franklin Energy (2015)
		2	Efficient Lighting Program	2009	Franklin Energy
		3	Appliance Recycling	2009	Franklin Energy
		4	Residential Education Services	2009	Franklin Energy (2015)
		5	Residential Appliances & HVAC	2010	Franklin Energy
		6	Pilot Programs	2010	Franklin Energy (2015)
	C & I	1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Franklin Energy (2015)
		5	Pilot Programs	2010	Franklin Energy (2015)
		Eval	Evaluation & Verification	2009	DNV-GL
Portland Light and Power Board	Residential	1	Residential Low Income	2009	Franklin Energy (2015)
		2	Efficient Lighting Program	2009	Franklin Energy
		3	Appliance Recycling	2009	Franklin Energy
		4	Residential Education Services	2009	Franklin Energy (2015)
		5	Residential Appliances & HVAC	2010	Franklin Energy
	C & I	1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Franklin Energy (2015)
		Eval	Evaluation & Verification	2009	DNV-GL
City of St. Louis	Residential	1	Residential Low Income	2009	Franklin Energy (2015)
		2	Efficient Lighting Program	2009	Franklin Energy
		3	Appliance Recycling	2009	Franklin Energy
		4	Residential Education Services	2009	Franklin Energy (2015)
		5	Residential Appliances & HVAC	2010	Franklin Energy
		6	Residential Pilot Programs	2010	Internally
	C & I	1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Franklin Energy (2015)
		5	Pilot Programs	2010	Internally
		Eval	Evaluation & Verification	2009	DNV-GL

ATTACHMENT A

MPPA Collaborative (continued)					
Utility	Sector		Program Type	Year Imp.	Implementation Contractors
City of Sturgis	Residential	1	Residential Low Income	2009	Franklin Energy (2015)
		2	Efficient Lighting Program	2009	Franklin Energy
		3	Residential Home Energy Program	2012	Internally
		4	Residential Education Services	2009	Franklin Energy (2015)
		5	Residential Appliances & HVAC	2010	Franklin Energy
	C & I	1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Pilot Programs	2010	Internally
		5	Education Services	2009	Franklin Energy (2015)
		Eval	Evaluation & Verification	2009	DNV-GL
Traverse City Light and Power	Residential	1	Residential Low Income	2009	Internally (2018)
		2	Efficient Lighting Program	2009	Internally (2018)
		3	Appliance Recycling	2009	Internally (2018)
		4	Residential Education Services	2009	Internally (2018)
		5	Residential Appliances & HVAC	2009	Internally (2018)
	C & I	6	Residential Pilot Programs	2009	Internally (2018)
		1	Prescriptive Incentive	2009	Internally (2018)
		2	Custom Incentive	2009	Internally (2018)
		3	Small Business Direct Install	2011	Internally (2018)
		4	Education Services	2009	Internally (2018)
		5	Pilot Programs	2009	Internally (2018)
		Eval	Evaluation & Verification	2009	DNV-GL
Wyandotte Municipal Services	Residential	1	Residential Low Income	2009	Internally
		2	Efficient Lighting Program	2009	Internally
		3	Appliance Recycling	2009	Franklin Energy
		4	Residential Education Services	2009	Internally
		5	Residential Pilot Programs	2009	Internally
	C & I	6	Residential Appliances & HVAC	2010	Franklin Energy
		1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Pilot Programs	2009	Internally
		4	Education Services	2009	Internally
		Eval	Evaluation & Verification	2009	DNV-GL
Zeeland Board of Public Works	Residential	1	Residential Low Income	2009	Franklin Energy (2015)
		2	Efficient Lighting Program	2009	Franklin Energy
		3	Appliance Recycling	2010	Franklin Energy
		4	Residential Education Services	2009	Internally
		5	Residential Appliances & HVAC	2010	Franklin Energy
	C & I	6	Residential Pilot Programs	2009	Internally
		1	Prescriptive Incentive	2009	Franklin Energy
		2	Custom Incentive	2009	Franklin Energy
		3	Small Business Direct Install	2011	Franklin Energy
		4	Education Services	2009	Internally
		Eval	Evaluation & Verification	2010	DNV-GL

ATTACHMENT B

MWh Data

Electric Municipals	1.00%			1.00%
	2019 Target	2019 Actual	% Achieved	2020 Target
Bay City Electric Light & Power	2,260	2,698	119%	2,322
City of Charlevoix	562	645	115%	529
Chelsea Electric Department	683	394	58%	986
Village of Clinton	213	214	100%	216
Coldwater Board of Public Utilities	2,430	5,688	234%	2,431
Croswell Light & Power Department	410	295	72%	410
Daggett Electric Department	12	12	108%	16
City of Eaton Rapids	1,035	944	91%	1,063
Escanaba Electric Department	1,420	1,512	107%	1,451
Grand Haven Board of Light and Power	2,053	3,342	163%	2,087
City of Hart Hydro Electric	525	404	77%	514
Holland Board of Public Works	7,420	10,152	137%	7,491
Lansing Board of Water & Light	21,771	24,110	111%	19,904
Lowell Light and Power	550	1,302	237%	559
Marquette Board of Light and Power	3,019	3,492	116%	3,170
City of Marshall Electric Department	975	670	69%	1,058
Newberry Water & Light Board	170	181	107%	187
Niles Utilities Department	1,285	540	42%	1,313
Village of Paw Paw	287	154	54%	291
City of Petoskey	688	2,038	296%	692
Portland Light and Power Board	246	234	95%	252
Sebewaing Light & Water Dept.	269	273	101%	268
South Haven Dept. of Public Works	1,397	1,551	111%	1,439
City of St. Louis	245	221	90%	248
City of Stephenson	61	64	106%	67
City of Sturgis	1,590	2,106	132%	1,922
Traverse City Light & Power	3,214	4,835	150%	2,455
Union City	150	161	108%	148
City of Wakefield	260	11	4%	130
Wyandotte Municipal Services	1,541	698	45%	1,529
Zeeland Board of Public Works	3,944	2,985	76%	4,040

ATTACHMENT C

Actual 2019 Expenditures

Electric Municipals	Total 2019	Residential w/o Low Income	Residential with Low Income	Commercial & Industrial	Low Income	Admin & Eval
Bay City Electric Light & Power	\$489,554	\$182,371	\$241,885	\$204,469	\$59,514	\$43,200
City of Charlevoix	\$73,807	\$20,601	\$27,967	\$41,214	\$7,366	\$4,626
Chelsea Electric Department	\$56,310	\$21,214	\$22,838	\$27,663	\$1,624	\$5,809
Village of Clinton	\$13,450	\$8,372	\$8,659	\$2,491	\$287	\$2,300
Coldwater Board of Public Utilities	\$390,387	\$27,669	\$36,097	\$243,322	\$8,428	\$110,968
Croswell Light & Power Department	\$25,615	\$344	\$382	\$21,664	\$38	\$3,569
Daggett Electric Department	\$6,178	\$502	\$1,727	\$3,632	\$1,225	\$819
City of Eaton Rapids	\$97,625	\$27,109	\$32,793	\$60,112	\$5,684	\$4,720
Escanaba Electric Department	\$224,710	\$46,710	\$50,130	\$163,153	\$3,420	\$11,427
Grand Haven Board of Light and Power	\$301,536	\$103,567	\$105,983	\$182,219	\$2,416	\$13,334
City of Hart Hydro Electric	\$45,296	\$11,130	\$12,986	\$28,419	\$1,856	\$3,891
Holland Board of Public Works	\$1,098,806	\$235,018	\$294,664	\$676,877	\$59,646	\$127,265
Lansing Board of Water & Light	\$3,855,083	\$929,679	\$1,176,738	\$2,200,810	\$247,059	\$477,535
Lowell Light and Power	\$69,010	\$11,258	\$13,095	\$46,657	\$1,837	\$9,258
Marquette Board of Light and Power	\$470,458	\$100,878	\$107,702	\$338,555	\$6,828	\$24,201
City of Marshall Electric Department	\$45,598	\$8,123	\$9,347	\$20,958	\$1,224	\$15,293
Newberry Water & Light Board	\$28,357	\$7,181	\$8,746	\$16,177	\$1,565	\$3,434
Niles Utilities Department	\$76,379	\$33,838	\$44,162	\$24,747	\$10,324	\$7,470
Village of Paw Paw	\$29,601	\$18,290	\$20,378	\$5,183	\$2,088	\$4,040
City of Petoskey	\$91,910	\$28,533	\$33,941	\$51,408	\$5,408	\$6,561
Portland Light and Power Board	\$37,008	\$18,855	\$24,597	\$8,710	\$5,742	\$3,701
Sebewaing Light & Water Dept.	\$77,993	\$14,664	\$18,724	\$53,869	\$4,060	\$5,400
South Haven Dept. of Public Works	\$215,222	\$61,638	\$68,775	\$134,667	\$7,137	\$11,780
City of St. Louis	\$31,285	\$11,403	\$15,405	\$11,765	\$4,002	\$4,115
City of Stephenson	\$10,638	\$3,878	\$4,309	\$4,920	\$438	\$1,409
City of Sturgis	\$217,742	\$53,390	\$70,790	\$135,440	\$17,400	\$11,512
Traverse City Light & Power	\$346,487	\$20,468	\$37,916	\$233,869	\$17,448	\$74,702
Union City	\$17,426	\$5,100	\$5,161	\$8,840	\$61	\$3,425
City of Wakefield	\$11,072	\$2,476	\$2,751	\$8,252	\$275	\$70
Wyandotte Municipal Services	\$131,016	\$42,329	\$47,032	\$38,215	\$4,703	\$45,769
Zeeland Board of Public Works	\$255,799	\$40,599	\$48,951	\$194,949	\$8,352	\$11,899

ATTACHMENT D

Energy Waste Reduction Administration and Residential Surcharges for 2019			
Electric Municipals	Docket No.	Administration 2019	EWR Residential Surcharge per \$/kWh or Per Meter
Bay City Electric Light & Power	U-18282	MPPA	0.000825
City of Charlevoix	U-18283	MPPA	\$0.00178
Chelsea Department of Electric and Water	U-18284	MPPA	\$0.00100
Village of Clinton	U-18285	Independently	\$0.00000
Coldwater Board of Public Utilities	U-18286	Independently	\$0.00252
Croswell Municipal Light & Power Department	U-18287	MPPA	\$0.00169
Daggett Electric Department	U-18289	MECA	\$0.01280
City of Eaton Rapids	U-18292	MPPA	\$0.00180
Escanaba Electric Department	U-18293	MECA	\$0.00216
Grand Haven Board of Light and Power	U-18295	MPPA	\$0.00000
City of Hart Hydro Electric	U-18297	MPPA	\$0.00130
Holland Board of Public Works	U-18299	MPPA	\$0.00175
Lansing Board of Water & Light	U-18301	Independently	\$0.00268
Lowell Light and Power	U-18302	MPPA	\$0.00163
Marquette Board of Light and Power	U-18303	MECA	\$0.00171
City of Marshall Electric Department	U-18304	Independently	\$0.00000
Newberry Water & Light Board	U-18306	MECA	\$0.00137
Niles Utilities Department	U-18307	MPPA	\$0.00000
Village of Paw Paw	U-18309	MPPA	\$0.00120
City of Petoskey	U-18310	MPPA	\$0.00182
Portland Light and Power Board	U-18311	MPPA	\$0.00188
Sebewaing Light & Water Dept.	U-18312	Independently	\$0.00174
South Haven Dept. of Public Works	U-18313	MECA	\$0.00161
City of St. Louis	U-18341	MPPA	\$0.00114
City of Stephenson	U-18315	MECA	\$0.00225
City of Sturgis	U-18316	MPPA	\$0.00191
Traverse City Light & Power	U-18317	MPPA	\$0.00000
Union City	U-18318	Independently	\$0.00090
City of Wakefield	U-18319	Independently	\$0.00170
Wyandotte Municipal Services	U-18320	MPPA	\$0.00197
Zeeland Board of Public Works	U-18321	MPPA	\$0.50 Per Meter

Village of Newberry
Ordinance Committee Electronic Meeting Minutes
Thursday, June 4, 2020
9:30 AM

1. CALLED TO ORDER at 9:30 AM

2. Present; Chairperson Lori Stokes, Trustee Dan Hardenbrook , Trustee Dennis Hendrickson and Interim Village Manager Watkins

3. PUBLIC COMMENT; none present

4. UNFINISHED BUSINESS

A. Ordinance 11; Compensation of Elected Officials

B. Ordinance for Duties and Compensation of Village Clerk

1. Titled Ordinance 52; Village Clerk

2. Changed compensation

a. \$200.00 stipend and \$50.00 per meeting per month

b. Continue MERS until Clerk Terese Schummer vacates office

3. Motion by Hardenbrook, Support by Hendrickson, AYES Stokes and Hardenbrook, Nay Hendrickson, to recommend to Council to adopt Ordinance 52; Village Clerk as presented.

C. Ordinance 36; Village Manager

1. Motion by Hardenbrook, Support by Hendrickson, AYES all, to recommend to Council to adopt edited version of Ordinance 36, Village Manager as presented.

5. NEW BUSINESS

A. Civil Infraction Fee

1. Request Ordinance Enforcement Officer to attend next month's committee meeting to discuss the need to increase the civil infraction fee

B. Vendor Fees

1. Will begin the process at next month's committee meeting to investigate raising Vendor's fees

C. Police Power Ordinances

1. Discussed the need of such an ordinance

D. Next meeting date: Thursday, July 2, 2020; 9:30 AM

6. PUBLIC COMMENT; none present

7. ADJOURNED at 11:00 AM

VILLAGE OF NEWBERRY



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

Newberry Fire Department Chief John Wendt May 2020 Report

During the month of May, we responded to 4 calls for service.

- 1 Power/Wire Down
- 1 Smoke/Fire Investigation- Canceled per L.E.
- 1 Multi-Family Residential Cooking Fire (confined to one unit)
- 1 Shed/outbuilding Fire

The NFD is excited to announce we hired four new members to our department, Probationary Firefighters Christopher Auttersen, Rob Osterhout, Mike Blackmer, and Tim Sisty. Tim comes to us from another department and is already a certified Michigan Firefighter. Christopher, Rob, and Mike will now have to take the approximately 8 month Firefighter 1&2 course to become a certified State of Michigan Firefighter. The Fire Department is confident they will be great assets to our department and committed to helping the community. Stay healthy everyone.

“A journey of a thousand leagues begins beneath one’s feet.”

Newberry Wastewater Treatment Plant

Department of Public Works

George Blakely Superintendent
June 2020 Report

Wastewater Treatment

- Monthly report submitted to EGLE
- Staff Safety Meeting
- Routine Preventive Maintenance
- Back to new normal operations
- Employee assigned to DPW
- FSO hauled Bio-Solids
- Tahquamenon Falls lab work done to drain lagoons
- Reports filed with EGLE concerning overflow to river

Department of Public Works

- Garbage pick up
- Work orders
- East side cleanup complete
- Employee off for National Guard Duty
- Employee temporary transferred from WWTP
- Started alley clean up West side



GRETCHEN WHITMER
GOVERNOR

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



LIESL EICHLER CLARK
DIRECTOR

May 28, 2020

VIA E-MAIL

Mr. George Blakely, Superintendent
Newberry WWTP
307 E McMillan Avenue
Newberry, Michigan 49868

VN No. VN-010725

Dear Mr. Blakely:

SUBJECT: Violation Notice – VN-010725

National Pollutant Discharge Elimination System (NPDES)
Certificate of Coverage under General Permit (COC) No. MIG570218
Designated Name: Newberry WWTP

The Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division (WRD), has been notified by staff of the Newberry WWTP that a sanitary sewer system overflow (SSO) has occurred. The SSO's are a violation of the facility's NPDES Permit No. MIG570218 and Part 31 of NREPA. The WRD was notified on May 16, 2020, that an incident at the Newberry wastewater treatment plant sewer system had occurred. On May 18, 2020, an SSO Report of Discharge form was submitted into MiWaters.

By design, wastewater from the Village of Newberry and two contributing townships flows by gravity to the wastewater treatment plant (WWTP) located about one mile north of Newberry. At the WWTP, wastewater flows into a two-pump lift station that conveys wastewater vertically into the treatment system. On the date of the SSO incident, both of the lift stations pumps plugged with plastic material. Consequently, the lift station filled with wastewater and plant staff were alerted to the condition by the facility's alarm system. Both pumps were removed from the lift station by staff and unplugged. Upon reinstalling the pumps, the liquid level in the lift station had filled to the point that the installation rails were submerged. This made prompt re-installation of the pumps impossible and resulted in the SSO. The rails are located too low and are not readily accessible.

On May 21, 2020, EGLE WRD staff met with the WWTP and later with the Village Manager. The intent of the site visit was to assess circumstances that lead to the SSO incident and generate a plan to prevent re-occurrence. We reviewed the integrity of the influent lift station and routine maintenance as this equipment is critical equipment for this facility. From this meeting, it appears that the Village is satisfactorily operating and maintaining the lift station mechanical and electrical systems including recent pump re-builds and installation of new variable frequency drives. The pumps and grinder are serviced annually by a reputable contractor. Noted deficiencies include the above-mentioned pump rail location and observed severe corrosion of the brackets that fasten

Mr. George Blakely, Superintendent
VN-010725
Page 2
May 28, 2020

the rails to the wall. Additionally, during our discussions, it is noted that shortly after the incident, the Village ordered new equipment to facilitate temporary bypass pumping if this circumstance were to re-occur. This is based on lessons learned by staff from the SSO incident. In conclusion, Village staff were notified that a violation notice would be issued. The process of this enforcement action and financial impacts were discussed. The Village expressed concerns over the cost of the repair, however, recognizes the vulnerability and need to make the repair.

As recognized, the Newberry WWTP should take immediate action to mitigate the vulnerability identified above. At a minimum, the Village's response shall include:

1. A corrective action plan to improve pump accessibility to the facilities raw influent lift station to facilitate safe, reliable, and efficient pump removal and re-installation.
2. Include in the corrective action plan an assessment and resolution to mitigate corroded brackets that hold the pump rails to the wall.
3. A contingency plan to bypass pump if the situation were to occur again prior to implementation of needed lift station improvements.

If you have any additional information you would like us to consider regarding the violations identified in this Violation Notice, please provide them with your written response to item 1, 2, and 3 above by June 28, 2020. Your response is required to be submitted via the schedule of compliance in your MiWaters account.

We anticipate and appreciate your cooperation in resolving this matter. Should you require further information regarding this Violation Notice or if you would like to arrange a meeting to discuss it, please contact me via telephone at the number listed below or via e-mail at asmust@michigan.gov.

Sincerely,



Tom Asmus
Marquette District Office
Water Resources Division
906-202-1439

ta:tc

cc: Ms. Allison Watkins, Village Manager
File: Newberry WWTP – MiWaters electronic file

VILLAGE OF NEWBERRY



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

Newberry Water and Light Dept Dan Kucinskis Water & Light Supt. May 2020

- Inventory
- Bacti Samples
- Daily Water Testing
- Monthly Residuals
- Read Heavy User Meters
- Installed Cameras At Office
- Miss Digs
- Call Out For Water At School
- St. Lt. Work Orders
- Tested 69Kv Meter & Fairbank Meter
- W.O. For Banner

“I haven’t failed. I’ve just found 10,000 ways that won’t work.”

2020 - ELECTRIC CONSUMPTION / BILLING

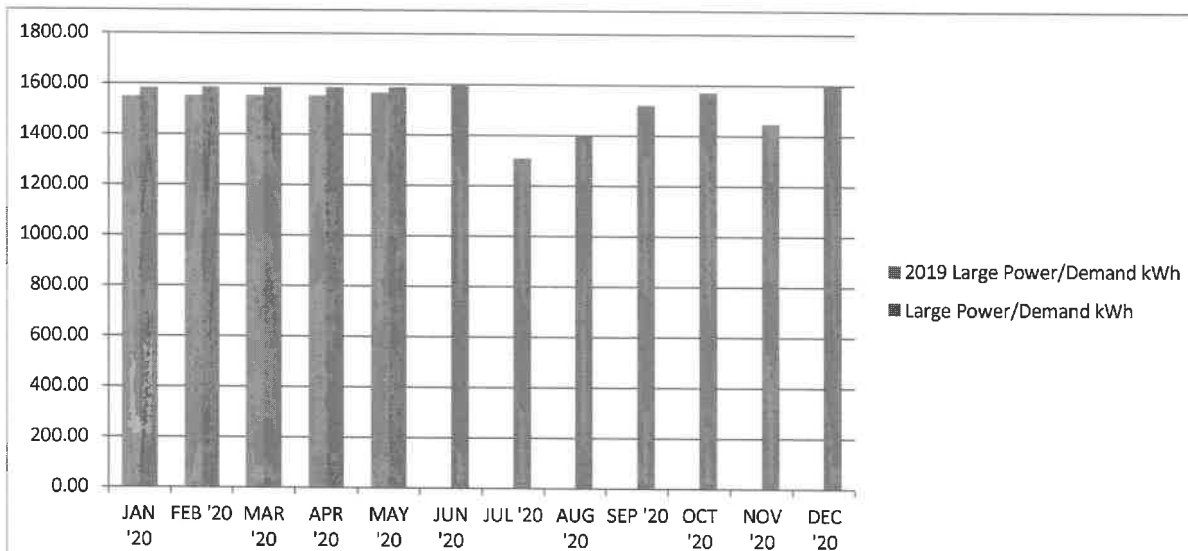
RESIDENTIAL										COMMERCIAL										LARGE POWER										DEMAND			
2020	ER	METERS	ER	EO	ER	EC	METERS	EC	EC	LG	METERS	LG	FUEL ADJ	DEMAND	METERS	DEMAND	AMT BILLED																
	KW		FUEL ADJ	BASE	AMT BILLED	KW		FUEL ADJ	AMT BILLED	KW		AMT BILLED	KW																				
JAN	832976.00	1182	\$ 15,040.05	\$ 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	243855.00	211	\$ 3,418.81	\$ 28,417.00	599401.00	15	\$ 31,590.18	\$ 8,520.81	1567.00	13	\$ 14,353.80																	
JUN																																	
JUL																																	
AUG																																	
SEPT																																	
OCT																																	
NOV																																	
DEC																																	
TOTAL	3475265.00	5913.00	\$ 52,225.62	4935.09	\$ 361,330.15	1312908.00	1059.00	\$ 19,521.99	\$ 152,770.50	2611202.00	75.00	\$ 137,639.81	\$ 39,564.73	7777.00	65.00	\$ 71,375.40																	
AVG	695053	1182.6	\$ 10445.124	987.018	\$ 72266.03	262581.6	211.8	\$ 3904.398	\$ 30554.1	522240.4	15	\$ 27527.962	\$ 7912.946	1555.4	13	\$ 14275.08																	

TOTAL KWH 7407.15
AVERAGE MET 1422.4

Water & Light

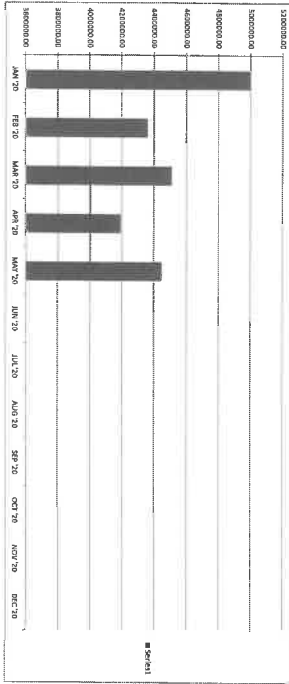
Electric Demand Report Large Power/Industrial 2020

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		
JUL '20		
AUG '20		
SEP '20		
OCT '20		
NOV '20		
DEC '20		



Water & Light
Billed Electric kWh Report - 2020

MONTH	RES/COM KWH	DETA BILLED	RES/COM BIL	CONSUMERS	MPRA	MISC	ATC	CEC/HYDRO	2020 PAID	2019 PAID	2018 PAID	2017 PAID	2016 PAID	2015 PD	SAVED: (2019 vs 2020)
JAN 20	3601078.00	\$ 14,255.40	\$ 213,142.93	\$ 74,925.21	\$ 118.66	\$ 3,897.92	\$ 12,492.20	\$ 5,059.90	\$ 96,004.09	\$ 103,949.74	\$ 120,527.59	\$ 130,334.74	\$ 303,223.84	\$ 106,688.48	\$ 13,905.62
FEB 20	3601078.00	\$ 14,255.40	\$ 213,142.93	\$ 74,925.21	\$ 118.66	\$ 3,897.92	\$ 12,492.20	\$ 5,059.90	\$ 96,004.09	\$ 103,949.74	\$ 120,527.59	\$ 130,334.74	\$ 303,223.84	\$ 106,688.48	\$ 13,905.62
MAR 20	4510231.00	\$ 14,255.40	\$ 180,274.69	\$ 64,912.13	\$ 60.50	\$ 3,897.92	\$ 11,283.20	\$ 5,000.73	\$ 83,599.21	\$ 101,872.04	\$ 119,247.55	\$ 111,988.64	\$ 302,653.96	\$ 106,824.59	\$ 13,672.13
APR 20	419128.00	\$ 14,255.40	\$ 174,423.40	\$ 58,917.85	\$ 53.98	\$ 2,227.70	\$ 12,492.20	\$ 5,004.80	\$ 78,936.48	\$ 95,210.19	\$ 106,955.15	\$ 106,604.00	\$ 88,265.91	\$ 114,707.13	\$ 12,748.95
MAY 20	4446739.00	\$ 14,553.80	\$ 180,546.59	\$ 54,218.57	\$ 20.33	\$ 2,584.83	\$ 11,492.20	\$ 5,344.35	\$ 74,634.28	\$ 84,813.78	\$ 99,588.04	\$ 98,679.15	\$ 121,885.60	\$ 145,093.18	\$ 10,573.71
JUN 20															
JUL 20															
AUG 20															
SEP 20															
OCT 20															
NOV 20															
DEC 20	2231240.00	\$ 71,373.40	\$ 94,187.42	\$ 32,1456.79	\$ 481.51	\$ 14,572.31	\$ 8,215.00	\$ 25,724.89	\$ 423,484.50	\$ 381,518.04	\$ 1,072,237.04	\$ 1,294,437.93	\$ 1,188,637.86	\$ 1,400,503.51	\$ 55,670.79



**Interim Village Manager & DHRCE
Activity Report for Village Council Meeting
As of June 12, 2020**

A. Audit

- a. 2018 Official presentation scheduled for July 21 meeting
- b. 2018 Deficit Elimination plans will be submitted once approved by council
- c. 2019 Audit - trial balance and bank reconciliations sent in two weeks ago
 - i. Extension for audit and F65 already granted – July 31, 2020
 - ii. 2019 -GASB work assigned to contractor

B. Village Committees/Boards

- a. Ordinance Committee – 6/4

C. Community Engagement

- a. NBY Interviews
- b. Chamber of Commerce Board Meeting –6/8
 - i. AW is now President

D. Risk Management

- a. None

E. VON Maintenance Building

- a. Building permit has been issued
- b. Surveying and staking scheduled for 6/11 & 6/12

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

- a. Service live surveys still coming in – being entered into a spreadsheet

G. Utility Billing

- a. To date there has not been any money set aside or assigned to help local government utility providers cover the debt of unpaid utility bills during this time.
 - i. We continue to be told that increased unemployment amounts, funding to DHS type agencies, and the stimulus check being sent out are how the state and federal governments are assisting and that those funds will be used to pay bills.
 - ii. We have been told to continue pushing residents to file for unemployment, utilize DHS services, etc. because that is currently the only way utility providers will see payment of past due amounts.
- My approach for shut offs has been to work directly with individuals on our past due list. The steps I have taken are listed below:
 - a. April Bill- due May 15: Delinquent Notices Out on May 18 with no late fees: Red tags scheduled for May 27(suspended): Shutoff Date June 15- Suspended until July, no shutoff fees charged. Staff is calling each resident to work with them to pay what they can and to use assistance.
 - b. June 16 delinquent notices will go out with late fees assigned
 - c. Plan to proceed with electric shutoffs on July 13
 - b. We currently have approx. \$12,000 in lost revenue from waiving shutoff fee and late fees
 - c. We currently have about \$21,501 in unpaid bills carried over from the last three months
 - i. This is an increase of \$12,000 from last month

H. ATLAS DNR Grant

- a. Signs have been delivered

I. Verizon Cell Tower

- a. Contacted by a new rep from a different tower negotiation company
- b. Seeking guidance from council on whether to proceed – see New Business

J. Ordinance Editing and Creation

- a. Ordinance 36 – Village Manager (revised)
- b. Ordinance 52 – Village Clerk compensation and duties (new)
- c. Ordinance 11 – Compensation for Elected Officials (editing)
- d. Ordinance 29A – Admin Assistant (beginning review)

K. HR & Safety

- a. Donald Hooper is currently on duty with National Guard
- b. All departments and offices are closed to the public
- c. Have posted DPW/WWTP position for internal union bid competition
- d. Created WWTP Standby Duty program to ensure available staffing after hours
- e. Created procedures for response to positive COVID19 test

L. MBANK Payroll & Tax Accounts

- a. Conference call scheduled with Finance Committee and MBANK for 4pm 6/16
- b. Filed MSP report
- c. Filed FBI fraud report

M. FOIA Requests (Report attached)

- a. 1 request for 2020 (as of June 12, 2020)
 - i. 2020-01-CM received 6/11/2020 (attached)
- b. 1 remaining file from 2019
 - 2019-006-JJM – 12/2/19
 - a. Current court date is pending

WEBINARS & CONFERENCE CALLS

- EUP Planning Commission Board Meeting – 5/27
- Michigan Municipal League (MML) Webinars
 - 6/9 – MI Dept. of Treasury COVID-19 Updates and Resources for Local Governments
 - Reps from treasury gave information on impact on revenue sharing, sales tax, unemployment,
- Leadership Team Check-ins (Superintendents & IVM)
 - 2:30pm every Tues
- Michigan Municipal Energy Association (MMEA) – Group of utility providers across the state, including large utility providers
 - Tues– All utility providers who are members of MMEA, includes DTE & Consumers (Dan sits in on these calls)
 - Thurs – Smaller municipal utility providers, excludes large utility companies (I sit in on this call)
 - On these calls we share information on how agencies are addressing staffing issues, PPE shortages, mutual aid, etc. Today's call focused on credentialing for employees

ACTION ITEMS REQUESTED FROM COUNCIL:

- Verizon Tower decision to terminate or proceed with negotiations

2020 FOIA Request Tracking
as of 06/12/2020

[illegible]

**Charles Mesloh
502 Newberry Avenue
Newberry, MI 49868**

June 10, 2020

To: Allison Watkins, Interim Village Manager
From: Charles Mesloh

Re: FOIA requests for public records

Greetings Ms. Watkins:

The following items are a list of FOIA requests for public records.

FOIA Request #1

All emails sent and received by Lori Stokes, Catherine Freese, and Dan Hardenbrook between the dates of November 8, 2018 - November 27, 2019.

FOIA Request #2

All phone bills for Village landline phones which document calls incoming and outgoing between the dates of August 1, 2019 – October 31, 2019.

FOIA Request #3

All phone bills for Village landline phones which document calls incoming and outgoing between the dates of November 1, 2019 – November 27, 2019. Please provide once the bills have been received.

FOIA Request #4

All phone bills for Lori Stokes, Catherine Freese, and Dan Hardenbrook which document calls incoming and outgoing between the dates of August 1, 2019 – October 31, 2019 regarding anything related to the Village of Newberry and/or Jennifer James-Mesloh. This includes personally owned landlines and cell phones.

FOIA Request #5

All phone bills for Lori Stokes, Catherine Freese, and Dan Hardenbrook which document calls incoming and outgoing between the dates of November 1, 2019 – November 27, 2019 regarding anything related to the Village of Newberry and/or Jennifer James-Mesloh. This includes personally owned landlines and cell phones. Please provide once the bills have been received.

FOIA Request #6

All documents, excluding emails, created, received, or in the possession of Lori Stokes, Catherine Freese and Dan Hardenbrook that reference or refer to Jennifer James-Mesloh by any derivative of her name, or job title between the dates of November 8, 2018 - November 27, 2019. This includes all handwritten notes taken at Council meetings, notes made on Council packets, notes taken at Village Committee meetings, text messages on a personal cell phone, or any other type of document.

FOIA Request #7

All documents created, received, or in the possession of Village staff that reference or refer to Jennifer James-Mesloh by any derivative of her name, or job title between the dates of August 1, 2019 - November 27, 2019. This includes all emails sent and received, handwritten notes taken at Council meetings, handwritten notes made on Council packets, handwritten notes taken at Village Committee meetings, text messages on a personal or Village cell phone, or any other type of document. Please exclude any text messages or emails sent to or received from Jennifer James-Mesloh during this timeframe by any Village staff.

FOIA Request #8

All documents created, received, or in the possession of Village Council members and/or Village staff that contain the word "malfeasance" between the dates of November 8, 2018 – November 27, 2019. This includes all emails sent and received, handwritten notes taken at Council meetings, handwritten notes made on Council packets, handwritten notes taken at Village Committee meetings, text messages on a personal or Village cell phone, or any other type of document.

FOIA Request #9

All documents created, received, or in the possession of Village Council members and/or Village staff that provide evidence or support the accusation that Jennifer James-Mesloh committed malfeasance or any wrongdoing during the course of her employment with the Village of Newberry between the dates of January 17, 2017 – October 17, 2019. This includes all emails sent and received, handwritten notes taken at Council meetings, handwritten notes made on Council packets, handwritten notes taken at Village Committee meetings, text messages on a personal or Village cell phone, or any other type of document.

FOIA Request #10

All messages sent and received through Skype Business for all Village staff between the dates of August 1, 2019 – November 27, 2019.

FOIA Requests #1-10:

Please process these as separate FOIA requests for public records. Notification of fees required for processing and notification of completion may be sent via email to:

Communications:

To acknowledge receipt of these FOIA requests for public records, or to ask for any clarification please email the response to:

Delivery Type:

Please provide paper copies of all requested information. Photocopies may be double-sided.

Delivery Method:

Paper copies will be picked up at the Village office by Charles Mesloh upon completion of each FOIA request for public records.

Payment of Fees:

Please provide separate notification of any fees required for processing and completion of these FOIA requests via email to:

Thank you for your assistance,
Charles Mesloh