

**VILLAGE OF NEWBERRY  
VILLAGE COUNCIL MEETING  
REGULAR SESSION – IN PERSON  
TUESDAY, JULY 20, 2021  
Meeting Location: 307 E. McMillan  
Meeting Time: 6:00 PM**

- 1. CALL TO ORDER – By VP**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL** – reminder: public body participants must state the location from which they are calling
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF MINUTES**
  - A. Village Council: Regular Session June 15, 2021
  - B. Village Council: Work Session with Water & Light Board June 23 ,2021
- 6. 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.
  - A. Facilitated by VP & VM
- 7. SPECIAL TOPIC – Scheduled for 6:15 p.m.**
  - A. 2019 Audit Presentation by SOM Auditor Brenda Gartland

**8. VILLAGE PRESIDENT COMMENTS**

- A. None prescheduled

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

- A. Village of Newberry – Monthly Payables –June 12, 2021 to July 16, 2021

<b>101</b>	<b>General Fund</b>	<b>\$22,021.45</b>
<b>202</b>	<b>Major Streets Fund</b>	<b>\$44.98</b>
<b>203</b>	<b>Local Street Fund</b>	<b>\$4,453.69</b>
<b>213</b>	<b>Fire Revolving Fund</b>	<b>\$1,237.10</b>
<b>409</b>	<b>TORC</b>	<b>-----</b>
<b>418</b>	<b>Atlas Park Fund</b>	<b>-----</b>
<b>590</b>	<b>Sewage Receiving Fund</b>	<b>\$29,957.66</b>
<b>TOTAL EXPENSE FOR APPROVAL:</b>		<b>\$55,714.88</b>

- B. Water & Light – Monthly Payables –June 5, 2021 to July 9, 2021

<b>582</b>	<b>ELECTRIC FUND TOTAL EXPENSE:</b>	<b>\$93, 450.36</b>
<b>591</b>	<b>WATER FUND TOTAL EXPENSE:</b>	<b>\$ 5, 930.51</b>
<b>Total amount for both funds:</b>		<b>\$99,380.87</b>

- C. Save the Bells – for review

<b>582</b>	<b>Save the Bells Fund Balance Summary – as of 06/30/2021</b>	<b>\$17,777.69</b>
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- D. Treasurer
  - i. June 2021 Report

**10. PETITIONS AND COMMUNICATIONS** – Communications addressed to the Village Council are distributed to all members and are acknowledged for information or are referred to a committee or staff for follow-up.

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

- A. 2021-07-20 ATLAS Resolution to approve Deficit Elimination Plan for Atlas Park Fund
- B. 2021-07-20 TORC Resolution to approve Deficit Elimination Plan for TORC Fund
- C. 2021-07-20 LCNHMP Resolution to approve Luce County Hazard Mitigation Plan
- D. 2021-07-20 CLFRF Resolution to approve/accept CLFRF Funding
- E. 2021-07-20 FEES Resolution to approve updated Utility Fee Schedule

**12. UNFINISHED BUSINESS**

- A. 2019 Audit Update
  - i. Corrective Action Plan Letter
    - i. VON Response letter
  - ii. Deficit Elimination Letter
    - i. ATLAS
    - ii. TORC
- B. 2020 Audit Update
- C. Water Rate Changes
  - i. Water Rate Study update
- D. Generator Update
- E. Pole Study Update
- F. Old 41 Structure Demolition Update
- G. Capital Improvement Plan Approval
- H. Sewer Claims
- I. Public Comment Follow-Up from Previous Meeting
  - i. None prescheduled

**13. NEW BUSINESS**

- A. Luce County Natural Hazards Mitigation Plan (LCNHMP)
- B. Coronavirus Local Fiscal Recovery Funds (CLFRF)
- C. Utility Fee Schedule
- D. C2AE Preliminary Engineering Report
- E. Village Manager Performance Review Form
- F. Energy Assistance (EA) Fee for July to December 2021

**14. REPORTS OF BOARDS**

- A. Water & Light Board - Regular Meeting Minutes – July 13, 2021
- B. Planning Commission Meeting: June 28th - cancelled due to lack of quorum

**15. REPORTS OF COMMITTEES**

- A. Ordinance Committee – July 1, 2021 - Meeting Minutes
- B. Management Committee – July 7, 2021 – Meeting Minutes
  - i. Recommend approval of VM Performance Review Form

**16. REPORTS OF VILLAGE OFFICERS & MANAGEMENT** – The following may submit reports or information to the Village Council as updates and consideration.

A. Fire Chief –

B. Ordinance Enforcement Report – written

C. Superintendent of WWTP & DPW

i. Monthly Report – written

D. Working Superintendent of Water & Light

i. Monthly Report - written

ii. Electric Consumption/Billing Report

iii. Electric Demand Large Power Report

iv. Billed Electric kWh Report

v. Water Pumpage Report

E. Village Manager

i. Monthly Report- written and verbal

**17. PUBLIC COMMENT** – At the conclusion of the official business and public hearings, the agenda provides for public comment on any other matters citizens may wish to bring to the attention of the Village Council. Please limit comments to 3 minutes.

- Facilitated by VM & Clerk

**18. ASSIGNMENT OF PUBLIC COMMENT RESPONSE**

**19. COMMENTS BY COUNCIL MEMBERS**

**20. ADJOURNMENT - REGULAR SESSION**

Newberry Village Council  
Regular Meeting Minutes  
June 15, 2021 – 6:00 p.m.  
307 E. McMillan Ave.

In Person and Electronic Public Meeting

\*Votes done by roll call when someone is present via ZOOM

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

**Absent:** None.

**Also Present:** Village Manager – Watkins, Newberry News - Sterling McGinn, Jack Olson. Lilly Harmon via ZOOM.

**Call to Order:** President Freese called the meeting to order at 6:00, followed by reciting the Pledge of Allegiance.

**Approval of Agenda:** Moved by Freese, support by Puckett, **CARRIED**, to approve the agenda as corrected. Ayes: All.

**Minutes:** Moved by Hendrickson, support by Hardenbrook, **CARRIED**, to approve the minutes from the May 18, 2021, Public Hearing: Truth in Taxation Session as written. Ayes: Freese, Cameron, Hardenbrook, Hendrickson, Schummer, Stokes. Abstain: Puckett. Moved by Hardenbrook, support by Cameron, **CARRIED**, to approve the minutes from the May 18, 2021, Regular Village Council Session as written. Ayes: Freese, Cameron, Hardenbrook, Hendrickson, Schummer, Stokes. Abstain: Puckett.

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

**Village President's Announcements:** None.

**Submission of Bills and Financial Updates:**

- A.) **Village of Newberry monthly Bills:** Moved by Puckett, support by Hardenbrook, **CARRIED**, to approve payment of the May 15 – June 11, 2021 bills, in the amount of \$52,639.04. Discussion followed. Ayes: Freese, Cameron, Hardenbrook, Hendrickson, Puckett, Schummer, Stokes.
- B.) **Water & Light monthly bills:** Moved by Hardenbrook, support by Stokes, **CARRIED**, to pay the Electric and Water Fund bills for May 8 – June 4, 2021, with a total amount of \$141,982.05. Discussion followed. Ayes: Freese, Cameron, Hardenbrook, Hendrickson, Puckett, Schummer, Stokes.
- C.) **Christmas Lights Fund** – as of May 31, 2021 - \$17,268.83.
- D.) **Treasurer's Report:**
  - a.) May 2021 – N. Moulton submitted a written report. Council accepted the report as presented.

**Petitions and Communications:** FOIA Requests

- A.) FOIA Request 2021-04 SM Newberry News.

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

**Unfinished Business:**

- 1.) **2019 Audit Update:** The 2019 Audit has been finalized.
- 2.) **2020 Audit Update:** Watkins gave an update. Two letters from the State of Michigan Department of Treasury, both dated June 11, 2021, were presented. The letters approved the requested extensions made by the Village, regarding the audit and Annual Local Unit Fiscal Report.

3.) Water Rate Changes:

i.) Water Rate Study: Watkins gave an update. Discussion Followed.

4.) Generator Update: Watkins gave the update. Still waiting for the report from Fairbanks.

5.) Use of Village Park for event by outside entity: Moved by Puckett, support by Hendrickson, **CARRIED**, to agree with the Infrastructure Committee's recommendation to hold off on outside entities using Village Grounds until a policy is in place. Discussion followed. Ayes: All.

6.) Capital Improvement Plan Draft: Watkins asked the Council if there were any changes, corrections, or additions needed. Discussion followed.

7.) UPEA Engineers Presentation: A Joint Session with the Council and W&L Board is going to be held on Wednesday, June 23, 2021 at 6:00 p.m. UPEA Engineering will be present at the work session which will be regarding the Village water-lines. It will be held at the Village office located at 307 E. McMillan Ave. The public is welcome to attend.

8.) Ordinance Codification: Watkins discussed.

9.) Public Comment Follow-Up from Previous Meeting: Question by Scott Ouelette was answered by Freese. He asked how long masks will be required at meetings and when in-person meetings start taking place.

**New Business:**

1.) 2020 Energy Waste Reduction Report: For review. This will be inserted with the customer bills this month.

2.) 2020 Drinking Water Consumer Confidence Report: This report is on line and costumers can pick-up a copy at the Village office.

3.) Water & Light Board Appointment: Moved by Freese, support by Schummer, **CARRIED**, to appoint Jack Olson to fill the vacancy on the Water & Light Board, as recommended by the Water & Light Board. Discussion followed. Ayes: All.

**Reports of Boards:**

1.) Water & Light Board: Regular & electronic meeting minutes for May 11, 2021 and June 8, 2021, were provided. Stokes gave a verbal report.

2.) Planning Commission Meeting: Meeting minutes for May 25, 2021 meeting was provided.

**Committee Reports:**

1.) Infrastructure Committee (formerly DPW/WWTP)

June 9, 2021 Meeting Minutes: Recommend not allowing outside events in parks until an official process can be put in place. Acted on earlier in the meeting.

2.) Ordinance Committee: June 3, 2021 meeting minutes presented. Stokes gave a verbal report.

3.) Management Committee: June 10, 2021 meeting minutes presented. Freese gave a verbal report.

4.) Garbage Committee: June 14, 2021 meeting. Watkins gave a verbal report. Moved by Freese, support by Schummer, **CARRIED**, that the Village pursue contracting out garbage services to one outside vendor. Discussion followed. Ayes: Freese, Cameron, Hardenbrook, Puckett, Schummer, Stokes. Nays: Hendrickson.

**Reports of Village Officers & Management:**

A.) Fire Chief: Written report submitted by Fire Chief Wendt. Discussion followed.

B.) Ordinance Enforcement Report: Written report submitted by Fossitt. Discussion followed.

C.) Superintendent of Wastewater Treatment Plant & DPW: Written report submitted by Superintendent Blakely.

D.) Working Superintendent of Water & Light: Written report submitted by Working Superintendent Kucinskis. Watkins gave a verbal report. Discussion followed.

E.) Village Manager: Watkins gave a verbal as well as written report.

**Public Comment:** Comment heard from Jack Olson regarding the garbage pick-up.

**Comments by Council Members:** Comment heard from Puckett, Cameron and Freese.

**Adjourn Meeting:** Moved by Puckett, support by Stokes, **CARRIED**, to adjourn the meeting at 8:14 p.m.  
Ayes: All.

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

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Terese Schummer, Clerk

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Catherine Freese, Village President

Joint Work Session of the Newberry Village Council and Newberry Water & Light  
06-23-2021

Newberry Village Council and Newberry Water & Light  
In person & electronic joint work session minutes  
June 23, 2021  
307 East McMillan Ave.  
6:00 p.m.

**Present:** President Freese, Cameron, Hardenbrook, Hendrickson, Schummer, Stokes.

**Absent:** Puckett.

**Also Present:** Village Manager – Watkins, Jack Olson, Charles Medelis, Sterling McGinn. Matt Treado and Kevin Nancarrow of UPEA Engineers

**Call to Order:** President Freese called the work session to order at 6:00 p.m. The Pledge of Allegiance was recited.

**Swearing in of W&L Board Member – Jack Olson:** Clerk Schummer was unable to attend meeting so Jack Olson was unable to be sworn-in. Mr. Olson will take the oath of office before the next W&L meeting.

**Approval of Agenda:** Moved by Stokes, support by Hardenbrook, **CARRIED**, to approve the agenda. Ayes: All. Absent: Puckett.

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

**Village President Comments:** None.

**Petitions and Comments on Agenda Items:** None.

**New Business:** No formal action will be taken on these items during this proceeding.

A. Presentation by UPEA Engineer, Matt Treado, which included:

- 1.) The Service Line Replacement Mandate. Beginning 1/1/21, water supplies with lead service lines, or galvanized that is or was connected to a lead service line, must be replaced at an average of 5% per year, not to exceed 20 years. The full lead service line must be replaced at the water supply expense, regardless of ownership (public and private).
- 2.) How to fund the project.
- 3.) Examples of service line replacement scenarios.
- 4.) Trying to work with State Representatives for common sense legislation as this mandate is a financial burden to municipalities and customers individually.

A lengthy question and answer period followed.

**Public Comment:** Comment heard from Jack Olson and Charles Medelis.

**Assignment of Public Comment Response:** None.

**Comments by Council & Board Members:** None.

Joint Work Session of the Newberry Village Council and Newberry Water & Light  
06-23-2021

**Adjourn Session:** **Moved** by Hardenbrook, support by Cameron, **CARRIED**, to adjourn the meeting at 7:27 p.m. Ayes: All. Absent: Puckett.

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

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Terese Schummer, Clerk

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Catherine Freese, Village President



GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
Fund 101 General Fund						
Dept 172 VILLAGE MANAGER						
101-172-719.000	HOSPITALIZATION	44 NORTH	COBRA RETIREES	07/18/21	5.36	45306
101-172-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	07/01/21	5.78	45316
101-172-850.000	906-291-1223	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	7.07	45319
			Total For Dept 172 VILLAGE MANAGER		18.21	
Dept 201 ADMINISTRATIVE						
101-201-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	07/01/21	10.88	45316
101-201-752.000	OFFICE SUPPLIES	NATIONAL OFFICE	PAPER	07/10/21	9.88	45313
101-201-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	INK	07/10/21	33.00	45252
101-201-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	PAPER TOWELS	07/18/21	9.66	45298
101-201-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	TRASH BAGS	07/17/21	9.49	45298
101-201-752.100	OPERATING SUPPLIES	SNYDERS DRUG STORE	FLASH DRIVE	07/30/21	3.74	45351
101-201-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	PAPER TOWELS/ ANGEL SOFT PROFESSION/	07/28/21	31.11	45330
101-201-752.200	IT SOFTWARE	FOSTER HARDWARE	KEYS	08/10/21	17.94	45339
101-201-752.200	IT SOFTWARE	REVIZE LLC	WEBSITE	06/30/21	300.00	45315
101-201-801.000	IT SOFTWARE	ZOOM	CONFERENCE MEETINGS	07/01/21	17.57	45353
101-201-801.000	PROFESSIONAL & CONTRAC	FAIR, ALMA	OFFICE CLEANING	07/15/21	100.00	45338
101-201-801.000	PROFESSIONAL & CONTRAC	NATIONAL OFFICE	MAINTENANCE AGREEMENT PRINTER	07/30/21	133.85	45344
101-201-850.000	906-291-0055 HR	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	07/07/21	11.69	45319
101-201-850.000	FAX	VERIZON	ACCOUNT NUMBER 942077532-00001 FAX	07/07/21	0.52	45319
101-201-850.000	906-291-1625 FINANCE	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	29.64	45319
101-201-850.000	TELEPHONE	VERIZON	ACCOUNT NUMBER 942077532-00042108-7	07/26/21	25.92	45341
101-201-900.000	PUBLISHING & PRINTING	HTC-HIAWATHA TELEPHONE CC	BRUSH REMOVAL/MEETING MINUTES/TRUJ	07/30/21	864.00	45345
101-201-980.000	CAP OUTLAY-OFFICE EQUIP	AMAZON CAPITAL SERVICES	TABLES	07/11/21	178.18	45298
			Total For Dept 201 ADMINISTRATIVE		1,787.07	
Dept 223 AUDIT & LEGAL EXPENSE						
101-223-801.000	PROF & CONTR SERVICES	STATE OF MICHIGAN	2019 AUDIT SERVICES	08/01/21	13,225.00	45329
			Total For Dept 223 AUDIT & LEGAL EXPENSE		13,225.00	
Dept 230 ORDINANCE OFFICER						
101-230-850.000	906-291-1630 - ORDINANCE OFF	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	28.29	45319
			Total For Dept 230 ORDINANCE OFFICER		28.29	
Dept 253 TREASURER						
101-253-752.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	SHARPIES	07/26/21	8.69	45330
101-253-850.000	906-291-1631 TREASURER	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	28.29	45319
101-253-851.000	POSTAGE	UNITED STATES POST OFFICE	STAMPS	06/23/21	495.00	45318
101-253-900.000	PUBLISHING & PRINTING	NATIONAL OFFICE	TAXES	07/15/21	390.97	45313

101-253-900.000	PUBLISHING & PRINTING	NATIONAL OFFICE	TAX ROLL	07/30/21	15.11	45344
101-253-900.000	PUBLISHING & PRINTING	NEWBERRY NEWS INC	BRUSH REMOVAL/MEETING MINUTES/TRU	07/30/21	54.00	45345
			Total For Dept 253 TREASURER		992.06	

Dept 265 BUILDING & GROUNDS						
101-265-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	TRASH BAGS - DOWNTOWN	07/20/21	17.99	45298
101-265-776.000	SUPPLIES-BUILDING MAINT	FOSTER HARDWARE	POWER BIT/VALVE FLUSH	07/10/21	22.58	45260
101-265-921.000	HEAT	SEMCOENERGY GAS COMPANY	DPW GARAGE NATURAL GAS 827.500	07/26/21	15.47	45350
101-265-921.000	HEAT	SEMCOENERGY GAS COMPANY	DPW GARAGE NATURAL GAS 827.500	07/26/21	18.43	45350
101-265-929.000	REPAIRS & MAINTENANCE	FOSTER HARDWARE	PLUG	07/10/21	14.99	45305
			Total For Dept 265 BUILDING & GROUNDS		89.46	

Dept 301 POLICE DEPARTMENT						
101-301-719.000	POLICE HOSPITALIZATION	44 NORTH	COBRA RETIREES	07/18/21	2.41	45306
101-301-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	07/01/21	23.09	45316
			Total For Dept 301 POLICE DEPARTMENT		25.50	

Dept 441 PUBLIC WORKS						
101-441-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	07/01/21	12.50	45316
101-441-752.100	OPERATING SUPPLIES	FOSTER HARDWARE	AUTOCLUT	07/10/21	26.99	45305
101-441-850.000	TELEPHONE	ATT U.VERSE	DPW UVERSE	07/06/21	41.10	45301
101-441-850.000	906-291-0136 MECHANIC	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	07/07/21	104.38	45319
101-441-850.000	906-291-1633 DPW	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	41.89	45319
			Total For Dept 441 PUBLIC WORKS		226.86	

Dept 524 MOTOR POOL						
101-524-752.000	OFFICE SUPPLIES	FOSTER HARDWARE	HILMAN FASTENERS	07/10/21	2.76	45305
101-524-752.100	OPERATING SUPPLIES	LYNN AUTO PARTS INC.	TIE DOWNS	07/10/21	51.99	45310
101-524-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	BRAKE CLEANER	07/16/21	34.99	45298
101-524-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	WHITE BOARD	07/18/21	32.50	45298
101-524-752.100	OPERATING SUPPLIES	FOSTER HARDWARE	HILLMAN FASTENERS	07/10/21	16.99	45305
101-524-752.100	OPERATING SUPPLIES	AUTO-WARES GROUP	HEAT TUBES	07/10/21	13.86	45326
101-524-752.100	OPERATING SUPPLIES	AUTO-WARES GROUP	CRICKETS SHADE	07/10/21	6.99	45326
101-524-752.100	OPERATING SUPPLIES	LYNN AUTO PARTS INC.	3/4X3/4X1/8X4 ANGLE	07/10/21	8.73	45310
101-524-752.100	OPERATING SUPPLIES	D & D HOME CENTER	FACE SHIELD	07/10/21	19.69	45326
101-524-752.100	OPERATING SUPPLIES	FOSTER HARDWARE	JIG SAW BLADES	07/10/21	8.99	45336
101-524-752.100	OPERATING SUPPLIES	FOSTER HARDWARE	HILLMAN FASTENERS	07/10/21	7.28	45339
101-524-752.100	OPERATING SUPPLIES	FOSTER HARDWARE	CLOTH VAC BAG	07/10/21	8.59	45339
101-524-752.100	OPERATING SUPPLIES	LYNN AUTO PARTS INC.	TUB O TOWELS	08/10/21	12.99	45343
101-524-752.100	OPERATING SUPPLIES	D & D HOME CENTER	PACK 4.5 CUT OFF WHEEL	07/10/21	17.99	45336
101-524-752.100	OPERATING SUPPLIES	D & D HOME CENTER	GRINDING DISC	07/10/21	6.48	45336
101-524-752.100	OPERATING SUPPLIES	D & D HOME CENTER	GRINDING BLADE/COVER PLATE	07/10/21	7.28	45336
101-524-753.000	TOOLS & EQUIP(UNDER CAP	AMAZON CAPITAL SERVICES	AUTOMOTIVE TEST LEAD KIT/ TEST LEAD	07/16/21	101.50	45298

101-524-759.000	GAS OIL & GREASE - PUBLIC WEX BANK - SPEEDWAY UNIVEI GAS/FUEL.	07/26/21	960.13	45356
101-524-759.000	GAS OIL & GREASE AMAZON CAPITAL SERVICES MILWAUKEE DISC FLANG	08/05/21	13.24	45330
101-524-801.000	PROF & CONTRACTUAL SERV HARJU WELDING & MACHINE REWORK TONGUE ON TAR TRAILER	07/10/21	250.00	45308
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE D & D HOME CENTER CIVER PLATE/GRINDER BLADE	07/10/21	7.28	45258
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE FOSTER HARDWARE ORANGE PAINT	07/10/21	32.99	45260
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE FOSTER HARDWARE SELF-ETCHING PRIMER	07/10/21	16.98	45294
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE D & D HOME CENTER HINGE STRAP	07/10/21	13.98	45305
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE LYNN AUTO PARTS INC. SELF TAPPING SCREWS	07/10/21	4.62	45304
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE LYNN AUTO PARTS INC. 1/4X1 1/4X1 1/4X1 8X4 ANG	07/10/21	14.49	45310
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE LYNN AUTO PARTS INC. 1/4X3 HOT ROLLED	07/10/21	5.97	45310
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE LYNN AUTO PARTS INC. FLASHER - TURN SIGNAL	07/10/21	10.75	45310
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE AUTO-WARES GROUP WATERSTRIPPING	07/10/21	6.48	45326
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE BODI AUTO & TIRE TRIM ADHESIVE	07/10/21	23.37	45326
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE D & D HOME CENTER MOUNT AND BALANCE	07/10/21	20.00	45303
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE LYNN AUTO PARTS INC. BALL VALVE	07/10/21	11.49	45304
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE AUTO-WARES GROUP MUD FLAPS	07/10/21	17.69	45310
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE AUTO-WARES GROUP 3 IN HOLDZIT STR	07/10/21	6.78	45326
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE AUTO-WARES GROUP OIL FILTER	07/10/21	17.34	45326
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE LYNN AUTO PARTS INC. IGNITION COIL	07/10/21	18.39	45365
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE LYNN AUTO PARTS INC. RIVETS	07/10/21	2.99	45343
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE NEAL'S TRUCK PARTS 7 INCH HOSE CLAMPS	08/10/21	5.80	45347
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE M32 ENTERPRISES 1/4 X3 HOT ROLLED	07/30/21	(5.97)	45343
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE M32 ENTERPRISES KIT MAINTENANCE 500/1500 HR	08/10/21	227.41	45364
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE AUTO-WARES GROUP 3/8 F. QUICK CPLR	08/10/21	10.89	45365
101-524-932.000	VEHICLE REPAIRS & MAINTENANCE AUTO-WARES GROUP FRONT PLOWS	06/14/21	216.30	45318
101-524-981.000	CAPITAL OUTLAY-VEHICLES STATE SURPLUS 1/4 X 14X 14 PLATES	07/28/21	536.00	45340
101-524-981.000	CAPITAL OUTLAY-VEHICLES HARJU WELDING & MACHINE SCREWS/MASON LINES	08/10/21	13.48	45336
101-524-981.000	CAPITAL OUTLAY-VEHICLES D & D HOME CENTER WIRE MESH	08/10/21	21.98	45336
	Total For Dept 524 MOTOR POOL		2,840.45	
Dept 525 STORM SEWER				
101-525-801.000	PROFESSIONAL & CONTRACT RANGE TELECOMMUNICATIONS MISSDIGS	07/06/21	1.57	45349
	Total For Dept 525 STORM SEWER		1.57	
Dept 528 RUBBISH				
101-528-759.000	GAS OIL & GREASE - GARBA WEX BANK - SPEEDWAY UNIVEI GAS/FUEL	07/26/21	158.59	45356
101-528-801.100	PROF & CONTR SERVICES-RE WASTE MANAGEMENT RUBBISH DISPOSAL	07/30/21	3,393.67	45354
101-528-851.000	POSTAGE ARISTA INFORMATION SYSTEMS URB POSTAGE	07/30/21	96.05	45332
101-528-900.000	PUBLISHING & PRINTING ARISTA INFORMATION SYSTEMS URB BILLING	07/30/21	83.20	45332
	Total For Dept 528 RUBBISH		3,731.51	
Dept 751 PARKS & RECREATION				
101-751-752.000	OPERATING SUPPLIES D & D HOME CENTER SIGN POST/ROUND UP	07/10/21	55.47	45304

Total For Dept 751 PARKS & RECREATION

55.47

Total For Fund 101 General Fund

23,021.45

Fund 202 MAJOR STREET FUND

Dept 463 ROUTINE MAINTENANCE

202-463-726.000 LIFE INSURANCE

STANDARD, THE

LIFE INS

07/01/21

9.99

45316

202-463-752.100 OPERATING SUPPLIES

D & D HOME CENTER

SIGN POST/ROUND UP

07/10/21

34.99

45304

Total For Dept 463 ROUTINE MAINTENANCE

44.98

Total For Fund 202 MAJOR STREET FUND

44.98

Fund 203 Local Street Fund

Dept 463 ROUTINE MAINTENANCE

203-463-726.000 LIFE INSURANCE

STANDARD, THE

LIFE INS

07/01/21

61.06

45316

203-463-752.100 OPERATING SUPPLIES

D & D HOME CENTER

DRUM LINERS

07/10/21

13.49

45304

203-463-752.100 OPERATING SUPPLIES

AMAZON CAPITAL SERVICES

HEAVY DUTY CONTACTOR EXTENSION CO. 07/23/21

43.78

45298

203-463-752.100 OPERATING SUPPLIES

FOSTER HARDWARE

JERSEY GLOVES

07/10/21

9.59

45305

203-463-752.400 SUPPLIES - CHLORIDE ALLEY MJ VANDAMME TRUCKING

CHLORIDE SPREAD

06/30/21

3,910.00

45312

203-463-760.000 ROAD MATERIALS

NEWBERRY REDL-MIX

PEA STONE

07/10/21

415.77

45346

Total For Dept 463 ROUTINE MAINTENANCE

4,453.69

Total For Fund 203 Local Street Fund

4,453.69

Fund 213 Fire Revolving Fund

Dept 336 FIRE

213-336-752.100 OPERATING SUPPLIES

KLUSMEYER, BRUCE

4X6 FLAGS

06/15/21

90.00

45265

213-336-752.100 OPERATING SUPPLIES

KLUSMEYER, BRUCE

4X6 FLAG

06/15/21

45.00

45265

213-336-759.000 GAS, OIL & GREASE - FIRE

WEX BANK - SPEEDWAY UNIVEL GAS/FUEL

4X6 FLAG

07/26/21

195.38

45356

213-336-801.000 PROFESSIONAL & CONTRAC

WEST SHORES SERVICES INC

SERVICE HOLMATRO HOSE/POWER UNIT

07/30/21

800.00

45355

213-336-850.000 VERIZON

ATT U.VERSE

ACCOUNT NUMBER 942077532-00003 DESK

07/07/21

27.20

45319

213-336-850.000 TELEPHONE

ATT U.VERSE

FIRE HALL UVERSE

07/23/21

41.10

45335

213-336-921.000 HEAT

SEMCOENERGY GAS COMPANY

FIRE HALL NATURAL GAS 900.500

07/26/21

38.42

45350

Total For Dept 336 FIRE

1,237.10

Total For Fund 213 Fire Revolving Fund

1,237.10

## Fund 590 Sewage Receiving Fund

## Dept 537 SEWER SYSTEM

590-537-719.000	HOSPITALIZATION	44 NORTH	COBRA RETIREES	07/18/21	2.41	45306
590-537-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	07/01/21	30.69	45316
590-537-752.000	OFFICE SUPPLIES	NATIONAL OFFICE	PAPER	07/10/21	9.88	45313
590-537-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	INK	07/10/21	33.00	45252
590-537-752.100	OPERATING SUPPLIES	MACS MARKET INC	TOILET PAPER/ HAND SOAP	07/10/21	10.00	45311
590-537-752.200	IT SOFTWARE	SNYDERS DRUG STORE	FLASH DRIVE	07/30/21	3.75	45351
590-537-752.200	IT SOFTWARE	REVIZE LLC	WEBSITE	06/30/21	300.00	45315
590-537-753.000	TOOLS & EQUIP (UNDER THR	AMAZON CAPITAL SERVICES	CONFERENCE MEETINGS	07/01/21	30.45	45353
590-537-759.000	GAS, OIL, & GREASE	LYNN AUTO PARTS INC.	WORK LIGHTS WITH STAND	08/11/21	139.99	45330
590-537-767.000	UNIFORMS	ARAMARK	HYDRAULIC OIL	08/10/21	64.55	45343
590-537-768.000	CDL LICENSE	HOLLINGSHEAD, KEITH	UNIFORM TOPS	07/30/21	49.95	45331
590-537-776.000	SUPPLIES - BUILDING MAINT	FOSTER HARDWARE	CDL RENEWAL	07/01/21	50.00	45327
590-537-776.000	SUPPLIES - BUILDING MAINT	LYNN AUTO PARTS INC.	GRASS SEED	07/10/21	99.99	45260
590-537-776.000	SUPPLIES - BUILDING MAINT	D & D HOME CENTER	PURPLE POWER 1 GAL	07/10/21	6.69	45310
590-537-776.000	SUPPLIES - BUILDING MAINT	FOSTER HARDWARE	ROLLER/ROLLER COVER/MASKING TAPE	08/10/21	16.06	45336
590-537-776.000	SUPPLIES - BUILDING MAINT	FOSTER HARDWARE	BLOWOFF DUSTER	08/10/21	17.98	45339
590-537-776.000	SUPPLIES - BUILDING MAINT	FOSTER HARDWARE	PEDESTAL FAN	07/12/21	27.99	45339
590-537-801.000	PROFESSIONAL & CONTRAC	FSOM-FULL SERVICE ORGANICS	HAULING AND DISPOSAL	06/25/21	21,447.18	45261
590-537-801.000	PROFESSIONAL & CONTRAC	JOHNSON CONTROLS	WALKER SLUDGE BOILER CLEANING	07/18/21	661.16	45309
590-537-801.000	PROF & CONTRACTUAL SERV	RANGE TELECOMMUNICATIONS	MISSDIGS	07/23/21	1,107.25	45342
590-537-801.000	PROFESSIONAL & CONTRAC	ERIC'S SEPTIC SERVICE	PLANNED SERVICE AGREEMENT	07/06/21	4.71	45349
590-537-801.000	PROFESSIONAL & CONTRAC	NATIONAL OFFICE	CLEANED GREASE PIT	07/30/21	425.00	45337
590-537-850.000	FAX	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	07/07/21	133.85	45344
590-537-850.000	906-291-0055 HR	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	95.19	45319
590-537-850.000	906-293-5681 W/L CLERK 15%	VERIZON	ACCOUNT NUMBER 942077532-00001 FAX	07/07/21	67.71	45319
590-537-850.000	TELEPHONE	AT&T	WWTP LANDLINE- ALARM	07/08/21	65.02	45299
590-537-850.000	TELEPHONE	HTC-HIAWATHA TELEPHONE CC	ACCT 00042108-7	07/26/21	25.92	45341
590-537-850.000	TELEPHONE	ATT U.VERSE	WWTP UVERSE	07/23/21	41.11	45333
590-537-851.001	POSTAGE - PENTLAND	ARISTA INFORMATION SYSTEM	UB POSTAGE	07/30/21	138.07	45332
590-537-900.001	PUBLISHING & PRINTING PE	ARISTA INFORMATION SYSTEM	UB BILLIG	07/30/21	119.60	45332
590-537-917.000	TREATMENT COSTS	HAWKINS INC	SODIUM BISULFITE/CHLORINE	07/16/21	896.03	45320
590-537-921.000	HEAT	SEMCOENERGY GAS COMPANY	WWTP NATURAL GAS 994.500	07/26/21	370.05	45350
590-537-929.000	REPAIRS & MAINTENANCE	RS TECHNICAL SERVICES, INC	BLUE-WHITE PUMP TUBE	07/07/21	169.63	45276
590-537-929.000	REPAIRS & MAINTENANCE	GREAT LAKES SERVICES INC	A/C REPAIR	06/30/21	205.28	45307
590-537-929.101	PREVENTATIVE MAINT - INF	NEWBERRY REDI-MIX	CEMENT BRICK	07/30/21	91.00	45346

Total For Dept 537 SEWER SYSTEM

26,957.66

Total For Fund 590 Sewage Receiving Fund

26,957.66

Fund Totals:

Fund 101 General Fund	23,021.45
Fund 202 MAJOR STREET FUND	44.98
Fund 203 Local Street Fund	4,453.69
Fund 213 Fire Revolving Fund	1,237.10
Fund 590 Sewage Receiving Fund	26,957.66
Total For All Funds:	55,714.88

## STATEMENT FOR AUDIT SERVICES

Issued under authority of P.A. 2 of 1968

## First Notice

### Local Unit

Newberry Village  
c/o Allison Watkins, Interim Village Manager  
302 E. McMillan Avenue  
Newberry, MI 49868

No.	3427
Date	07/08/2021
Index No.	27145500
COBJ No.	1345

### EXPLANATION OF AMOUNT DUE

Audit Service Date	2019
Number of Hours	230.0
Hourly Rate	\$115.00
<b>AMOUNT DUE</b>	<b>\$26,450.00</b>

Make your check payable to the **State of Michigan** and write Index and COBJ numbers (as indicated above) on all payments and correspondence. Payment is due **30 days** from the date of this notice. For additional information email [LAFD\\_Audits@michigan.gov](mailto:LAFD_Audits@michigan.gov) or call 517-335-7469. **Please mail your check and Audit Services Payment Coupon below to:**

Community Engagement and Finance Division  
Michigan Department of Treasury  
P.O. Box 30728  
Lansing, Michigan 48909-8228

29 (Rev. 12-06)

### AUDIT SERVICES PAYMENT COUPON

Issued under authority of P.A. 2 of 1968

Newberry Village  
c/o Allison Watkins, Interim Village Manager  
302 E. McMillan Avenue  
Newberry, MI 49868

No.	3427
Date	07/08/2021
Index No.	45500
COBJ No.	1345

Audit Service Date	2019
Number of Hours	230.0
Hourly Rate	\$115.00
<b>AMOUNT DUE</b>	<b>\$26,450.00</b>

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Due Date	Amount	Check #
Fund 582 Electric Fund						
<b>Dept 582 ELECTRIC DISTRIBUTION</b>						
582-582-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	07/01/21	8.09	45316
582-582-850.000	IVERSE- LARGE CAPACITY METER	ATT U.VERSE	LARGE CAPACITY METER IVERSE	06/23/21	41.10	45256
582-582-980.000	CAPT OUTLAY-OFFICE EQUIP & FUR	AMAZON CAPITAL SERVICES	COUNCIL OFFICE CHAIRS	07/06/21	149.96	45298
			<b>Total For Dept 582 ELECTRIC DISTRIBUTION</b>		<b>199.15</b>	
<b>Dept 583 GENERAL EXPENSES</b>						
582-583-719.000	HOSPITALIZATION	44 NORTH	COBRA RETIREES	07/18/21	3.22	45306
582-583-726.000	LIFE INSURANCE	STANDARD, THE	LIFE INS	07/01/21	28.87	45316
582-583-752.000	OFFICE SUPPLIES	NATIONAL OFFICE	PAPER	06/24/21	9.75	45269
582-583-752.000	OFFICE SUPPLIES	NATIONAL OFFICE	PAPER	07/10/21	9.87	45313
582-583-752.099	BANK FEES	US BANK OPERATIONS CENTER	LIMITED TAX GENERAL OBLIGATION CAPITAL IN	07/01/21	250.00	45280
582-583-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	INK	07/10/21	33.00	45252
582-583-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	PAPER TOWELS	07/18/21	9.66	45298
582-583-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	MARKING PAINT	07/18/21	65.67	45298
582-583-752.100	OPERATING SUPPLIES	RAHILLY IGA	WATER	07/10/21	11.18	45314
582-583-752.100	OPERATING SUPPLIES	RAHILLY IGA	WATER	07/10/21	5.99	
582-583-752.100	OPERATING SUPPLIES	RAHILLY IGA	WATER	08/10/21	3.99	
582-583-752.200	IT SOFTWARE	SNYDERS DRUG STORE	FLASH DRIVE	07/30/21	3.74	
582-583-752.200	IT SOFTWARE	REVIZE LLC	WEBSITE	06/30/21	300.00	45315
582-583-759.000	GAS OIL & GREASE - ELECTRIC	AUTO-WARES GROUP	CONFERENCE MEETINGS	07/01/21	48.02	
582-583-759.000	GAS OIL & GREASE - ELECTRIC	AUTO-WARES GROUP	ATF4	07/10/21	5.59	
582-583-759.000	GAS OIL & GREASE - ELECTRIC	AUTO-WARES GROUP	ATF4	08/10/21	5.89	
582-583-759.000	GAS & OIL - ELECTRIC	WEX BANK - SPEEDWAY UNIVERSAL	ATF4, SPIN ON FILTER	08/10/21	11.78	
582-583-801.000	PROFESSIONAL & CONTRACTUAL	KENT POWER	GAS/FUEL	07/26/21	204.97	
582-583-801.000	PROFESSIONAL & CONTRACTUAL	CTC ENGINEERING LLC	GLOVE TESTING	07/08/21	305.23	45293
582-583-801.000	PROFESSIONAL & CONTRACTUAL	TREES INC	FUSE REVIEWS	07/01/21	1,728.05	45289
582-583-801.000	PROFESSIONAL AND CONTRACTUAL	FAIR, ALMA	NORTHLINE TREE TRIMMING	07/18/21	8,565.00	45323
582-583-801.000	PROFESSIONAL AND CONTRACTUAL	RANGE TELECOMMUNICATIONS	OFFICE CLEANING	07/15/21	100.00	
582-583-801.200	LEGAL	NATIONAL OFFICE	MISSDIGS	07/06/21	12.56	
582-583-850.000	906-291-0055 HR	SONDEE, RACINE & DOREN PLC	MAINTENANCE AGREEMENT PRINTER	07/30/21	133.86	
582-583-850.000	906-291-0608 LINEMAN	VERIZON	LEGAL COUNCIL	06/30/21	90.00	
582-583-850.000	906-450-0919 LINEMAN	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	07/07/21	11.69	45319
582-583-850.000	906-291-0136 MECHANIC	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	07/07/21	23.38	45319
582-583-850.000	TELEPHONE	VERIZON	ACCOUNT NUMBER 942077532-00002 - CELL	07/07/21	20.88	45319
582-583-850.000	906-293-5681 W/L CLERK 40%	VERIZON	ACCOUNT NUMBER 942077532-00001 FAX	07/07/21	20.88	45319
582-583-850.000	906-291-1223	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	0.52	45319
582-583-850.000	906-291-1621 H.R.	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	10.86	45319
582-583-850.000	906-291-1622 W/L	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	7.07	45319
582-583-850.000	906-293-8531	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	7.07	45319
582-583-850.000	906-291-1625 FINANCE	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	14.15	45319
582-583-850.000	906-293-3433 GENRAL	VERIZON	ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	13.61	45319
582-583-850.000	TELEPHONE	AT&T	ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	7.07	45319
582-583-850.000			WATER/LIGHT PHONE	07/08/21	7.07	45319
					48.91	45300



GL Number	Inv. Line Desc	Vendor	Invoice Desc	Due Date	Amount	Check #
582-583-850.000	IAMADOTS - FIBER-OPTICS	HTC-HIAWATHA TELEPHONE CO	ACCT 00042364-7	07/27/21	17.50	
582-583-850.000	IAMADOTS INTERNET	HTC-HIAWATHA TELEPHONE CO	ACCT 00042108-7	07/26/21	25.91	
582-583-851.000	POSTAGE	ARISTA INFORMATION SYSTEMS INC	UB POSTAGE	06/25/21	235.52	45253
582-583-900.000	PRINTING AND PUBLISHING	ARISTA INFORMATION SYSTEMS INC	UB BILLING	06/25/21	206.71	45253
582-583-900.000	PUBLISHING & PRINTING	RICH PRINTING INC.	ENERGY WASTE REPORT	07/01/21	168.00	45325
582-583-900.000	PUBLISHING & PRINTING	NEWBERRY NEWS INC	BRUSH REMOVAL/MEETING MINUTES/TRUTH &	07/30/21	66.00	
582-583-921.000	HEAT	SEMCOENERGY GAS COMPANY	GENERATION BUILDING NATURAL GAS 237.500	07/26/21	21.20	
582-583-921.000	HEAT	SEMCOENERGY GAS COMPANY	WATER LIGHT BUILDING NATURAL GAS 238.500	07/26/21	8.22	
582-583-932.000	VEHICLES REPAIRS & MAINTENANCE	LYNN AUTO PARTS INC.	HOSE PINCH PLIER	07/10/21	9.99	45266
582-583-932.000	VEHICLES REPAIRS & MAINTENANCE	LYNN AUTO PARTS INC.	EXCHANGE OF HOSE PLIERS	07/10/21	(2.00)	45266
582-583-932.000	VEHICLES REPAIRS & MAINTENANCE	AUTO-WARES GROUP	SPIN- ON FILTER	08/10/21	(6.30)	
582-583-932.000	VEHICLES REPAIRS & MAINTENANCE	AUTO-WARES GROUP	ATF4/ SPIN ON FILTER	08/10/21	6.30	
582-583-932.000	VEHICLES REPAIRS & MAINTENANCE	LYNN AUTO PARTS INC.	HIDWE	08/10/21	1.40	
			Total For Dept 583 GENERAL EXPENSES		12,904.57	
Dept 584 ELECTRIC GENERATION						
582-584-801.000	PROFESSIONAL & CONTRACTUAL	GORDY CRIBB	DIESEL TANK INSPECTION - GENERATION	06/25/21	250.00	45290
			Total For Dept 584 ELECTRIC GENERATION		250.00	
Dept 586 PURCHASED POWER						
582-586-801.000	PROFESSIONAL AND CONTRACTUAL	MICHIGAN PUBLIC POWER AGENCY	VOLUNTARY GREEN PRICING/RENEWABLE POR	06/25/21	18.64	35
582-586-926.000	PURCHASED POWER	CLOVERLAND ELECTRIC CO-OP	MONTHLY POWER BILL	07/26/21	5,280.83	
582-586-926.000	PURCHASED POWER	CMS ENERGY RESOURCE MGT	PURCHASED POWER	07/20/21	60,345.74	
582-586-926.100	ATC TRANSMISSION MONTHLY INV	AMERICAN TRANSMISSION COMPANY	PURCHASED POWER - CAPACITY	07/08/21	12,311.39	
			Total For Dept 586 PURCHASED POWER		77,956.60	
Dept 587 ENERGY OPTIMIZATION						
582-587-801.000	PROFESSIONAL & CONTRACTUAL	MECA	MONTHLY INCENTIVES	07/05/21	1,734.90	45322
			Total For Dept 587 ENERGY OPTIMIZATION		1,734.90	
Dept 588 SAVE THE BELLS						
582-588-752.200	SAVE THE BELLS EXPENSES	AMAZON CAPITAL SERVICES	LIGHT SOCKETS/WIRE CONNECTORS	08/01/21	405.14	
			Total For Dept 588 SAVE THE BELLS		405.14	
			Total For Fund 582 Electric Fund		93,450.36	

GL Number	Inv. Line Desc	Vendor	Fund 591 Water Fund	Invoice Desc	Due Date	Amount	Check #
<b>Dept 536 WATER SYSTEM</b>							
591-536-719.000	HOSPITALIZATION	44 NORTH		COBRA RETIREES	07/18/21	2.70	45306
591-536-726.000	LIFE INSURANCE	STANDARD, THE		LIFE INS	07/01/21	93.75	45316
591-536-752.000	OFFICE SUPPLIES	NATIONAL OFFICE		PAPER	06/24/21	9.75	45269
591-536-752.100	OFFICE SUPPLIES	NATIONAL OFFICE		PAPER	07/10/21	9.87	45313
591-536-752.100	OPERATING SUPPLIES	D & D HOME CENTER		FOAM BOARD/SWEEPER NOZZLE	07/10/21	19.48	45258
591-536-752.100	OPERATING SUPPLIES	FOSTER HARDWARE		CLAMP/MULTISCREW/FRIEGHT	07/10/21	15.97	45260
591-536-752.100	OPERATING SUPPLIES	BURTON, LANDON		REIMBURSEMENT FAMILY DOLLAR ICE PACKS	06/25/21	32.00	45286
591-536-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES		INK	07/10/21	33.00	45252
591-536-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES		PAPER TOWELS	07/18/21	9.67	45298
591-536-752.100	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES		MARKING PAINT	07/18/21	65.67	45298
591-536-752.100	OPERATING SUPPLIES	RAHILLY IGA		WATER	07/10/21	11.17	45314
591-536-752.100	OPERATING SUPPLIES	DOLLAR GENERAL		TOTE FOR SHIPPING WATER SAMPLES	06/25/21	16.00	45318
591-536-752.100	OPERATING SUPPLIES	HAWKINS INC		AZONE 15	07/16/21	292.45	
591-536-752.100	OPERATING SUPPLIES	DOLLAR GENERAL		TOTES TO SHIP WATER SAMPLES	06/28/21	19.08	45318
591-536-752.100	OPERATING SUPPLIES	RAHILLY IGA		WATER	07/10/21	3.98	
591-536-752.100	OPERATING SUPPLIES	RAHILLY IGA		WATER	08/10/21	3.74	
591-536-752.100	OPERATING SUPPLIES	SNYDERS DRUG STORE		FLASH DRIVE	07/30/21	300.00	45315
591-536-752.200	IT SOFTWARE	REVIZE LLC		WEBSITE	06/30/21	5.59	
591-536-759.000	GAS, OIL & GREASE	AUTO-WARES GROUP		ATF4	07/10/21	11.77	
591-536-759.000	GAS, OIL & GREASE	AUTO-WARES GROUP		ATF4	08/10/21	11.77	
591-536-759.000	GAS, OIL & GREASE	AUTO-WARES GROUP		ATF4/SPIN ON FILTER	07/26/21	204.96	
591-536-801.000	PROFESSIONAL & CONTRACTUAL	WEX BANK - SPEEDWAY UNIVERSAL		MONTHLY WATER SAMPLES	06/02/21	54.00	45291
591-536-801.000	PROFESSIONAL & CONTRACTUAL	SAULT STE MARIE CITY HALL		LOCATED PROPERTY CORNERS AND MARKED	06/15/21	1,000.00	45297
591-536-801.000	PROFESSIONAL & CONTRACTUAL	TWO HEARTED SURVEYING, LLC		WATER TESTING	07/15/21	580.00	45317
591-536-801.000	PROFESSIONAL & CONTRACTUAL	STATE OF MICHIGAN		ASSISTED WITH BROKEN VALVE	07/10/21	175.00	45321
591-536-801.000	PROFESSIONAL & CONTRACTUAL	LIVELY, JOSEPH		OFFICE CLEANING	07/15/21	100.00	
591-536-801.000	PROFESSIONAL & CONTRACTUAL	FAIR, ALMA		MISSDIGS	07/06/21	12.56	
591-536-801.000	PROFESSIONAL & CONTRACTUAL	NATIONAL OFFICE		MAINTENANCE AGREEMENT PRINTER	07/30/21	133.85	
591-536-850.000	906-291-0608 LINEMAN	VERIZON		ACCOUNT NUMBER 942077532-00002 - CELL	07/07/21	23.38	45319
591-536-850.000	906-291-0055 HR	VERIZON		ACCOUNT NUMBER 942077532-00002 - CELL	07/07/21	11.69	45319
591-536-850.000	906-450-0919 LINEMAN	VERIZON		ACCOUNT NUMBER 942077532-00001 - CELL	07/07/21	20.84	45319
591-536-850.000	FAX	VERIZON		ACCOUNT NUMBER 942077532-00001 FAX	07/07/21	0.52	45319
591-536-850.000	906-293-5681 W/L CLERK 40%	VERIZON		ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	10.86	45319
591-536-850.000	906-293-3433 GENERAL	VERIZON		ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	7.07	45319
591-536-850.000	906-291-1625 FINANCE	VERIZON		ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	7.07	45319
591-536-850.000	906-291-1627 W/L	VERIZON		ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	14.15	45319
591-536-850.000	906-291-1622 H.R.	VERIZON		ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	7.07	45319
591-536-850.000	906-291-1621	VERIZON		ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	7.07	45319
591-536-850.000	906-291-1223	VERIZON		ACCOUNT NUMBER 942077532-00003 DESK	07/07/21	7.07	45319

## Page 4 of 4

Water Light Payables - Page 4 of 4



**VILLAGE OF NEWBERRY**

**TREASURER'S REPORT**

FOR MONTH ENDING:		2021		2020	
June 30, 2021		Y.T.D. Collections	Actual Collections	Y.T.D. Collections	Actual Collections
			June	Y.T.D.	June
LEDGER ITEMS:					Y.T.D.
A	Previous Year(s)				
	Delinquent Personal Property Taxes		0.00	0.00	0.00
	Delinquent Personal Interest Collected		0.00	0.00	0.00
	Delinquent Real Tax Collected		45,975.57	45,975.57	0.00
	Delinquent Real Tax Interest Collected		2,758.48	2,758.48	0.00
B	2020				
	Real Property Tax Collected	2%	0.00	4,873.42	0.00
	Personal Property Tax Collected	0%	0.00	0.00	0.00
	Admin Fee, Penalty & Interest Collected		458.91	775.87	0.00
	Deposits to Tax Savings Account		49,192.96	54,383.34	0.00
E					
F					
G					
Tax Acct Transfer to Gen Fund/Tax Appropriation Funds			49,192.96	54,383.34	0.00

TAX ACCOUNT		Beginning June	Ending June
BANK ACCOUNT BALANCE @			
	2021	\$268,092.80	\$268,105.80
	2020	\$267,908.57	\$267,932.06

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. 2020 Anticipated Real Property Collections are \$359,542.34. 2020 Anticipated Personal Property Collections are \$46,645.70.

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.

# VILLAGE OF NEWBERRY



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

## RESOLUTION 2021-07-20-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 \$538.00.00 on December 31, 2019; 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 Village Council 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 2020. Based on our projections (See attached for details) the ATLAS Fund will no longer exist by December 31, 2021.

**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 ON THE 20<sup>th</sup> DAY OF JULY 2021.

VILLAGE OF NEWBERRY

\_\_\_\_\_  
Catherine Freese, Village President

\_\_\_\_\_  
Terese Schummer, Village Clerk

#### CERTIFICATION

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 July 20, 2021 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, this 20th day of July 2021.

\_\_\_\_\_  
Terese Schummer, Village of Newberry Clerk

\_\_\_\_\_  
Date

TORC		2019	2020	2021	2022
Balance Sheet					
Equity in Pooled Cash		0.00	64,900.46	108,750.46	
Due State		<u>113,992.44</u>	<u>43,850.00</u>	<u>0.00</u>	
		113,992.44	108,750.46	108,750.46	
Liabilities					
Due to Gen Fund		122,510.67	122,510.67	122,510.67	
Due to Fire Revolving		<u>2,650.00</u>	<u>2,650.00</u>	<u>2,650.00</u>	
Total Liabilities		<u>125,160.67</u>	<u>125,160.67</u>	<u>125,160.67</u>	
Fund Balance		(25,702.44)	(11,168.23)	(16,410.21)	
Net of Rev & Exp					
Ending Fund Balance		14,534.21	(5,241.98)	0.00	
		<u>(11,168.23)</u>	<u>(16,410.21)</u>	<u>(16,410.21)</u>	
Total Liabilities & Fund Balance		113,992.44	108,750.46	108,750.46	
Atlas Park Fund					
Balance Sheet					
Equity in Pooled Cash		55,431.64	65,102.85	65,102.53	
Due from State		<u>15,258.16</u>	<u>0.00</u>	<u>0.00</u>	
		70,689.80	65,102.85	65,102.85	
Liabilities					
Due to General Fund		68,674.76	68,674.76	68,674.76	
Due to Electric Fund		<u>2,552.62</u>	<u>2,552.62</u>	<u>2,552.62</u>	
		71,227.38	71,227.18	71,227.38	
Fund Balance		(6,046.85)	(537.58)	(6,124.53)	
Net of Rev & Exp					
Ending Fund Balance		5,509.27	(5,586.95)	0.00	
		<u>(537.58)</u>	<u>(6,124.53)</u>	<u>(6,124.53)</u>	
Total Liabilities		70,689.80	65,102.85	65,102.85	

To Close TORC

409-000-001.006	Equity Pooled Cash	16,410.21	
409-000-699.101	Transfer In from General Fund		16,410.21
409-000-214.101	Due to General Fund	122,510.67	
409-000-214.213	Due to Fire Fund	2,650.00	
409-000-001.006	Equity Pooled Cash		125,160.67
101-000-995.409	Transfer Out to TORC	16,410.21	
101-000-001.006	Equity Pooled Cash		16,410.21

To Close Atlas

418-000-001.006	Equity Pooled Cash	6,124.53	
418-000-699.101	Transfer In from General Fund		6,124.53
418-000-214.101	Due to General Fund	68,674.76	
418-000-214.582	Due to Electric Fund	2,552.62	
418-000-001.006	Equity Pooled Cash		71,227.38
101-000-995.418	Transfer Out to Atlas	6,124.53	
101-000-001.006	Equity Pooled Cash		16,410.21



# VILLAGE OF NEWBERRY



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

## RESOLUTION 2021-07-20-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 \$11,168.00 on December 31, 2019; 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 & EGLE are expected in 2020 and 2021. Based on our projections (See attached for details) the ATLAS Fund will no longer exist by December 31, 2021.

**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 ON THE 20<sup>th</sup> DAY OF JULY 2021.

VILLAGE OF NEWBERRY

\_\_\_\_\_  
Catherine Freese, Village President

\_\_\_\_\_  
Terese Schummer, Village Clerk

#### CERTIFICATION

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 July 20, 2021 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, this 20th day of July 2021.

\_\_\_\_\_  
Terese Schummer, Village of Newberry Clerk

\_\_\_\_\_  
Date

# VILLAGE OF NEWBERRY



302 East McMillan Avenue, Newberry, MI 49868 Phone: 906.293.3433 Fax: 906.293.9890

## RESOLUTION 2021-07-20-LCNHMP

### A RESOLUTION ADOPTING THE 2021 LUCE COUNTY NATURAL HAZARD MITIGATION PLAN 5 YEAR UPDATE AS AN OFFICAL PLAN FOR THE VILLAGE OF NEWBERRY.

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

Motion By: \_\_\_\_\_ Supported By: \_\_\_\_\_

**WHEREAS**, all jurisdictions within Luce County have exposure to natural hazards that increase the risk to life, property, environment, local economy, and the County; and

**WHEREAS**, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

**WHEREAS**, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

**WHEREAS**, the 2021 Luce County Natural Hazard Mitigation Plan 5 Year Update has been developed in accordance to DMA 2000 to reflect the concerns of the citizens and stakeholders of Luce County; and

**WHEREAS**, the 2021 Luce County Natural Hazard Mitigation Plan provides a set of actions to reduce risk from natural hazards through education and outreach programs, establishes a foundation for coordination among agencies in Luce County, identifies future mitigation projects, and meets the qualifications for federal assistance programs in order to be eligible for FEMA pre-disaster and post-disaster mitigation grant funding;

**NOW THEREFORE BE IT RESOLVED** that the Village of Newberry Village Council does hereby adopt the 2021 Luce County Natural Hazard Mitigation Plan 5 Year Update as an official plan of the Village of Newberry.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED ON THE 20<sup>th</sup> DAY OF JULY 2021.

VILLAGE OF NEWBERRY

\_\_\_\_\_  
Catherine Freese, Village President

\_\_\_\_\_  
Terese Schummer, Village Clerk

#### CERTIFICATION

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 July 20, 2021 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 20th day of July 2021.

\_\_\_\_\_  
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 2021-07-20-CLFRF

### A RESOLUTION APPROVING THE ACCEPTANCE OF 2021 AND 2022 CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS (CLFRF)

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

Motion By: \_\_\_\_\_ Supported By: \_\_\_\_\_

**WHEREAS**, the Village of Newberry is eligible as a non-entitlement unit of government to receive Coronavirus Local Fiscal Recovery Fund (CLFRF) Funding; and

**WHEREAS**, the Village of Newberry can utilize the funds provided as authorized by the CLFRF guidance; and

**WHEREAS**, the Village of Newberry commits to the award terms and conditions; and

**WHEREAS**, the Village of Newberry assures compliance with Title VI of the Civil Rights Act of 1964;

**NOW THEREFORE BE IT RESOLVED** that the Village of Newberry Village Council hereby approves accepting CLFRF funding and authorizes the Village Manager to administer and certify the award process and reporting.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED ON THE 20<sup>th</sup> DAY OF JULY 2021.

VILLAGE OF NEWBERRY

\_\_\_\_\_  
Catherine Freese, Village President

\_\_\_\_\_  
Terese Schummer, Village Clerk

#### **CERTIFICATION**

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 July 20, 2021 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, this 20th day of July 2021.

\_\_\_\_\_  
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 2021-07-20-FEES

### A RESOLUTION ADOPTING THE VILLAGE OF NEWBERRY UTILITY FEE SCHEDULE

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

Motion By: \_\_\_\_\_ Supported By: \_\_\_\_\_

**WHEREAS**, the Village of Newberry Utilities have a number of services that take place on a regular basis; and

**WHEREAS**, each of these services cost the Village to administer and carry out; and

**WHEREAS**, the Village of Newberry desires to accurately and correctly reflect the costs of these various services in a fee schedule that reimburses the Village for the time and expenses incurred by performing these services.

**NOW THEREFORE BE IT RESOLVED** that the Village of Newberry Village Council hereby approves and adopts the attached schedule of fees to be utilized in assessing Village utility services from the date of this Resolution forward.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED ON THE 20<sup>th</sup> DAY OF JULY 2021.

VILLAGE OF NEWBERRY

\_\_\_\_\_  
Catherine Freese, Village President

\_\_\_\_\_  
Terese Schummer, Village Clerk

#### CERTIFICATION

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 July 20, 2021 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, this 20th day of July 2021.

\_\_\_\_\_  
Terese Schummer, Village of Newberry Clerk  
Village of Newberry

\_\_\_\_\_  
Date



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

RACHAEL EUBANKS  
STATE TREASURER

June 25, 2021

**Request for Improvement  
of Deficiencies -  
Corrective Action Plan**

Fiscal Year: 2019

Municipality Code: 483010

Report ID Number: 112887

**Sent Via Email**

Village of Newberry

awatkins@newberry.mi.gov

Dear Governing Body:

The Community Engagement and Finance Division has received the audit report for the fiscal year referenced above. It is the responsibility of this division to administer certain State statutes. Consequently, your audit has been reviewed to determine compliance with budgeting, accounting, auditing, and statutory compliance related activities. This review has identified issues that we believe need your attention.

Please note the following issues corresponding to response(s) on the auditing procedures report:

- There were reported deficiencies included with the audit report. Additional deficiencies in your report are usually found in the form of comments and recommendations located toward the end of the report. Describe the corrective action taken to eliminate each of these deficiencies.
- There were reported deficiencies included with the audit report. Deficiencies in your report are usually found in the form of comments and recommendations located toward the end of the report.

The matter(s) described above are either violations of state statute or are deficiencies of the local unit that may impede the local unit's ability to comply with state statute.

Additional deficiencies in your report are usually found in the form of comments and recommendations located toward the end of the report or may be filed separately. The plan should identify each Auditing Procedure Report question listed above, each additional deficiency, the corrective action to be taken, the supporting documentation requested, if any, and the date in which the action is to be implemented.

Therefore, within **30 days** from the date of this letter, please submit to us a detailed Corrective Action Plan to resolve the above-mentioned matter(s), including other deficiencies noted in your audit report. To submit your Corrective Action Plan, visit the department's online filing site at [Michigan.gov/localfinancialreporting](https://michigan.gov/localfinancialreporting) and select the File Online Reports tab. You must request local unit user access if one does not already exist. We do not accept hard-copy or emailed responses. Please combine multiple

documents as only one document can be uploaded.

Failure to respond within 30 days or an inability to demonstrate that corrective action has been implemented may result in one or more of the following:

- Denial of subsequent year qualified status under Public Act 34 of 2001, the Revised Municipal Finance Act (possibly preventing your municipality the ability to borrow money);
- Subject the local unit to an audit and/or review performed by Department of Treasury auditors at the expense of the local unit.

Please contact the audit review staff at [LAFD\\_Audits@michigan.gov](mailto:LAFD_Audits@michigan.gov) if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'CJ Vaughn', with a stylized flourish at the end.

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

# VILLAGE OF NEWBERRY



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

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July 15, 2021

Cary Jay Vaughn, CPA, CGFM  
Michigan Department of Treasury  
Community Engagement and Finance Division  
P.O. Box 30728  
Lansing, MI 48909-8228

Dear Mr. Vaughn,

Re: Corrective Action Plan (CAP) for Village of Newberry (483010) FY 2019 Audit

Please consider this response to your letter dated June 25, 2021 regarding the Village of Newberry's corrective action plan (CAP) as it relates to the Village's December 31, 2019 financial statement audit and the item noted on the auditing procedures report:

- *There were reported deficiencies included with the audit report. Additional deficiencies in your report are usually found in the form of comments and recommendations located toward the end of the report. Describe the corrective action taken to eliminate each of these deficiencies.*
- *There were reported deficiencies included with the audit report. Deficiencies in your report are usually found in the form of comments and recommendations located toward the end of the report.*

Each item along with the corrective action plan is listed below:

***MATERIAL WEAKNESS – Finding 2019-001 Preparation of Financial Statements in Accordance with GAAP:***

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

***MATERIAL WEAKNESS – Finding 2019-002 Material Audit Adjustments***

**CAP:** The Village accounting staff has the ability to perform the day-to-day accounting functions including cash receipts and disbursements, processing accounts payable, preparing bills for customers,

and performing monthly bank reconciliations. In the past, the Village had not been able to hire staff with the necessary expertise to perform a full close of the accounting records at year-end and adequately prepare for the audit. Moving forward, we feel that the person we have hired has the governmental accounting expertise that we need.

***MATERIAL WEAKNESS – Finding 2019-003 Generally Accepted Accounting Principles – Finance Manager – Accruals***

**CAP:** See answer to Finding 2019-002. Due to staffing limitations, the Village has since at least 2009, relied on outside service providers to perform this function for the Village. In September 2018, all day-to-day accounting functions and year end closing out became the responsibility of the finance director. We anticipate that this deficiency will not be present for future audits.

***SIGNIFIGANT DEFICIENCY – Finding 2019-004 Reconciliation of Accounting Records***

**CAP:** See answers to Findings 2019-002 and 2019-003. In September of 2018, the Village switched to BS&A Software and to a pooled cash system. By moving to this new system, the Village believes this is a better system of internal control and provides a greater level of quality control.

***STATUTORY COMPLIANCE – Finding 2019-005 Budget Violations – Expenditures in Excess of Appropriations***

**CAP:** The Village appropriately passed a comprehensive budget amendment in late December 2019. Unfortunately, due to the internal accounting limitations noted in other findings, our projections on final year end balances were understated in some cases. Management is monitoring budget to actual results on a regular basis and intends to pass a comprehensive budget amendment prior to December 31, 2020.

***STATUTORY COMPLIANCE – Finding 2019-006 Fund Deficit – Noncompliance with PA 2 of 1968***

**CAP:** These funds were in a deficit in 2018 and deficit elimination plans were submitted in June of 2020. These funds have begun to see financial improvement. Village management will make every effort to eliminate these deficits by December 31, 2020.

***STATUTORY COMPLIANCE – Finding 2019-007 Net Position/ Fund Balance Deficit – Noncompliance with PA 140 of 1971***

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

In an effort to help solve the Sewer Fund's financial problems, the Village did raise sewer rates in August 2017. Thanks to the rate increase and other management efforts, the Sewer Fund has begun seeing financial improvements. In order to comply with State law, Village management prepared and submitted a deficit elimination plan in May 2019 and June 2020.



***STATUTORY COMPLIANCE – Finding 2019-008 Village Council – Violations of Public Act 2 of 1968  
--Audit***

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

***STATUTORY COMPLIANCE – Finding 2019-009 Village Council – Violations of Bond  
Requirements—Annual Audit***

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

If you have any questions concerning this matter, please do not hesitate to contact me at (906) 293-3433.

Respectfully,



Allison Watkins, M.P.A  
Village Manager  
Village of Newberry



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

RACHAEL EUBANKS  
STATE TREASURER

June 30, 2021

**Notice of Intent To  
Withhold State Payments**  
Municipality Code: 483010  
APR Form ID Number: 112887  
Report ID Number: 112925

**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).

Funds that are using American Rescue Plan Act (ARPA) money as part of their deficit elimination plan should adhere to the accounting guidelines provided in Treasury Website (Numbered Letter 2021-3), the American Rescue Plan Act, the U.S. Treasury Interim Final Rule, and Frequently Asked Questions. Furthermore, plans shall include a written explanation of the dollar amount used and the category of allowable uses the expenditures coincide with: 1. Response to public health emergency or its negative economic impacts, 2. Provide premium pay for essential workers, within caps, 3. Provide government services to the extent of revenue lost, or 4. Make necessary investments in water, sewer, or broadband infrastructure. Visit Treasury Website Michigan.gov/ARPA for more information and updates.

The Community Engagement and Finance Division received an audit report from your local unit for the fiscal year ending 2019. Your Certified Public Accountant has indicated a deficit in one or more funds as follows:

<u>FUND NAME</u>	<u>AMOUNT</u>
Sewer	No Plan Necessary
TORC	-\$11,168.00
Atlas Park	-\$538.00

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](https://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 would like to speak with a member of our team, please email our office at [Treas\\_MunicipalFinance@Michigan.gov](mailto: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

## as of 6/25/2021

## WATER SYSTEM (UPEA)

[illegible]



March 19, 2021

Mr. Mike Sobocinski  
State Hazard Mitigation Planner  
Emergency Management and Homeland Security Division  
Michigan State Police  
PO Box 30634  
Lansing, MI 48909

Dear Mr. Sobocinski:

Enclosed please find the 2021 Luce County Hazard Mitigation Plan for review and approval. This Plan Five-Year Update has been developed in conjunction with the Luce County Office of Emergency Services Director and Task Force Committee in accordance with DMA 2000.

The intent of the Hazard Mitigation Plan is to ensure that vulnerabilities and risks to the County are identified and an action plan of strategies developed to reduce or minimize those risks.

Thank you for your time and consideration. If you have any questions, please contact the Luce County Office of Emergency Services Director, Chris Peterson at (906) 293- 9980 or me at (906) 635-1581.

Regards,

A handwritten signature in cursive script that reads "Ellen Benoit".

Ellen Benoit  
Project Coordinator

cc: Chris Peterson, LC OES

## Executive Summary

FEMA has a vision to serve as a catalyst that drives increased understanding and proactive action to help people in communities reduce their losses from natural hazards. To support this vision, FEMA funds three Hazard Mitigation Assistance (HMA) grant programs. Hazard mitigation measures are any sustainable action taken to reduce or eliminate long-term risk to people and property from future disasters. FEMA requires state, tribal, and local governments to develop and adopt hazard mitigation plans as a condition for receiving certain types of non-emergency disaster assistance, including funding for HMA mitigation projects.

This plan serves as the official Natural Hazards Mitigation Plan for Luce County, Michigan and all included jurisdictions. Mitigation planning efforts for Luce County began in 2005 with the creation of the first Federal Emergency Management Agency approved plan. The Plan was updated in 2010 and again in 2014. The 2021 updated plan represents the most recent version of the mitigation plan for Luce County.

The planning process for the 5-Year Update began in August 2018. A draft plan was submitted to the Michigan State Police Emergency Management and Homeland Security Division (MSP EMHSD) in November 2019. Initial comments from the State's review were received in late January 2020. Revisions were made and the plan re-submitted to the State in February 2020. The COVID-19 Pandemic then hit and took over the State's priorities. A second review was received in late October 2020 with much more detail required for the plan. The revisions were made as requested, and a final version of the plan submitted in March 2021.

The Luce County Natural Hazards Mitigation Plan focuses on natural hazards such as drought, extreme temperature, flooding, shoreline erosion, subsidence, thunderstorms and high winds, and severe winter weather. It was created to protect the health, safety, and economic interests of the residents and businesses by reducing the impacts of natural hazards through planning, awareness, and implementation.

Through this Plan, a broad perspective was taken in examining multiple hazard mitigation activities and opportunities in the region. Each hazard was analyzed from a historical perspective, evaluated for potential risk, and considered for possible mitigation actions.

Input was sought from all units of government, tribal entities, County departments, State and Federal agencies, utility providers, school districts, medical providers and the general public throughout the planning process. Information and meeting notices were provided through the local news media, social media and websites. A public input session was held to gather information and another to provide a review of the draft plan. The culmination of this planning process has resulted in the 2021 Luce County Natural Hazards Plan and serves as the foundation for hazard mitigation activities and actions within Luce County.

# American Rescue Plan Act

## Eligible Funding Amounts for Non-Entitlement Units (NEUs)

Estimates Generated by the Michigan Department of Treasury as of June 17, 2021

Local Unit Code	Name	County	Population 2019	Funding Estimate
<i>The following are unofficial funding estimates under the American Rescue Plan Act for Non-Entitlement Units (NEUs). The list does not include Metropolitan Cities or Counties. These amounts reflect the maximum amount eligible. The first tranche, half of the award, will be paid in 2021. The second tranche will be paid approximately twelve months after the first tranche. Local units will need to complete an application to receive funding, which will be released in early July.</i>				
<i>Estimates are based upon data provided by the U.S. Treasury. Amounts listed are preliminary and subject to change. To receive these distributions, NEUs must request the funding and comply with all federal requirements. Under the American Rescue Plan Act, all distributions to NEUs may not exceed a cap of 75 percent of the unit's budget, as prescribed by Section 603 (b)(2)(C)(iii) of the Act. The following distribution estimates do not reflect this cap. Updated amounts will be posted once budget information and acceptance is completed by the 1,724 NEUs.</i>				
			583	\$ 1,022
463020	Blissfield Village	Lenawee	3,266	\$ 341,848
463030	Britton Village	Lenawee	563	\$ 58,928
463040	Cement City Village	Lenawee	427	\$ 44,693
463050	Clayton Village	Lenawee	330	\$ 34,541
463060	Clinton Village	Lenawee	2,290	\$ 239,691
463070	Deerfield Village	Lenawee	857	\$ 89,701
463080	Onsted Village	Lenawee	950	\$ 99,435
471010	Brighton Township	Livingston	18,865	\$ 1,974,572
471020	Cohoctah Township	Livingston	3,341	\$ 349,698
471030	Conway Township	Livingston	3,610	\$ 377,853
471040	Deerfield Township	Livingston	4,278	\$ 447,772
471050	Genoa Township	Livingston	20,690	\$ 2,165,592
471060	Green Oak Township	Livingston	18,976	\$ 1,986,190
471070	Hamburg Township	Livingston	21,794	\$ 2,281,146
471080	Handy Township	Livingston	5,589	\$ 584,993
471090	Hartland Township	Livingston	15,170	\$ 1,587,822
471100	Howell Township	Livingston	7,230	\$ 756,754
471110	Iosco Township	Livingston	3,860	\$ 404,021
471120	Marion Township	Livingston	11,165	\$ 1,168,624
471130	Oceola Township	Livingston	14,812	\$ 1,550,351
471140	Putnam Township	Livingston	6,023	\$ 630,419
471150	Tyrone Township	Livingston	10,562	\$ 1,105,509
471160	Unadilla Township	Livingston	3,457	\$ 361,839
472010	Brighton City	Livingston	7,656	\$ 801,342
472020	Howell City	Livingston	9,604	\$ 1,005,237
473010	Fowlerville Village	Livingston	2,893	\$ 302,806
473020	Pinckney Village	Livingston	2,420	\$ 253,298
481010	Columbus Township	Luce	187	\$ 19,573
481020	Lakefield Township	Luce	989	\$ 103,517
481030	McMillan Township	Luce	1,091	\$ 114,193
481040	Pentland Township	Luce	2,565	\$ 268,475
483010	Newberry Village	Luce	1,397	\$ 146,222
491010	Bois Blanc Township	Mackinac	91	\$ 9,525
491020	Brevort Township	Mackinac	570	\$ 59,661
491030	Clark Township	Mackinac	1,976	\$ 206,825



Engagement. Service. Improvement.

## American Rescue Plan Act

Thursday, June 17, 2021

Disclaimer: The U.S. Department of Treasury has issued interim rules for the American Rescue Plan Act. These rules are subject to change. The information provided during this webinar is solely intended for general reference and is not comprehensive or final information. It is recommended that local governments review all guidance from federal Treasury and contact their legal counsel and auditor for your specific situation.

### Updates and Resources for Local Governments: 13<sup>th</sup> Webinar

- I. Welcome & Introductions  
Heather Frick, Bureau Director, Bureau of Local Government and School Services, Michigan Department of Treasury
- II. Updates on the American Rescue Plan Act
  - a. Receipt of Funds
  - b. Eligible and Ineligible Uses of ARPA Funds
  - c. Revenue Losses
  - d. Reporting  
Eric Bussis, Chief Economist and Director of the Office of Revenue and Tax Analysis, Michigan Department of Treasury  
Rod Taylor, Administrator, Community Engagement and Finance Division, Michigan Department of Treasury
- III. Special Message to Locals  
Lt. Governor Garlin Gilchrist II, State of Michigan  
Dave Massaron, State Budget Director, State Budget Office
- IV. Municipal Association Updates
- V. Question and Answer
- VI. Closing Remarks  
Heather Frick, Bureau Director, Bureau of Local Government and School Services, Michigan Department of Treasury

## American Rescue Plan Act (ARPA)

### Broad relief plan with many programs and initiatives

- Signed by President Biden – March 11, 2021

### Objectives

- Support urgent COVID-19 response efforts to continue to decrease the spread of the virus
- Replace lost revenue for eligible state, local, territorial, and Tribal governments to strengthen support for vital public services and help retain jobs
- Support immediate economic stabilization for households and businesses
- Address public health and economic challenges that have contributed to the inequal impact of the pandemic

## American Rescue Plan Act (ARPA)

### Established the Coronavirus Local Fiscal Recovery Fund (CLFRF)

- Provides substantial funding to local governments by either:
  - Federal direct payments to Counties
  - Federal direct payments to Entitlement Metropolitan Cities (includes some Townships)
  - State payments to Non-Entitlement Units of Local Government (NEUs)

## Coronavirus Local Fiscal Recovery Fund

### Information and Resources:

- [The American Rescue Plan Act of 2021](#)
- [U.S. Treasury Website](#)
  - [Interim Final Rule](#)
  - [Feedback due 60 days from May 17](#)
  - [Frequently Asked Questions \(FAQs\)](#)
  - [Non-Entitlement Community Guidance](#)
  - [Fact Sheet](#)
- [U.S. Bureau of Census Classification Manual](#)
- [Register for U.S. Treasury COVID-19 Relief Updates](#)

### Counties

- Payments based on the county's relative population
- Direct payment from U.S. Treasury

### Entitlement Metropolitan Cities

- Payments based on Community Development Block Grant (CDBG) Entitlement and a statutory formula
- Direct payments from U.S. Treasury

### Non-Entitlement Units of Local Government (NEUs)

- Payments based on population
- Funding distributed to States which distributes to local governments





## Payments and Related Expenditures

### Two payments will be issued

- 50% in 2021 and 50% in 2022

### Cover expenditures beginning March 3, 2021

### Must be obligated by December 31, 2024

- Under the interim rule, obligated is incurred
- Period of performance extends to December 31, 2026

## Required Information for ARPA Funding

### Information required:

- Local government name, taxpayer ID number, DUNS Number, and address
- SAM.gov account
- Authorized representative name, title, and email
- Contact person name, title, phone, and email
- Funds transfer information
- Award Terms and Conditions Agreement
- Assurances of Compliance with Title VI of the Civil Rights Act of 1964

## Entitlement Metropolitan Cities and Counties

### Entitlement Metropolitan Cities and Counties

- Federal definition of Metropolitan Cities includes some Michigan Townships
- Funding requested via federal portal

### Lists of Entitlement Metropolitan Cities and Counties have been identified by U.S. Treasury

- County Allocations
- Metropolitan City Allocations (includes some townships)

## Non-Entitlement Units of Local Government (NEU) Distributions



## Timeline on NEU Information

- U.S. Treasury released Interim Rule – May 10<sup>th</sup>
- City, village and township population data released by U.S. Treasury – May 10<sup>th</sup>
- U.S. Treasury released NEU Guidance – May 24<sup>th</sup>
- U.S. Treasury issued NEU payment to Michigan – May 28<sup>th</sup>
- U.S. Treasury released FAQ – last update June 10<sup>th</sup>
- Michigan Legislature appropriated NEU funding in SB 37 – Senate concurred June 16<sup>th</sup>
  - Bill has not yet been presented to the Governor

## Non-Entitlement Units of Local Government (NEU)

### Non-Entitlement Units of Local Government

- Local governments typically serving populations of less than 50,000
- Includes cities, villages, and townships as determined by U.S. Treasury
- Application for funding will occur in **Elite**

## NEU Payment Options

- Option One: NEU Requests Funding
  - NEU Requests Payment from State of Michigan
- Option Two: Funds Transferred to State
  - NEU Request transfer to State of Michigan
    - Required to submit signed federal form
    - Form forthcoming from U.S. Treasury
- Option Three: Funds Transferred to other NEUs
  - NEUs that decline the funds by neither selecting Options One or Two are treated as unresponsive

The selected option applies to both tranches and cannot be changed for the 2022 payment

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## NEU Steps to Start Now

- Federal Documents completed by Chief Administrative Officer
  - Award Terms and Conditions Agreement
  - Assurances of Compliance with Title VI of the Civil Rights Act of 1964
- Review payment information in SIGMA
- Obtain a DUNS number and active account on the Federal System for Award Management (SAM.gov)
- Complete the Michigan Treasury Compliance form – coming soon
- Identify total operating budget amount as of January 27, 2020
  - This is defined as the total general fund and other funds

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## NEU Resources

### Treasury website: [Michigan.gov/ARPA](https://michigan.gov/ARPA)

- Many required documents available
- Additional forms and documents coming soon

### Updated NEU Estimates

- Resolves Township and Village Calculation Issue

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## ARPA ALLOWABLE USES



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## Disclaimer

The U.S. Department of Treasury has issued interim rules for the American Rescue Plan Act.

These rules are subject to change.

The information provided during this webinar is solely intended for general reference and is not comprehensive or final information.

All units that accept Local Fiscal Recovery Funds are responsible for being audited by U.S. Treasury.

It is recommended that local governments review all guidance from federal Treasury and contact their legal counsel and auditor for your specific situation.

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## Allowable Uses and Prohibitions

### Allowable uses include the following:

1. Response to public health emergency or its negative economic impacts
2. Provide premium pay for essential workers, within caps
3. Provide government services to the extent of revenue lost
4. Make necessary investments in water, sewer, or broadband infrastructure

### Prohibited from using funds:

- Pension contributions\*
- Replenishing budget stabilization fund, rainy day fund, or similar reserve account
- Legal settlements
- Outstanding debt

\* Does not include portion part of "covered benefits"

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## Allowable Use #1: Public Health and Economic Impacts

Assessing whether a program or service "responds to" the COVID-19 public health emergency requires the recipient to, first, identify a need or negative impact of the COVID-19 public health emergency and, second, identify how the program, service, or other intervention addresses the identified need or impact.

Source: Interim Final Rule – II. Eligible Uses,  
A. Public Health and Economic Impacts

### Allowable Use #1:

## COVID-19 Eligible Expenditures

Eligible Uses	Details (IFR p. 11-21)
<b>Containing/Mitigating Covid-19</b> (IFR p. 16)	<ul style="list-style-type: none"> <li>Vaccine programs, PPE, medical expenses</li> <li>Enhancing public health data systems</li> <li>Capital investments in public facilities to meet pandemic operational needs etc.</li> </ul>
<b>Behavioral Healthcare Needs</b> (IFR p. 17)	<ul style="list-style-type: none"> <li>Mental health/substance abuse treatment</li> <li>Crisis intervention/hotlines</li> <li>Services to promote access to social services</li> </ul>
<b>Payroll/Benefits:</b> Public health/safety Human services Similar employees (IFR p. 18)	<ul style="list-style-type: none"> <li>Eligible to the extent that the work completed was for COVID-19 response/mitigation.</li> <li>For administrative convenience, public health/safety workers, recipients can use funds to cover the full payroll and covered benefits costs for employees or operating units or divisions primarily dedicated to the COVID-19 response. (FAQ 2.14)</li> <li>Payroll and covered benefits can also be used for an employee's pension benefits as part of their payroll contribution to their pensions. (FAQ 2.14)</li> </ul>

Source: CBO

### Allowable Use #1:

## Negative Economic Impact

Eligible Uses	Details (p. 21-38)
<b>Impacted Industries</b> (Tourism/Travel/Hospitality etc.) (IFR p. 32)	<ul style="list-style-type: none"> <li>Implement COVID-19 mitigation/prevention measures to enable safe resumption of tourism, travel, and hospitality services e.g., improvements to ventilation, physical barriers or partitions, signage to facilitate social distancing, provision of masks or personal protective equipment, or consultation with infection prevention professionals to develop safe reopening plans</li> </ul>
<b>Rebuilding Public Sector Capacity to Pre-Pandemic Levels</b> (IFR p. 32)	<ul style="list-style-type: none"> <li>Payroll Benefits</li> <li>Rehiring public-sector staff</li> <li>Replenishing UI trust funds</li> </ul>
<b>Small Business Support</b> (IFR p. 30)	<ul style="list-style-type: none"> <li>Loans, grants, in-kind assistance for operation continuity, mitigation/prevention, and counseling programs to rebound from the downturn</li> </ul>
<b>Hardest-Hit Communities</b> (IFR p. 34)	<ul style="list-style-type: none"> <li>Investing in socioeconomic disparities, housing/communities</li> <li>Addressing disparities in education</li> </ul>

Source: CBO

### Michigan has 565 QCTs

- Facilitate access to resources that improve health outcomes
- Community health workers to help access services
- Navigators to help applying for public benefits or services
- Housing services
- Remediation of lead paint or other lead hazards
- Violence intervention

### Economic Impacts

- Building strong communities through investment in housing and neighborhoods
- Addressing educational disparities
- Promoting healthy childhood environments

### Non-QCT (FAQ 2.11)

- "...support their determination that the pandemic resulted in disproportionate public health or economic outcomes to the specific populations, households, or geographic areas to be served."

Source: Interim Final Rule, Page 37, Item 12

## Qualified Census Tract (QCT)

## Workers Performing Essential Work During COVID

Eligible workers are those "...needed to maintain continuity of operations of essential critical infrastructure..."

Examples include:

- Staff at nursing homes, hospitals, and home care settings
- Workers at farms, food production facilities, grocery stores, and restaurants
- Janitors and sanitation workers
- Truck drivers, transit staff, and warehouse workers
- Public health and safety staff
- Childcare workers, educators, and other school staff
- Social service and human services staff
- Other sectors can be added as long as they are deemed critical to protect the health and well-being of residents

## Allowable Use #2: Premium Payments

## Allowable Use #2: Premium Payments

### Allowable Payment:

- Additional pay up to \$13/hour for all work.
- Can not reduce or substitute normal earnings
- May not exceed \$25,000/person
- Justification required if workers pay will be above 150% state or county average annual wage
- Retroactive pay allowed

### Allowable Use #3: Revenue Loss

#### How can you use these funds?

##### "Government Services"

- Maintenance or new infrastructure, such as roads
- Health services
- Environmental remediation
- Police, fire, and other public safety services

##### Excludes

- Issuance of new debt or payment of outstanding debt
- Reserves
- Paying settlements/judgements

### Allowable Use #3: Revenue Loss "General Revenue"

#### •What is Revenue?

##### •Includes

- Taxes, current charges, rentals, miscellaneous revenues
- All revenue streams (i.e. entity-wide)
- Other Government Transfers (i.e., revenue sharing)

##### •Excludes

- Federal Transfers (including CRF)
- Utilities (water supply, electric power, gas supply, and public mass transit systems) Census p 65
- Refunds
- Correcting transactions,
- Proceeds issuance of debt
- Sale of investments

### Allowable Use #3: Revenue Loss Calculation

#### Components of Revenue Loss Calculation

- Determine your "general revenue" for base year (for most locals FY 19)
- Determine Growth Adjustment (whichever is greater)
  - Average growth over three full FY prior to 1/27/20 or
  - 4.1 %
- Actual revenue loss

### Allowable Use #3: Revenue Loss Calculation

$$\text{Base year Revenue} \cdot \left[ (1 + \text{growth adjustment})^{\frac{N}{12}} \right]$$

#### •Time Period

- N is the number of months elapsed since the end of the base year to the calculation date.
- Measurement dates of December 31 of 2020, 2021, 2022, and 2023

### Allowable Use #3: Revenue Loss Calculation

#### Base Year = Last full fiscal year prior to January 27, 2020

- Identify "general revenue" collected during this period

FYE: June 30  
June 30, 2019

FYE: December 30  
December 31, 2019

### Allowable Use #3: Revenue Loss Calculation

#### Growth Rate:

Actual average growth rate, based on the average annual revenue growth of the last full three (3) fiscal years prior to 1/27/20, **OR**

- 4.1% growth rate

FYE: June 30  
June 30, 2017  
June 30, 2018  
June 30, 2019

FYE: December 30  
December 31, 2017  
December 31, 2018  
December 31, 2019

### Allowable Use #3: Revenue Loss Calculation

#### Apply Growth Rate to Measurement Periods

- Growth rate from the end of your base year
- Measured at 4 points in time

Fiscal Year End	December 31, 2020 (Months elapsed)	December 31, 2021 (Months elapsed)	December 31, 2022 (Months elapsed)	December 31, 2023 (Months elapsed)
December 2019	12	24	36	48
September 2019	15	27	39	51
June 2019	18	30	42	54

### Allowable Use #3: Revenue Loss Calculation

#### Identify Actual Revenues

- Revenue collected over the past twelve months as of the calculation data

### Allowable Use #3: Revenue Loss Calculation

#### Example

- Base Year is FY 19 and revenue was \$100
- Growth rate to be used 4.1%
- Measurement date is December 31, 2020 and have a June year end = 18 months
- Actual revenue collected as of December 31, 2020 = \$80
- Calculation
  - $100 \cdot [(1 + 0.041)^{\frac{18}{12}}]$
  - $100 \cdot [(1.041)^{1.5}]$
  - $100 \cdot 1.062 = \$106.20$
- Loss for 2020
  - $\$106.20 - \$80 = \$26.20$

### Allowable Use #4: Investment in Infrastructure

#### Water and Sewer (FAQ 6.1 to 6.4)

##### Clean Water State Revolving Fund (CWSRF)

- "construct, improve, and repair wastewater treatment plants, control non-point sources of pollution, improve resilience of infrastructure to severe weather events, create green infrastructure, and protect waterbodies from pollution"
- Includes Stormwater, cybersecurity, green infrastructure and climate change

##### Drinking Water State Revolving Fund (DWSRF)

- "building or upgrading facilities and transmission, distribution, and storage systems, including replacement of lead service lines"
- Includes consolidation, cybersecurity, and climate change

##### Additional Reporting (additional guidance at later date)

- "workforce plans and practices related to water, sewer, and broadband projects undertaken with Fiscal Recovery Funds"

### Allowable Use #4: Investment in Infrastructure

#### Broadband

##### Unserved or Underserved

- Less than - download 25 Mbps and upload 3 Mbps

##### Required level

- 100 Mbps symmetrical upload/download
- Exception for lower speed due to geography, or excessive costs

## REPORTING



## Reporting Requirements

### Reporting/Repayment

#### Metropolitan Cities and Counties

- Interim Report- August 31, 2021
- Quarterly Reports- Oct 31

#### Non-Entitlement Communities

- Annual report – October 31

#### Additional Reporting Requirement

- Grants to third-parties, including public disclosures

## Coronavirus Local Fiscal Recovery Fund (CLFRF) Non-Entitlement Unit of Local Government (NEU) Funding Election and Budget Certification

Completed and signed form must be uploaded in the [ELITE System](#).

PART 1: NON-ENTITLEMENT UNIT OF LOCAL GOVERNMENT INFORMATION			
Local Unit Name <b>VILLAGE OF NEWBERRY</b>		Local Unit County Name <b>LUCE</b>	
Local Unit Municipal Code <b>48-3010</b>		Contact Email Address <b>AWATKINS@NEWBERRYMI.GOV</b>	
Contact Name <b>ALLISON WATKINS</b>	Contact Title <b>VILLAGE MANAGER</b>	Contact Telephone Number <b>(906) 293-3433</b>	Extension
PART 2: ELECTION OF CORONAVIRUS LOCAL FISCAL RECOVERY FUND (CLFRF) FUNDING			
<p>Select one of the options below indicating the CLFRF funding option your local unit elects. The selected option will apply to both the 2021 and 2022 CLFRF funding distributions. <b>A local unit cannot change the elected option once this form is submitted to the Michigan Department of Treasury.</b></p> <p><input type="checkbox"/> <b>Option One:</b> NEU accepts the CLFRF funding and requests payment from the State of Michigan. Complete the remainder of the form.</p> <p><input type="checkbox"/> <b>Option Two:</b> NEU declines the CLFRF funding allocation for the NEU and requests the funds be transferred to the State of Michigan. The NEU must complete and sign the U.S. Treasury Notice of Transferring CLFRF Funds to the State. Complete Parts 3 and 5 and skip Part 4.</p> <p><input type="checkbox"/> <b>Option Three:</b> NEU declines the CLFRF funding by selecting neither Option One or Option Two; and therefore, the NEU's CLFRF funds will be distributed proportionately to NEUs that elected Option One. For U.S. Treasury purposes, the NEU will be classified as "non-responsive." Skip Parts 3 and 4 and complete Part 5.</p>			
PART 3: CERTIFIED TOP-LINE BUDGET TOTAL			
An NEU that elected Option One or Option Two in Part 2 must enter the NEU's Top-Line Budget (as defined in <a href="#">Michigan Department of Treasury Numbered Letter 2021-5</a> ) as of January 27, 2020.		Top-Line Budget	
PART 4: REQUIRED NOTIFICATION			
<p>NEUs that elected Option One in Part 2, accepting the CLFRF funding, will be required to report and upload the documents below as part of the NEU's first reporting to the U.S. Treasury. The first report is due October 31, 2021.</p> <ul style="list-style-type: none"><li>• Copy of signed <a href="#">Award Terms and Conditions Agreement</a></li><li>• Copy of signed <a href="#">Assurances of Compliance with Title VI of the Civil Rights Act of 1964</a></li><li>• Copy of actual budget documents validating the Top-Line Budget (as defined in Michigan Department of Treasury Numbered Letter 2021-5) amount provided to the State of Michigan in Part 3 above</li></ul>			
PART 5: CERTIFICATION			
<p>The undersigned Chief Administrative Officer, following approval by the governing board where applicable, of the local unit indicated in Part 1 hereby certifies to the Michigan Department of Treasury the following:</p> <ol style="list-style-type: none"><li>1) The Chief Administrative Officer elected an Option in Part 2 to either accept or decline the Coronavirus Local Fiscal Recovery Fund (CLFRF) funding. <b>Acknowledges that this election is a one-time election and cannot be modified for future CLFRF distributions.</b></li><li>2) The Chief Administrative Officer reviewed the federal and state guidance related to the determination and calculation of the Top-Line Budget (as defined in Michigan Department of Treasury Numbered Letter 2021-5), and certifies to the Michigan Department of Treasury that the Top-Line Budget (as defined in Michigan Department of Treasury Numbered Letter 2021-5) amount as of January 27, 2020, provided in Part 3 above, is accurate.</li><li>3) The Chief Administrative Officer read the information provided in Part 4 above and acknowledges and understands the documents that will be required to be provided to the U.S. Treasury as part of the first federal reporting due October 31, 2021.</li></ol>			
Chief Administrative Officer Signature (as defined in <a href="#">MCL 141.422b</a> )		Printed Name of Chief Administrative Officer (as defined in <a href="#">MCL 141.422b</a> ) <b>ALLISON WATKINS</b>	
Title <b>VILLAGE MANAGER</b>		Date	

## **ASSURANCES OF COMPLIANCE WITH CIVIL RIGHTS REQUIREMENTS**

### **ASSURANCES OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

As a condition of receipt of federal financial assistance from the Department of the Treasury, the recipient named below (hereinafter referred to as the “Recipient”) provides the assurances stated herein. The federal financial assistance may include federal grants, loans and contracts to provide assistance to the Recipient’s beneficiaries, the use or rent of Federal land or property at below market value, Federal training, a loan of Federal personnel, subsidies, and other arrangements with the intention of providing assistance. Federal financial assistance does not encompass contracts of guarantee or insurance, regulated programs, licenses, procurement contracts by the Federal government at market value, or programs that provide direct benefits.

The assurances apply to all federal financial assistance from or funds made available through the Department of the Treasury, including any assistance that the Recipient may request in the future.

The Civil Rights Restoration Act of 1987 provides that the provisions of the assurances apply to all of the operations of the Recipient’s program(s) and activity(ies), so long as any portion of the Recipient’s program(s) or activity(ies) is federally assisted in the manner prescribed above.

1. Recipient ensures its current and future compliance with Title VI of the Civil Rights Act of 1964, as amended, which prohibits exclusion from participation, denial of the benefits of, or subjection to discrimination under programs and activities receiving federal financial assistance, of any person in the United States on the ground of race, color, or national origin (42 U.S.C. § 2000d *et seq.*), as implemented by the Department of the Treasury Title VI regulations at 31 CFR Part 22 and other pertinent executive orders such as Executive Order 13166, directives, circulars, policies, memoranda, and/or guidance documents.
2. Recipient acknowledges that Executive Order 13166, “Improving Access to Services for Persons with Limited English Proficiency,” seeks to improve access to federally assisted programs and activities for individuals who, because of national origin, have Limited English proficiency (LEP). Recipient understands that denying a person access to its programs, services, and activities because of LEP is a form of national origin discrimination prohibited under Title VI of the Civil Rights Act of 1964 and the Department of the Treasury’s implementing regulations. Accordingly, Recipient shall initiate reasonable steps, or comply with the Department of the Treasury’s directives, to ensure that LEP persons have meaningful access to its programs, services, and activities. Recipient understands and agrees that meaningful access may entail providing language assistance services, including oral interpretation and written translation where necessary, to ensure effective communication in the Recipient’s programs, services, and activities.
3. Recipient agrees to consider the need for language services for LEP persons when Recipient develops applicable budgets and conducts programs, services, and activities. As a resource, the Department of the Treasury has published its LEP guidance at 70 FR 6067. For more information on taking reasonable steps to provide meaningful access for LEP persons, please visit <http://www.lep.gov>.



4. Recipient acknowledges and agrees that compliance with the assurances constitutes a condition of continued receipt of federal financial assistance and is binding upon Recipient and Recipient's successors, transferees, and assignees for the period in which such assistance is provided.
5. Recipient acknowledges and agrees that it must require any sub-grantees, contractors, subcontractors, successors, transferees, and assignees to comply with assurances 1-4 above, and agrees to incorporate the following language in every contract or agreement subject to Title VI and its regulations between the Recipient and the Recipient's sub-grantees, contractors, subcontractors, successors, transferees, and assignees:

*The sub-grantee, contractor, subcontractor, successor, transferee, and assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.*

6. Recipient understands and agrees that if any real property or structure is provided or improved with the aid of federal financial assistance by the Department of the Treasury, this assurance obligates the Recipient, or in the case of a subsequent transfer, the transferee, for the period during which the real property or structure is used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is provided, this assurance obligates the Recipient for the period during which it retains ownership or possession of the property.
7. Recipient shall cooperate in any enforcement or compliance review activities by the Department of the Treasury of the aforementioned obligations. Enforcement may include investigation, arbitration, mediation, litigation, and monitoring of any settlement agreements that may result from these actions. The Recipient shall comply with information requests, on-site compliance reviews and reporting requirements.
8. Recipient shall maintain a complaint log and inform the Department of the Treasury of any complaints of discrimination on the grounds of race, color, or national origin, and limited English proficiency covered by Title VI of the Civil Rights Act of 1964 and implementing regulations and provide, upon request, a list of all such reviews or proceedings based on the complaint, pending or completed, including outcome. Recipient also must inform the Department of the Treasury if Recipient has received no complaints under Title VI.
9. Recipient must provide documentation of an administrative agency's or court's findings of non-compliance of Title VI and efforts to address the non-compliance, including any voluntary compliance or other

agreements between the Recipient and the administrative agency that made the finding. If the Recipient settles a case or matter alleging such discrimination, the Recipient must provide documentation of the settlement. If Recipient has not been the subject of any court or administrative agency finding of discrimination, please so state.

10. If the Recipient makes sub-awards to other agencies or other entities, the Recipient is responsible for ensuring that sub-recipients also comply with Title VI and other applicable authorities covered in this document. State agencies that make sub-awards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of sub-recipients.

The United States of America has the right to seek judicial enforcement of the terms of this assurances document and nothing in this document alters or limits the federal enforcement measures that the United States may take in order to address violations of this document or applicable federal law.

Under penalty of perjury, the undersigned official(s) certifies that official(s) has read and understood the Recipient's obligations as herein described, that any information submitted in conjunction with this assurances document is accurate and complete, and that the Recipient is in compliance with the aforementioned nondiscrimination requirements.

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Recipient

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Date

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Signature of Authorized Official

#### PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 30 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

OMB Approved No. 1505-0271  
Expiration Date: November 30, 2021

U.S. DEPARTMENT OF THE TREASURY  
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

Recipient name and address: [Recipient to provide]	DUNS Number: [Recipient to provide] Taxpayer Identification Number: [Recipient to provide] Assistance Listing Number: 21.027
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Sections 602(b) and 603(b) of the Social Security Act (the Act) as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2 (March 11, 2021) authorize the Department of the Treasury (Treasury) to make payments to certain recipients from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund.

Recipient hereby agrees, as a condition to receiving such payment from Treasury, to the terms attached hereto.

Recipient:

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Authorized Representative:

Title:

Date signed:

U.S. Department of the Treasury:

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Authorized Representative:

Title:

Date:

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 15 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

U.S. DEPARTMENT OF THE TREASURY  
CORONAVIRUS LOCAL FISCAL RECOVERY FUND  
AWARD TERMS AND CONDITIONS

1. Use of Funds.
  - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
  - b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2026. As set forth in Treasury's implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024.
3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.
4. Maintenance of and Access to Records
  - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
  - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
  - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.
5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.
6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.
7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.
8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

9. Compliance with Applicable Law and Regulations.

- a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
- b. Federal regulations applicable to this award include, without limitation, the following:
  - i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
  - ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
  - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
  - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.
  - v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
  - vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
  - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.
  - viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
  - ix. Generally applicable federal environmental laws and regulations.
- c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
  - i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

- ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
  - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
  - iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
  - v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.
11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.
12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.
13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."
14. Debts Owed the Federal Government.
- a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.
  - b. Any debts determined to be owed the federal government must be paid promptly by

Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
  - i. A member of Congress or a representative of a committee of Congress;
  - ii. An Inspector General;
  - iii. The Government Accountability Office;
  - iv. A Treasury employee responsible for contract or grant oversight or management;
  - v. An authorized official of the Department of Justice or other law enforcement agency;
  - vi. A court or grand jury; or
  - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

RACHAEL EUBANKS  
STATE TREASURER

## NUMBERED LETTER 2021-5

**Issued By:** Community Engagement and Finance Division (CEFD)  
Bureau of Local Government and School Services

**Effective Date:** July 1, 2021

2021-5 Top-line budget definition – American Rescue Plan Act  
(ARPA)

**Intended Audience:** Non-Entitlement units of local governments requesting or declining Coronavirus Local Fiscal Recovery Fund payments under ARPA.

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### Summary:

U.S. Treasury released guidance on June 30, 2021, entitled "Update on Interpretation for the 75 Percent Budget Cap Calculation." Under the guidance, the State of Michigan must adopt a uniform standard to define how non-entitlement units of local government calculate their top-line budget, defined by ARPA as the most recent budget as of January 27, 2020.

### Definition of Top-Line Budget:

The Michigan Department of Treasury, within the framework prescribed by U.S. Treasury, defines top-line budget to include the sum of the following:

All budgeted expenditures (including other financing uses) for the general, special revenue, debt service, capital projects, and permanent funds; including transfers out for enterprise funds. This calculation includes all governmental and enterprise funds but excludes internal service and fiduciary funds. Budgeted expenditures are as of January 27, 2020.

Funds that do not have an adopted budget will use the actual expenditures (including other financing uses for governmental funds) or expenses (including both operating and nonoperating expenses and transfers out for enterprise funds) found in the most recent audited financial statements for the period ending prior to January 27, 2020.

If you have any questions, please visit [Michigan.gov/ARPA](https://michigan.gov/ARPA) or email our office at [TreasLocalGov@michigan.gov](mailto:TreasLocalGov@michigan.gov). For ARPA specific questions e-mail [Treas-ARPA@michigan.gov](mailto:Treas-ARPA@michigan.gov)



# NEWBERRY WATER AND LIGHT

## FEE SCHEDULE — as of 11.20.17

All fees or estimates set forth shall be paid in advance.  
Updates approved by the Village Council on November 20, 2017

FEE DESCRIPTION All fees or estimates set forth shall be paid in advance.	FEE
NEW ACCOUNT - SERVICE FEE	\$ 30.00
RESIDENTIAL WATER – FLAT RATE PER MONTH	\$ 75.00
*SEASONAL RESIDENTIAL MONTHLY WATER SERVICE FEE *In addition to seasonal shut off & turn on fees	\$34.11
COMMERCIAL WATER – PER MONTH 1 REU = 3,000 gallons	\$ 75.00 per REU
RESIDENTIAL SEWER – FLAT RATE PER MONTH	\$ 35.00
SEASONAL RESIDENTIAL MONTHLY SEWER SERVICE FEE	\$10.30
COMMERCIAL SEWER – PER MONTH 1 REU = 3,000 gallons	\$ 35.00 per REU
COMMUNITY OUTREACH PROGRAMS – WATER & SEWER RATES Seasonal operations providing enrichment and outreach to the community, such as community gardens and museums, will only be required to pay fees for the months they are in operation. Programs may apply for Community Outreach Status by submitting a completed request form to the Village of Newberry.	See commercial rates
*RENTAL & LAND CONTRACT DEPOSITS *A copy of the lease or contract must be provided to place utilities in the tenant's name. *Landlord must submit a letter stating that they will keep the utilities in their name. If this occurs, no deposit is required.	\$250.00
COMMERCIAL ACCOUNTS DEPOSITS	
WATER, SEWER, & ELECTRIC	\$500.00
WATER & SEWER	\$300.00
ELECTRIC & SEWER	\$350.00
WATER	\$250.00
ELECTRIC	\$250.00
SEWER	\$100.00

<b>FEE DESCRIPTION</b> All fees or estimates set forth shall be paid in advance.	<b>FEE</b>
Up to 100 Feet: ABOVE GROUND ELECTRIC - NEW SERVICE BELOW GROUND ELECTRIC - NEW SERVICE  Over 150 Feet:	\$ 50.00 \$ 50.00 plus time & materials Time plus materials
TURN ON/ TURN OFF FEE *per occurrence	\$ 50.00
DUSK TO DAWN LIGHT INSTALLATION POLE (\$7.00 PLUS TAX EACH MONTHLY BILL)	Cost of light  \$100.00
TEMPORARY POLE One year time limit then must re-apply	\$ 100.00
METER TESTING	\$ 20.00
DISCONNECT PENALTY (PPLUS BALANCE OF UNPAID ACCT)	\$ 75.00
NEW WATER SERVICE - 3/4" 1" 2" & bigger  NEW WATER; Out of town	\$500.00 \$600.00 Time plus materials  \$250.00 plus time & materials
NEW SEWER SERVICE	\$500.00
*CAP OFF WATER SERVICE *RECONNECT WATER TO MAIN *Account must be current with no outstanding charges.	\$250.00 \$250.00
CAP OFF SEWER SERVICE (MUST BE INSPECTED)	\$ 00.00
DISCONNECT ELECTRIC	\$ 75.00
RECONNECT ELECTRIC AFTER LINE IS DROPPED/DISCONNECTED	\$ 50.00
REPLACEMENT OF WATER METER	\$ 125.00
BULK WATER USE (must provide own backflow) Hook-up (non-refundable) Per 10,000 gallons	\$100.00 \$75.00
POOL FILL UP Hook-up (non-refundable)	\$100.00

# VILLAGE OF NEWBERRY UTILITIES

PROPOSED Page 1 of 2

## ELECTRIC, SEWER, and WATER: RATES & FEES LIST adopted \_\_\_\_\_

Fees listed are for services rendered during regular business hours for the department providing the service. Services provided outside scheduled workdays and regular work hours are subject to additional after hours/call out charges.

DESCRIPTION	FEE
<b>ACCOUNT FEES</b>	
<b>New Account</b>	\$30.00
<b>Residential Rental &amp; Land Contract Deposit</b> - A copy of lease or contract must be provided that indicates who is responsible for utilities. All individuals living in the residence must have accounts in good standing or new account request will not be approved until outstanding fees are paid in full.	\$300.00
<b>Commercial Accounts Deposits</b> - Customer must have accounts in good standing or new account request will not be authorized until outstanding fees are paid in full.	
<b>Electric</b>	\$250.00
<b>Sewer</b>	\$100.00
<b>Water</b>	\$250.00
<b>Non-sufficient Funds Charge (NSF)</b>	\$35.00
<b>Disconnection/Reconnection Penalty due to non-payment</b> - this fee is assigned when the monthly shut-off process is finalized. Penalty and account balance must be paid in full for reconnection. Reconnection requested outside regular service hours is subject to additional after hours/call out charges.	\$100.00 plus the full balance of the account
<b>RESIDENTIAL</b>	
<b>Residential Water - Flat Fee</b>	\$75.00
<b>Residential Sewer - Flat Fee</b>	\$35.00
<b>Residential Seasonal Water</b> -applications must be submitted annually	\$34.11
<b>Residential Seasonal Sewer</b> -application must be submitted annually	\$10.30
<b>Electric Base</b>	\$9.00
<b>Residential Electric KWH</b>	\$0.100793
<b>Energy Optimization KWH</b>	\$0.00137
<b>PA 95</b>	changes annually
<b>EA fee kWh</b>	changes every 6 mths
<b>COMMERCIAL/LARGE POWER</b>	
<b>Commercial Water 1 REU = 3000 gallons</b>	\$75.00 per REU
<b>Commercial Sewer 1 REU =3000 gallons</b>	\$35.00 per REU
<b>Electric Base</b>	\$9.00
<b>Commercial Electric KWH</b>	\$0.113025
<b>Large Power/Ind. = Demand per KWH</b>	\$8.20
<b>Large Power/Ind.On Peak Energy KWH</b>	\$0.052
<b>Energy Optimization KWH</b>	\$0.00145
<b>PA 95</b>	changes annually
<b>EA fee kWh</b>	changes every 6 mths
<b>COMMUNITY OUTREACH PROGRAMS - Monthly Fees</b>	
Seasonal non-profit operations providing enrichment and outreach to the community, such as community gardens and museums, will only be required to pay fees for the months they are in operation. Programs may apply for Community Outreach Status by submitting a completed request form to the Village of Newberry. Request must be submitted yearly.	See Commercial Rates
<b>AFTER HOURS/CALL OUT FEES FOR ALL UTILITIES</b>	
<b>After Hours/Call Out Fees:</b> These fee amounts will be charged to any customer who requests or requires after hours assistance for issues within their control or under their responsibility as determined by the Village of Newberry.	\$50.00 plus time, materials, and equipment. 2 hour minimum charge

Updated 7.9.2021

# VILLAGE OF NEWBERRY UTILITIES

## ELECTRIC, SEWER, and WATER: RATES & FEES LIST adopted

Fees listed are for services rendered during regular business hours for the department providing the service. Services provided outside scheduled workdays and regular work hours are subject to additional after hours/call out charges.

DESCRIPTION	FEE
<b>ELECTRIC</b>	
<b>New Electric Service</b> (prior accounts must have no outstanding charges.) Meter base must pass state inspection before hook-up. Customer is responsible for scheduling and payment of inspection. Proof of inspection must be provided prior to approval of service installation.	\$50.00 plus time, materials, equipment, & contractor fees (if applicable)
<b>Dusk to Dawn Light Installation/Removal</b> \$10.00 a month plus tax will be charged on each monthly bill.	\$50 plus time, materials, and equipment
<b>Temporary Electric Turn Off-Customer request.</b> (Account must be current with no outstanding charges). If meter is removed for 6 months or longer the meter base must pass state inspection before hook-up. Customer is responsible for scheduling and payment of inspection.	\$50.00
<b>Electric Reconnect after Temporary Turn Off</b> (Account must be current with no outstanding charges). If meter is removed for 6 months or longer the meter base must pass state inspection before hook-up. Customer is responsible for scheduling and payment of inspection. Proof of inspection must be provided prior to approval of service installation.	\$50.00
<b>Full Disconnect of Electric at Pole</b>	\$100.00
<b>Reconnect Electric After Full Line Disconnect.</b> (Account must be current with no outstanding charges) Meter base must pass inspection before hook-up. Customer is responsible for scheduling and payment of inspection. Proof of inspection must be provided prior to approval of service installation.	\$50.00 plus time, materials & equipment
<b>Replacement/Repair of Electric Meter Due to Tampering or Negligence.</b>	\$50.00 plus time, materials & equipment
<b>Penalty for Tampering with Electric Meter</b>	\$150.00
<b>Meter Testing</b>	Contracted Cost
<b>WATER &amp; SEWER</b>	
<b>New/Replacement Water Service Oversight &amp; Approval Process</b> Customer is required to follow Village procedures and guidance and must use a licensed contractor for connections to any Village lines.	\$100.00 plus time, materials, equipment, & contractor fees (if applicable)
<b>Replacement/Repair of Water Meter or Meter Remote</b> (due to tampering or negligence)	\$50.00 plus time, equipment, materials, & contractor fees (if applicable)
<b>Temporary Water Turn off</b> (Including seasonal turn off. Account must be current with no outstanding charges)	\$50.00 per occurrence
<b>Water Turn on after temporary turn off</b> (Including seasonal turn on. Account must be current with no outstanding charges.)	\$50.00 per occurrence
<b>Penalty for tampering with Water Meter or Remote</b>	\$150.00
<b>Cap Off Water Service</b> (account must be current with no outstanding charges)	\$50.00 plus time, materials & equipment
<b>Reconnect Water to Main</b> (account must be current with no outstanding charges)	\$50.00 plus time, materials & equipment
<b>New/Replacement Sewer Service Oversight &amp; Approval Process</b> Customer is required to follow Village procedures and guidance and must use a licensed contractor for connections to any Village lines.	\$100 plus time, materials, equipment & contractor fees (if applicable)
<b>Bulk Water Use</b> (must provide own backflow preventor)	
<b>Hook-Up Fee</b> (non-refundable)	\$100.00
<b>Per 3000 gallons</b>	\$100.00



1211 Ludington Street  
Escanaba, MI 49829  
O: 906.675.1587  
www.c2ae.com

April 30, 2021

Mr. George Blakely  
Utilities Superintendent  
Village of Newberry  
302 East McMillan Ave.  
Newberry, MI 49868

**Re: Proposal for Engineering Services USDA-RD Preliminary Engineering Report and Application**

Dear Mr. Blakely,

We are responding to your request for a proposal to complete the necessary documentation for a USDA-RD application for improvements to the wastewater system within the Village of Newberry. Our scope of work to complete the process is delineated below.

1. Pre-application meeting with USDA-RD
2. Complete a USDA-RD Preliminary Engineering Report (PER)
3. Complete the remaining USDA-RD application components, including:
  - a. Form 404 Application
  - b. Determination of need for an Environmental Report.
  - c. Complete letters to the required planning agencies.
  - d. Draft Engineering Agreement.
  - e. Draft Legal Agreement
  - f. Update User Map

Since the Village is a current borrower, many of the USDA-RD requirements have been met, but proof the Village cannot get credit elsewhere will still need to be completed by the Village administration.

Item b. above will require discussion at the pre-application meeting. This discussion will determine whether an Environmental Report is necessary. We do believe some work will be required for the SHPO component. The scope of which will depend on the information generated for past projects.

The PER shall be developed in such a way that if a direction change toward the state's Clean Water Revolving Fund becomes advantageous the document can be economically converted to the program required Project Plan.

**SCHEDULE:**

We would plan an eight week effort to complete this scope dependent upon the required feedback from SHPO. If a full environmental report is necessary, add another four weeks for response time from various agencies.

Our fee for these services shall be on the basis of a lump sum for each of the components below:

Preliminary Engineering Report	\$ 12,000
Application (404) and notifications	\$ 3,500
Updated User Map	\$ 4,000
Environmental Report	\$ tbd
SHPO Report	\$ tbd
Draft Engineering Agreement	\$ 0
Draft Legal Agreement	<u>\$ 0</u>
Total	\$ 19,500

A copy of our standard provisions is attached and made part of this agreement

If you concur with the information presented above, please sign in the space provided.

We appreciate the opportunity to continue our relationship with the Village of Newberry on their wastewater system.

C2AE  
Sincerely,



\_\_\_\_\_  
Darren Pionk, PE  
Project Manager

Accepted by:  
Village of Newberry

\_\_\_\_\_  
George Blakely

\_\_\_\_\_  
Date

The parties to this agreement, Capital Consultants, Inc., a Michigan Corporation doing business as C2AE in the State of Michigan, hereinafter called the A|E CONSULTANT and the Village of Newberry, Michigan, hereinafter called the OWNER, hereby agree to the following conditions:

- A. Limit of Scope: The services provided by the A|E CONSULTANT shall be limited to those described in the Scope of Services.
- B. Changed Conditions: If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to the A|E CONSULTANT are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks or other material terms of this Agreement, the A|E CONSULTANT may call for renegotiation of appropriate portions of this Agreement. The A|E CONSULTANT shall notify the OWNER of the changed conditions necessitating renegotiation, and the A|E CONSULTANT and the OWNER shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions. If terms cannot be agreed to, the parties agree that either party has the absolute right to terminate this Agreement.
- C. Additional Services: Additional services not specifically identified in the Scope of Services shall be paid for by the OWNER in addition to the fees previously stated, provided the OWNER authorizes such services in writing. Special services will be billed monthly as work progresses and invoices are due upon receipt.
- D. Standard of Care: In providing services under this Agreement, the A|E CONSULTANT will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Upon notice to the A|E CONSULTANT and by mutual agreement between the parties, the A|E CONSULTANT will without additional compensation, correct those services not meeting such a standard.
- E. Opinions of Probable Construction Cost: In providing opinions of probable construction cost, the OWNER understands that the A|E CONSULTANT has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the A|E CONSULTANT's opinions of probable construction costs are made on the basis of the A|E CONSULTANT's professional judgment and experience. The A|E CONSULTANT makes no warranty, express or implied, that the bids or the negotiated cost of the work will not vary from the A|E CONSULTANT's opinion of probable construction cost.
- F. Schedule for Rendering Services: The A|E CONSULTANT shall prepare and submit for OWNER approval a schedule for the performance of the A|E CONSULTANT's services. This schedule shall include reasonable allowances for review and approval times required by the OWNER, performance of services by the OWNER's consultants, and review and approval times required by public authorities having jurisdiction over the project. This schedule shall be equitably adjusted as the project progresses, allowing for changes in scope, character or size of the project requested by the OWNER, or for delays or other causes beyond the A|E CONSULTANT's reasonable control.
- G. Ownership of Reports, Drawings and Other Materials: The OWNER agrees that all reports, drawings, letters, work sheets, plans, preliminary material tables, supportive data, documents and other materials produced by the A|E CONSULTANT in the course of and for the purpose of meeting this contract are the property of the A|E CONSULTANT, and shall remain in the possession of the A|E CONSULTANT. The OWNER shall have access to the above named material during normal business hours of the A|E CONSULTANT during and after completion of this contract. The OWNER may obtain copies of any of the above named material. Copies of electronic media may be obtained by the OWNER via execution of this Agreement. (See Alteration and Reuse of CAD Information provision of this Agreement.)
- H. Alteration and Reuse of CAD Information: Because computer aided design/drafting (CAD) information stored in electronic form can be modified by other parties, intentionally or otherwise, without notice or indication of said modifications, the A|E CONSULTANT reserves the right to remove all indications of its ownership and/or involvement in the material from each electronic medium not held in its possession. The OWNER may retain copies of the work performed by the A|E CONSULTANT in CAD form. Copies shall be for information and used by the OWNER for the specific purpose for which the A|E CONSULTANT was engaged. Said material shall not be used by the OWNER, or transferred to any other party, for use in other projects, additions to the current project, or any other purpose for which the material was not strictly intended without the A|E CONSULTANT's express written permission. Any unauthorized modification or reuse of the materials shall be at the OWNER's

sole risk, and the OWNER agrees to defend, indemnify, and hold the A|E CONSULTANT harmless, from all claims, injuries, damages, losses, expenses, and attorney's fees arising out of the unauthorized modification of these materials.

- I. Payment Terms: Invoices will be submitted by the A|E CONSULTANT monthly, are due upon presentation and shall be considered past due if not paid within thirty (30) calendar days of the due date.
- J. Disputed Invoices: If the OWNER objects to any portion of an invoice, the OWNER shall so notify the A|E CONSULTANT in writing within ten (10) calendar days of receipt of the invoice. The OWNER shall identify in writing the specific cause of the disagreement and the amount in dispute and shall pay that portion of the invoice not in dispute in accordance with other payment terms of this Agreement. Any dispute over invoiced amounts due which cannot be resolved within ten (10) calendar days after presentation of invoice by direct negotiation between the parties shall be resolved within thirty (30) calendar days in accordance with the Dispute Resolution provision of this Agreement. Interest at one-and-one-half (1.5) percent (or the maximum rate allowable by law, whichever is less) shall be paid by the OWNER on all disputed invoice amounts that are subsequently resolved in the A|E CONSULTANT's favor and shall be calculated on the unpaid balance from the due date of the invoice.
- K. Abandonment of Work: If any work is abandoned or suspended, the A|E CONSULTANT shall be paid for services performed prior to receipt of written notice from the OWNER of abandonment or suspension.
- L. Errors and Omissions Insurance: The A|E CONSULTANT maintains an errors and omissions insurance policy as part of normal business practice. The OWNER agrees to limit the A|E CONSULTANT's liability to the OWNER and to all Construction Contractors and Subcontractors on the project due to the A|E CONSULTANT's negligent acts, errors, or omissions, such that the total aggregate liability of the A|E CONSULTANT to all those named shall not exceed **\$19,500**.
- M. Indemnification: The A|E CONSULTANT agrees, to the fullest extent permitted by law, to indemnify and hold harmless the OWNER against damages, liabilities and costs arising from the negligent acts of the A|E CONSULTANT in the performance of professional services under this Agreement, to the extent that the A|E CONSULTANT is responsible for such damages, liabilities and costs on a comparative basis of fault and responsibility between the A|E CONSULTANT and the OWNER. The A|E CONSULTANT shall not be obligated to indemnify the OWNER for the OWNER's own negligence.
- N. Consequential Damages: Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the OWNER nor the A|E CONSULTANT, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the OWNER and the A|E CONSULTANT shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.
- O. Dispute Resolution: The OWNER agrees that all claims, disputes, and other matters in question between the parties arising out of or relating to this Agreement or breach thereof first shall be submitted for nonbinding mediation to any one of the following, as agreed to by the parties: American Arbitration Association, American Intermediation Service, Americord, Dispute Resolution, Inc., Endispute, or Judicate. Any party hereto may initiate mediation within the time allowed for filing per State law and the parties hereto agree to fully cooperate and participate in good faith to resolve the dispute(s). The cost of mediation shall be shared equally by the parties hereto.

If mediation fails to resolve the claim or dispute, the matter shall be submitted to a court of competent jurisdiction.



**VILLAGE OF NEWBERRY**  
**VILLAGE MANAGER PERFORMANCE REVIEW FORM**

Please rate the Village Manager on each of the following criteria using this scale:

4=Very Effective

3=Effective

2=Needs Work

1=Ineffective

NA=Not Applicable

**MANAGER – COUNCIL RELATIONS**

1. Informs and advises the Council about the programs, practices, and issues facing the Village and keeps the Council informed of the activities operating under the Council's authority.  
Score: \_\_\_\_\_
2. Offers professional advice to the Council on items requiring Council action, with appropriate recommendations based on thorough study, analysis, and expertise.  
Score: \_\_\_\_\_
3. Prepares and submits to the Council recommendations relative to all matters requiring Council action, placing before the Council such necessary and helpful facts, information, and reports as are needed to assist in making informed decisions.  
Score: \_\_\_\_\_
4. Administers the policies established by Council, either personally or through delegation to appropriate staff.  
Score: \_\_\_\_\_
5. Supports all policies of the Council regardless of personal beliefs.  
Score: \_\_\_\_\_
6. Studies concerns and complaints and reports to the Council if action by the Council is necessary.  
Score: \_\_\_\_\_
7. Seeks to implement the Goals and Objectives established by Village Council.  
Score: \_\_\_\_\_

8. Accepts responsibility for maintaining liaison between the Council and Village staff, working toward a high degree of understanding and respect between staff and the Council.  
Score: \_\_\_\_\_
9. Remains impartial toward the Council, treating all members fairly, equally, and with respect.  
Score: \_\_\_\_\_
10. Seeks resolution for the Village Council when an honest, objective difference of opinion exists between the Village Manager and any members of the Council in an earnest effort to resolve such differences.  
Score: \_\_\_\_\_
11. Carries out instructions for the Council without distortion or misinterpretation.  
Score: \_\_\_\_\_
12. Advises, counsels, and assists the Council in timely development of realistic annual community goals.  
Score: \_\_\_\_\_

Comments on Manager – Council Relations:

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### COMMUNITY RELATIONS

1. Cooperates with other community agencies while representing the best interests of the Village.  
Score: \_\_\_\_\_
2. Establishes a good working relationship with the news media.  
Score: \_\_\_\_\_
3. Solicits and gives attention to problems and opinions of all groups and individuals.  
Score: \_\_\_\_\_
4. Functions in a manner which leads to mutual respect and support.  
Score: \_\_\_\_\_
5. Participates in Village-sponsored community activities and affairs.  
Score: \_\_\_\_\_
6. Is open and sensitive to community concerns and desires about issues facing the Village.  
Score: \_\_\_\_\_
7. Strives to build a strong, positive community attitude toward Village government.  
Score: \_\_\_\_\_

Comments on Community Relations:

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### BUSINESS AND FINANCIAL MATTERS

1. Prepares, with staff assistance, the detailed annual Village budget, interprets the budget, and presents the budget to the Village Council for review, modification, and adoption.  
Score: \_\_\_\_\_
2. Administers the budget, once adopted, and keeps expenditures within appropriation limits approved by Council.  
Score: \_\_\_\_\_
3. Analyzes current financial condition of the Village and proposes to the Council short-range and long-range financial needs and proposals.  
Score: \_\_\_\_\_
4. Supervises the purchasing and delivery of supplies in a manner which promotes efficiency and provides materials and supplies in a timely fashion.  
Score: \_\_\_\_\_
5. Keeps informed on needs of the Village, including plant, facilities, equipment, and supplies.  
Score: \_\_\_\_\_
6. Keeps Council informed of the financial affairs of the Village.  
Score: \_\_\_\_\_
7. Supervises overall operations of the Village and insists on competent and efficient performance.  
Score: \_\_\_\_\_

Comments on Business and Financial Matters:

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### PROFESSIONAL AND LEADERSHIP DEVELOPMENT

1. Administers the Village in accordance with Michigan statutes and the ordinances, rules, regulations, and policies adopted by the Village Council.  
Score: \_\_\_\_\_
2. Reports to the Village Council about the status of programs, personnel, and operations of the Village.  
Score: \_\_\_\_\_
3. Recommends actions to the Village Council.  
Score: \_\_\_\_\_
4. Communicates as liaison between the Village Council and Village staff.  
Score: \_\_\_\_\_
5. Informs the Council about federal and state laws and current trends and developments in Village management and municipal government.  
Score: \_\_\_\_\_
6. Maintains a current knowledge of developments in Village management and municipal government.  
Score: \_\_\_\_\_
7. Promotes positive community relations.  
Score: \_\_\_\_\_
8. Communicates as liaison between the Village and community agencies.  
Score: \_\_\_\_\_
9. Articulates Village project, program, and operations needs to the Village Council and community.  
Score: \_\_\_\_\_
10. Responds to concerns expressed in the community.  
Score: \_\_\_\_\_
11. Involves the community and staff in planning and problem solving for the Village.  
Score: \_\_\_\_\_

12. Communicates vision/mission and goals to staff and citizens.

Score: \_\_\_\_\_

13. Advises the Council on the need for new or revised policies.

Score: \_\_\_\_\_

Comments on Professional and Leadership Development:

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### SYSTEM MANAGEMENT

1. Organizes recruitment of personnel.  
Score: \_\_\_\_\_
2. Ensures that personnel policies and collective bargaining agreements are followed.  
Score: \_\_\_\_\_
3. Maintains up-to-date job descriptions for all personnel.  
Score: \_\_\_\_\_
4. Supervises and evaluates department superintendents.  
Score: \_\_\_\_\_
5. Ensures the maintenance of Village property and the safety of personnel and property.  
Score: \_\_\_\_\_
6. Monitors any construction, renovation, and demolition of Village facilities.  
Score: \_\_\_\_\_
7. Implements policies and programs relating to behaviors and discipline of employees.  
Score: \_\_\_\_\_

Comments on System Management:

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GENERAL COMMENTS

STRENGTHS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

AREAS OF CONCERN: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ADDITIONAL COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

GOALS FOR NEXT PERIOD: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# ENERGY ADJUSTMENT (EA) RATE FOR JULY TO DECEMBER 2021

As of 7.13.2021

For Year

JUL TO DEC 2021

JAN TO JUL 2021

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

Billing Month Used for Calculation		Power Cost/ KWh		Base Case Cost/KWh	Increase/ (DECREASE) Base Case (%)	EA Real Cost Difference	Total EA Adjustment	Monthly Base Rate	Monthly Applied Rate
January	2021	\$0.056157	\$0.045221	24.182%	\$0.010936				
February	2021	\$0.058562	\$0.045221	29.503%	\$0.013341				
March	2021	\$0.056505	\$0.045221	24.953%	\$0.011284				
April	2021	\$0.059470	\$0.045221	31.510%	\$0.014249				
May	2021	\$0.053633	\$0.045221	18.603%	\$0.008412				
June	2021	\$0.054559	\$0.045221	20.649%	\$0.009338				
July	2021	\$0.054992	\$0.045221	21.608%	\$0.009771				
August	2021	\$0.053972	\$0.045221	19.351%	\$0.008751				
September	2021	\$0.056846	\$0.045221	25.706%	\$0.011625				
October	2021	\$0.057204	\$0.045221	26.488%	\$0.011983				
November	2021	\$0.055909	\$0.045221	23.636%	\$0.010688				
December	2021	\$0.056449	\$0.045221	24.829%	\$0.011228				
AVERAGES, Jan - Jun				25%	\$0.011250				
AVERAGES, Jul - Dec				23.60%	\$0.010674				

NOTE: Use this rate for Jan - June (of 2021) billing period. This is the rate for calculating customer billing.

NOTE: Use this rate for the July - Dec (of 2021) billing period. This is the rate for calculating customer billing.

Note: new EA for the second 6 months of 2021

Note: new EA for the first 6 months of 2021.

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

MONTH	ATC	HYDRO	CONSUMERS	MPA	MSQ	TOTAL	KW/H	HYDRO KW/H	TOTAL	COST/KW/H
Jan-21	\$ 12,311.39	\$ 4,989.27	\$ 69,784.77	\$ 138.93	\$ 2,113.91	\$ 89,318.27	1,220,323	370,200	1590523.00	\$ 0.0562
Feb-21	\$ 12,311.39	\$ 5,044.92	\$ 69,202.26	\$ 52.80	\$ 3,377.59	\$ 89,988.96	1,209,732	326,900	1536632.00	\$ 0.0586
Mar-21	\$ 12,311.39	\$ 5,015.36	\$ 65,891.46	\$ 23.61	\$ 3,153.85	\$ 86,498.07	1,151,354	379,400	1530754.00	\$ 0.0565
Apr-21	\$ 12,311.39	\$ 5,194.68	\$ 59,697.62	\$ 30.52	\$ 3,372.90	\$ 80,607.01	1,036,919	318,500	1355419.00	\$ 0.0595
May-21	\$ 11,717.39	\$ 5,352.86	\$ 53,298.00	\$ 18.64	\$ 2,638.28	\$ 73,025.17	920,564	441,000	1361564.00	\$ 0.0536
Jun-21	\$ 12,492.20	\$ 5,280.83	\$ 60,345.74	\$ 102.09	\$ 2,553.37	\$ 80,774.23	1,048,704	431,800	1480504.00	\$ 0.0546
Jul-20	\$ 12,557.62	\$ 5,424.34	\$ 66,425.83	\$ 198.81	\$ 3,114.48	\$ 87,721.08	1,159,251	435,900	1595151.00	\$ 0.0550
Aug-20	\$ 11,295.94	\$ 5,352.63	\$ 61,035.55	\$ 71.13	\$ 2,270.79	\$ 80,026.04	1,061,246	421,500	1487746.00	\$ 0.0540
Sep-20	\$ 12,869.62	\$ 5,224.79	\$ 53,873.41	\$ 109.42	\$ 2,806.88	\$ 74,884.12	931,026	386,300	1317326.00	\$ 0.0568
Oct-20	\$ 12,557.62	\$ 5,296.01	\$ 61,972.89	\$ 108.23	\$ 2,825.88	\$ 82,761.63	1,078,289	368,500	1446789.00	\$ 0.0572
Nov-20	\$ 12,557.62	\$ 5,328.30	\$ 58,638.79	\$ 33.58	\$ 2,736.29	\$ 79,294.58	1,017,669	400,600	1418269.00	\$ 0.0559
Dec-20	\$ 12,559.62	\$ 5,139.39	\$ 69,398.50	\$ 89.07	\$ 2,736.24	\$ 89,922.82	1,213,300	379,700	1593000.00	\$ 0.0564

JUL - DEC Amounts are from 2020 Bills and Were Used to Calculate the JAN - JUN 2021 EA

JAN - JUN Amounts are from 2021 Bills and Were Used to Calculate the JUL- DEC 2021 EA

NEWBERRY WATER & LIGHT BOARD  
REGULAR MEETING MINUTES  
July 13, 2021

**Present:** Board members: Jack Olson, Hendrickson, Stokes, Vincent. (Jack Olson recited the Oath of Office prior to the meeting).

**Absent:** None.

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

**Call to Order:** The meeting was called to order at 6:03 p.m. by Clark Schummer as Chairman Wendt resigned from the Board. The Pledge of Allegiance was recited.

**Selection of Chairperson:** Moved by Hendrickson, support by Vincent, **CARRIED**, to appoint Stokes as Water & Light Board chairperson. Ayes: All.

**Approval of Agenda:** Moved by Vincent, support by Vincent, **CARRIED**, to approve agenda as presented. Ayes: All.

**Approval of Minutes:** Moved by Vincent, support by Hendrickson, **CARRIED**, to approve the minutes for the June 8, 2021, W&L meeting as presented. Ayes: All.

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

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

**Submission of Bills and Financial Updates:**

A.) **Water & Light – Monthly Bills – June 4 to July 9, 2021:** - Motion by Vincent, support by Hendrickson, **CARRIED**, recommend Village Council pay the June 4 to July 9, 2021, Electric Fund bill in the amount of \$93,450.36. Discussion followed. Ayes: Stokes, Hendrickson, Olson, Vincent.  
Motion by Vincent, support by Stokes, **CARRIED**, to recommend Village Council pay the June 4 to July 9, 2021, Water Fund bill in the amount of \$5,930.51. Discussion followed. Ayes: Stokes, Hendrickson, Olson, Vincent.

B.) **Christmas Light Fund** – as of 05/31/2021 \$17,268.83.

**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 Kucinskis submitted a written report and charts.
- 2.) **Village Manager:** Watkins gave a verbal report.

**Unfinished Business:**

- 1.) **Vacant Water & Light Board Position:** There have been no letters of interest submitted. Will continue to advertise.
- 2.) **2021 Water Rate Changes:** Watkins gave an update on the Water Rate Study.
- 3.) **Fairbanks Generator Update:** Watkins gave an update.
- 4.) **Capital Improvement Plan:** Moved by Vincent, support by Hendrickson, **CARRIED**, to recommend the Village Council approve the Water & Light portion of the Capital Improvement Plan. Ayes: All.
- 5.) **Public Comment Follow-up from Previous Meeting:** None.

**New Business:**

- 1.) **Fee Changes for Water & Electric Services:** Moved by Vincent, support by Hendrickson, **CARRIED**, to recommend approval of the new fee schedule to Village Council. Discussion followed. Ayes: All.
- 2.) **EA Amount for July – December 2021:** For review only.

**Public Comment:** None.

**Comments By Board Members:** Comment heard from: Hendrickson.

**Adjourn Meeting:** Motion by Vincent, support by Hendrickson, **CARRIED**, to adjourn meeting at 7:14 p.m. Ayes: All.

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

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Terese Schummer, Clerk

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Lori A. Stokes, Chairperson

**Village of Newberry  
Ordinance Committee Meeting Minutes  
307 E. McMillan Avenue & on Zoom  
Thursday, July 1, 2021  
9:30 AM**

1. Called to Order at 9:31 Am
2. Roll Call  
Present: Chair Lori Stokes, Dennis Hendrickson, Jeff Puckett, VM Watkins
3. Public Comment – none present
4. Unfinished Business
  - A. Ordinance 23
    1. Continued review of Ordinance 23. VM Watkins will make final edits/additions for presentation to Attorney Jocks for his opinions prior to our next meeting on August 5, 2021
  - B. Ordinance A
    1. Watkins supplied committee with Ord. A and the two most current amendments made by the council. Requested that committee reviews Ordinance A in preparation for next month's meeting.
5. New Business
  - A. Next committee meeting date: Thursday, August 5, 2021; 9:30 AM
6. Public Comment – none present
7. Adjourned at 10:45 AM

Village of Newberry  
Management Committee Meeting Minutes  
Thursday, July 8, 2021  
9:30am

**Present:** President Freese (Chair), Pro Tempore Stokes, Village Manager Watkins

**Absent:** Trustee Hardenbrook

**Call to Order:** Meeting was called to order at 9:30am.

**Public Comment:** No members of the public were present.

**Unfinished Business:**

A. Annual Performance Evaluation for Village Manager – Changed document's title to "Village Manager Performance Review Form". Document is ready to present to Council.

B. Excused/Unexcused Absences at Council/Board Meetings – Discussed review of what other communities throughout the state use for attendance policies and what language is used to define excused/unexcused absences. Will be adding specific procedures to follow during Council meetings. Will meet again in August to review and possibly present to Council.

**New Business:** None presented at this time.

**Next Meeting Date:** Thursday, August 12 at 9:30am.

**Public Comment:** No members of the public were present.

**Committee Recommendations to Present to Council:** Recommend Council adopt the Village Manager Performance Review Form.

**Adjournment:** Meeting adjourned at 10:30am.

# VILLAGE OF NEWBERRY



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

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## Newberry Wastewater Treatment Plant Department of Public Works

George Blakely Superintendent

July 2021 Report

### **Wastewater Treatment**

- Monthly report submitted to EGLE
- Staff Safety Meeting
- Routine Preventive Maintenance
- Outside Maintenance
- Grass seed in culvert area
- Painting in generator room

### **Department of Public Works**

- Garbage pick up
- Work orders/ Miss Digs
- Staff Safety Meeting
- Mowing grass
- Training on Dura Patcher
- Cold patching
- Forming concrete base for emulsion tank
- Flowerpots on Main Street
- Salvaging lumber from 41 building
- Street sweeping

# VILLAGE OF NEWBERRY



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

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## **Newberry Water and Light Dept Dan Kucinkas Water & Light Supt. June 2021**

- Read All Meters
- Red Tags
- Water Inspections
- Monthly Water Samples ( all good)
- Miss Digs
- Seasonal on & offs
- Disconnects/Reconnects Non payments
- Annual Water Tests – PFAS & Nitrates (all came back good)
- Removed More Transformers From Poles
- Removed Excess Junk Off Poles
- Tree Trimming Sections 1 & 4  
Started the 1<sup>st</sup> Of Month, They Are Done
- Call Out Bad Transformer (3 mile)
- Wrecked Out Old Pole Line At The End Of East Truman
- Daily Well Inspections
- Fixed Leaky 8” Valve At Well 4  
Installed New Chlorine pump & Cleared Out Chlorine Tank

2021 - ELECTRIC CONSUMPTION / BILLING

RESIDENTIAL										COMMERCIAL										LARGE POWER										DEMAND			
ER		METERS	ER	EO	ER	EC	METERS	EC	FUEL ADJ	AMT BILLED	EC	LG	METERS	LG	FUEL ADJ	DEMAND	METERS	DEMAND															
2021	KW		FUEL ADJ	BASE	AMT BILLED	KW						KW				KW		AMT BILLED	AMT BILLED														
JAN	624623.00	1175	\$ 7,082.82	\$ 896.71	\$ 65,409.54	238552.00	211	\$ 2,644.34	\$ 27,834.38	505861.00	15	\$ 26,657.52	\$ 5,759.59	1257.00	13	\$ 12,218.20																	
FEB	810495.00	1176	\$ 9,132.17	\$ 1,167.64	\$ 84,886.04	240110.00	211	\$ 2,652.86	\$ 27,889.02	489417.00	15	\$ 25,771.35	\$ 5,585.60	1254.00	13	\$ 12,159.16																	
MAR	619596.00	1171	\$ 7,027.20	\$ 890.19	\$ 64,880.81	285227.00	211	\$ 3,174.67	\$ 33,412.00	484895.00	15	\$ 25,583.38	\$ 5,631.26	1439.00	13	\$ 13,229.82																	
APR	740875.00	1173	\$ 8,378.75	\$ 1,067.54	\$ 77,591.91	215209.00	210	\$ 2,391.38	\$ 25,143.86	535153.00	15	\$ 28,176.38	\$ 6,044.18	1443.00	13	\$ 13,191.44																	
MAY	652162.00	1177	\$ 7,343.29	\$ 936.34	\$ 68,293.72	237290.00	210	\$ 2,641.70	\$ 27,791.28	417126.00	15	\$ 22,075.08	\$ 4,758.23	1431.00	13	\$ 13,154.38																	
JUN	420968.00	1173	\$ 4,741.22	\$ 603.67	\$ 44,081.42	172426.00	211	\$ 1,919.28	\$ 20,193.35	399861.00	15	\$ 21,072.64	\$ 4,480.52	1442.00	13	\$ 13,252.78																	
JUL																																	
AUG																																	
SEPT																																	
OCT																																	
NOV																																	
DEC																																	
TOTAL		7045.00	\$ 43,705.45	\$ 5562.09	\$ 405,143.44	1388814.00	1264.00	\$ 15,424.23	\$ 162,263.89	283213.00	90.00	\$ 149,336.35	\$ 32,259.38	8266.00	78.00	\$ 77,205.78																	
AVG	644786.5	1174.167	7284.241667	927.015	67523.90667	231469	210.6667	2570.705	27043.98167	472052.1667	15	24889.39167	5376.563333	1377.667	13	12867.63																	

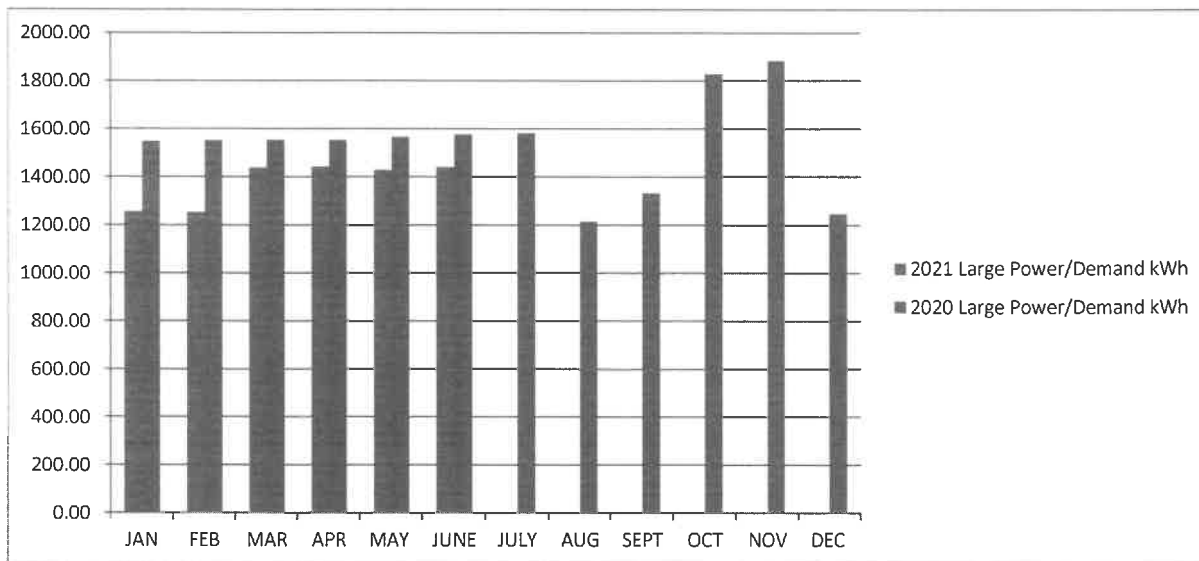
TOTAL KWh 4229.39  
AVERAGE MET 1412.833333



## Water & Light

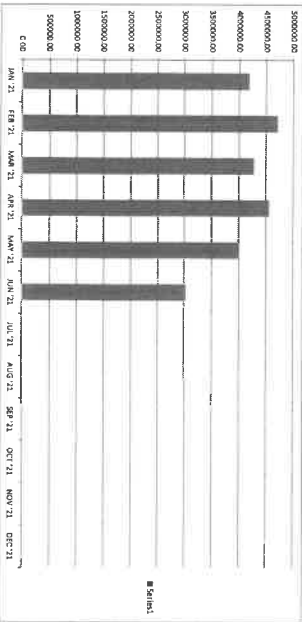
### Electric Demand Report Large Power/Industrial 2021

MONTH:	LG POWER/INDUSTRIAL	BILLED AMOUNT
DEC'20	1248.00	\$ 12,159.16
JAN	1257.00	\$ 12,218.20
FEB	1254.00	\$ 12,159.16
MAR	1439.00	\$ 13,229.82
APR	1443.00	\$ 13,191.44
MAY	1431.00	\$ 13,154.38
JUN	1442.00	\$ 13,252.78
JUL		
AUG		
SEP		
OCT		
NOV		
DEC		



Water & Light  
Billed Electric kWh Report - 2021

MONTH:	RES/COM kWh	DETA. BILLED	RES/COM BILLED	CONSUMER'S	MPPA	MISO	ATC	CEC-HNDNO	2021 PAID	2020 PAID	2019 PAID	2018 PAID	2017 PAID	2016 PAID	2015 PD:	SAVED: (2021 vs 2020)
JAN '21	4194031.00	\$ 12,218.20	\$ 180,228.20	\$ 69,184.77	\$ 139.93	\$ 2,113.91	\$ 12,311.39	\$ 4,569.27	\$ 89,218.27	\$ 96,004.09	\$ 109,949.71	\$ 123,527.53	\$ 120,134.74	\$ 103,229.84	\$ 146,688.48	\$ (6,695.82)
FEB '21	4719170.00	\$ 12,159.16	\$ 190,183.21	\$ 69,202.26	\$ 52.80	\$ 3,377.59	\$ 12,311.39	\$ 5,044.92	\$ 89,988.96	\$ 88,399.51	\$ 101,672.04	\$ 113,887.55	\$ 111,388.64	\$ 102,655.98	\$ 188,324.53	\$ 1,380.45
MAR '21	4282045.00	\$ 13,229.82	\$ 175,673.55	\$ 65,991.46	\$ 23.01	\$ 3,153.85	\$ 12,311.39	\$ 5,015.36	\$ 86,095.07	\$ 87,456.14	\$ 99,435.07	\$ 62,464.50	\$ 114,411.84	\$ 130,780.97	\$ 135,195.29	\$ (961.07)
APR '21	4654804.00	\$ 13,191.44	\$ 182,641.36	\$ 59,697.52	\$ 20.52	\$ 3,372.90	\$ 12,311.39	\$ 5,194.68	\$ 80,007.01	\$ 78,936.48	\$ 95,210.19	\$ 106,956.15	\$ 106,494.00	\$ 98,265.91	\$ 114,707.13	\$ 1,679.53
MAY '21	3992762.00	\$ 13,154.38	\$ 166,978.69	\$ 53,298.00	\$ 18.64	\$ 2,658.28	\$ 11,717.39	\$ 5,352.86	\$ 73,025.17	\$ 74,634.28	\$ 84,813.79	\$ 99,348.04	\$ 98,979.16	\$ 121,856.40	\$ 145,099.13	\$ 1,609.11
JUN '21	3028358.00	\$ 13,252.78	\$ 129,594.98	\$ 60,345.74	\$ 102.09	\$ 2,553.37	\$ 12,311.39	\$ 5,280.83	\$ 80,993.42	\$ 75,428.75	\$ 75,983.75	\$ 82,250.55	\$ 102,656.18	\$ 105,919.67	\$ 121,802.87	\$
JUL '21									\$ -	\$ 87,721.08	\$ 85,288.65	\$ 90,796.59	\$ 102,915.90	\$ 60,546.96	\$ 74,453.89	\$
AUG '21									\$ -	\$ 80,026.04	\$ 80,431.43	\$ 115,480.83	\$ 102,013.56	\$ 118,956.76	\$ 95,814.19	\$
SEP '21									\$ -	\$ 74,884.12	\$ 79,439.06	\$ 85,710.61	\$ 98,672.29	\$ 115,892.05	\$ 93,525.67	\$
OCT '21									\$ -	\$ 82,221.63	\$ 75,035.13	\$ 84,092.82	\$ 97,767.67	\$ 107,256.72	\$ 122,846.54	\$
NOV '21									\$ -	\$ 79,294.58	\$ 94,303.42	\$ 95,811.47	\$ 114,041.05	\$ 103,927.00	\$ 64,483.12	\$
DEC '21	24789372.00	\$ 77,205.78	\$ 1,014,299.89	\$ 378,319.75	\$ 365.99	\$ 17,209.90	\$ 73,376.34	\$ 30,857.92	\$ 500,037.90	\$ 905,006.70	\$ 981,569.24	\$ 1,077,237.04	\$ 1,294,437.93	\$ 1,288,837.86	\$ 1,460,903.51	\$ (5,996.02)



MONTH	Recorded Gallons Pumped 1st -30th/31st month	Amounts (16th to 15th of the month prior)	Actual Revenue Received	Billed Reu's (16th to 15th of the month prior)	Gallons Billed (16th to 15th of the month prior)	Difference between gallons pumped and	Monthly Revenue Goal	% OF GOAL	Difference between Revenue Collected and Monthly Revenue Goal
JAN'21	5,103,200.00	\$ 73,984.00	\$ 75,966.72	986.45	2,959,350.00	2,143,850.00	\$ 76,850.00	98.9%	-\$883.28
FEB'21	5,695,000.00	\$ 73,750.14	\$ 76,430.25	983.34	2,950,020.00	2,744,980.00	\$ 76,850.00	99.5%	-\$419.75
MAR'21	5,292,000.00	\$ 73,962.50	\$ 75,624.00	986.17	2,958,510.00	2,333,490.00	\$ 76,850.00	98.4%	-\$1,226.00
APR'21	6,519,600.00	\$ 74,252.57	\$ 76,154.78	990.03	2,970,090.00	3,549,510.00	\$ 76,850.00	99.1%	-\$695.22
MAY'21	6,870,200.00	\$ 74,762.50	\$ 75,024.11	996.83	2,990,490.00	3,879,710.00	\$ 76,850.00	97.6%	-\$1,825.89
JUNE'21	8,245,400.00	\$ 75,399.26	\$ 77,245.09	1,005.32	3,015,960.00	5,229,440.00	\$ 76,850.00	100.5%	\$395.09
JULY'21					-	-	\$ -	#DIV/0!	\$0.00
AUG'21					-	-	\$ -	#DIV/0!	\$0.00
SEPT'21					-	-	\$ -	#DIV/0!	\$0.00
OCT'21					-	-	\$ -	#DIV/0!	\$0.00
NOV'21					-	-	\$ -	#DIV/0!	\$0.00
DEC'21					-	-	\$ -	#DIV/0!	\$0.00
Total Gallons Pumped		Total Billed Amounts	Total Actual Revenue	Billed REU's	Gallons Billed		Revenue Goal	% OF GOAL	Total
37,725,400.00		\$ 446,110.97	\$ 456,444.95	\$ 5,948.14	\$ 17,844,420.00	19,880,980.00	\$ 461,100.00	99%	-\$4,655.05

**Village Manager  
Activity Report for Village Council Meeting  
As of July 16, 2021**

**A. Audit**

- a. 2019 Audit – see agenda
- b. 2020 Audit –Auditors onsite 7/12 to 7/16

**B. Community Engagement/Boards/Commissions/Committees**

- a. NBY Interview
- b. Chamber of Commerce Meeting
- c. MML Municipal Services Committee – 5/27

**C. Risk Management**

- a. 3 public claims for sewer reimbursement – denied by insurance
- b. Demo of remaining portion of 41 structure – pending
  - i. RFP is out – deadline for response is August 6 at 2:30PM
- c. Submitted 2021-2022 renewal questionnaire – waiting on information on fire vehicles. Coverage has changed for reimbursement of loss for fire.

**D. VON Updates**

- a. Worked on 2019 audit finalization
- b. Dust control was applied to the alleys on June 9
- c. Water rate review continues
  - i. Zoom call with Great Lakes Community Action RCAP Reps
    - Will be onsite August 24-26
- d. Trees Inc finished two sections, may return in the fall

**E. Ordinance Codification**

- a. In progress -

**F. Employee Arbitration**

- a. Compliance finalized.

**G. Pentland Litigation**

- a. Continuing – agreement language has been reviewed and sent back to Pentland

**H. Parks & Rec**

- a. Luce 4-H hosting events at the TORC
  - i. Wheelies Club – Tuesdays from 10-11am July and August
  - ii. Street Hockey Club-
    - 9-10:30AM Wednesdays- July and August
- b. Newberry Ministerial Association hosting event in ATLAS Green Space
  - i. August 26th @ 7PM

**WEBINARS:**

**UPCOMING APPROVED LEAVE DATES:**

Friday, July 23

Friday July 30 and Monday, August 2

Monday, August 30 through Friday, September 3