

**VILLAGE OF NEWBERRY
VILLAGE COUNCIL MEETING
Monday, March 18, 2019
Meeting Location: 302 East McMillan Ave
Meeting Time: 6:00 p.m.**

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. APPROVAL OF MINUTES

1. Village Council – Regular Session – Monday, February 18, 2019 at 6:00 p.m.

6. VILLAGE PRESIDENT ANNOUNCEMENTS

1. Water & Light Board Appointment

7. PUBLIC COMMENTS ON AGENDA ITEMS – Prior to consideration of official business, citizens may speak to a subject on today's agenda. Please limit comments to 3 minutes.

1. None Prescheduled

8. SUBMISSION OF BILLS AND FINANCIAL UPDATES

1. Village of Newberry – Monthly Bills – February 2019

101	General Fund	\$16,562.69
202	Major Street Fund	\$11.39
203	Local Street Fund	\$9.20
213	Fire Revolving Fund	\$1,678.80
590	Sewage Receiving Fund	\$9,489.53
Total:		\$27,751.61

2. Water & Light – Monthly Bills – February 2019

582	Electric Fund	\$105,405.18
591	Water Fund	\$3,559.78
Total:		\$108,964.96

Christmas Lights Fund – as of 02/28/2019 \$14,527.82

3. Treasurer's Report – February 2019

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

- a. Request #10 – January 1, 2019 – February 28, 2019 – Total: \$7,368.56
- i. C2AE Invoice #67527: \$3,200.76
 - ii. C2AE Invoice #67528: \$1,020.60
 - iii. C2AE Invoice #67680: \$2,307.50
 - iv. C2AE Invoice #67681: \$839.70

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

1. Letter from Waste Management
2. Letter from GEI Consultants
3. Letter from Michael P. Schnorr
4. Letter from Kirby Wendt
5. Letter from Matt Perry

10. INTRODUCTION AND ADOPTION OF RESOLUTIONS AND ORDINANCES

1. Performance Resolution for Governmental Agencies - Michigan Department of Transportation
2. Ordinance A – Review Draft Version

11. REPORTS OF BOARDS

1. Water & Light Board Meeting from Tuesday, March 12, 2019
2. Planning Commission Meeting from Monday, February 25, 2019 - Cancelled

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

1. Fire Chief
2. Ordinance Enforcement Officer
3. Director of Human Resources & Community Engagement
 - a. FOIA Status Report
4. Superintendent of Wastewater Treatment Plant
5. Superintendent of Water & Light
6. Assistant Village Manager
7. Superintendent of Parks & Recreation
8. Village Manager

13. REPORTS OF COMMITTEES

No reports scheduled from the following committees for the March 18, 2019 meeting: DPW/ WWTP Committee; Finance; Ordinance; Strategic Health Alliance; Safety Committee; Save the Bells; and Project Rising Tide.

1. Management Committee

14. UNFINISHED BUSINESS

1. Update on Special Session: December 21, 2018; Attorney Investigation
2. Update on Pentland Township Delinquent Bills and Mediation
3. Update on Audit Directives: Material Weaknesses

15. NEW BUSINESS

1. WL Board Vacancy – Appointment
2. Request Submission of 2018 Delinquent Utility Accounts to Collections
3. Budget Amendments – General Fund – 2018
4. Employee Insubordination
5. 41 Lumber Building Update

16. PUBLIC COMMENTS – 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.

17. COMMENTS BY COUNCIL MEMBERS

18. ADJOURNMENT - REGULAR SESSION

Newberry Village Council
Regular Meeting Minutes
February 18, 2019
302 East McMillan Ave.
6:00 p.m.

Present: President Stokes, Trustees: Dishaw, Freese, Hendrickson, Hitts.

Absent: Brown, Hardenbrook.

Also Present: Superintendent WWTP – Blakely, Director of Human Resources & Community Engagement - Watkins, Clerk – Schummer, Treasurer – Medelis, Fire Chief – Wendt, Sterling McGinn, Scott Ouellette, Robert Stevens, Kip Cameron, Rose Anderson, Linda Anderson, Rebecca Handa, Bruce Lane.

Call to Order: President Stokes called the meeting to order at 6:00 p.m. at the Village of Newberry Administration Building. The Pledge of Allegiance was recited.

Approval of Agenda: Moved by Dishaw, support by Freese, **CARRIED**, to approve the agenda with the following addition: Add to Unfinished Business - #4 – Update of Special Session. Ayes: All. Absent: Brown, Hardenbrook.

Minutes: Moved by Dishaw, support by Hitts, **CARRIED**, to approve the January 21, 2019, regular session minutes as written. Discussion followed. Ayes: All. Absent: Brown, Hardenbrook.

Village President's Announcements: President Stokes stated that she would be attending the Elected Official Academy Core Leadership Weekender, February 22-23, in Frankenmuth. She received a grant to pay for the class, and stated she would pay for her own transportation and lodging.

Public Comments on Agenda Items: Linda Anderson, Rebecca Handa, Scott Ouellette, Kipp Cameron, Terese Schummer, Bruce Lane.

Submission of Bills and Financial Updates:

- 1.) Village of Newberry – Monthly Bills. Moved by Hendrickson, support by Freese, **CARRIED**, to approve the January 2019 bills as presented, in the amount of \$79,870.70. Discussion followed. Ayes: All. Absent: Brown, Hardenbrook.
- 2.) Water & Light monthly bills for January 2019: Moved by Dishaw, support by Hitts, **CARRIED**, to accept the recommendation of the W&L Board to pay the January Electric and Water Funds in the total amount of \$176,500.23. Discussion followed. Ayes: All. Absent: Brown, Hardenbrook.
- 3.) Christmas Lights Fund – as of 01/31/2019 - \$14,522.24.
- 4.) Treasurer's Report – January 2019 – Treasurer Medelis gave the report. The Council accepted the report as presented. Medelis stated that his Treasurer office hours are 8:00 a.m. – 10:00 a.m. Wednesday and Thursdays, however, if needed he would come to the office anytime.

Petitions and Communications:

- 1.) Legal Memo from Jeff Jocks, Village Attorney – Room Orientation. Moved by Dishaw, support by Hitts, **CARRIED**, that the room orientation for Village meetings remain as is. Discussion followed. Ayes: Dishaw, Hitts, Hendrickson. Nays: Stokes, Freese. Absent: Brown, Hardenbrook.
- 2.) Legal Memo from Jeff Jocks, Village Attorney – Village Committees. A brief discussion of the Memo was held.

Introduction and Adoption of Ordinances and Resolutions: None.

Reports of Boards:

- 1.) Water & Light Board Meeting from Tuesday, February 12, 2019: Dishaw gave the report. Discussion regarding how the seats are filled on the W&L Board was held. The attorney clarified that a customer that resides outside of the Village must fill the “at large” W&L Board seat that is currently open.
- 2.) Planning Commission Meeting: Cancelled.

Reports of Village Officers and Management:

- A.) Fire Chief: Fire Chief John Wendt gave the report. He stated the Department would be having a fundraiser, to buy equipment, on April 13th at the Elks.
- B.) Ordinance Enforcement Officer: Absent.

- C.) Director of Human Resources & Community Engagement: Watkins gave a verbal as well as a written report.
- D.) Superintendent of Wastewater Treatment Plant: Blakely gave a verbal as well as a written report.
- E.) Superintendent of Water & Light: Joe Lively – Working Foreman, submitted a written report.
- F.) Assistant Village Manager: Absent.
- G.) Superintendent of Parks and Recreation: Absent.
- H.) Village Manager: Absent.

Committee Reports:

- 1.) Management Committee: Stokes gave the report. The Feb. 7, 2019 meeting minutes were submitted. Moved by Dishaw, support by Freese, **CARRIED**, to proceed with the evaluation process for the Village Manager. Discussion followed. Ayes: All. Absent: Brown, Hardenbrook.
- 2.) Finance Committee: Dishaw gave the report. The Feb. 12, 2019 minutes were submitted.
- 3.) DPW/WWTP Committee: Hendrickson gave the report. The Feb. 14, 2019 meeting minutes were submitted.

Unfinished Business:

- 1.) Deficit Elimination Plan: Moved by Dishaw, support by Hitts, **CARRIED**, to approve the revised deficit elimination payback schedule for sewer fund DEP from 3 to 5 years. Ayes: All. Absent: Brown, Hardenbrook.
- 2.) Water & Light Board – Vacancy Notification: A notification will be in the paper this week.
- 3.) Rules of Procedure: Moved by Dishaw, support by Hitts, **CARRIED**, to discuss the Rules of Procedure. Discussion followed. Ayes: All. Absent: Brown, Hardenbrook. Moved by Freese, support by Dishaw, **CARRIED**, to defer the Rules of Procedure to the Management Committee. Ayes: All. Absent: Brown, Hardenbrook.
- 4.) Update on Special Session: Hitts reported that the scope of work was sent to the selected attorney, Peter Wendling, by Village Attorney Jocks on February 14, 2019. A letter of engagement will be forwarded for Hitts and Watkins to sign and then Wendling will begin work.

New Business:

- 1.) Creation of Ad Hoc Committees: Moved by Hendrickson, support by Freese, **CARRIED**, to create an Ad Hoc Parks and Recreation Committee. Discussion followed. Ayes: All. Absent: Brown, Hardenbrook. Hardenbrook will be chair with Freese and Stokes as members and Hendrickson as alternate. The notion to start an Ad Hoc Policy Committee was tabled. Moved by Dishaw, support by Freese, **FAILED**, to create an Ad Hoc Committee to oversee Ordinance #29, 36 and A. Discussion followed. Ayes: None. Nays: All. Absent: Brown, Hardenbrook.
- 2.) Council Member Absences: Discussed.
- 3.) Confidential Legal Memo from Jeff Jocks, Village Attorney – Closed Session.

Closed Session: Moved by Hitts, support by Freese, **CARRIED**, to go into closed session at 8:24 p.m., to discuss confidential legal memo from Village Attorney. Roll Call Vote - Ayes: Dishaw, Freese, Hendrickson, Hitts, Stokes. Nays: None. Absent: Brown, Hardenbrook.

Return to Open Session: Moved by Freese, support by Hitts, **CARRIED**, to return to open session at 9:19 p.m. Roll Call Vote - Ayes: Dishaw, Freese, Hendrickson, Hitts, Stokes. Nays: None. Absent: Brown, Hardenbrook.

Council Action: Moved by Freese, support by Hendrickson, **CARRIED**, to direct the Village Attorney to move forward with reopening the Waste Water Treatment Plant litigation in an effort to resolve the issues discussed in closed session. Ayes: All. Absent: Brown, Hardenbrook.

Closed Session: Moved by Freese, support by Dishaw, **CARRIED**, to move into closed session at 9:26 p.m. to discuss a contract. Roll Call Vote - Ayes: Dishaw, Freese, Hendrickson, Hitts, Stokes. Nays: None. Absent: Brown, Hardenbrook.

Return to Open Session: Moved by Freese, support by Hendrickson, **CARRIED** to go back into open session at 9:33 p.m. Roll Call Vote: Dishaw, Freese, Hendrickson, Hitts, Stokes. Nays: None. Absent: Brown, Hardenbrook.

Council Action: Moved by Freese, support by Hitts, **CARRIED**, to approve the Master Power Purchase and Sale Agreement Confirmation Letter for Capacity, as presented. Ayes: All. Absent: Brown, Hardenbrook. Moved by Freese, support by Hitts, **CARRIED**, to approve the Master Power Purchase and Sale Agreement Confirmation Letter for Firm (LD) Energy, as presented. Ayes: All. Absent: Brown, Hardenbrook. Stokes stated they agreed to a new contract with Consumers Energy so the Village will be able to purchase power at a lower rate.

Public Comment: Comment heard from: Scott Ouellette, Kip Cameron, Linda Anderson, Bruce Lane, Rebecca Handa.

Comments by Council Members: Comment heard from Dishaw and Freese.

Adjourn Meeting: Moved by Hitts, support by Dishaw, **CARRIED**, to adjourn the meeting at 9:47 p.m. Ayes: All. Absent: Brown, Hardenbrook.

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

Terese Schummer, Clerk

Lori A. Stokes, Village President

**VILLAGE OF NEWBERRY
VILLAGE PAYABLES
FEBRUARY 2019**

GL Number	Vendor	Invoice Line Desc	Invoice Description	Amount
Fund 101 General Fund				
Dept 172 VILLAGE MANAGER				
101-172-719.000	44 NORTH	HOSPITALIZATION	COBRA RETIREES	
101-172-726.000	STANDARD, THE	LIFE INSURANCE	LIFE INSURANCE FOR FEB - MARCH 2019	8.05
101-172-850.000	VERIZON	906-291-1223 MANAGER	DESK PHONES	6.79
101-172-850.000	VERIZON	906-291-0530 MANAGER	CELL PHONES	6.96
			Total For Dept 172 VILLAGE MANAGER	32.50
Dept 201 ADMINISTRATIVE				
101-201-726.000	STANDARD, THE	LIFE INSURANCE	LIFE INSURANCE FOR FEB - MARCH 2019	12.37
101-201-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	TRIPOD/MEMORY CARD/DIGITAL CAMERA	39.17
101-201-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	LEGAL PADS/ POST-ITS/NOTEBOOKS	12.32
101-201-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	INK PENS	4.53
101-201-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	SURGE PROTECTORS	28.52
101-201-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	COMPUTERS/PASSPORTS	70.48
101-201-752.100	AMAZON CAPITAL SERVICES	OPERATING SUPPLIES	LARGE CLASP ENVELOIPES	11.54
101-201-752.200	BS&A SOFTWARE	IT SOFTWARE	CASH RECEIPTING TRAINING	682.50
101-201-801.000	HITTS CPS	PROFESSIONAL & CONTRACTUAL	NEW SAFE LOCK	131.25
101-201-801.000	FAIR, ALMA	PROFESSIONAL & CONTRACTUAL	FEB CLEANING	100.00
101-201-801.000	PLANTE & MORAN	PROFESSIONAL & CONTRACTUAL	GL REVIEW	1,226.25
101-201-804.000	US BANK EQUIP FINANCE	LEASE EXPENSE	COPIER LEASE - 1544229	96.49
101-201-850.000	VERIZON	FAX	FAX	11.30
101-201-850.000	VERIZON	906-293-5681 W/L CLERK	DESK PHONES	36.13
101-201-850.000	VERIZON	906-291-0606 A.V.M.	CELL PHONES	21.40
101-201-850.000	HTC-HIAWATHA TELEPHONE CO	JAMADOTS INTERNET	ACCT 00042108-7	23.75
101-201-851.000	TAHQUAMENON AREA CREDIT UNION	POSTAGE	POSTAGE	27.50
101-201-910.000	TAHQUAMENON AREA CREDIT UNION	PROFESSIONAL DEVELOPMENT	UNDERSTANDING GENERAL LAW VILLAGE ACT	95.00
			Total For Dept 201 ADMINISTRATIVE	2,630.50
Dept 223 AUDIT & LEGAL EXPENSE				
101-223-801.200	SONDEE, RACINE & DOREN PLC	LEGAL	LEGAL FEES	418.95
			Total For Dept 223 AUDIT & LEGAL EXPENSE	418.95
Dept 230 ORDINANCE OFFICER				
101-230-850.000	VERIZON	906-291-1630 - ORDINANCE	DESK PHONES	27.83
101-230-850.000	VERIZON	906-291-0583- ORDINANCE	CELL PHONES	42.81
			Total For Dept 230 ORDINANCE OFFICER	70.64
Dept 253 TREASURER				
101-253-752.200	AMAZON CAPITAL SERVICES	IT SOFTWARE	COMPUTERS/PASSPORTS	588.00
101-253-850.000	VERIZON	906-291-1631 TREASURER	DESK PHONES	27.83
			Total For Dept 253 TREASURER	615.83
Dept 265 BUILDING & GROUNDS				
101-265-752.100	FOSTER HARDWARE	OPERATING SUPPLIES	DANGER/KEEPOUT SIGNS	35.94
101-265-921.000	SEMCOENERGY GAS COMPANY	HEAT	310 E MCMILLAN - 41 LUMBER	15.12
101-265-921.000	SEMCOENERGY GAS COMPANY	HEAT	310 EAST MCMILLAN	119.67
101-265-921.000	SEMCOENERGY GAS COMPANY	HEAT	DPW HEAT	809.72
			Total For Dept 265 BUILDING & GROUNDS	980.45
Dept 301 POLICE DEPARTMENT				
101-301-719.000	44 NORTH	POLICE HOSPITALIZATION	COBRA RETIREES	3.45
101-301-726.000	STANDARD, THE	LIFE INSURANCE	LIFE INSURANCE FOR FEB - MARCH 2019	26.28
			Total For Dept 301 POLICE DEPARTMENT	29.73
Dept 441 PUBLIC WORKS				
101-441-726.000	STANDARD, THE	LIFE INSURANCE	LIFE INSURANCE FOR FEB - MARCH 2019	14.24
101-441-752.100	MICHIGAN MUNICIPAL LEAGUE	OPERATING SUPPLIES	MML DUES	421.50
101-441-753.000	LYNN AUTO PARTS INC.	TOOLS & EQUIPMENT	TRIPOD LIGHT	74.99
101-441-850.000	VERIZON	906-293-8531	DESK PHONES	13.35
101-441-850.000	VERIZON	906-291-0136 MECHANIC	CELL PHONES	21.41
101-441-850.000	ATT U.VERSE	TELEPHONE	DPW UVERSE	24.62
101-441-913.000	TAHQUAMENON AREA CREDIT UNION	TRAVEL	MEALS-TRAVEL AXEL REPAIR	34.93
101-441-913.000	TAHQUAMENON AREA CREDIT UNION	TRAVEL	MEALS/TRAVEL AXEL REPAIR	8.14
			Total For Dept 441 PUBLIC WORKS	613.18

Dept 524 MOTOR POOL				
101-524-752.100	DANNY'S AUTO VALUE INC	OPERATING SUPPLIES	1"FX3/4"M'ADPT	20.41
101-524-752.100	DANNY'S AUTO VALUE INC	OPERATING SUPPLIES	2PK BATT/TERRM	1.31
101-524-752.100	DANNY'S AUTO VALUE INC	OPERATING SUPPLIES	MALE NIPPLE/HANDLE	11.18
101-524-752.100	DANNY'S AUTO VALUE INC	OPERATING SUPPLIES	2PK BATT	1.31
101-524-752.100	DANNY'S AUTO VALUE INC	OPERATING SUPPLIES	COUPLER	17.20
101-524-752.100	DANNY'S AUTO VALUE INC	OPERATING SUPPLIES	8LBS MOUNT	22.99
101-524-752.100	DANNY'S AUTO VALUE INC	OPERATING SUPPLIES	14-16 FLAG TERM	2.80
101-524-752.100	DANNY'S AUTO VALUE INC	OPERATING SUPPLIES	CLIP ON AIR CHUCK	9.63
101-524-752.100	LYNN AUTO PARTS INC.	OPERATING SUPPLIES	BRACKET STRAPS/CONNECTORS	24.07
101-524-752.100	LYNN AUTO PARTS INC.	OPERATING SUPPLIES	UVB CABLE TIE	7.04
101-524-752.100	LYNN AUTO PARTS INC.	OPERATING SUPPLIES	CLEANER	4.79
101-524-752.100	FOSTER HARDWARE	OPERATING SUPPLIES	SCOREMATE PLASTIC CUTTER	32.98
101-524-752.100	OK INDUSTRIAL SUPPLY	OPERATING SUPPLIES	PLOW BOLTS	140.60
101-524-752.100	AMAZON CAPITAL SERVICES	OPERATING SUPPLIES	GAS CARD HOLDERS	3.18
101-524-752.100	DANNY'S AUTO VALUE INC	OPERATING SUPPLIES	RAVEN GLOVES	28.98
101-524-752.100	DANNY'S AUTO VALUE INC	OPERATING SUPPLIES	BLIE WELD/GLOVE	12.69
101-524-752.100	FOSTER HARDWARE	OPERATING SUPPLIES	HILLMAN FASTENERS	4.59
101-524-752.100	LYNN AUTO PARTS INC.	OPERATING SUPPLIES	HOUSING	3.99
101-524-752.100	LYNN AUTO PARTS INC.	OPERATING SUPPLIES	CABLE TIE/ CLAY OIL DRY	22.70
101-524-752.100	LYNN AUTO PARTS INC.	OPERATING SUPPLIES	SPEED NUT CLIPS	5.49
101-524-752.100	FOSTER HARDWARE	OPERATING SUPPLIES	HEX NIPPLE/ COUPLING	7.98
101-524-752.100	LYNN AUTO PARTS INC.	OPERATING SUPPLIES	LAMP/PLUGS	33.15
101-524-752.100	NEALS AUTOMOTIVE PARTS INC	OPERATING SUPPLIES	MIRROR	12.50
101-524-752.100	DANNY'S AUTO VALUE INC	OPERATING SUPPLIES	LATEX GLOVES	8.19
101-524-752.100	DANNY'S AUTO VALUE INC	OPERATING SUPPLIES	RETURN OF RAVEN GLOVES 2-416186	(28.98)
101-524-752.100	LYNN AUTO PARTS INC.	OPERATING SUPPLIES	NITRILE DISPOS GLOVES	11.99
101-524-753.000	DANNY'S AUTO VALUE INC	TOOLS & EQUIP(UNDER CAP. THRE)	2PK BATT/TERM- RETURN TIRE GAGE	(27.44)
101-524-753.000	TAHQAMENON AREA CREDIT UNION	TOOLS & EQUIP(UNDER CAP. THRE)	COOLING SYSTEM PRESSURE TESTER CASE	18.66
101-524-759.000	DANNY'S AUTO VALUE INC	GAS OIL & GREASE	5 GAL 80W90	58.54
101-524-759.000	WEX BANK - SPEEDWAY UNIVERSAL	GAS OIL & GREASE - PUBLIC WORKS	GAS/FUEL	4,948.73
101-524-759.000	NORTHERN ENERGY INC	GAS OIL & GREASE	GREASE	450.57
101-524-759.000	NORTHERN ENERGY INC	GAS OIL & GREASE	OIL	120.33
101-524-801.000	GREAT LAKES TRUCK SERVICE	PROFESSIONAL & CONTRACTUAL	KING PIN REPAIR	906.43
101-524-932.000	AMAZON CAPITAL SERVICES	VEHICLE REPAIR & MAINTENANCE	FUEL CAP	7.11
101-524-932.000	MICHIGAN/WISCONSIN SPRING & BRAKE	VEHICLE REPAIR & MAINTENANCE	REPAIR AXLE/SLEEVE/SPINDLES	700.20
101-524-932.000	DANNY'S AUTO VALUE INC	VEHICLE REPAIR & MAINTENANCE	BOSH#0120468054 & CASE#1964860C1	242.86
101-524-932.000	LYNN AUTO PARTS INC.	VEHICLE REPAIR & MAINTENANCE	GROMMET TOOLCAT	5.29
101-524-932.000	LYNN AUTO PARTS INC.	VEHICLE REPAIR & MAINTENANCE	UNUTS BOLTS LOADER	8.29
101-524-932.000	LYNN AUTO PARTS INC.	VEHICLE REPAIR & MAINTENANCE	ADAPTERS	16.66
101-524-932.000	LYNN AUTO PARTS INC.	VEHICLE REPAIR & MAINTENANCE	ELECTRICAL CONNECTOR	24.99
101-524-932.000	NEALS AUTOMOTIVE PARTS INC	VEHICLE REPAIR & MAINTENANCE	HUB CAP	42.67
101-524-932.000	NEALS AUTOMOTIVE PARTS INC	VEHICLE REPAIR & MAINTENANCE	HUB PILOT RIM	178.00
101-524-932.000	NEALS AUTOMOTIVE PARTS INC	VEHICLE REPAIR & MAINTENANCE	HYD HOSE/ MEGACRIMP	62.61
101-524-932.000	TAHQAMENON AREA CREDIT UNION	VEHICLE REPAIR & MAINTENANCE	BOBCAT DIESEL FUEL CAP	8.95
101-524-932.000	LYNN AUTO PARTS INC.	VEHICLE REPAIR & MAINTENANCE	PRESTO PIN #43	5.29
101-524-932.000	LYNN AUTO PARTS INC.	VEHICLE REPAIR & MAINTENANCE	12 VOLTS HEADLAMPS	24.98
101-524-932.000	AMAZON CAPITAL SERVICES	VEHICLE REPAIR & MAINTENANCE	OIL PAN HEX FLANGE BOLTS #37	17.33
101-524-932.000	NEALS AUTOMOTIVE PARTS INC	VEHICLE REPAIR & MAINTENANCE	MIRROR	12.50
101-524-932.000	LYNN AUTO PARTS INC.	VEHICLE REPAIR & MAINTENANCE	DIESEL COND	82.80
101-524-932.000	NEALS AUTOMOTIVE PARTS INC	VEHICLE REPAIR & MAINTENANCE	FLEX PIPE/ ELBOW/ CLAMP	211.72
101-524-932.000	DANNY'S AUTO VALUE INC	VEHICLE REPAIR & MAINTENANCE	RUB/TIE STRAP	10.80
			Total For Dept 524 MOTOR POOL	8,561.63
Dept 525 STORM SEWER				
101-525-801.000	RANGE TELECOMMUNICATIONS	PROFESSIONAL & CONTRACTUAL	MISSDIGS	1.50
			Total For Dept 525 STORM SEWER	1.50
Dept 528 RUBBISH				
101-528-759.000	WEX BANK - SPEEDWAY UNIVERSAL	GAS OIL & GREASE - GARBAGE	GAS/FUEL	81.74
101-528-801.100	WASTE MANAGEMENT	PROFESSIONAL & CONTRACTUAL	RUBBISH DISPOSAL	1,689.98
101-528-851.000	ARISTA INFORMATION SYSTEMS INC	POSTAGE	UB POSTAGE	103.88
101-528-900.000	ARISTA INFORMATION SYSTEMS INC	PUBLISHING & PRINTING	UB BILLING	84.80
101-528-900.000	PARROTT, MATT	PUBLISHING & PRINTING	REDTAGS	27.38
101-528-950.000	HIAWATHA SHORES R&D	RECYCLE BINS	RECYCLING BINS	620.00
			Total For Dept 528 RUBBISH	2,607.78
			Total For Fund 101 General Fund	16,562.69

Fund 202 Major Street Fund				
Dept 463 ROUTINE MAINTENANCE				
202-463-726.000	STANDARD, THE	LIFE INSURANCE	LIFE INSURANCE FOR FEB - MARCH 2019	11.39
			Total For Dept 463 ROUTINE MAINTENANCE	11.39
			Total For Fund 202 Major Street Fund	11.39
Fund 203 Local Street Fund				
Dept 463 ROUTINE MAINTENANCE				
203-463-726.000	STANDARD, THE	LIFE INSURANCE	LIFE INSURANCE FOR FEB - MARCH 2019	9.20
			Total For Dept 463 ROUTINE MAINTENANCE	9.20
			Total For Fund 203 Local Street Fund	9.20
Fund 213 Fire Revolving Fund				
Dept 336 FIRE				
213-336-759.000	WEX BANK - SPEEDWAY UNIVERSAL	GAS, OIL & GREASE - FIRE	GAS/FUEL	190.01
213-336-801.000	ANDERSON, PETE	PROFESSIONAL & CONTRACTUAL	SNOW PLOWING	445.00
213-336-801.000	J F AHERNS	PROFESSIONAL & CONTRACTUAL	FIRE EQUIPMENT INSPECTION	439.75
213-336-850.000	VERIZON	906-293-8141 FIRE	DESK PHONES	26.70
213-336-850.000	ATT U.VERSE	TELEPHONE	FIRE HALL UVERSE	41.58
213-336-921.000	SEMCOENERGY GAS COMPANY	HEAT	FIRE HALL HEAT	527.18
213-336-932.000	FOSTER HARDWARE	VEHICLE REPAIRS & MAINTENANCE	MENDING BRACE/ CORNER BRACE	8.58
			Total For Dept 336 FIRE	1,678.80
			Total For Fund 213 Fire Revolving Fund	1,678.80
Fund 590 Sewage Receiving Fund				
Dept 537 SEWER SYSTEM				
590-537-719.000	44 NORTH	HOSPITALIZATION	COBRA RETIREES	3.45
590-537-726.000	STANDARD, THE	LIFE INSURANCE	LIFE INSURANCE FOR FEB - MARCH 2019	106.76
590-537-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	TRIPOD/MEMORY CARD/DIGITAL CAMERA	39.17
590-537-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	LEGAL PADS/ POST-ITS/NOTEBOOKS	12.32
590-537-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	INK PENS	4.53
590-537-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	SURGE PROTECTORS	28.53
590-537-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	COMPUTERS/PASSPORTS	70.48
590-537-752.100	MAC'S MARKET INC	OPERATING SUPPLIES	HAND SOAP/ BAGS	8.92
590-537-752.100	AMAZON CAPITAL SERVICES	OPERATING SUPPLIES	ROOT KILLER	269.89
590-537-752.200	BS&A SOFTWARE	IT SOFTWARE	CASH RECEIPTING TRAINING	682.50
590-537-752.200	AMAZON CAPITAL SERVICES	IT SOFTWARE	COMPUTERS/PASSPORTS	588.00
590-537-759.000	WEX BANK - SPEEDWAY UNIVERSAL	GAS, OIL & GREASE - WWTP	GAS/FUEL	95.60
590-537-776.000	D & D HOME CENTER	SUPPLIES - BUILDING MAINTENANCE	2X12X8 SPR	15.69
590-537-776.000	U S A BLUE BOOK	SUPPLIES - BUILDING MAINTENANCE	SKIMMING NET SHALLOW BAG	78.54
590-537-776.000	FOSTER HARDWARE	SUPPLIES - BUILDING MAINTENANCE	PNTBRUSH2/SFTBLU	13.78
590-537-801.000	HITTS CPS	PROFESSIONAL & CONTRACTUAL	NEW SAFE LOCK	131.25
590-537-801.000	RANGE TELECOMMUNICATIONS	PROFESSIONAL & CONTRACTUAL	MISSDIGS	4.50
590-537-801.000	PLANTE & MORAN	PROFESSIONAL & CONTRACTUAL	GL REVIEW	1,226.25
590-537-801.000	GINNEVER ELECTRIC	PROFESSIONAL & CONTRACTUAL	MOTOR OVERLOAD TRIPPED AFTER STORM, AUGER LOCKED UP	100.00
590-537-801.200	SONDEE, RACINE & DOREN PLC	LEGAL	LEGAL FEES	682.95
590-537-804.000	US BANK EQUIP FINANCE	LEASE EXPENSE	COPIER LEASE - 1544229	96.49
590-537-850.000	VERIZON	FAX	FAX	11.29
590-537-850.000	VERIZON	906-291-1223 MANAGER	DESK PHONES	73.59
590-537-850.000	VERIZON	906-291-0599 - WWTP	CELL PHONES	74.91
590-537-850.000	AT&T	TELEPHONE	WWTP LANDLINE	88.66
590-537-850.000	HTC-HIAWATHA TELEPHONE CO	JAMADOTS INTERNET	ACCT 00042108-7	23.75
590-537-850.000	ATT U.VERSE	TELEPHONE	WWTP UVERSE	41.59
590-537-851.000	ARISTA INFORMATION SYSTEMS INC	POSTAGE	UB POSTAGE	149.34
590-537-851.000	TAHQUAMENON AREA CREDIT UNION	POSTAGE	UB BILLING	27.50
590-537-900.000	ARISTA INFORMATION SYSTEMS INC	PRINTING & PUBLISHING	REDTAGS	121.90
590-537-900.000	PARROTT, MATT	PRINTING & PUBLISHING	MEMBERSHIPS & SUBSCRIPTIONS	82.14
590-537-915.000	MICHIGAN MUNICIPAL LEAGUE	MEMBERSHIPS & SUBSCRIPTIONS	TREATMENT COSTS	421.50
590-537-917.000	HYDRITE CHEMICAL CO.	TREATMENT COSTS	HEAT	552.12
590-537-921.000	SEMCOENERGY GAS COMPANY	HEAT	WWTP HEAT	997.18
590-537-929.000	FOSTER HARDWARE	REPAIRS & MAINTENANCE	PULLEY/ HILLMAN FASTENER	14.94
590-537-929.000	LYNN AUTO PARTS INC.	REPAIRS & MAINTENANCE	FHP POWERATED BELT	23.99
590-537-929.000	FOSTER HARDWARE	REPAIRS & MAINTENANCE	AIR FILTER	33.54
590-537-929.000	FOSTER HARDWARE	REPAIRS & MAINTENANCE	ICE MELT	16.99
590-537-929.000	LYNN AUTO PARTS INC.	REPAIRS & MAINTENANCE	SUPER HC IND V-BELT	48.98
590-537-975.000	C2AE ARCHITECTURE ENGINEERING	CONSTRUCTION - SAW GRANT	GIS DATABASE/INVENTORY/RATE STRUCTURE	2,234.82
590-537-975.000	C2AE ARCHITECTURE ENGINEERING	CONSTRUCTION - SAW GRANT	INVENTORY/GIS DATABASE	191.20
			Total For Dept 537 SEWER SYSTEM	9,489.53
			Total For Fund 590 Sewage Receiving Fund	9,489.53
			Fund Totals:	
			Fund 101 General Fund	16,562.69
			Fund 202 Major Street Fund	11.39
			Fund 203 Local Street Fund	9.20
			Fund 213 Fire Revolving Fund	1,678.80
			Fund 590 Sewage Receiving Fund	9,489.53
			Total For All Funds:	27,751.61

**VILLAGE OF NEWBERRY
WATER & LIGHT PAYABLES
FEBRUARY 2019**

GL Number	Vendor	Inv. Line Desc	Invoice Desc.	Amount
Fund 582 Electric Fund				
Dept 582 ELECTRIC DISTRIBUTION				
582-582-726.000	STANDARD, THE	LIFE INSURANCE	LIFE INSURANCE FOR FEB - MARCH 2019	131.40
582-582-752.100	POWER LINE SUPPLY COMPANY	OPERATING SUPPLIES	GLOVE TESTINGS	468.18
582-582-752.100	POWER LINE SUPPLY COMPANY	OPERATING SUPPLIES	CONNECTOR SLEEVE/FUSELINK	265.05
582-582-801.000	CTC ENGINEERING	PROFESSIONAL & CONTRACTUAL	ELECTRIC ENGINEERING SERVICES	780.00
582-582-850.000	VERIZON	FAX	FAX	11.29
Total For Dept 582 ELECTRIC DISTRIBUTION				1,655.92
Dept 583 GENERAL EXPENSES				
582-583-719.000	44 NORTH	HOSPITALIZATION	COBRA RETIREES	4.60
582-583-726.000	STANDARD, THE	LIFE INSURANCE	LIFE INSURANCE FOR FEB - MARCH 2019	34.93
582-583-752.000	NATIONAL OFFICE PRODUCTS	OFFICE SUPPLIES	PAPER	9.87
582-583-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	LEGAL PADS/ POST-ITS/NOTEBOOKS	12.32
582-583-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	TRIPOD/MEMORY CARD/DIGITAL CAMERA	39.17
582-583-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	GAS CARD HOLDERS	1.26
582-583-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	SURGE PROTECTORS	28.52
582-583-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	COMPUTERS/PASSPORTS	70.48
582-583-752.100	RAHILLY IGA	OPERATING SUPPLIES	WATER/LAWN BAG	9.82
582-583-753.000	TAHUQUAMENON AREA CREDIT UNION	TOOLS & EQUIP (UND CAP THRESH)	COOLING SYSTEM PRESSURE TESTER CASE	18.67
582-583-759.000	WEX BANK - SPEEDWAY UNIVERSAL	GAS & OIL - ELECTRIC	GAS/FUEL	285.97
582-583-767.000	AMAZON CAPITAL SERVICES	CLOTHING - UNIFORMS	BOOTS/ICE CLEATS	128.95
582-583-767.000	HALL'S SAFETY CORP.	CLOTHING - UNIFORMS	LINEMAN BROWN FR LINED BIBS	114.00
582-583-801.000	HITTS CPS	PROFESSIONAL & CONTRACTUAL	NEW SAFE LOCK	131.25
582-583-801.000	FIRST NATIONAL BANK	PROFESSIONAL & CONTRACTUAL	MISO	150.00
582-583-801.000	RANGE TELECOMMUNICATIONS	PROFESSIONAL & CONTRACTUAL	MISSDIGS	12.00
582-583-801.000	FAIR, ALMA	PROFESSIONAL & CONTRACTUAL	FEB CLEANING	100.00
582-583-801.200	SONDEE, RACINE & DOREN PLC	LEGAL	LEGAL FEES	694.20
582-583-850.000	VERIZON	906-291-1223 MANAGER	DESK PHONES	6.96
582-583-850.000	VERIZON	906-291-1621 A,V,M.	DESK PHONES	6.96
582-583-850.000	VERIZON	906-291-1622 H.R.	DESK PHONES	6.96
582-583-850.000	VERIZON	906-291-1627 W/L	DESK PHONES	13.92
582-583-850.000	VERIZON	906-293-8531	DESK PHONES	13.35
582-583-850.000	VERIZON	906-291- 1633 MEETING ROOM	DESK PHONES	6.96
582-583-850.000	VERIZON	906-291-1625 FINANCE	DESK PHONES	6.96
582-583-850.000	VERIZON	906-293-3433 GENERAL	DESK PHONES	6.96
582-583-850.000	VERIZON	906-293-5681 W/L CLERK	DESK PHONES	10.68
582-583-850.000	VERIZON	906-450-0919 LINEMAN	CELL PHONES	21.41
582-583-850.000	VERIZON	906-291-0136 MECHANIC	CELL PHONES	21.41
582-583-850.000	VERIZON	906-291-0530 MANAGER	CELL PHONES	10.70
582-583-850.000	VERIZON	906-291-0606 A.V.M.	CELL PHONES	10.70
582-583-850.000	VERIZON	906-291-0055 HR	CELL PHONES	10.70
582-583-850.000	VERIZON	906-291-0608 LINEMAN	CELL PHONES	21.41
582-583-850.000	AT&T	TELEPHONE	WATER LIGHT LANDLINE	43.31
582-583-850.000	HTC-HIAWATHA TELEPHONE CO	JAMADOTS INTERNET	ACCT 00042108-7	23.75
582-583-850.000	HTC-HIAWATHA TELEPHONE CO	JAMADOTS - FIBER-OPTICS	ACCT 00042364-7	25.00
582-583-851.000	ARISTA INFORMATION SYSTEMS INC	POSTAGE	UB POSTAGE	253.25
582-583-851.000	TAHUQUAMENON AREA CREDIT UNION	POSTAGE	POSTAGE	27.50
582-583-900.000	NEWBERRY NEWS INC	PUBLISHING & PRINTING	COUNCIL MINUTES/MEETINGS DATES	20.00
582-583-900.000	ARISTA INFORMATION SYSTEMS INC	PUBLISHING & PRINTING	UB BILLING	206.70
582-583-900.000	PARROTT, MATT	PUBLISHING & PRINTING	REDTAGS	219.03
582-583-921.000	SEMCOENERGY GAS COMPANY	HEAT	GENERATION BUILDING	328.49
582-583-921.000	SEMCOENERGY GAS COMPANY	HEAT	WATER LIGHT HEAT	292.82
582-583-932.000	TAHUQUAMENON AREA CREDIT UNION	VEHICLES REPAIRS & MAINTENANCE	PLOW HANDHELD CONTROL 4 PIN WHITE PLUG	100.00
Total For Dept 583 GENERAL EXPENSES				3,561.90

Dept 584 ELECTRIC GENERATION				
582-584-929.000	FOSTER HARDWARE	REPAIRS & MAINTENANCE	ELBOW/TAP CARDED/ PLUG	27.94
			Total For Dept 584 ELECTRIC GENERATION	27.94
Dept 585 BUILDING MAINTENANCE				
582-585-929.000	HUNTER GARAGE DOORS	REPAIRS & MAINTENANCE	REINSTALL CABLES AND WIND SPRINGS	200.00
			Total For Dept 585 BUILDING MAINTENANCE	200.00
Dept 586 PURCHASED POWER				
582-586-926.000	CMS ENERGY RESOURCE MGT	PURCHASED POWER	CAPACITY	80,135.58
582-586-926.000	CLOVERLAND ELECTRIC CO-OP	PURCHASED POWER	CLOVERLAND	4,942.98
582-586-926.100	AMERICAN TRANSMISSION COMPANY	ATC TRANSMISSION MONTHLY INV	PURCHASE POWER	12,141.88
			Total For Dept 586 PURCHASED POWER	97,220.44
Dept 587 ENERGY OPTIMIZATION				
582-587-801.000	MECA	PROFESSIONAL & CONTRACTUAL	MONTHLY INCENTIVE	2,738.98
			Total For Dept 587 ENERGY OPTIMIZATION	2,738.98
			Total For Fund 582 Electric Fund	105,405.18

Fund 591 Water Fund
Dept 536 WATER SYSTEM

591-536-719.000	44 NORTH	HOSPITALIZATION	COBRA RETIREES	3.45
591-536-726.000	STANDARD, THE	LIFE INSURANCE	LIFE INSURANCE FOR FEB - MARCH 2019	167.86
591-536-752.000	NATIONAL OFFICE PRODUCTS	OFFICE SUPPLIES	PAPER	9.87
591-536-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	LEGAL PADS/ POST-ITS/NOTEBOOKS	12.32
591-536-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	TRIPOD/MEMORY CARD/DIGITAL CAMERA	39.16
591-536-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	GAS CARD HOLDERS	1.25
591-536-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	SURGE PROTECTORS	28.53
591-536-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	COMPUTERS/PASSPORTS	70.48
591-536-752.100	BOWMAN GAS COMPANY	OPERATING SUPPLIES	LP GAS	17.50
591-536-752.100	HAWKINS INC	OPERATING SUPPLIES	AZONE 15	161.50
591-536-752.100	BOWMAN GAS COMPANY	OPERATING SUPPLIES	LP GAS/CYL CAP	84.63
591-536-752.100	FOSTER HARDWARE	OPERATING SUPPLIES	RSTP VOCOIOLEMN SFTBU QT	19.98
591-536-752.100	RAHILLY IGA	OPERATING SUPPLIES	WATER/LAWN BAG	9.82
591-536-752.100	BOWMAN GAS COMPANY	OPERATING SUPPLIES	LP GAS 20# CYL	79.00
591-536-753.000	TAHQAMENON AREA CREDIT UNION	TOOLS & EQUIP UND CAP THRESH	COOLING SYSTEM PRESSURE TESTER CASE	18.66
591-536-759.000	LYNN AUTO PARTS INC.	GAS, OIL & GREASE	SYN 10W30 QT	13.98
591-536-759.000	WEX BANK - SPEEDWAY UNIVERSAL	GAS, OIL & GREASE - WATER	GAS/FUEL	285.97
591-536-767.000	AMAZON CAPITAL SERVICES	UNIFORMS	BOOTS/ICE CLEATS	128.95
591-536-767.000	HALL'S SAFETY CORP.	UNIFORMS	LINEMAN BROWN FR LINED BIBS	114.00
591-536-801.000	SAULT STE MARIE CITY HALL	PROFESSIONAL & CONTRACTUAL	WATER SAMPLES	54.00
591-536-801.000	SILVERSMITH DATA	PROFESSIONAL & CONTRACTUAL	ANNUAL RENEWAL OF AST SOFTWARE	348.00
591-536-801.000	HITTS CPS	PROFESSIONAL & CONTRACTUAL	NEW SAFE LOCK	131.25
591-536-801.000	RANGE TELECOMMUNICATIONS	PROFESSIONAL & CONTRACTUAL	MISSDIGS	12.00
591-536-801.000	FAIR, ALMA	PROFESSIONAL & CONTRACTUAL	FEB CLEANING	100.00
591-536-801.200	SONDEE, RACINE & DOREN PLC	LEGAL	LEGAL FEES	484.20
591-536-850.000	VERIZON	FAX	FAX	11.30
591-536-850.000	VERIZON	906-293-5681 W/L CLERK	DESK PHONES	10.68
591-536-850.000	VERIZON	906-293-3433 GENERAL	DESK PHONES	6.96
591-536-850.000	VERIZON	906-291-1625 FINANCE	DESK PHONES	6.96
591-536-850.000	VERIZON	906-291-163.3 MEETING ROOM	DESK PHONES	6.96
591-536-850.000	VERIZON	906-291-1627 W/L	DESK PHONES	13.91
591-536-850.000	VERIZON	906-291-1622 H.R.	DESK PHONES	6.96
591-536-850.000	VERIZON	906-291-1621 A.V.M	DESK PHONES	6.96
591-536-850.000	VERIZON	906-291-1223 MANAGER	DESK PHONES	6.96
591-536-850.000	VERIZON	906-450-0919 LINEMAN	CELL PHONES	21.41
591-536-850.000	VERIZON	906-291-0608 LINEMAN	CELL PHONES	21.41
591-536-850.000	VERIZON	906-291-0055 HR	CELL PHONES	10.70
591-536-850.000	VERIZON	906-291-0606 A.V.M.	CELL PHONES	10.70
591-536-850.000	VERIZON	906-291-0530 MANAGER	CELL PHONES	10.70
591-536-850.000	AT&T	TELEPHONE	WATER LIGHT LANDLINE	43.31
591-536-850.000	HTC-HIAWATHA TELEPHONE CO	JAMADOTS INTERNET	ACCT 00042108-7	23.75
591-536-850.000	HTC-HIAWATHA TELEPHONE CO	JAMADOTS FIBER- OPTICS	ACCT 00042364-7	25.00
591-536-851.000	ARISTA INFORMATION SYSTEMS INC	POSTAGE	UB POSTAGE	142.84
591-536-851.000	TAHQAMENON AREA CREDIT UNION	POSTAGE	POSTAGE	27.50
591-536-900.000	NEWBERRY NEWS INC	PUBLISHING & PRINTING	COUNCIL MINUTES/MEETINGS DATES	20.00
591-536-900.000	ARISTA INFORMATION SYSTEMS INC	PUBLISHING & PRINTING	UB BILLING	116.60
591-536-900.000	PARROTT, MATT	PUBLISHING & PRINTING	REDTAGS	219.03
591-536-921.000	SEMCOENERGY GAS COMPANY	HEAT	WATER LIGHT HEAT	292.82
591-536-932.000	TAHQAMENON AREA CREDIT UNION	VEHICLES REPAIRS & MAINTENANCE	PLOW HANDHELD CONTROL 4 PIN WHITE PLUG	100.00
			Total For Dept 536 WATER SYSTEM	3,559.78

Total For Fund 591 Water Fund **3,559.78**

Fund Totals:

Fund 582 Electric Fund **105,405.18**
Fund 591 Water Fund **3,559.78**

Total For All Funds: **108,964.96**

P O. Box 187 * 132 North State Street
St. Ignace, Michigan 49781
Voice: 906-643-6800 Fax: 906-643-6808

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

P.O. Box 534 - 534 Market St.
Mackinac Island, MI 49757 * 906-847-3732

P.O. Box 142 - W11635 West U.S. 2
Naubinway, MI 49762 * 906-477-6263

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

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

Date 2/28/19 Page 1 of 1
ACCOUNT NUMBER

11.74

DEPOSITS AND OTHER CREDITS.....		
DATE	DESCRIPTION	AMOUNT
2/28	INTEREST-PAID 28 DAYS	5.58

DAILY BALANCE SUMMARY.....			
DATE.....	BALANCE	DATE.....	BALANCE
2/01	14,522.24	2/28	14,527.82

INTEREST RATE SUMMARY.....	
DATE.....	INTEREST RATE.....
1/31.....	.50%.....



FEBRUARY 2019
TAX COLLECTION TOTALS

Totals For Class REAL		Transactions 0007			
NBY VILLOPER	645.36	0.00	NBY VILLSTREETS	258.12	0.00
NBY VILLTRASH	80.04	0.00	NBY VILLFIRE SER	114.97	0.00
ADM FEE	10.95	0.00	INTEREST	65.88	0.00
PENALTY	33.26	0.00		0.00	0.00
Total Collected:		1208.58			

FOR MONTH ENDING:		2019			2018		
February 28, 2018		Y.T.D. Collections	Actual Collections February	Y.T.D.	Actual Collections February	Y.T.D.	Actual Collections February
LEDGER ITEMS:							
A	Delinquent Personal Property Taxes		0.00	0.00		0.00	0.00
	Delinquent Personal Interest Collected		0.00	0.00		0.00	0.00
	Delinquent Real Tax Collected		0.00	0.00		0.00	0.00
	Delinquent Real Tax Interest Collected		0.00	0.00		0.00	0.00
	Real Property Tax Collected	0%	1,098.49	1,278.55	1%	2,100.18	2,632.96
B	Personal Property Tax Collected	0%	0.00	0.00	0%	0.00	0.00
C	Admin Fee, Penalty & Interest Collected		110.09	126.30		145.70	193.33
E	Deposits to Tax Savings Account		1,242.22	1,438.49		2,245.88	2,826.29
F	Interest Earned on Tax Accounts		41.96	79.98		1.61	8.32
G	Tax Acct Transfer to Gen Fund/Tax Appropriation Funds		0.00	9.53		580.41	1,502.72

TAX ACCOUNT			
BANK ACCOUNT BALANCE @			
	Beginning February	Ending February	
2019	\$218,793.01	\$220,077.19	
2018	\$14,494.69	\$16,161.77	

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. 2017 Anticipated Real Property Collections are \$284,091.59
2017 Anticipated Personal Property Collections are \$47837.80.

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.

Bank Statement Reconciliation

	FEBRUARY	2019
Mbank	220,077.19	
1st Natl Bank		
o/s checks	0.00	
o/s checks	33.64	
o/s deposit	0.00	
o/s deposit	0.00	
o/s deposit	0.00	
Total	220,077.19	220,077.19

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

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

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

A. Project # 1274-01	B. Request # 10	C. Period Covered by Request 01-01-19 to 02-28-19 (M/D/Y) (M/D/Y)	D. Request Type <input checked="" type="checkbox"/> partial <input type="checkbox"/> final	E. Grantee's EIN 38-6007193	F. Grant Amount \$593,241
G. Grantee Name: Village of Newberry					Phone #906-293-3433
Address: Village Hall, 302 East McMillian Avenue, Newberry, MI 49868				Email: finance@newberry.mi.gov	
H. Grantee's Bank Name: MBank – Mackinac Financial Corp.					Phone # 906-293-5165
Address: 414 Newberry Ave., Newberry, MI 49868					
Account Name: _____				ABA # 091102807	Account # 9960546
Special Instructions: _____					
I. Budget Items (Include Eligible Costs Only Using Dollars and Cents)			Requested Incurred Costs This Period	Cumulative Costs Incurred To Date	
1. PROJECT PLANNING COSTS (for SRF plans, USDA-RD Preliminary Engineering Reports, or Project Proposal)			\$ 0.00	\$ 0.00	
2. DESIGN ENGINEERING COSTS			\$ 0.00	\$ 0.00	
3. USER CHARGE SYSTEM DEVELOPMENT COSTS (awarded under planning or design grant)			\$	\$	
4. WASTEWATER ASSET MANAGEMENT PLAN COSTS			\$ 5,508.26	\$ 84,661.56	
5. STORMWATER ASSET MANAGEMENT PLAN COSTS			\$ 1,860.30	\$ 52,406.55	
6. STORMWATER MANAGEMENT PLAN COSTS (Nonpoint Source Watershed Management Plans)			\$	\$	
7. INNOVATIVE WASTEWATER OR STORMWATER TECHNOLOGY COSTS			\$	\$	
8. DISADVANTAGED COMMUNITY CONSTRUCTION COSTS			\$	\$	
9. TOTAL CUMULATIVE AMOUNT FOR PERIOD COVERED BY THIS REQUEST (add totals in 1 st column)			\$ 7,368.56		
10. TOTAL CUMULATIVE ELIGIBLE COSTS INCURRED TO DATE (add totals in 2 nd column)				\$ 137,068.11	
11. LESS LOCAL MATCH (if applicable) <i>(na)</i>				(\$ 0.00)	
12. LESS AMOUNT PREVIOUSLY DISBURSED				(\$ 129,699.55)	
13. AMOUNT REQUESTED FOR DISBURSEMENT				\$ 7,368.56	
J. For each request, describe the scope of work completed to date. Attach separate sheet if more space is needed. Discuss the progress made on the services not yet complete and a schedule for their completion by the grant period end date. If the scope of work will exceed the grant period, request a grant period extension from your DEQ project manager prior to incurring the costs.					
<ul style="list-style-type: none"> See attached "Budget & Disbursement Tracking" spreadsheet excerpts (pages 4 & 8 of 8) See attached invoice copies from C2AE for Jan & Feb 2019 See attached Progress Report: #16 					
<p>I certify that I am an authorized representative of the grantee and am authorized to make the following certifications on behalf of the grantee: (i) there is no pending litigation or event which will materially and adversely affect the project or the prospects for its completion; (ii) the representations, warranties and covenants contained in the grant agreement for the obligations pursuant to which this request for disbursement is submitted continue to be true and accurate in all material respects as of the date hereof; (iii) to the best of my knowledge and belief, the costs above were incurred in accordance with the terms of the grant agreement and the application for assistance for this project; and (iv) the amount requested for disbursement has not previously been requested.</p>					
Authorized Representative Name (Print or Type): <u>Lori Stokes</u>				Title: <u>Village President</u>	
Authorized Representative Signature (Original): _____				Date: _____	
PLEASE RETURN THIS COMPLETED REQUEST TO THE ADDRESS SHOWN ON THE REVERSE SIDE					

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

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

- A. Fill in the project number that was assigned by the Michigan Department of Environmental Quality (DEQ).
- B. Fill in the number of this disbursement request.
- C. Fill in the calendar period covered by this disbursement request.
- D. Fill in whether this is a partial or the final disbursement request.
- E. Fill in the grantee's federal employer identification number (EIN).
- F. Fill in the grant amount as shown in the Grant Agreement.
- G. Fill in the grantee's name, address, telephone number, and email address. This information must match data on file with the DEQ; if changes have occurred, please inform your DEQ project manager in a separate letter accompanying this request.
- H. Fill in your bank's name, address, telephone number, ABA identifying number, the account name and number, and any special instructions for the wire transfer to that account. If changes have occurred, please inform your DEQ project manager in a separate letter accompanying this request.
- I. Recap approved eligible costs incurred to date for each budget item. Show the amount (include dollars and cents) requested for the period covered by this request, and then the cumulative amount to date from project inception.
If costs have been incurred for a budget item that was not shown in the Grant Agreement, please inform your project manager in a separate letter accompanying this request.
 1. Fill in the planning costs invoiced and/or paid for SRF project plans; USDA-Rural Development Preliminary Engineering Reports; or Project Proposals.
 2. Fill in the costs invoiced and/or paid for project design work required to produce plans and specifications suitable and ready for bidding. Actual bidding phase costs are not grant eligible.
 3. Fill in the costs invoiced and/or paid for services directly associated with the development and enactment of the applicant's user charge system and any related ordinances.
 4. Fill in the costs invoiced and/or paid for the development of a Wastewater Asset Management Plan.
 5. Fill in the costs invoiced and/or paid for the development of a Stormwater Asset Management Plan.
 6. Fill in the costs invoiced and/or paid for the development of a Stormwater Management Plan, including MS4 Plans or Nonpoint Source Watershed Management Plans.
 7. Fill in the costs invoiced and/or paid for services directly related to planning and/or design of an innovative wastewater or stormwater technology project and/or the pilot study associated with that effort.
 8. Fill in the costs invoiced and/or paid for construction of an approved asset management plan project (disadvantaged community grants only).
 9. Fill in the sum of the amounts shown in the 1st column (Requested Incurred Costs This Period).
 10. Fill in the sum of the amounts shown in the 2nd column (Cumulative Costs Incurred to Date).
 11. Fill in the local match amount (10% for first \$1,111,111; 25% for any amount above \$1,111,111) associated with your SAW Grant Agreement, if any.
 12. Fill in the total amount of funds previously paid from all prior disbursements.
 13. Subtract Lines 11 and 12 from Line 10 to obtain net total amount requested for this period.
- J. For each request, provide a brief description of the work completed to date based on the approved project scope identified in Exhibit A of the Grant Agreement. If the scope of work will exceed the grant period, request a grant period extension from your DEQ project manager prior to incurring the costs.

PLEASE NOTE: YOU MAY SUBMIT NO MORE THAN ONE REQUEST FOR DISBURSEMENT DURING A CALENDAR MONTH. THE REQUESTS FOR DISBURSEMENT WILL BE PROCESSED ON THE 15TH DAY OF EACH MONTH.

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

**REVOLVING LOAN SECTION
 OFFICE OF DRINKING WATER AND MUNICIPAL ASSISTANCE
 MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
 PO BOX 30241
 LANSING MI 48909-7741
 Telephone: 517-284-5433 Fax: 517-373-4797**

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



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

January 30, 2019
 Project No: 13-0210
 Invoice No: 67527

Village of Newberry
 307 East McMillan Avenue
 Newberry, MI 49868

Project 13-0210 Newberry SAW Application

Professional Services for the period ending January 20, 2019

Phase 04 Wastewater Asset Management Plan

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Task -900 Inventory & GIS Database	77,180.00	74.30	57,344.74	54,874.98	2,469.76
Task -0910 Condition & Critically	33,760.00	2.00	675.20	675.20	0.00
Task 0920-Metering & Modeling	30,140.00	3.20	964.48	964.48	0.00
Task 0930-Software Hardware & Training	36,200.00	0.00	0.00	0.00	0.00
Task 0940-Sewer Televising	0.00	0.00	0.00	0.00	0.00
Task 0950-Level of Service	4,000.00	0.00	0.00	0.00	0.00
Task 0960-CIP&Rate Structure Development	29,240.00	22.60	6,608.24	5,877.24	731.00
Task 0970 - Other	5,000.00	0.00	0.00	0.00	0.00
Total Fee	215,520.00		65,592.66	62,391.90	3,200.76
Total Fee					3,200.76
Total this Phase					\$3,200.76
Total this Invoice					\$3,200.76



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

January 30, 2019
 Project No: 13-0210
 Invoice No: 67528

Village of Newberry
 307 East McMillan Avenue
 Newberry, MI 49868

Project 13-0210 Newberry SAW Application

Professional Services for the period ending January 20, 2019

Phase 05 Stormwater Asset Management Plan
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Task 0900-Inventory & GIS Database	47,800.00	43.20	20,649.60	20,315.00	334.60
Task 0910-Condition & Criticality	31,700.00	5.40	1,711.80	1,711.80	0.00
Task 0920-Metering & Modeling	24,640.00	0.00	0.00	0.00	0.00
Task 0930-Software Hardware & Training	2,000.00	0.00	0.00	0.00	0.00
Task 0940-Sewer Televising	0.00	0.00	0.00	0.00	0.00
Task 0950-Level of Service	2,500.00	0.00	0.00	0.00	0.00
Task 0960-CIP&Rate Structure Development	24,500.00	5.00	1,225.00	539.00	686.00
Task 0970 - Other	0.00	0.00	0.00	0.00	0.00
Total Fee	133,140.00		23,586.40	22,565.80	1,020.60
	Total Fee				1,020.60
			Total this Phase		\$1,020.60
			Total this Invoice		\$1,020.60



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

February 22, 2019
Project No: 13-0210
Invoice No: 67680

Village of Newberry
307 East McMillan Avenue
Newberry, MI 49868

Project 13-0210 Newberry SAW Application

Professional Services for the period ending February 17, 2019

Phase 04 Wastewater Asset Management Plan
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Task -900 Inventory & GIS Database	77,180.00	76.80	59,274.24	57,344.74	1,929.50
Task -0910 Condition & Critically	33,760.00	2.60	877.76	675.20	202.56
Task 0920-Metering & Modeling	30,140.00	3.20	964.48	964.48	0.00
Task 0930-Software Hardware & Training	36,200.00	0.00	0.00	0.00	0.00
Task 0940-Sewer Televising	0.00	0.00	0.00	0.00	0.00
Task 0950-Level of Service	4,000.00	0.00	0.00	0.00	0.00
Task 0960-CIP&Rate Structure Development	29,240.00	23.20	6,783.68	6,608.24	175.44
Task 0970 - Other	5,000.00	0.00	0.00	0.00	0.00
Total Fee	215,520.00		67,900.16	65,592.66	2,307.50
Total Fee					2,307.50
Total this Phase					\$2,307.50
Total this Invoice					<u>\$2,307.50</u>



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

February 22, 2019
 Project No: 13-0210
 Invoice No: 67681

Village of Newberry
 307 East McMillan Avenue
 Newberry, MI 49868

Project 13-0210 Newberry SAW Application

Professional Services for the period ending February 17, 2019

Phase 05 Stormwater Asset Management Plan
 Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Task 0900-Inventory & GIS Database	47,800.00	44.20	21,127.60	20,649.60	478.00
Task 0910-Condition & Criticality	31,700.00	6.00	1,902.00	1,711.80	190.20
Task 0920-Metering & Modeling	24,640.00	0.00	0.00	0.00	0.00
Task 0930-Software Hardware & Training	2,000.00	0.00	0.00	0.00	0.00
Task 0940-Sewer Televising	0.00	0.00	0.00	0.00	0.00
Task 0950-Level of Service	2,500.00	0.00	0.00	0.00	0.00
Task 0960-CIP&Rate Structure Development	24,500.00	5.70	1,396.50	1,225.00	171.50
Task 0970 - Other	0.00	0.00	0.00	0.00	0.00
Total Fee	133,140.00		24,426.10	23,586.40	839.70
Total Fee					839.70
Total this Phase					\$839.70
Total this Invoice					\$839.70

Village of Newberry									
Wastewater & Stormwater Asset Manage									
Budget & Disbursement Tracking									
Proj 13-0210									
Last Revision: 02-28-19									

Client: **Village of Newberry**

Project No.: **13-0210**

Project Name: **SAW Grant**

Project Phase: **Report**

Client Approved Revised Completion Date: **na**

Client Project No.: **MDEQ SAW #1274-01**

Client Advisor:

Date: **02-28-19**

Project Manager: **Chuck Lawson**

Report Lead: **Dave Holmgren**

Admin.: **Dave Cain**

Project Start Date: **Sep 2013 (application)**

Project Completion Date: **Nov 2020**

Period Covered: **Dec 2018 – Feb 2019**

THE WORK ACCOMPLISHED IN THE DEFINED PERIOD CONSISTED OF:

- Continued incorporating data into GIS database
- Developed RFP for sewer TV inspections, got quotes, recommended award
- Continued flow metering planning

THE ANTICIPATED WORK ELEMENTS IN THE NEXT PERIOD:

- Coordinate/Plan for flow metering
- Continue database integration
- Get TV work awarded & agreement signed
- Compile next Draw Request package

SCOPE CHANGES MADE DURING DEFINED PERIOD:

- na

BUDGET STATUS (% COMPLETE OF C2AE TASKS):

Wastewater (WAMP) Task	Budget	Approx. % Used
900 – Inventory & GIS Database Development	\$77,180	72%
910 – Condition & Criticality Assessment	\$33,760	2%
920 – Metering & Modeling	\$30,140	3%
930 – Software, Hardware, & Training	\$36,200	1%
940 – Sewer Televising	\$0	na
950 – Level of Service	\$4,000	4%
960 – Cap. Imp. Plan & Rate Structure Development	\$29,240	26%
970 – Other – Funding Application	\$5,000	100%
Total C2AE	\$215,520	31%
Total Project Including Other Venders, etc.	\$379,622	21%

Stormwater (SAMP) Task	Budget	Approx. % Used
900 – Inventory & GIS Database Development	\$47,800	71%
910 – Condition & Criticality Assessment	\$31,700	1%
920 – Metering & Modeling	\$24,640	0%
930 – Software, Hardware, & Training	\$2,000	0%
940 – Sewer Televising	\$0	na
950 – Level of Service	\$2,500	1%
960 – Cap. Imp. Plan & Rate Structure Development	\$24,5000	9%
970 – Other – Mapping	\$0	na
Total C2AE	\$133,140	17%
Total Project Including Other Venders, etc.	\$237,355	10%

SCHEDULE STATUS (from Engineering Agreement):

Wastewater (WAMP) Task	Target	Status
900 – Inventory & GIS Database Development	May-Jul 2018	Continues (field work holding until spring)
910 – Condition & Criticality Assessment	Aug-Oct 2018	Continues
920 – Metering & Modeling	Jul-Nov 2018	Planning
930 – Software, Hardware, & Training	May-Jul 2018	xxx
940 – Sewer Televising	Aug-Nov 2018	work coming in spring
950 – Level of Service	Nov-Dec 2018	xxx
960 – CIP & Rate Structure Development	Nov-Dec 2018	Developing Framework
970 – Other – Grant Application Preparation	Nov 2013	Done
Rate Methodology Submittal to MDEQ	End of May 2020	On schedule
SAW Grant Budget Deadline	End of Nov 2020	On schedule

Stormwater (SAMP) Task	Target	Status
900 – Inventory & GIS Database Development	Aug-Oct 2018	Continuing (field work on hold until spring)
910 – Condition & Criticality Assessment	Oct-Nov 2018	Starting Database
920 – Metering & Modeling	Mar-Apr 2019	xx
930 – Software, Hardware, & Training	May-Jul 2018	xx
940 – Sewer Televising	May-Jun 2019	xx
950 – Level of Service	Jun-Jul 2019	xx
960 – CIP & Rate Structure Development	Jun-Jul 2019	xx
970 – Other – Mapping for Drainage Model	May-Jul 2018	Done
SAW Grant Budget Deadline	End of Nov 2020	On schedule

INPUT NEEDED FROM CLIENT:

- na

CLIENT INPUT, DECISIONS AND DIRECTIVES:

- na

REALIZED OR ANTICIPATED CONCERNS:

- na

VALUE ADDED:

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

MI Newberry TS
Technical Service Center
W132 N10487 Grant Dr
Germantown, WI 53022



February 21, 2019

VILLAGE OF NEWBERRY
MARY AP
302 E MCMILLAN AVE
NEWBERRY, MI 49868-1559

Dear Valued Customer:

Waste Management is proud to be your environmental services partner. As you know, we take our work very seriously and are committed to providing you safe, reliable and environmentally sound waste solutions that meet your highest expectations.

In our continuing effort to provide you with the best possible service and to ensure we handle the transportation and disposal of your waste safely and in accordance with federal, state and local regulations, your disposal rate will be increased effective April 2019. This increase may be based on any number of factors, including adjustments to cover increases in the Consumer Price Index, increased costs of servicing your account or other costs specific to the waste industry, and/or for us to achieve an acceptable operating margin. To the extent required by your service terms, your consent to your new disposal rate will be effective upon your invoice payment.

Please contact our Technical Service Center at 1-800-963-4776 for further details regarding this increase. As always, we thank you for your business, and we appreciate your continued support of our efforts to remain the leader in environmental service, protection and compliance.

Respectfully yours,

Waste Management

March 5, 2019

Consulting
Engineers and
Scientists

Ms. Lori Stokes
Village President
302 E. McMillan Ave
Newberry, MI 49868



RE: Letter of Introduction and Engineering Services Available to the Village of Newberry

Dear Ms. Stokes:

GEI Consultants of Michigan, P.C. (GEI) is pleased to submit this letter of introduction and provide information on the professional engineering services we can offer the Village of Newberry. Below you will find our company background, experience, and professional qualifications to successfully execute projects with the Village.

GEI is a consulting engineering firm delivering value-laden professional services that improve our world's built environment. With more than 800 staff and approximately 40 offices nationwide, GEI is a leader in providing multi-disciplined engineering and technical services to a range of private and public sector clients, both domestically and abroad. GEI Consultants has three offices in the Upper Peninsula of Michigan located in Marquette, Iron River, and Iron Mountain and which employ over fifty (50) full time employees. GEI routinely provides the following services for our clients in the Upper Peninsula:

- **Environmental engineering and consulting services** encompass investigation and remediation of impacted environmental media, due diligence, and brownfield redevelopment. We offer environmental program management services to facilitate compliance with spill prevention; countermeasures and control (SPCC); storm water pollution prevention; air emission permitting; solid and hazardous waste management; and underground storage tanks (USTs). We routinely conduct risk-based-corrective-action (RBCA) directed by human health and/or ecological risk assessments.
- **Civil and municipal engineering services** include design of various infrastructure and systems for stormwater drainage and conveyance, erosion and sedimentation controls, roadway, pavement, curb and gutter, water pumping and distribution, sanitary sewers, sanitary wastewater pumping, and sanitary and industrial wastewater treatment.
- **Water resources planning, management, and design** capabilities include hydraulic and hydrologic studies; state and federal permitting; flood management planning and design; hydropower industry support; water management and use budgeting; water storage, supply, conveyance and use planning; and design and construction services.
- **Structural analysis and design** expertise is offered in the area of structural analysis and design for building foundations, CMU walls, steel structures, pavement designs, earth retentions systems, roof systems, and construction shoring and bracing. GEI structural engineers commonly work as part of a design team to facilitate accelerated schedules for construction. Our structural engineers work closely with our geotechnical engineers to design efficient and cost-effective foundations.

- **Geotechnical engineering services** include conducting geotechnical investigations; ground improvement; foundation and pile design; earth retention and excavation support systems; slope stabilization; and design, construction, rehabilitation, analysis, and inspections of dams, levees and embankments.
- **Construction management and inspection services** include resident engineering and construction inspection, foundation subgrade evaluations, concrete materials testing, compaction testing, cost estimating and tracking, and excavation dewatering, as well as pre-bid consultation, contract review, value engineering and assisting with bid solicitation and procurement of contractors. These construction management and documentation services extend to environmental remediation system construction management, operation and maintenance (O&M), and performance monitoring.
- **Construction materials testing and oversight** conducted at the GEI owned and maintained concrete and soils materials testing laboratory in our Marquette office which services our projects throughout the Midwest. In addition, we have several staff well-versed in performing construction quality assurance testing in the field. GEI can also facilitate and arrange for special testing needs such as fireproofing inspection and steel and weld inspection.
- **Ecological services** practitioners routinely conduct ecological assessments including contaminated sediment evaluation and mitigation; natural resource damage assessments (NRDA); ecological risk assessment; wetland delineation and evaluation; threatened and endangered (T&E) species surveys; geographic information system (GIS) services; and National Environmental Protection Act (NEPA) studies.
- **Unmanned Aircraft System (UAS) services** include licensed pilots and conform to the latest FAA regulations. With our UAS service, it provides a wealth of information for a fraction of the cost of traditional survey and inspection methods. GEI provides engineering analysis in the production of high-resolution imagery, 3-D modeling, 3-D point clouds, contour mapping, thermal imagery, and site inspections.

We thank you for the opportunity to submit our letter of introduction for services that GEI can offer to assist the Village. We would be pleased to submit additional, detailed information on any of the services described above for your review. Should you have any questions or require additional information, please contact Sean Beckman, PE at (906) 662-4739. We appreciate the opportunity to introduce ourselves and look forward to working with you on future projects.

Sincerely,

GEI CONSULTANTS OF MICHIGAN, P.C.



Sean Beckman, PE
Project Manager



Tony Carmody
Project Engineer

Recvd. 3-12-19
11:45 AM
LAS

March 11, 2019

To: Lori Stokes, Village President
c/o Village of Newberry
302 W McMillan Ave
Newberry, Michigan 49868

From: Michael P. Schnorr
and Save Our Village

RE: Concerns on Jennifer James-Mesloh, Village Manager

Dear Village President:

With regards to recently submitted letters from an attorney (Zelenock) for the current Village Manager (Jennifer James-Mesloh), we submit to you this letter with the gravest of concerns on actions taken by the Village Manager and inaction of the Village Council on the same matters.

1. November 21, 2018 and December 6, 2018 Letters from Zelenock

When these complaints were brought forth in the Village Council regular meetings members of the Public raised concerns of the handling of allegations made by the Village Manager in the context of her employment agreement. Council as a whole at this time completely disregarded our concerns. Specifically Trustee Sharon Brown who suggested the potential of litigation by the Village Manager.

Save Our Village has obtained preliminary legal advice on the matter with review of the Zelenock letters and James-Mesloh's Employment Agreement ("EA"). Save Our Village is working to retain counsel to represent the Public on these and other matters as necessary. The historic actions of the Village Manager to deny legal access to Public records of the Village, to mislead the Public and Council on record, and to violate the Open Meeting Act with private consultations with individual Trustees will no longer be tolerated. Further to the degree that the Village Council as individual trustees or as a whole act in conjunction or abide with the Village Manager on such occasion will also no longer be tolerated.

The initial opinion is that in section 27 of the EA James-Mesloh has waived all rights to file a lawsuit. The specific language reads: "By executing this Agreement, Dr. James-Mesloh waives all rights to file a lawsuit in Court or commence any other sort of litigation regarding the types of claims covered herein." The action of Council in the handling of James-Mesloh's complaints are also highly questionable as section 27 of the EA specifically prescribes "any controversy or claim arising out of or relating to this Agreement or breach thereof or otherwise arising out of Dr. James-Mesloh's employment ... shall, to the fullest extent permitted by law, be settled by arbitration".

Rec'd 3-12-19
11:45 AM
CAS

2. Potential Breach of Privacy and/or Privilege

Within the Zelenock letters specific information concerning Lori Stoke's termination from employment is contained and subsequently released. The seriousness of this potential unethical and illegal breach by the Village Manager in sharing information contained in personnel files raises serious concerns including potential liability to the Village. Even for James-Mesloh to share this information with her attorney is of concern, especially when "weaponized" by her attorney with threats of legal action against the Village Council.

3. Village Manager's Use of the Village Attorney

We are aware through discussion with select Council Trustees that the Village Manager has been conducting regular and closed consultations with the Village Attorney. Numerous inquiries of the specific need and nature of these meetings, authority of the Village Manager unilaterally to conduct such meetings, documentation of the meetings, and the cost of these meetings to the Public are of the gravest concern. A number of statements made by select Council Trustees and actions taken by Council indicate the potential violation of the Open Meetings Act as records indicate deliberations made outside regular meetings of Council or its Committees.

A specific example of this is the November 19, 2018 appointment of Trustee Hitts to the Village Council in which the records indicate a coordinated effort between the Village Manager and then Village President John DeWitt to obtain legal strategy, and garner support for the action to avoid election of a successor to the vacancy per State law. A letter of concern identifying this matter was received by the Village Council with ample time to accommodate inclusion of the position on the November ballot. Notification of the matter was also withheld from the County clerk. The recording of the November 19, 2018 regular meeting indicates no significant deliberation on the matter but strongly suggests coordination with select Trustees prior to the meeting to make the appointment.

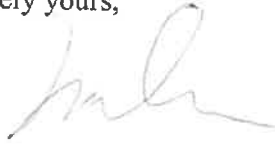
We are aware that there are matters subject to attorney client privilege but these matters would still be documented and available to the Village Council and Management Committee within their mandates under Ordinance. We are also aware that very few legal matters would qualify for closure to the Public, for example the allowances for closed sessions contained in the Open Meetings Act. Inquiry of the obsessive use of legal resources at cost to the Public by the Village Manager has been ignored to date. We strongly urge that the practice of these closed door consultations by the Village Manager cease immediately. Meetings of this nature should be conducted with the oversight of the Village Council or the Village Council Management Committee.

We formally request the opportunity to speak to the Village Council on this matter. As such we formally request placement on the agenda for the next regular Village Council meeting. As a courtesy we request communication from you as the Village President confirming or denying our request with specific reasons if the latter.

Recd 3-12-19
11:45 AM
LAS

We thank you for your consideration of this matter and look forward to a cooperative and amiable resolution on these and other matters to meet our concerns.

Sincerely yours,

A handwritten signature in dark ink, appearing to read 'm. schnorr', written in a cursive style.

Michael P. Schnorr
of Save Our Village

Kirby C. Wendt
517 W. Victory Way
Newberry, MI 49868
906-291-0074
Kirby.c.wendt@gmail.com

February 26, 2019

Village of Newberry Board of Water and Light
Lawrence Vincent
302 E. McMillan Ave.
Newberry, MI 49868

Dear Village of Newberry Board of Water and Light

Please consider my letter of interest to join the Village of Newberry Water and Light Board.

As a resident of Newberry for the past five years, I take great pride in our community. Over the years, I have served on several boards in various capacities. I currently sit on the Newberry Chamber of Commerce board as the board Vice President. I take each of these boards seats seriously and do my best to contribute in a positive way. If chosen I would bring to this board a passion for the community, desire to learn and understand, ability to work with others to overcome obstacles for resolution to situations.

I have been a water and light customer for five years. It would be a pleasure to serve on this board and better understand the interworking of water and light.

Thank you for your consideration.

Sincerely,



Kirby C. Wendt
Resident and Water and Light Customer

HYDRACORP

THE SAFE WATER AUTHORITY

3-1-19

chairman Lawrence Vincent

I am interested in the
water & Light Board Vacancy
at large. I had 33 years
at the water & Light and
Feel I can help out

Matthew Perry

Matthew Perry

HYDRACORPINC.COM

800.690.6651

PROTECTING WATER.
PROTECTING PEOPLE.



PERFORMANCE RESOLUTION FOR GOVERNMENTAL AGENCIES

This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipal utility an "Individual Permit for Use of State Highway Right of Way", or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the Village of Newberry
(city, village, township, etc.)

hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the GOVERNMENTAL AGENCY is performed by a contractor, the GOVERNMENTAL AGENCY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the GOVERNMENTAL AGENCY. Failure of the GOVERNMENTAL AGENCY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the GOVERNMENTAL AGENCY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY.
4. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

5. The GOVERNMENTAL AGENCY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.
6. With respect to any activities authorized by a PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
7. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
8. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

Title and/or Name: _____

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the _____
(Name of Board, etc)

of the _____ of _____
(Name of GOVERNMENTAL AGENCY) (County)

at a _____ meeting held on the _____ day

of _____ A.D. _____

Signed _____ Title _____

ORDINANCE A

This is an Ordinance Relative to the Management, Control and Use of the Water and Light Plants and Distribution Systems of the Village of Newberry.

THE VILLAGE OF NEWBERRY ORDAINS:

A:1:1 Board:

There is hereby created and constituted a Board under the name of the Newberry Water and Light Board to be composed of five members, except as provided in paragraph A:1:1a, who shall be electors of the Village, hereinafter referred to as "Board". The members of the Board shall be nominated by the Village President and approved by the Council. The appointment of members to the Newberry Water and Light Board shall be at the Council's regular October meeting.

A:1:1a Council Members

Two council members so appointed by the Village President and approved by the Council shall serve for a term of one (1) year; which terms shall commence at the date of appointment and shall expire upon the appointment of a successor at the regular Council meeting the following October.

A:1:1b At Large Members:

An at-large appointment shall be made at the regular October Village Council Meeting. The term of each member shall commence upon taking the oath of office. The term, of office shall be for three years and there shall be three (3) at large members serving. Each and every year, in the month of October, one (1) at-large member's term shall expire. Shall a vacancy arise during a member's term the Village President may present a candidate to the Village Council for approval of appointment to serve the remainder of the term associated with the vacant position. It is imperative that the at-large members' terms remain staggered so as not to allow more than one position's term to expire in the same year.

One at large member may be a customer and not elector. The customer member shall reside in the service area of the Newberry Water and Light Board and be a current customer. A non -elector customer member, if nominated and approved may not serve as chairperson, or acting chairperson.

A:1:1c Oath of Office:

Within ten (10) days of appointment, each Water and Light Board member shall take an oath of office as prescribed by the Village Clerk before being qualified as members of said Board.

A:1:1d Hold-over Provision

Each member is to hold over his/her term of office until his/her successor shall have been appointed and taken the oath of office.

A:1:1e Compensation

Each member of said Water and Light Board shall receive the sum of \$50.00 per month as compensation for serving on this Board. Additionally, each member attending a regular or special meeting of the Board shall receive \$25.00 per meeting attended. Said sum shall be payable at the regular scheduled meeting of the following month.

A:1:2 Quorum; Chairperson:

A majority of the members of said Board shall constitute a quorum for the transaction of business. They shall name their own chairperson at the first regular meeting of said Board in October of each year. The chairperson shall hold such position for one year and until his successor shall have been named. The chairperson, with the approval of a majority of the Board, shall appoint a clerk for the Board.

The clerk's duties shall consist of taking/recording minutes of all regular and special meetings. The minutes shall be made available for approval at the next meeting of the Board. The clerk shall maintain copies of all minutes and shall make them available for public inspection. The Board may designate other Board employees to assist the clerk in making records available for public inspection.

A:1:3 Duties:

A:1:3a Management Authority:

The Board, subject to the direction of the Council is hereby charged and entrusted with the construction, management, maintenance, supervision and control of such water works and electric lighting plant and distributing systems of any future department or departments that the Council shall deem fit to allocate to the Board for management. The Board shall have power to make and adopt all by-laws, rules and regulations as they shall deem necessary and expedient for the transaction of their business not inconsistent with other Ordinances or Policies of the Village.

A:1:3b Unified Collection of Fees and Charges:

The Board shall be charged with the responsibility to collect all electrical, water, sewage and garbage fees on behalf of themselves and the Village Council and to make a monthly accounting of all revenues collected and all accounts receivable.

A:1:4 Modification of Plant in Excess of \$10,000.00:

Whenever the expense of rebuilding, repairing, adding to or otherwise changing any portion of the water works, electric plant or the distributing systems shall not exceed the sum of Ten Thousand (\$10,000.00) Dollars, the same shall be done by the same Board in such manner as they shall deem proper. Whenever such expenses shall exceed the sum of Ten Thousand (\$10,000.00) Dollars, the Board shall first submit plans, diagrams and specifications of the same and estimates of the cost thereof to the Council for its approval, and, when so approved, the Board shall, subject to the direction of the Council, cause such work to be done by contract or in such other manner as the Council shall determine.

A:1:5 Meeting With Council:

The members of the Board, the Village Manager, and Superintendent shall meet with the Council at any time at the request of the Village President.

A:1:6 Payment of Claims and Charges:

All claims and accounts charged against the Water and Light System which shall have been incurred by said Board in accordance with this Ordinance shall be approved by said Board and said Board shall authorize payment of those claims and accounts in the usual course of its business. All money shall be paid out or expended by said Board by warrant or check, drafted and signed by two of the following:

1. Board member designated by the Board
2. Village Manager
3. Board Chairperson
4. Village President

All funds shall be drawn on Water and Light Board accounts. All claims and accounts approved by the Water and Light Board shall be reported to the Village Council at the Council's regular monthly meeting.

A:1:7 Accounting:

The Board shall make all purchases of supplies for said plant and distributing systems and shall keep a detailed record of all cost and expenses in connection therewith, showing the amount expended for each part of the works or distributing systems. The Board shall keep and maintain a complete set of books, keeping accounts with each part of said works and systems, showing in detail, the earnings, costs and expense of construction, maintenance and operation, of such system to be in accordance with the statute in such case provided, and to be subject to such change by Council as shall not be contrary to such statute or statutes.

A:1:8 Deposit of Funds

The Board shall promptly, and in no event more than one (1) banking day after receipt, deposit all money received by it and belonging to said Board in an account entitled Newberry Water and Light Board and shall file a detailed statement thereof together with a receipt from said bank for those funds with the Village Clerk. The Village Clerk shall report the deposits to the Council at its regular monthly meeting each month.

A:1:9 Report to Council: Monthly, Annually, Regularly:

At the regular meeting of the Council each month the Village Manager shall present to the Council a detailed report of all business done during the preceding calendar month, showing all materials furnished, sold and used, all receipts and disbursements and the funds to which the same have been charged or credited, the condition of the plant and such other information as the Council shall from time to time direct or require. The Board shall also present to the Council on the fourth Monday in March of each year, an annual report, which report shall include an itemized statement of all receipts and disbursements relating to or connected with the water and light plants and distributing systems, showing in detail the revenue and expense of all new work, construction, maintenance, repairs, operation and depreciation and complete statement of the condition, progress and operation of said works and distributing systems, including an inventory of all property on hand and the value thereof. At any other time during the year the Board shall be required to furnish such report or reports as the Council may request.

A:1:10 Employment of Superintendent & Others:

The Board is hereby empowered, subject to the approval of the Council, to employ all agents, employees and superintendents, whom it may deem necessary to operate and maintain the electrical and water systems of the Board and Village.

A:1:11 Regular Meetings:

The Board shall hold a regular meeting on the second Tuesday of each month, the hour of such meeting to be set by resolution by the Board. It shall keep a full and complete record of all its proceedings (voice recording and transcription) and within five (5) days after such meeting the Clerk of said Board shall be required to transmit to the Village Clerk a true copy (subject to Board approval) of the proceedings of such meeting.

A:1:12 Newberry Water and Light Board Manager:

A:1:12a Duties:

The Village Manager shall be the chief administrative officer of the Newberry Water and Light Board and shall be responsible to the Village President and Village Council for the efficient administration of all affairs of the Newberry Water and Light Board and all departments except as that responsibility is explicitly delegated to another officer by Statute or Ordinance.

The Village Manager shall fully inform the Board Chairperson and Board Members concerning Newberry Water and Light Board affairs.

The Manager shall have the following functions and duties:

1. Attend all meetings of the Newberry Water and Light Board and its committees and to take part in such meetings without a vote.
2. Be responsible for personnel management and administer such personnel policy as shall be applicable to Newberry Water and Light Board employees.
3. To suspend with pay any department head pending a hearing before the Council; to recommend disciplinary action against any department head; to recommend the wages of all non-elected employees; exercise supervisory control over all departments, to hire, discipline or discharge any Newberry Water and Light Board employee who is not a department head, but only after consultation with the appropriate department head.
4. Prepare and administer the budget as provided for in the Uniform Budgeting and Accounting Act. Be purchasing agent of the Newberry Water and Light Board subject to the Village Purchasing Ordinance.
5. Investigate complaints concerning the administration of the Newberry Water & Light Board and at all time to have the authority to inspect the books, records and papers of any agent, employee or office of the Newberry Water and Light Board except the Village Attorney; to make recommendations to the Council for adoption of such measures as the Village Manager shall deem in the best interest of the Newberry Water and Light Board.
6. Perform such other duties as shall be delegated by the Newberry Water & Light Board Council, including those described as the Village Manager Job Description adopted by Council Resolution.

A:1:12b Dealing With Employees:

Neither the Newberry Water and Light Board nor the Board Chairman shall attempt to influence the employment of any person by the Village Manager or in any way interfere in the management of departments under the jurisdiction of the Manager. The Chairperson and Board Members shall deal with departments under the jurisdiction of the Village Manager through the Manager. The Chairperson and Board Members shall have the absolute right and duty to contact any Village employee pursuant to any authorized inquiry, pursuant to the Board.

A:1:12c Purchasing Responsibilities:

The Village Manager shall act as purchasing agent for all Newberry Water and Light Board offices and departments. The Manager may delegate some or all of the duties as purchasing agent to another officer or employee provided that such delegation shall not relieve the Manager of the responsibility for the proper conduct of those duties.

The Village Manager shall have the authority to purchase any product or service where the cost of which does not exceed five thousand dollars (\$5,000.00), provided that funds have been appropriated. This amount may be modified from time to time by a Policy Resolution

adopted by the Village Council. The cost for the product or service shall not exceed the unencumbered balance of the appropriation for that account. Except as hereinafter provided, the Village Manager shall not purchase any product or service where the cost of which exceeds the above dollar amount without prior approval of the Newberry Water and Light Board and subsequently the Village Council. The Village Manager may promulgate rules governing the purchase of products or services.

The Village Manager shall have the authority to purchase any product or service regardless of its cost when such purchase is necessitated by an emergency condition. "Emergency condition" is defined to mean any event which presents and imminent threat to the public health or safety of a Newberry Water and Light Board service which is essential to public health or safety.

Section A:2 Operations:

A:2:1 Hydrants:

All street hydrants hereafter installed shall be placed on the curb line except by written permission from said Board. The shut-off cock shall in all cases be placed on the curb line. The hydrant shall be so constructed that the water may be drawn by the use of a key and said hydrant shall be kept locked when not in use by the person paying for the same or an associated employee.

A:2:2 Rates and Fees:

Rates and Fees shall be set by Board resolution. Rates and Fees shall not become effective until approved by the Newberry Village Council by resolution and the first day of the month after publication in The Newberry News or other paper of general circulation in Newberry. Rates and Fees in effect at the time of the adoption of this amendment of Ordinance A shall continue in effect until further Board and Council modification.

A:2:3 Electric Motors:

The Board shall set policies, rules and regulations and it may set individual customer requirements for all motors concerning phase, capacity, hours of operation, and any other factor deemed appropriate. The Newberry Water and Light Board shall take action to maintain strict adherence to the rules and regulations heretofore or hereafter promulgated by said Board.

A:2:4 Rules and Regulations – Reference: Payment of Charges and Reading Meters:

A:2:4a Collect Funds:

It shall be the duty of the Newberry Water and Light Board to collect all accounts on behalf of the Village of Newberry for sewer use, maintenance, installation and all other charges duly levied, charged, or rendered in connection with the electrical and water distribution systems, sewer system or sewage treatment.

A:2:4b Certification of Collections:

It shall be the duty of the Newberry Water and Light Board to certify to the Newberry Village Council not later than October 1st, and not prior to September 1st, of each calendar year, that all water and electric meters have been manually read, inspected for proper operation, and if improperly operating- repaired. The Water and Light Board shall also report at the time of certification, any discrepancies between reported usage and metered usage, all accounts receivable from users, whether delinquent or not, and the amount of any delinquencies for which the Newberry Water and Light Board had advanced its own funds.

A:2:4c Meter Reading:

Nothing in this Ordinance shall be construed to prohibit reading meters on a more frequent basis.

A:2:4d Meter Reading Policies:

The Water and Light Board shall adopt, from time to time, policies concerning the reading of meters and the payment of charges, including the reading of meters. The Water and Light Board shall make available at the Water and Light Board Office, during regular business hours, an adoption of its policies concerning the payment of charges, reading of meters, and computation of those readings for the inspection by the users and/or property owners.

A:2:5 Connections:

No person shall make any connection with the water or electrical distribution systems without prior written permission from the Board. Water connection shall include tapping any main or distributing pipe, inserting any stop-cock, hydrant or other appliance whatsoever, using, altering or disturbing any gate, stop-cock, hydrant or other attachment belonging to the Village or Board and/or connecting with the water system. Water system-owner boundary: The Village/Board water system shall terminate at the boundary of the property owner's real estate. Only for the purpose of determining and granting permission for construction or repair of a water supply line, the water curb stop shut-off valve, if further downstream from the property line, shall be the final point of the Village water system. Work done by the owner downstream from the curb stop shut-off valve shall be subject to inspection and approval by the Board. The Board may refuse service if the work does not meet its specifications.

Violations of this Section shall be a misdemeanor punishable as provided in **Section A:3:3.**

A:2:6 Street Lighting and Fire Hydrants:

All electric current used by the Village for street lighting purposes will be charged to the Village each month at the commercial rate per kilowatt hour for street light current as shown by the meter or meters installed for that purpose. The said Board shall be reimbursed by the Village for all installation and maintenance of street lights and circuits connected herewith. The Village shall also pay the Water and Light Board for the installation and maintenance of fire hydrants within the said Village. No charge shall be made to the Village for water used by it in connection with fire hydrants.

Section A:3 Criminal Penalty:

A:3:1 Tampering with Village Water and Light Equipment:

No person shall meddle with, use, damage, injure or destroy any hydrant installed for fire purposes, except when ordered to do so by said Board or the Chief of the Fire Department of the Village. No person shall injure, destroy or meddle with any water or light works, pipes, wires or attachments or in any way use or tamper with the same, or interfere with their proper use, without written authority from the Board. Any person violating this section shall be guilty of a misdemeanor and punished as provided in Section A:3:3.

A:3:2 Tampering with Meters-Misrepresentation of Usage:

Any person interfering or meddling with any meter or who shall interfere with the Board, its clerks, agents or employees, in the discharge of their duties including reading meters, as set forth in this Ordinance or under the rules or orders of the Board or who shall knowingly misrepresent their usage of water, electricity, garbage or sewage shall be guilty of a misdemeanor.

A:3:3 Penalty:

Any person convicted of a misdemeanor as set forth in Ordinance A, shall be punished by a fine up to Five-Hundred (\$500.00) Dollars plus the costs of prosecution and/or imprisonment up to Ninety (90) Days at the discretion of the Court.

Section A:4 Collection:

A:4:1 Liens or Collections

Charges for services, including water, sewage, electrical and garbage pick-up, furnished to a premises shall be a lien on those premises as provided by statute. Each separate charge, that is water, sewage, electric or garbage pick-up shall be a separate lien, or turned over to a collection agency approved by The Village Council. Those charges delinquent for six months or more may be certified annually to the proper tax assessing official or agency who shall enter the lien on the next tax roll against the premises to which services shall have been rendered and the charges shall be collected and the lien shall be enforced in the same manner as provided for the collection of taxes assessed upon the roll and enforcement of the lien for taxes.

A:4:2 Certification:

The Village Manager of the Water and Light Board shall certify to the Village Treasurer no later than May 31st of each year and the Township Supervisor no later than October 31st of each year a statement of lien claimed.

A:4:3 Lien Statement:

The statement of lien claimed shall specify the legal description of the premises, street address of the premises, specific services and their relative charges and the unpaid balance due for each charge individually.

A:4:4 Rental Property:

In all cases when a tenant is responsible for the payment of any such rates and other fees or charges under a legally executed lease containing a provision that the lessor shall not be liable for the payment of rates and other fees or charges for water, sewage, or electrical service and the Newberry Water and Light Board is so notified in writing by the owner, then no such rates and other fees or charges shall become a lien against the premises occupied by the tenant from and after the date of such notice. Such notice shall be in the form of an affidavit with respect to the execution of such lease and shall set forth the expiration date thereof. Twenty days' notice shall be given to the Newberry Water and Light Board by the lessor of any cancellation, change in, or termination of such lease. Failure to give such 20 days' notice shall reinstate such lien for rates and other fees or charges, for water, sewage or electrical service furnished to such premises by the Village on and after the date of such cancellation, change in, or termination, until a new notice is filed as above required. Each such notice shall be accompanied by a true copy of the lease executed between the lessor and the lessee.

Utility services to a rental property shall be in the name of the renter or user, unless the title holder submits a signed, written, confirmation to execute the bill in the title owner's(s') name(s). No services will be provided to a rental property if any title holder files a written objection with the Newberry Water and Light Board. If the request is to terminate service, The Water and Light Board will take appropriate action as long as the termination of service does not conflict with any other Ordinance or Statute that takes precedence over Ordinance A. Application for services may be made by a renter, but shall require approval of the property owner(s). Billing for the services shall be to the renter, occupant, or user of the services and delivered to the legal address of the premises. The owner may request the Water and Light Board to prepare and deliver a duplicate invoice to an address of their choosing; however, pursuant to the Water and Light Board, that option could incur an additional service fee on the monthly invoice.

Any outstanding bill shall remain with the user and not attached to the premises.

Should a title holder request that a rental property's bill be placed in the title holder's name, should the charges become delinquent, then any other accounts in the same name could be affected. No services will be reconnected until all accounts in that person(s), or business' name(s) have been paid in full.

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The Board may require a security deposit for water, sewage, electrical or garbage pick-up services and the amount of the deposit may be adjusted from time to time at the discretion of the Water and Light Board and approval from the Newberry Village Council. The amount of the security deposit shall be promulgated as a Water and Light Board Policy and not become imbedded in an ordinance.

A:4:5 Enforcement

A lien created against the premises by this Ordinance may be enforced in the manner as provided for the collection of taxes assessed upon the roll and enforcement of the lien for taxes or also by discontinuing water service or electric service to the premises for non-payment of charges for water service or electric service, or discontinuance of either water service, electric service, or sewage disposal service to the premises or both for non-payment of sewage disposal and garbage collection charges to the premises.

A:4:6 Electric Service

The Water and Light Board may, from time to time, adopt policies for the collection of unpaid electrical charges.

Section A:5 Publication and Effective Date:

The Village Clerk shall cause this Ordinance to be published in the Newberry News. The Ordinance shall be effective 20 days after publication. This is a Recapitulation that incorporates all amendments, changes, and Village Council and The Water and Light Board resolutions to date and since the Promulgation Date (Also Known As the Effective Date) of Ordinance A which is August 3, 1987.

Recapitulated, approved, and adopted this ~~14th~~ XX Day of ~~May~~ Month, 2010 Year.

~~Terry Webb~~ Name, President Village of Newberry

~~Jani~~ Galer Name, Clerk Village of Newberry

Adoption History: Introduced: July 13, 1987; adopted July 13, 1987; effective: August 3, 1987; amended and recodified November 8, 1999, presented for signature and published 1/13/2000, Section A4:1:3a, A:1:6, A:1:7 and A:4:4 modified and approved and adopted on October 23, 2008, presented for signature and published 11/5/08. Sections: A:1:1b, A:1:2 , A: 1:6, A:1:7,

A: 1: 12a, A:2:1,A:2:5, A:4:1,A:4:2, A:4:4, A:4:5 and A:5 modified, approved and adopted on May 17, 2010, presented for signature and published June 9, 2010. The entire ordinance was recapitulated to include all previous amendments and modifications since the date of promulgation.

Summary of changes of May 17, 2010:

Section:

A:1: 1b Revised entire paragraph to Recapitulate original content.

A:1:2 line 4 changed to read "in October..." vise "second Monday in April. ..." A:1:6 add sub paragraph 4 to read "4. Village President"

A:1:7 line 6 changed to read "maintenance and operation, of such..." vise "maintenance and operating, such..."

A:2:5 line 4 changed the word "whatever" to read "whatsoever"

A:4:2 arranged sentences to read in chronological order and changed the date "May 30th

to read

"May 31st

A:4:4 Rescinded in its entirety and rewritten.

Changed: "Chairman" to read: "Chairperson" at each occurrence.

The entire ordinance was recapitulated and incorporates all modifications to date, which allows the Council to pull the Original ordinance and amendments from all binders and replace it with the Recapitulated version. The original ordinance and all amendments and modifications shall be archived.

NEWBERRY WATER & LIGHT BOARD
REGULAR MEETING MINUTES
March 12, 2019

Present: Chairperson Lawrence Vincent, Harold Dishaw, Charles Medelis.

Absent: Sharon Brown.

Also Present: Clerk -Schummer, Village Manger – James-Mesloh, Assistant Village Manager – Vallad, Lori Stokes, Ken Stokes, Rebecca Handa, Scott Ouellette.

Call to Order: Chairperson Vincent called the meeting to order at 5:30 p.m. at the Village of Newberry Offices, 302 East McMillan Avenue, followed by the Pledge of Allegiance.

Approval of Agenda: Moved by Medelis, support by Dishaw, **CARRIED**, to approve agenda with the following changes: Move Appointment W&L Board and Utility delinquencies added to tax bill from # 2 & #4 of New Business to Chairperson announcements #3 & #4. Ayes: All. Absent: Brown.

Approval of Minutes: Moved by Medelis, support by Dishaw, **CARRIED**, to approve minutes from the February 12, 2019 W&L meeting as presented with one correction: Under Public Comment – Ouellette – changes from E. John to W. John. Ayes: All. Absent: Brown.

Water and Light Chairperson Announcements:

- 1.) Response to Public Comment: Regarding a comment made at the February meeting regarding passing of ordinances. Vincent stated that the W&L Board could only make recommendations to the Village Council, Council has the final authority regarding ordinances.
- 2.) Open Meeting Act: Vincent had an updated booklet printed out for the Board Members.
- 3.) Appointment to W&L Board: 2 letters of interest were submitted. Moved by Medelis, support by Dishaw, **FAIL**, to recommend Matt Perry fill the W&L Board vacancy. Discussion followed. Ayes: Medelis. Nays: Vincent, Dishaw. Absent: Brown. Moved by Dishaw, support by Medelis, **CARRIED**, to recommend that Kirby Wendt fill the W&L Board vacancy. Ayes: Dishaw, Vincent. Nays: Medelis. Absent: Brown.
- 4.) Utility Bill Delinquencies Added to Tax Bill: Moved by Medelis, support by Dishaw, **CARRIED**, to recommend to Council that the 61, 2018 delinquent W&L accounts, totaling \$28,365.76, be submitted to Northern Credit Bureau for collection. Discussion followed. Ayes: Dishaw, Medelis, Vincent. Absent: Brown.

Public Comments on Agenda Items: Ken Stokes –Newberry, Scott Ouellette – Newberry, asked to be on the record - stated that he felt the money saved by the Village signing the new energy contract should go towards taking the burden off of the costumers bills. He felt that the spike in delinquent bills is due to the rate hike. He would also recommend that the deposit charged customers be raised \$50.00 and that the bills shouldn't be allowed to get so big before something is done. Lori Stokes – Newberry.

Submission of Bills and Financial Updates:

A.) **Water & Light – Monthly Bills – February 2019** - Motion by Dishaw, support by Medelis, **CARRIED**, recommend Village Council pay the February Electric Fund bill in the amount of \$105,405.18. Discussion followed. Ayes: All. Absent: Brown. Motion by Medelis, support by Dishaw, **CARRIED**, recommend Village Council pay the February Water Fund bill in the amount of \$3,559.78. Discussion followed. Ayes: All. Absent: Brown.

B.) **Christmas Light Fund** is currently at \$14,527.82.

Petitions and Communications: None.

Introduction and Adoption of Ordinances and Resolutions: None.

Reports of Village Management:

- 1.) Superintendent of Water and Light: Joe Lively, working foreman, submitted a written report.
- 2.) Assistant Village Manager: Vallad gave a verbal report as well as presented charts.

Adjourn Meeting: Motion by Medelis, support by Dishaw, **CARRIED**, to adjourn meeting and table the remaining items on the agenda at the April meeting, due to Medelis having to leave and no longer having a quorum present. Meeting adjourned at 5:59 p.m. Ayes: All. Absent: Brown.

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

Terese Schummer, Clerk

Lawrence Vincent, Chairperson

VILLAGE OF NEWBERRY



302 East McMillan Avenue, Newberry, MI 49868 Phone: 906-293-3433 Fax: 906-293-8569

Activity Report for Director of Human Resources and Community Engagement February 16, 2019 to March 18, 2019

- **HR/CMTY ENGAGEMENT**

- Forwarding requests sent from Village President/Council Members to Village Manager and responding/not responding according to directives from Village Manager.
- Attending MML Workshop on Understanding the General Law Village Act
 - Tuesday, March 19, 2019
- Working with BS&A on program glitches
- Payroll
 - Documentation process for procedures and remittances

- **GRANT PROJECTS**

- Final report for Recycling Grant completed
 - As of July 11, 2018, to March 13, 2019, Village of Newberry participants (216 total drop-offs, approx. 100 different households/businesses) have recycled:
 - 1.25 tons of cardboard
 - 1.79 tons of paper
 - 1.57 tons of plastic/metal

- **FOIA**

- 0 requests for 2019 (as of March 15, 2019)

- **Committee/Membership/Partnership Meetings:**

- Chamber of Commerce – Annual Dinner is April 12 – invitations have gone out – Village of Newberry has been invited
- Eastern UP Planning Commission – next meeting is in April
- M123 Scenic Byway – Next meeting is in April
- Save Restore Grow Newberry – Next meeting is in April
- Strategic Alliance for Health - meetings are on hold

Newberry Wastewater Treatment Plant

George Blakely Superintendent

March 2019 Report

Johnson Control installed valve in heating system, made some repairs on our overhead heating unit, ran out of parts and will be back to finish.

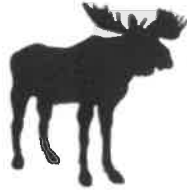
Crane was at plant to get measurements for installation of RAS pump. They will schedule installation of Grinder when it is delivered from factory.

Hawkins Chemical a vender used by the Water Department stopped by to give us a quote on converting our chlorine disinfection system from ton cylinders to 150 lb. tanks.

We are still holding out hope that a vender will expand to our area. Presently there are two that have shown interest. The Escanaba Treatment Plants are taking the lead on this. We are on the list of plants that are interested.

- Monthly report submitted to DEQ
- Staff Safety Meeting
- Routine Preventive Maintenance
- Johnson Control in for repairs
- Hawkins Chemical on site for quote
- Escanaba

VILLAGE OF NEWBERRY



Moose Capital of Michigan

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

Newberry Water and Light Joe Lively, Foreman February 2019

- Exercised Worthington and Fairbanks
- Callout House Fire Co. Rd. 466
- Callout Power Surges 400 Block Washington
- Meter Reading
- Wellhouses (Painting)
- Disconnects Non-payment (18)
- Snow Removal
- Flushing Water System
- Baci Samples
- Winter Storm, Several Outages (Mostly N. Line)
- Fire 13416 Co. Rd. 372
- Cut Power Due To Roof Collapse (2) Buildings
- Brushing
- Down wire 514 Handy
- Red Tags (199)
- DEQ Site Visit

Billed Electric kWh Report - 2019

[illegible]

2019 - ELECTRIC CONSUMPTION / BILLING

	RESIDENTIAL						COMMERCIAL						LARGE POWER						DEMAND			
	ER KW	METERS	ER FUEL ADJ	EO BASE	ER AMT BILLED	EC KW	METERS	EC FUEL ADJ	EC AMT BILLED	LG KW	METERS	LG AMT BILLED	FUEL ADJ	DEMAND KW	METERS	DEMAND AMT BILLED						
2019																						
JAN	814308.00	1188	\$ 17,403.15	\$ 1,160.15	\$ 85,266.66	328583.00	210	\$ 7,007.66	\$ 40,334.69	581551.00	15	\$ 31,638.67	\$ 15,825.61	1567.00	13	\$ 14,344.16						
FEB	758225.00	1188	\$ 16,217.48	\$ 1,081.35	\$ 79,405.50	275482.00	21	\$ 5,864.06	\$ 34,167.79	459941.00	15	\$ 25,245.16	\$ 12,783.60	1610.00	13	\$ 14,656.35						
MAR																						
APR																						
MAY																						
JUN																						
JUL																						
AUG																						
SEPT																						
OCT																						
NOV																						
DEC																						
TOTAL	1572533.00	2376	\$ 33,620.63	\$ 2,241.50	\$ 164,672.16	604065.00	231	\$ 12,871.72	\$ 74,502.48	1041492.00	30	\$ 56,883.83	\$ 28,609.21	3177.00	26	\$ 29,000.51						
AVG	786266.5	1188	16810.315	1120.75	82336.08	302032.5	115.5	6435.86	37251.24	520746	15	28441.915	14304.605	1588.5	13	14500.255						

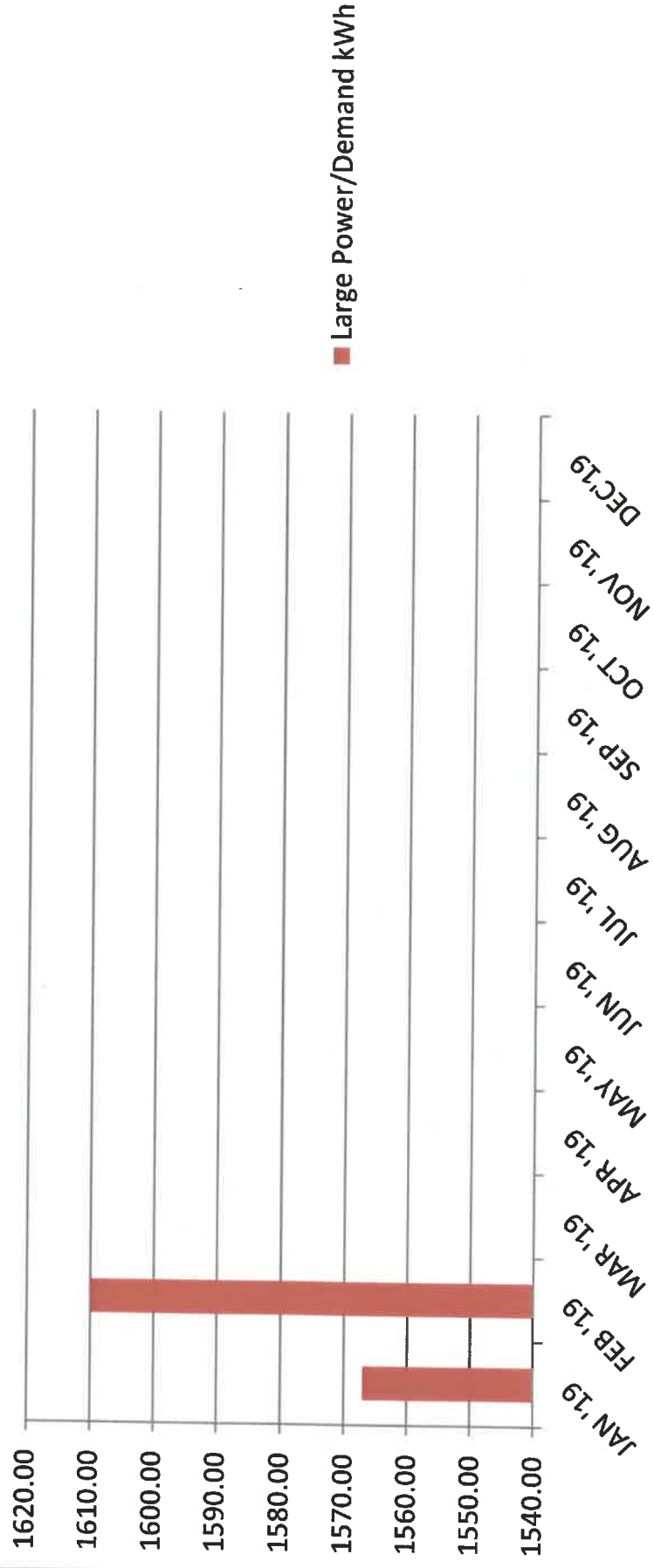
TOTAL Kwh 3221.27
AVERAGE METERS 1331.5

Water & Light

Electric Demand Report Large Power/Industrial 2019

MONTH:	LG POWER/INDUSTRIAL	BILLED AMOUNT
DEC '18	1596.00	\$ 14,580.32
JAN '19	1567.00	\$ 14,344.16
FEB '19	1610.00	\$ 14,656.35
MAR '19		
APR '19		
MAY '19		
JUN '19		
JUL '19		
AUG '19		
SEP '19		
OCT '19		
NOV '19		
DEC'19		

Large Power/Demand kWh



Water & Light

Work Orders Report - 2019

[illegible]

**Water & Light
Water Pumpage Report - 2019**

MONTH	12237.98	X 1,000,000	1000'S GALS	GOAL	\$ BILLED FOR	GALS BILLED	% OF GOAL	REU'S	LOST REVENUE
JAN'19	4.8782	4878200	4878.2	\$ 79,400.00	\$ 77,749.00	4878.2	97.9%	1,036.65	\$ 1,651.00
FEB'19	6.1863	6186300	6186.3	\$ 79,400.00	\$ 77,275.29	6186.3	97.3%	1,030.34	\$ 2,124.71
MAR '19		0	0	\$ 79,400.00		0	0.0%	-	
APR '19		0	0	\$ 79,400.00		0	0.0%	-	
MAY '19		0	0	\$ 79,400.00		0	0.0%	-	
JUNE'19		0	0	\$ 79,400.00		0	0.0%	-	
JULY '19		0	0	\$ 79,400.00		0	0.0%	-	
AUG '19		0	0	\$ 79,400.00		0	0.0%	-	
SEPT '19		0	0	\$ 79,400.00		0	0.0%	-	
OCT '19		0	0	\$ 79,400.00		0	0.0%	-	
NOV '19		0	0	\$ 79,400.00		0	0.0%	-	
DEC '19		0	0	\$ 79,400.00		0	0.0%	-	
				GOAL \$ 952,800.00	\$ 155,024.29	% OF GOAL			
				BILLED TO DATE \$ 155,024.29		16%			
	11.0645			REMAINING NEEDED FOR BUDGET \$ 797,775.71		922	17.7%	1,033.50	\$ 3,775.71





GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
UPPER PENINSULA DISTRICT OFFICE



LIESL EICHLER CLARK
DIRECTOR

March 1, 2019

President and Council
Newberry Board of Water & Light
307 East McMillan Avenue
Newberry, Michigan 49868-0228

WSSN: 04720
System: Newberry Board of Water & Light

ATTENTION: Ms. Terese Schumer, Clerk

Dear President and Council Members:

SUBJECT: Drinking Water Monitoring Schedule and Annual Reports for 2019

Enclosed is the 2019 Drinking Water Monitoring Schedule for the community water supply listed above. Please consider the following when collecting samples:

- The Water Supply Serial Number (**WSSN**), the **Site Code**, and **County** must appear on the sample result to ensure credit for monitoring is received.
- Collect samples early within the designated monitoring period indicated on the schedule.
- Carefully note any hold times or special sampling and shipping instructions provided by your lab. If your samples do not meet proper hold times or temperatures, they do not qualify as compliance samples. If not replaced in the proper monitoring period, the supply may be subject to monitoring violations and fines.
- Department of Environmental Quality Laboratory bottles can be ordered at 517-335-8184.
- If you use a private laboratory, contact them directly for bottles, and report the results to this office within the first ten days of the month following the month that you received the results, or within the first ten days following the end of the monitoring period, whichever is sooner.
- If you are due for lead and copper sampling this year, you will receive sampling instructions under separate cover. Please be advised the instructions have changed for 2019.

This letter also serves as a reminder to submit the following annual reports by the noted deadlines:

- The Cross Connection Report is due by March 31, 2019.
- The Annual Pumpage Report is due by March 31, 2019. This report is only required from supplies that do not submit monthly operation reports.
- The 2018 Consumer Confidence Report must be issued to your residents, this office, and your local health department by July 1, 2019. Since compliance for this rule has been centralized, we recommend submitting your report for review.



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
UPPER PENINSULA DISTRICT OFFICE



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307 East McMillan Avenue
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March 1, 2019

Please submit your draft before June 1, 2019 to assure our staff will have time to review it before the deadline.

Please be sure to read the insert to this letter, as it contains important information. If you have questions, need assistance with the required reports, or need templates, please contact us at your earliest convenience by phone at the number below, email at schultzl4@michigan.gov, regular mail at the address at the bottom of page one of this letter.

Sincerely,



Lori Schultz, Environmental Quality Analyst
Community Water Supply Section
Upper Peninsula District Office
Drinking Water and Municipal Assistance Division
906-228-3902

LS

Enclosures

cc/enc: Mr. Joe Lively, Foreman

File: Newberry Water Supply Correspondence

2019 Monitoring Schedule

NEWBERRY WATER & LIGHT

WSSN: 04720

Collect samples early in the monitoring period. This schedule reflects expected routine monitoring and is subject to change. To receive credit for monitoring, include the **WSSN**, **Site Code**, and **County** on your request for analysis form. Collect all samples close to the shipping time and send overnight delivery. Send all sample results to your Department of Environmental Quality (DEQ) district office unless you use the DEQ laboratory. Test codes, sample units, and costs are listed to help you complete the DEQ laboratory form. Prices subject to change without notice. The DEQ laboratory is closed on state holidays.

Location: Well 4

Collect these samples at the entry point to the distribution system (after treatment, if applicable.)

Sample Type	# Samples/ Frequency	Collect Before	Site Code	Fee	Unit Number	Test Code
Automated Partial Chemistry	This DEQ lab scan includes nitrate, nitrite, fluoride, and sodium whose monitoring frequency requirements differ from one another. Before requesting analyses from a laboratory other than the DEQ laboratory, check with your DEQ district staff for the specific monitoring requirements.					
	1/12 months	09/30/2019	TP001	\$18.00	32	R
Volatile Organic Compounds	1/36 months	09/30/2021	TP001	\$100.00	36VO	CXVO
Complete Metals	1/108 months	09/30/2021	TP001	\$102.00	36ME	CMET2
Cyanide	1/108 months	09/30/2026	TP001	\$25.00	36CNa	CCN
SOC – Pesticides	1/36 months	09/30/2021	TP001	\$125.00	36PT	CXPT
SOC – Herbicides	1/36 months	09/30/2021	TP001	\$120.00	36HB	CXHB
SOC – Carbamates	1/36 months	09/30/2021	TP001	\$120.00	36LP	CXLP
Gross Alpha (Radiological)	1/108 months	09/30/2024	TP001	Not performed at the DEQ Laboratory. A list of certified labs is at www.michigan.gov/DEQ . Select Water, Drinking Water, Community Water Supply, then Certified Labs under Programs and Activities.		
Radium 226 & Radium 228	1/108 months	09/30/2024	TP001			

Location: Well 6 or 7

Collect these samples at the entry point to the distribution system (after treatment, if applicable.)

Sample Type	# Samples/ Frequency	Collect Before	Site Code	Fee	Unit Number	Test Code
Automated Partial Chemistry	This DEQ lab scan includes nitrate, nitrite, fluoride, and sodium whose monitoring frequency requirements differ from one another. Before requesting analyses from a laboratory other than the DEQ laboratory, check with your DEQ district staff for the specific monitoring requirements.					
	1/12 months	09/30/2021	TP002	\$18.00	32	R
Volatile Organic Compounds	1/36 months	09/30/2019	TP002	\$100.00	36VO	CXVO
Complete Metals	1/36 months	09/30/2019	TP002	\$102.00	36ME	CMET2
Cyanide	1/36 months	09/30/2020	TP002	\$25.00	36CNa	CCN
SOC – Pesticides	1/36 months	09/30/2019	TP002	\$125.00	36PT	CXPT
SOC – Herbicides	1/36 months	09/30/2019	TP002	\$120.00	36HB	CXHB
SOC – Carbamates	1/36 months	09/30/2019	TP002	\$120.00	36LP	CXLP
Gross Alpha (Radiological)	1/108 months	09/30/2025	TP002	Not performed at the DEQ Laboratory. A list of certified labs is at www.michigan.gov/DEQ . Select Water, Drinking Water, Community Water Supply, then Certified Labs under Programs and Activities.		
Radium 226 & Radium 228	1/108 months	09/30/2025	TP002			

2019 Monitoring Schedule

NEWBERRY WATER & LIGHT

WSSN: 04720

Collect samples early in the monitoring period. This schedule reflects expected routine monitoring and is subject to change. To receive credit for monitoring, include the WSSN, Site Code, and County on your request for analysis form. Collect all samples close to the shipping time and send overnight delivery. Send all sample results to your Department of Environmental Quality (DEQ) district office unless you use the DEQ laboratory. Test codes, sample units, and costs are listed to help you complete the DEQ laboratory form. Prices subject to change without notice. The DEQ laboratory is closed on state holidays.

Location: Distribution System

Sample Type	Collect According to your ...	# Samples/ Frequency	Collect	Site Code	Fee	Unit Number	Test Code
Bacteriological (coliforms)	RTCR Sample Siting Plan	2/Monthly	Monthly	DIST	\$16.00	30	BPTC
Chlorine Residual	DBP Monitoring Plan	If serving chlorinated water, measure the residual disinfectant level at the same point and at the same time as the bacteriological sample and report the results and average to the DEQ.					
Total Trihalomethanes		1/12 months	During July 2019	See DBP Monitoring Plan	\$65.00	36VO	CXTM
Haloacetic Acids		1/12 months	During July 2019	See DBP Monitoring Plan	\$130.00	36HA	CXHA
Lead and Copper for Corrosion Control	Lead and Copper Sampling Pool	10/36 months	Between 06/01 and 9/30/2020	DIST	\$26.00	38CC	CCUB

IMPORTANT INFORMATION FOR 2019

**** PLEASE READ ****

Revised Lead and Copper Requirements

Michigan has adopted revised lead and copper rules affecting all community water supplies. Here are some key changes related to sampling and reporting:

- **New Forms:** There will be new forms available on the Michigan Department of Environmental Quality's (MDEQ's) website soon. Be sure to use the updated forms. Do not use old forms you may have on file to submit data.
- **New Sampling Protocol:** Water supplies sampling for lead and copper at sites with lead service lines must now collect two samples, the first and the fifth liters. Please refer to new sampling instructions, which will be sent under separate cover. Failure to collect using the new method where appropriate will result in monitoring violations.
- **Changes to Lead and Copper Sampling:** Some water supplies will see increases in lead and copper monitoring requirements. Be sure to review your schedule for any changes.
- **Water Quality Parameters (WQPs):** Additional water supplies will be subject to WQP monitoring. Be sure to review your schedule for any changes.
Also note the following regarding WQP analysis:
 - Temperature and pH must be measured in the field.
 - Chloride and sulfate must be submitted to a laboratory for analysis.
 - Other water quality parameters may be measured by water supply personnel or sent to a drinking water laboratory for analysis.
- More information on the new rule requirements will be sent separately.

Reporting Deadline Reminders

Please comply with the deadlines below to avoid reporting violations.

Sample results and all required reports have the following legal deadlines for submittal to the MDEQ:

- **Monthly bacteriological samples:** by the 10th of the following month.
A Revised Total Coliform Rule (RTCR) tool is available on the MDEQ website called the RTCR Compliance Checklist. This optional tool can be used by water supplies to track that bacteriological samples are collected and reported as required.
- **All other analytical results:** Within the first 10 days of the month after you receive the results OR within the first 10 days following the end of the monitoring period, whichever is sooner.
- **Monthly Operator Reports (MORs):** Those with compliance data have the same deadline as analytical results. MORs with operational data only are due by the end of the month following the month of the report.
- **Consumer Confidence Reports:** July 1 each year.
- **Pumpage Reports and Cross Connection Inspection Reports:** March 31 each year.
- **Public Notices:** A copy and certification of distribution, along with a copy of the notice issued, due within 10 days of being issued to residents.

**Superintendent of Parks & Recreation
Village Manager Updates
Village Council Board Meeting – March 18, 2019**

A. Parks & Recreation

- a. TORC Final Phase Construction: Updates completed to the TORC final phase for DNR. Director of Community Engagement and myself worked with DNR and AECOM to review and revise the final scope required for construction based on DNR feedback. Documents were resubmitted to DNR for review. AECOM developed the final bid package.
- b. TORC documents following this report.

B. Audit & Financial Updates

- a. 2018 Utility Billing Delinquencies:
 - i. 61 utility accounts are delinquent for 2018 for a total of \$28,365.76. Request from Council to submit these delinquent accounts to Northern Credit Bureau for collections.
 - ii. Provide notification to the Village of Newberry residents that any delinquent utility accounts from 2019 will be added to the tax bills being sent out by July 1, 2019. This will be a seamless process once the BS&A tax module is added.
- b. Deficit Elimination Plan (DEP):
 - i. All responses based on the questions asked by the Department of Treasury were resubmitted along with the meeting minutes from the February 2019 Village Council meeting approving the change from 3 to 5 years to repay the deficit in the Sewer Fund. No further responses have been received from the Department of Treasury.
- c. 2018 Audit:
 - i. Scheduled to begin April 22, 2019.

C. Data Systems Conversions

- a. Treasurer - Tax Software
 - i. The conversion to BS&A tax module will begin in May and is in conjunction with McMillan Township and Luce County.

D. Water & Light Building Damage

- a. The initial evaluation of damage done to a WL building has been completed by an engineer and adjuster. The Village will be required to get a minimum of two bids for demolition as per the insurance company's requirements. The adjuster stated demolition should take place after the snow and ice have melted. All contents of the building will need to be listed and photographed and submitted to the adjuster. Once the engineer's report is completed, then the adjuster will review those documents along with the list of contents to make a valuation of damages.

E. Census 2020

- a. Village was contacted to participate in the coordination for Luce County and the Village for the 2020 census. Joined a conference call along with other UP community representatives to discuss initial steps of how to encourage residents to participate in the upcoming census.

F. Legal

- a. Pentland Township
 - i. Coordinated with Village Attorney to gather documents requested to reopen the 2012 court case. All unpaid invoices sewer services for 2018 have been sent to the Village Attorney for documentation of unpaid balances. These invoices were also resent to Pentland Township for their review. At this point, no payments have been received from Pentland Township for sewer services for 2018
 - ii. Coordinated with Village Attorney to gather documents requested regarding all unpaid invoices for fire services for 2018. These invoices were also resent to Pentland Township for their review. At this point, Pentland Township still has an outstanding balance for fire services for 2018.
- b. Employee Complaint
 - i. Instructed to provide documentation to support an employee complaint and forward to Trustee Hitts upon completion.



CHECKLIST FOR SUBMISSION OF PLANS, SPECIFICATIONS AND BID DOCUMENTS FOR RECREATION GRANT DEVELOPMENT PROJECT

Instructions:

Please complete the non-shaded portions of both sides of this Checklist and include with the submission of one set of plans, specifications and bid documents for the completion of this project.

These documents must be approved by the DNR prior to advertising for bids or beginning construction by force account labor.

Grantee:	Village of Newberry			Date:	3-7-2019
Project #:	TF11- 068	Project Title:	Tahquamenon Outdoor Recreation Complex		Package #:
Project Scope	Accessibility Guidelines* 1 – ADA 2 – ODA 3 - Other	Changed from Application**	Included in this package***	Construction by: C = Contract FA = Force Account	
Synthetic Ice					
Dasher Boards					
Play Area	1		X	C	
Access Drive					
Trailhead & Trail Link	1		X	C	
Athletic Field			X	C	
Challenge Course	1		X	C	
Disc Golf			X	C	
MNRTF Sign			X	C	
Permits					

* Use the following numbers to indicate the accessibility guidelines that were used to design each project scope item:

1 = ADA 2010 – ADA Standards for Accessible Design 2010

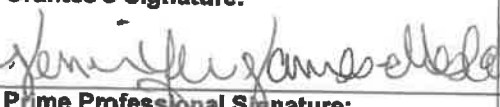
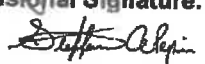
2 = ODA – Proposed Guidelines for Outdoor Developed Areas

3 = Other – Provide the name of the accessibility guidelines used to design the scope item and a justification for their use.

** If a project scope item has changed from how it is listed above (based on the approved grant application), please indicate with an "X" in this column and attach a written description of the change, reason for the change, and positive and negative impacts to the project.

*** If the documents included with this package are for less than the full scope of the project, please attach a short explanation of the documents for the remaining scope items that will be submitted and a schedule for their submittal.

All changes are subject to DNR approval and may require an amendment to the Project Agreement.

This package includes: (Package will not be approved if all the items below are not included.) <input checked="" type="checkbox"/> Sealed plans, sealed specifications and bid documents <input checked="" type="checkbox"/> Itemized cost estimate <input checked="" type="checkbox"/> Brief project implementation schedule <input checked="" type="checkbox"/> Signed Prime Professional Certification (PR1903)		
Permits: The Grantee and Prime Professional are solely responsible for obtaining all necessary federal, state and local permits for constructing the facilities included in this project.		
Grantee Certification: I hereby certify that the enclosed plans, specifications and bid documents have been prepared by a professional engineer, architect or landscape architect licensed in Michigan. These documents are for the completion of project scope items indicated above and included in the Project Agreement bearing DNR project name Tahquamenon Outdoor Recreation Complex consistent with the approved grant project number TF11-068 and consistent with the approved grant application for the Village of Newberry . By signing this form, the Grantee and Prime Professional are also assuring the DNR that they have obtained all required permits, or will obtain them prior to beginning construction or awarding the bid.		
Grantee's Signature: 	Title: Grantee: Village of Newberry	Date: 3/15/19
Prime Professional Signature: 	Title and Firm: Project Engineer, AECOM	Date: 3-12-2019
- For DNR Use Only -		
Grant Coordinator Certification <input type="checkbox"/> Partial Scope <input type="checkbox"/> Complete Scope <input type="checkbox"/> Includes Changes to Project Scope Approved as of: _____ <input type="checkbox"/> Package Complete <input type="checkbox"/> Project Agreement Executed <input type="checkbox"/> Includes Changes to Project Scope Requires Project Agreement Amendment		
Notes: 		
Grant Coordinator: Merrie M. Carlock		Date:

Return the Completed Checklist with Document Package electronically to your grant coordinator. A map of the regional assignments is available at www.michigan.gov/dnr-grants.

Region	Grant Coordinator
1 & 10	Merrie Carlock, carlockm@michigan.gov
2 & 4	Tamara Jorkasky, jorkaskyt@michigan.gov
3, 5 & 6	Lindsay Ross, rossl7@michigan.gov
7, 8 & 9	Erin Campbell, campbelle6@michigan.gov

Engineer's Opinion of Costs

Project Number:	60583140	Project Engineer:	Steffanie Pepin
Estimate Number:	1	Date Created:	8/13/2018
Project Type:	Miscellaneous	Date Edited:	3/6/2019
Location:	TORC	Fed/State #:	
Description:	Village of Newberry 2018 Final Phase	Fed Item:	
		Control Section:	

Line	Category	Pay Item	Description	Quantity	Units	Unit Price	Total
0001	0000	6037011	_ Stabilized Gravel, 4-inch	73.000	Syd	\$20.00	\$1,460.00
0002	0000	6037050	_ Disc Golf Course Bucket	1.000	Ea	\$500.00	\$500.00
0003	0000	8007050	_ Bench	10.000	Ea	\$800.00	\$8,000.00
0004	0000	8037010	_ Concrete Slab	240.000	Sft	\$10.00	\$2,400.00
0005	0000	8047050	_ Picnic Table (8-ft, ADA Accessible)	3.000	Ea	\$1,000.00	\$3,000.00
0006	0000	8107050	_ MDNR Program Acknowledgement Sign	1.000	Ea	\$500.00	\$500.00
0007	0000	8107051	_ Welcome Sign	1.000	LSUM	\$500.00	\$500.00
0008	0000	8157051	_ Native Perennials, Shrub Roses, Mulch	1.000	LSUM	\$3,800.00	\$3,800.00
0009	0000	8167011	_ 3-inch Topsoil, Seed, & Mulch	4,000.000	Syd	\$5.00	\$20,000.00
0010	0001 Challenge Course	8157050	_ Challenge Course Equipment Install Supervision	1.000	Ea	\$1,000.00	\$1,000.00
0011	0001 Challenge Course	8157051	_ Challenge Course Equipment	1.000	LSUM	\$40,000.00	\$40,000.00
0012	0001 Challenge Course	8167011	_ Engineered Wood Fiber, 12-inch (Challenge Course)	380.000	Syd	\$12.00	\$4,560.00
0013	0002 Kids Fit Area	8157050	_ Kids Fit Area Equipment Install Supervision	-	Ea	\$250.00	\$250.00

Contract # 60583140 (TORC)
MERL: 2018.6.0

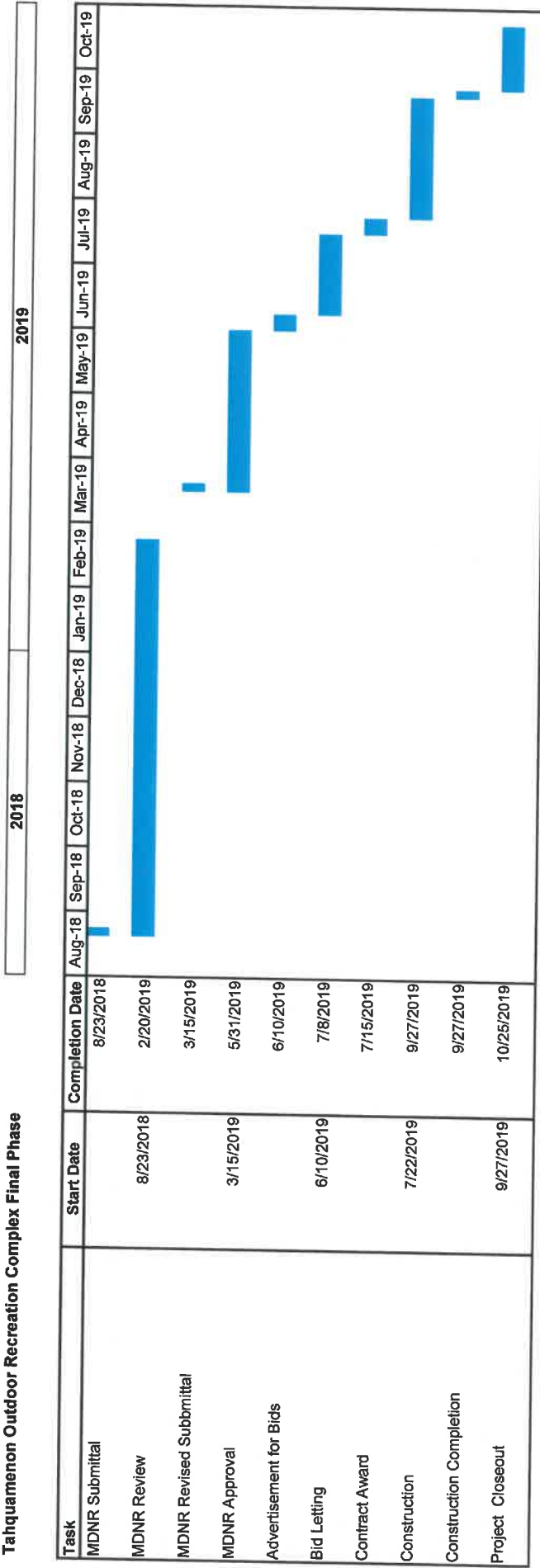
Line	Category	Pay Item	Description	Quantity	Units	Unit Price	Total
0014	0002 Kids Fit Area	8157051	_ Kids Fit Area Equipment	1.000	LSUM	\$10,000.00	\$10,000.00
0015	0002 Kids Fit Area	8167011	_ Engineered Wood Fiber, 12-inch (Kids Fit Area)	115.000	Syd	\$28.00	\$3,220.00
Estimate Total: \$99,190.00							



**Village of Newberry
Tahquamenon Outdoor Recreation Complex Final Phase**

PROJECT SCHEDULE

March 15, 2019





Prepared for:
Village of Newberry
Newberry, MI

Prepared by:
AECOM
Marquette, MI
Project #60583140
March 15, 2019

Tahquamenon Outdoor Recreation Complex Final Phase Construction

March 15, 2019

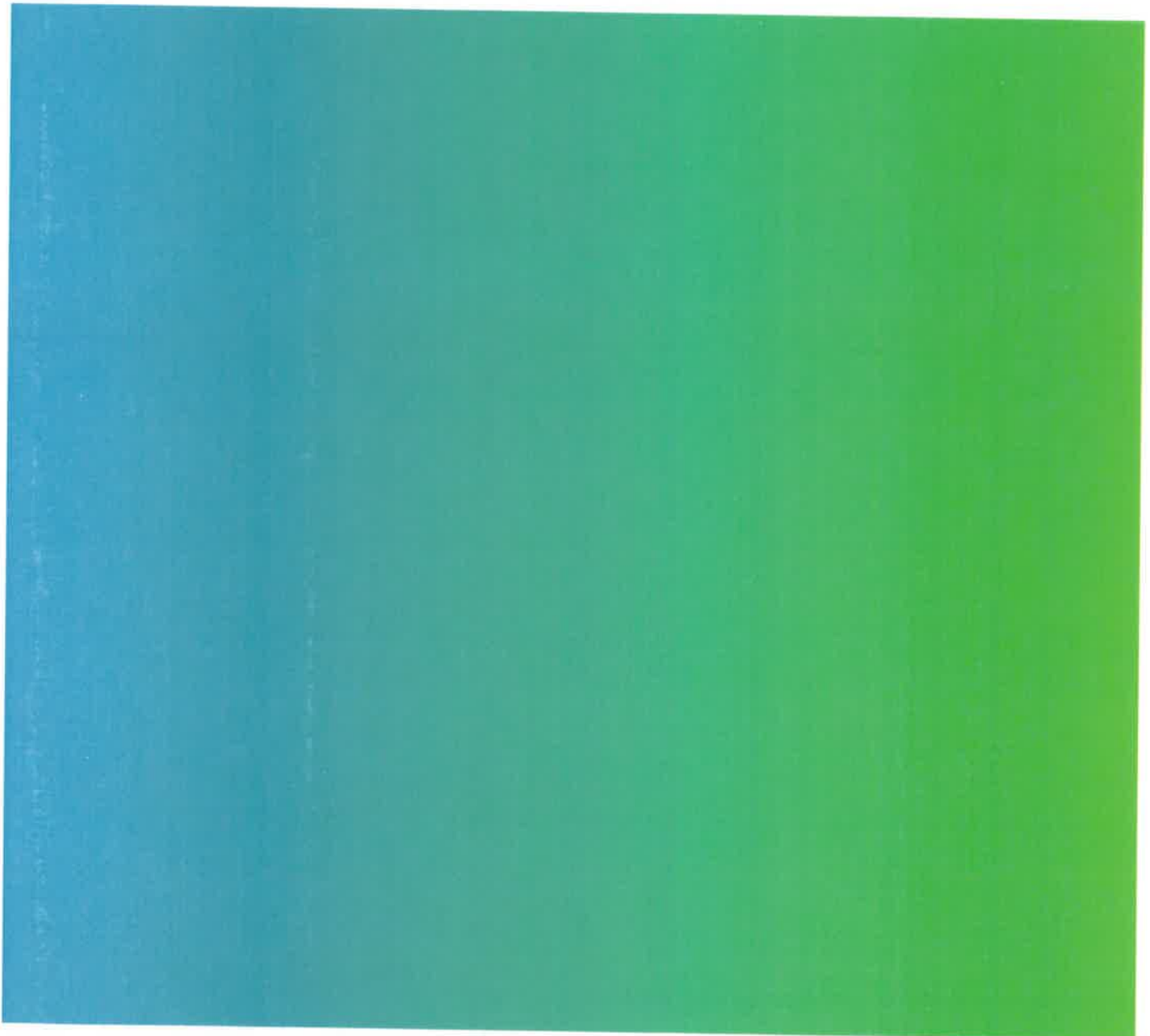


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**INVITATION TO BID
and
ADVERTISEMENT
Village of Newberry – Tahquamenon Outdoor Recreation Complex
Final Phase Construction
(AECOM #60583140)**

PROJECT DESCRIPTION:

“TAHQUAMENON OUTDOOR RECREATION COMPLEX FINAL PHASE CONSTRUCTION”

PROJECT LOCATION:

Tahquamenon Outdoor Recreation Complex
60 Newberry Avenue
Newberry, MI 49868

OWNER:

Village of Newberry

ENGINEER: AECOM.
1230 Wilson Street
Marquette, Michigan 49855

PUBLIC OPENING:

Sealed bids for:

“Tahquamenon Outdoor Recreation Complex Final Phase Construction”

will be received at:

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

Until **2:00 p.m.** local time ____day, _____, **2019**, directly after which the bids will be publicly opened and read aloud.

BASIS OF BIDS:

Bids are solicited on a Lump Sum basis for the work specified.

CONTRACT DOCUMENTS:

Contract Documents may be obtained from (with the conditions noted):

Village of Newberry Offices
302 E McMillan Avenue
Newberry, MI 49868
Ph 906.293.3433

- Contract Documents must be obtained in order to be eligible to bid on the project. No partial sets will be issued.
- Electronic copies may be downloaded from Village of Newberry by contacting Allison Watkins, 906-293-3433, awatkins@newberrymi.gov
- Technical questions may be directed to Steffanie Pepin at AECOM, 906.226.4602 or steffanie.pepin@aecom.com

BID WITHDRAWAL:

Withdrawal of any bid is prohibited for a period of 45 days after the actual date of opening thereof.

OWNERS RIGHTS:

Reservation of Rights. The OWNER reserves the right to: (1) accept the bid deemed to be in the best interest of the OWNER; (2) reject any and all bids; (3) waive irregularities in the bidding process or in any bid; (4) rebid all or part of a project; (5) negotiate with any bidder for a reduced price, or for an increased price to include any alternates that the bidder may propose; (6) reduce the scope of the project, and rebid or renegotiate with any bidder regarding the revised project; and (7) defer or abandon the project. The OWNER also reserves the right to request supplemental information, if deemed necessary.

Disclosure of Bid Responses. All information in a bidder's proposal, including any attachments or exhibits, is subject to possible disclosure under the Michigan Freedom of Information Act. Any information submitted in response to the bid will generally be subject to disclosure at the time the bids are opened.

ADDITIONAL REQUIREMENTS:

State or federal funds are being used to assist in construction and relevant State or federal requirements will apply.

The contractor and any subcontractors not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status or a disability that is unrelated to the individual's ability to perform the duties of a particular job or position.

Bid Proposal

Proposal of _____
(Hereinafter called **Bidder**), organized and existing under the laws of the State of _____
doing business as _____

(indicate if Corporation, Partnership, Individual)

To Village of Newberry (hereinafter called **OWNER**).

- In compliance with the OWNER'S invitation to Bid, Bidder hereby proposes to provide materials and construction oversight in accordance with the Plans and Specifications at the Unit Prices as submitted herein.
- The undersigned, as Bidder, hereby declares the Proposal is made in good faith, without fraud or collusion with any person or persons bidding on the same contract, that he has read and examined the Invitation to Bid, Proposal, and Plans, and specifications as prepared by the ENGINEER, and understands all the same; that he or his representative has made personal investigation at the site and has informed himself fully with regard to conditions to be met in executing this Contract.
- Bidder acknowledges receipt of the following Addenda:

Date	Addendum number
_____	_____
_____	_____
_____	_____
_____	_____

Attest to Signature

Respectfully Submitted:

Signature

Seal – if – Bid by Corporation

Printed Name and Title

Address _____

Phone _____

Fax # _____

Bid Schedule

Project: Tahquamenon Outdoor Recreation Complex Final Phase Construction

OFFEROR PLEASE NOTE: BEFORE PREPARING THE BID, READ CAREFULLY THE SOLICITATION PROVISIONS.

The Offeror shall specify a unit price in figures for each pay item for which a quantity is given and show the products of the respective unit prices and quantities written in figures in the column provided for that purpose and the total amount of the bid obtained by adding the amounts of the several items. In case discrepancy between unit prices and bid item total, the corrected unit price extension will govern. Type or print in ink, all of the figures. A unit bid price is not to be entered nor tendered for any pay item for which no estimated quantity appears in the bid schedule or for which a contingent amount or set price is shown in the bid schedule.

Whenever a contingent amount or a set price is shown for any item in the bid schedule, include such amount in the bid total.

Tahquamenon Outdoor Recreation Complex Final Phase Construction:

Item No.	Pay Item Name	Units	Qty	Unit Bid Price	Amount Bid
01	Stabilized Gravel, 4-inch	Syd	73		
02	Disc Golf Course Bucket	Ea	1		
03	Bench	Ea	10		
04	Concrete Slab	Sft	240		
05	Picnic Table (8-ft, ADA Accessible)	Ea	3		
06	MDNR Program Acknowledgement Sign	Ea	1		
07	Welcome Sign	LSUM	1		
08	Native Perennials, Shrub Roses, Mulch	LSUM	1		
09	3-inch Topsoil, Seed, & Mulch	Syd	4000		
10	Challenge Course Equipment Install Supervision	Ea	1		
11	Challenge Course Equipment	LSUM	1		
12	Engineered Wood Fiber, 12-inch (Challenge Course)	Syd	380		
13	Kids Fit Area Equipment Install Supervision	Ea	1		
14	Kids Fit Area Equipment	LSUM	1		
15	Engineered Wood Fiber, 12-inch (Kids Fit Area)	Syd	115		

BID TOTAL = _____

SPECIFICATIONS

**SECTION 02100
INSTALLER TRAINING AND CERTIFICATION**

PART 1 PLAYGROUND EQUIPMENT

Playground equipment installer shall be specifically trained and certified by the manufacturer of the playground equipment being installed and be able to provide proof of said training and certification.

Playground equipment installer shall be CPSI trained and certified and able to provide proof of said training and certification.

END OF SECTION

SECTION 02200 WARRANTY

PART 1 MINIMUM WARRANTIES

Bidders shall carry the following minimum warranties as listed below:

1.01 PLAYGROUND EQUIPMENT

A. 15-YEAR LIMITED WARRANTY

On all plastic components (including TuffTimbers™ edging), all steel components (except 100-year steel posts), Mobius® climbers, decks and TenderTuff™ coatings (except Wiggle Ladders, Chain Ladders and Swing Chain) against structural failure due to material or manufacturing defects. TuffTurf® tiles against material or manufacturing defects.

B. 10-YEAR LIMITED WARRANTY

On concrete products against structural failure due to natural deterioration or manufacturing defects. Does not cover minor chips, hairline cracks or efflorescence.

C. 8-YEAR LIMITED WARRANTY

On Aeronet™ climbers and climbing cables against defects in materials or manufacturing defects. On CoolToppers® fabric against failure from significant fading, deterioration, breakdown, mildew, outdoor heat, cold or discoloration. This warranty is limited to the design loads as stated in the specifications found in the technical information.

D. 3-YEAR LIMITED WARRANTY

On all other parts, i.e.: CableCore® products, swing seats and hangers, grills, Mobius climber handholds, Wiggle Ladders, Chain Ladders and Swing Chain, Track Ride trolleys and bumpers, all rocking equipment including Sway Fun® gliders, PVC belting material, HealthBeat™ hydraulic cylinders, Seesaws, Wiggle Ring Bridge, etc., against failure due to corrosion/natural deterioration or manufacturing defects.

This warranty does not include any cosmetic issues or wear and tear from normal use. It is valid only if the playstructures and/or equipment are erected to conform with Landscape Structures' installation instructions and maintained according to the maintenance procedures furnished by Landscape Structures Inc. For a full text of the warranty, contact your playground consultant.

All warranty information must be expressed in years (as opposed the term "lifetime") and must be described in detail. Bidders are required to state in their proposals as to whether or not their warranties meet the specified requirements outlined above.

END OF SECTION

Warranty
02200-1

**SECTION 02300
PLAYGROUND EQUIPMENT**

PART 1 GENERAL REQUIREMENTS

The provisions of the entire contract documents are hereby made a part of this section.

Standards:

Meet the requirements and recommendations of the applicable portions of the latest edition of Guidelines by the Consumer Product Safety Commission Publication No. 325, Standards by the American Society for Testing and Materials (ASTM Standard #1487-05) and the Americans with Disabilities Act Architectural Guidelines (ADAAG) as set forth in the Federal Register. Manufacturers of play equipment must be certified by the International Organization for Standardization (ISO) for 9001 – Quality Standards certifying manufacturer's processes and 14001 – Standards for Environmental Protection and Natural Resource Preservation.

Manufacturer: Landscape Structures or Approved Equal

Basis of design – Landscape Structures Inc. Quintuple Steps (or approved equal)
Landscape Structures Inc. Unstable Bridge (or approved equal)
Landscape Structures Inc. A-Frame Cargo Net (or approved equal)
Landscape Structures Inc. Angled Balance Beam (or approved equal)
Landscape Structures Inc. Over Under Bars (or approved equal)
Landscape Structures Inc. Spiderwalk (or approved equal)
Landscape Structures Inc. Wheel Bridge (or approved equal)
Landscape Structures Inc. Ground Level Ringtangle Climber (or approved equal)
Landscape Structures Inc. Curved Balance Beam (or approved equal)
Landscape Structures Inc. 16" Pod Climber (or approved equal)
Landscape Structures Inc. Climbing Wall (or approved equal)
Landscape Structures Inc. Overhead Trekker Ladder (or approved equal)
Landscape Structures Inc. E-Pod Seat (or approved equal)

Site Layout and Equipment shall be per drawings enclosed or prior approved equal.

Any manufacturer seeking prior approval must submit a detailed written list of deviations, and a 2-Dimensional drawing of their proposed structure which includes the IPEMA certification and manufacturer's statement that proposed equipment conforms to the ADA accessibility Guidelines with a breakdown of total elevated components, elevated components accessible by transfer, and total accessible ground level components. Manufacturer must also submit ISO Certifications as stated above. **NOTE: PRODUCTS MANUFACTURED IN THE USA SHALL BE GIVEN PREFERENCE.**

1.01 GENERAL PLAYGROUND SPECIFICATIONS

All playground equipment shall be installed per the Manufacturer's specifications.

END OF SECTION

Playground Equipment
02300-1

SECTION 02924 SEEDING

PART 1 GENERAL

1.01 WORK INCLUDED

- A. Final preparation of topsoil
- B. Fertilizing
- C. Seeding
- D. Mulch
- E. Mulch Anchor
- F. Compost
- G. Hydroseeding

1.02 REFERENCES

- A. FS O-F-241C (1) - Fertilizers, Mixed, Commercial.
- B. 2012 MDOT Standard Specifications for Construction.

1.03 DEFINITIONS

- A. Weeds: Includes Dandelion, Jimsonweed, Quackgrass, Horsetail, Morning Glory, Rush Grass, Mustard, Lambsquarter, Chickweed, Cress, Crabgrass, Canadian Thistle, Nutgrass, Poison Oak, Blackberry, Tansy Ragwort, Bermuda Grass, Johnson Grass, Poison Ivy, Nut Sedge, Nimble Will, Bindweed, Bent Grass, Wild Garlic, Perennial Sorrel, and Brome Grass.

1.04 REGULATORY REQUIREMENTS

- A. Comply with regulatory agencies for fertilizer and herbicide composition.

1.05 QUALITY ASSURANCE

- A. Provide seed mixture in containers showing percentage of seed mix, year of production, net weight, date of packaging, and location of packaging.

1.06 TESTS - TOPSOIL

- A. Analyze topsoil to ascertain percentage of nitrogen, phosphorus, potash, soluble salt content, organic matter content and pH value.
- B. Submit minimum 10 lb. sample of topsoil proposed. Forward sample to approved testing laboratory in sealed containers to prevent contamination.
- C. Testing is not required if recent tests are available for imported topsoil. Submit these test results to the testing laboratory for approval. Indicate, by test results, information necessary to determine suitability.

1.07 MAINTENANCE DATA

- A. Submit maintenance data for continuing Owner maintenance.
- B. Include maintenance instructions, cutting method and maximum grass height; types, application frequency, and recommended coverage of fertilizer.

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1.08 DELIVERY, STORAGE AND HANDLING

- A. Deliver grass seed mixture in sealed containers. Seed in damaged packaging is not acceptable.
- B. Deliver fertilizer in waterproof bags showing weight, chemical analysis, and name of manufacturer.
- C. Store and protect products as per manufacturer's instructions.

1.09 COORDINATION

- A. Coordinate the work of this section with completion of other phases of work.

1.10 MAINTENANCE SERVICE

- A. Maintain seeded areas immediately after placement until grass is well established and exhibits a vigorous growing condition.

1.11 MEASUREMENT AND PAYMENT

- A. Measurement and payment shall be in accordance with Section 01200.

PART 2 PRODUCTS

2.01 SEED MIXTURE

- A. Seed shall be MDOT Seed Mixture **TUF** according to Table 816-1 of the MDOT 2012 Standard Specifications for Construction.
- B. Furnish the specified seed and mixture composed of certified seed of the purity, germination, and proportions, by weight, listed in Table 917-1 of the MDOT 2012 Standard Specifications for Construction.
- C. Furnish seed in durable bags, each marked by the supplier of the blended mix with a tag giving the name, lot number, net weight, of contents, purity and germination.
- D. Seed testing shall be conducted according to the *Rules for Testing Seeds* specified in *The Proceedings of the Association of Official Seed Analysts*. Deficiencies below the percentage specified for purity and germination shall be evaluated for acceptability by the Engineer.
- E. Seed mixture shall be approved by the Engineer prior to placement.

2.02 SOIL MATERIALS

- A. Topsoil: Fertile, agricultural soil; typical for locality; capable of sustaining vigorous plant growth; taken from drained site; free of subsoil, clay or impurities, plants, weeds and roots; pH value of 5.4 to 7.0.

2.03 MULCH FOR SEED

- A. Must consist of any straw or marsh hay in an air-dry condition.
- B. Must be clean, undamaged, and rot free.

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- C. It must be substantially free of weed seed and other objectionable foreign matter.

2.04 FERTILIZER

- A. MDOT Class A.
- B. Fertilizers shall be in accordance with the 2012 MDOT Standard Specifications for Construction.
- C. Water: Clean, fresh and free of substances or matter which could inhibit vigorous growth of grass.
- D. Erosion Fabric: Jute matting, open weave.
- E. Stakes: Softwood lumber, chisel pointed.
- F. String: Inorganic fiber.

2.05 MULCH BLANKETS AND MULCH NETTING

- A. Materials for Mulch Blankets and Mulch Netting shall be in accordance with the 2012 MDOT Standard Specifications for Construction, Section 917.

PART 3 EXECUTION

3.01 INSPECTION

- A. Verify that prepared soil base is ready to receive the work of this Section.
- B. Prior to beginning of installation, Contractor to obtain approval from Engineer/Owner.

3.02 PREPARATION OF SUBSOIL

- A. Prepare subsoil to eliminate uneven areas and low spots. Maintain lines, levels, profiles and contours. Make changes in grade gradual. Blend slopes into level areas.
- B. Remove foreign materials, weeds, and undesirable plants and their roots. Remove contaminated subsoil.
- C. Scarify subsoil to a depth of 3 inches where topsoil is to be placed. Repeat cultivation in areas where equipment, used for hauling and spreading topsoil, has compacted subsoil.

3.03 FERTILIZING

- A. Apply fertilizer in accordance with the 2012 MDOT Standard Specifications for Construction, Section 816.03.B.

3.04 PLACING TOPSOIL

- A. Cover all areas to be seeded with topsoil. Placement is not required on slopes constructed of topsoil, muck, or peat.
- B. Spread topsoil to a minimum depth of 3 inches over area to be seeded. Rake until smooth.
- C. Pulverize all large clods and lumps.

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- D. Rake out rocks more than two inches in diameter, roots, litter, and all foreign matter. Dispose of this material properly and as directed by the Engineer.
- E. Place topsoil during dry weather and on dry unfrozen subgrade.
- F. Remove vegetative matter and foreign non-organic material while spreading.
- G. Grade to eliminate rough, low or soft areas, and to ensure positive drainage.
- H. Install edging at periphery of seeded areas in straight lines to consistent depth.

3.05 SEEDING

- A. Prepare the seed bed, furnish and sow the specified mixture of seed.
- B. Do not seed area in excess of that which can be mulched on same day.
- C. Apply seed at a rate of **220** lbs per acre. Rake in lightly. Seed shall be place according to the manufacturer's instructions.
- D. Do not sow immediately following rain, when ground is too dry, or during windy periods.
- E. Sow the seed following or in conjunction with fertilizing while the seed bed is in a friable condition.
- F. Just before seeding, harrow the topsoil 3 inches deep or more.
 - 1. Harrow with a disk, a spring tooth drag, a spike tooth drag, or other equipment designed to prepare the soil to a friable condition and meeting the approval of the Engineer.
 - 2. Harrow horizontally across the face of the slope.
- G. Sow seed before applying mulch.
- H. Sow or resow the seed mixture, providing uniform coverage, at the specified rate.
- I. Sow with either mechanical drills, hydroseeders, or by broadcasting.
- J. Engineer will determine the effectiveness of the seeding equipment.
- K. Immediately following seeding, apply mulch at the specified rate. Maintain clear of shrubs and trees.
- L. Apply water with a fine spray immediately after each area has been mulched. Saturate to 3 inches.

3.06 MULCHING

- A. Furnish, spread, and anchor mulch materials.
- B. Place mulch loose or open enough to allow some sunlight to penetrate and air to circulate, but thick enough to shade the ground, conserve soil moisture, and prevent or reduce water or wind erosion.
- C. Maintain the mulched areas and repair all areas damaged by erosion, traffic, fire or other caused before final or partial acceptance.

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- D. Replace mulch that is displaced. All costs associated with this repair or replacement work shall be borne by the Contractor.
- E. Spread mulch over the surface to a uniform thickness at two (2) tons per acre.

3.07 MULCH ANCHORING

- A. Select mulch anchoring materials (tackifier) from the MDOT Qualified Products List.
- B. Spray mulch anchoring immediately after the mulch is placed.
- C. Do not spray when wind would prevent the proper placement of adhesive.
- D. Protect all traffic, signs, structures, and other objects from being marked or disfigured by the tackifier material.
- E. Immediately remove overspray.
- F. Apply tackifiers at the following minimum rates per acre:
 - 1. Latex-Base. Mix 15 gallons of adhesive, or the manufacturers specified rate whichever is greater, with a minimum of 250 pounds of recycled newsprint and 375 gallons of water.
 - 2. Recycled Newsprint. Mix 750 pounds of recycled newsprint with 1500 gallons of water.
 - 3. Wood Fiber. Mix 750 pounds of wood fiber with 1500 gallons of water.
 - 4. Guar gum. Mix 50 pounds of dry adhesive and a minimum of 250 pounds of recycled newsprint with 1,300 gallons of water.
 - 5. Other Tackifiers. Mix 100 pounds of dry adhesive, or the manufacturers specified rate whichever is greater, and a minimum of 250 pounds of recycled newsprint with 1,300 gallons of water.

3.08 MULCHING NETTING

- A. Place netting over mulch and secure with net anchors, staples, or pins.
- B. Spread the net over the mulch so that a worker can walk between adjacent widths of net.
- C. Pull the edges of adjacent widths of net together and hold in place with net anchors.
- D. Space anchors not more than 2.5 feet apart along the edges, joints, and centerline of the net according to manufacturer's specifications.
- E. Do not place the net in direct contact with the ground.
- F. Butt the ends of each width of net together and hold in place by net anchors at each corner and at the center of the net.
- G. Do not permit traffic over the net after it is placed, except to repair it.
- H. Replace torn or damaged net with undamaged material at no cost to the Owner.

3.09 MULCH BLANKETS

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- A. Furnish, install, and anchor blankets.
- B. Select mulch blankets from the MDOT Qualified Products List.
- C. Place mulch blankets within one day after seeding.
- D. Overlap blanket side edges two inches.
- E. Shingle lap blanket ends 6 inches.
- F. Place staples or pegs along all joint edges and along blanket centerlines at a maximum spacing of two feet.
- G. In waterways shingle lap blankets with an overlap of 12 inches on the downslope edge.
- H. Place blankets on backslopes at right angles to the roadbed.
- I. On foreslopes lay the first strip adjacent to the road parallel with the road, with the remainder of the strips placed either parallel or at right angles to the road.
- J. When blankets are installed from the top of the slope, do not allow them to free fall down the slope.
- K. Place and anchor blankets according to the manufacturer's specifications.

3.10 HYDROSEEDING

- A. Apply seeded slurry at a rate of 100 lbs per acre (6 lbs per 1000 sq ft) with a hydraulic seeder. Do not hydro-seed area in excess of that which can be mulched on same day.
- B. A tackifier shall be used when hydro-seeding method is used.
- C. Immediately following seeding, apply mulch to a thickness of 1/8 inch. Maintain clear of shrubs and trees.
- D. Empty the hydroseeders tank within one hour of adding the seed and fertilizer.
- E. Dispose of seed that remains mixed with the water for longer than one hour.
- F. Apply water with a fine spray immediately after each area has been mulched. Saturate to 4 inches of soil.

3.11 SEED PROTECTION

- A. Identify seeded areas with stakes and string around area periphery. Set string height to 18 inches. Space stakes at 60 inches.
- B. Cover seeded slopes where grade is greater than 4 inches per foot with erosion fabric. Roll fabric onto slopes without stretching or pulling.
- C. Lay fabric smoothly on surface, bury top end of each section in 6 inch deep excavated topsoil trench. Provide 12 inch overlap of adjacent rolls. Backfill trench and rake smooth, level with adjacent soil.
- D. Secure outside edges and overlaps at 36 inch intervals with stakes.

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- E. Lightly dress slopes with topsoil to ensure close contact between fabric and soil.
- F. At sides of ditches, lay fabric laps in direction of water flow. Lap ends and edges minimum 6 inches.

3.12 MAINTENANCE

- A. Water to prevent grass and soil from drying out.
- B. Roll surface to remove minor depressions or irregularities.
- C. Control growth of weeds. Apply herbicides in accordance with manufacturer's instructions. Remedy damage resulting from improper use of herbicides.
- D. Immediately reseed areas which show bare spots.
- E. Protect seeded areas with warning signs during maintenance period.

END OF SECTION

SECTION 03001
ENGINEERED WOOD FIBER PLAYGROUND SURFACE

PART 1 MATERIALS

Material must meet the following playground safety standards: ASTM F1292 (Fall Protection), ASTM F1951 (Wheelchair Accessibility). See attached testing report for further information.

END OF SECTION



TÜV SÜD America Inc.

Product Safety Services

47523 Clipper Drive

Plymouth, MI 48170

Phone: 734.455.4841

Surfacing Material Report – ASTM F1292-13

Client: Superior Groundcover, Inc.
Manufacturer: Superior Groundcover, Inc.
Manufacturing Location: Grand Rapids, MI

Phone: (616) 669-7479
Commercial Name of product: Featherwood
Date of Manufacture: Unknown
No. of samples submitted: Approx. 50 Cu. Ft.

TUV Report No.: Q1400508-1
Report Date: 1/31/2014
Test Date: 1/30/14 and 1/31/14
Initial Test ☒
Follow up Test ☐ Ref Job:
Sample Receipt Date: 1/29/2014
Ambient Air Temperature: 20.7°C
Humidity: 21.0%

Test Equipment:

Triax System 1:	<input checked="" type="checkbox"/>	Environmental Chamber No.:	PLYP00101
Triax System 2:	<input type="checkbox"/>	Calibration Due Date:	7/31/14
Accelerometer ID:	PLYP00089	Environmental Chamber No.:	PLYP00069
Accelerometer Calibration Due Date:	6/27/2014	Calibration Due Date:	7/31/14

Loose fill Material Sample Description:

Engineered Wood Fiber:	<input checked="" type="checkbox"/>	Un-compacted Depth:	<u>15</u> inches
Loose Fill Wood:	<input type="checkbox"/>		
Rubber:	<input type="checkbox"/>		
Sand:	<input type="checkbox"/>	Compacted Depth:	<u>12</u> inches
Gravel:	<input type="checkbox"/>		
Other:	<input type="checkbox"/>		

Unitary Sample Description:

Tiles	<input type="checkbox"/>	Total Thickness:	_____
Poured in Place	<input type="checkbox"/>	Top Layer:	_____
Other	<input type="checkbox"/>	Base Layer:	_____

Comments:

The above described sample was tested at : 12 Ft.

The results reported herein reflect the performance of the above described samples at the time of testing and at the temperature(s) reported. The results are specific to the described samples. Samples of surfacing materials that do not closely match the described samples will perform differently. The following data sheet provides an accurate representation of the test results. Compliance with this Standard does not constitute product certification.

Sample in compliance with ASTM F1292-13 at the temperature and rating specified? Yes ☒ No ☐

Signature: *Timothy J. Franklin*

Date: 1/31/14

Reviewed by: *[Signature]*

Date: 2/6/2014

Client: Superior Groundcover, Inc.

TUV Report No.

QH1409598-1Manufacturer: Superior Groundcover, Inc.

Test Date:

1/30/14 and 1/31/14

Drop	Specified Impact Height (Ft.)	Reference Temperature -6°C, (21.2°F)				Reference Temperature 23°C, (73.4°F)				Reference Temperature 49°C, (120.2°F)			
		G-Max	HIC	Velocity (ft/s)	Theoretical Drop Height (ft.)	G-Max	HIC	Velocity (ft/s)	Theoretical Drop Height (ft.)	G-Max	HIC	Velocity (ft/s)	Theoretical Drop Height (ft.)
1	12	59	247	27.7	11.928	57	248	27.7	11.928	56	239	27.7	11.928
2	12	76	348	27.9	12.101	77	358	27.9	12.101	74	338	27.9	12.101
3	12	87	418	28.0	12.188	80	411	28.1	12.275	82	375	28.0	12.188
Average		81.5	383			83.5	384.5			78	355.5		
Measured Surface Temperature		(-8°C)	Max. Change from reference + 5°C, (5°F)			23°C	Max. Change from reference ± 3°C, (5°F)			49°C	Max. Change from reference -3°C, (-5°F)		
Sample Condition:		DRY				DRY				DRY			

Drop	One foot over (ft.)	Reference Temperature -6°C, (21.2°F)				Reference Temperature 23°C, (73.4°F)				Reference Temperature 49°C, (120.2°F)			
		G-Max	HIC	Velocity (ft/s)	Theoretical Drop Height (ft.)	G-Max	HIC	Velocity (ft/s)	Theoretical Drop Height (ft.)	G-Max	HIC	Velocity (ft/s)	Theoretical Drop Height (ft.)
1					0.000				0.000				0.000
2					0.000				0.000				0.000
3					0.000				0.000				0.000
Average		0	0			0	0			0	0		
Measured Surface Temperature		°C	Max. Change from reference + 5°C, (5°F)			°C	Max. Change from reference ± 3°C, (5°F)			°C	Max. Change from reference -3°C, (-5°F)		
Sample Condition:													

Drop	One foot under (ft.)	Reference Temperature -6°C, (21.2°F)				Reference Temperature 23°C, (73.4°F)				Reference Temperature 49°C, (120.2°F)			
		G-Max	HIC	Velocity (ft/s)	Theoretical Drop Height (ft.)	G-Max	HIC	Velocity (ft/s)	Theoretical Drop Height (ft.)	G-Max	HIC	Velocity (ft/s)	Theoretical Drop Height (ft.)
1					0.000				0.000				0.000
2					0.000				0.000				0.000
3					0.000				0.000				0.000
Average		0	0			0	0			0	0		
Measured Surface Temperature		°C	Max. Change from reference + 5°C, (5°F)			°C	Max. Change from reference ± 3°C, (5°F)			°C	Max. Change from reference -3°C, (-5°F)		
Sample Condition:													



America



Sieve Analysis
ASTM F2075-10a Section 4.4 per 7.4

America

Participant	Superior Groundcover, Inc.		Test Date:	1/30/14												
Location:	Grand Rapids, MI															
Product Brand Name:	Featherwood		Job#	Q11400508-2												
Initial Sample Dry Weight (g) = 473.2																
3/4" Sieve																
Material remaining	0.0 g + Initial sample weight (g) =	473.2	x 100 =	0.0 % Not passing 3/4" sieve												
100% -	0.0 % not passing 3/4" Sieve	100.0	% Passing Sieve													
3/8" Sieve																
Material remaining	89.5 g + Initial sample weight (g) =	473.2	x 100 =	18.9 % Not passing 3/8" sieve												
100% -	18.9 % not passing 3/8" Sieve	0.0	% not passing 3/8" Sieve =	81.1 % Passing Sieve												
#16 Sieve																
Material remaining	339.4 g + Initial sample weight (g) =	473.2	x 100 =	71.7 % Not passing #16 sieve												
100% -	71.7 % not passing #16 Sieve	0.0	+ % not passing 3/8" Sieve =	9.4 % Passing Sieve												
<table border="1"><thead><tr><th>Sieve Size</th><th>Min / Max Requirements</th><th>% Loss by Sieve (Percent Passing)</th></tr></thead><tbody><tr><td>3/4" (19.05 mm)</td><td>99 - 100 %</td><td>100.0</td></tr><tr><td>3/8" (9.53 mm)</td><td>75 - 100 %</td><td>81.1</td></tr><tr><td>No. 16 (0.0469 in.)</td><td>0 - 15 %</td><td>9.4</td></tr></tbody></table>					Sieve Size	Min / Max Requirements	% Loss by Sieve (Percent Passing)	3/4" (19.05 mm)	99 - 100 %	100.0	3/8" (9.53 mm)	75 - 100 %	81.1	No. 16 (0.0469 in.)	0 - 15 %	9.4
Sieve Size	Min / Max Requirements	% Loss by Sieve (Percent Passing)														
3/4" (19.05 mm)	99 - 100 %	100.0														
3/8" (9.53 mm)	75 - 100 %	81.1														
No. 16 (0.0469 in.)	0 - 15 %	9.4														
Sample in compliance with ASTM F2075-10 for Sieve Analysis Section 4.4 per 7.4 Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>																

Test Performed By:

Reviewed By:

Date:

Date:

The results reported herein reflect the performance of the above described samples at the time of testing and at the temperature(s) reported. The results are specific to the described samples. Samples of surfacing materials that do not closely match the described samples will perform differently. The following data sheet provides an accurate representation of the test results.



TÜV SÜD America Inc. Product Safety Services
47523 Clipper Drive, Plymouth, MI 48170
Phone: 734.455.4841 Fax: 734.455.6590

ASTM F 2075-10a
Standard Specification for Engineered Wood Fiber for Use as a Playground Safety Surface Under and Around Playground Equipment, Section 4.6/9.4

Manufacturer: Superior Groundcover, Inc.
Location: Grand Rapids, MI
Product Brand Name/Number: Featherwood

Report Date: 2/4/14
Test Date: 2/4/14
Job No.: QI1400508-3

4.6.1 Per 9.4.2.3 Tramp Metals

Level – 0" – 15"

Quadrant 1
Pass Fail
☒ ☐

Quadrant 2
Pass Fail
☒ ☐

Quadrant 3
Pass Fail
☒ ☐

Quadrant 4
Pass Fail
☒ ☐

Level – 15" – 30"

Quadrant 1
Pass Fail
☒ ☐

Quadrant 2
Pass Fail
☒ ☐

Quadrant 3
Pass Fail
☒ ☐

Quadrant 4
Pass Fail
☒ ☐

Level – 30" – 45"

Quadrant 1
Pass Fail
☒ ☐

Quadrant 2
Pass Fail
☒ ☐

Quadrant 3
Pass Fail
☒ ☐

Quadrant 4
Pass Fail
☒ ☐

Level – 45" – 60"

Quadrant 1
Pass Fail
☒ ☐

Quadrant 2
Pass Fail
☒ ☐

Quadrant 3
Pass Fail
☒ ☐

Quadrant 4
Pass Fail
☒ ☐

Pass ☒

Fail ☐

Comments:

Test Performed By: Timothy Franklin

Date: 2/4/14

Reviewed By: [Signature]

Date: 2/6/2014

TÜV America Inc.
47523 Clipper St.
Plymouth, MI 48170

Phone: (734) 455-4841
Fax: (734) 455-6590
E-mail: info@tuvam.com
www.TUVamerica.com



ASTM F2075-10a, Section 4.5.2 per 8.0 Hazardous Metals Test

Manufacturer Superior Groundcover, Inc.
Address 3891 New Holland, Hudsonville, MI 49426
Manufacturing Location Grand Rapids, MI
Product Brand Name Featherwood

PURCHASE ORDER: #2000007951

TÜV JOB# QI1400508-4

The following ISO 17025-accredited Laboratory performed testing:

St. Louis Testing Laboratories, Incorporated
2810 Clark Avenue
St. Louis, MO 63103

St. Louis Testing Laboratory report attached (1 page).

Test Result: Pass X Fail

Prepared By:

Timothy Fouchia
Timothy Fouchia, Project Coordinator

2/5/14
Date

Reviewed and Approved By:

David Splane
David Splane, Certification Program Manager

2/6/2014
Date



2810 Clark Avenue • St. Louis, MO 63103-2574 • (314) 531-8080 • FAX (314) 531-8085

Chemical, Metallurgical, Mechanical, Nondestructive, Environmental Testing, Analyses and Field Service.

TUV SUD AMERICA, INC
47523 Clipper St
Plymouth, MI 48170

Attention: Janice Gudenau

February 4, 2014
Lab No. 14C-0199
Invoice No. 177983
P.O. No. 2000007951
Page 3 of 3

REPORT OF ANALYSIS

MATERIAL: QI1400508
SUBJECT: Soluble Heavy Metals Analysis
STANDARD: ASTM F2075-10a
TEST METHOD: ASTM F2075-10a
UNITS: Soluble Heavy Metals - Parts per Million (ppm)

RESULTS:

Substance	QI1400508	Maximum Allowable Limit	Method Detection Limit
Soluble Antimony	<50	60	50
Soluble Arsenic	<15	25	15
Soluble Barium	<900	1000	900
Soluble Cadmium	<65	75	65
Soluble Chromium	<50	60	50
Soluble Lead	<80	90	80
Soluble Mercury	<50	60	50
Soluble Selenium	<400	500	400

The soluble heavy metal content of the tested product is in compliance with the requirements of the above-indicated standard.

Identification of tested specimens provided by the client.

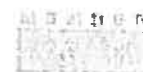
RES/gkg

Robin E. Sinn
Laboratory Director



Testing Cert. No. 0397-01
Testing Cert. No. 0397-02

AN OFFICIAL COPY OF TEST REPORT WILL BE PROVIDED BY THIS LABORATORY ON REQUEST
NOT OFFICIAL WITHOUT THE RAISED SEAL OF ST. LOUIS TESTING LABORATORIES, INC.
SEE REVERSE FOR CONDITIONS





REPORT NUMBER
Q11400508-5



America

PREPARED FOR
SUPERIOR GROUNDCOVER, INC.
3891 NEW HOLLAND
HUDSONVILLE, MI 49426

ATTENTION
TERRY DYKSTRA

PO#
FW1172014

REPORT DATE
FEBRUARY 5, 2014

TÜV SÜD America, Inc.
47523 Clipper Street
Plymouth, Michigan 48170 USA
Phone: 734.455.4841
Fax: 734.455.6590
www.TUVAmerica.com

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Report Number: QI1400508-5
February 5, 2014

REPORTED / APPROVED BY:

TÜV SÜD America, Inc.

Timothy Fouchia

Reported by: Timothy Fouchia, Project Coordinator
CERTIFICATION TEST PROGRAMS

[Signature]

Approved by: David Splane, Regional Manager, Product Safety Certification
CERTIFICATION TEST PROGRAMS



PURPOSE

The purpose of this test report is to present the test results obtained during the performance of a test program. This report includes a brief description of the samples presented for test, a list of the documents presented as test instructions, and a summary of the testing performed and the results obtained. Applicable requirements and conclusions are based on the criteria provided by our client, or as specified in the reference document(s).

WORK REQUESTED / REFERENCE DOCUMENT(s)

Perform testing in accordance with ASTM F1951-09b, Standard Specification for Determination of Accessibility of Surface Systems Under and Around Playground Equipment.

TEST SEQUENCE

1. Wheelchair work measurement method – straight propulsion with no material on a flat surface with a grade of 7.1%.
2. Wheelchair work measurement method – straight propulsion with material and no grade.
3. Wheelchair work measurement method – turning 90° with no material on a flat surface with a grade of 7.1%.
4. Wheelchair work measurement method – turning 90° with material and no grade.

Testing was performed February 5, 2014.

SAMPLE DESCRIPTION

Superior Groundcover, Inc., submitted approximately 60 cubic feet of engineered wood fiber, identified by Superior Groundcover, Inc., as Featherwood.



TESTING PERFORMED

ACCESSIBILITY OF SURFACE SYSTEMS

Procedure

Sample material, Featherwood, was installed in TÜV SÜD America, Inc.'s, test fixture in four inch increments, and compacted using a 10 inch X 10 inch hand tamper, until a depth of 12 inches was achieved.

The sample material was tested, propelling the wheelchair with four even propulsion strokes, per trial, across the material 5.56 feet, within eight seconds. This process was repeated five times for each test (straight and 90° turn propulsions).

Per ASTM F1951-09b, section 5.1, no additional compaction or modification occurred between propulsion trials.

Installation instructions were not provided by the manufacturer.

Results

The average work force over one foot, in pound force-inch values, for straight propulsion and for turning with material, should be less than the average work per foot values for straight and turning on a flat surface with a grade of 7.1%.

Conclusion

The average work force per foot, in pound force-inch values, measured lower when propelling the wheelchair over the material than when propelling the wheelchair over a flat surface with a grade of 7.1%. The material meets the requirements of ASTM F1951-09b.

Sample Disposition

The sample material will be retained by TÜV SÜD America, Inc., for fifteen (15) days, then disposed of at the discretion of TÜV SÜD America, Inc., unless otherwise requested by Superior Groundcover, Inc.



Report Number: QI1400508-5
February 5, 2014

TEST EQUIPMENT

TÜV SÜD America, Inc.'s calibration system meets the requirements of ISO 17025:2005.

TÜV ID	Description	Manufacturer	Model	Calibration Due
PLYP00043	Signal Conditioner	Daytronics	3370	07/14
PLYP00047	Reaction Torque Sensor	Lebow	2110220500	07/14
PLYP00015	Digital Protractor	Mitutoyo	Pro 360	06/14
N/A	Wheelchair	Quickie	Q2	NCR
N/A	Accessibility Fixture	DTL	N/A	NCR
PLYP00031	Balance	Toledo Scale	4181	07/14
PLYP00044	Scale	Acculab	CS-110P	07/14

NCR – No Calibration Required

REMARKS, Deviation(s):

- None

Page 6: Test Data



Report Number: QI1400508-5
February 5, 2014

Material Name / Description: Featherwood

Run #	No Material (work per foot) (lbf-in)	With Material (work per foot) (lbf-in)
Straight Run 1	113.524	107.46
Straight Run 2	109.455	104.572
Straight Run 3	107.768	94.6195
Straight Run 4	104.976	94.7008
Straight Run 5	102.839	96.2612
Average	107.399	98.5113

Turn Run 1	152.838	160.608
Turn Run 2	146.946	158.032
Turn Run 3	150.088	142.743
Turn Run 4	152.8	136.993
Turn Run 5	143.803	145.366
Average	149.945	148.714

**SECTION 03001
STABILIZED GRAVEL, 4-INCH**

PART 1 DESCRIPTION

This work shall consist of providing and installing stabilized gravel path. Contractor shall submit aggregate samples and sieve analysis. Representatives of the Testing Laboratory will make all tests of aggregate base materials to determine compaction and may supervise the place of aggregate base. Representatives of the Testing Laboratory and the Landscape Architect/Engineer shall have the power of rejection of materials, equipment or operating procedures of the aggregate base operation. The Contractor shall replace, rework or correct work, which does not meet the specifications as directed by the Testing Laboratory and/or the Landscape Architect/Engineer.

PART 2 MATERIALS

Materials shall meet the requirements as specified in the 2012 MDOT Standard Specifications for Construction, including any special provisions. MDOT designated 21AA gravel shall be used as base course on the Stabilized Gravel Path.

Crushed aggregate (3/8" to 1/4" screenings) shall be used as the surface course of the Stabilized Gravel Path, and shall be inert sand and crushed stone materials that are hard, durable and free from surface coatings and deleterious materials. Crushed aggregate shall meet the following gradation:

US Sieve No.	Percent Passing by Weight
1/2"	95-100
3/8"	90-100
#4	65-100
#8	48-63
#16	40-49
#30	30-40
#50	20-27
#100	10-18
#200	10-12

Stabilizer shall be Stabilizer Natural Binder, as manufactured by Stabilizer Solutions, Inc.; Phoenix, AZ; 800.336.2468, or approved equal. Local Stabilizer dealers who can also provide pre-mixed product, if desired: Toledo, OH: Natural Sand Company (419.973.3695 or 866.867.0052); Stratford, WI: Kafka Granite (800.852.7415).

Binder shall be a natural, non-toxic, non-staining, odorless, environmentally safe powder consisting of 95% Plyllium with 70% Mucilliod content. The powder shall be of a size not more than 10% retained on a U.S. Standard #40 Mesh Sieve. Color shall be selected from manufacturer's standard options.

PART 3 CONSTRUCTION METHOD

Construction Method shall meet the requirements as specified in the 2012 MDOT Standard Specification for Construction including any special provisions.

Proof roll sub base as directed by Testing Laboratory Representative. Verify compacted sub base is dry and ready to support aggregate base and imposed loads. Soft or yielding areas, which cannot be mechanically stabilized shall be removed and replaced with approved compacted granular material.

Verify gradients and elevations of base are correct. Beginning of installation means acceptance of existing conditions.

Place aggregate base within 24 hours of sub base preparation. Spread aggregate over prepared subbase to achieve a total compacted depth as indicated on drawings. Place aggregate in 6-inch layers, compact. Level surfaces to elevations and gradients indicated. Compact placed aggregate materials to achieve 95% Modified Proctor Density (ASTM D1557). Add water to assist compaction. With an excess water condition, rework topping and aerate to reduce moisture content.

Pre-soak base material with water prior to installing crushed aggregate. Mechanically pre-mix Stabilizer, per manufacturer's instructions, with crushed aggregate at the rate of 17 lbs per 1 ton of aggregate. (Drop spreading of Stabilizer over pre-placed aggregate, mixing by rototilling and bucket blending is not acceptable.) Add water to the pre-blended crushed aggregate and Stabilizer mixture at a rate of 35 gallons per ton of pre-blended material. Contractor may elect to purchase pre-mixed product from a Stabilizer dealer or mechanically mix on site, such as with the use of a concrete mixer or truck.

Place the crushed aggregate and Stabilizer mixture on prepared dense aggregate and rake smooth to desired grade and cross section. Place material to depth indicated on Plans. Make 3 to 4 passes with non-vibratory roller. Water the surface area with a light spray following compaction. Do not disturb the aggregate surface with the spray. Finished surface shall be uniform and solid, with no evidence of chipping and cracking. Dried, compacted paving material shall be firm to full depth with no soft areas. Loose material shall not be presented on the surface. Furnish and install construction fencing around new paving to prevent public access to the new surface for a minimum of 12 to 72 hours.

PART 4 MEASUREMENT AND PAYMENT

The completed work as measured for the Stabilized Gravel Path will be paid for at the contract unit price for the following contract item (pay item):

<u>Pay Item</u>	<u>Pay Unit</u>
Stabilized Gravel, 4-inch	SYD

Payment for each item shall be payment in full for all costs associated with each item's installation. All materials, labor and equipment required to prepare and install the Stabilized Gravel Path per the 2012 MDOT Standard Specifications for Construction and the drawing details, will be considered included in the contract unit price for each item.

END OF SECTION

Fiscally Ready Communities

For Municipalities across the State of Michigan

MICHIGAN STATE
UNIVERSITY

Extension

Michigan Department of
TREASURY

For more information please register at: <https://events.anr.msu.edu/FiscallyReady/>

There will be ten FREE half day trainings throughout the state in 2019.

Introduction:

MSU Extension and the Michigan Department of Treasury are hosting half day trainings that will cover the fundamental best practices for fiscal and operational planning.

Takeaways: Best Practices for Sustainable Fiscal Health

MSU Extension and Treasury will provide guides to attendees outlining strong policies and procedures that each local government should implement. These guides include a checklist to track what your local government already has, what you are working on, and future next steps.



Cost = FREE

Why should I attend?

Michigan communities have experienced fiscal instability for a number of reasons. This training will help you prepare for these challenges through fiscally sustainable best practices.

The foundation for fiscal stability is a well educated team and a strong governance structure to support community needs, both now and into the future. Financial planning assists a local government with providing key services such as public safety, quality of life, and economic development. These are the principles for creating and sustaining a vibrant community.

Additionally, the training will assist both elected and appointed local officials with creating a dynamic budgeting process that supports essential investments while addressing current and future challenges.

Who should attend?

- **Municipal Appointed Officials** (e.g. managers, administrators, financial officers, business officers, etc.)
- **Municipal Elected Officials** (e.g. board and council members, mayors, supervisors, trustees, clerks, etc.)

How to Determine your Community's Fiscal Health:

This training will provide an understanding of your local unit's financial position. Participants will review the debt burden as a future fixed cost, what debt can be used for, the relationship between debt and population change, and financial balance sheets.

Budgeting:

- How to compare your community with other distinguished local budgets in Michigan.
- Understanding key financial variables, such as:
 - The "rainy day fund"/fund balance/net position.
 - Understanding how the tax base provides revenue.
 - Proposal A, the Headlee Amendment, and understanding volatile revenue.
 - Forecasting revenue and expenditures.
- How spending in the present will have an impact on the future.



Contact us for more information

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MANAGEMENT COMMITTEE MEETING

VILLAGE OF NEWBERRY COUNCIL

Thursday, March 7, 2019

Meeting Location: 302 East McMillan Ave; Council Chambers

Meeting Time: 11:00 AM

Present: President/Chair Lori Stokes, Trustee; Catherine Freese

Also Present: Lawrence Vincent

Meeting was never called to order due to third committee member not in attendance.

The purpose of the meeting was to begin the process of drafting "Rules of Procedure" and gather information to begin to format a process for the Village Manager's Annual Evaluation.

Copies of other village's Rules of Procedure were handed out for information.

Requested information that was asked for from administration from last year's evaluation was not made available. No explanation was given as to why information was not made available. See attached email.

Stokes and Freese left at 11:20 AM

**MANAGEMENT COMMITTEE MEETING
VILLAGE OF NEWBERRY COUNCIL**

Thursday, March 14, 2019

Meeting Location: 302 East McMillan Ave; Council Chambers

Meeting Time: 1:00 PM

Present:

President/Chair Lori Stokes, Trustees; Catherine Freese and Dan Hardenbrook (Alternate)

Also Present:

Scott Ouellette, Byron Kisro, Rebecca Handa & daughter, Resident, Lawrence Vincent (arrived at 1:32 PM.)

Call to Order: 1:01 PM by Chairperson Lori Stokes

Public Comments:

Scott Ouellette; *concerns about the delinquent renters bills being put on as liens to his properties, the coincidence in the spike of the number of delinquent bills and the water/sewer rate increase, using the saved funds from electric purchases to offset the increased rates for customers, posting of other committee meetings, Village Manager needs to own her decisions.*

Byron Kisro; *concern of 41 Lumber Bldg. cave in and why it wasn't being monitored and shoveled off, storm drains not being opened up, water and light shut offs, some people were shut off but others weren't, number of employees that clean out hydrants, when did night plowing stop being done.*

Rebecca Handa; *questioned why Pentland Township is allowed to go delinquent yet the other customers are not*

Rules of Procedure:

Committee went over the proposed Meeting Rules section by section. Deletions, additions, corrections were noted and Stokes will retype and have available at next committee meeting. At that time other community's procedures will be researched to determine if any other items need to be included. What did come up as an immediate concern of the committee is the desire to have paper copies of the agenda and packet available to them for the weekend before a meeting.

A motion by Freese, supported by Hardenbrook to recommend to council that direction be given to the Village Manager or her designee to have available for pick up at the Administration Building, paper copies of the agenda and packet information by 4:00 PM on the Friday before the regularly scheduled meeting. Ayes: All. Nays: None. Motion carried.

Annual Evaluation of the Village Manager:

Hardenbrook explained his participation in the Village Manager's annual evaluation last year. Hardenbrook as the alternate, took Hendrickson's place in his absence. Also present was Past President/Committee Chairman John Dewitt and Trustee Charles Medelis. Each committee member was presented with a packet in which to use to perform the evaluation. It contained a rubric in which to score certain categories, etc. The Village Manager was asked to join them for

a brief time to ask questions of. Other documents were made available to them in which to verify information. After scoring was completed the committee finished the evaluation process by going over the results with the Village Manager with any concerns, shortfalls, goals pointed out. Hardenbrook is not certain what became of the packets after the evaluation was completed.

After two unfilled requests to the Assistant Village Manager and the Director of Human Resources and Community Engagement to have such material available for the committee a new format will have to be developed.

A motion by Hardenbrook, supported by Freese, to recommend to council to answer a request for guidance on how they would like to structure and conduct the annual evaluation of the Village Manager. Ayes: All Nays: None. Motion carried

Public Comments:

Scott Ouellette; Village manager needs to "put her name on her suggestions", during public comment some residents may need more time to convey their concerns/issues so they should be allowed extra time if needed.

Rebecca Handa; It seems like renters are getting off the hook with the delinquent bills – they use the fact that they aren't home owners as an out and after time expires to collect the delinquent amount they are cleared, agrees with having paper copies available for council at an earlier date, would help eliminate paper shuffling and time spent reading it over during meetings, thinks it's despicable that village tax money is having to be spent for legal fees in response to Village Manager's temper tantrums and demands.

Scott Ouellette; agrees with the last statement Mrs. Handa made.

Adjournment: Motion to adjourn made at 2:26 pm by Hardenbrook, supported by Freese. Ayes: All Nays: None. Motion carried.

Action sought by Council:

Direction be given to the Village Manager or her designee to have available for pick up at the Administration Building, paper copies of the agenda and packet information by 4:00 PM on the Friday before the regularly scheduled meeting.

Council to give guidance on how they would like to structure and conduct the annual evaluation of the Village Manager.

02/28/2019

GENERAL FUND

Batch Add Budget Amendments

GL Number	Description	18 Adopted	18 Amended	18 Activity	New Amended	Change
101-000-404.000	PROPERTY TAX REVENUE	\$ 198,060.00	\$ 170,000.00	\$ 208,455.81	\$ 208,455.81	\$ 38,455.81
101-000-404.100	PROPERTY TAX REVENUE-GARBAGE	\$ 24,600.00	\$ 24,600.00	\$ 25,859.38	\$ 25,859.38	\$ 1,259.38
101-000-447.000	TAX FUND ADMIN FEE APPROPRIATI	\$ 6,600.00	\$ 6,600.00	\$ 6,975.44	\$ 6,975.44	\$ 375.44
101-000-450.000	FOIA REVENUE	\$ -	\$ 350.00	\$ 335.59	\$ 335.59	\$ (14.41)
101-000-540.000	STATE GRANT - MISC	\$ -	\$ 11,963.62	\$ 34,534.24	\$ 34,534.24	\$ 22,570.62
101-000-574.000	STATE REVENUE SHARING	\$ 210,900.00	\$ 185,400.00	\$ 179,379.00	\$ 179,379.00	\$ (6,021.00)
101-000-628.000	CHARGE FOR SERVICES REFUSE	\$ 76,500.00	\$ 76,500.00	\$ 70,086.71	\$ 70,086.71	\$ (6,413.29)
101-000-642.000	SALES	\$ 1,900.00	\$ 1,900.00	\$ -	\$ -	\$ (1,900.00)
101-000-645.500	GARBAGE- PENALTIES & LATE FEES	\$ -	\$ 100.00	\$ 194.92	\$ 194.92	\$ 94.92
101-000-665.000	INTEREST EARNED	\$ 800.00	\$ 800.00	\$ 1,916.28	\$ 1,916.28	\$ 1,116.28
101-000-670.000	ADVERTISING - SKY MAGAZINE	\$ -	\$ 1,166.67	\$ 440.54	\$ 440.54	\$ (726.13)
101-000-677.000	REIMBURSEMENT-STREETS-O/H, ACCT	\$ 97,000.00	\$ -	\$ 6,081.41	\$ 6,081.41	\$ 6,081.41
101-000-678.000	REIMBURSE - EQUIPMENT RENTAL	\$ 142,000.00	\$ 142,000.00	\$ 136,859.84	\$ 136,859.84	\$ (5,140.16)
101-000-688.000	ADMIN REIMBUR RURAL DEVELOPMENT	\$ -	\$ 15,000.00	\$ 15,683.50	\$ 15,683.50	\$ 683.50

GL Number	Description	18 Adopted	18 Amended	18 Activity	New Amended	Change
101-101-704.100	COMPENSATION - ELECTED	\$ 13,000.00	\$ 12,600.00	\$ 14,297.58	\$ 14,297.58	\$ 1,697.58
101-101-709.000	EMPLOYER'S FICA	\$ -	\$ 963.90	\$ 1,093.80	\$ 1,093.80	\$ 129.90
101-101-725.000	WORKMENS' COMPENSATION	\$ 11,000.00	\$ 34.02	\$ 24.36	\$ 24.36	\$ (9.66)
101-101-752.000	OFFICE SUPPLIES	\$ 650.00	\$ 500.00	\$ 276.35	\$ 276.35	\$ (223.65)
101-101-850.000	TELEPHONE	\$ -	\$ 27.72	\$ 55.51	\$ 55.51	\$ 27.79
101-101-915.000	MEMBERSHIPS & SUBSCRIPTIONS	\$ 1,850.00	\$ 200.00	\$ 165.00	\$ 165.00	\$ (35.00)
101-171-704.100	COMPENSATION - ELECTED	\$ 4,100.00	\$ 3,000.00	\$ 4,616.67	\$ 4,616.67	\$ 1,616.67
101-171-709.000	EMPLOYER'S FICA	\$ -	\$ 229.50	\$ 353.17	\$ 353.17	\$ 123.67
101-171-725.000	WORKMENS' COMPENSATION	\$ -	\$ 5.67	\$ -	\$ -	\$ (5.67)
101-171-850.000	TELEPHONE	\$ -	\$ 70.00	\$ 104.36	\$ 104.36	\$ 34.36
101-172-703.000	SALARIES	\$ 50,000.00	\$ 61,800.00	\$ 45,626.37	\$ 45,626.37	\$ (16,173.63)
101-172-705.000	VACATION	\$ -	\$ 2,867.21	\$ 5,600.71	\$ 5,600.71	\$ 2,733.50
101-172-706.000	HOLIDAY	\$ -	\$ 1,181.58	\$ 2,132.36	\$ 2,132.36	\$ 950.78
101-172-709.000	EMPLOYER'S FICA	\$ -	\$ 4,727.70	\$ 5,161.59	\$ 5,161.59	\$ 433.89
101-172-717.000	RETIREMENT-MERS-EMPLOYER PAID	\$ -	\$ 7,426.43	\$ 9,439.11	\$ 9,439.11	\$ 2,012.68
101-172-719.000	HOSPITALIZATION	\$ -	\$ 5,114.98	\$ 4,955.63	\$ 4,955.63	\$ (159.35)
101-172-724.000	SICK PAY	\$ -	\$ 2,057.56	\$ 3,171.76	\$ 3,171.76	\$ 1,114.20
101-172-725.000	WORKERS' COMPENSATION	\$ -	\$ 189.00	\$ -	\$ -	\$ (189.00)
101-172-726.000	LIFE INSURANCE	\$ -	\$ 400.00	\$ 374.53	\$ 374.53	\$ (25.47)
101-172-850.000	TELEPHONE	\$ -	\$ 80.00	\$ 133.15	\$ 133.15	\$ 53.15
101-172-913.000	TRAVEL	\$ 500.00	\$ 100.00	\$ 50.00	\$ 50.00	\$ (50.00)
101-201-703.000	SALARIES	\$ 74,500.00	\$ 116,399.76	\$ 113,196.48	\$ 113,196.48	\$ (3,203.28)
101-201-705.000	VACATION PAY	\$ -	\$ 5,961.79	\$ 6,589.69	\$ 6,589.69	\$ 627.90
101-201-706.000	HOLIDAY PAY	\$ -	\$ 2,522.95	\$ 4,102.21	\$ 4,102.21	\$ 1,579.26
101-201-709.000	EMPLOYER'S FICA	\$ -	\$ 10,000.00	\$ 10,620.54	\$ 10,620.54	\$ 620.54
101-201-710.000	UNEMPLOYMENT	\$ -	\$ -	\$ 1,873.64	\$ 1,873.64	\$ 1,873.64
101-201-717.000	RETIREMENT MERS EMPLOYER PAID	\$ -	\$ 9,754.30	\$ 4,090.85	\$ 4,090.85	\$ (5,663.45)
101-201-719.000	HOSPITALIZATION	\$ -	\$ 38,600.28	\$ 73,087.76	\$ 73,087.76	\$ 34,487.48
101-201-719.100	HOSPITAL INS RETIREE	\$ -	\$ 3,500.00	\$ 6,576.46	\$ 6,576.46	\$ 3,076.46
101-201-724.000	SICK PAY	\$ -	\$ 969.55	\$ 1,147.95	\$ 1,147.95	\$ 178.40
101-201-725.000	WORKERS' COMPENSATION	\$ -	\$ 900.00	\$ 1,056.02	\$ 1,056.02	\$ 156.02
101-201-726.000	LIFE INSURANCE	\$ -	\$ 700.00	\$ 665.15	\$ 665.15	\$ (34.85)
101-201-728.000	MEDICAL SCREENING	\$ -	\$ 100.00	\$ 214.52	\$ 214.52	\$ 114.52
101-201-752.000	OFFICE SUPPLIES	\$ 3,700.00	\$ 2,600.00	\$ 2,295.66	\$ 2,295.66	\$ (304.34)
101-201-752.099	BANK FEES	\$ -	\$ 525.36	\$ 782.46	\$ 782.46	\$ 257.10
101-201-752.100	OPERATING SUPPLIES	\$ 100.00	\$ 1,000.00	\$ 1,045.02	\$ 1,045.02	\$ 45.02
101-201-752.200	IT SOFTWARE	\$ -	\$ 21,000.00	\$ 26,890.95	\$ 26,890.95	\$ 5,890.95
101-201-801.000	PROFESSIONAL & CONTRACTUAL SE	\$ 4,000.00	\$ 11,000.00	\$ 6,439.06	\$ 6,439.06	\$ (4,560.94)
101-201-804.000	LEASE EXPENSE	\$ -	\$ -	\$ 1,907.39	\$ 1,907.39	\$ 1,907.39
101-201-850.000	TELEPHONE	\$ 3,300.00	\$ 5,000.00	\$ 5,081.10	\$ 5,081.10	\$ 81.10
101-201-851.000	POSTAGE	\$ 300.00	\$ 1,000.00	\$ 913.44	\$ 913.44	\$ (86.56)
101-201-900.000	PUBLISHING & PRINTING	\$ -	\$ 6,074.86	\$ 6,427.69	\$ 6,427.69	\$ 352.83
101-201-910.000	PROFESSIONAL DEVELOPMENT	\$ 150.00	\$ 820.85	\$ 1,214.34	\$ 1,214.34	\$ 393.49
101-201-933.000	SOFTWARE MAINTENANCE	\$ 1,500.00	\$ 1,500.00	\$ 1,467.33	\$ 1,467.33	\$ (32.67)
101-201-980.000	CAP OUTLAY-OFFICE EQUIP & FURN	\$ 2,500.00	\$ 1,907.39	\$ 192.98	\$ 192.98	\$ (1,714.41)
101-215-702.000	WAGES	\$ 8,100.00	\$ 9,863.84	\$ 8,775.00	\$ 8,775.00	\$ (1,088.84)
101-215-709.000	EMPLOYER'S FICA	\$ -	\$ 755.33	\$ 671.29	\$ 671.29	\$ (84.04)
101-215-717.000	RETIREMENT MERS EMPLOYER PAID	\$ -	\$ 2,000.00	\$ 5,749.80	\$ 5,749.80	\$ 3,749.80
101-215-719.000	HOSPITALIZATION	\$ -	\$ 1,151.84	\$ (1,393.74)	\$ -	\$ (1,151.84)
101-215-725.000	WORKERS' COMPENSATION	\$ -	\$ 15.12	\$ -	\$ -	\$ (15.12)
101-215-726.000	LIFE INSURANCE	\$ -	\$ 7.90	\$ -	\$ -	\$ (7.90)
101-215-900.000	PRINTING & PUBLISHING	\$ 4,200.00	\$ 500.00	\$ 2,094.67	\$ 2,094.67	\$ 1,594.67
101-215-911.000	CONFERENCE & WORKSHOPS	\$ -	\$ -	\$ 70.31	\$ 70.31	\$ 70.31
101-223-801.000	PROF & CONTR SERVICES	\$ 8,750.00	\$ 2,500.00	\$ 2,925.00	\$ 2,925.00	\$ 425.00
101-223-801.200	LEGAL	\$ -	\$ 13,000.00	\$ 13,440.42	\$ 13,440.42	\$ 440.42
101-230-702.000	ORD OFFICER WAGES	\$ -	\$ 9,000.00	\$ 8,534.00	\$ 8,534.00	\$ (466.00)
101-230-709.000	EMPLOYER'S FICA	\$ -	\$ 800.00	\$ 741.28	\$ 741.28	\$ (58.72)
101-230-725.000	WORKERS' COMPENSATION	\$ -	\$ 350.00	\$ -	\$ -	\$ (350.00)
101-230-752.100	OPERATING SUPPLIES	\$ -	\$ 13.90	\$ 195.59	\$ 195.59	\$ 181.69
101-230-801.200	ORD OFFICE LEGAL FEES	\$ -	\$ 300.00	\$ 772.50	\$ 772.50	\$ 472.50
101-230-850.000	TELEPHONE	\$ -	\$ 79.69	\$ 165.21	\$ 165.21	\$ 85.52
101-253-704.100	COMPENSATION - ELECTED	\$ 7,200.00	\$ 7,200.00	\$ 7,500.00	\$ 7,500.00	\$ 300.00
101-253-709.000	EMPLOYER'S FICA	\$ -	\$ 555.00	\$ 573.74	\$ 573.74	\$ 18.74
101-253-725.000	WORKERS' COMPENSATION	\$ -	\$ 5.67	\$ -	\$ -	\$ (5.67)
101-253-752.000	OFFICE SUPPLIES	\$ 350.00	\$ 350.00	\$ 318.89	\$ 318.89	\$ (31.11)
101-253-801.000	PROF & CONTR SERVICES	\$ 3,600.00	\$ 3,100.00	\$ 3,496.70	\$ 3,496.70	\$ 396.70
101-253-851.000	POSTAGE	\$ 500.00	\$ 1,200.00	\$ 500.00	\$ 500.00	\$ (700.00)
101-265-702.000	WAGES	\$ 17,600.00	\$ 10,000.00	\$ 10,081.31	\$ 10,081.31	\$ 81.31
101-265-709.000	EMPLOYER'S FICA	\$ -	\$ 300.00	\$ 307.73	\$ 307.73	\$ 7.73
101-265-717.000	RETIREMENT - MERS - EMPLOYER P	\$ -	\$ -	\$ 37.92	\$ 37.92	\$ 37.92
101-265-726.000	LIFE INSURANCE	\$ -	\$ -	\$ 3.32	\$ 3.32	\$ 3.32
101-265-752.000	OFFICE SUPPLIES	\$ -	\$ 150.00	\$ 14.85	\$ 14.85	\$ (135.15)
101-265-752.100	OPERATING SUPPLIES	\$ -	\$ 600.00	\$ 641.26	\$ 641.26	\$ 41.26
101-265-753.000	TOOLS & EQUIP (UNR CAP, THRESH	\$ 2,850.00	\$ 1,000.00	\$ 50.99	\$ 50.99	\$ (949.01)
101-265-776.000	SUPPLIES-BUILDING MAINTENANCE	\$ 1,350.00	\$ 750.00	\$ 288.79	\$ 288.79	\$ (461.21)
101-265-801.000	PROF & CONTRACTUAL SERVICES	\$ 10,000.00	\$ 1,500.00	\$ 1,606.40	\$ 1,606.40	\$ 106.40
101-265-920.000	ELECTRICITY	\$ 2,900.00	\$ 8,400.00	\$ 11,552.21	\$ 11,552.21	\$ 3,152.21
101-265-921.000	HEAT	\$ 2,800.00	\$ 5,000.00	\$ 4,140.88	\$ 4,140.88	\$ (859.12)
101-265-929.000	REPAIRS & MAINTENANCE	\$ -	\$ 3,000.00	\$ 1,027.76	\$ 1,027.76	\$ (1,972.24)
101-265-935.000	PROPERTY LIABILITY INSURANCE	\$ 10,000.00	\$ 11,000.00	\$ 13,902.61	\$ 13,902.61	\$ 2,902.61
101-265-940.000	BLDG & GROUNDS EQUIP RENTAL	\$ -	\$ -	\$ 85.83	\$ 85.83	\$ 85.83
101-301-717.000	RETIREMENT - MERS - EMPLOYER P	\$ 4,300.00	\$ -	\$ 6,152.80	\$ 6,152.80	\$ 6,152.80
101-301-719.000	POLICE HOSPITALIZATION	\$ -	\$ 32,196.94	\$ 32,478.43	\$ 32,478.43	\$ 281.49
101-301-726.000	LIFE INSURANCE	\$ 520.00	\$ 400.00	\$ 385.44	\$ 385.44	\$ (14.56)

GL Number	Description	18 Adopted	18 Amended	18 Activity	New Amended	Change
101-441-702.000	WAGES	\$ -	\$ 14,000.00	\$ 15,251.17	\$ 15,251.17	\$ 1,251.17
101-441-703.000	SALARIES	\$ -	\$ 52,572.80	\$ 38,189.90	\$ 38,189.90	\$ (14,382.90)
101-441-705.000	VACATION	\$ -	\$ 6,928.92	\$ 7,414.20	\$ 7,414.20	\$ 485.28
101-441-706.000	HOLIDAY	\$ -	\$ 2,000.00	\$ 3,514.97	\$ 3,514.97	\$ 1,514.97
101-441-709.000	EMPLOYER'S FICA	\$ -	\$ 6,974.56	\$ 5,894.59	\$ 5,894.59	\$ (1,079.97)
101-441-710.000	UNEMPLOYMENT	\$ 4,000.00	\$ 1,571.08	\$ 2,619.81	\$ 2,619.81	\$ 1,048.73
101-441-713.000	OVERTIME - WAGES	\$ -	\$ 500.00	\$ 269.95	\$ 269.95	\$ (230.05)
101-441-716.000	FUNERAL ALLOWANCE	\$ -	\$ 800.00	\$ 773.11	\$ 773.11	\$ (26.89)
101-441-717.000	RETIREMENT MERS EMPLOYER PAID	\$ -	\$ 9,077.05	\$ 17,697.71	\$ 17,697.71	\$ 8,620.66
101-441-718.000	MEDICAL SCREENING - PRE EMPLOY	\$ -	\$ 800.00	\$ 622.75	\$ 622.75	\$ (177.25)
101-441-719.000	HOSPITALIZATION	\$ -	\$ 37,000.00	\$ 31,813.16	\$ 31,813.16	\$ (5,186.84)
101-441-724.000	SICK PAY	\$ -	\$ 1,000.00	\$ 2,750.58	\$ 2,750.58	\$ 1,750.58
101-441-725.000	WORKERS' COMPENSATION	\$ -	\$ 3,415.70	\$ 1,558.81	\$ 1,558.81	\$ (1,856.89)
101-441-726.000	LIFE INSURANCE	\$ -	\$ 413.22	\$ 354.35	\$ 354.35	\$ (58.87)
101-441-751.000	LICENSE FEES	\$ -	\$ 400.00	\$ 225.00	\$ 225.00	\$ (175.00)
101-441-752.000	OFFICE SUPPLIES	\$ -	\$ 250.00	\$ 176.05	\$ 176.05	\$ (73.95)
101-441-752.100	OPERATING SUPPLIES	\$ 1,500.00	\$ 1,000.00	\$ 1,200.49	\$ 1,200.49	\$ 200.49
101-441-753.000	TOOLS & EQUIPMENT	\$ -	\$ 250.00	\$ 247.13	\$ 247.13	\$ (2.87)
101-441-767.000	CLOTHING - UNIFORMS	\$ 500.00	\$ 300.00	\$ 289.86	\$ 289.86	\$ (10.14)
101-441-801.000	PROFESSIONAL AND CONTRACTUAL	\$ -	\$ 350.00	\$ 1,296.51	\$ 1,296.51	\$ 946.51
101-441-850.000	TELEPHONE	\$ -	\$ 39.85	\$ 223.42	\$ 223.42	\$ 183.57
101-441-900.000	PUBLISHING & PRINTING	\$ -	\$ -	\$ 128.30	\$ 128.30	\$ 128.30
101-441-910.000	PROFESSIONAL DEVELOPMENT	\$ 200.00	\$ 100.00	\$ 228.00	\$ 228.00	\$ 128.00
101-441-929.000	REPAIRS & MAINTENANCE	\$ -	\$ 100.00	\$ 44.12	\$ 44.12	\$ (55.88)
101-441-940.000	EQUIPMENT RENTAL	\$ -	\$ -	\$ 1,445.53	\$ 1,445.53	\$ 1,445.53
101-448-920.100	ELECTRIC - STREET LIGHTING	\$ 19,000.00	\$ 19,000.00	\$ 21,909.90	\$ 21,909.90	\$ 2,909.90
101-524-702.000	WAGES	\$ 12,300.00	\$ 25,000.00	\$ 24,832.30	\$ 24,832.30	\$ (167.70)
101-524-709.000	EMPLOYER'S FICA	\$ -	\$ 750.00	\$ 1,048.93	\$ 1,048.93	\$ 298.93
101-524-713.000	OVERTIME	\$ -	\$ -	\$ 212.20	\$ 212.20	\$ 212.20
101-524-717.000	RETIREMENT - MERS - EMPLOYER P	\$ -	\$ 36.82	\$ 344.88	\$ 344.88	\$ 308.06
101-524-719.000	HOSPITALIZATION	\$ 41,300.00	\$ 472.92	\$ 2,377.48	\$ 2,377.48	\$ 1,904.56
101-524-725.000	WORKERS' COMPENSATION	\$ -	\$ -	\$ 30.45	\$ 30.45	\$ 30.45
101-524-726.000	LIFE INSURANCE	\$ -	\$ -	\$ 10.68	\$ 10.68	\$ 10.68
101-524-752.100	OPERATING SUPPLIES	\$ -	\$ 1,000.00	\$ 845.10	\$ 845.10	\$ (154.90)
101-524-753.000	TOOLS & EQUIP(UNDER CAP. THRE)	\$ -	\$ 2,500.00	\$ 1,661.54	\$ 1,661.54	\$ (838.46)
101-524-759.000	GAS OIL & GREASE	\$ 12,500.00	\$ 20,000.00	\$ 19,666.08	\$ 19,666.08	\$ (333.92)
101-524-801.000	PROF & CONTRACTUAL SERVICES	\$ 800.00	\$ 3,500.00	\$ 3,003.67	\$ 3,003.67	\$ (496.33)
101-524-850.000	TELEPHONE	\$ 1,500.00	\$ 1,500.00	\$ 805.05	\$ 805.05	\$ (694.95)
101-524-932.000	VEHICLE REPAIR & MAINTENANCE	\$ 14,700.00	\$ 15,500.00	\$ 10,579.04	\$ 10,579.04	\$ (4,920.96)
101-524-940.000	EQUIPMENT RENTAL	\$ -	\$ -	\$ 5,197.49	\$ 5,197.49	\$ 5,197.49
101-524-981.000	CAPITAL OUTLAY-VEHICLES	\$ 5,900.00	\$ 15,000.00	\$ 13,335.00	\$ 13,335.00	\$ (1,665.00)
101-525-702.000	WAGES	\$ 1,000.00	\$ 125.00	\$ 1,504.57	\$ 1,504.57	\$ 1,379.57
101-525-709.000	EMPLOYER'S FICA	\$ -	\$ 2.52	\$ 115.17	\$ 115.17	\$ 112.65
101-525-713.000	OVERTIME	\$ -	\$ -	\$ 51.93	\$ 51.93	\$ 51.93
101-525-717.000	RETIREMENT - MERS - EMPLOYER P	\$ -	\$ 2.90	\$ 21.19	\$ 21.19	\$ 18.29
101-525-719.000	HOSPITALIZATION	\$ -	\$ 14.23	\$ 79.02	\$ 79.02	\$ 64.79
101-525-726.000	LIFE INSURANCE	\$ -	\$ -	\$ 0.35	\$ 0.35	\$ 0.35
101-525-752.100	OPERATING SUPPLIES	\$ -	\$ 500.00	\$ 398.09	\$ 398.09	\$ (101.91)
101-525-801.000	PROFESSIONAL & CONTRACTUAL	\$ -	\$ 500.00	\$ 348.03	\$ 348.03	\$ (151.97)
101-525-940.000	EQUIPMENT RENTAL	\$ -	\$ -	\$ 1,113.50	\$ 1,113.50	\$ 1,113.50
101-528-702.000	WAGES	\$ 14,500.00	\$ 16,000.00	\$ 16,924.94	\$ 16,924.94	\$ 924.94
101-528-709.000	EMPLOYER'S FICA	\$ -	\$ 1,224.00	\$ 972.62	\$ 972.62	\$ (251.38)
101-528-713.000	OVERTIME WAGES	\$ -	\$ 1,100.00	\$ 1,121.31	\$ 1,121.31	\$ 21.31
101-528-717.000	RETIREMENT - MERS - EMPLOYER P	\$ -	\$ 40.12	\$ 164.37	\$ 164.37	\$ 124.25
101-528-719.000	HOSPITALIZATION	\$ -	\$ 464.48	\$ 915.46	\$ 915.46	\$ 450.98
101-528-726.000	LIFE INSURANCE	\$ -	\$ 50.00	\$ 43.85	\$ 43.85	\$ (6.15)
101-528-752.000	OFFICE SUPPLIES	\$ -	\$ 30.00	\$ -	\$ -	\$ (30.00)
101-528-752.100	OPERATING SUPPLIES	\$ -	\$ 1,250.00	\$ 810.86	\$ 810.86	\$ (439.14)
101-528-759.000	GAS OIL & GREASE	\$ 1,000.00	\$ 1,500.00	\$ 1,626.31	\$ 1,626.31	\$ 126.31
101-528-801.100	PROF & CONTR SERVICES-RESIDENT	\$ 26,000.00	\$ 35,000.00	\$ 36,227.84	\$ 36,227.84	\$ 1,227.84
101-528-851.000	POSTAGE	\$ -	\$ -	\$ 32.70	\$ 32.70	\$ 32.70
101-528-900.000	PUBLISHING & PRINTING	\$ -	\$ -	\$ 26.50	\$ 26.50	\$ 26.50
101-528-932.000	VEHICLE REPAIRS & MAINTENANCE	\$ -	\$ 1,000.00	\$ 24.33	\$ 24.33	\$ (975.67)
101-528-940.000	EQUIPMENT RENTAL	\$ 12,000.00	\$ 17,000.00	\$ 17,694.91	\$ 17,694.91	\$ 694.91
101-528-950.000	RECYCLE BINS	\$ -	\$ -	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
101-528-979.000	FIXED ASSET - YD & STORAGE	\$ -	\$ -	\$ 4,790.00	\$ 4,790.00	\$ 4,790.00
101-751-801.000	PROF & CONTR SERVICES (PR)	\$ -	\$ 2,000.00	\$ 1,564.67	\$ 1,564.67	\$ (435.33)
Total Revenues:		\$ 915,360.00	\$ 967,462.75	\$ 1,017,886.01	\$ 1,017,885.12	\$ 50,422.37
Total Expenditures:		\$ 483,870.00	\$ 818,851.12	\$ 866,949.03	\$ 868,342.77	\$ 49,493.65
Net of Rev/Exp:		\$ 431,490.00	\$ 148,611.63	\$ 150,936.98	\$ 149,542.35	\$ 930.72