

**VILLAGE OF NEWBERRY
VILLAGE COUNCIL MEETING
Monday, February 19, 2018
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, January 15, 2018 at 6:00 p.m.

6. VILLAGE PRESIDENT ANNOUNCEMENTS

1. None Prescheduled

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 – January 2018

101	General Fund	\$60,919.81
202	Major Street Fund	\$1,351.38
203	Local Street Fund	\$2,851.38
213	Fire Revolving Fund	\$14,346.39
409	TORC	\$91,777.92
590	Sewage Receiving Fund	\$39,016.40
Total:		\$210,263.28

2. Village of Newberry – Cash Balance – December 2017

3. Water & Light – Monthly Bills – January 2018

582	Electric Fund	\$298,020.05
591	Water Fund	\$19,593.39
Total:		\$317,613.44

4. Water & Light – Cash Balance – December 2017

5. Treasurer's Report

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. Email from Rebecca Handa
2. Letter from Miller, Canfield, Paddock and Stone, P.L.C.

10. INTRODUCTION AND ADOPTION OF ORDINANCES AND RESOLUTIONS

1. None Prescheduled

11. REPORTS OF BOARDS

1. Water & Light Board Meeting from Tuesday, February 13, 2018
2. Planning Commission Meeting – Monday, January 22, 2018

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
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 February 19, 2018 meeting: Department of Public Works/ Wastewater Treatment Plant (DPW/WWTP) Committee; Finance Committee; Management Committee; Ordinance Committee; Project Rising Tide, Strategic Health Alliance, and Safety Committee; Fire Committee.

1. Project Rising Tide
2. Save The Bells

582 Christmas Lights Fund – as of 1/31/18

\$16,116.82

14. UNFINISHED BUSINESS

1. None Prescheduled

15. NEW BUSINESS

1. Invite Proposals for Utility & Accounting Software
2. AECOM Proposal
3. Council Rules of Conduct

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
January 15, 2018
302 East McMillan Ave.
6:00 p.m.

Present: President DeWitt, Trustees: Downey, Hardenbrook, Hendrickson, Medelis.

Absent: Brown.

Also Present: Village Manager - James-Mesloh, Assistant Village Manager - Vallad, Clerk - Schummer, Superintendent WWTP - Blakely, Director of Human Resources & Community Engagement - Watkins, Superintendent of Water & Light - Perry, Ordinance Enforcement Officer - Fossitt, Jim Diem, Steve Stiffler, Don Jones, E. Buckler, Mike Schnorr, Don Ratliff, Greg Rathje.

Call to Order: President DeWitt 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 Hendrickson, support by Downey, **CARRIED**, to approve the agenda. Ayes: All. Absent: Brown.

Minutes: Moved by Hendrickson, support by Downey, **CARRIED**, to approve the December 18, 2017, regular meeting minutes as written. Ayes: All. Absent: Brown. Moved by Downey, support by Hendrickson, **CARRIED**, to approve the January 3, 2018, Special Session meeting minutes as written. Ayes: All. Absent: Brown.

Public Comments on Agenda Items: Comments heard from: E. Buckler – 412 W. Ave. C.

Village President's Announcements: President DeWitt asked for a moment of silence in honor of W&L Board member Jim Johnson's wife Pat, who recently passed away.

Submission of Bills and Financial Updates:

- 1.) Village of Newberry – Monthly Bills. Moved by Medelis, support by Hendrickson, **CARRIED**, to approve the December 2017 bills as presented, in the amount of \$111,136.17. Discussion followed. Ayes: All. Absent: Brown.
- 2.) Village of Newberry - Cash Balance – November 2017. Reviewed.
- 3.) Water & Light monthly bills for December 2017. Moved by Medelis, support by Downey, **CARRIED**, to pay December payables in the amount of \$193,354.62. Discussion followed. Ayes: All. Absent: Brown.
- 4.) Water & Light – Cash Balance – November 2017 - Reviewed.
- 5.) Treasurer's Report - Accepted by Council as presented.

Petitions and Communications:

- 1.) FOIA Request – Eric Buckler
- 2.) FOIA Request – Pentland Township
- 3.) Letter from Eric Buckler

Introduction and Adoption of Ordinances and Resolutions: Moved by Hendrickson, support by Downey, **CARRIED**, to adopt the Resolution for the Village of Newberry's 2018 appointments to the Newberry Water & Light Board, the Planning Commission, and the Committees. Ayes: All. Absent: Brown.

Reports of Boards:

- 1.) Water & Light Board Meeting from Tuesday, January 9, 2018: Medelis gave the report.
- 2.) Planning Commission Meeting: Meeting is scheduled for January 22, 2018.

Reports of Village Officers and Management:

- A.) Fire Chief: Nothing to report.
- B.) Ordinance Enforcement Officer: Fossitt gave a verbal report.

- C.) Director of Human Resources & Community Engagement: Watkins gave a verbal as well as written report.
- D.) Superintendent of Wastewater Treatment Plant: Blakely gave a verbal as well as written report.
- E.) Superintendent of Water & Light: Perry gave a written as well as a verbal report.
- F.) Superintendent of Parks and Recreation: Still waiting for grant reimbursements for Atlas Park and TORC.
- G.) Assistant Village Manager: Vallad gave a verbal report as well as charts given to Council.
- H.) Village Manager: James-Mesloh gave a verbal report as well as written report.

Committee Reports:

- 1.) Management: DeWitt gave a verbal report.
- 2.) Save the Bells: The Save the Bells fund balance is now at \$14,969.43. A circus is going to be held in Newberry on July 2, 2018 to raise funds for the Save the Bells project.

Unfinished Business: None.

New Business:

- 1. Trustee Vacancy: Moved by Hendrickson, support by Hardenbrook, **CARRIED**, to approve Kelsey Auttersen, for the Village Council vacancy, as recommended by Village President DeWitt. Ayes: All. Absent: Brown.

Public Comment: Comments were heard from: Don Ratliff – 309 E. Truman, Don Jones – 514 E. Ave. B, E. Buckler – 412 W. Ave. C, Greg Rathje – Pentland Township.

Comments by Council Members: Comments heard from: Medelis, Hendrickson.

Adjourn Meeting: Moved by Medelis, support by Hendrickson, **CARRIED**, to adjourn the meeting at 7:01 p.m. Ayes: All. Absent: Brown.

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

Terese Schummer, Clerk

John Dewitt, Village President

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	AFLAC	AFLAC PRETAX	38.16
			AFLAC PRETAX	38.16
			AFLAC POST TAX	20.40
			AFLAC POST TAX	20.40
		PRUDENTIAL GROUP INVESTMENT	PRUDENTIAL GROUP 352514	140.00
			PRUDENTIAL GROUP 352514	140.00
		EFTPS	FEDERAL WITHHOLDING	66.03
			FEDERAL WITHHOLDING	1,011.15
			FEDERAL WITHHOLDING	2,065.35
			FEDERAL WITHHOLDING	149.16
			FEDERAL WITHHOLDING	1,758.85
			FICA WITHHOLDING	30.57
			FICA WITHHOLDING	372.00
			FICA WITHHOLDING	1,814.12
			FICA WITHHOLDING	1,097.41
			FICA WITHHOLDING	153.45
			FICA WITHHOLDING	17.44
			FICA WITHHOLDING	1,252.54
			MEDICARE WITHHOLDING	7.15
			MEDICARE WITHHOLDING	87.00
			MEDICARE WITHHOLDING	424.28
			MEDICARE WITHHOLDING	256.66
			MEDICARE WITHHOLDING	35.90
			MEDICARE WITHHOLDING	4.08
		STATE OF MICHIGAN	MEDICARE WITHHOLDING	292.95
			STATE WITHHOLDINGS	20.95
			STATE WITHHOLDINGS	241.92
			STATE WITHHOLDINGS	621.78
			STATE WITHHOLDINGS	756.15
		VILLAGE OF NEWBERRY	STATE WITHHOLDINGS	86.63
			STATE WITHHOLDINGS	862.71
			BCBS VON/DPW	696.87
			BCBS VON/DPW WITHHOLDING	446.25
			BCBS WWTP	116.46
		MIDLAND FUNDING LLC	BCBS WWTP	170.66
			CASE NO.08-2785-GC GARNISH	37.50
		MICHIGAN COUNCIL 25	CASE NO.08-2785-GC GARNISH	37.50
			MI COUNCIL 25/UNION DUES	198.50
		MERS DC PLAN # 110341	HYBRID (DC) SELF PAY	334.58
			TOTAL:	15,921.67
GOVERNING BODY	GENERAL FUND	D S TECH	6-COUNCIL MICROSOFT	21.00
			PRESIDENT MICROSOFT & ANTI	21.99
		NEWBERRY NEWS INC	11/15 WINTER PARKING	42.00
			11/22 WINTER PARKING	42.00
			11/29 WINTER PARKING	42.00
			11/29 GARBAGE ORDINANCE	42.00
			11/29 PUBLIC HEARING	81.00
			TOTAL:	291.99
		VILLAGE PRESIDENT	291--0578	26.62
			PRESIDENT 291-0578	26.67
			TOTAL:	53.29
ADMINISTRATION	GENERAL FUND	VERIZON	FAX & DATA PLANS	68.12
			291-0530	26.62

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			291-0606	26.62
			MANAGER 291-0530	26.67
			ASST MANAGER 291-0606	26.67
			TOTAL:	174.70
FINANCE	GENERAL FUND	ANDERSON TACKMAN & CO D S TECH	ASSITANCE WITH W/P FOR GAR	247.50
			REMOTING FOR GARY	344.25
			MONITORED BACKUP	7.50
			ADDITIONAL GB STORAGE	63.82
			5-MICROSOFT OFFICE 365	42.50
			REMOTE MONITOR WITH PATCH	9.98
		HTC-HIAWATHA TELEPHONE CO	JAMADOTS INTERNET	95.00
			JAMADOTS INTERNET	95.00
		FIRST ADVANTAGE LNS OCC HEALTH	MOULTON DRUG TESTING	42.89
		CYNDI MCBRIDE	ASSISTANCE WITH W 2'S	45.00
		NORTHERN CREDIT BUREAU	D BURKE	46.54
		PLANTE & MORAN	ASSIST BUDGET	344.10
		RAHILLY IGA	PAPER PLATES, CUTLERY, SOA	12.13
		US BANK EQUIP FINANCE	COPIER LEASE AND SURCHARGE	192.98
			COPIER LEASE & SURCHARGE	192.98
			TOTAL:	1,782.17
CLERK	GENERAL FUND	D S TECH	FIOA ASSIST	229.50
		NATIONAL OFFICE PRODUCTS	PAPER	37.50
			END OF YEAR TAX SUPPLIES	243.00
			BILLING STOCK	250.65
		VERIZON	PENS	7.99
			291-0055	26.62
			FAX AND DATA PLAN	38.17
			HR 291-0055	26.67
			TOTAL:	860.10
ORDINANCE OFFICER	GENERAL FUND	BECKETT & RAEDER	PLANNING SERVICES	60.00
		VERIZON	ORD OFFICER 291-0583	53.34
			TOTAL:	113.34
TREASURER	GENERAL FUND	MANATRON	ANNUAL TAX SOFTWARE SUPPOR	1,141.88
		NATIONAL OFFICE PRODUCTS	TREASURER TONER	131.50
			TOTAL:	1,273.38
BUILDING & GROUNDS	GENERAL FUND	AMERICAN LEGION POST	FLAGS FOR DOWNTOWN	192.50
		BOWMAN GAS COMPANY	66#S LP GAS FOR FORKLIFT	30.77
			HEAT DPW	28.35
			HEAT DPW	14.18
		D & D HOME CENTER	GLOVES	6.99
		DANNY'S AUTO VALUE INC	AIR HOSE	5.72
		FOSTER HARDWARE	FINANCE CHARGE	11.82
			SEAT WOOD ELONGATED	41.99
		GREAT LAKE FIRE & SAFETY	9-YEARLY MAINT FIRE EXT	144.00
			1-REFILL	18.00
		LYNN AUTO PARTS INC.	7-ORINGS & VALVES	56.00
			WIRE CONNECTORS	26.78
		MISS DIG SYSTEM	AIR CHUCK	12.49
		QUINLAN, AMY	811 MEMBERSHIP FEE- DPW	83.60
			NOV WEEKLY CLEANING	125.00
			JANUARY 2018 CLEANING	125.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		SEMCOENERGY GAS COMPANY	DPW #0235827-500	563.08
			41L #0235239-502	15.06
			41L #0235240.502	91.20
			TOTAL:	1,592.53
ATTORNEY	GENERAL FUND	SONDEE, RACINE & DOREN PLC	LEGAL SERVICES FOR DEC 201	385.08
			TOTAL:	385.08
FRINGE BENEFITS	GENERAL FUND	EFTPS	FICA WITHHOLDING	30.57
			FICA WITHHOLDING	372.00
			FICA WITHHOLDING	1,814.12
			FICA WITHHOLDING	1,097.41
			FICA WITHHOLDING	153.45
			FICA WITHHOLDING	17.44
			FICA WITHHOLDING	1,252.54
			MEDICARE WITHHOLDING	7.15
			MEDICARE WITHHOLDING	87.00
			MEDICARE WITHHOLDING	424.28
			MEDICARE WITHHOLDING	256.66
			MEDICARE WITHHOLDING	35.90
			MEDICARE WITHHOLDING	4.08
			MEDICARE WITHHOLDING	292.95
		FIRST BANK UPPER MICHIGAN	LORI STOKES H S A 2018	200.00
			KENNY UHLBECH H S A 2018	1,000.00
			BUCK VALLAD H S A 2018	1,000.00
			MICHELLE BAYNTON H S A 201	1,000.00
			DONALD HOOPER H S A 2018	1,400.00
			MARY JORDAN H S A 2018	1,000.00
			JERRY OVERLAND H S A 2018	700.00
			ALLISON WATKINS H S A 2018	500.00
			BEVERLY HOLMES H S A 2018	500.00
			CYNDI MCBRIDE H S A 2018	1,000.00
		KITZMAN, JAMES	BLUE CROSS/BLUE SHIELD REB	28.25
		M.E.R.S.	ADMIN	2,601.94
		MERS DC PLAN # 110341	VON DEFINED BENEFIT PART	1,139.21
		MICHIGAN MUNICIPAL RISK MANAGEMENT	HYBRID (DC) RETIREMENT	334.58
			DPW	1,004.27
			CLERICAL OFFICE	1,548.36
			DPW	368.50
			CLERICAL OFFICE	568.15
		MICHIGAN MUNICIPAL W/C FUND	VON 5.42%	242.71
			DPW 13.20%	591.10
			TOTAL:	22,572.62
POLICE DEPARTMENT	GENERAL FUND	FIRST BANK UPPER MICHIGAN	JAMES KITZMAN H S A 2018	4,000.00
			TOTAL:	4,000.00
PUBLIC WORKS	GENERAL FUND	D & D HOME CENTER	RETURNED BROWN SCREWS	25.00-
		LYNN AUTO PARTS INC.	CABLE TIES	8.98
		U P IMAGING PC	PRE-EMPLOY EXAM K HOLLINGS	40.00
			PRE-EMPLOY EXAM F GENTZ	45.00
		VERIZON	291-0583	53.25
			291-0136	26.62
			MECHANIC 291-0136	26.67
			TOTAL:	175.52

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
SEWAGE DISPOSAL	GENERAL FUND	RANGE TELECOMMUNICATIONS	MISS DIG DECEMBER 2017	15.83
			TOTAL:	15.83
MOTOR POOL	GENERAL FUND	AT&T	DPW 293-5761	121.00
			293-5761	105.91
		DANNY'S AUTO VALUE INC	DELCO BATTERY-HOLDER	102.95
			LUBE DISPENCER	30.99
		FOSTER HARDWARE	FASTENERS	11.99
			TUBE VINYL	1.99
			FASTENERS	29.82
			KEYS	17.94
		HELEN NEWBERRY JOY HOSPITAL	HOLLINGSHEAD, GENT PRE-EM	206.00
			DONALD HOOPER - EXAM	39.00
		FIRST ADVANTAGE LNS OCC HEALTH	GENTZ & HOLLINGSHEAD	85.78
		LYNN AUTO PARTS INC.	FUEL CONDITIONER	73.74
			FLASHER #40	4.29
			STARTER FLUID	7.98
			BLASTER PENETRANT	5.69
			TARP FASTENERS	4.58
			12V WORK LIGHT	23.98
			RELAY WORK LIGHTS WIRING	13.29
			FUSE HOLDER	3.69
			5 GAL HYD FLUID	75.49
			TIRE TOOL	4.29
			TIRE VALVE CAPS	18.76
			FUEL FILTER #37	8.14
		MARK'S TIRE	ROAD MASTER RM185 14PLY	296.23
		MIDWAY RENTALS & SALES	CUTTING BOLT ON BEVEL	168.82
			BOOM HARNESS	259.32
		NEALS AUTOMOTIVE PARTS INC	HYDRAULIC OIL	270.00
			COUPLER/HOSE#40	56.05
		OK INDUSTRIAL SUPPLY	LOCK WASHERS, HEX NUTS	22.50
		PICKELMANS PETRO	FLEET FUEL DPW	1,214.07
		WEX BANK - SPEEDWAY UNIVERSAL	FLEET FUEL DPW	2,231.88
			TOTAL:	5,516.16
STORM SEWERS	GENERAL FUND	D S TECH	COMPUTER REPAIR	97.62
			TOTAL:	97.62
RUBBISH	GENERAL FUND	TRASH STICKERS INC	TRASH STICKERS INC	768.00
		WASTE MANAGEMENT	497-000012-0413-0 82.12 TO	2,835.52
			23.45 TONS #497-0000012-04	2,490.29
			TOTAL:	6,093.81
ROUTINE MAINTENANCE	MAJOR STREET FUND	FIRST BANK UPPER MICHIGAN	DONALD HOOPER H S A 2018	600.00
			JERRY OVERLAND H S A 2018	300.00
		MICHIGAN MUNICIPAL W/C FUND	MAJOR STREETS	451.38
			TOTAL:	1,351.38
ROUTINE MAINTENANCE	LOCAL STREET FUND	FIRST BANK UPPER MICHIGAN	DONALD HOOPER H S A 2018	1,600.00
			JERRY OVERLAND H S A 2018	800.00
		MICHIGAN MUNICIPAL W/C FUND	LOCAL STREETS	451.38
			TOTAL:	2,851.38
FIRE	FIRE REVOLVING FUN	ALADDIN FIRE PROTECTION LLC	LOW PRESURE CYLINDERS & S	3,383.50
		ANDERSON, PETE	SNOWPLOWING FIRE DEPT NOV	60.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		AT&T	SNOWPLOWING FOR JAN 2018	321.00
			FIRE 293-8541	158.59
		D & D HOME CENTER	293-8541	124.67
		D S TECH	SCREWS, BOLTS, BRUSHES	26.53
			1-MONITORING WITH PATCH	4.99
		FIRSTDUE	1-MICROSOFT OFFICE	17.00
		MAC'S MARKET INC	FIREMAN GEAR	1,222.09
		MICHIGAN MUNICIPAL RISK MANAGEMENT	BATTERIES	20.55
			FIREFIGHTERS	2,219.86
			FIREFIGHTERS	814.55
		MICHIGAN MUNICIPAL W/C FUND	FIRE 20.72%	927.84
		OSHKOSH FIRE & POLICE EQUIPMENT INC	STANDARD HARNESS & BELT	4,100.00
			CYLINDER LATCH AP50	107.50
		SEMCOENERGY GAS COMPANY	NFD #0235900.500	544.29
		SNYDERS DRUG STORE	CLIP BOARDS FOR FIRE DEPAR	38.43
		SONDEE, RACINE & DOREN PLC	LEGAL SERVICES FOR DEC 201	75.00
		SUNOCO SUNTRAK	FINANCE CHARGES/ PAPER CHA	100.17
			FINANCE CHARGE/PAPER CHARG	79.83
			TOTAL:	14,346.39
TORC	TORC	BACCO CONSTRUCTION	WORK ON TORC SITE-PARKING	91,777.92
			TOTAL:	91,777.92
SEWER SYSTEM	SEWAGE RECEIVING F	ANDERSON, PETE	REPLACED DAMAGED SEWER LIN	554.37
		AT&T	O & M 293-8141	190.33
			293-8141	185.35
		ATT U-VERSE	O & M INTERNET #134195879	54.46
		BOWMAN GAS COMPANY	66#S LP GAS FOR FORKLIFT	30.78
		BURBACH OIL COMPANY	FUEL FOR GENERATOR AND BAC	988.00
		D & D HOME CENTER	CREDIT	106.08-
			PERMATEX, BOLTS, NUTS	30.42
			LIQUID NAILS, LUMBER	91.51
			PVC PLUGS	6.98
			LUMBER	75.27
			SCREWS, LUMBER	45.76
			PLYWOOD	30.99
			PAINT SPRAYER	154.99
			PUMP COUPLER	11.99
		DANNY'S AUTO VALUE INC	PAINT KILZ	27.98
			E-CLIP	0.40
			FINANCE CHARGE	1.50
		D S TECH	TIRE GAGE	9.84
			MONITORED BACKUP	7.50
			ADDITIONAL GB STORAGE	63.82
			3-MICROSOFT	10.50
			REMOTE MONITOR WITH PATCH	9.98
			1-OFFICE 365	17.00
			COMPUTER REPAIR	97.63
		FOSTER HARDWARE	PLOW CLIPS #80	7.96
			PAINT	57.98
			HD ALUM PUSHER	44.99
			HAND SCOOP/RESPIRATOR	14.98
			LIQUID SANDER/PAINT	37.98
			PAINT	28.99
		FIRST BANK UPPER MICHIGAN	LORI STOKES H S A 2018	600.00
			KENNY UHLBECH H S A 2018	1,000.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			BUCK VALLAD H S A 2018	1,000.00
			MICHELLE BAYNTON H S A 201	1,000.00
			DONALD HOOPER H S A 2018	200.00
			MARY JORDAN H S A 2018	1,000.00
			TOM MAGNUSON H S A 2018	4,000.00
			JERRY OVERLAND H S A 2018	100.00
			DAN PUCKETT H S A 2018	2,000.00
			ALLISON WATKINS H S A 2018	500.00
			BEVERLY HOLMES H S A 2018	500.00
			CYNDI MCBRIDE H S A 2018	1,000.00
			DARRELL NANTELL H S A 2018	4,000.00
			MOVE 1 INCH CONDUIT AWAY S	140.00
			7-YEARLY FIRE EXT MAINT	54.25
			PLANNED SERVICE AGREEMENT	1,075.00
			SEAL LD ACID BATTERIES	73.94
			DISTILLED WATER	12.00
			HAND SANITIZER	4.00
			DISTILLED WATER	22.00
			DISTILLED WATER	12.00
			ASSISTANCE WITH W 2'S	45.00
			O & M	7,368.06
			WWTP	4,160.95
			WWTP	1,526.80
			811 MEMBERSHIP FEE- WWTP	208.99
			O & M 13.08%	585.72
			BILLING STOCK	250.65
			GLASS BEAKER/FILTERS	774.14
			QA/QC STANDARD	31.54
			D BURKE	46.54
			FUEL WWTP	64.33
			FUEL - WWTP	64.33
			ASSIST BUDGET	344.10
			O & M #0358994.500	776.42
			BIOSOLDS LAND APP FEE 2018	400.00
			DRY TONS REPORTED 89	550.02
			LEGAL SERVICES FOR DEC 201	60.00
			HACH TNT LOW & HIGH RANGE	220.68
			SHIPPING	22.90
			REPLAC TUBE CHEMICAL FEED	173.22
			CARHARTT WORK JEANS	29.99
			SHEET PROTECTORS & CABLE T	46.60
			SHIPPING	22.00
			TEST STRIPS	59.49
			2910599	53.25
			WWTP 1628	53.34
			TOTAL:	39,016.40

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
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===== FUND TOTALS =====			
101	GENERAL FUND		60,919.81
202	MAJOR STREET FUND		1,351.38
203	LOCAL STREET FUND		2,851.38
213	FIRE REVOLVING FUND		14,346.39
409	TORC		91,777.92
590	SEWAGE RECEIVING FUND		39,016.40

	GRAND TOTAL:		210,263.28

TOTAL PAGES: 7

VILLAGE OF NEWBERRY

Cash Balance Report

Jan-18

G/L Account	Fund 101	Fund 202	Fund 203	Account Balance	BANK INFORMATION	Amount
001	Cash	218,310.51	123,035.84	(252,102.42)	89,243.93	

First National St Ignace A/C#7702806 Fire Dept Ca
First National St Ignace A/C#7702814 Fire Revolvli
First National St Ignace A/C#7703192 Fire Millage

First National St Ignace A/C#5000195 General che
mBank A/C#9960546 General fund
mBank A/C#13184346 Garbage stickers
Tahquamenon Area Credit Union A/C#4103598 Cr

First National St Ignace A/C#7703184 Tax Appropri
First National St Ignace A/C#7703283 Equipment
TOTAL

First National St Ignace A/C#7702798 O and M fur
First National St Ignace A/C#7702780 Sewage Rec

First National St Ignace A/C#7702822 Tax account
mBank A/C#1002015 Tax account

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
NON-DEPARTMENTAL	ELECTRIC FUND	AFLAC	AFLAC PRE-TAX	23.22		
			AFLAC PRE-TAX	23.22		
			AFLAC POST TAX	36.30		
			AFLAC POST TAX	36.30		
		EFTPS	FEDERAL WITHHOLDING	1,406.79		
			FEDERAL WITHHOLDING	11.15		
			FEDERAL WITHHOLDING	1,022.68		
			FICA W/H	779.20		
			FICA W/H	12.40		
			FICA W/H	226.73		
			FICA W/H	704.06		
			MEDICARE W/H	182.24		
			MEDICARE W/H	2.90		
			MEDICARE W/H	53.03		
			MEDICARE W/H	164.66		
		STATE OF MICHIGAN	STATE WITHHOLDING	515.56		
			STATE WITHHOLDING	8.50		
			STATE WITHHOLDING	469.66		
		NATIONWIDE RETIREMENT SOLUTIONS	NATIONWIDE	41.02		
			NATIONWIDE	41.02		
		MISC VENDORS	ZERBY, BEATRICE	3-01240-04	153.91	
			TUYO, MICHAEL D	4-01730-07	127.33	
			TIBBS, MARY J	6-01080-05	232.02	
		BLUE CROSS BLUE SHIELD OF MICHIGAN	RETIREES COMPANY PAYS	289.59		
		MICHIGAN COUNCIL 25	MI COUNCIL 25/UNION DUES	198.50		
		MERS DC PLAN #110353	NOV HYBRID (DC) SELFPAY	237.04		
			NOV HYBRID (DC) SELFPAY	237.04		
		STATE OF MICHIGAN	OCTOBER 2017 PA95 COLLECTI	1,262.33		
			NOVEMBER 2017 PA95 COLLECT	1,265.27		
			DECEMBER 2017 PA95 COLLECT	1,266.67		
			AUGUST 2017 PA 95 COLLECTI	1,305.86		
			SEPTEMBER 2017 PA 95 COLLE	1,260.72		
		STATE OF MICHIGAN	SOM - SALES TAX COLLECTED	6,310.03		
			TOTAL:	19,906.95		
		ELECTRIC DISTRIBUTION	ELECTRIC FUND	MISS DIG SYSTEM INC	MISS DIG MEMBERSHIP FEE-EL	334.39
					QUINLAN, AMY	NOV CLEANING
				CLOVERLAND ELECTRIC CO-OP	POLE CONTRACT RENTAL FEES	324.00
					D & D HOME CENTER	TAPE
				DSTECH	MONITORED BACKUP OF SERVER	15.00
					ADDITIONAL GB STORAGE	129.11
					11-MICROSOFT OFFICE 365	187.00
9-MONITORING, ANTIVIRUS	44.91					
1-MICROSOFT EXCHANGE	3.50					
REMOTE MONITORING WITH A P	4.00					
11-MICROSOFT OFFICE 365	187.00					
9-MONITORING, ANTIVIRUS	44.91					
1-MICROSOFT EXCHANGE	3.50					
MONITOR BACKUP OF SERVER	15.00					
ADDITIONAL GB STORAGE	128.91					
FIXED ASST MANAGER PRINTER	106.25					
MONITOR BACK OF SERVER	7.50					
ADDITIONAL GB STORAGE	63.82					
11-MICROSOFT OFFICE 365	80.75					
9-MONITORING, ANTIVIRUS	22.47					
1-MICROSOFT EXCHANGE	1.75					

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		FOSTER'S ACE HARDWARE	REMOTE MONITORING W/PATCH	17.47
			VINYL TUBE BELLS	6.90
			VINYL TUBE BELLS	6.10
			VINYL TUBE, BUTT SPLICES B	39.24
			PULL GATE ORN	15.98
			FASTENERS/LAMP HOLDERS/ BOL	30.06
			LAMP HOLD/SCREWS/BOLTS	23.73
			SCREWDRIVER SET	9.99
			DUCT TAPE	9.99
		HELEN NEWBERRY JOY HOSPITAL	PRE-EMPLOY EXAM L BURTON	94.00
		HIAWATHA TELEPHONE COMPANY	JAMADOTS INTERNET	50.00
		MICHIGAN MUNICIPAL ELECTRIC ASSOCIATIO	2018 DUES AND MEMBERSHIP	3,442.00
		MICHIGAN PUBLIC POWER AGENCY	DEC 2017 MPPA SERVICE	113.59
		NEWBERRY NEWS	11/1 BELLS	48.00
			11/8 BELLS	48.00
			11/22 BELLS	48.00
			12/13 BELLS	48.00
			12-20 BELLS	48.00
		SONDEE, RACINE & DOREN, P.L.C.	LEGAL SERVICES FOR NOV 201	742.50
			LEGAL SERVICES FOR DEC 201	375.00
		STANDARD ELECTRIC COMPANY	INTK4121C P-CELL 1800W 120	20.28
		STATE OF MICHIGAN - MIDEAL PROGRAM	MEMBERSHIP 1/1/2018-12/31/	45.00
		TAHQUAMENON AREA CREDIT UNION	ITEMS RETURNED	479.86
			POSTAGE	13.40
			POSTAGE	49.00
			POSTAGE	6.65
			DEC 2017 CHARGES	196.00
			POSTAGE	6.65
			HANGING FILE FOLDERS	35.96
		US POSTAL SERVICE	UTILITY BILLING	495.87
		UTILITY SALES AND SERVICE	TUBE HOSE CARRIER	2,467.14
		US BANK EQUIP FINANCE	LEASE #500-054770	192.98
		VERIZON	FAX & DATA PLAN	68.13
			291-0578	26.63
			291-0530	26.63
			291-0606	26.63
			291-0055	26.63
			291-0136	26.63
			FAX & DATA PLAN	98.20
			PRES 291-0578	26.67
			MANAGER 291-0530	26.67
			ASST MANAGER 291-0606	26.67
			HR 291-0055	26.67
			MECHANIC 291-0136	26.67
			PRES 291-1629	13.90
			MANAGER 291-1223	13.90
			ASST MANAGER 291-1621	13.90
			SUPERINTENDENT 291-1627	27.79
			HR & CE	13.90
			COUNCIL CHAMBERS 291-1633	13.35
			FINANCE 291- 1625	13.90
			AUTOMATED	0.24
		WNBY RADIO	WNBY RADIO BELLS	300.00
			TOTAL:	10,952.06
ADMINISTRATION	ELECTRIC FUND	EFTPS	FICA W/H	779.20

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			FICA W/H	12.40
			FICA W/H	226.73
			FICA W/H	704.06
			MEDICARE W/H	182.24
			MEDICARE W/H	2.90
			MEDICARE W/H	53.03
			MEDICARE W/H	164.66
		BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEES	9,816.12
			RETIRES COMPANY PAYS	1,158.38
		JARRET BROW	BLUE CROSS/BLUE SHIELD REB	108.46
		QUINLAN, AMY	NOV CLEANING SUPPLIES	55.35
		MI MUNICIPAL RISK MANAGEMENT AUTHORITY	LIABILITY/PROPERTY PREMIUM	3,936.12
			LIABILITY/PROPERTY PREMIUM	1,444.30
		DSTECH	W&L COMPUTER REPAIR	97.62
		CYNDI McBRIDE	ASSISTANCE WITH W 2'S	45.00
		NORTHERN CREDIT BUREAU	D BURKE #30093016	46.54
		MERS DC PLAN #110353	NOV HYBRID (DC) RETIREMENT	237.04
			NOV HYBRID (DC) RETIREMENT	237.04
		MERS *** DO NOT CASH CHECK *** (EFT	WL DEFINED BENEFIT	1,070.00
			ADMIN FLAT RATE	587.00
			WL DEFINED BENEFIT PART	756.15
			WL DEFINED BENEFIT	1,070.00
			ADMIN FLAT RATE	587.00
			WL DEFINED BENEFIT PART	756.15
		FIRST BANK UPPER MICHIGAN	MICHELLE BAYNTON H S A 201	1,000.00
			MARY JORDAN H S A 2018	1,000.00
			ALLISON WATKINS H S A 2018	500.00
			BEVERLY HOLMES H S A 2018	500.00
			CYNDI McBRIDE H S A 2018	1,000.00
			DAVE PATTERSON H S A 2018	2,000.00
			LORI STOKES H S A 2018	1,600.00
			KENNY UHLBECH H S A 2018	1,000.00
			BUCK VALLAD H S A 2018	1,000.00
		LIVELY, JOSEPH	COMPUTER FROM DS TECH	114.48
		MICHIGAN MUNICIPAL WC FUND	ELECT WORK COMP	613.94
		MICHIGAN MUNICIPAL LEAGUE	5 CDL CONSORIUM DRIVERS FE	350.00
		NATIONAL OFFICE PRODUCTS	BILLING STOCK	250.65
		NEWBERRY NEWS	12/20 COMMENTS	81.00
		NEWBERRY WATER & LIGHT	BC/BS WITHHOLDING	511.09
			BC/BS WITHHOLDING	853.32
		PERRY, MATTHEW	BLUE CROSS/BLUE SHIELD REB	125.31
		SEMCO ENERGY GAS CO.	DEC GAS BILL ACCT #0235237	1,162.63
			ACCT#0235237.500	80.83
			ACCT #0235238.500	337.98
			307 MCMILLAN AVE GAS	15.48
			307 MCMILLAN AVE GAS	16.39
			307 MCMILLAN #0235237.500	126.89
			307 MCMILLAN #0235238/.500	190.77
		STANDARD, THE	LIFE INSURANCE	78.84
			LIFE INSURANCE - RETIREES	21.90
			LIFE INSURANCE	78.84
		TAHQUAMENON AREA CREDIT UNION	DESK CALENDARS	9.53
		UTILITY SALES AND SERVICE	CATRACK HOSE CARROR/TUBE	2,081.77
		US BANK EQUIP FINANCE	COPIER LEASE PAYMENT & SUR	210.18
		VERIZON	CLERK 291-1626	27.79
			GENERAL 293-5681	13.35

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	41,086.45
ELECTRIC GENERATION	ELECTRIC FUND	AT&T	PLANT #906-293-5648	79.69
			ACCT#146204500-4 W&L PLANT	80.32
			ACCT#806293564185313 W&L P	83.41
		ATT U-VERSE	ACCT #146204500-4	117.30
		GREAT LAKES FIRE & SAFETY EQUIPMENT	4-FIRE EXTINGUISHE YEARLY	120.00
		RAHILLY'S IGA	WATER	7.98
		VERIZON	MECHANIC 291-1632	13.36
			TOTAL:	502.06
ELECTRIC	ELECTRIC FUND	PICKELMAN'S PETRO	FUEL FOR ELECTRIC VEHICLES	334.05
			FLEET FUEL FOR DECEMBER	82.25
		PNTA	CUSTLEX	565.89
			FREIGHT	142.70
		FOSTER'S ACE HARDWARE	SNOWSCRAPER	4.99
		NATIONAL OFFICE PRODUCTS	TAPE	12.50
			FASTENERS	11.49
			PAPER / TOWELS	96.49
		RANGE TELECOMMUNICATION	MISS DIG FOR DECEMBER 2017	7.92
		TAHQUAMENON AREA CREDIT UNION	ITEMS RETURNED	79.96-
			H-MAC SYSTEMS INC-BR HEATE	24.02
		VERIZON	291-0608	53.25
			291-0608	53.25
			LINEMAN 291-0608	53.34
			SUPERINTENDENT 450-0919	53.34
		WEX BANK - SPEEDWAY UNIVERSAL	FUEL FOR DEC ELECTRIC	394.04
			TOTAL:	1,809.56
POWER	ELECTRIC FUND	CLOVERLAND ELECTRIC CO-OP	DECEMBER 2017 HYDRO BILLIN	5,261.87
			JANUARY 2018 HYDRO BILLING	5,064.28
		CMS ENERGY RESOURCE MGT	PUCHASED POWER 1303.506	103,410.36
			1371.128 HYDRO BILL JAN 20	107,467.68
			TOTAL:	221,204.19
ENERGY OPTIMIZATION	ELECTRIC FUND	MECA	MECA	0.30
			MONTHLY MARKETING & INCENT	308.68
			WECC MONTHLY IMP, MKT, INC	2,249.80
			TOTAL:	2,558.78
WATER SYSTEM	WATER FUND	MISS DIG SYSTEM INC	MISS DIG MEMBERSHIP FEE-WA	208.99
		PICKELMAN'S PETRO	FUEL FOR WATER VEHICLES	232.66
			FLEET FUEL FOR DECEMBER	17.19
		MI MUNICIPAL RISK MANAGEMENT AUTHORITY	LIABILITY/PROPERTY PREMIUM	2,119.44
			LIABILITY/PROPERTY PREMIUM	777.70
		DSTECH	MONITOR BACK OF SERVER	7.50
			ADDITIONAL GB STORAGE	63.82
			11-MICROSOFT OFFICE 365	80.75
			9-MONITORING, ANTIVIRUS	22.46
			1-MICROSOFT EXCHANGE	1.75
			REMOTE MONITORING W/PATCH	17.47
			W&L COMPUTER REPAIR	97.63
		BJ USA INC	HOSE PUMP, NOZZLES, O RING	372.70
			HOSE NOZZLE, PORT, CAP	337.31
		CYNDI McBRIDE	ASSISTANCE WITH W 2'S	45.00
		NORTHERN CREDIT BUREAU	D BURKE #30093016	46.54

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		FIRST BANK UPPER MICHIGAN	MICHELLE BAYNTON H S A 201	1,000.00
			DONALD HOOPER HSA 2018	200.00
			MARY JORDAN H S A 2018	1,000.00
			JERRY OVERLAND H S A 2018	100.00
			ALLISON WATKINS H S A 2018	500.00
			BEVERLY HOLMES H S A 2018	500.00
			CYNDI MCBRIDE H S A 2018	1,000.00
			DAVE PATTERSON H S A 2018	2,000.00
			LORI STOKES H S A 2018	1,600.00
			KENNY UHLBECH H S A 2018	1,000.00
			BUCK VALLAD H S A 2018	1,000.00
		FOSTER'S ACE HARDWARE	SNOWSCRAPER	7.99
			RAGS IN A BOX	9.99
			POOL/SPA TEST STRIPS	19.98
		GREAT LAKES FIRE & SAFETY EQUIPMENT	20# EXT-HYDRO & TESTED	66.00
		HAWKINS INC	AZONE 15-EPA NO.7870-5	81.90
		LIVELY, JOSEPH	WATER SUPPLY CROSS/CONNECT	53.20
		LYNN AUTO PART INC.	FT CHUCK	4.59
			SOCKET	4.69
			PARK & TURN SIGNAL SOCKET	76.98
		MICHIGAN MUNICIPAL WC FUND	ELECT WORK COMP	613.93
		NATIONAL OFFICE PRODUCTS	TAPE	11.50
			FASTENERS	12.50
			BILLING STOCK	250.65
			PAPER / TOWELS	96.49
		CORE & MAIN LP	HOSE/NOZZLE RINGS/PUMPER	1,400.91
		NEWBERRY NEWS	11/1 FLUSHING	24.00
		RANGE TELECOMMUNICATION	MISS DIG FOR DECEMBER 2017	7.91
		SAULT STE MARIE CITY HALL	WATER SAMPLE ANALYSIS NOV	48.00
			WATER SAMPLES ANALYSIS 12.	48.00
		SONDEE, RACINE & DOREN, P.L.C.	LEGAL SERVICES FOR NOV 201	382.50
			LEGAL SERVICES FOR DEC 201	210.00
		STATE OF MICHIGAN - MIDEAL PROGRAM	MEMBERSHIP 1/1/2018-12/31/	45.00
		TAHQUAMENON AREA CREDIT UNION	RAMADA-LINMAN CEU	104.94
			HEATERS	479.10
			ORANGE TO GREEN GEL PACKET	12.99
			H-MAC SYSTEMS INC-BR HEATE	24.02
			DESK CALENDARS	9.53
		USA BLUEBOOK	DPD 4 DISPENSER/3/8TUBEX3/	977.45
		WEX BANK - SPEEDWAY UNIVERSAL	FUEL FOR WATER DEPT	159.74
			TOTAL:	19,593.39

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
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===== FUND TOTALS =====
582  ELECTRIC FUND                298,020.05
591  WATER FUND                   19,593.39
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      GRAND TOTAL:                317,613.44
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TOTAL PAGES: 6

Newberry Water & Light
Cash Balance Report

31-Dec-17

G/L Account	Electric Fund 582	Water Fund 583	Total Account Balance	Difference
000-001.014	16,112.72		16,112.72	27,400.90
				5.00
				5.00
				16,112.72
				350.65
000-001.013 Cash	58,873.59	(31,112.04)	27,761.55	43,874.27
				TOTAL
000-006.000 Direct Bill account	89,222.28	385,448.41	474,670.69	301,743.87
				57,685.77
				115,241.05
				474,670.69
000-003.000 Cash Investments	80,008.56	6,974.64	86,983.20	3,221.86
				76,786.70
				6,974.64
				86,983.20
				605,528.16
TOTAL OPERATING CASH BALANCE				
	244,217.15	361,311.01	605,528.16	
RESTRICTED ACCOUNTS				
004 Bond and Int Redemption 2005	-	33,309.39	33,309.39	
005 Bond and Int Redemption 2009	-	780.23	780.23	
006 Revenue Bond Reserve 2005	-	130,000.00	130,000.00	
007 Revenue Bond Reserve 2009	-	12,800.00	12,800.00	
008 Revenue Bond Reserve 2014	-	46,800.00	46,800.00	
010 Water Supply System RRI 2005	-	175,195.00	175,195.00	
011 Bond and Int Redemption 2014	-	-	-	
013 Water Supply System RRI 2014	-	45,096.00	45,096.00	
	-	443,980.62	443,980.62	
022 MISO CASH COLLATERAL	12,095.88	-	12,095.88	
				443,980.62
				12,095.88

First National St Ignace A/C#7703168

JP Morgan MISO F/B/O NWLB A/C#5030911

January 2018

TAX COLLECTION TOTALS

School District 48040	Transactions 0005		
NBY VILLOPER 733.56	0.00 NBY VILLSTREETS	293.39	0.00
NBY VILLTRASH 90.99	0.00 NBY VILLFIRE SER	130.68	0.00
ADM FEE 12.45	0.00 INTEREST	56.02	0.00
PENALTY 37.81	0.00	0.00	0.00
Total Collected:	1354.90		

Totals For Class REAL	Transactions 0005		
NBY VILLOPER 733.56	0.00 NBY VILLSTREETS	293.39	0.00
NBY VILLTRASH 90.99	0.00 NBY VILLFIRE SER	130.68	0.00
ADM FEE 12.45	0.00 INTEREST	56.02	0.00
PENALTY 37.81	0.00	0.00	0.00
Total Collected:	1354.90		

VILLAGE OF NEWBERRY		TREASURER'S REPORT					
	FOR MONTH ENDING: January 31, 2018	2018		2017			
		Y.T.D. Collections	Actual Collections January	Y.T.D. Collections	Actual Collections January	Y.T.D.	
		LEDGER ITEMS:					
A	Previous Year(s)	Delinquent Personal Property Taxes	0.00	0.00		0.00	0.00
		Delinquent Personal Interest Collected	0.00	0.00		0.00	0.00
		Delinquent Real Tax Collected	0.00	0.00		0.00	0.00
		Delinquent Real Tax Interest Collected	0.00	0.00		0.00	0.00
B	2018	Real Property Tax Collected	1,248.62	1,248.62	0%	532.78	532.78
		Personal Property Tax Collected	0.00	0.00	0%	0.00	0.00
C		Admin Fee, Penalty & Interest Collected	106.28	106.28		47.63	47.63
D		Deposits to Tax Collection Accounts	1,354.90	1,354.90		580.41	580.41
E		Interest Earned on Tax Accounts	4.08	4.08		6.71	6.71
F		Tax Acct Transfer to Gen Fund/Tax Appropriation Funds	24,589.77	24,589.77		922.31	922.31

TAX ACCOUNT BANK ACCOUNT BALANCE @	Beginning January	Ending January
2018	\$38,572.26	\$15,341.47
2017	\$14,829.88	\$14,494.69

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 \$47,837.80. 2017 Personal Tax Collected from State of Michigan \$20,099.70.

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

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

Jennifer James-Mesloh

From: Rebecca Handa <noid17@yahoo.com>
Sent: Friday, February 02, 2018 12:39 PM
To: Jennifer James-Mesloh
Subject: Snowmobiles

Hello. I am writing concerning the use of snowmobiles inside the village. I am having issues with them going late at night. After 11 pm. They go all night and keep my children and myself awake. They rattle my house and drive on my lawn. It is 24/7 snowmobiles outside my house. They almost hit my garage and house with their speeding. I am at my wits end. I have contacted the sheriffs office and the ordinance person. Who stated that he would keep me updated and the. He took off for two months. I deserve to be able to sleep at night and so do my children. Why bother make a noise ordinance if no one is going to enforce it? Or allow them inside the village anyway? I have tried talking to people at the Newberry office but no one will return my phone calls. Something needs to be done. Please get back to me.

Rebecca Handa
Sent from my iPhone

Jennifer James-Mesloh

From: Rebecca Handa <noid17@yahoo.com>
Sent: Saturday, February 03, 2018 1:36 AM
To: Jennifer James-Mesloh
Subject: Lack of response to email and messages.

Hello. It is 1:20 early Saturday morning. For the 5th weekend in a row my household has been disturbed by snowmobiles. Tonight they have decided to go up the snow bank and fly into the air. The minute they crash into my garage or house, is the minute I sue the city for repairs and suffering. This is ridiculous. There needs to be someone on duty to prevent this. And someone needs to return a phone call. I have called you several times but cannot leave a voicemail, I left a note at the office for a callback, I talked to the ordinance guy and he said he would do something and keep me informed. And then he goes away for 2 months!! What is the point of that? Who is replacing him? I expect an email back or a phone call back. I also left a message with the assistant manager.

Rebecca Handa
Sent from my iPhone

Jennifer James-Mesloh

From: Jennifer James-Mesloh
Sent: Saturday, February 03, 2018 8:16 AM
To: Rebecca Handa
Cc: President; Assistant Manager; Jeff Jocks
Subject: Re: Lack of response to email and messages.

Ms. Handa:

I am very sorry for the disruptions you described. Based on your comments you have previously contacted the Village office.

Unfortunately until your email yesterday I was not aware you had been trying to contact me.

However, thank you for bringing this to my attention and I will evaluate what actions the Village may take to address your concerns.

I will respond back in the coming week.

All the best, JJ

Jennifer James-Mesloh, M.P.A., Ph.D.
Village Manager
Village of Newberry
302 E. McMillan Ave.
Newberry, MI 49868
(906) 293-3433
manager@newberrymi.gov

> On Feb 3, 2018, at 1:35 AM, Rebecca Handa <noid17@yahoo.com> wrote:

>

> Hello. It is 1:20 early Saturday morning. For the 5th weekend in a row my household has been disturbed by snowmobiles. Tonight they have decided to go up the snow bank and fly into the air. The minute they crash into my garage or house, is the minute I sue the city for repairs and suffering. This is ridiculous. There needs to be someone on duty to prevent this. And someone needs to return a phone call. I have called you several times but cannot leave a voicemail, I left a note at the office for a callback, I talked to the ordinance guy and he said he would do something and keep me informed. And then he goes away for 2 months!! What is the point of that? Who is replacing him? I expect an email back or a phone call back. I also left a message with the assistant manager.

>

> Rebecca Handa

> Sent from my iPhone

Jennifer James-Mesloh

From: Jennifer James-Mesloh
Sent: Monday, February 05, 2018 9:21 PM
To: Rebecca Handa
Subject: Re: Request address

Great, confirmed.

All the best, JJ

Jennifer James-Mesloh, M.P.A., Ph.D.
Village Manager
Village of Newberry
302 E. McMillan Ave.
Newberry, MI 49868
(906) 293-3433
manager@newberrymi.gov

> On Feb 5, 2018, at 7:40 PM, Rebecca Handa <noid17@yahoo.com> wrote:

>

> Ms Marsh,

> Yes I am available at that time.

>

>

> Sent from my iPhone

>

>> On Feb 5, 2018, at 6:36 PM, Jennifer James-Mesloh <manager@newberrymi.gov> wrote:

>>

>> Ms. Handa:

>>

>> Are you available on Tuesday, February 6th about 3:30 p.m. for me to meet with you at your home and review the traffic pattern of where snowmobiles are riding.

>>

>> All the best, JJ

>>

>> Jennifer James-Mesloh, M.P.A., Ph.D.

>> Village Manager

>> Village of Newberry

>> 302 E. McMillan Ave

>> Newberry, MI 49868

>> (906) 293-3433

>>

>> -----Original Message-----

>> From: Rebecca Handa [mailto:noid17@yahoo.com]

>> Sent: Saturday, February 03, 2018 11:09 AM

>> To: Jennifer James-Mesloh <manager@newberrymi.gov>

>> Subject: Re: Request address

>>

>> Me Marsh,
>> My address is 108 E Ave B. I am here everyday. Well for the next week. Then I am out of this noisy place for three weeks. I have pictures of how close they are to my house.
>>
>> Rebecca Handa
>>
>> Sent from my iPhone
>>
>>> On Feb 3, 2018, at 8:30 AM, Jennifer James-Mesloh <manager@newberry.mi.gov> wrote:
>>>
>>> Ms. Handa:
>>>
>>> Can you provide me with your address so I can follow up.
>>>
>>> Also, at your convenience I would like to meet with you at the property to determine what route snowmobiles are taking in relation to your home.
>>>
>>> Thank you for your time.
>>>
>>> All the best, JJ
>>>
>>> Jennifer James-Mesloh, M.P.A., Ph.D.
>>> Village Manager
>>> Village of Newberry
>>> 302 E. McMillan Ave.
>>> Newberry, MI 49868
>>> (906) 293-3433
>>> manager@newberry.mi.gov
>>>
>>
>

Founded in 1852
by Sidney Davy Miller

MILLER CANFIELD

SYLVIA DIMOV
TEL (313) 496-7542
FAX (313) 496-8450
E-MAIL dimov@millercanfield.com

Miller, Canfield, Paddock and Stone, P.L.C.
150 West Jefferson, Suite 2500
Detroit, Michigan 48226
TEL (313) 963-6420
FAX (313) 496-7500
www.millercanfield.com

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CHINA: Shanghai

MEXICO: Monterrey

POLAND: Gdynia

Warsaw • Wrocław

January 16, 2018

Ms. Caryn E. Mitchell
U.S.D.A. Office of Rural Development
2003 Minneapolis Avenue
Gladstone MI 49837

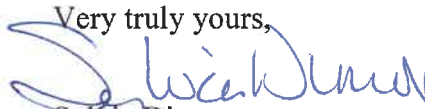
Re: \$6,263,000 Village of Newberry, County of Luce, State of Michigan, 2014
Water Supply System Revenue Bond (Taxable)

Dear Ms. Mitchell:

Pursuant to receiving notification that all loan funds have been disbursed for the above-referenced bond issues, Miller, Canfield, Paddock and Stone, P.L.C. has issued the Final Approving Opinions regarding the same. Enclosed please find an original opinion for each of the above-referenced issues.

If you require further documentation, please do not hesitate to contact me at the number listed above.

Very truly yours,



Sylvia Dimov
Paralegal

Enclosure

cc: Jennifer James-Mesloh, M.P.A., Ph.D.
Steven D. Mann, Esq.

30583234.1\112018-00003

Founded in 1852
by Sidney Davy Miller

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Final Approving Opinion October 16, 2017

Village of Newberry
County of Luce
State of Michigan

United States of America

We have acted as bond counsel to the Village of Newberry, County of Luce, State of Michigan (the "Village") in connection with the issuance by the Village of a bond in the principal amount of \$6,263,000, designated 2014 Water Supply System Revenue Bond (Taxable) (the "Bond"). In such capacity, we have examined such law and the transcript of proceedings relating to the issuance of the Bond and such other proceedings, certifications and documents as we have deemed necessary to render this opinion.

The Bond is issued pursuant to Act 94, Public Acts of Michigan, 1933, as amended (the "Act"), Ordinance No. 2014-1 of the Village adopted on August 4, 2014 (the "Ordinance") and certain ordinances previously adopted by the Village as described in the Bond (together with the Ordinance, the "Ordinances"). Under the Ordinances, the Village has pledged certain revenues for the payment of the principal and interest on the Bond when due.

The Bond is in fully registered form bearing original issue date of November 21, 2014 payable as to principal and interest as provided in the Bond with the option of redemption prior to maturity in the manner, at the times and at the prices specified in the Bond.

As to questions of fact material to our opinion, we have relied on the representations of the Village contained in the Ordinances, and in the certified proceedings and other certifications of public officials and others furnished to us.

Based upon the foregoing, we are of the opinion that, under existing law:

1. The Bond is a valid and binding obligation of the Village, according to its tenor, payable solely and only from and secured by a statutory first lien on the revenues of the Village's Water Supply System (the "System"), after payment of the expenses of administration, operation and maintenance thereof (the "Net Revenues"), and is entitled to the benefits of the Ordinances and the Act.

2. The Bond is of equal standing and priority of lien as to the Net Revenues of the System and is equally secured with the Village's Water Supply System Revenue Bond, Series

Village of Newberry
United States of America

-2-

October 16, 2017

2005, November 210, 2005 and the Village's Water Supply System Revenue Bond, Series 2009, dated March 30, 2009 (together, the "Outstanding Bonds"). The Village has reserved the right to issue additional bonds of equal standing with the Bond and the Outstanding Bonds on conditions stated in the Ordinances.

3. The Village is obligated to charge and collect rates from every user of the service supplied by the System sufficient to provide adequate revenues for the payment of the expenses of administration, operation and maintenance of the System and for the payment of the principal of and interest on the Bond, the Outstanding Bonds and all other bonds payable from the revenues of the System, and to provide for such other expenditures and funds for the Bond and the Outstanding Bonds and the System as are required by the Ordinances.

4. Interest on the Bond is not excluded from gross income for federal income tax purposes under Section 103 of the Internal Revenue Code of 1986, as amended. The Bond and interest thereon are exempt from taxation by the State of Michigan or by any taxing authority within the State of Michigan. We express no opinion regarding any other federal or state tax consequences related to the ownership or disposition of, or the accrual or receipt of interest on, the Bond. Investors are urged to obtain independent tax advice based upon their particular circumstances. The tax opinions herein were not intended to be used, and cannot be used, for the purpose of avoiding taxpayer penalties. These opinions were written to support the promotion or marketing of the Bond.

The rights or remedies of bondholders may be affected by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors' rights generally, now existing or hereafter enacted, and by the application of general principles of equity, including those relating to equitable subordination.

This opinion shall not be construed to pass upon the validity of the Loan Resolution (RUS Bulletin 1780-27) between the Village and the United States of America.

Very truly yours,

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

By



Steven D. Mann

NEWBERRY WATER & LIGHT BOARD
REGULAR MEETING MINUTES
February 13, 2018

Present: Chairperson Medelis, Brown, Feldhusen, Johnson, Vincent.

Absent: None.

Also Present: W&L Superintendent - Perry, Director of Human Resources & Community Engagement - Watkins, Clerk - Schummer, Mike Schnorr, Eric Buckler, Donald Jones, Steve Stiffler, Michael Winn, Lori Stokes.

Call to Order: Chairman Medelis 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 Brown, support by Johnson, **CARRIED**, to approve agenda as submitted, with one correction, to move item 8.) 1. to 9.) 2. Ayes: All.

Minutes: Moved by Johnson, support by Feldhusen, **CARRIED**, to approve the January 9, 2018, regular meeting minutes as written. Ayes: All.

Water and Light Chairperson Announcements: The Chairman asked for a moment of silence in honor of Jim Johnson's wife Pat, who recently passed away.

Submission of Bills and Financial Updates:

A.) Water & Light Monthly Bills – January 2018: Motion by Johnson, support by Brown, **CARRIED**, to approve payment of the Electric Fund in the amount of \$139,930.24. Discussion followed. Ayes: All. Motion by Brown, support by Feldhusen, **CARRIED**, to pay the Water Fund in the amount of \$4,959.69. Discussion followed. Ayes: All.

B.) Christmas Lights Fund is currently at \$16,116.82.

C.) Water & Light – Cash Balance – December 2017, was reviewed.

Public Comments on Agenda Items: Comments heard from: Mike Schnorr – 306 E. Truman, Lori Stokes – 301 W. John.

Petitions and Communications:

1. Letter from Miller, Canfield, Paddock and Stone, PLC – reviewed.
2. Letter from Eric Buckler. Eric Buckler spoke about the topics in his letter: Asset Management Planning, Water Rate Review and 2018 Budget for the Water and Electric Departments.

Introduction and Adoption of Ordinances and Resolutions: None

Reports of Village Management:

Village Manager: Absent due to illness.

Assistant Village Manager: Absent due to family emergency.

Superintendent of Water and Light: Perry gave a written as well as a verbal report.

Unfinished Business: None.

New Business: None

Public Comment: Comments were heard from: Michael Winn – 607 Newberry Ave., Eric Buckler – W. Ave. C, Lori Stokes – 301 W. John, Don Jones – 514 E. Ave. B, Terese Schummer – 214 W. Truman.

Comments by Board Members: Comment heard from: Chairperson Medelis.

ADJOURNMENT: Motion by Brown, support by Johnson, **CARRIED**, to adjourn meeting at 6:30 p.m. Ayes: All.

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

Terese Schummer, Clerk

Charles Medelis, Chairperson

Village of Newberry Planning Commission
Minutes: Public Hearing – to hear comments on the Master Plan
January 22, 2018
302 East McMillan Ave.
6:00 p.m.

Present: Chairperson Vincent, Members: Dan Hardenbrook (arrives at 6:07)

Absent: Vice-Chair – Brown, Members – Alexander, Dishaw.

Also Present: Village Manager - James-Mesloh, Clerk - Schummer, Director of Human Resources & Community Engagement – Watkins, Don Ratliff, A. J. Downey, Mike Schnorr, Don Jones, Jack Thomas, David Rusch, Derek Waldorf, Jackie Schummer, Bruce Lane, Cliff Fossitt, Buzz Medelis, Kip T. Cameron, Jim Diem.

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

Chairperson Announcements: Chairperson Vincent acknowledged there was not a quorum present but public comment would be heard as part of the Public Hearing. The Public Hearing will open at this time and will be continued, which means the Commission will not close the Public Hearing until the next Planning Commission Meeting on February 26, 2018. The Hearing is to hear public comment regarding the Village of Newberry Community Master Plan. Notice for the Public Hearing was published in the Newberry News, dated December 13, 2017. Vincent asked that those individuals wishing to comment for the record, provide your name and place of residency, village or township, and each would be given 3 minutes to make a comment. The Planning Commission will not deliberate at this meeting on the comments received. Comments will be compiled and summarized by the Village and provided to the Planning Commission as well as made part of the public record at the February 26, 2018 meeting for further action.

Public Comments: The following is a synopsis of comments heard:

Don Jones – People feel like they are being left out, what is the Master Plan going to do for the regular people, not just businessmen and tourists. Suggested classes from Lake State or Northern to be offered in the area.

Don Ratliff – Stated he took an oath to uphold the Constitution of this country and he feels that if anything is done here it should be by vote, by the people, for the people.

Jack Thomas – State he has as been a part of the Rising Tide since the public was invited to meet the very first time and subsequently for about 12 months, attending most meetings, for the past 10 months have not attended for various reasons. He understands the reason for a Master Plan for the Village of Newberry. It is obvious to him that the Governor picked Newberry for Rising Tide because Newberry needed help. The Governor putting staffs of various agencies within a phone call away from the Village is pretty cool – you are able to get ahead of anyone else if you have questions – to make the Village of Newberry and in essence Luce County a better place. Adding education to the area is a great idea – whether or not it fits into the Master Plan – not

sure. He said if the Master Plan opens-up avenues so that we can gain moneys or gain support from either state taxes or federal money because the Village has a Master Plan - would be fantastic.

Buzz Medelis – The idea of education in Newberry would be great. I think it would be up to the colleges whether they would like to come here, but would be great. At the last Village meeting there was a complaint brought up and he disagreed with that complaint and would like to see the Committee keep on doing what they are doing.

Member Hardenbrook arrives at 6:07 p.m.

Kip T. Cameron – State that if you want families to move to this town you better have something for their kids to do. Right now we don't have anything for our kids to do. We do have hockey, but a lot of families can't afford to travel. When the sawmill burned down he told the Board they should offer tax breaks to companies to move to town. Going to have to give something to draw people here.

A.J. Downey – Stated that he is on about 9 different boards throughout the community. He understands the principle of the Master Plan and Rising Tide – it opens us up to a lot of grant money. The 30 or 40 villages across the state that have gone through this have had a lot of doors opened for them.

Also would like to see, and there has been past efforts to try to get, technical studies here for our youth through Lake State or Northern – maybe a welding program – try to combat our 3-4% population loss per year. He stated that we do utilize tax breaks through the EDC to try to get businesses to come to the area, it goes through McMillan and Pentland Townships, he believes.

Chairman Vincent entered written comment into the record from: Ken Orlang, the Woods “Tahquamenon River” Canoe and Kayak Rental, Tina and Charles Pipes, John Bergman, Doreen (no last name), and the Save Our Village Newberry Master Plan Petition - with signatures. (Mike Schnorr – presented a database to be included with the petition).

Jack Thomas asked - if there is a quorum at the next meeting, will there be responses from that quorum to the public? Vincent answered that there would be deliberation.

Vincent continued the Public Hearing until the next meeting on February 26, 2018.

Vincent adjourned the meeting at 6:13 p.m.

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

Terese Schummer, Clerk

Lawrence Vincent, Chairperson

VILLAGE OF NEWBERRY



Moose Capital of Michigan

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 January 16, 2018 to February 19, 2018

- **Water & Light Billing Clerk Support –**
 - Entering meter reads
 - Processing payments
 - Assisting customers in-person and over the phone
 - Working with DHS and other Social Service Agencies to provide billing info for resident assistance
- **2017 VON & W&L Tax Documents**
 - Generated tax documents for all staff, retirees, and vendors (W2s, 1099s)
 - Submitted documents to Federal & State Government offices on time
- **FOIA Requests**
 - Pulling information, copying, organizing documents for FOIA Request from Pentland TWP
 - Approx. 5 full days of staff time to fill this request from creation of estimate to final packet and invoice
- **Union**
 - Creating liability projections for new retiree benefits under current contract
 - Participating in union negotiations
- **Grants Management -**
 - RECIEVED - TORC DNR Grant Reimbursement –
 - February 5, 2018- \$22,401.69
 - RECIEVED - TORC DEQ Grant Reimbursement
 - January 18, 2018- \$91,777.92
 - RECIEVED - ATLAS DNR Grant Reimbursement
 - February 6, 2018- \$29,741.89
- **Hiring**
 - Processing applications, scheduling interviews, finalizing questions for PT Clerk
 - Interviews will begin on Tuesday, February 20
- **Committee/Membership/Partnership Meetings:**
 - Save the Bells – on hiatus until the spring
 - Chamber of Commerce – planning for the Annual Meeting on April 20th – Kentucky Derby Theme
 - Save, Restore, & Grow Newberry
 - Strategic Alliance for Health – no meeting in January

Newberry Wastewater Treatment Plant

George Blakely Superintendent

February 2018 Report

The preventative maintenance program has begun. We have contracted with Johnson Controls. They will service our boilers and heating system. Graham Electric Motor Service will service our generator. Both companies have been used by the Wastewater Plant in the past and are familiar with our equipment. They also service other accounts in our area and we will become part of their rotation saving us mobilization costs.

We have started to get into refining process controls. The Project included a Polymer Feed System to help with settling in the secondary digester this system has not been started up yet. There is some preliminary work that needs to be done before starting up. If the system works as designed it will reduce the amount of biosolids that we land apply.

- Organizing work shop
- Inventorying Tools and Parts
- Contract with Johnson Controls
- Ginnever Electric installed new disconnect
- Graham Electric Motor Service serviced generator
- Ordered Silencer for blower

VILLAGE OF NEWBERRY



Moose Capital of Michigan

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

**NEWBERRY WATER AND LIGHT
SUPERINTENDENT OF WATER AND LIGHT
MATT PERRY
JANUARY 2018**

- SNOW REMOVAL
- LIGHTS (41 LUMBER)
- RED TAGS (231)
- CEILING (41 LUMBER)
- APARTMENTS LEAK-WATER
- CHRISTMAS DÉCOR (REMOVAL)
- OSHA REQUIREMENTS
- METER READING
- MISS DIGS
- CROSS CONNECTION MANAGERAL CLASS
- WATER SAMPLES
- CALL OUT (HOLIDAY GAS STATION-GAS LEAK)
- WELL 7 METER, CHOLRINE PUMP, INJECTOR
- STREET LIGHTS (NBY AVE, SIDE STREETS)
- REPAIRED SECONDARY HOOK UPS & NEUTRAL (W AVE D)
- RECONNECTS (W. JOHN, S.M-123)
- REPORTED PH AMOUNTS TO SCHOOL SCIENCE CLASS – IRON AND OTHER CHEMICALS

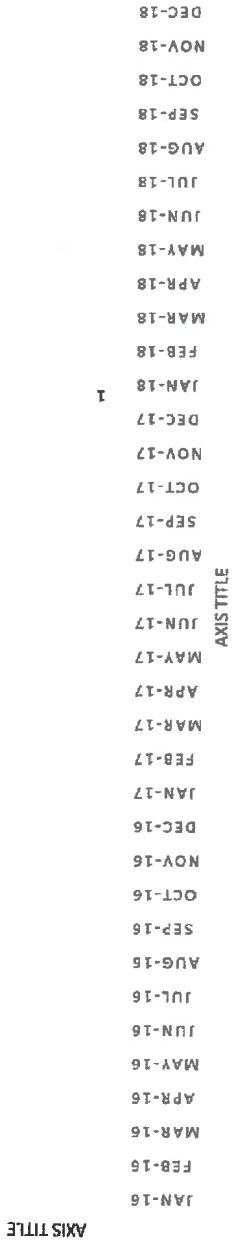
Water & Light Miss Digs JANUARY 2018

WATER AND LIGHT MISS DIGS

MISS DIGS	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18
000 RESPONSE PENDING												
001 NO CONFLICT												
002 MARKED	1											
003 NOT COMPLETE												
004 MARKED-UTILITY REQUIRED ON SITE DURING EXCAVATION												
005 ON GOING COORDINATION												
006 NOT MARKED-NO ACCESS TO WORK AREA												
007 STATED SCOPE OF WORK COMPLETED												
008 FACILITY RESPONSE NOT REQUIRED												
009 ADDITIONAL LOCATING REQUIRED												
010 EXEMPT FROM MARKING												
012 CANCELED												
201 DESIGN-TASK FACILITIES												
202 DESIGN-TASK COMPLETED												
203 DESIGN-MARKING REQUIRED												
999 HAS NOT RESPONDED												
TOTALS	1	0	0	0	0	0	0	0	0	0	0	0

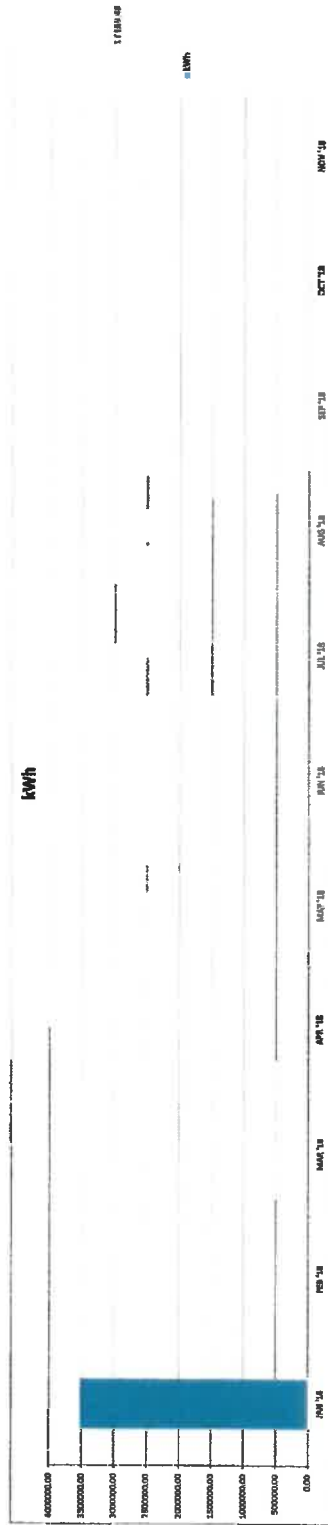
WATER & LIGHT

Series1 Series2 Series3 Series4 Series5 Series6 Series7 Series8 Series9 Series10 Series11 Series12 Series13 Series14 Series15 Series16



Water & Light

MONTH:	RECEIVABLES WITH DISCOUNT	DEBIT BILLED	RECEIVABLE BILLED	CONSUMER'S	MPPA	MISO	ATC	CEC-HYDRO	2018 PAID	2017 PAID	2018 PAID	2015 PD:	SAVER:
JAN '18	\$51,065.00	\$ 14,128.91	\$ 1,967,778.46	107/467/68		\$ 3,833.06	\$ 13,131.98	\$ 5,064.28	\$ 129,879.00	\$ 120,534.74	\$ 103,729.84	\$ 140,658.48	\$ 19,164.76
FEB '18													
MAR '18													
APR '18													
MAY '18													
JUN '18													
JUL '18													
AUG '18													
SEP '18													
OCT '18													
NOV '18													
DEC '18	\$51,065.00	\$ 14,128.91	\$ 1,967,778.46	107/467/68	*	\$ 3,833.06	\$ 13,131.98	\$ 5,064.28	\$ 129,879.00	\$ 120,534.74	\$ 103,729.84	\$ 140,658.48	\$ 19,164.76



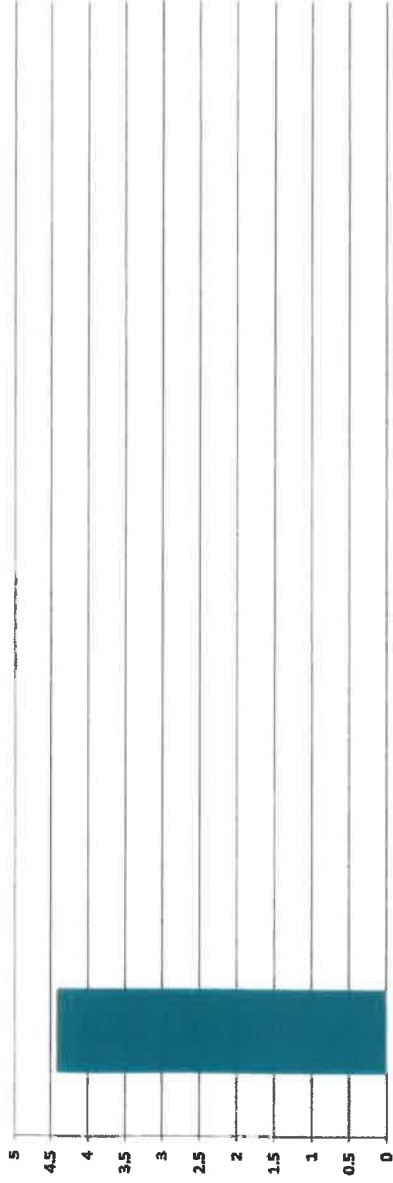
**Water & Light
Water Pumpage Report - 2018**

MONTH	PUMPAGE	X 1,000,000	1000'S GALS	COST PER 1000 GALS	PUMPED NOT BILLED FOR	\$ BILLED FOR	GALS BILLED	LOSS	BILLED FOR	LOST REVENUE
JAN '17	4.052	4052000	4052	\$ 9.25	\$ 43,601.00	\$ 35,835.92	3213	21%	79%	\$ 7,765.08
FEB '17	5.586	5586000	5586	\$ 9.25	\$ 57,790.50	\$ 35,068.45	3123	44%	56%	\$ 22,722.05
MAR '17	4.919	4919000	4919	\$ 9.25	\$ 51,620.75	\$ 32,783.23	2870	42%	58%	\$ 18,837.52
APR '17	4.44	4440000	4440	\$ 9.25	\$ 47,190.00	\$ 26,693.75	2209	50%	50%	\$ 20,496.25
MAY '17	4.862	4862000	4862	\$ 9.25	\$ 51,093.50	\$ 33,410.04	2930	40%	60%	\$ 17,683.46
JUNE '17	6.218	6218000	6218	\$ 9.25	\$ 63,636.50	\$ 41,981.56	3867	38%	62%	\$ 21,654.94
JULY '17	5.236	5236000	5236	\$ 9.25	\$ 54,553.00	\$ 32,873.46	2888	45%	55%	\$ 21,679.54
					GOAL					
AUG '17	5.394	5394000	5394	\$	\$ 80,000.00	\$ 82,799.37	5394	103%		\$ (2,799.37)
SEPT '17	5.566	5566000	5566	\$	\$ 80,000.00	\$ 82,267.11	5566	103%		\$ (2,267.11)
OCT '17	4.53	4530000	4530	\$	\$ 80,000.00	\$ 82,568.39	4530	103%		\$ (2,568.39)
NOV '17	4.634	4634000	4634	\$	\$ 80,000.00	\$ 82,239.62	4634	103%		\$ (2,239.62)
DEC '17	4.339	4339000	4339	\$	\$ 80,000.00	\$ 82,001.71	4339	103%		\$ (2,001.71)
					GOAL					
JAN '18	4.428	4428000	4428	\$	\$ 80,000.00	\$ 74,408.55	4428	93.0%		\$ 5,591.45
FEB '18				\$	\$ 80,000.00		0	0%		
MAR '18				\$	\$ 80,000.00			0%		
APR '18				\$	\$ 80,000.00			0%		
MAY '18				\$	\$ 80,000.00			0%		
JUNE '18				\$	\$ 80,000.00			0%		
JULY '18				\$	\$ 80,000.00			0%		
AUG '18				\$	\$ 80,000.00			0%		
SEPT '18				\$	\$ 80,000.00			0%		
OCT '18				\$	\$ 80,000.00			0%		
NOV '18				\$	\$ 80,000.00			0%		
DEC '18				\$	\$ 80,000.00			0%		
				GOAL	\$ 960,000.00	\$ 74,408.55	% OF GOAL			
				BILLED TO DATE	\$ 74,408.55		8%			
				REMAINING NEEDED FOR BUDGET	\$ 885,591.45					

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GALLONS OF WATER PUMPED

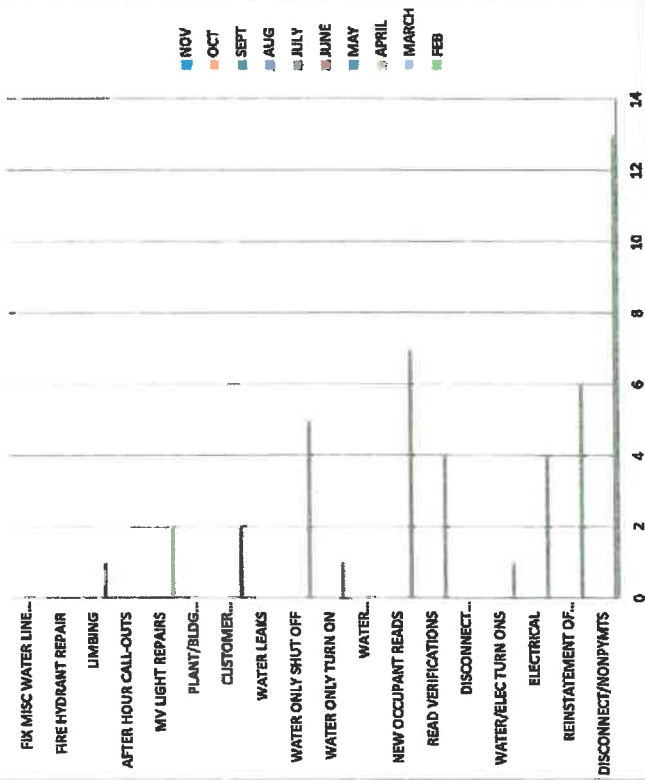
- JAN '18
- FEB '18
- MAR '18
- APR '18
- MAY '18
- JUNE '18
- JULY '18
- AUG '18
- SEPT '18
- OCT '18
- NOV '18
- DEC '18



Work Orders Report - 2018

TOTALS

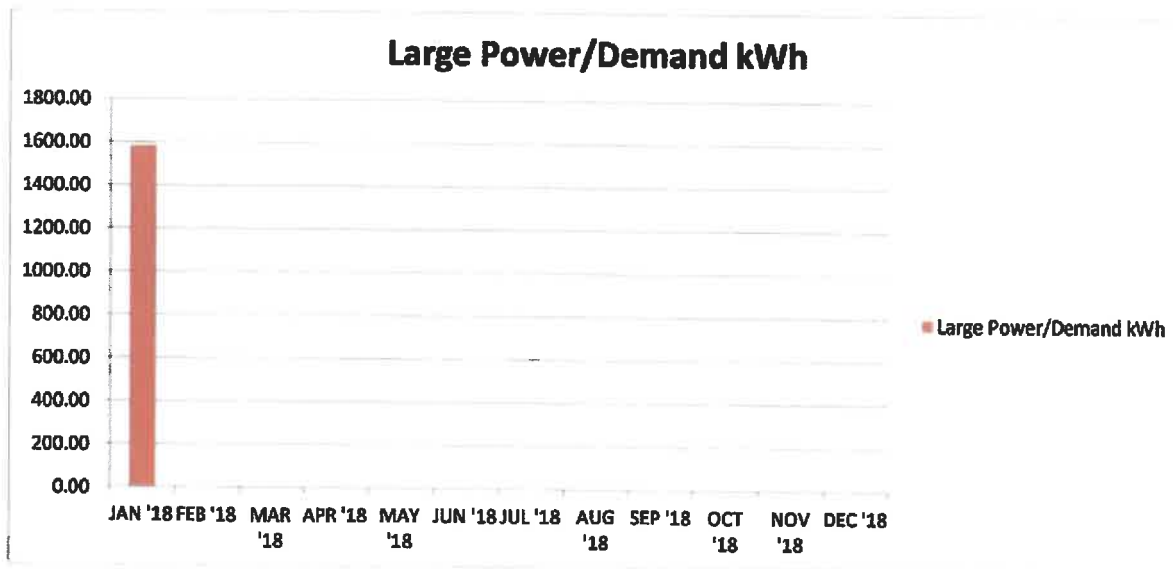
Work Orders



Water & Light

Electric Demand Report Large Power/Industrial 2018

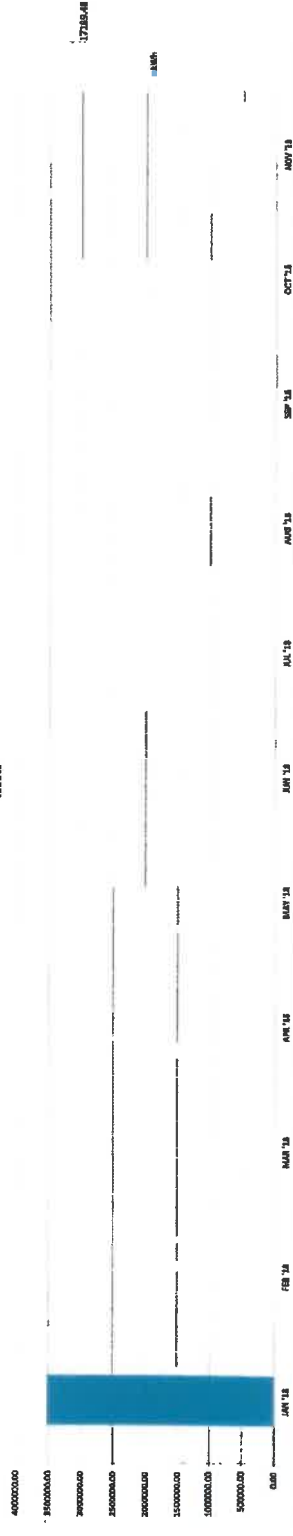
MONTH:	LG POWER/INDUSTRIAL	BILLED AMOUNT
DEC '17	1567.34	\$ 13,938.69
JAN '18	1583.90	\$ 14,129.91
FEB '18		
MAR '18		
APR '18		
MAY '18		
JUN '18		
JUL '18		
AUG '18		
SEP '18		
OCT '18		
NOV '18		
DEC '18		



Water & Light
Billed Electric kWh Report - 2018

MONTH:	RES/COM kWh	DEAL BILLED	RES/COM BILL	CONSUMER'S	MPVA	MISO	ATC	CEC-HYDRO	2018 PAID	2017 PAID	2016 PAID	2015 PD:	SAVED:
JAN '18	351865.00	\$ 14,126.51	\$ 196,778.46	\$ 107,467.68		\$ 3,833.06	\$ 13,133.98	\$ 5,064.28	\$ 129,499.00	\$ 120,334.74	\$ 103,225.84	\$ 146,638.48	\$ 19,164.26
FEB '18													
MAR '18													
APR '18													
MAY '18													
JUN '18													
JUL '18													
AUG '18													
SEP '18													
OCT '18													
NOV '18													
DEC '18	351865.00	\$ 14,126.51	\$ 196,778.46	\$ 107,467.68		\$ 3,833.06	\$ 13,133.98	\$ 5,064.28	\$ 129,499.00	\$ 120,334.74	\$ 103,225.84	\$ 146,638.48	\$ 19,164.26

kWh



Newberry Council Meeting DPW monthly report

Assistant Manager Buck Vallad

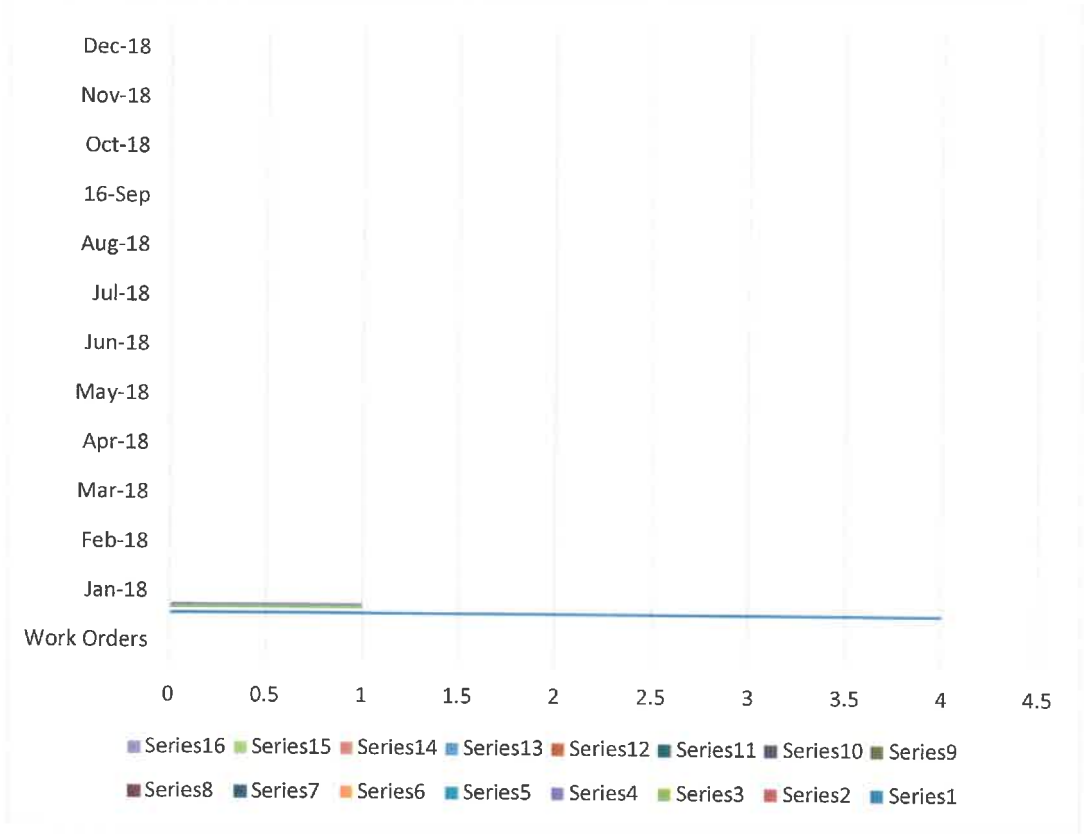
JAN 1 TO JAN 31 2018

January saw plenty of cold temperatures and lots of snow. The crew has been very busy plowing and removing snow from parking areas and fire hydrants.

- Garbage pick up
- New seasonal workers were hired
- Miss digs
- Work orders
- Checked sewers for residents
- Maintained all snow plowing equipment
- Cleaned and removed snow from downtown area
- Cleaned and removed snow from water and light
- Cleaned and removed snow from M-123
- Cleaned and removed snow from TAS
- Maintained well road
- Equipment preventative maintenance
- Cleaned and organized DPW garage
- Clean and removed snow from safe routes and intersections.

DPW

Work Orders	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	16-Sep	Oct-18	Nov-18	Dec-18
SEWER	4											
GARDEN CLUB PLANTERS												
STREETS - PLOWING	1											
SIDEWALK	1											
GARBAGE												
BIKE RACK												
ALLEY & ALLEY CLEAN UP												
BRUSH CLEANUP												
TREES AND STUMPS												
PARKS												
SANI-STORM												
VON-ADMIN BLDG												
CEMENT RETAINERS-LINK												
SIGNS												
STREETS-SWEPT-HOLES												
BARRICADES												
TOTALS	6	0	0	0	0	0	0	0	3	0		



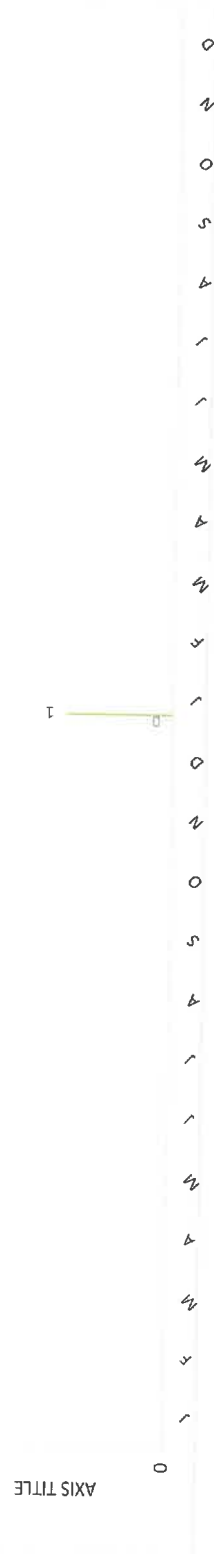
WATER AND LIGHT
MISS DIGS

DPW
MISS DIGS
JANUARY 2018

MISS DIGS	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
000 RESPONSE PENDING												
001 NO CONFLICT												
002 MARKED	1											
003 NOT COMPLETE												
004 MARKED-UTILITY REQUIRED ON SITE DURING EXCAVATION												
005 ON GOING COORDINATION												
006 NOT MARKED-NO ACCESS TO WORK AREA												
007 STATED SCOPE OF WORK COMPLETED												
008 FACILITY RESPONSE NOT REQUIRED												
009 ADDITIONAL LOCATING REQUIRED												
010 EXEMPT FROM MARKING												
013 CANCELED												
201 DESIGN-TASK FACILITIES												
202 DESIGN-TASK COMPLETED												
203 DESIGN-MARKING REQUIRED												
999 HAS NOT RESPONDED	1	0	0	0	0	0	0	0	0	0	0	0

DEPARTMENT OF PUBLIC WORKS

- 000 RESPONSE PENDING
- 002 MARKED
- 004 MARKED-UTILITY REQUIRED ON SITE DURING EXCAVATION
- 006 NOT MARKED-NO ACCESS TO WORK AREA
- 001 NO CONFLICT
- 003 NOT COMPLETE
- 005 ON GOING COORDINATION
- 007 STATED SCOPE OF WORK COMPLETED



VILLAGE OF NEWBERRY, Michigan

Water System Asset Management Program

Executive Summary

December 2017

This report contains the asset management program for the Village of Newberry water system.

CONCLUSION

The results of the asset management program user fee rate analysis indicated that a water rate increase was necessary to meet the adopted budget. At the July 2017 Village Council meeting the Village council adopted a flat \$75.00 per REU water rate structure. The results of the rate analysis can be found in Appendix 1.

CONFIRMATION OF INCOME

Based on a billing of 13,200 REU per year at \$75.00 per REU that gives an annual income of \$990,000 per year.

Village of Newberry				
CONCLUSION OF ANALYSIS				
BASE RATE / READY TO SERVE CHARGE PER MONTH				
METER SIZE - INCHES	CURRENT RATES		CALCULATED RATES	DIFFERENCE
RES	\$7.50		\$75.00	\$67.50
COM	\$7.50		\$75.00	\$67.50

The above rates are based on an input budget of	\$990,000
The above rates are based on invoicing the following gallons of water / sewer	38,412,000
The above rates are based on the following number of customers	1,100
The above rates are based on the following number of Residential Equivalent Units (REUs)	13,200

One of the reasons for the increase with the establishment of the equipment replacement fund and the updated capital improvement plan. The equipment replacement and rehabilitation annual funding levels are based on anticipated expenses for the equipment listed in the program. These anticipated expenses are based on the past maintenance history of this equipment. The better and more accurate the maintenance records are the more accurate and realistic the future anticipated replacement and rehabilitation cost will be. It is therefore recommended that the Village continue to track the maintenance of the water system equipment and strive to improve the record keeping procedures. Better records equal a better asset management program as well as increased reliability of the water system. The current rate budget has these budget figures included and is currently supported 100% by the current water rates.

ASSET INVENTORY

The asset inventory will be tracked in a Microsoft excel spreadsheet by the Director of Public Works will maintain the file and make changes to the inventory as needed. The following asset are tracked 3 wells, water towers, valves, fire hydrants, water mains, water meters, and curb stops. Both meters, valves and mains are at the current time undergoing inventorying. Currently both an updated water main map including valves locations are sought from the Village's engineering firm. Additionally, the Village is currently setting aside \$21,000 for equipment replacement and \$60,000 funding depreciation. The Village also currently has multiple loans from the USDA – Rural Development office and is required to set aside \$88,300 in a repair, replacement and improvement fund.

CRITICAL ASSETS AND RECOMMENDATIONS

The Asset Inventory included in this report contains the following information

- a) Brief description of the asset, its required capacity (e.g. pump: 120 gpm), level of redundancy for the asset.
- b) Location of the asset;
- c) Year the asset was installed;
- d) Present condition of the asset (e.g. excellent, good, fair, poor);

Condition		Assessment
Condition Rating		Description
5		Asset Unserviceable - Over 50% of asset requires replacement
4		Significant deterioration - significant renewal/upgrade required (20 -40%)
3		Moderate deterioration - Significant maintenance required (10 -20%)
2		Minor Deterioration - Minor maintenance required (5%)
1		New or Excellent Condition - Only normal maintenance required

- e) Current asset (replacement) costs;

- f) Criticality - Consequence of Failure

At the current time this is the rating system being used for "Criticality, Consequence of Failure" which comes from the MDEQ NPDES Wastewater Permit Asset Management Requirements.

Rating	Description	% Affected	Level
1	Minor Component Failure	0-25%	Asset
2	Major Component Failure	25-50%	Asset
3	Major Asset	0-25%	Asset
4	Multiple Asset Failure	25-50%	Facility / Sub-System
5	Major Facility Failure	50-100%	Facility

EXAMPLE:

If a "well pump" were to fail, the entire well is out of service, leaving the remaining wells to supply water. This could be listed as a # 3-5 depending on how many wells are needed for system demands.

If a single pump is a two-pump lift station were to fail this would most likely be a 2-3 as there is still one pump left and working.

If the control panel in a two-pump lift station failed and the entire pump station were down this would be a 4-5 rating

g) Probability of Failure (POF): FOR WATER MAINS AND VALVES

Per MDEQ Guidelines - Probability of failure is rated as follows.

Probability of Failure	
Performance Rating	Description
5	Imminent - Likely to occur in the life of the item
4	Probable - Will occur several times in the life of an item
3	Occasional - Likely to occur some- time in the life of an item
2	Remote - Unlikely but possible to occur in the life of an item
1	Improbable - So unlikely, it can be assumed occurrence may not be experienced

The following is a quote from the MDEQ Asset Management Guide.

To determine the probability of failure a utility needs to look at a number of factors: asset age, condition of asset, failure history, historical knowledge, experiences with that type of asset in general, maintenance records, and knowledge regarding how that type of asset is likely to fail. Below is an example of a ranking system for probability of failure

For this report Probability of Failure for water mains, and water valves is calculated by taking the average of:

Percent of life consumed (on a 1-5 scale)

Condition of item (on a 1-5 scale)

For items in the equipment replacement pages the Probability of Failure is calculated by taking the average of the

Percent of life consumed (on a 1-5 scale)

Percent of life until next rehab (on a 1-5 scale)

Condition of item (on a 1-5 scale)

h) A Criticality Rating = (Probability of Failure X the Consequence of Failure)

The Village of Newberry's water system currently consists of 3,550 feet of 2-inch water main. This main is under sized for proper fire protection and consideration should be given to replacement.

LEVEL OF SERVICE

Level of Service (LOS) defines the way in which the utility stakeholders want the utility to perform over the long term. The LOS plan was completed for the Village of Newberry and should become a fundamental part of how the utility is operated, through the setting of practical goals for the Village's water system. The complete LOS can be found in Appendix 2.

CAPITAL IMPROVEMENT PLAN

A capital improvement plan was completed as part of the asset management program. The Village is currently setting aside \$188,243 dollars per year for capital improvement projects. See notes above and enclosed capital improvement plan enclosed for details. The capital improvement program was developed based on a recent reliability study / general plan completed by the Village's Engineer, as well as system deficiencies noted by Village employees with the goal of saving a 50% down payment for most projects.

CAPITAL PROJECT	DESCRIPTION OF PROJECT	1-5 PRIORITY	ESTIMATED PROJECT COST	AMOUNT FUNDED BY RATES	COMPLETE IN YEAR	IS THIS YEAR FLEXIBLE?	MONEY RESERVED ANNUALLY
New Tower	Replacement 1837 tower		\$750,000	\$375,000	2031	Yes	\$ 26,786
Water Main Final Replacement	CP-1 E. Luba Street		\$1,202,715	\$601,358	2021 ~ .	Yes	\$ 150,339
Well Rehab #4	CP-2 Newberry & B Street		\$631,260	\$315,630	2025	Yes	\$ 39,454
Well rehab #6	CP-3 John Street		\$325,126	\$162,563	2025	Yes	\$ 20,328
Well Rehab #7	W-1 Well Back-Up Gen		\$100,000	\$100,000	2028	Yes	\$ 9,891
	RP-7 Water Meter Truck		\$40,000	\$40,000	2025	Yes	\$ 5,000

5) Revenue Structure (See results of rate study at beginning of this report)

The Revenue Structure of this report contains the following items;

- OM&R Budget and Rate Evaluation for the entire water system.
- Amount in the replacement fund for current year and anticipated amount for upcoming years.
- Replacement fund of all assets with a useful life of 25 years or less;
- Expenditures for maintenance, corrective action and capital improvements
- Rate calculation demonstrating sufficient revenues to cover OM&R expenses,

Replacement money reserved annually is calculated using the replacement cost divided by the life of the equipment. The rehab money reserved annually is calculated using the rehab cost divided by the years between rehabilitations. The current reserve funds are sufficient to make up the difference between life of the equipment and years remaining. The anticipated annual replacement and rehabilitation expenditures have a two percent cost of living added in for each year.

Village of Newberry						2017			
FINAL RATE ANALYSIS				ANNUAL BUDGET	PERCENT BASE RATE	BASE FIXED	COST PER 3/4" METER	CONSUMPTION PORTION	COST / UNIT OF WATER
LABOR & BENEFITS				\$182,167	100%	\$182,167	\$13.80	\$0	\$0.00
OPERATIONAL EXPENSES				\$88,300	100%	\$88,300	\$6.69	\$0	\$0.00
LOANS, BONDS, INTEREST, ANNUAL PAYMENT				\$362,000	100%	\$362,000	\$27.42	\$0	\$0.00
EQUIPMENT REPLACEMENT, GENERAL				\$21,000	100%	\$21,000	\$1.59	\$0	\$0.00
CAPITAL IMPROVEMENT PROJECTS				\$188,243	100%	\$188,243	\$14.26	\$0	\$0.00
DEPRECIATION FUND				\$60,000	100%	\$60,000	\$4.65	\$0	\$0.00
USDA RURAL DEVELOPMENT RESERVE REQUIREMENTS				\$88,300	100%	\$88,300	\$6.69	\$0	\$0.00
TOTALS				\$990,009		\$990,009	\$75.00	\$0	\$0.00
PERCENT OF REVENUE				100%					
NON OPERATING INCOME REDUCTION				0%					
CALCULATED RATE - FOR 3/4" METER / REU PER MONTH				\$ 75.00					
TOTAL ANNUAL REU'S 13,200				1,000 GAL.					
ANTICIPATED WATER / SEWER SOLD 38,412,000				CURRENT RATES \$7.50					
RESERVE PORTION OF BUDGET 38%				INCREASE OF \$67.50					
THE COST PER UNIT / WATER DOES INCLUDE INCLUDING OR DECLINING RATES				RATE ADJUSTMENT GENERATES ADDITIONAL \$535,698					
ARE ANY GALLONS INCLUDED WITH THIS CALCULATED BASE RATE ?				RATE ADJUSTMENT GENERATES ADDITIONAL \$535,698					
IS BASE RATE PER REU - OR PER METER SIZE?				IS BASE RATE PER REU \$13.200					
				\$38.412					

Appendix 2.

Level of Service

Village of Newberry

Level of Service Statement

Level of Service (LOS) defines the way in which the utility stakeholders want the utility to perform over the long term. The LOS plan below was completed and should become a fundamental part of how the utility is operated, through the setting of practical goals for the City's water system.

Areas	GOALS / OBJECTIVES	LEVEL OF SERVICE
Safe Drinking Water	All federal and state water quality regulations will be met	Perform all required monitoring
Health, Safety	To provide a safe and injury free work place	Conduct regular safety meetings No MIOSHA safety violations
Security	Secure all water installations from break ins / intrusions'	Make sure all water installations have at least one barrier of security
Operator certification	Must have operator in charge & backup operator on staff	The Village will maintain 4 certified operator at a minimum of S-3 and D-3 levels.
Customer complaints	To provide excellent customer service	All customer complaints will be investigated within 2 business days of reporting the complaint. Results of complaint will be reported to customer verbally, via the phone, in person, or in writing

Upcoming regulatory changes	Be aware of regulatory changes and comply with changes as they occur	Attend industry conferences and training sessions to stay abreast of changes and requirements Request annual meeting with local MDEQ representative to insure compliance
Response time	To provide excellent customer service	Customer emergency response time within 2 hours Customers will receive written notice 24 hours in advance of any planned interruption in service.
Wells -Supply water	Maintain all well related equipment. Focusing on preventative maintenance to prevent unscheduled breakdown	Wells will be inspected every two (2) Years by Well Specialist Documentation of all maintenance performed
Alternative Power Source	Goals - all wells have a permanent generator or back up power? - or portable generator - generator service contract Maintain all well buildings	Annual Inspections of generators by outside professionals? Keep building painted, and clean
Quality Drinking Water	To provide high quality good tasting drinking water	Comply with MDEQ testing requirements

Distribution System	Distribution System Valves	Exercise ALL water distribution valves on an annual program.
		Provide adequate manpower to perform valve exercise program
		Have written documentation of valve exercising
		Insure that 99% of valves function properly
	Fire Hydrants	Insure that 99% Of fire hydrants are in good working order
	Water Main Flushing	Water mains will be flushed every three (3) Months
		Provide adequate manpower to perform water main flushing
		Have written documentation of water main / hydrant flushing
		Under normal conditions, pressures will be maintained between 30 and 70 psi.
	General System Maintenance	Insure water rates and budget are adequate to provide manpower to perform valve exercising, hydrant maintenance, water main flushing and replacement if necessary
	The Village will strive to reduce water loss to below 17% (Currently at 28%)	

Water Storage	Maintain water tower for longer life span	<p>Professionally Inspect every five years for integrity Complete all maintenance as suggested in inspection reports</p> <p>Insure Rates and Budget are adequate to support major maintenance actives (painting) as recommended through inspection process</p> <p>All storage requirements will be met as indicated under MDEQ Reliability Study Guidelines</p>
Administrative	<p>Provide excellent customer service</p> <p>Insure customers bills are accurate</p>	<p>Follow up on all complaints to insure a finite outcome</p> <p>Review any discrepancy</p>
Financial	Be financially solvent & operate water system in the black including reserve funding	<p>Review Water Rates every year.</p> <p>Adopt sufficient rates to meet adopted budget</p> <p>Insure adopted annual budget includes results of asset management program</p> <p>Maintain 188,000 dollars in reserve accounts at all times</p>
Rules and Regulations	Monitor & enforce	Update & review rules annually - Cross connections, Site sampling plan, Required Lab analysis, Consumer confidence report, Safety program,

Cross Connections

Annually review cross connection
program and update as needed
Comply with adopted ordinance

Perform inspections as
required with in house staff

Attend seminars to keep staff
up-to-date with any changes
in rule.

**Village Council Meeting
Village Manager Updates
February 19, 2018**

A. Personnel/ Staff Updates

- a. Weekly supervisor's meetings
- b. Phone tree edits
- c. Creating annual calendar of activities, tasks, events, due dates

B. Budgets

- a. Working with staff and Brian Camiller and Laura Knapp, Plante Moran, to develop budgets for all enterprise funds and any necessary budget amendments for already approved budgets.
 - i. Completed draft versions: water, sewer, electric
 - ii. Completed draft amendments: fire revolving

C. Redevelopment Ready Community (RRC) Designation

- a. Completed and submitted to the MEDC, the RRC Self-Evaluation for communities seeking RRC certification.
- b. Received the MOU from MEDC – signed contract.

D. Recycling

- a. Hiawatha has ordered eight (8) bins on behalf of the Village, Portage Township, and Burt Township. Delivery should be about 10 weeks.
- b. DEQ Quarterly report – Submitted
- c. Scheduling meeting with group to discuss community education and next steps.

E. USDA-RD Year End Reporting

- a. Report included in Council packet

F. Water Project Close-Out

- a. Contract for services between AECOM & Village of Newberry – 8/19/13
- b. Letter from Miller, Canfield, Paddock and Stone, P.L.C.
 - i. Final Approving Opinion

G. Audit Preparation

- a. Each year the Village has contracted with an accountant to assist with preparation for the annual audit. This year Gary Moulton has been selected to assist with this task in addition to providing in-house financial guidance.
- b. Gathering and submitting copies of documents that will be used for audit preparation.
- c. Audit scheduled

H. FOIA Requests

- a. Pentland Township – Final cost itemization report sent and as of today, no reply.

I. Community/ Resident Letters

- a. Rebecca Handa – Snowmobiling past home after 11:00 p.m.

J. Project Rising Tide

- a. Calendar of Events/ Community Organization Coordination

K. Union Contract

- a. Contract negotiations meeting on Tuesday, February 6, 2018. Proposal submitted to union to review and vote on.

L. Council Administration

- a. Draft Council Rules of Operation
- b. Council Orientation Packet

M. Fire Department

- a. Met with Art Schultz to discuss and review amendments to the fire budgets.
- b. Affidavit for ownership

N. Legal Updates

- a. Letters from Jeffrey L. Jocks

O. Public Information

- a. Appear on Tuesday's on two radio stations: WNBX & Eagle.



Redevelopment Ready Communities® Joint Memorandum of Understanding

This Memorandum of Understanding ("MOU") by and between the Michigan Economic Development Corporation ("MEDC"), 300 North Washington Square, Lansing, Michigan and the Village of Newberry ("Community"), 302 East McMillan Avenue, Newberry, Michigan 49868, jointly referred to as the "Parties" and individually as the "Party" is effective as of January 24, 2018 ("Effective Date").

The Community is interested in applying to the MEDC under the Redevelopment Ready Communities® Program ("Program") to become certified as a Redevelopment Ready Community ("RRC") and receive assistance from the Program in promoting sites within the Community.

The MEDC is interested in evaluating the Community and making recommendations for the Community to become certified as a RRC under the Program and help market the Community to the public for redevelopment purposes.

Therefore, the above entities have come together in a strategic collaboration to achieve the above stated goals. This collaboration is based on the following understandings:

Community Responsibilities

1. Identifying a primary Program contact who will serve as the lead contact and provide overall technical support for all aspects of this project on behalf of the Community.
2. Provide adequate staff personnel to attend trainings, perform research collection and assessment of current practices of the Community, respond in a timely manner to MEDC questions, and to implement the needed actions to achieve certification of the Program after the evaluation.
3. Provide monthly updates to the Community's elected governing body on status of Program progress.
4. Within fourteen (14) days of receiving the draft Community Baseline Report, provide comments and any additional documentation, and schedule the baseline report presentation for the Community's elected governing body, if necessary.
5. Within thirty (30) days of the Community Baseline Report presentation, provide a resolution adopted by the Community's elected governing body that supports the Community's intent to implement the needed actions to achieve certification, if necessary, to meet the Program best practices.
6. Provide progress reports to the MEDC both pre-certification and post-certification on a quarterly or biannual basis, respectively.
7. Within three hundred sixty-five (365) days, complete implementation of the needed actions to achieve certification, if necessary, to meet the Program best practices. The Community may request additional time to complete implementation, provided at the discretion of the MEDC Program staff.
8. Provide documentation that the Community meets the Program best practices as determined by the MEDC prior to being awarded certification.

MEDC Responsibilities

1. Provide general training on the Program.
2. Provide general technical support to the primary Program contact of the Community in collecting the information necessary to complete the Program evaluation and implementation of the best practices.
3. Evaluate information collected from the Community and produce a Community Baseline Report.
4. If necessary, make recommendations of steps to meet the best practices as identified by the MEDC.
5. Once the Program evaluation is completed, the MEDC will coordinate with the RRC Advisory Council to receive input on certifying the Community as a RRC.
6. If certified as a RRC, assist the Community in marketing to the public sites packaged as redevelopment ready.
7. Prepare a license agreement between the Community and the MEDC for Community's use of the RRC certification logo.

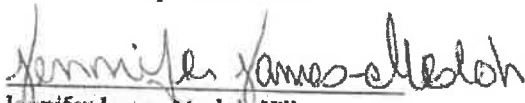
This MOU sets forth the intent of the Parties only and does not, and is not intended to, impose any binding obligations on the Parties nor shall it be the basis for any legal claims or liabilities by or among the Parties. Any liability of the Parties, whether in contract, tort or under any other legal or equitable theory, arising out of or in connection with this MOU shall be explicitly excluded. Neither Party shall be entitled to claim compensation for any expenses or losses incurred in bad faith if the intention of this MOU cannot be reached entirely or in part.

This MOU constitutes the entire agreement between the Parties hereto. This MOU may be modified, altered, revised, extended or renewed by mutual written consent of all Parties, by the issuance of a written amendment, signed and dated by all the Parties.


This MOU may be signed in multiple copies and in counterparts which, when taken together, shall constitute the executed MOU. Faxed or scanned copies shall be considered an original.

This MOU is effective until the three year anniversary of the date the Community is certified as a RRC, unless terminated earlier. However, either Party may terminate the MOU by providing notice in writing to the other Party thirty (30) days in advance of the termination. Upon the expiration of the Community's certification as a RRC, the Community may elect to apply for recertification and enter in to a new Memorandum of Understanding with the MEDC.

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed by their respective authorized representatives.


Jennifer James-Mesloh, Village Manager
Village of Newberry

2/5/18
Date


Linda Asciutto, Secretary
Michigan Economic Development Corporation

2/6/18
Date

VILLAGE OF NEWBERRY



Moose Capital of Michigan

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

February 5, 2018

Donald J. Gerrie, Jr.
Area Director
United States Department of Agriculture
Rural Development – Gladstone Michigan Office
2003 Minneapolis Avenue
Gladstone, MI 49837

Greetings Mr. Gerrie:

The enclosed information is included as requested for the year-end reporting requirements for USDA.

- 1) Audit – The fiscal year for the Village of Newberry is from January 1 – December 31. Therefore, the audit for fiscal year 2017 has not been completed as of this date. However, the State of Michigan Department of Treasury has been engaged to conduct an audit for fiscal year 2017 and that is scheduled for April 2018.
- 2) Annual Report – Since an audit for fiscal year 2017 has not been completed a balance sheet and income statement are enclosed for your review.
- 3) Annual Budget – Fiscal Year 2018 budget for the water fund is enclosed.
- 4) List of Officials – Enclosed
- 5) Rate Schedule – Enclosed
- 6) Supplemental Customer Information - Enclosed

If there is any additional information that is required, please do not hesitate to contact me:
phone (906-293-3433) or email (manager@newberrymi.gov). Thank you for your time and attention.

Sincerely,

Jennifer James-Mesloh, M.P.A., Ph.D.
Village Manager
Village of Newberry

VILLAGE OF NEWBERRY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2017

PAGE: 1

591-WATER FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	100.00% OF FISCAL YEAR % OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
REVENUE	964,100.00	84,353.91	972,719.84	100.89 (8,619.84)
TOTAL REVENUES	964,100.00	84,353.91	972,719.84	100.89 (8,619.84)
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
ATTORNEY	0.00	0.00	442.50	0.00 (442.50)
WATER SYSTEM	964,100.00	6,454.84	796,011.97	82.57	168,088.03
TOTAL EXPENDITURES	964,100.00	6,454.84	796,454.47	82.61	167,645.53
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	77,899.07	176,265.37	(176,265.37)

VILLAGE OF NEWBERRY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2017

591-WATER FUND

				100.00% OF FISCAL YEAR	
REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE</u>					
591-000-645.000 WATER SALES	650,000.00	82,046.86	657,942.80	101.22 (7,942.80)
591-000-645.200 SERVICE FEES - WATER	500.00	750.00	1,541.34	308.27 (1,041.34)
591-000-645.500 WATER- PENALTIES & LATE FEES	10,000.00	1,442.16	11,015.19	110.15 (1,015.19)
591-000-645.600 BOND REVENUE	300,000.00	0.00	300,000.00	100.00	0.00
591-000-665.000 INTEREST EARNED	1,200.00	114.89	1,345.51	112.13 (145.51)
591-000-686.000 REIMBURSEMENT	2,400.00	0.00	875.00	36.46	1,525.00
591-000-699.202 INTERFUND TRANSFERS IN - MAJOR	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	964,100.00	84,353.91	972,719.84	100.89 (8,619.84)
TOTAL REVENUES	964,100.00	84,353.91	972,719.84	100.89 (8,619.84)
	=====	=====	=====	=====	=====

VILLAGE OF NEWBERRY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2017

591-WATER FUND

100.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>ATTORNEY</u>					
591-266-801.200 LEGAL	0.00	0.00	442.50	0.00 (442.50)
TOTAL ATTORNEY	0.00	0.00	442.50	0.00 (442.50)
<u>WATER SYSTEM</u>					
591-536-702.000 WAGES	60,600.00	3,769.39	48,964.61	80.80	11,635.39
591-536-702.100 WAGE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
591-536-705.000 VACATION PAY	0.00	0.00	0.00	0.00	0.00
591-536-706.000 HOLIDAY PAY	0.00	0.00	0.00	0.00	0.00
591-536-712.000 HEALTH INSURANCE BUYOUT	0.00	0.00	0.00	0.00	0.00
591-536-712.100 HEALTH SAVINGS ACCOUNT	0.00	0.00	0.00	0.00	0.00
591-536-712.200 RETIREE HEALTH INS BUYOUT	0.00	0.00	0.00	0.00	0.00
591-536-714.000 LONGEVITY	0.00	0.00	0.00	0.00	0.00
591-536-717.000 RETIREMENT - MERS - EMPLOYER P	0.00	0.00	0.00	0.00	0.00
591-536-719.000 HOSPITALIZATION	100,255.00	0.00	0.00	0.00	100,255.00
591-536-724.000 SICK PAY	0.00	0.00	0.00	0.00	0.00
591-536-725.000 WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	0.00
591-536-726.000 LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
591-536-727.000 OVERHEAD	48,000.00	41.61	41.61	0.00 (41.61)
591-536-728.000 OVERHEAD REIMBURSEMENT	0.00	1,755.03	39,646.08	82.60	8,353.92
591-536-752.000 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
591-536-752.100 OPERATING SUPPLIES	4,000.00	0.00	1,269.32	31.73	2,730.68
591-536-753.000 TOOLS & EQUIP UND CAP THRESH	3,000.00	1,202.22	2,382.46	79.42	617.54
591-536-759.000 GAS, OIL & GREASE	14,300.00	0.00	7,824.18	54.71	6,475.82
591-536-801.000 PROFESSIONAL & CONTRACTUAL SER	2,500.00	0.00	2,033.21	81.33	466.79
591-536-801.200 LEGAL	10,000.00 (385.37)	11,707.92	117.08 (1,707.92)
591-536-802.000 COLLECTION EXPENSE	0.00	0.00	0.00	0.00	0.00
591-536-811.000 WATER CONSTRUCTION	1,000.00	0.00	0.00	0.00	1,000.00
591-536-860.000 GAS-OIL-GREASE	300,000.00	0.00	300,350.65	100.12 (350.65)
591-536-888.000 ADMINISTRATIVE CHARGE	0.00	0.00	0.00	0.00	0.00
591-536-900.000 PUBLISHING & PRINTING	0.00	0.00	0.00	0.00	0.00
591-536-910.000 PROFESSIONAL DEVELOPMENT	1,800.00	0.00	1,373.00	76.28	427.00
591-536-913.000 TRAVEL	5,400.00	0.00	543.50	10.06	4,856.50
591-536-915.000 MEMBERSHIPS & SUBSCRIPTIONS	1,600.00	0.00	529.51	33.09	1,070.49
591-536-921.000 CHARGE OFFS	1,000.00	0.00	1,526.55	152.66 (526.55)
591-536-929.000 REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00	0.00
591-536-932.000 VEHICLES REPAIRS & MAINTENANCE	0.00	71.96	71.96	0.00 (71.96)
591-536-935.000 PROPERTY LIABILITY INSURANCE	1,000.00	0.00	0.00	0.00	1,000.00
591-536-956.000 MISCELLANEOUS	17,100.00	0.00	17,394.04	101.72 (294.04)
591-536-968.100 RRI FUND DEPRECIATION	1,300.00	0.00	0.00	0.00	1,300.00
591-536-991.100 PRINCIPAL NOTES PAYABLE 2005	14,745.00	0.00	0.00	0.00	14,745.00
591-536-991.200 BOND RESERVE 2005	34,000.00	0.00	34,000.00	100.00	0.00
591-536-991.300 PRINCIPAL 2009 JR WATER BOND	14,600.00	0.00	0.00	0.00	14,600.00
591-536-991.400 PRINCIPAL 2014 WATER BOND	4,000.00	0.00	4,000.00	100.00	0.00
591-536-992.100 INTEREST 2005	105,000.00	0.00	105,000.00	100.00	0.00
591-536-992.300 INTEREST 2009 JR WATER BOND	83,300.00	0.00	83,242.50	99.93	57.50
591-536-992.400 INTEREST 2014 WATER BOND	11,000.00	0.00	11,220.00	102.00 (220.00)
591-536-995.202 INTERFUND TRANSFER OUT - MAJOR	124,600.00	0.00	122,890.87	98.63	1,709.13
TOTAL WATER SYSTEM	0.00	0.00	0.00	0.00	0.00
	964,100.00	6,454.84	796,011.97	82.57	168,088.03

VILLAGE OF NEWBERRY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2017

591-WATER FUND

				100.00% OF FISCAL YEAR	
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL EXPENDITURES	964,100.00	6,454.84	796,454.47	82.61	167,645.53
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	77,899.07	176,265.37	(176,265.37)

BALANCE SHEET

AS OF: DECEMBER 31ST, 2017

591-WATER FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
591-000-001.015	CASH - CHECKING	(32,867.07)
591-000-003.000	CASH INVESTMENTS	6,974.64
591-000-005.001	BOND & INT REDEMPTION 2005	33,309.39
591-000-005.002	BOND & INT REDEMPTION 2009	780.23
591-000-005.003	REVENUE BOND RESERVE 2005	130,000.00
591-000-005.004	REVENUE BOND RESERVE 2009	12,800.00
591-000-005.005	REVENUE BOND RESERVE 2014	46,800.00
591-000-005.006	WATER SUPPLY SYSTEM RRI 2005	175,195.00
591-000-005.007	BOND & INT REDEMPTION 2014	0.00
591-000-005.008	WATER SUPPLY SYSTEM RRI 2014	45,096.00
591-000-006.000	DIRECT BILL ACCOUNT	385,448.41
591-000-033.000	CUSTOMER ACCOUNTS RECEIVABLE	213,489.06
591-000-084.101	DUE FROM GENERAL FUND	13,041.15
591-000-084.582	DUE FROM ELECTRIC FUND	(79,920.10)
591-000-084.583	DUE FROM OLD WATER ACCOUNT	(750.54)
591-000-107.000	INVENTORY - WATER SUPPLIES	328.89
591-000-130.000	LAND	0.00
591-000-136.000	BUILDINGS	0.00
591-000-137.000	BUILDING DEPRECIATION	0.00
591-000-140.000	MACHINERY & EQUIPMENT	0.00
591-000-141.000	MACHINERY & EQUIPMENT DEPREC	0.00
591-000-146.000	OFFICE EQUIPMENT & FURNITURE	0.00
591-000-147.000	OFFICE EQUIP & FURN ACCUM DEPR	0.00
591-000-148.000	VEHICLES	0.00
591-000-149.000	VEHICLES ACCUM DEPRECIATION	0.00
591-000-152.000	WATER SYSTEM	5,626,169.21
591-000-153.000	ACCUM DEPRECIATION WATER SYSTE	(1,924,234.33)
591-000-158.000	CONSTRUCTION IN PROGRESS	<u>6,061,046.45</u>
		<u>10,712,706.39</u>
TOTAL ASSETS		10,712,706.39
		=====
LIABILITIES		
=====		
591-000-202.000	ACCOUNTS PAYABLE	135,178.47
591-000-214.101	DUE TO GENERAL FUND	(2,537.18)
591-000-214.203	DUE TO LOCAL STREETS	957.19
591-000-214.582	DUE TO ELECTRIC FUND	(93,064.05)
591-000-249.000	W/H DUE TO HSA FNB OF MARQUETT	0.00
591-000-251.000	ACCRUED INTEREST	0.00
591-000-251.000	ACCRUED INTEREST	56,469.00
591-000-257.000	ACCRUED WAGES PAYABLE	0.00
591-000-260.000	ACCRUED VACATION PAYABLE	16,667.58
591-000-261.000	ACCRUED SICK LEAVE	0.00
TOTAL LIABILITIES		<u>113,671.01</u>

VILLAGE OF NEWBERRY
BALANCE SHEET
AS OF: DECEMBER 31ST, 2017

PAGE: 2

591-WATER FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
EQUITY		
=====		
591-000-300.000	BONDS PAYABLE	2,018,000.00
591-000-300.001	BONDS PAYABLE JR WATER BOND	272,000.00
591-000-300.002	BONDS PAYABLE 2014	5,759,000.00
591-000-390.000	FUND BALANCE	0.00
591-000-391.000	NET POSITION- INVT IN CAP ASS	2,373,770.01
591-000-392.000	NET POSITION - RESTRICTED	0.00
591-000-399.000	NET POSITION - UNRESTRICTED	0.00
	TOTAL BEGINNING EQUITY	10,422,770.01
	TOTAL REVENUES	972,719.84
	TOTAL EXPENDITURES	(796,454.47)
	TOTAL REVENUE OVER/(UNDER) EXPENSES	176,265.37
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	10,599,035.38
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	10,712,706.39
=====		

Village of Newberry
FY 2018 Budget Development
Water Fund - 591

Account Number	Account Descriptions	12/31/16 Final (1)	12/31/17 Projected (2)	12/31/18 Recommended Budget (3)
Water Fund				
Water Fund (591) Revenues				
	BOND REVENUE	-	300,000.00	-
591-000-645.000	WATER SALES	-	650,000.00	960,900.00
591-000-645.200	SERVICE FEES - WATER	-	500.00	500.00
591-000-645.500	WATER- PENALTIES & LATE FEES	-	10,000.00	10,000.00
591-000-665.000	INTEREST EARNED	-	1,200.00	1,200.00
591-000-686.000	REIMBURSEMENT	-	2,400.00	2,400.00
	Fund 591 Total Revenues	-	964,100.00	975,000.00
Water Fund (591) Expenditures				
Water System				
591-536-702.000	WAGES	-	60,600.00	224,000.00
591-536-705.000	VACATION PAY	-	-	11,000.00
591-536-706.000	HOLIDAY PAY	-	-	12,000.00
591-536-712.000	HEALTH INSURANCE BUYOUT	-	-	13,900.00
591-536-713.000	OVERTIME	-	-	-
591-536-714.000	LONGEVITY	-	-	1,000.00
591-536-716.000	FUNERAL LEAVE	-	-	2,900.00
591-536-717.000	RETIREMENT - MERS - EMPLOYER P	-	-	19,940.00
591-536-719.000	HOSPITALIZATION	-	100,255.00	87,310.00
591-536-724.000	SICK PAY	-	-	5,000.00
591-536-725.000	WORKERS' COMPENSATION	-	-	3,625.00
591-536-726.000	LIFE INSURANCE	-	-	900.00
591-536-727.000	OVERHEAD	-	48,000.00	-
591-536-729.000	FINAL PAYOUT	-	-	15,000.00
591-536-752.000	OFFICE SUPPLIES	-	4,000.00	4,000.00
591-536-752.100	OPERATING SUPPLIES	-	3,000.00	3,000.00
591-536-753.000	TOOLS & EQUIP UND CAP THRESH	-	14,300.00	10,000.00
591-536-759.000	GAS OIL & GREASE	-	2,500.00	3,000.00
591-536-801.000	PROFESSIONAL & CONTRACTUAL SER	-	10,000.00	15,000.00
591-536-801.200	PROF & CONTRACTUAL SERV-LEGAL	-	-	2,500.00
591-536-802.000	COLLECTION EXPENSE	-	1,000.00	1,000.00
591-536-851.000	POSTAGE	-	-	1,000.00
591-536-900.000	PUBLISHING & PRINTING	-	1,800.00	1,800.00
591-536-910.000	PROFESSIONAL DEVELOPMENT	-	5,400.00	1,000.00
591-536-913.000	TRAVEL	-	1,600.00	1,000.00
591-536-915.000	MEMBERSHIPS & SUBSCRIPTIONS	-	1,000.00	1,700.00
591-536-932.000	VEHICLES REPAIRS & MAINTENANCE	-	1,000.00	1,000.00
591-536-935.000	PROPERTY LIABILITY INSURANCE	-	17,100.00	18,000.00
591-536-956.000	MISCELLANEOUS	-	1,300.00	1,300.00
591-536-968.100	RRI FUND DEPRECIATION	-	14,745.00	14,745.00
591-536-973.000	CAPITAL OUTLAY	-	-	105,890.00
591-536-991.100	PRINCIPAL NOTES PAYABLE 2005	-	34,000.00	34,000.00
591-536-991.200	BOND RESERVE 2005	-	14,600.00	14,600.00
591-536-991.300	PRINCIPAL 2009 JR WATER BOND	-	4,000.00	4,000.00
591-536-991.400	PRINCIPAL 2014 WATER BOND	-	105,000.00	105,000.00
591-536-992.100	INTEREST 2005	-	83,300.00	83,300.00
591-536-992.300	INTEREST 2009 JR WATER BOND	-	11,000.00	11,000.00
591-536-992.400	INTEREST 2014 WATER BOND	-	124,600.00	124,600.00
583-5-592-811	CONSTRUCTION	-	300,000.00	-
	Water System Total	-	964,100.00	959,010.00
	Fund 591 Total Expenditures	-	964,100.00	959,010.00
	Fund 591 Net Revenues/ Expenditures	-	-	15,990.00

Tickmark Legend:

- (1) - FY 2016 final ending balances are per Village's TB and do not necessarily tie back to the audited financial statements
- (2) - FY 2017 Projected balances are from the Village approved FY 2017 budget amendment
- (3) - The water fund was not included in the original FY 2018 budget that was approved by the Village