

**VILLAGE OF NEWBERRY
VILLAGE COUNCIL MEETING
Monday, September 17, 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, August 20, 2018 at 6:00 p.m.

6. VILLAGE PRESIDENT ANNOUNCEMENTS

1. Presentation of Proclamation – Matthew Perry
2. Resignation of Village Treasurer
3. Committee Appointments

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 – August 2018

101	General Fund	\$43,549.24
202	Major Street Fund	\$776.98
203	Local Street Fund	\$786.22
213	Fire Revolving Fund	\$7,333.38
418	Atlas Park Fund	\$1,697.17
590	Sewage Receiving Fund	\$57,753.31
Total:		\$111,896.30

2. Village of Newberry – Cash Balance – August 2018

3. Water & Light – Monthly Bills – August 2018

(Note: the payables presented to the Water & Light Board have been reduced by \$440 due to a change in accounts. The revised payables are being presented for Council approval. The revised payables will be submitted for updated approval at the next WL Board meeting.)

582	Electric Fund	\$136,972.41
591	Water Fund	\$13,051.95
Total:		\$150,024.36

Christmas Lights Fund – as of 9/7/2018 \$14,499.38

4. Water & Light – Cash Balance – August 2018

5. Treasurer's Report – August 2018

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

a. Request #5 - \$4,709.08

i. C2AE Invoice #66721: \$3,083.88

ii. C2AE Invoice #66722: \$1,625.20

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. Legal Memo from Jeff Jocks: Certification of Delinquent Bills to Tax Rolls

2. Legal Memo from Jeff Jocks: Utility Bills for Rental Properties

10. **INTRODUCTION AND ADOPTION OF RESOLUTIONS AND ORDINANCES**

1. Review Draft Version - Ordinance A: Ordinance Relative to the Management, Control, and Use of the Water and Light Plants and Distribution Systems of the Village of Newberry

11. **REPORTS OF BOARDS**

1. Water & Light Board Meeting from Tuesday, September 11, 2018

2. Planning Commission Meeting – Next Meeting: Monday, September 24, 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

a. FOIA Status Report

4. Superintendent of Wastewater Treatment Plant

5. Superintendent of Water & Light

6. Assistant Village Manager

7. Superintendent of Parks & Recreation

8. Village Manager

13. **REPORTS OF COMMITTEES**

No reports scheduled from the following committees for the August 20, 2018 meeting: Finance Committee; Management Committee; DPW/ WWTP Committee; Ordinance Committee; Strategic Health Alliance, Safety Committee, Save the Bells.

1. Project Rising Tide – Next Meeting: Monday, September 24, 2018

14. **UNFINISHED BUSINESS**

1. Payment of Delinquent Utility Accounts - Update

15. **NEW BUSINESS**

1. Verizon Cell Tower – Site Plan

2. Appointment of Village Treasurer

3. Resolution Revising Signatory for Tax Banking Accounts

4. Discussion of Confidential Attorney/Client Privileged Memo Concerning Sewer – Closed Session

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
August 20, 2018
302 East McMillan Ave.
6:00 p.m.

Present: President DeWitt, Trustees: Brown, Dishaw, Hardenbrook, Hendrickson, Hitts, Medelis.

Absent: None.

Also Present: Village Manager - James-Mesloh, Assistant Village Manager – Vallad, Superintendent WWTP - Blakely, Ordinance Enforcement Officer – Fossitt, Director of Human Resources & Comm. Engagement – Watkins, Clerk – Schummer, Steve Stiffler, Bruce Lane, Lori Stokes, Chuck Pipes, Tina Pipes, Sterling McGinn, Rebecca Handa, Robert Stevens.

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 Hardenbrook, support by Hendrickson, **CARRIED**, to approve the agenda as presented, with one amendment, under New Business – 1.) Verizon Cell Tower –site plan, this will be discussed during the Water and Light report. Ayes: All.

Minutes: Moved by Hardenbrook, support by Hendrickson, **CARRIED**, to approve the July 16, 2018, regular session minutes as written. Ayes: DeWitt, Hardenbrook, Hendrickson, Medelis. Abstain: Brown, Dishaw, Hitts.

Village President's Announcements: None.

Public Comments on Agenda Items: Comments heard from: Robert Stevens – 112 ½ E. John.

Submission of Bills and Financial Updates:

- 1.) Village of Newberry – Monthly Bills. Moved by Brown, support by Hitts, **CARRIED**, to approve the July 2018 bills as presented, in the amount of \$90,787.57. Discussion followed. Ayes: All.
- 2.) Village of Newberry - Cash Balance – June 2018. Reviewed.
- 3.) Water & Light monthly bills for July 2018: Moved by Brown, support by Hendrickson, **CARRIED**, to pay the July Electric Fund in the amount of \$111,656.38. Discussion followed. Ayes: All. Moved by Brown, support by Hitts, **CARRIED**, to pay the July Water Fund in the amount of \$7,826.54. Discussion followed. Ayes: All.
- 4.) Christmas Lights Fund – as of 7/6/18 - \$15,071.43.
- 5.) Water & Light – Cash Balance – June 2018 - Reviewed.
- 6.) Treasurer's July 2018 Report - Accepted by Council as presented.
- 7.) Request for Disbursement of Funds – Stormwater/Asset Management/Wastewater (SAW) Grant Program. Moved by Brown, support by Hardenbrook, **CARRIED**, to pay request #4 for, in the amount of \$13,621.82. Discussion followed. Ayes: All.

Petitions and Communications: None.

Introduction and Adoption of Ordinances and Resolutions: None.

Reports of Boards:

- 1.) 1.) Water & Light Board Meeting from Tuesday, August 15, 2018: Medelis gave the report. He stated that the end date for residents requesting lawn repair due to the water project is set for August 31, 2018. The Verizon proposal for a cell tower, to be located next to the Village water tower was discussed.
- 2.) Planning Commission Meeting: Next meeting is scheduled for Monday, August 27, 2018.
A.) Larry Vincent, Planning Commission Chairperson, gave a presentation titled: Judicial Review of Planning and Zoning.

Reports of Village Officers and Management:

- A.) Fire Chief: Absent.
- B.) Ordinance Enforcement Officer: Fossitt gave his report and asked direction from the Council as to what to enforce in regard to burning receptacles in town. It was decided the receptacle issue would be brought to the ordinance meeting on August 24th.

- C.) Director of Human Resources & Community Engagement: Watkins gave a verbal as well as a written report.
- D.) Superintendent of Wastewater Treatment Plant: Blakely gave a verbal as well as written report.
- E.) Superintendent of Water & Light: Joe Lively – Working Foremen, submitted a written report.
- F.) Superintendent of Parks and Recreation: James-Mesloh gave a verbal and written report.
- G.) Assistant Village Manager: Vallad gave a verbal report and presented charts.
- H.) Village Manager: James-Mesloh gave a written as well as a verbal report. She stated that there is going to be an Audit Presentation at a Village Council, Special Session, scheduled for October 3, 2018 at 6:30 p.m. in the school auditorium. Representatives from the Department of Treasury and Plante Moran will be doing the presentation. The Village has been awarded a grant for \$2,500 for conducting an electronics collection event, which is tentatively scheduled for November 3rd or 10th.

Committee Reports:

- 1.) Project Rising Tide: The next meeting is Monday, August 27, 2018.
- 2.) Save the Bells: The next meeting is to be determined.

Unfinished Business:

- 1.) Payment of Delinquent Utility Accounts: The Village Manager gave an update.

New Business:

- 1.) Verizon Cell Tower: Removed from agenda.
- 2.) Personnel: President DeWitt asked the persons subject to discussion whether they would like the discussion to be in open or closed session. Both individuals advised they would like the discussion to be in closed session.

Council Goes Into Closed Session: Moved by Brown, support by Medelis, **CARRIED**, to go into closed session to consider and discuss a personnel matter concerning Jennifer James-Mesloh and Buck Vallad and to hear Council Member Hendrickson's recommendation, pursuant to Jennifer James-Mesloh's and Buck Vallad's request to go into closed session under the authority of MCL 15.268(a). Roll call vote: Ayes – DeWitt, Brown, Dishaw, Hardenbrook, Hendrickson, Hitts, Medelis. Council goes into closed session at 7:36 p.m.

Council Comes Out of Closed Session: Moved by Hardenbrook, support by Brown, **CARRIED**, that we come out of closed session and return to open session. Roll Call Vote: Ayes – DeWitt, Brown, Dishaw, Hardenbrook, Hendrickson, Hitts, Medelis. Council returned to open session at 8:01 p.m.

Council Action: Move by Brown, support by Hitts, **CARRIED**, that the Village Council accept the finding in Mr. Hendrickson's report. Ayes: DeWitt, Brown, Dishaw, Hardenbrook, Hitts, Medelis. Abstain: Hendrickson.

Public Comment: Comments were heard from: Bruce Lane – 406 E. Ave. D, Terese Schummer – 214 W. Truman, Lori Stokes – 301 W. John, Rebecca Handa – 108 E. Ave. B.

Comments by Council Members: Comments heard from: Dishaw asked permission from council, and received it, to talk to local law enforcement to discuss better enforcement of laws on Newberry Ave., M-123 and McMillan Ave.

Adjourn Meeting: Moved by Hardenbrook, support by Dishaw, **CARRIED**, to adjourn the meeting at 8:08 p.m. Ayes: All.

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

Terese Schummer, Clerk

John DeWitt, Village President

ROONEY KIRO
P.O. BOX 237
NEWBERRY, MA 01868

DEAR VILLAGE COUNCIL,

I WOULD LIKE TO NOTIFY
YOU THAT I AM RESIGNING FROM MY
POSITION AS VILLAGE TREASURER.

THANK YOU

Roody L Kiro

09/17/2018

Village of Newberry Board, Commission, Committees
Appointments 2018

As of 9/12/18

Village President
 President Pro-tem

John L. Dewitt III
 Sharon Brown

Board Appointments

Water & Light Board

Members

Charles Medelis	Chairperson
Sharon Brown	
Vacant	
Eric Feldhusen	
Larry Vincent	

Commission Appointments

Planning Commission

Larry Vincent	Chairperson
Dan Hardenbrook	
Steve Stiffler	
Kevin Vanatta	
Vacant	

Committees

Dangerous Building & Inspection Team

Members

John Dewitt	Chairperson
John Wendt	Fire Chief
Vacant	Water & Light Superintendent
County Building Inspector	
Sanitarian Health Department	

Department of Public Works/ Wastewater Treatment Plant (DPW/WWTP)

Charles Medelis	Chairperson
Dennis Hendrickson	
Dan Hardenbrook	
Vacant (ALT)	

Finance

John Dewitt	Chairperson
Sharon Brown	
Vacant	
Vacant (ALT)	

Fire/ Police

Charles Medelis	Chairperson
John Dewitt	
Vacant	
Dennis Hendrickson (ALT)	

Management

John Dewitt	Chairperson
Dennis Hendrickson	
Charles Medelis	
Dan Hardenbrook (ALT)	

Ordinance

Vacant	Chairman
Vacant	
Dennis Hendrickson	

Negotiation (Union)

John Dewitt	Chairperson
Vacant	
Vacant	
Sharon Brown (ALT)	

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	BLUE CROSS BLUE SHIELD OF MICHIGAN MERS DC PLAN # 110341	RETIREE SELF PAY	1,257.26
			HYBRID DPW	351.48
			TOTAL:	1,608.74
VILLAGE MANAGER	GENERAL FUND	M.E.R.S. MERS DC PLAN # 110341 STANDARD, THE	M.E.R.S. HYBRID MANAGER	338.47
			HYBRID MANAGER	95.08
			VILLAGE MANAGER & RETIREE	26.28
			TOTAL:	459.83
ADMINISTRATIVE	GENERAL FUND	AMAZON CAPITAL SERVICES BLUE CROSS BLUE SHIELD OF MICHIGAN M.E.R.S. MERS DC PLAN # 110341 STANDARD, THE US BANK EQUIP FINANCE VERIZON	HIGHLIGHTERS - SPLITTER	27.47
			TONER	5.55
			VON RETIREE	2,759.89
			OFFICE STAFF	3,529.46
			M.E.R.S. ADMIN	820.35
			M.E.R.S. HYBRID ADMIN	447.52
			M.E.R.S. SUPERVISORS	4,795.00
			MERS DC PLAN # 457	180.00
			HYBRID OFFICE	125.71
			VILLAGE STAFF AND RETIREES	52.56
			COPIER LEASE/SURC & YEARLY	340.43
			FAX	18.92
			CELL PHONES	104.88
			CELL PHONES	131.10
			MANAGER DESK	13.82
			ASST MANAGER DESK	13.82
			HUMAN RESOURCE DESK	13.82
			FINANCE DESK	13.82
			ORDINANCE OFFICER DESK	27.65
			TREASURER DESK	27.65
			CHAMBERS DESK	13.82
			GENERAL DESK	13.82
			TOTAL:	13,477.06
CLERK	GENERAL FUND	M.E.R.S.	M.E.R.S. CLERK	199.68
			TOTAL:	199.68
BUILDING & GROUNDS	GENERAL FUND	MICHIGAN MUNICIPAL RISK MANAGEMENT	LIABILITY PROPT INS DPW 6.	1,988.93
			LIABY PROPT INS CLE/OFF 10	3,066.51
			DPW 6.70%	737.00
			CLERICAL OFFICE 10.33%	1,136.30
			TOTAL:	6,928.74
POLICE DEPARTMENT	GENERAL FUND	BLUE CROSS BLUE SHIELD OF MICHIGAN M.E.R.S. STANDARD, THE	RETIRED POLICE	1,825.16
			M.E.R.S. POLICE	14.00
			RETIRED POLICE	26.28
			TOTAL:	1,865.44
PUBLIC WORKS	GENERAL FUND	BLUE CROSS BLUE SHIELD OF MICHIGAN M.E.R.S. MERS DC PLAN # 110341 JERRY OVERLAND STANDARD, THE VALLIER TRUCKING, ERNIE	DPW STAFF	978.04
			M.E.R.S. DPW	819.60
			M.E.R.S. HYBRID DPW	211.40
			MERS DC PLAN # 457	200.00
			HYBRID DPW	59.38
			CDL EXAM	150.00
			DPW STAFF & RETIREES	41.61
			TRANSPORT CASE END LOADER	1,700.00
			TOTAL:	4,160.03

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
MOTOR POOL	GENERAL FUND	VERIZON	MECHANIC DESK	13.26
			TOTAL:	13.26
FIRE	FIRE REVOLVING FUN	MICHIGAN MUNICIPAL RISK MANAGEMENT	LIABY PROPT INS FIRE 14.81	4,396.42
			FIREFIGHTERS 14.81%	1,629.10
		VERIZON	FIRE DEPT DESK	26.57
			TOTAL:	6,052.09
SEWER SYSTEM	SEWAGE RECEIVING F	AMAZON CAPITAL SERVICES	TONER	16.46
		AT&T	O&M PHONE SERVICE906-293-8	161.37
		BLUE CROSS BLUE SHIELD OF MICHIGAN	O & M SHARE	2,740.40
			O & M RETIREE	1,884.91
		C2AE	POST CONSTRUCTION SERV SRF	3,189.85
			POST CONSTRUCTION SERV/ SR	1,617.47
			INVENTORY/DATABASE/METERIN	12,295.08
			INVENTORY/DATABASE/METERIN	382.40
			INVENTORY/DATABASE/METERIN	14,168.04
			INVENTORY/DATABASE/METERIN	2,246.60
		FSOM-FULL SERVICE ORGANICS	FALL SAMPLES OF BIO SOLIDS	450.00
		M.E.R.S.	M.E.R.S. O & M	2,664.38
			M.E.R.S. HYBRID WWTP	253.86
		MERS DC PLAN # 110341	HYBRID WWTP	71.31
		MICHIGAN MUNICIPAL RISK MANAGEMENT	LIABY PROPT INS WWTP 27.76	8,240.69
			WWTP 27.76%	3,053.60
		STANDARD, THE	WWTP STAFF & RETIREES	81.03
		VERIZON	FAX AND DATA PLANS	38.94
			WWTP DESK	27.65
			TOTAL:	53,584.04
VILLAGE COUNCIL	GENERAL FUND	D S TECH	MICROSOFT 3.5	21.00
			MICROSOFT & ANTIVIRUS	21.99
		NO MICH PUBLIC SERVICE ACADEMY PROGRAM	ANNUAL MEMBERSHIP	120.00
			TOTAL:	162.99
ADMINISTRATIVE	GENERAL FUND	AMAZON CAPITAL SERVICES	PULL THRU PAPER TOWELS	43.03
			SOAP	0.98
		D S TECH	MONITORED BACKUP SERVER	7.50
			ADDITIONAL GB STORAGE	79.83
			MICROSOFT 365	42.50
			REMOTE MONITOR WITH PATCH	9.98
		FOSTER HARDWARE	KEYS	5.98
		HTC-HIAWATHA TELEPHONE CO	JAMADOTS INTERNET	95.00
		NATIONAL OFFICE PRODUCTS	PAPER/COMP GAS	21.39
			CAL RIBBON	1.81
			SUPPLIES	4.75
			PLANNING COMMISSION	325.00
			PAPER	18.75
		NEWBERRY NEWS INC	COUNCIL MINUTES	306.00
		PLANTE & MORAN	FINANCIAL HEALTH ASSESSEME	943.75
		US BANK EQUIP FINANCE	COPIER LEASE AND SURCHARGE	192.98
			TOTAL:	2,099.23
AUDIT & LEGAL EXPENSE	GENERAL FUND	BECKETT & RAEDER	PLANNING SERVICES	195.00
		SONDEE, RACINE & DOREN PLC	JUNE LEGAL COUNSEL	366.15
			JULY LEGAL COUNSEL	993.86
		SWOGGER, BRUCE & MILLAR LAW FIRM, P.C.	LEGAL ADVICE	3.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	1,558.01
ORDINANCE OFFICER	GENERAL FUND	I.T. RIGHT	ORDINANCE OFFICER	140.00
			TOTAL:	140.00
BUILDING & GROUNDS	GENERAL FUND	BOWMAN GAS COMPANY	PROPANE	19.43
		FAIR, ALMA	AUGUST CLEANING	150.00
		SEMCOENERGY GAS COMPANY	DPW GAS BILL #0235827.500	14.81
			41L #0235239.502	14.81
			41L #0235240.502	14.81
			TOTAL:	213.86
PUBLIC WORKS	GENERAL FUND	AMAZON CAPITAL SERVICES	CARBON MONOXIDE	24.35
			BARREL PUMP	41.86
			GREASE FITTINGS	52.95
		FOSTER HARDWARE	MAGNET	3.99
			LOCKS/VINYL TUBES	7.33
		GREAT LAKE FIRE & SAFETY	FIRE EXT YEARLY MAINTENANC	206.23
		LYNN AUTO PARTS INC.	END CAP FILTER	4.79
			WIRE BRUSH	5.65
			CUT OFF WHEEL	2.90
			BATTERY BRUSH/LOGIC PROBE	42.62
		RAHILLY IGA	BOTTLED WATER	7.98
			BAKING SODA	4.50
			TOTAL:	405.15
SEWER	GENERAL FUND	RANGE TELECOMMUNICATIONS	MISS DIGS FOR SEPT	8.00
			TOTAL:	8.00
MOTOR POOL	GENERAL FUND	NORTHERN ENERGY INC	TRN 1000THF 1 DRUM	398.75
		DANNY'S AUTO VALUE INC	STARTER	341.33
			MOTOR OIL	38.28
			PAINT	7.30
			TOGGLE SWITCH	3.19
			TOGGLE SWITCH	3.19
		FOSTER HARDWARE	AUTO CUT	36.95
			2 CYCLE OIL	11.94
			COUPLE 2" SXS/PRIMER/CEMEN	9.48
			MURIATIC ACID	13.47
		LYNN AUTO PARTS INC.	BREAK AWAY SWITCH/DEGREASE	22.48
		NEALS AUTOMOTIVE PARTS INC	HYDR HOSE/CRIMP/ATTACHMENT	20.74
		PICKELMANS PETRO	FLEET FUEL	313.49
		UP INTERNATIONAL TRUCKS	LAMP INCANDESCENT	22.50
		WEX BANK - SPEEDWAY UNIVERSAL	DPW FUEL	806.46
			TOTAL:	2,049.55
RUBBISH	GENERAL FUND	DANNY'S AUTO VALUE INC	TOGGLE SWITCH	13.98
		VILLAGE OF NEWBERRY GENERAL FUND	GRANT MATCHED RECYCLING BI	4,790.00
		WASTE MANAGEMENT	28.37 TONS #497-0000012-04	3,076.73
		WEX BANK - SPEEDWAY UNIVERSAL	GARBAGE TRUCK	143.96
			TOTAL:	8,024.67
PARKS & RECREATION	GENERAL FUND	ERIC'S SEPTIC SERVICE	TOILET RENTAL ATLAS PARK	175.00
			TOTAL:	175.00
ROUTINE MAINTENANCE	MAJOR STREET FUND	NEWBERRY REDI-MIX	CONCRETE	440.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	440.00
WINTER MAINTENANCE	MAJOR STREET FUND	LUCE COUNTY ROAD COMMISSION	30% OF 20 TONS OF SALT	336.98
			TOTAL:	336.98
WINTER MAINTENANCE	LOCAL STREET FUND	LUCE COUNTY ROAD COMMISSION	70% OF 20 TONS OF SALT	786.22
			TOTAL:	786.22
FIRE	FIRE REVOLVING FUN	D & D HOME CENTER	FASCIA & NAILS	112.94
		DANNY'S AUTO VALUE INC	BATTERY/TIRE GAUGE	49.20
			BOLTS	9.21
			POLISH	9.20
			BELT	11.92
		D S TECH	MONITORING WITH PATCH	4.99
			MICROSOFT OFFICE	17.00
		FIRSTDUE	UNIFORM CLOTHING	845.32
		SEMCOENERGY GAS COMPANY	FIRE DEPT #0235900.500	17.17
		SNYDERS DRUG STORE	WINDSHIELD WASH	13.14
		WEX BANK - SPEEDWAY UNIVERSAL	FIRE DEPARTMENT	191.20
			TOTAL:	1,281.29
ATLAS PARK	ATLAS PARK FUND	D & D HOME CENTER	REDIMIX CEMENT	27.95
			REDIMIX CEMENT	5.59
		VAN SLOTEN ENERPRISES, INC	GRAVEL	821.10
			GRAVEL	842.53
			TOTAL:	1,697.17
SEWER SYSTEM	SEWAGE RECEIVING F	AMAZON CAPITAL SERVICES	8 PORT GIGABIT SWITCH	29.99
		D & D HOME CENTER	HAMMER	57.00
			7" GRINDER	177.00
			MILWAUKEE SKILL SAW	149.99
			4' LEVEL	39.99
			1" CHISEL	15.49
		D S TECH	MONITORED BACKUP SERVER	7.50
			ADDITIONAL GB STORAGE	79.83
			MICROSOFT OFFICE 3.5	10.50
			MICROSOFT OFFICE 365	17.00
			REMOTE MONITOR WITH PATCH	9.98
		ERIC'S SEPTIC SERVICE	SNAKED DRAIN LINE	240.00
			PUMP GREASE FROM WET WELL	200.00
		FOSTER HARDWARE	SPEED SQUARE	9.99
			URINAL SCREEN	19.99
			SPRAY PAINT	14.00
		LYNN AUTO PARTS INC.	CUP BRUSH	19.29
			BATTERIES FOR BACKHOE	267.98
		MAC'S MARKET INC	SUPPLIES	12.00
		NATIONAL OFFICE PRODUCTS	PAPER	9.38
			CAL RIBBON	1.81
			SUPPLIES	4.75
			PAPER	18.75
		NO MICH PUBLIC SERVICE ACADEMY PROGRAM	ANNUAL MEMBERSHIP	60.00
		PLANTE & MORAN	FINANCIAL HEALTH ASSESSEME	943.75
		RAHILLY IGA	SUPPLIES	21.35
		RANGE TELECOMMUNICATIONS	MISS DIGS FOR SEPT	8.00
		RS TECHNICAL SERVICES, INC	PUMP TUBE	167.63
		SEMCOENERGY GAS COMPANY	WWTP #0358994.500	213.57

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		SONDEE, RACINE & DOREN PLC	JUNE LEGAL COUNSEL	217.95
			JULY LEGAL COUNSEL	189.71
		SWOGGER, BRUCE & MILLAR LAW FIRM, P.C.	LEGAL ADVICE	9.00
		U S A BLUE BOOK	CALIBRATION GAS	244.50
			BISULFITE PUMP	681.60
			TOTAL:	4,169.27

===== FUND TOTALS =====

101	GENERAL FUND	43,549.24
202	MAJOR STREET FUND	776.98
203	LOCAL STREET FUND	786.22
213	FIRE REVOLVING FUND	7,333.38
418	ATLAS PARK FUND	1,697.17
590	SEWAGE RECEIVING FUND	57,753.31

GRAND TOTAL:		111,896.30

TOTAL PAGES: 5

VILLAGE OF NEWBERRY
Cash Balance Report

Aug-18

G/L Account	General Fund 101	Major Streets Fund 202	Local Streets Fund 203	Total Account Balance	BANK INFORMATION	Amount
001 Cash	341,633.57	79,862.16	(303,616.81)	117,878.92	First National St Ignace A/C#5000195 General checking mBank A/C#9960546 General fund mBank A/C#13184346 Garbage stickers Tahquamenon Area Credit Union A/C#4103598 Credit card	62,012.22 51,249.99 654.00 3,962.71 <u>117,878.92</u>

003 Cash Investments	(160,293.47)	219,654.83		59,361.36	First National St Ignace A/C#7703184 Tax Appropriation First National St Ignace A/C#7703283 Equipment reserve	719.54 58,641.82 <u>59,361.36</u>
TOTAL OPERATING CASH	181,340.10	79,862.16	(83,961.98)	177,240.28		<u>177,240.28</u>

G/L Account	Fire Capital 206	Fire Revolving 213	Fire Millage 214	Total Account Balance
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001 Operating cash	14,844.25	48,356.95		63,201.20	First National St Ignace A/C#7702806 Fire Dept Capital	14,844.25
003 Cash investments					First National St Ignace A/C#7702814 Fire Revolving	48,356.95
TOTAL OPERATING CASH	14,844.25	48,356.95	53,678.50	116,879.70	First National St Ignace A/C#7703192 Fire Millage	63,201.20 53,678.50 <u>116,879.70</u>

G/L Account	Torc Fund 409	Sewage O & M 495	Sewage Receiving 590	Total Account Balance
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001 Operating cash	25,101.85	24,936.19	345,180.90	395,218.94	First National St Ignace A/C#7703309 TORC fund	25,110.36
003 Cash investments	8.51			8.51	First National St Ignace A/C#7702798 O and M fund First National St Ignace A/C#7702780 Sewage Receiving	24,936.19 345,180.90 <u>395,227.45</u>
TOTAL OPERATING CASH	25,110.36	24,936.19	345,180.90	395,227.45		

G/L Account	Tax Collection 703
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015 Cash Depository account	101,568.78	First National St Ignace A/C#7702822 Tax account mBank A/C#1002015 Tax account	89,498.88 12,069.90 <u>101,568.78</u>
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DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	ELECTRIC FUND	BLUE CROSS BLUE SHIELD OF MICHIGAN MERS DC PLAN #110353 STATE OF MICHIGAN	RETIREE SELF PAY	289.59
			MERS DC AUGUST HYBRID	368.20
			JULY 2018 PA 95 COLLECTION	1,281.54
			TOTAL:	1,939.33
ELECTRIC DISTRIBUTION	ELECTRIC FUND	US POSTAL SERVICE	US POSTAL SERVICE	478.80
			TOTAL:	478.80
GENERAL EXPENSES	ELECTRIC FUND	AMAZON CAPITAL SERVICES AT&T BLUE CROSS BLUE SHIELD OF MICHIGAN MI MUNICIPAL RISK MANAGEMENT AUTHORITY MERS DC PLAN #110353 MERS *** DO NOT CASH CHECK *** (EFT STANDARD, THE US BANK EQUIP FINANCE VERIZON	TONER	43.98
			ACCT #906293356485313	132.88
			EMPLOYEES	9,198.95
			RETIREES COMPANY PAYS	1,158.38
			LIABILITY/PROPERTY PREMIUM	7,718.12
			LIABILTY/PROPERTY PREMIUM	2,888.60
			MERS DC AUGUST HYBRID	184.10
			WL DEFINED BENEFIT	505.00
			ADMIN FLAT RATE	331.50
			WL HYBRID	604.74
			LIFE INSURANCE	41.61
			COPIER LEASE & SURC-YEARLY	340.43
			FAX & DATA PLANS	18.92
			FAX & DATA PLANS	58.93
			MANAGER DESK	13.83
			ASST MANAGER DESK	13.83
			SUPERINTENDENT DESK	27.65
			CLERK DESK	13.83
			MECHANIC DESK	13.26
			HUMAN RESOURCES DESK	13.83
			WATER & LIGHT CLERK DESK	26.52
			COUNCIL CHAMBERS	13.83
			FINANCE DESK	13.83
			VERIZON CELL PHONES	235.98
			TOTAL:	23,612.53
WATER SYSTEM	WATER FUND	AMAZON CAPITAL SERVICES DAVID PATTERSON MI MUNICIPAL RISK MANAGEMENT AUTHORITY MERS DC PLAN #110353 MERS *** DO NOT CASH CHECK *** (EFT STANDARD, THE STATE OF MICHIGAN	TONER	43.98
			WATER TRAINING	59.50
			LIABILITY/PROPERTY PREMIUM	4,156.08
			LIABILTY/PROPERTY PREMIUM	1,555.40
			MERS DC AUGUST HYBRID	184.10
			WL HYBRID	1,441.23
			LIFE INSURANCE	41.61
			WATER SAMPLES	972.00
			TOTAL:	8,453.90
ELECTRIC DISTRIBUTION	ELECTRIC FUND	PLANTE & MORAN D & D HOME CENTER OK INDUSTRIAL SUPPLY FAIR, ALMA MICHIGAN PUBLIC POWER AGENCY POWER LINE SUPPLY COMPANY SONDEE, RACINE & DOREN, P.L.C.	FINANCIAL HEALTH ASSESSMEN	943.75
			DRILL BIT SET	7.99
			WASHERS & NUTS	71.32
			AUGUST CLEANING	150.00
			AUGUST MPPA SERVICES	101.26
			MARKER GUY/TAPE/CLEVIS/STI	506.83
			TAPE	49.46
			JUNE LEGAL COUNSEL	112.95
			JULY LEGAL COUNSEL	323.21
			TOTAL:	2,266.77
GENERAL EXPENSES	ELECTRIC FUND	AMAZON CAPITAL SERVICES	CARBON MONOXIDE ALARMS	12.18

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			PULL THRU TOWELS	21.52
			CALCULATOR	5.50
			POLE RUNNER	152.99
			SOAP	0.98
		AT&T	ACCT#146204500	71.41
		BOWMAN GAS COMPANY INC	PROPANE	19.43
		PERCEPTIVE CONTROLS	SCADA ALARM SYSTEM	240.00
		NORTHERN CREDIT BUREAU	D BURKE 5-02750-00	0.95
		LYNN AUTO PART INC.	BLOWER MOTOR RISTOR/PIGTAI	16.49
			BRAKE FLUID - 1 GALLON	7.90
		NATIONAL OFFICE PRODUCTS	PAPER	9.38
			CALCULATOR RIBBON	1.81
			SUPPLIES	4.75
			PAPER	18.75
		RANGE TELECOMMUNICATION	MISS DIG FOR AUG	8.00
		RAHILLY'S IGA	WINDEX	4.53
		SEMCO ENERGY GAS CO.	#235237.500	14.81
			#235238.500	14.81
		TAHQUAMENON AREA CREDIT UNION	CASE 621DLOADER REPAIR MAN	80.00
			M DOT PERMIT	263.50
			FEES	13.72
		WEX BANK - SPEEDWAY UNIVERSAL	GAS FOR ELECTRIC	217.90
			TOTAL:	1,201.31
ELECTRIC GENERATION	ELECTRIC FUND	PM SMALL ENGINE	CHAIN SAW PARTS	25.00
		OK INDUSTRIAL SUPPLY	GLOVES	37.49
		FOSTER'S ACE HARDWARE	FASTENERS/NUMBERS/DRILLSHA	89.24
		GREAT LAKES FIRE & SAFETY EQUIPMENT	YEARLY FIRE EXT MAINTENANC	28.00
		RAHILLY'S IGA	WATER, BAKING SODA	21.56
			TOTAL:	201.29
PURCHASED POWER	ELECTRIC FUND	CLOVERLAND ELECTRIC CO-OP	JULY 2018 HYDRO BILLING	5,292.18
			AUGUST 2018 HYDRO BILLING	5,213.38
		CMS ENERGY RESOURCE MGT	1563.54 MWH/ CAPACITY 1.20	95,012.40
			TOTAL:	105,517.96
ENERGY OPTIMIZATION	ELECTRIC FUND	MECA	WECC MONTHLY IMPLEMENTATI	1,125.20
			MONTHLY MARKETING & INCENT	475.89
			TOTAL:	1,601.09
SAVE THE BELLS	ELECTRIC FUND	THYSSENKRUPP ONLINEMETALS LLC	STEEL	147.34
		FOSTER'S ACE HARDWARE	DRILL BIT	5.99
			TOTAL:	153.33
WATER SYSTEM	WATER FUND	AMAZON CAPITAL SERVICES	GRASS SEED	355.02
			CARBON MONOXIDE ALARMS	12.17
			PULL THRU TOWELS	21.51
			CALCULATOR	5.49
			GRASS SEED	177.51
			GRASS SEED, STRAW	177.51
			SOAP	0.98
		BOWMAN GAS COMPANY INC	PROPANE	19.43
		PLANTE & MORAN	FINANCIAL HEALTH ASSESSMEN	943.75
		NORTHERN CREDIT BUREAU	D BURKE 5-02750-00	0.95
		OK INDUSTRIAL SUPPLY	GLOVES	37.48
		FOSTER'S ACE HARDWARE	LIME RUST REMOVER/BATTERIE	19.97

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			GRASS SEED	99.99
			GRASS SEED	99.99
			SPREADER/GRASS SEED	119.98
		GREAT LAKES FIRE & SAFETY EQUIPMENT	YEARLY FIRE EXT MAINTENANC	23.25
		HAWKINS INC	AZONE 15-EPA REG NO 7870-5	115.20
		A. LINDBERG & SONS. INC.	TOP SOIL	1,005.52
		LYNN AUTO PART INC.	BLOWER MOTOR RISTOR/PIGTAI	16.49
			BRAKE FLUID - 1 GALLON	7.91
		NATIONAL OFFICE PRODUCTS	PAPER	9.38
			CALCULATOR RIBBON	1.81
			SUPPLIES	4.75
			PAPER	18.75
		RANGE TELECOMMUNICATION	MISS DIG FOR AUG	8.00
		SONDEE, RACINE & DOREN, P.L.C.	JUNE LEGAL COUNSEL	112.95
			JULY LEGAL COUNSEL	293.21
		TAQUAMENON AREA CREDIT UNION	POSTAGE	100.00
			MRWA - CLASS	130.00
			POSTAGE	6.70
			MRWA CLASS - MOTEL	171.00
			M DOT PERMIT	263.50
		WEX BANK - SPEEDWAY UNIVERSAL	GAS FOR WATER	217.90
			TOTAL:	4,598.05

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===== FUND TOTALS =====
582 ELECTRIC FUND          136,972.41
591 WATER FUND             13,051.95
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GRAND TOTAL:              150,024.36
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9-07-2018 2:52 PM

DETAIL LISTING

PAGE: 1

FUND : 582-ELECTRIC FUND

PERIOD TO USE: Aug-2018 THRU Aug-2018

DEPT : N/A

ACCOUNTS: 000-001.014 THRU 000-001.014

POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/JE # NOTE =====AMOUNT===== BALANCE=====

000-001.014

BANK - SAVE THE BELLS

BEGINNING BALANCE

15,173.53

8/30/18	8/30	B20645	E.F.T.	083018	03579	TRANSFER FOR BELLS EXPENSES	JE# 008148	678.00CR	14,495.53
8/31/18	9/04	B20666	83118		03584	W&L INTEREST SAVE THE BELLS	JE# 008160	3.85	14,499.38
						===== AUGUST ACTIVITY DB:	3.85	CR: 678.00CR	674.15CR

000 ERRORS IN THIS REPORT!

** REPORT TOTALS **	---	DEBITS ---	---	CREDITS ---
BEGINNING BALANCES:		15,173.53		0.00
REPORTED ACTIVITY:		3.85		678.00CR
ENDING BALANCES:		15,177.38		678.00CR
TOTAL FUND ENDING BALANCE:		14,499.38		

First National Bank

Main Office:

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

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

Mackinac Island Branch
P.O. Box 534 - 534 Market St.
Mackinac Island, MI 49757 * 906-847-3737

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

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

1055184

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

Date 8/31/18 Page 1 of 1
ACCOUNT NUMBER 7703432

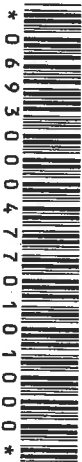
MUNICIPAL MONEY MARKET			
ACCOUNT NUMBER	7703432	Statement Dates	8/01/18 thru 8/31/18
PREVIOUS BALANCE	15,173.53	DAYS IN STATEMENT PERIOD	31
CREDITS TOTALING	.00	AVERAGE LEDGER BAL	15,129
1 DEBITS TOTALING	678.00	AVERAGE COLLECTED BAL	15,129
SERVICE CHARGE AMOUNT	.00	Interest Earned	3.85
INTEREST PAID	3.85	Annual Percentage Yield Earned	0.30%
CURRENT STMT BALANCE	14,499.38	2018 Interest Paid	30.34

DEPOSITS AND OTHER CREDITS.....		
DATE	DESCRIPTION	AMOUNT
8/31	INTEREST PAID 31 DAYS	3.85

OTHER DEBITS.....		
DATE	DESCRIPTION	AMOUNT
8/30	iTalk CONF#20853093	678.00
	DDA**3432 TO DDA**0112	

DAILY BALANCE SUMMARY.....					
DATE.....	BALANCE	DATE.....	BALANCE	DATE.....	BALANCE
8/01	15,173.53	8/30	14,495.53	8/31	14,499.38

INTEREST RATE SUMMARY.....	
DATE.....	INTEREST RATE
7/31	.30%



Newberry Water & Light
Cash Balance Report
31-Aug-18

G/L Account	Electric Fund 582	Water Fund 591	Total Account Balance	
000-001.014 Save the Bells	14,499.38		14,499.38	First National St Ignace A/C#5000112 General checking First National St Ignace A/C#5000468 Utility sweep First National St Ignace A/C#5000385 Water Account PAD First National St Ignace A/C #7703432 Save the Bells First National St Ignace A/C#5000500 Water supply system
000-001.013 Cash	172,041.50	42,687.05	214,728.55	
				TOTAL
				128,920.40
				5.00
				85,452.50
				14,499.38
				350.65
				229,227.93
000-006.000 Direct Bill account	(213,913.30)	929,704.98	715,791.68	First National St Ignace A/C#7702483 Utility payments First National St Ignace A/C#7703424 UB credit card payments M Bank A/C#13503592 Tahquamenon Area Credit Union
				268,704.24
				113,064.33
				305,470.88
				28,552.23
				715,791.68
000-003.000 Cash Investments	80,164.20	6,988.58	87,152.78	Tahquamenon Area Credit Union A/C#1305590 First National St Ignace A/C#7702699 Construction fund First National St Ignace A/C#7701832
				3,223.98
				76,940.22
				6,988.58
				87,152.78
TOTAL OPERATING CASH BALANCE	52,791.78	979,380.61	1,032,172.39	1,032,172.39
RESTRICTED ACCOUNTS				
004 Bond and Int Redemption 2005	-	33,309.39	33,309.39	
005 Bond and Int Redemption 2009	-	1,667.86	1,667.86	
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	
		444,868.25	444,868.25	
022 MISO CASH COLLATERAL	12,095.88	-	12,095.88	First National St Ignace A/C#7703168
				444,868.25
				12,095.88
				JP Morgan MISO F/B/O NWLB A/C#5030911

VILLAGE OF NEWBERRY		TREASURER'S REPORT					
FOR MONTH ENDING:		2018			2017		
August 31, 2018		Y.T.D. Collections	Actual Collections August	Y.T.D. Collections	Actual Collections August	Y.T.D.	
LEDGER ITEMS:							
Year(s)							
A	Delinquent Personal Property Taxes		0.00	0.00			0.00
	Delinquent Personal Interest Collected		0.00	0.00		0.00	0.00
	Delinquent Real Tax Collected		0.00	39,662.61		0.00	37,766.07
	Delinquent Real Tax Interest Collected		0.00	2,378.97		0.00	2,265.13
B	Real Property Tax Collected	43%	59,360.31	125,164.35		62,312.56	137,964.94
	Personal Property Tax Collected	58%	27,372.10	28,629.48		45,292.79	46,638.07
C	Admin Fee, Penalty & Interest Collected		866.57	1,931.93		1,075.10	2,220.97
D	Deposits to Tax Savings Account		87,598.98	197,952.30		108,680.45	227,022.24
E	Interest Earned on Tax Accounts		14.24	36.44		11.86	36.15
F	Tax Acct Transfer to GF & FIRE Tax Appropriation Funds		65,010.92	134,943.09		75,107.40	119,264.10

TAX ACCOUNT	Beginning August	Ending August
BANK ACCOUNT BALANCE @		
2018	\$79,015.61	\$101,617.91
2017	\$89,039.26	\$122,624.17

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. 2018 Anticipated Real Property Collections are \$288,135.64 2018 Anticipated Personal Property Collections are \$49,161.81.

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.

AUGUST 2018
TAX COLLECTION TOTALS

Totals For Class REAL		Transactions 0172			
NBY VILLOPER	34873.43	0.00	NBY VILLSTREETS	13948.40	0.00
NBY VILLTRASH	4325.94	0.00	NBY VILLFIRE SER	6212.54	0.00
ADM FEE	592.87	0.00		0.00	0.00
Total Collected:		59953.18			
Totals For Class PERSONAL		Transactions 0003			
NBY VILLOPER	16080.39	0.00	NBY VILLSTREETS	6431.89	0.00
NBY VILLTRASH	1995.02	0.00	NBY VILLFIRE SER	2864.80	0.00
ADM FEE	273.70	0.00		0.00	0.00
Total Collected:		27645.80			

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

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

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

A. Project # 1274-01	B. Request # 05	C. Period Covered by Request 08-01-18 to 08-31-18 (M/D/Y) (M/D/Y)	D. Request Type <input checked="" type="checkbox"/> partial <input type="checkbox"/> final	E. Grantee's EIN 38-6007193	F. Grant Amount \$593,241
G. Grantee Name: Village of Newberry					Phone # 906-293-3433
Address: Village Hall, 302 East McMillian Avenue, Newberry, MI 49868				Email: finance@newberry.mi.gov	
H. Grantee's Bank Name: First National Bank					Phone # 906-293-5160
Address: P.O. Box 466, 1014 S. Newberry Ave., Newberry, MI 49868					
Account Name: Sewage Receiving				ABA # 091108539	Account # 77-02780-0
Special Instructions: na					
I. Budget Items (Include Eligible Costs Only Using Dollars and Cents)			Requested Incurred Costs This Period	Cumulative Costs Incurred To Date	
1. PROJECT PLANNING COSTS (for SRF plans, USDA-RD Preliminary Engineering Reports, or Project Proposal)			\$ 0.00	\$ 0.00	
2. DESIGN ENGINEERING COSTS			\$ 0.00	\$ 0.00	
3. USER CHARGE SYSTEM DEVELOPMENT COSTS (awarded under planning or design grant)			\$	\$	
4. WASTEWATER ASSET MANAGEMENT PLAN COSTS			\$ 3,083.88	\$ 57,420.32	
5. STORMWATER ASSET MANAGEMENT PLAN COSTS			\$ 1,625.20	\$ 16,122.30	
6. STORMWATER MANAGEMENT PLAN COSTS (Nonpoint Source Watershed Management Plans)			\$	\$	
7. INNOVATIVE WASTEWATER OR STORMWATER TECHNOLOGY COSTS			\$	\$	
8. DISADVANTAGED COMMUNITY CONSTRUCTION COSTS			\$	\$	
9. TOTAL CUMULATIVE AMOUNT FOR PERIOD COVERED BY THIS REQUEST (add totals in 1 st column)			\$ 4,709.08		
10. TOTAL CUMULATIVE ELIGIBLE COSTS INCURRED TO DATE (add totals in 2 nd column)				\$ 73,542.62	
11. LESS LOCAL MATCH (if applicable) (na)				(\$ 0.00)	
12. LESS AMOUNT PREVIOUSLY DISBURSED				(\$ 68,833.54)	
13. AMOUNT REQUESTED FOR DISBURSEMENT				\$ 4,709.08	
J. For each request, describe the scope of work completed to date. Attach separate sheet if more space is needed. Discuss the progress made on the services not yet complete and a schedule for their completion by the grant period end date. If the scope of work will exceed the grant period, request a grant period extension from your DEQ project manager prior to incurring the costs.					
<ul style="list-style-type: none"> See attached "Budget & Disbursement Tracking" spreadsheet excerpts See attached invoice copies from C2AE for Aug 2018 See attached Progress Report: #11 					
<p>I certify that I am an authorized representative of the grantee and am authorized to make the following certifications on behalf of the grantee: (i) there is no pending litigation or event which will materially and adversely affect the project or the prospects for its completion; (ii) the representations, warranties and covenants contained in the grant agreement for the obligations pursuant to which this request for disbursement is submitted continue to be true and accurate in all material respects as of the date hereof; (iii) to the best of my knowledge and belief, the costs above were incurred in accordance with the terms of the grant agreement and the application for assistance for this project; and (iv) the amount requested for disbursement has not previously been requested.</p>					
Authorized Representative Name (Print or Type): <u>John DeWitt</u>				Title: <u>Village President</u>	
Authorized Representative Signature (Original): _____				Date: _____	
PLEASE RETURN THIS COMPLETED REQUEST TO THE ADDRESS SHOWN ON THE REVERSE SIDE					

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

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

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

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

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

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

For Newberry SAW Grant email to MDEQ Project Manager ~~Jaelyn Morchant~~ at "~~Morchant.J1@michigan.gov~~"
Valorie White at "whitev1@michigan.gov"



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

August 30, 2018
 Project No: 13-0210
 Invoice No: 66721

John Dewitt
 Village of Newberry
 307 East McMillan Avenue
 Newberry, MI 49868

Project 13-0210 Newberry SAW Application

Professional Services for the period ending August 19, 2018

Phase 04 Wastewater Asset Management Plan
 Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Task -900 Inventory & GIS Database	77,180.00	49.60	38,281.28	36,737.68	1,543.60
Task -0910 Condition & Critically	33,760.00	0.00	0.00	0.00	0.00
Task 0920-Metering & Modeling	30,140.00	2.20	663.08	0.00	663.08
Task 0930-Software Hardware & Training	36,200.00	0.00	0.00	0.00	0.00
Task 0940-Sewer Televising	0.00	0.00	0.00	0.00	0.00
Task 0950-Level of Service	4,000.00	0.00	0.00	0.00	0.00
Task 0960-CIP&Rate Structure Development	29,240.00	10.40	3,040.96	2,163.76	877.20
Task 0970 - Other	5,000.00	0.00	0.00	0.00	0.00
Total Fee	215,520.00		41,985.32	38,901.44	3,083.88
Total Fee					3,083.88
Total this Phase					\$3,083.88
Total this Invoice					<u><u>\$3,083.88</u></u>

Outstanding Invoices

Number	Date	Balance
66069	4/27/2018	8,010.40
66070	4/27/2018	2,906.80
66272	5/31/2018	12,295.08
66273	5/31/2018	382.40
66336	6/20/2018	14,168.04
66337	6/20/2018	2,246.60
66570	7/31/2018	2,112.52

Project	13-0210	Newberry SAW Application	Invoice	66721
	66571	7/31/2018		
	Total			
		42,408.64		



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

August 30, 2018

Project No: 13-0210

Invoice No: 66722

John Dewitt
Village of Newberry
307 East McMillan Avenue
Newberry, MI 49868

Project 13-0210 Newberry SAW Application

Professional Services for the period ending August 19, 2018

Phase 05 Stormwater Asset Management Plan

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Task 0900-Inventory & GIS Database	47,800.00	28.50	13,623.00	11,997.80	1,625.20
Task 0910-Condition & Criticality	31,700.00	5.40	1,711.80	1,711.80	0.00
Task 0920-Metering & Modeling	24,640.00	0.00	0.00	0.00	0.00
Task 0930-Software Hardware & Training	2,000.00	0.00	0.00	0.00	0.00
Task 0940-Sewer Televising	0.00	0.00	0.00	0.00	0.00
Task 0950-Level of Service	2,500.00	0.00	0.00	0.00	0.00
Task 0960-CIP&Rate Structure Development	24,500.00	0.00	0.00	0.00	0.00
Task 0970 - Other	0.00	0.00	0.00	0.00	0.00
Total Fee	133,140.00		15,334.80	13,709.60	1,625.20
Total Fee					1,625.20
Total this Phase					\$1,625.20
Total this Invoice					<u>\$1,625.20</u>

Outstanding Invoices

Number	Date	Balance
66069	4/27/2018	8,010.40
66070	4/27/2018	2,906.80
66272	5/31/2018	12,295.08
66273	5/31/2018	382.40
66336	6/20/2018	14,168.04
66337	6/20/2018	2,246.60
66570	7/31/2018	2,112.52

Project	13-0210	Newberry SAW Application	Invoice	66722
	66571	7/31/2018		
	Total			
		286.80		
		42,408.64		

Village of Newberry									
Wastewater & Stormwater Asset Manage									
Budget & Disbursement Tracking									
Proj 13-0210									
Last Revision: 09-05-18									
MDEQ 1274-01									
STORMWATER ASSET MANAGEMENT PLANNING									
Phase-Task	05-900	05-910	05-920	05-930	05-040	05-950	05-960	05-970	Totals
Description	Inventory & GIS Database Development	Condition & Criticality Assessment	Metering & Modeling	Software, Hardware & Training	Sewer Televising	Level of Service	CIP & Rate Structure Development	Other - Background Model Map	
Budgets:									
C2AE Internal	\$34,500.00	\$31,700.00	\$24,640.00	\$2,000.00		\$2,500.00	\$24,500.00	\$0.00	\$117,840.00
C2AE Subs	\$13,300.00			\$2,000.00					\$15,300.00
Total C2AE	\$47,800.00	\$31,700.00	\$24,640.00	\$2,000.00	\$0.00	\$2,500.00	\$24,500.00	\$0.00	\$133,140.00
Other Venders					\$62,775.00	\$1,000.00	\$4,000.00	\$19,500.00	\$87,275.00
Local Force Account	\$5,250.00	\$5,250.00				\$640.00	\$4,800.00	\$1,000.00	\$16,940.00
Total Budget	\$53,050.00	\$36,950.00	\$24,640.00	\$2,000.00	\$62,775.00	\$4,140.00	\$33,300.00	\$20,500.00	\$237,355.00
Invoice / Statement									
By	Number	Date							
C2AE	66570	07/31/18							
C2AE	666571	07/31/18		\$286.80					
Greenscape	33642	03/10/18							
Greenscape	33606	11/07/17		\$787.50					
Greenscape	33605	11/07/17							
Anderson & Sons	na	08/15/18							
Total Disbursement Request #04		\$286.80		\$0.00	\$0.00	\$787.50	\$0.00	\$0.00	\$1,074.30
C2AE	66721	08/30/18							
C2AE	66722	08/30/18		\$1,625.20					
x	x	x							
Total Disbursement Request #05		\$1,625.20		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,625.20

Client:	Village of Newberry	Date:	08-29-18
Project No.:	13-0210	Project Manager:	Chuck Lawson
Project Name:	SAW Grant	Report Lead:	Dave Holmgren
Project Phase:	Report	Admin.:	Dave Cain
Client Approved Revised Completion Date:	na	Project Start Date:	Sep 2013 (application)
Client Project No.:	MDEQ SAW #1274-01	Project Completion Date:	Nov 2020
Client Advisor:		Period Covered:	Aug 2018

THE WORK ACCOMPLISHED IN THE DEFINED PERIOD CONSISTED OF:

- Field work (survey coordinates) continues and coordinating with GIS database
- Storm Drainage Model mapping underway
- Compiling records and data for GIS database

THE ANTICIPATED WORK ELEMENTS IN THE NEXT PERIOD:

- Continue field work & compiling data
- Coordinate sewer TV work planning
- Coordinate/Plan for flow metering
- Planning for database integration
- Compile next Draw Request package

SCOPE CHANGES MADE DURING DEFINED PERIOD:

- na

BUDGET STATUS (% COMPLETE OF C2AE TASKS):

Wastewater (WAMP) Task	Budget	Approx. % Used
900 – Inventory & GIS Database Development	\$77,180	46%
910 – Condition & Criticality Assessment	\$33,760	7%
920 – Metering & Modeling	\$30,140	1%
930 – Software, Hardware, & Training	\$36,200	1%
940 – Sewer Televising	\$0	na
950 – Level of Service	\$4,000	0%
960 – Cap. Imp. Plan & Rate Structure Development	\$29,240	0%
970 – Other – Funding Application	\$5,000	100%
Total C2AE	\$215,520	19%
Total Project Including Other Venders, etc.	\$379,622	11%

Stormwater (SAMP) Task	Budget	Approx. % Used
900 – Inventory & GIS Database Development	\$47,800	15%

PROGRESS REPORT # 11

Project Description: Newberry SAW

Stormwater (SAMP) Task	Budget	Approx. % Used
910 – Condition & Criticality Assessment	\$31,700	0%
920 – Metering & Modeling	\$24,640	0%
930 – Software, Hardware, & Training	\$2,000	0%
940 – Sewer Televising	\$0	na
950 – Level of Service	\$2,500	0%
960 – Cap. Imp. Plan & Rate Structure Development	\$24,5000	0%
970 – Other – Mapping	\$0	na
Total C2AE	\$133,140	5%
Total Project Including Other Venders, etc.	\$237,355	3%

SCHEDULE STATUS (from Engineering Agreement):

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

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

INPUT NEEDED FROM CLIENT:

PROGRESS REPORT # 11

Project Description: Newberry SAW

- na

CLIENT INPUT, DECISIONS AND DIRECTIVES:

- na

REALIZED OR ANTICIPATED CONCERNS:

- na

VALUE ADDED:

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

Cc *Send email notification, INCLUDING file path link, that PROJECT XX-XXXX (EV,PR,PMP) has been updated to:
Local Admin Staff & Building Leader or Infrastructure Leader*

Memo

To: Jennifer James-Mesloh, Village of Newberry

From: Jeffrey L. Jocks, Sondee, Racine & Doren

Date: September 06, 2018

Re: Certification of Delinquent Bills to Tax Rolls

You asked me how to certify delinquent utility bills to the tax rolls. Below I provide the authority and procedure for certification of delinquent bills to the township assessor.

Ordinance A – Power and Water

A:4 :1 Liens or Collections

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

Ordinance B - Sewer

8 :32:6 Enforcement :

Charges for sewer services shall constitute a lien on the property served, pursuant to Section 21, Act 94, Public Acts of Michigan 1933, as amended, unless notice is given that a tenant is responsible and whenever such charges shall be delinquent for six (6) months or more, the Village officer or officers in charge of the collection thereof shall certify annually on October 1, of each year, to the tax-assessing officer of the Village, the fact of such delinquency, where upon such charge shall be by him entered upon the next tax roll as a charge against such premises and shall be collected and the lien thereof enforced in the same manner as general Village taxes against such premises are collected and the lien thereof enforced; provided, however, where notice is given in writing that a tenant is responsible for such charges and services as provided by Section 21, no further service shall be rendered such premises until a cash deposit equal to two quarters service charges shall have been made as security for payment of such charges and service . In addition to other lawful enforcement methods, the payment of charges for service to any premises may be enforced by discontinuing the water service to such premises.

Procedure:

1. Determine what accounts are delinquent for more than six months and can be placed on the tax rolls. Accounts in the name of the property owner can be placed on the tax rolls. Accounts in the names of tenants cannot be placed on the tax rolls.
2. Create a spread sheet for the accounts that provides the name, service address, amount to be placed on the rolls, and the Tax Id number.
3. Complete the attached form example for certification and present the form to the township assessor.

CERTIFICATION FOR TOWNSHIP ASSESSOR

The Village of Newberry hereby, pursuant to its duly enacted Ordinances and Michigan law, certifies that the following accounts have been delinquent for a period of more than six months as of September 1 of this year and that such charges for water service, electrical service, and/or sewer service constitute a lien against the property described herein by property Tax Identification Number.

NAME	SERVICE ADDRESS	UNPAID UTILITY CHARGES (Indicate which service)	TAX IDENTIFICATION NUMBER

The foregoing charges shall be entered upon the next tax roll against the described properties and collected as taxes.

WATER SERVICE TOTAL:

ELECTRICAL SERVICE TOTAL:

SEWER SERVICE TOTAL:

This certification is made and hereby certified by the Village of Newberry Village Manager.

Dated: _____

Jennifer James-Mesloh
Village of Newberry Village Manager

Memo

To: Jennifer James-Mesloh, Village of Newberry

From: Jeffrey L. Jocks, Sondee, Racine & Doren

Date: September 06, 2018

Re: Utility Bills for Rental Properties

You asked me a series of questions concerning utility bills for rental properties. As I understand it, the Village has historically allowed utilities for rental properties to be placed in the names of renters. The issue that has now arisen is how the Village should handle new requests for utility service at rental properties. The specific questions are: 1- whose name should the utility service be placed, 2- what is required of landlords, and 3- how should unpaid utility bills be handled. Your Ordinances A and B control these questions. This memo will explain the current procedures for power, water, and sewer.

Village Ordinance A for the Management, Control and Use of the Water and Light Plants and Distribution Systems of the Village of Newberry sets out the procedures for power and water bills. Village Ordinance B Sewers and Sewage Treatment sets out the procedure for sewer bills.

1. Billing for Power and Water

Ordinance A controls billing for power and water services to rental properties. The following will be a bullet point explanation of the procedure found in Ordinance Section A:4:4.

- Services for rental properties shall be in the name of the tenant, unless the property owner submits a signed, written confirmation to have the bill in his or her name. This means that all rentals are in the tenant's name unless required otherwise by the owner.
- Applications for services by a tenant require approval from the property owner. You should be getting the property owner's approval for every tenant application.
- Billing goes to the tenant at the rented property. The property owner may request a duplicate bill go to him or her.
- Outstanding bills remain with the tenant and do not attach to the property. That means that you can not place a lien on the property.

- You do expressly state that bills for water at rental properties that the property owner requests be put in his or her name will affect other accounts in the property owner's name if the rental property bill is delinquent.
- No services will be reconnected unless all accounts in a person's name are paid in full. This goes to the above issue of the property owner keeping the bill in his or her name. It does not mean that you can require payment in full for a rental property prior to reconnecting water for a new tenant even though the previous tenant bill is delinquent.
- You can require a security deposit prior to turning on water service. The amount is set by the Water and Light Board policy but must be approved by the Village Council.
- Conclusion: Your ordinance requires service to be in the tenant's name with approval by the property owner. The only time service is in the property owner's name is if he or she submits a signed written request to have the bill in his or her name. Your only protection to recover delinquent bills when in the tenant's name is to shut off service and/or use the security deposit. Unpaid bills that were in the tenant's name are required to be pursued against the tenant. Future requests by a tenant with unpaid bills can be denied unless the unpaid bills are paid in full.

2. Billing for Sewer

Ordinance B controls billing for sewer services to rental properties. It is important to note that Ordinance B provides procedures for rental properties that are different than Ordinance A. The following will be a bullet point explanation of the procedure found in B:32:6.

- Charges for sewer services are a lien on the property which means sewer service is to be in the property owner's name, unless notice is given by the property owner that the tenant is responsible pursuant to Section 21 of Public Act 94 of 1933, as amended. Notice under that act requires that the property owner notify you in writing, and include a copy of the lease.
- If notice is given by the property owner that the tenant is responsible for the sewer bill then you shall collect a security deposit equal to two quarters of service charges.
- You can shut the sewer service off for delinquent bills.
- Conclusion: This ordinance is opposite of the water ordinance. Here the property owner must be responsible unless notice in writing with the lease is given. Therefore, for sewer bills, you should require that the property owner provide specific notice in writing that the bill should be in the tenant's name along with a complete copy of the lease. However, if the property owner follows the procedures

to place the bill in the tenant's name then your only protection to recover delinquent bills is to shut off service and/or use the security deposit. Unpaid bills that were in the tenant's name are required to be pursued against the tenant. Future requests by a tenant with unpaid bills can be denied unless the unpaid bills are paid in full.

ORDINANCE A

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

THE VILLAGE OF NEWBERRY ORDAINS:

A:1:1 Board:

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

A:1:1a Council Members

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

A:1:1b At Large Members:

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

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

A:1:1c Oath of Office:

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

A:1:1d Hold-over Provision

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

A:1:1e Compensation

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

A:1:2 Quorum; Chairperson:

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

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

A:1:3 Duties:

A:1:3a Management Authority:

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

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

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

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

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

A:1:5 Meeting With Council:

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

A:1:6 Payment of Claims and Charges:

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

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

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

A:1:7 Accounting:

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

A:1:8 Deposit of Funds

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

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

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

A:1:10 Employment of Superintendent & Others:

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

A:1:11 Regular Meetings:

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

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

A:1:12a Duties:

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

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

The Manager shall have the following functions and duties:

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

A:1:12b Dealing With Employees:

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

A:1:12c Purchasing Responsibilities:

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

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

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

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

Section A:2 Operations:

A:2:1 Hydrants:

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

A:2:2 Rates and Fees:

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

A:2:3 Electric Motors:

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

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

A:2:4a Collect Funds:

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

A:2:4b Certification of Collections:

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

A:2:4c Meter Reading:

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

A:2:4d Meter Reading Policies:

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

A:2:5 Connections:

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

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

A:2:6 Street Lighting and Fire Hydrants:

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

Section A:3 Criminal Penalty:

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

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

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

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

A:3:3 Penalty:

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

Section A:4 Collection:

A:4:1 Liens or Collections

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

A:4:2 Certification:

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

A:4:3 Lien Statement:

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

A:4:4 Rental Property:

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

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

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

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

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

A:4:5 Enforcement

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

A:4:6 Electric Service

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

Section A:5 Publication and Effective Date:

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

Recapitulated, approved, and adopted this 11th Day of May, 2010.

Terry Webb, President Village of Newberry

Janice Galor, Clerk Village of Newberry

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

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

Summary of changes of May 17, 2010:

Section:

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

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

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

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

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

to read

"May 31st

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

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

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

NEWBERRY WATER & LIGHT BOARD
REGULAR MEETING MINUTES
September 11, 2018

Present: Chairperson Medelis, Brown, Vincent. (Feldhusen arrives at 5:33 p.m.)

Absent: Feldhusen

Also Present: Village Manager – James-Mesloh, Assistant Village Manager – Vallad, Clerk -Schummer, Lori Stokes, Chuck Pipes, Bruce Lane.

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 Vincent, support by Brown, **CARRIED**, to approve agenda as submitted. Ayes: All. Absent: Feldhusen.

Feldhusen arrives at 5:33 p.m.

Approval of Minutes: Moved by Vincent, support by Brown, **CARRIED**, to approve minutes from the August 15, 2018 W&L meeting as presented. Ayes: All. Abstain: Brown.

Water and Light Chairperson Announcements: Chairman Medelis stated that there was an opening on the W&L Board and if anyone is interested they should talk to him, President DeWitt or submit a letter of interest.

Public Comments on Agenda Items: Comments heard from: Lori Stokes – 301 W. John Street.

Submission of Bills and Financial Updates:

- A.) Water & Light Monthly Bills – Motion by Vincent, support by Feldhusen, **CARRIED**, recommend Village Council pay the August 2018 Electric Fund bill in the amount of \$137,412.41. Discussion followed. Ayes: All.
- B.) Motion by Vincent, support by Feldhusen, **CARRIED**, recommend Village Council pay the August 2018 Water Fund bill in the amount of \$13,051.95. Discussion followed. Vallad will check on a concrete bill that was charged to the Save the Bells account and should not have been. Ayes: All.
- C.) Christmas Light Fund is currently at \$14,499.38.
- D.) Water & Light – Cash Balance – July & August 2018, was reviewed and discussed.

Petitions and Communications: The Village Manager explained and discussed the following memos.

- 1.) Legal Memo from Jeff Jocks: Certification of Delinquent Bills to Tax Rolls.
- 2.) Legal Memo from Jeff Jocks: Utility Bills for Rental Properties.

Introduction and Adoption of Ordinances and Resolutions:

- 1.) Review Draft Version – Ordinance A: Ordinance Relative to the Management, Control and Use of the Water and Light Plants and Distribution Systems of the Village of Newberry.

Reports of Village Management:

- 1.) Superintendent of Water and Light: Joe Lively, working foreman, submitted a written report.
- 2.) Assistant Village Manager: Gave a verbal report along with presented charts and budget. Discussion followed.
- 3.) Village Manager: James-Mesloh gave a verbal as well as written report. An Audit presentation, for the Village Council, is being held on Wednesday October 3rd at 6:30 p.m., in the school auditorium.

Reports of Committees:

- 1.) Save the Bells: Schummer gave a verbal report.

Unfinished Business:

- 1.) **Revised Site Plan – Verizon Cellular Tower.** A representative, from Verizon, will do a presentation regarding the cellular tower on Monday, September 17 at 4:30 p.m.

New Business:

- 1.) **Utility Bill Format.** The Village Manager presented a mock-up of the new utility bill, which the Village will start using after the next billing cycle. Discussion followed.

Comments by Board Members: None.

Adjourn Meeting: Motion by Vincent, support by Feldhusen, **CARRIED**, to adjourn meeting at 6:35 p.m. Ayes: All.

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

**Village of Newberry
Planning Commission Meeting
Monday, August 27, 2018
Meeting Location: 302 East McMillan Ave.
Meeting Time: 6:00 p.m.**

1. Call to order:

Meeting was called to order by Chairman Vincent at 6:00pm

2. Pledge of Allegiance:

Chairman Vincent asked all to rise and pledge allegiance to the flag.

3. Roll call:

Roll call was taken and Vincent, Stiffler, and Vanatta were present. Hardenbrook was absent.

4. Approval of Agenda:

Motion by Vanatta with support from Stiffler to approve the agenda. A vote by voice was taken with all voting in the affirmative.

5. Approval of Minutes:

Planning Commission Meeting - Monday, July 23, 2018 at 6:00pm. Motion by Vanatta, second by Stiffler to approve minutes. There was a revision of the minutes to correct a spelling error. Under Approval of Minutes, point #2 - Approval of Master "Play". Should have stated "Approval of Master Plan". A vote by voice was taken with Vanatta, Vincent, & Stiffler voting in the affirmative with noted change.

6. Planning Commission Chairperson Announcements:

None

7. Communications from the Public:

None

8. Petitions and Communications:

None

9. Unfinished Business:

None

10. New Business:

Review of Manistique Zoning Ordinance. Stiffler asked if the Manistique zoning ordinance had been tested court and could be used as a template. Vincent stated there were templates that could be used, but they to fit the needs of the village. Alison Watkins stated the Manistique Zoning Ordinance had been tested.

Alison Watkins gave a presentation titled: Overview of the Steps For Adoption of a Zoning Ordinance in Michigan. The presentation highlighted various zoning functions and a review of adoption of a zoning ordinance. Alison went over three basic zoning functions – Legislative (Village Council), Administrative (Planning Commission/Zoning Administrator) & Quasi-judicial (Zoning Board of Appeals). She also covered 17 steps for adopting a zoning ordinance within Michigan.

Vincent recommended we look at potential conflicts to avoid in use of language (may vs. shall, etc.)

11. Comments by Planning Commission Members:

Vanatta stated it's time to roll up our sleeves and get to work and not to drag this out over years. He asked what a reasonable timetable would be. Vincent answered that it will take more than a year and we should work out one or two articles/sections at a time. Stiffler asked what would be presented to the Council, the whole ordinance or sections and Vincent said the whole thing would be presented. Public comment will be open for sections in addition to the whole ordinance. Sections on fencing and signs will be big and take time to work out. Vanatta asked if we should have a calendar/timeline as to what sections will be covered in each meeting. Vincent said he would have a calendar ready for the next meeting so the commission would have something to work off and for the public to view.

12. Adjournment - Regular Session

With no further business before the Planning Commission a motion was made to adjourn the meeting at 6:39pm.

VILLAGE OF NEWBERRY



Moose Capital of Michigan

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

Monthly Report for August

31 letters were sent out concerning Ordinance 13, Open Burning. Most of the reactions to the were positive. A few complained about not be able to burn paper and lumber in their burn barrel. I explained to them that the ordinance only allows the burning of natural wood or charcoal. They understood but didn't like it.

I have been trying to work with the merchants downtown to clean up behind their businesses. They are starting to do the work to clean up behind the buildings.

.I contacted Jeff Jocks about rewriting the penalty section of Ordinance 16 and a notice of violation. This notice would be a sticker to put on the vehicle. The change to ordinance 16 is: if this vehicle isn't removed in 7 days it will be deemed ABANDONED and maybe taken into CUSTODY and stored at the owners expense or SCRAPPED.

2018 FOIA Tracking Sheet

Date First Request Received	Request ID	Last	First	Regarding	Status
Monday, February 19, 2018	2018-02-LS	Stokes	Lori	emails between staff to 2.19.18	Deposit Pending
Monday, March 12, 2018	2018-16-JK	Korenich	Jessica	Council and board fees	Deposit Pending
Monday, March 12, 2018	2018-17-IS	Stokes	Ian	attorney fees	Deposit Pending
Friday, March 16, 2018	2018-19-KS	Stokes	Kenneth	January 2018 W&L Bills presented at 2.13 W&L Me	Deposit Pending
Monday, March 19, 2018	2018-22-KS	Stokes	Kenneth	List of entities where jobs were posted for public	Deposit Pending
Thursday, March 22, 2018	2018-25-KS	Stokes	Kenneth	names and dates of interviews	Deposit Pending
Friday, March 23, 2018	2018-26-KS	Stokes	Kenneth	employment agreements	Deposit Pending
Tuesday, March 27, 2018	2018-32-KS	Stokes	Kenneth	Dollar amount paid to AT&T in 2016	Deposit Pending
Tuesday, April 03, 2018	2016-38-KS	Stokes	Kenneth	Passport Grant information	Deposit Pending
Wednesday, April 04, 2018	2018-40-KS	Stokes	Kenneth	VM applications and names of applicants	Deposit Pending
Monday, April 09, 2018	2018-41-KS	Stokes	Kenneth	Garbage revenues	Deposit Pending
Monday, April 16, 2018	2018-45-KS	Stokes	Kenneth	Copy of TACU visa monthly statements 2016 & 2017	Deposit Pending
Wednesday, April 18, 2018	2018-49-KS	Stokes	Kenneth	Payables W&L and Council 2016, 2017	Deposit Pending
Tuesday, May 01, 2018	2018-51-KS	Stokes	Kenneth	VON & W&L VISA statements & cover sheets Jan-M	Deposit Pending
Tuesday, April 03, 2018	2016-37-KS	Stokes	Kenneth	TORC fund disbursements	Deposit Pending
Friday, April 13, 2018	2018-47-KS	Stokes	Kenneth	Water & Light attorney fees for 2016, 2017	Final Payment Pending
Friday, April 13, 2018	2018-48-KS	Stokes	Kenneth	Village of Newberry attorney fees for 2016,2017	Final Payment Pending
Tuesday, April 10, 2018	2018-42-KS	Stokes	Kenneth	2017 end of year amounts for financial accounts	Pending Audit Completion

Newberry Wastewater Treatment Plant

George Blakely Superintendent

September 2018 Report

The grinder we use for the septage haulers has failed. We have taken the grinder out of the channel it was in, we still have a bar screen in the channel. When the project was in full swing the septage haulers were using an alternate site, we have gone back to that. FSO was in for the fall application of Bio-Solids. They hauled 260,000 gals. of Bio-Solids. Due to our efforts to concentrate the percent solids of the Bio-Solids we saved \$5,345.76 from last year even with the rate increase and fuel surcharges.

- VFD for new RAS pump was installed by Ginnever Electric
- Storage Garage cleaned and organized
- Staff Safety Meeting
- Grinder for Septage Haulers failed and taken out
- FSO hauled Bio-Solids

VILLAGE OF NEWBERRY



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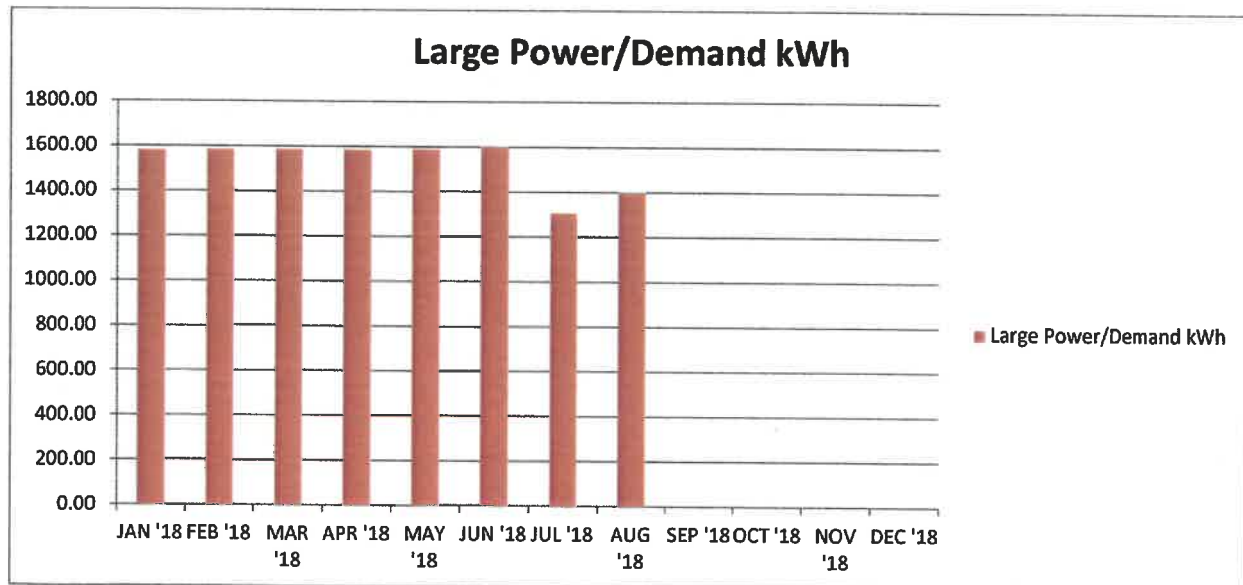
NEWBERRY WATER AND LIGHT REPORT AUGUST 2018

- Outage Co. Rd. 450 (lightening)
- Outage 41 Lumber
- Miss Digs
- Red Tags
- Brushing
- Installed Water Curbstop (Valve)
- DEQ Disinfectant Byproduct Site Report
- Call Out (Tree Burning on Line)
- Changed Injector Well #6
- Broken Pole (Replaced Co. Rd. 430)
- New Trans. Line and Service Co Rd. 395
- Set New Pole, Raised Wires on 3 Services for Charter
- Non-payment Disconnects (17)
- Outage Co. Rd. 405 (Brush on Wire)
- Readings Meters
- Blinking Lights (N. Line Customer) Due to Primary/Trees
- AECOM/DEQ Well Samples For PFAS (Polyflouroalkyl Substances)
- Call Out (Shell Rd. Burning Pole, Victory & Miller Rd, Fuses Blown, Branches)
- Repaired MV Lights

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	1586.82	\$ 14,129.91
MAR '18	1587.94	\$ 14,129.91
APR '18	1587.14	\$ 14,129.91
MAY '18	1588.74	\$ 14,129.91
JUN '18	1600.38	\$ 14,205.68
JUL '18	1308.82	\$ 12,369.20
AUG '18	1397.07	\$ 12,981.26
SEP '18		
OCT '18		
NOV '18		
DEC '18		



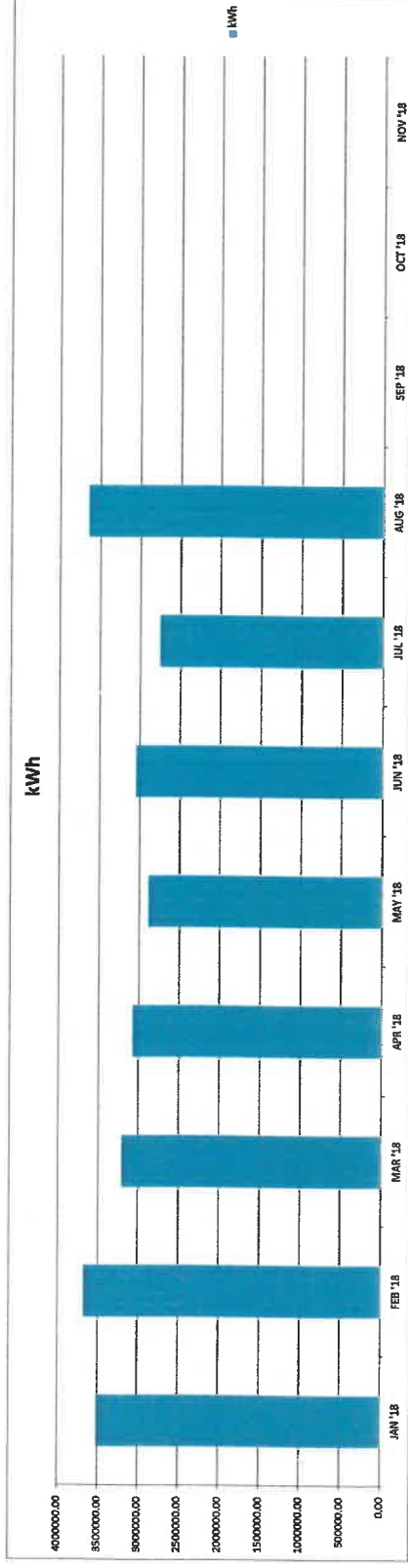
2018 - ELECTRIC CONSUMPTION / BILLING

	RESIDENTIAL						COMMERCIAL						LARGE POWER						DEMAND			
	ER KW	METERS	ER FUEL ADJ	ER BASE	ER AMT BILLED	EC KW	METERS	EC FUEL ADJ	EC AMT BILLED	LG KW	METERS	LG AMT BILLED	FUEL ADJ	DEMAND KW	METERS	DEMAND AMT BILLED						
2018																						
JAN	748240.00	1186	\$ 21,656.75	\$ 1,006.53	\$ 86,598.11	359495.00	216	\$ 10,405.32	\$ 38,786.60	419720.00	7	\$ 21,925.44	\$ 12,148.38	1231.76	12	\$ 11,029.11						
FEB	770962.00	1196	\$ 22,314.69	\$ 1,026.39	\$ 88,975.29	341698.00	217	\$ 9,890.06	\$ 41,987.11	443000.00	7	\$ 23,036.00	\$ 12,822.19	1231.76	12	\$ 11,029.11						
MAR	616256.00	1193	\$ 15,928.27	\$ 829.03	\$ 73,345.77	353759.00	218	\$ 10,003.71	\$ 29,698.52	358400.00	7	\$ 18,636.80	\$ 9,287.87	1587.94	13	\$ 14,129.91						
APR	720072.00	1203	\$ 18,694.68	\$ 984.37	\$ 84,243.98	189173.00	218	\$ 5,866.59	\$ 12,163.18	409040.00	7	\$ 21,270.08	\$ 9,955.02	1232.08	13	\$ 14,129.91						
MAY	549102.00	1191	\$ 14,249.13	\$ 741.58	\$ 66,721.42	258578.00	217	\$ 7,597.95	\$ 20,126.00	398200.00	7	\$ 20,706.40	\$ 10,072.61	1232.88	13	\$ 14,129.91						
JUN	501511.00	1210	\$ 12,968.76	\$ 686.87	\$ 62,653.34	271793.00	212	\$ 7,028.38	\$ 29,747.29	476920.00	7	\$ 24,799.84	\$ 12,125.80	1243.72	13	\$ 14,205.68						
JUL	446516.00	1196	\$ 8,661.98	\$ 613.00	\$ 57,164.55	290645.00	212	\$ 5,971.68	\$ 31,706.43	384640.00	7	\$ 20,001.28	\$ 9,770.56	991.96	13	\$ 12,369.20						
AUG	614091.00	1194	\$ 12,612.57	\$ 841.59	\$ 62,893.00	343963.00	212	\$ 7,060.27	\$ 37,114.23	528920.00	7	\$ 27,503.84	\$ 13,434.26	1092.96	13	\$ 12,981.26						
SEPT																						
OCT																						
NOV																						
DEC																						
TOTAL	4966750.00	9569.00	127086.83	6729.36	582595.46	2409104.00	1722.00	63823.96	241329.36	3418840.00	56.00	177879.68	89616.69	9845.06	102.00	104004.09						
AVG	620843.75	1196.125	15885.85375	841.17	72824.4325	301138	215.25	7977.995	30166.17	427355	7	22234.96	11202.08625	1230.633	12.75	13000.51125						

TOTAL Kwh 10804.54
AVERAGE METERS 1431.125

Water & Light
Billed Electric kWh Report - 2018

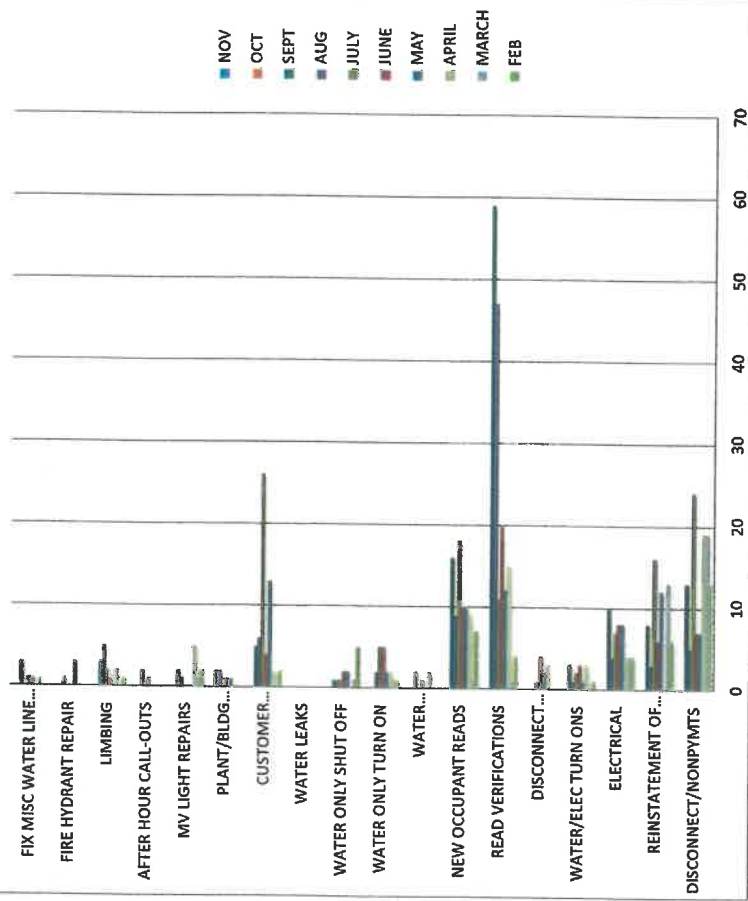
MONTH:	RES/COM kWh	DEM. BILLED	RES/COM BILL	CONSUMER'S	MPPA	MISO	ATC	CEC-HYDRO	2018 PAID	2017 PAID	2016 PAID	2015 PD:	SAVED:
JAN '18	3518665.00	\$ 14,129.91	\$ 196,778.46	\$ 107,467.68	\$ 28.53	\$ 3,833.06	\$ 13,133.98	\$ 5,064.28	\$ 129,527.53	\$ 120,334.74	\$ 103,229.84	\$ 145,688.48	\$ (9,192.79)
FEB '18	3685214.00	\$ 14,129.91	\$ 205,164.19	\$ 97,421.58	\$ 47.86	\$ 4,164.50	\$ 13,133.98	\$ 5,079.63	\$ 119,847.55	\$ 111,398.64	\$ 102,655.98	\$ 168,324.53	\$ (8,448.91)
MAR '18	3210808.00	\$ 14,129.91	\$ 173,342.28	\$ 43,309.98	\$ 74.73	\$ 3,606.20	\$ 10,445.98	\$ 5,028.01	\$ 62,464.90	\$ 114,411.84	\$ 130,780.97	\$ 135,195.29	\$ 51,946.94
APR '18	3078108.00	\$ 14,129.91	\$ 170,586.50	\$ 86,040.96	\$ 510.99	\$ 3,002.14	\$ 12,237.98	\$ 5,164.08	\$ 106,956.15	\$ 106,494.00	\$ 98,265.91	\$ 114,707.13	\$ (462.15)
MAY '18	2889771.00	\$ 14,129.91	\$ 155,995.47	\$ 79,099.98	\$ 260.13	\$ 2,480.88	\$ 12,237.98	\$ 5,259.07	\$ 99,338.04	\$ 98,979.16	\$ 121,856.40	\$ 145,098.13	
JUN '18	3050491.00	\$ 14,205.68	\$ 160,272.48	\$ 62,573.76	\$ 136.82	\$ 2,023.17	\$ 12,237.98	\$ 5,188.41	\$ 78,414.84	\$ 102,915.90	\$ 60,546.96	\$ 74,453.89	
JUL '18	2755902.00	\$ 12,369.20	\$ 142,297.41	\$ 69,584.39	\$ 98.98	\$ 3,543.06	\$ 12,237.98	\$ 5,188.41	\$ 89,926.59	\$ 102,013.56	\$ 118,956.76	\$ 55,814.19	
AUG '18	3642325.00	\$ 12,981.26	\$ 184,720.47	\$ 69,584.39		\$ 2,915.81	\$ 12,237.98	\$ -	\$ -	\$ 98,627.29	\$ 115,892.05	\$ 93,525.67	
SEP '18									\$ -	\$ 97,767.67	\$ 107,256.72	\$ 122,946.54	
OCT '18									\$ -	\$ 114,041.05	\$ 103,927.00	\$ 64,483.12	
NOV '18									\$ -	\$ 123,757.90	\$ 118,349.60	\$ 157,862.67	
DEC '18									\$ -	\$ 1,294,437.93	\$ 1,288,637.86	\$ 1,400,903.51	\$ 33,843.09
	25831284.00	\$ 110,205.69	\$ 1,389,157.26	\$ 615,082.72	\$ 1,158.04	\$ 25,568.82	\$ 85,665.86	\$ 41,250.71	\$ 768,726.15	\$ 1,294,437.93	\$ 1,288,637.86	\$ 1,400,903.51	\$ 33,843.09



Water & Light

Work Orders Report - 2018

	1/1-1/31	2/1-2/28	3/1-3/31	4/1-4/30	5/1-5/31	6/1-6/30	7/1-7/31	8/1-8/31	9/1-9/30	10/1-10/31	11/1-11/30	12/1-12/31
DISCONNECT/NONPVMTS	13	19	19	7	7	24	5	13				
REINSTATEMENT OF SERVICES	6	13		12	6	16	3	8				
ELECTRICAL	4	4	4	8	8	7	4	10				
WATER/ELEC TURN ONS	1		3	1	3	2	1	3				
DISCONNECT WATER/ELEC			3	2	4	1	0	0				
READ VERIFICATIONS	4	1	15	12	20	11	47	59				
NEW OCCUPANT READS	7	1	9	10	10	18	9	16				
WATER METER/REMOTE REPAIR			2		1		2	0				
WATER ONLY TURN ON	1	1	2	2	5	5	2	0				
WATER ONLY SHUT OFF	5	1		2	2	1	1	1				
WATER LEAKS							0	0				
CUSTOMER INFORMATION	2		2	13	4	26	6	5				
PLANT/BLDG MAINTENANCE				1	1		2	2				
MV LIGHT REPAIRS	2	1	5				1	2				
AFTER HOUR CALL-OUTS					1		2	0				
LIMBING	1		2		1	2	5	3				
FIRE HYDRANT REPAIR				3			1	0				
FIX MISC WATER LINE ITEMS			1		1	1	0	3				
TOTALS	46	41	67	73	74	114	91	125	0	0	0	0

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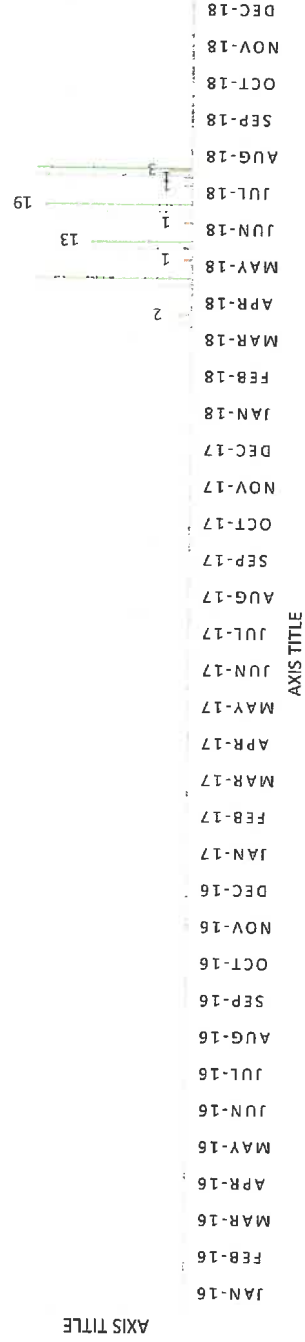
WATER AND LIGHT MISS DIGS

Water & Light Miss Digs AUGUST

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								3				
002 MARKED				2	31	13	19	24				
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					1	1	1					
201 DESIGN-TASK FACILITIES												
202 DESIGN-TASK COMPLETED												
203 DESIGN-MARKING REQUIRED												
999 HAS NOT RESPONDED							1					
TOTALS	0	0	0	2	32	14	21	27	0	0	0	0

WATER & LIGHT

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



Water & Light
Water Pumpage Report - 2018

MONTH	12237.98	X 1,000,000	1000's GALS	#VALUE!	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	4,440	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				REU'S	
AUG '17	5,394	5394000	5394		\$ 80,000.00	\$ 82,799.37	5394	103%	1,103.99	\$ (2,799.37)
SEPT '17	5,566	5566000	5566		\$ 80,000.00	\$ 82,267.11	5566	103%	1,096.89	\$ (2,267.11)
OCT '17	4,530	4530000	4530		\$ 80,000.00	\$ 82,568.39	4530	103%	1,100.91	\$ (2,568.39)
NOV '17	4,634	4634000	4634		\$ 80,000.00	\$ 82,239.62	4634	103%	1,096.53	\$ (2,239.62)
DEC '17	4,339	4339000	4339		\$ 80,000.00	\$ 82,001.71	4339	103%	1,093.36	\$ (2,001.71)
					GOAL				REU'S	
JAN '18	4,428	4428000	4428		\$ 80,000.00	\$ 74,408.55	4428	93.0%	992.11	\$ 5,591.45
FEB '18	3,780	3780000	3780		\$ 80,000.00	\$ 77,569.72	3780	97.0%	1,034.26	\$ 2,430.28
MAR '18	5,422	5422000	5422		\$ 80,000.00	\$ 77,216.00	5422	96.5%	1,029.55	\$ 2,784.00
APR '18	4,959	4959000	4959		\$ 80,000.00	\$ 86,588.54	4959	108.2%	1,154.51	\$ (6,588.54)
MAY '18	4,863	4863000	4863		\$ 80,000.00	\$ 79,932.68	4863	99.9%	1,065.77	\$ 67.32
JUNE '18	7,119	7119000	7119		\$ 80,000.00	\$ 78,705.95	7119	98%	1,049.41	\$ 1,294.05
JULY '18	6,623	6623000	6623		\$ 80,000.00	\$ 76,353.86	6623	95%	1,018.05	\$ 3,646.14
AUG '18	5,429	5429000	5429		\$ 80,000.00	\$ 79,319.08	5429	99%	1,057.59	
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	\$ 630,094.38	% OF GOAL			
				BILLED TO DATE	\$ 630,094.38		66%			
				REMAINING NEEDED FOR BUDGET	\$ 329,905.62			98.8%	1095	\$ 9,224.70

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



VILLAGE OF NEWBERRY



Moose Capital of Michigan

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

Newberry Council Meeting DPW monthly report

Assistant Manager Buck Vallad

Aug 1 to Aug 31

The DPW worked on trying to get all grass and weeds out of the streets to improve sweeping operation. DPW also worked on maintaining all parks and buildings within the Village

- Mowed and weed whipped parks and buildings
- Cleaned downtown area.
- Performed Street sweeping
- Garbage pick up
- Work orders
- Picked up brush
- Graded alleys
- Mowed TORC
- Weed whipped streets for sweeping
- Installed new bike repair station in Atlas park
- Purchased gravel for Atlas park
- Placed and removed barricades for TORC
- Miss Digs
- Attended safety training

**Superintendent of Parks & Recreation
Village Manager Updates
Village Council Meeting – September 17, 2018**

A. Parks & Recreation

- a. Final site plan for TORC with engineering firm AECOM has been submitted to DEQ for approval.
- b. Went out for quotes to finish up the items needed for Atlas Park. Penchura had the low quote. Three recycled plastic benches, 1 recycled plastic picnic table, 1 ADA recycled plastic picnic table for wheelchair access, and 2 ADA pedestal grills were ordered as part of the remaining equipment items for the Passport grant.
- c. Bike repair station was installed in Atlas Park. The bike repair station was provided through a grant from the Soo Tribe and the Health Alliance.

B. Audit & Financial Analysis

- a. Audit presentation to Council scheduled for Wednesday, October 3, 2018 at 6:30 p.m. at the TAS auditorium.
- b. Due to the Village's Project Rising Tide status, the Department of Treasury has provided a grant to pay for a 10-year analysis (2008-2017) of the Village's General Fund, Street Funds, and Utility Funds to be conducted by Plante Moran. A written report, as well as, an in-person presentation to Council will be on Wednesday, October 3, 2018 at 6:30 p.m.
- c. Bank consolidation is underway and have met with BS & A and Plante Moran on merging the processes. Currently there are 27 banking accounts, and these will be consolidated in the coming weeks.

C. Data Systems Conversions

- a. BS & A was onsite two days reviewing all data extracted so far and checking for necessary edits. BS & A data extraction has continued.
- b. Final data extraction is scheduled for October 17, 2018 and then all data entry in InCode must cease. October 23, 2018 and onward all data entry will be done in BS & A software. Due to this no utility payments made between this time can be entered into our system. Customers should expect a delay in payments clearing their banking accounts if made during this time.
- c. Meter reads are being done early for September due to the conversion. On the October bill customers will be billed for approximately 3 weeks of utilities instead of standard 4 weeks on their next bill.
- d. Meter reads will continue to be read early through December due to the conversion and then the holiday schedule.
- e. Utility billing format will be changing as of the November bills.
 - i. Customers will receive a 1-page bill that is perforated on the bottom. It will have a coupon style appearance and will contain a bar code.

- ii. Bills will be sent in an envelope with a return envelope included for customer convenience.
- iii. Customers will be able to have their bills sent via email (e-billing) or US Postal Service. As of November 2018, and on the new system will allow for up to 12-months of PDF statements that can be accessed online.
- iv. Payment methods will include: credit card online, credit card by phone, credit card in the VON office, mail, ACH, e-check online, drop off at local banks and drop-box, and in office.
- v. Village will be sending out a sample bill in the coming weeks, so customers know what it will look like.

D. Recycling

- a. Met with Steve Noble, DEQ, about an electronics recycling program. Being awarded a grant for \$2,500 for conducting an electronics collection event. Goodwill and Superior Watershed Partnership & Land Trust will provide staffing assistance the day of the collection event. Scheduled for Saturday, November 3, 2018.

E. Insurance Rates

- a. Blue Cross/ Blue Shield has published the preliminary December 2018 renewal rates. Each division is calculated separately based upon the individual membership (member level rates) but the overall projected increase for providing employee insurance will be approximately 6.88% going into 2019.

F. Public Information

- a. Appeared on local radio programs with weekly announcements and updates.
- b. Notified residents of community announcements and vacancies on the Water & Light Board and Planning Commission Board.

Jennifer James-Mesloh

From: Miranda Laessig <mlaessig@44n.com>
Sent: Tuesday, September 4, 2018 10:07 AM
To: Allison Watkins; Jennifer James-Mesloh
Subject: Village of Newberry BCBSM Renewal

Hi JJ and Allison,

BCBSM has published the December 2018 renewal for Village of Newberry. We haven't had a chance to audit the information but below is an overview of the rate change as noted in the Blues material:

Overall: 6.88% increase

Division 0000: 1.39% increase

Division 0001: 13.22% increase

Division 0002: 5.03% increase

Division 0004: 2.09% increase

While each division's renewal increase is calculated separately based upon the individual membership (member level rates), we'll provide aggregated single, 2 person and family rates for review as part of our processing. We're starting the quoting process right away and will be in touch as soon as the information is available for review.

Please let me know if you have any questions.

Have a great day!



Miranda A. Laessig, LIC, AHIC | Account Manager | 44North
620 S. Lake Street, P.O. Box 747 | Marquette, MI 49855
Phone (906) 228-6255 x 8216 | Toll Free (855) 306-1099 | Fax (855) 579-5044
Visit our new website at www.44n.com



44North named one of the Best and Brightest Companies to Work For in the Nation! Click [here](#) to see the setting companies made the cut.

Your Opinion Counts! We are always striving to do more and do it better for our clients. Please let us know how we're doing by completing a short, 6 question survey about your most recent experience with us. We greatly appreciate your valuable time spent in helping us improve the way we service you! [Click here](#) for the survey.

[Click here to securely email us](#)

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Customer Service: 251-626-2628
 Pay by Phone: 1-844-856-3455
 Fax: 251-621-3052
 www.daphneutilities.com

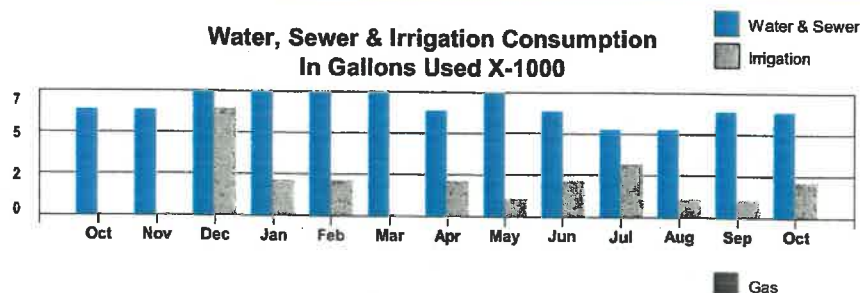
Main Office Location
 900 Daphne Avenue
 Office Hours
 Monday - Friday
 7:30 am - 4:30 pm

Service Period	Customer Number	Customer Name		Service Address	
09/01/15 to 10/01/15	12345	SAMPLE JOHN		123 MAIN STREET	
Service Type	Previous Reading	Current Reading	Usage	Charges	
WATER SRVC	291	297	6	27.79	
SEWER SRVC				48.55	
IRRIGATION SERV	598	600	2	16.19	
GAS SERVICE	1433	1433		5.50	
GARBAGE SRVC				13.90	
PILOT FEE RESID				2.94	
UTILITY TAX				1.98	
Previous Balance				-87.39	

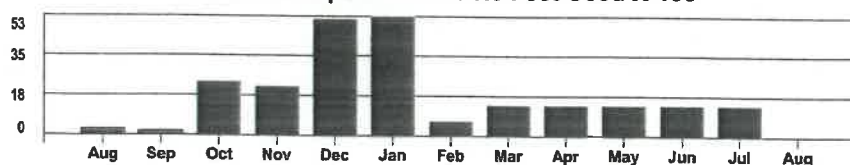
To pay online or by phone you will need your PIN Number.
 Your account access PIN number is: 9999

Total Due	\$29.46
Bill is Delinquent After	10/30/2015
After Delinquent Date Pay	\$30.67

Water, Sewer & Irrigation Consumption
 In Gallons Used X-1000



Gas Consumption - In Cubic Feet Used X-100



Message Center

This is your monthly statement, no other notices will be sent. All charges on this bill are due by 10/30/2015
 Past due balance are subject to disconnection at the discretion of Daphne Utilities.

Detach and return the lower portion of this bill with your payment.

AL21999B



Payment Processing Center
 PO BOX 580051
 Charlotte, NC 28258-0051

Address Service Requested

Customer Number	Date Billed	10/09/2015
12345	Current Bill	\$116.85
Due Date	Previous Balance	\$-87.39
10/30/2015	Total Amount Due	\$29.46
	After Delinquent Date	\$30.67
	Amount Enclosed	



SAMPLE JOHN
 123 MAIN STREET
 DAPHNE AL 36526-8170

1 0

DAPHNE UTILITIES
 PO BOX 580051
 CHARLOTTE NC 28258-0051



012345000000294600000030677

Payment Methods

Paying By Mail:

Please make checks payable to Daphne Utilities and include your payment stub located on the bottom portion of this statement. Please do not mail cash. Cash payments should only be made when paying in person at our office.

Website:

Pay online at www.daphneutilities.com. We accept Visa, MasterCard and Discover. This is a free service to our customers and is available 24 hours a day.

Pay by Phone:

Call 1-844-856-3455 to pay your bill by phone using your debit or credit card.

Automatic Bank Draft:

Setup your checking or savings account information and have your payment drafted from your bank account. Stop by our main office to enroll or you can visit our website at www.daphneutilities.com and download an enrollment form. Funds are deducted automatically from your bank account on the bill's due date each month.

Main Office Drive Thru, Drop Box & Outdoor Kiosk:

We have a payment drop box located in our drive thru and a payment kiosk & drop box located at our front entrance. Please do not make cash payments in the drop box. Daphne Utilities is not responsible for lost or stolen cash payments.

E-Billing

Go paperless and never lose your bill again! It's fast, easy and reliable. To signup visit our office or go to www.daphneutilities.com/e-billing-signup & enroll in our e-billing program.

Lend-a-Hand Program

Have your utility bill rounded up to the next whole dollar amount and help a neighbor in need. Daphne Utilities has partnered with Ecumenical Ministries to help those in need right here in Daphne with their utility bill when times are tough. Visit our website or come by our main office to have those few extra pennies make a difference to a neighbor in need by enrolling in the Lend-a-Hand Program.

Daphne Utilities Website

If you need help after hours or just want to save a trip to our main office visit us on our website at

www.daphneutilities.com

Transfer or disconnect your services
Pay your bill & review your account history
Update your personal information
Establish new service
View our rates
Find employment opportunities
Switch to e-billing
Signup for the Lend-a-Hand Program
And much more!

Garbage, Trash & Recycle Services

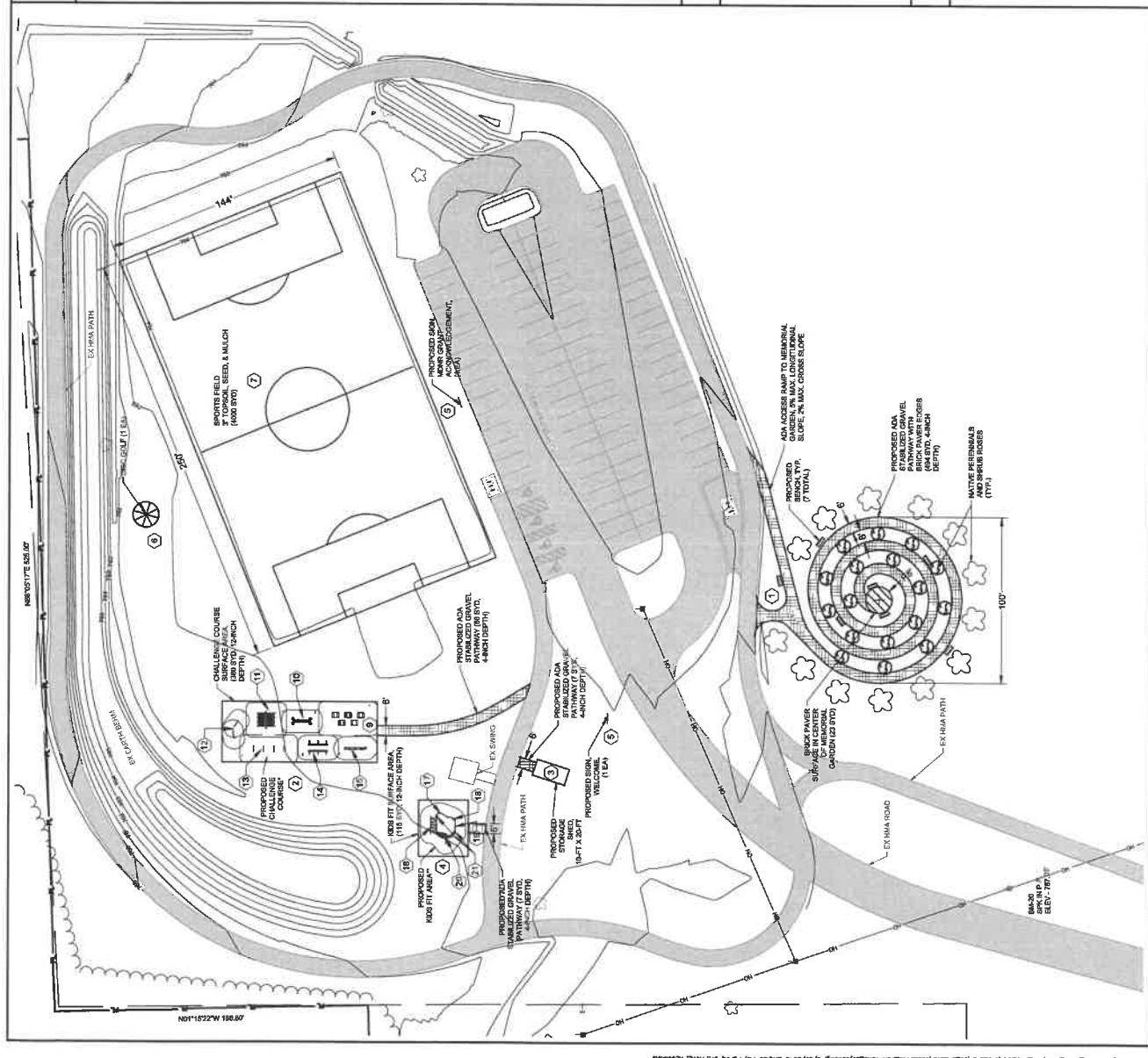
For questions regarding pickup dates, schedule changes or container replacement please call

Daphne Public Works at 251-621-3182 or visit
www.daphneal.com/residents/public-works

The Public Works Facility is located at 26435 Public Works Road in the Austin Place Business Park on County Road 13

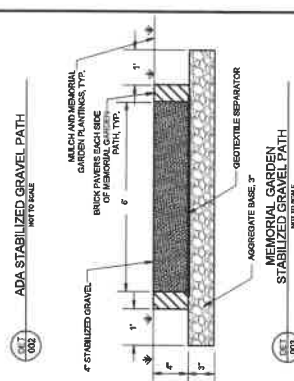
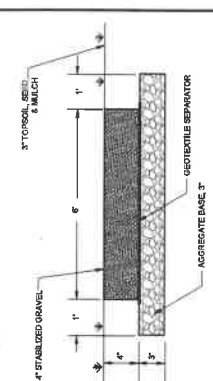
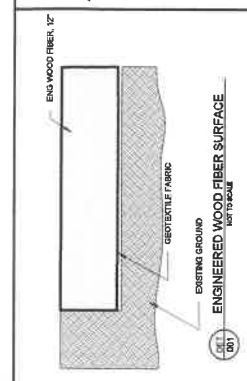
Utility Board Meetings

Daphne Utilities board meetings are open to the public and we welcome your participation! Board meetings are generally held at 5:00pm at Daphne City Hall on the last Wednesday of each month. The meeting schedule is subject to change on occasion, so please contact our office to confirm meeting times if you plan to attend.



LAYOUT KEYNOTES

- 1 MEMORIAL GARDEN
- 2 CHALLENGE COURSE SEE EQUIPMENT LIST
- 3 STORAGE BED
- 4 KIDS FIT AREA SEE EQUIPMENT LIST
- 5 PROPOSED SIGN
- 6 DISC GOLF BASKET
- 7 SPORTS FIELD
- 8 NOT USED
- 9 CHALLENGE COURSE EQUIPMENT:
- 10 CHALLENGE STEPS (1 EA)
- 11 UNPAVED BRIDGE (1 EA)
- 12 4" PANEL CARDS NET (1 EA)
- 13 1/2" ROUNDED BALANCE BEAM (2 EA)
- 14 OVER UNDER BARS (2 PAIR)
- 15 BOWENWALL (1 EA)
- 16 WHEEL BRIDGE (1 EA)
- 17 1/2" ROUNDED BALANCE BEAM (1 EA)
- 18 4" PANEL CARDS NET (1 EA)
- 19 4" PANEL CARDS NET (1 EA)
- 20 OVERHEAD TRIGGER LADDER (1 EA)
- 21 8" POOL SEAT (1 TOTAL)
- OR APPROVED EQUIVALENT



GENERAL NOTES

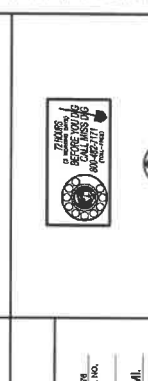
CONSTRUCTION NOTES

- DO NOT SCALE DRAWINGS. USE PROVIDED DIMENSIONS ONLY. IF DIMENSIONS ARE NOT PROVIDED, THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING CLARIFICATION FROM THE OWNER/ENGINEER BEFORE PROCEEDING.
- FIELD VERIFY ALL DIMENSIONS AND CONDITIONS BEFORE PROCEEDING WITH WORK.
- ALL SOIL EROSION AND SEDIMENT CONTROL MEASURES PLACED BY THE CONTRACTOR SHALL BE IN FULL COMPLIANCE WITH PART 601, PUBLIC ACTS OF 1947, AS AMENDED FORMERLY PUBLIC ACT 447 OF 1977 AS AMENDED AND THE SUPPLEMENTARY RULES.
- UTILITY INFORMATION SHOWN ON PLANS ARE FOR INFORMATION ONLY. ACTUAL LOCATIONS MAY VARY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING UTILITY LOCATIONS AND DEPT 72 HOURS IN ADVANCE OF ANY EXCAVATION. 1-800-442-7171.

- CONTRACTOR SHALL BE RESPONSIBLE TO RESTORE ALL EXISTING CONDITIONS TO ORIGINAL OR BETTER CONDITION AFTER CONSTRUCTION ACTIVITIES THROUGHOUT THE PROJECT.
- THE OWNER/ENGINEER SHALL APPROVE THE CONDITIONS OF THE EXCAVATION TO ANY WORK NECESSARY TO OBTAIN UTILITY INFORMATION.
- DETAILS:
 - HORIZONTAL DATUM: MICROMAN ESTATE PLANE
 - VERTICAL DATUM: MVD 28
 - UNIT: INTERNATIONAL FEET

SEAL AREA

PREPARED UNDER THE SUPERVISION OF
STEPHEN PETERSON
REGISTERED PROFESSIONAL ENGINEER REG. NO. 0000000000
AECOM
1230 WILSON ST., MARQUETTE, MI 49801
ADDRESS



DATE: 08/27/16
PROJECT: MADEN TRUST FUND GRANT
DRAWN: J. WILSON
CHECKED: J. WILSON
APPROVED: J. WILSON
PROJECT NUMBER: 60583140
SHEET REFERENCE NUMBER: C-01

NORTHERN CREDIT BUREAU
 P.O. BOX 478
 PETOSKEY MI 49770
 (231) 347-2562 (800) 276-6496

COLLECTION STATEMENT
 PAYMENTS THROUGH: 08/31/2018
 CREDITOR: 20788 - G -

NEWBERRY WATER & LIGHT
 VILLAGE OF NEWBERRY
 307 E MCMILLAN AVE
 NEWBERRY MI 49868

ACCOUNT NAME	ACCOUNT NUMBER	COMM					DATE	UNPAID	
DATE	AUXILIARY CLIENT	CLIENT NUMBER	RATE	AMOUNT PAID	DUE AGENCY	DUE YOU PAY	LISTED	TOTAL PAID	BALANCE
*** PAID DIRECT ***									
08/09		5-02750-00	25	\$15.14	\$3.78	\$11.36	D 07/26/2018	\$15.14	\$0.00
LAST PMT 3/21/2017									
TOTALS:				\$15.14	\$3.78	\$11.36			

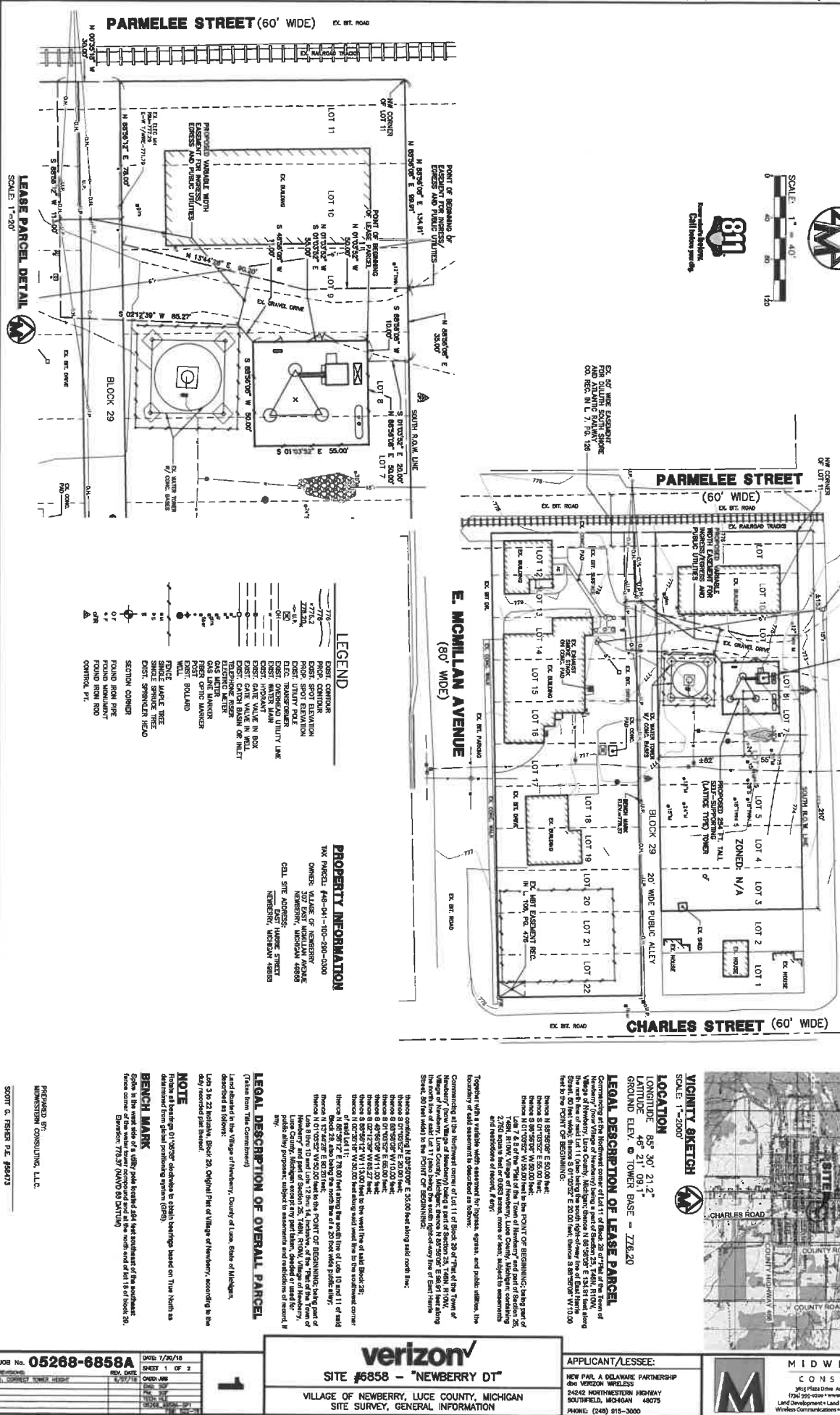
DUE AGENCY

DIRECT PAYMENTS: \$3.78

 * PLEASE REMIT: \$3.78 *

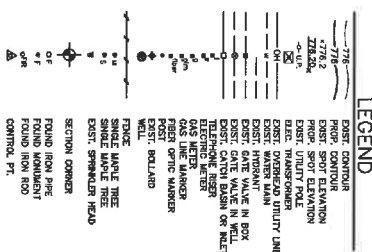
PLEASE REMIT ANY BALANCE DUE

IF YOU HAVE ANY QUESTIONS REGARDING THIS STATEMENT,
 PLEASE CONTACT OUR OFFICE.



[illegible]

SCALE 1" = 30'



NEW PAR, A DELAWARE PARTNERSHIP
dba VERIZON WIRELESS
24242 NORTHWESTERN HIGHWAY
SOUTHFIELD, MICHIGAN 48075
PHONE: (248) 815-3000

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REVISED	DATE	SHEET 2 OF 2
REVISIONS:	REV. DATE	CADD: JEH
1. CORRECT TURNER HEIGHT	6/27/78	ENG. BY
		CHK. BY
		TECH. V.L.
		DESIGN: 6855A-SPI
		FILE NO.

verizon[✓]
SITE #6858 - "NEWBERRY DT"
TOWNSHIP OF NEWBERRY, LUCE COUNTY, MICHIGAN
SITE PLAN DETAIL

**VILLAGE OF NEWBERRY
REVISING SIGNATORY FOR TAX BANK ACCOUNTS
RESOLUTION**

Motion By: _____

Supported By: _____

WHEREAS, the Village of Newberry is governed by the General Village Law Act (1895 PA 3) which establishes the legislative council as the Village authority, and

WHEREAS, the Village of Newberry has received a resignation letter from the current Village Treasurer, Rodney Kisro, and therefore will no longer be a valid signatory on all Village of Newberry tax-related banking accounts, and

WHEREAS, the Village of Newberry is authorizing the following persons to sign on behalf of the Village of Newberry for tax-related banking accounts: Jennifer James-Mesloh, John Dewitt, and

_____.
NOW THEREFORE BE IT RESOLVED, I, Terese Schummer, Clerk of said Village of Newberry, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Village Council of the Village of Newberry, County of Luce, State of Michigan, at a regular meeting held on September 17, 2018 that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, and that the minutes of said meeting be kept and will be or have been made available as required by said Act.

AYES: _____

NAYS: _____

ABSENT: _____

In Testimony Whereof, I have hereunto set my hand and Affixed the seal of said Village of Newberry, this 17th day of September 2018.

Terese Schummer, Clerk
Village of Newberry

Date

John Dewitt, III, Village President
Village of Newberry

Date