

NEWBERRY WATER & LIGHT BOARD  
REGULAR MEETING MINUTES

February 9, 2021

Electronic Public Meeting – Due to COVID-19 Virus

**\*NOTE – All votes were done by Roll Call Vote**

**Present:** Board members: Wendt, Hendrickson, Schnorr, Stokes, Vincent. All members called in via ZOOM, from Newberry, MI.

**Absent:** None.

**Also Present:** Village Manager – Watkins, Clerk –Schummer - via Zoom – All called in from Newberry, MI. Two people from public appeared via Zoom – Rebecca Handa and Greg Rathje.

**Call to Order:** Chairperson Wendt called the meeting to order at 6:01 p.m., using Zoom audio teleconferencing, permitted by Executive Order 2020-15, which temporarily authorizes remote participation in public meetings and hearings.

**Approval of Agenda:** Moved by Vincent, support by Schnorr, **CARRIED**, to approve agenda as presented. Ayes: Wendt, Hendrickson, Schnorr, Stokes, Vincent.

**Approval of Minutes:** Moved by Stokes, support by Vincent, **CARRIED**, to approve the minutes for the January 9, 2021 W&L meeting as presented. Ayes: Wendt, Hendrickson, Schnorr, Stokes, Vincent.

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

**Public Comments on Agenda Items:** Comments heard by Greg Rathje regarding thanking the Village crew for helping with Pentland Township blockage and Rebecca Handa regarding potential water rate increase.

**Submission of Bills and Financial Updates:**

A.) **Water & Light – Monthly Bills – January 8, 2021 to February 5, 2021:** - Motion by Vincent, support by Stokes, **CARRIED**, recommend Village Council pay the January 8, 2021 to February 5, 2021, Electric Fund bill in the amount of \$100,101.34. Discussion followed. Ayes: Wendt, Hendrickson, Schnorr, Stokes, Vincent. Motion by Stokes, support by Hendrickson, **CARRIED**, to recommend Village Council pay the January 8, 2021 to February 5, 2021 Water Fund bill in the amount of \$6,534.64. Ayes: Wendt, Hendrickson, Schnorr, Stokes, Vincent.

B.) **Christmas Light Fund** – Fund balance as of 1/31/2021 - \$15,391.21.

**Petitions and Communications:** None.

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

**Reports of Village Management:**

- 1.) **Superintendent of Water and Light:** W&L Superintendent Dan Kucinkas submitted a written report and charts. Discussion followed.
- 2.) **Village Manager:** Village Manager Watkins gave a verbal report. Discussion followed

**Unfinished Business:**

- 1.) **Discontinuation of past due utility fees amount carry over set for March 1:** On the agenda, for discussion, until this comes into affect on March 1, 2021.
- 2.) **Water & Light Code of Conduct Draft Review:** Moved by Stokes, support by Vincent, **CARRIED**, to adopt the W&L Code of conduct with the following changes: 1<sup>st</sup> change - under: *Policies & Protocol Related to Conduct*, subsection - *Public Comment Protocol*: The last paragraph will be eliminated as it was a formatting error. The 2nd change - under: *Board Member Conduct with the Media*, subsection - *The Village Manager is the official spokesperson for the representative on Village position*: in the last sentence of the paragraph, the words *Village President* will be changed to *Water & Light Board Chairperson*. Discussion followed. Ayes: Wendt, Hendrickson, Stokes, Vincent. Nays: Schnorr.
- 3.) **Water & Light Policies and Procedures Draft Review:** Moved by Hendrickson, support by Vincent, **CARRIED**, to adopt the *Water and Light Rules of Procedure*, as presented. Discussion followed. Ayes: Wendt, Hendrickson, Stokes, Vincent. Nays: Schnorr.

**New Business:**

- 1.) **2021 Water Rate Changes:** Village Manager Watkins discussed why there may need to be a rate change.
  - a.) Rate Study by Rural Water: Village Manager Watkins gave an update on the process.
  - b.) Water Rate Change Timeline: A timeline was presented to the Board for review.

**Public Comment:** Comment heard from Rebecca Handa regarding the possible rate change.

**Comments By Board Members:** Schnorr, Stokes, Vincent and Wendt.

Schnorr leaves the meeting at 7:05 p.m.

**Adjourn Meeting:** Motion by Vincent, support by Stokes, **CARRIED**, to adjourn meeting at 7:06 p.m.  
Ayes: Wendt, Hendrickson, Stokes, Vincent. Absent: Schnorr.

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

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Terese Schummer, Clerk

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Kirby Wendt, Chairperson