

**VILLAGE OF NEWBERRY  
WATER AND LIGHT BOARD MEETING  
Tuesday, December 11, 2018  
Meeting Location: 302 East McMillan Ave  
Meeting Time: 5:30 p.m.**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. APPROVAL OF AGENDA**

**5. APPROVAL OF MINUTES**

1. Water and Light Board Meeting – Regular Session – Tuesday, November 13, 2018 at 5:30 p.m.

**6. WATER AND LIGHT CHAIRPERSON ANNOUNCEMENTS**

1. None Prescheduled

**7. PUBLIC COMMENTS** – Prior to consideration of official business, citizens may speak on any matter citizens may wish to bring to the attention of the Water and Light Board. Please limit comments to 3 minutes as per Michigan General Village Law and Michigan Open Meetings Act.

1. None Prescheduled

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

1. Water & Light – Monthly Bills – November 2018

582	Electric Fund	\$106,499.82
591	Water Fund	\$3,217.65
	<b>Total:</b>	<b>\$109,717.47</b>

582	Christmas Lights Fund – as of 11/30/2018	\$14,510.23
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**9. PETITIONS AND COMMUNICATIONS** – Communications addressed to the Water and Light Board are distributed to all members and are acknowledged for information or are referred to a committee or staff for follow-up.

1. None Prescheduled

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

1. 2019 Budget Adoption Resolution

**11. REPORTS OF VILLAGE MANAGEMENT** – The Village Manager, Assistant Village Manager, and Superintendent of Water and Light may submit reports or information to the Water and Light Board as updates and consideration.

1. Superintendent of Water and Light
2. Assistant Village Manager
3. Village Manager

**12. REPORTS OF COMMITTEES**

1. Save the Bells

**13. UNFINISHED BUSINESS**

1. PFAS Report

**14. NEW BUSINESS**

1. 2017 Audit – Conducted by Michigan Department of Treasury
2. Ten Year Financial Health Assessment – Conducted by Plante Moran
3. 2018 Budget Amendments – Review
4. 2019 Budget

**15. COMMENTS BY BOARD MEMBERS**

**16. ADJOURNMENT - REGULAR SESSION**

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

**Present:** Acting-Chairperson Vincent, Brown, Dishaw, Feldhusen, Medelis.

**Absent:** None.

**Also Present:** Village Manager – James-Mesloh, Assistant Village Manager – Vallad, Clerk -Schummer, Director of Human Resources & Community Engagement - Watkins, Lori Stokes, Bruce Lane, Catherine Freese, Scott Ouellette

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

**Approval of Agenda:** Moved by Brown, support by Feldhusen, **CARRIED**, to approve agenda with the following two additions: Recommendation to Council regarding Electric Fund amendments, and recommendation to Council regarding the Chairperson for Water & Light Board. Ayes: All.

**Chairperson Recommendation:** Moved by Brown, support by Dishaw, **CARRIED**, recommend to the Village Council that Lawrence Vincent be appointed Chairperson of the Water & Light Board. Ayes: Brown, Dishaw, Feldhusen, Medelis. Abstain: Vincent.

**Approval of Minutes:** Moved by Brown, support by Feldhusen, **CARRIED**, to approve minutes from the October 9, 2018 W&L meeting as presented. Ayes: Brown, Feldhusen, Medelis, Vincent. Abstain: Dishaw.

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

**Public Comments on Agenda Items:** Comment heard from: Catherine Freese – 116 W. McMillan.

**Submission of Bills and Financial Updates:**

- A.) **Water & Light Monthly Bills – September 2018 – Revised –** Motion by Brown, support by Feldhusen, **CARRIED**, to approve the revised September 2018 Electric Fund and Water Fund bills, with the total amount of \$225,882.80. Discussion followed. Ayes: All.
- B.) **Water & Light – Monthly Bills – October 2018 –** Motion by Dishaw, support by Feldhusen, **CARRIED**, recommend Village Council pay the October 2018 Electric Fund bill in the amount of \$244,360.00 Discussion followed. Ayes: All. Motion by Brown, support by Medelis, **CARRIED**, recommend Village Council pay the October 2018 Water Fund bill in the amount of \$192,616.68. Discussion followed. Ayes: All.
- C.) **Christmas Light Fund** - Currently at \$14,502.96.
- D.) **Electric Fund Budget Amendments** – Moved by Brown, support by Dishaw, **CARRIED**, to recommend the Village Council approve the year-to-date budget amendments for the electric fund. Discussion Followed. Ayes: All.

**Petitions and Communications:** None.

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

**Reports of Village Management:**

- 1.) Superintendent of Water and Light: Joe Lively, working foreman, submitted a written report.
- 2.) Assistant Village Manager: Vallad presented charts, he also introduced the new lineman to the Board.
- 3.) Village Manager: Presented a report from PFAS, update from DEQ, and requested the Board review the material.

**Reports of Committees:**

- 1.) Save the Bells: Project is done for this year – bells are being put up this week.

**Unfinished Business:** None.

**New Business:** None.

**Comments by Board Members:** Medelis commented.

**Adjourn Meeting:** Motion by Dishaw, support by Feldhusen, **CARRIED**, to adjourn meeting at 5:48 p.m. Ayes: All.

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

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Terese Schummer, Clerk

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Lawrence Vincent, Acting Chairperson

**VILLAGE OF NEWBERRY  
WATER & LIGHT PAYABLES  
NOVEMBER 2018**

GL Number	Vendor	Inv. Line Desc	Invoice Desc.	Amount
<b>Fund 582 Electric Fund</b>				
<b>Dept 000</b>				
582-000-042.000	LINDSEY JESSICA	UNAPPLIED CREDIT	UB refund for account: 1-00990-08	94.36
<b>Total For Dept 000 ELECTRIC FUND</b>				<b>94.36</b>
<b>Dept 582 ELECTRIC DISTRIBUTION</b>				
582-582-752.100	POWER LINE SUPPLY COMPANY	OPERATING SUPPLIES	WIRE CONCH 1800FT	1,488.31
582-582-752.100	LYNN AUTO PARTS INC.	OPERATING SUPPLIES	GLOVES/BATTERY	12.48
582-582-752.100	POWER LINE SUPPLY COMPANY	OPERATING SUPPLIES	SLEEVES C12 DIPPED	859.59
582-582-753.000	FOSTER HARDWARE	TOOLS & EQUIPMENT	CLAW HAMMER	19.99
582-582-753.000	RESCO ELECTRIC UTILITY SUPPLY	TOOLS & EQUIPMENT	SIDE CUTTER- HI LEVERAGE DIPPED 9"	37.35
582-582-753.000	LUNDS	TOOLS & EQUIPMENT	TELESCOPIC POLE SAW	575.00
582-582-753.000	RESCO ELECTRIC UTILITY SUPPLY	TOOLS & EQUIPMENT	2 KNIVES	61.77
582-582-801.000	MECA	PROFESSIONAL & CONTRACTUAL	2019 SAFETY UNION DUES	1,000.00
582-582-801.000	CTC ENGINEERING	PROFESSIONAL & CONTRACTUAL	SERVICES PERFORMED OCTOBER 2018	2,155.52
582-582-801.000	FAIR, ALMA	PROFESSIONAL & CONTRACTUAL	NOVEMBER CLEANING	100.00
582-582-850.000	VERIZON	TELEPHONE - FAX & DATA PLANS	ACCOUNT NUMBER 942077532-00001	31.28
582-582-850.000	HTC-HIAWATHA TELEPHONE CO	TELEPHONE	JAMADOTS W/L	50.00
<b>Total For Dept 582 ELECTRIC DISTRIBUTION</b>				<b>6,391.29</b>
<b>Dept 583 GENERAL EXPENSES</b>				
582-583-719.000	44 NORTH	HOSPITALIZATION	RETIREES	4.60
582-583-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	CALENDARS	22.01
582-583-752.000	NATIONAL OFFICE PRODUCTS	OFFICE SUPPLIES	PAPER	9.88
582-583-752.099	U S BANK NA	BANK FEES	REVENUE BOND DTD 10-1-2005 BI 5045	250.00
582-583-752.100	AMAZON CAPITAL SERVICES	OPERATING SUPPLIES	7WAY TRAILER CONNECTOR	40.37
582-583-752.100	RAHILLY IGA	OPERATING SUPPLIES	DAWN ULTRA/ TRASH BAGS	12.98
582-583-752.100	FOSTER HARDWARE	OPERATING SUPPLIES	SNOW SHOVELS/ BATTERY	36.99
582-583-752.100	FOSTER HARDWARE	OPERATING SUPPLIES	SNOW SHOVELS/ BATTERY	15.99
582-583-753.000	FOSTER HARDWARE	TOOLS & EQUIP (UND CAP THRESH)	PLIER VISEGRIP LONG 6L	7.99
582-583-759.000	WEX BANK - SPEEDWAY UNIVERSAL	GAS & OIL	GAS	187.40
582-583-801.000	MECA	PROFESSIONAL & CONTRACTUAL	2019 SAFETY UNION DUES	143.00
582-583-801.000	HELEN NEWBERRY JOY HOSPITAL	PROFESSIONAL & CONTRACTUAL	TESTS	585.00
582-583-801.000	FIRST ADVANTAGE LNS OCC HEALTH	PROFESSIONAL & CONTRACTUAL	LAB	42.00
582-583-801.000	US BANK EQUIP FINANCE	PROFESSIONAL & CONTRACTUAL	COPIERS LEASE #500-0504770-000	96.49
582-583-801.000	RANGE TELECOMMUNICATIONS	PROFESSIONAL & CONTRACTUAL	MISS DIGS	10.81
582-583-801.000	UTILITY SALES AND SERVICE	PROFESSIONAL & CONTRACTUAL	ANNUAL ARIEL INSPECTION	550.00
582-583-801.000	UTILITY SALES AND SERVICE	PROFESSIONAL & CONTRACTUAL	ANNUAL INSPECTION CHEVROLET	1,320.97
582-583-801.000	MUNETRIX	PROFESSIONAL & CONTRACTUAL	CVTRS FINANCIAL REPORTING	964.61
582-583-850.000	AT&T	TELEPHONE	BACK UP PHONE LINE	87.59
582-583-850.000	VERIZON	CELL 906-291-0578	ACCOUNT NUMBER 942077532-00002	21.38
582-583-850.000	VERIZON	CELL 906-291-0583	ACCOUNT NUMBER 942077532-00002	21.38
582-583-850.000	VERIZON	CELL 906-291-0606	ACCOUNT NUMBER 942077532-00002	21.38
582-583-850.000	VERIZON	CELL 906-291-0055	ACCOUNT NUMBER 942077532-00002	21.38

582-583-850.000	VERIZON	CELL 906-450-0919	ACCOUNT NUMBER 942077532-00002	42.76
582-583-850.000	VERIZON	CELL 906-291-0136	ACCOUNT NUMBER 942077532-00002	21.38
582-583-850.000	VERIZON	906-291-1223	ACCOUNT NUMBER 942077532-00003	13.90
582-583-850.000	VERIZON	906-291-1621	ACCOUNT NUMBER 942077532-00003	13.90
582-583-850.000	VERIZON	906-291-1627	ACCOUNT NUMBER 942077532-00003	27.80
582-583-850.000	VERIZON	906-291-1626	ACCOUNT NUMBER 942077532-00003	13.90
582-583-850.000	VERIZON	906-291-1632	ACCOUNT NUMBER 942077532-00003	13.34
582-583-850.000	VERIZON	906-291-1622	ACCOUNT NUMBER 942077532-00003	13.90
582-583-850.000	VERIZON	906-293-5681	ACCOUNT NUMBER 942077532-00003	27.65
582-583-850.000	VERIZON	906-291-1633	ACCOUNT NUMBER 942077532-00003	13.90
582-583-850.000	VERIZON	906-291-1625	ACCOUNT NUMBER 942077532-00003	13.90
582-583-851.000	ARISTA INFORMATION SYSTEMS INC	POSTAGE	POSTAGE	138.78
582-583-900.000	ARISTA INFORMATION SYSTEMS INC	PRINTING AND PUBLISHING	BILL PRINTING	204.00
582-583-921.000	SEMCOENERGY GAS COMPANY	HEAT	WATER/LIGHT HEAT	98.06
582-583-921.000	SEMCOENERGY GAS COMPANY	HEAT	WATER/LIGHT GAS	141.75
582-583-932.000	LYNN AUTO PARTS INC.	VEHICLE REPAIR & MAINT.	LAMP	2.99
582-583-932.000	DANNY'S AUTO VALUE INC	VEHICLE REPAIR & MAINT.	DI-ELECTRIC	5.89
582-583-932.000	DANNY'S AUTO VALUE INC	VEHICLE REPAIR & MAINT.	BATTERY CHEVY SILVERADO	63.97
582-583-932.000	DANNY'S AUTO VALUE INC	VEHICLE REPAIR & MAINT.	CORE RETURN FROM INV. 410683	(8.00)
582-583-932.000	DANNY'S AUTO VALUE INC	VEHICLE REPAIR & MAINT.	SIDE TERMINAL	3.77
			<b>Total For Dept 583 GENERAL EXPENSES</b>	<b>5,341.74</b>
<b>Dept 584 ELECTRIC GENERATION</b>				
582-584-801.000	MECA	PROFESSIONAL & CONTRACTUAL	2019 SAFETY UNION DUES	1,500.00
			<b>Total For Dept 584 ELECTRIC GENERATION</b>	<b>1,500.00</b>
<b>Dept 585 BUILDING MAINTENANCE</b>				
582-585-752.100	VERIZON	CELL 906-291-0608 LINEMAN	ACCOUNT NUMBER 942077532-00002	42.76
582-585-752.100	FOSTER HARDWARE	OPERATING SUPPLIES	PADLOCK	7.98
582-585-801.000	MECA	PROFESSIONAL & CONTRACTUAL	2019 SAFETY UNION DUES	10,000.00
			<b>Total For Dept 585 BUILDING MAINTENANCE</b>	<b>10,050.74</b>
<b>Dept 586 PURCHASED POWER</b>				
582-586-801.000	MECA	PROFESSIONAL & CONTRACTUAL	2019 SAFETY UNION DUES	1,000.00
582-586-926.000	CLOVERLAND ELECTRIC CO-OP	PURCHASED POWER	U.S. HYDRO	5,210.75
582-586-926.000	CMS ENERGY RESOURCE MGT	PURCHASED POWER	CAPACITY	75,309.36
			<b>Total For Dept 586 PURCHASED POWER</b>	<b>81,520.11</b>
<b>Dept 587 ENERGY OPTIMIZATION</b>				
582-587-801.000	MECA	PROFESSIONAL & CONTRACTUAL	MONTHLY INCENTIVES/MARKETING/IMPLEMENTATION	1,500.65
			<b>Total For Dept 587 ENERGY OPTIMIZATION</b>	<b>1,500.65</b>

**Dept 588 SAVE THE BELLS**

582-588-752.200	FOSTER HARDWARE	SAVE THE BELLS EXPENSES
582-588-752.200	FOSTER HARDWARE	SAVE THE BELLS EXPENSES

LATCHES SAVE THE BELLS	56.97
TOTE LATCH	43.96
<b>Total For Dept 588 SAVE THE BELLS</b>	<b>100.93</b>

**Total For Fund 582 Electric Fund****106,499.82****Fund 591 Water Fund****Dept 536 WATER SYSTEM**

591-536-719.000	44 NORTH	HOSPITALIZATION
591-536-752.000	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES
591-536-752.000	VERIZON	OFFICE SUPPLIES - FAX & DATA PLANS
591-536-752.000	NATIONAL OFFICE PRODUCTS	OFFICE SUPPLIES
591-536-752.100	AMAZON CAPITAL SERVICES	OPERATING SUPPLIES
591-536-752.100	HAWKINS INC	OPERATING SUPPLIES
591-536-752.100	FOSTER HARDWARE	OPERATING SUPPLIES
591-536-752.100	LYNN AUTO PARTS INC.	OPERATING SUPPLIES
591-536-753.000	HAWKINS INC	TOOLS & EQUIP UND CAP THRESH
591-536-759.000	WEX BANK - SPEEDWAY UNIVERSAL	GAS, OIL & GREASE WATER
591-536-801.000	US BANK EQUIP FINANCE	PROFESSIONAL & CONTRACTUAL
591-536-801.000	RANGE TELECOMMUNICATIONS	PROFESSIONAL & CONTRACTUAL
591-536-801.000	FAIR, ALMA	PROFESSIONAL & CONTRACTUAL
591-536-801.000	MUNETRIX	PROFESSIONAL & CONTRACTUAL
591-536-851.000	ARISTA INFORMATION SYSTEMS INC	POSTAGE
591-536-900.000	ARISTA INFORMATION SYSTEMS INC	PUBLISHING & PRINTING
591-536-900.000	NEWBERRY NEWS INC	PUBLISHING & PRINTING
591-536-932.000	DANNY'S AUTO VALUE INC	VEHICLES REPAIRS & MAINTENANCE
591-536-932.000	DANNY'S AUTO VALUE INC	VEHICLES REPAIRS & MAINTENANCE

RETIREES	3.45
CALENDARS	22.01
ACCOUNT NUMBER 942077532-00001	31.28
PAPER	9.87
7WAY TRAILER CONNECTOR/ANTACID/PAIN RELIEVER	40.36
AZONE 15 - EPA REG NO 7870-5	145.35
SNOW SHOVELS/ BATTERY	36.99
GLOVES/BATTERY	12.49
A1N30V-6T A100 N FLXFLO PUMP	1,085.76
GAS	187.40
COPIERS LEASE #500-0504770-000	96.49
MISS DIGS	10.83
NOVEMBER CLEANING	100.00
CVTRS FINANCIAL REPORTING	964.61
POSTAGE	138.78
BILL PRINTING	204.00
FLUSHING AD	72.00
BATTERY CHEVY SILVERADO	63.98
CORE RETURN FROM INV. 410683	(8.00)
<b>Total For Dept 536 WATER SYSTEM</b>	<b>3,217.65</b>

**Total For Fund 591 Water Fund****3,217.65****Fund Totals:**

<b>Fund 582 Electric Fund</b>	<b>106,499.82</b>
<b>Fund 591 Water Fund</b>	<b>3,217.65</b>
<b>Total For All Funds:</b>	<b>109,717.47</b>

# 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

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

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

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

1095772

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

Date 11/30/18 Page 1 of 1  
ACCOUNT NUMBER

MUNICIPAL MONEY MARKET			0
ACCOUNT NUMBER		Statement Dates 11/01/18 thru 11/30/18	
PREVIOUS BALANCE	14,506.66	DAYS IN STATEMENT PERIOD	30
CREDITS TOTALING	.00	AVERAGE LEDGER BAL	14,506
DEBITS TOTALING	.00	AVERAGE COLLECTED BAL	14,506
SERVICE CHARGE AMOUNT	.00	Interest Earned	3.57
INTEREST PAID	3.57	Annual Percentage Yield Earned	0.30%
CURRENT STMT BALANCE	14,510.23	2018 Interest Paid	41.19

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DEPOSITS AND OTHER CREDITS.....		
DATE	DESCRIPTION	AMOUNT
11/30	INTEREST PAID 30 DAYS	3.57

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DAILY BALANCE SUMMARY.....			
DATE.....	BALANCE	DATE.....	BALANCE
11/01	14,506.66	11/30	14,510.23

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INTEREST RATE SUMMARY.....	
DATE.....	INTEREST RATE
10/31	.30%



**VILLAGE OF NEWBERRY  
2019 BUDGET ADOPTION  
RESOLUTION**

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

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

**WHEREAS**, the State of Michigan Public Act 2 of 1968 The Uniform Budgeting and Accounting Act, requires the legislative body of each local unit to pass a general appropriations act for all funds except trust or agency, internal service, enterprise, debt service or capital projects funds for which the legislative body may pass a special appropriations act, and

**WHEREAS**, the general appropriations act shall set forth the total number of ad valorem property taxes to be levied and the purposes for which that millage is to be levied, and

**WHEREAS**, that the Village of Newberry set its millage rates by previous resolution and those rates are incorporated herein;

General Operations	11.2262
Streets and Alleys	4.4903
Trash (Deposal/ Collection)	1.3928
Fire Protection re-elected 2016	2.0000
<b>Total</b>	<b>19.1093</b>

**WHEREAS**, the general appropriations act shall set forth the amounts appropriated by the legislative body to defray the expenditures and meet the liabilities of the local unit for the ensuing fiscal year, and shall set forth a statement of estimated revenues, by source, in each fund for the ensuing fiscal year, and

**WHEREAS**, the Village of Newberry resolves to adopt and amend budgets by the following appropriate centers: department level for General Fund and by fund level for all remaining funds, and

**WHEREAS**, the Village Manager, and the Finance Director is hereby authorized to make budgetary transfers within appropriation centers established through this budget, and

**WHEREAS**, this Village of Newberry Village Council has considered the financial needs of the Village of Newberry for its efficient operations during the coming fiscal year and has reviewed the recommended budget submitted by the Village Manager, and

**WHEREAS**, in accordance with the state statute, the Village Council did after proper notice, conduct a public hearing on the proposed budget on December 17, 2018, at which public hearing all objections and comments on the proposed budget were considered, and

**WHEREAS**, that no later than December 31, 2018, the Village Council will review budget amendments for the fiscal year 2018 budget, and

**WHEREAS**, that no later than December 31, 2018, the Village Council will adopt a budget for all funds for fiscal year 2019, and

**NOW THEREFORE BE IT RESOLVED**, that the estimated revenues and expenditures for the fiscal year commencing January 1, 2019 and ending December 31, 2019 are hereby adopted by the Village Council as the 2019 Budget as attached to this Resolution.

**VILLAGE OF NEWBERRY  
2019 BUDGET ADOPTION  
RESOLUTION**

**NOW THEREFORE BE IT RESOLVED**, I, the undersigned, the duly qualified and acting Clerk of the Village of Newberry, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Village Council of said Village at a regular session meeting held on the 17th of December, 2018, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required under the Open Meetings Act.

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

ADOPTED:

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
By: Lori Stokes, Village President

\_\_\_\_\_  
By: Terese Schummer, Village Clerk

Date: \_\_\_\_\_, 2018

# VILLAGE OF NEWBERRY



*Moose Capital of Michigan*

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

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## **November 2018 Newberry Water and Light Report**

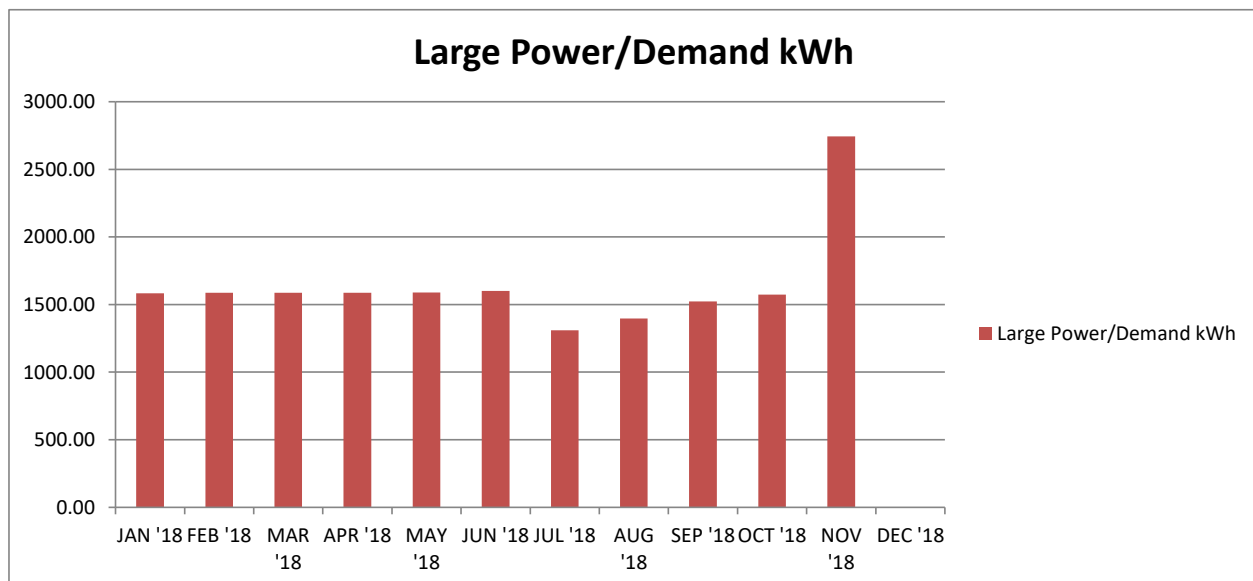
- Seasonal Shut-Offs
- Red Tags
- Brushing
- Miss Digs
- Outage Wave B/C (Squirrel)
- Outage E. Limits/Victory (Squirrel)
- Meter Reading
- Outage - N. Line (Failed Cutout, Burned, X-Arm)
- Down Power Line, N. Line (Tree, Broke Pole)
- Repaired (3) MV Lights
- Christmas Lights/Bells
- Outage W. Ave. C/B (Squirrel)
- Baci Samples
- Corrosion Control Wells (Rust)
- Removed Tree Dollarville, Replaced Wire To House

Happy Holidays From the Water and Light Crew!

## Water & Light

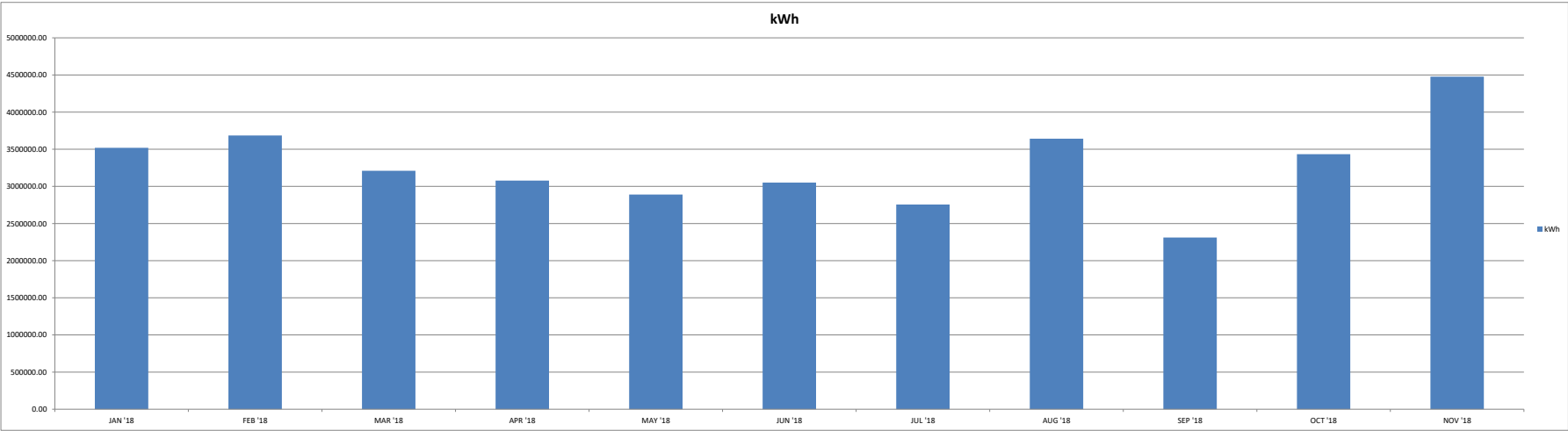
### Electric Demand Report Large Power/Industrial 2018

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	1522.24	\$ 13,989.20
OCT '18	1573.00	\$ 14,580.32
NOV '18	2744.00	\$ 24,125.12
DEC '18		



Water & Light  
Billed Electric kWh Report - 2018

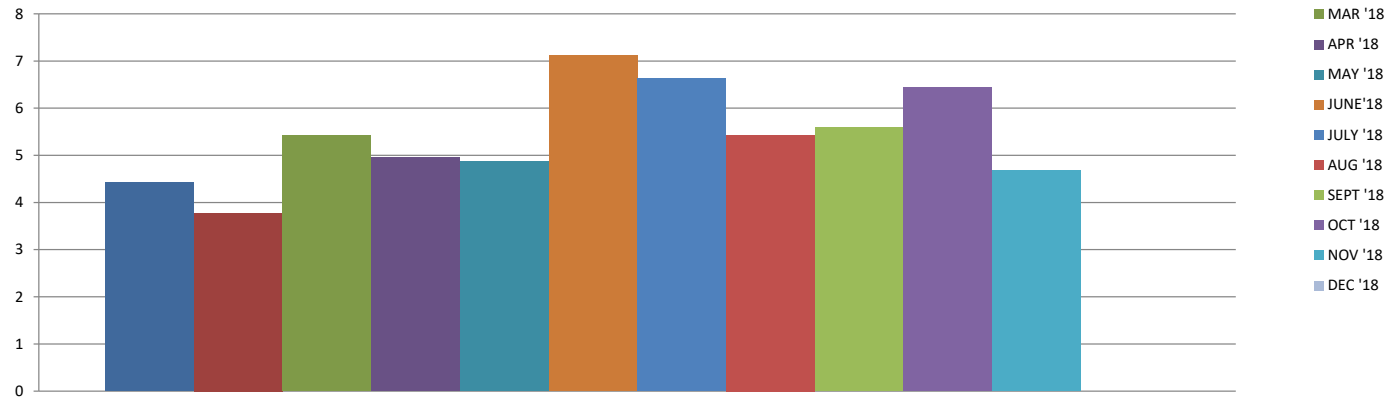
MONTH:	RES/COM kWh	DEM. BILLED	RES/COM BILL	CONSUMER'S	MPPA	MISO	ATC	CEC-HYDRO	2018 PAID	2017 PAID	2016 PAID	2015 PD:	SAVED:
JAN '18	3518665.00	\$ 14,129.91	\$ 196,778.46	\$ 107,467.68	\$ 28.53	\$ 3,833.06	\$ 13,133.98	\$ 5,064.28	\$ 129,527.53	\$ 120,334.74	\$ 103,229.84	\$ 146,688.48	\$ (9,192.79)
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	\$ 145,099.13	\$ (358.88)
JUN '18	3050491.00	\$ 14,205.68	\$ 160,272.48	\$ 62,573.76	\$ 136.82	\$ 2,023.17	\$ 12,237.98	\$ 5,278.82	\$ 82,250.55	\$ 103,696.18	\$ 106,919.67	\$ 121,802.87	\$ 21,445.63
JUL '18	2755902.00	\$ 12,369.20	\$ 142,297.41	\$ 69,584.39	\$ 98.98	\$ 3,543.06	\$ 12,237.98	\$ 5,292.18	\$ 90,756.59	\$ 102,915.90	\$ 60,546.96	\$ 74,453.89	\$ 12,159.31
AUG '18	3642325.00	\$ 12,981.26	\$ 184,720.47	\$ 95,012.40	\$ 101.26	\$ 2,915.81	\$ 12,237.98	\$ 5,213.38	\$ 115,480.83	\$ 102,013.56	\$ 118,956.76	\$ 55,814.19	\$ (13,467.27)
SEP '18	2311374.00	\$ 13,989.20	\$ 121,632.72	\$ 64,776.80	\$ 31.99		\$ 12,237.98	\$ 5,211.90	\$ 82,258.67	\$ 98,627.29	\$ 115,892.05	\$ 93,525.67	\$ 16,368.62
OCT '18	3432911.00	\$ 14,580.32	\$ 150,764.24	\$ 63,885.96	\$ 32.99		\$ 12,237.98	\$ 5,177.30	\$ 81,334.23	\$ 97,767.67	\$ 107,256.72	\$ 122,946.54	\$ 16,433.44
NOV '18	4477598.00	\$ 24,125.12	\$ 205,454.44	\$ 75,309.36			\$ 12,237.98	\$ 5,314.97	\$ 92,862.31	\$ 114,041.05	\$ 103,927.00	\$ 64,483.12	\$ 21,178.74
DEC '18									\$ -	\$ 123,757.90	\$ 118,349.60	\$ 157,862.67	\$ 123,757.90
	36053167.00	\$ 162,900.33	\$ 1,867,008.66	\$ 844,482.85	\$ 1,324.28	\$ 25,568.82	\$ 134,617.78	\$ 57,083.62	\$ 1,063,077.35	\$ 1,294,437.93	\$ 1,288,637.86	\$ 1,400,903.51	\$ 107,602.68



**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	4.44	4440000	4440	\$ 9.25	\$ 47,190.00	\$ 26,693.75	2209	50%	50%	\$ 20,496.25
MAY '17	4.862	4862000	4862	\$ 9.25	\$ 51,093.50	\$ 33,410.04	2930	40%	60%	\$ 17,683.46
JUNE '17	6.218	6218000	6218	\$ 9.25	\$ 63,636.50	\$ 41,981.56	3867	38%	62%	\$ 21,654.94
JULY '17	5.236	5236000	5236	\$ 9.25	\$ 54,553.00	\$ 32,873.46	2888	45%	55%	\$ 21,679.54
					GOAL				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	4.53	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	4.9589	4958900	4958.9		\$ 80,000.00	\$ 86,588.54	4958.9	108.2%	1,154.51	\$ (6,588.54)
MAY '18	4.8636	4863600	4863.6		\$ 80,000.00	\$ 79,932.68	4863.6	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	\$ 79,353.86	6623	99%	1,058.05	\$ 646.14
AUG '18	5.4298	5429800	5429.8		\$ 80,000.00	\$ 79,319.08	5429.8	99%	1,057.59	\$ 680.92
SEPT '18	5.5869	5586900	5586.9		\$ 80,000.00	\$ 79,602.53	5586.9	99.5%	1,061.37	\$ 397.47
OCT '18	6.4324	6432400	6432.4		\$ 80,000.00	\$ 82,403.88	6432.4	103%	1,098.72	\$ (2,403.88)
NOV '18	4.6858	4685800	4685.8		\$ 80,000.00	\$ 79,278.33	4685.8	99%	1,057.04	\$ 721.67
DEC '18					\$ 80,000.00			0%	-	
				GOAL	\$ 960,000.00	\$ 874,379.12	% OF GOAL			
			BILLED TO DATE		\$ 874,379.12		91%			
	59.3294	REMAINING NEEDED FOR BUDGET			\$ 85,620.88		5394	99.4%	1095	\$ 5,620.88

### GALLONS OF WATER PUMPED

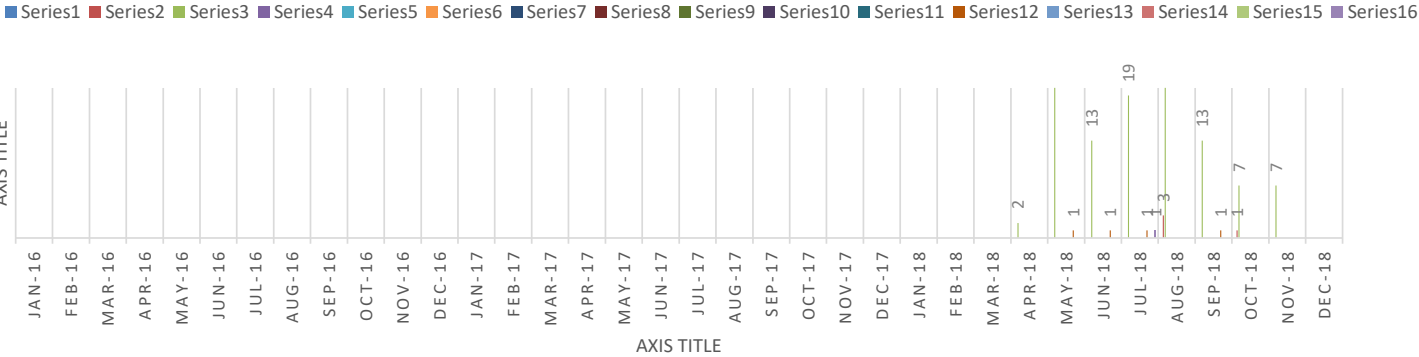


WATER AND LIGHT  
MISS DIGS

Water & Light  
Miss Digs  
NOVEMBER 2018

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		1		
002 MARKED				2	31	13	19	24	13	7	7	
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		1			
201 DESIGN-TASK FACILITIES												
202 DESIGN-TASK COMPLETED												
203 DESIGN-MARKING REQUIRED							1					
999 HAS NOT RESPONDED												
TOTALS	0	0	0	2	32	14	21	27	14	8	7	0

WATER & LIGHT





## 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/NONPYMTS	13	19	19	7	7	24	5	13	14	10	14	
REINSTATEMENT OF SERVICES	6	13		12	6	16	3	8	15	10	9	
ELECTRICAL	4	4	4	8	8	7	4	10	8	14	11	
WATER/ELEC TURN ONS	1		3	1	3	2	1	3	2	0	1	
DISCONNECT WATER/ELEC			3	2	4	1	0	0	3	0	12	
READ VERIFICATIONS	4	1	15	12	20	11	47	59	34	26	4	
NEW OCCUPANT READS	7	1	9	10	10	18	9	16	8	16	16	
WATER METER/REMOTE REPAIR			2		1		2	0	1	0	1	
WATER ONLY TURN ON	1	1	2	2	5	5	2	0	2	3	2	
WATER ONLY SHUT OFF	5	1		2	2	1	1	1	5	13	2	
WATER LEAKS							0	0	0	0	0	
CUSTOMER INFORMATION	2		2	13	4	26	6	5	3	2	11	
PLANT/BLDG MAINTENANCE				1	1		2	2	0	0	0	
MV LIGHT REPAIRS	2	1	5				1	2	0	0	0	
AFTER HOUR CALL-OUTS					1		2	0	3	1	5	
LIMBING	1		2		1	2	5	3	8	6	4	
FIRE HYDRANT REPAIR				3			1	0	0	0	0	
FIX MISC WATER LINE ITEMS			1		1	1	0	3	0	2	0	
<b>TOTALS</b>	<b>46</b>	<b>41</b>	<b>67</b>	<b>73</b>	<b>74</b>	<b>114</b>	<b>91</b>	<b>125</b>	<b>106</b>	<b>103</b>	<b>92</b>	<b>0</b>





# FAQ

## Michigan PFAS Statewide Sampling Initiative

### Frequently Asked Questions (FAQ)

#### Contents

1. What are PFAS? .....	1
2. What is the health advisory level? .....	2
3. What are the health effects of PFAS exposure? .....	2
4. Why are public water supplies being sampled? .....	2
5. Who is conducting the sample collection? .....	2
6. When will I receive my sample results? .....	2
7. What will happen after I receive my sample results? .....	3
8. Where can I get more information about PFAS? .....	3
9. Who can I contact for more information about this sampling event? .....	3

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#### 1. What are PFAS?

Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS) (sometimes known as perfluorinated chemicals or PFCs) are a class of organic chemicals that are fire resistant and repel stains, oil, grease, and water. PFAS have been manufactured since the 1950s and have been used in numerous industrial processes and consumer products, such as fire-fighting foams, stain repellants, nonstick cookware, waterproof clothing, and fast food wrappers. PFAS are persistent and bioaccumulate in the environment which intensifies their potential public health threat. PFAS are found in the environment worldwide. Two of these compounds, perfluorooctanoic acid (PFOA) and perfluorooctanesulfonic acid (PFOS), were widely used in fire-fighting foams, paints, polishes, and lubricants.

The manufacturers of PFOA and PFOS agreed to phase out the production of these compounds around a decade ago, but they are still used in the field. New PFAS have since been developed to replace the ones no longer being manufactured; however, the environmental and health impacts have not been studied.

## 2. What is the health advisory level?

Currently, there is no regulatory drinking water standard for any of the PFAS chemicals. However, in May 2016, the U.S. Environmental Protection Agency (US EPA) established a non-regulatory Lifetime Health Advisory (LHA) for PFOA and PFOS of 70 parts per trillion (ppt) combined, or individually if only one of them is present. The US EPA recommends that this LHA applies to both short-term (i.e., weeks to months) scenarios during pregnancy and lactation, as well as lifetime-exposure scenarios. The Michigan Department of Health and Human Services (MDHHS), as well as the Michigan Department of Environmental Quality (MDEQ), have used this LHA of 70 ppt to inform decisions on actions that should be taken or are recommended to reduce exposure and prevent increased risk to public health from these PFAS contaminants. The US EPA has not yet set health advisory levels for other PFAS.

## 3. What are the health effects of PFAS exposure?

According to the Agency for Toxic Substances and Disease Registry (ASTDR), some studies in humans have shown that certain PFAS may: affect growth, learning, and behavior of infants and older children; lower a woman's chance of getting pregnant; interfere with the body's natural hormones; increase cholesterol levels; affect the immune system; and increase the risk of certain cancers.

## 4. Why are public water supplies being sampled?

The MDEQ is carrying out this project as a proactive measure to identify where PFAS compounds occur and determine actions necessary to protect public health. All Community Water Supplies (CWS) with their own source of water will be sampled during this effort. In addition, the 461 schools in Michigan that use their own wells will be sampled. These schools are classified as Non-Transient Non-Community Water Supplies (NTNCWS). This effort will be prioritized based on factors such as population served, potential vulnerability to contamination, and sampling logistics.

## 5. Who is conducting the sample collection?

The MDEQ's contractor, AECOM (an environmental consulting firm) will be conducting the sampling effort. AECOM's sampling team is experienced in PFAS sampling and ensuring proper sampling technique and consistent methodologies are used throughout this project.

## 6. When will I receive my sample results?

It is anticipated you will receive your sample results four to six weeks following sample collection. The results will be provided to the designated contact for your water supply from the MDEQ via e-mail. If the results are above the LHA of 70 ppt, the MDEQ will notify you immediately by phone.

## 7. What will happen after I receive my sample results?

The MDEQ will be available to provide you with additional guidance. As a water supply, you are encouraged to share your sampling results with your consumers in the way you feel is most appropriate. The MDEQ will post all sampling results on the PFAS web site for the public to view within five days of the results notification letter. The results will also go to your local health department, and they are available for health-related questions. The results of the laboratory analysis will determine if additional samples must be collected or other actions are necessary.

## 8. Where can I get more information about PFAS?

- **State of Michigan PFAS Action Response Team (MPART)** webpage serving as the main resource for public information on PFAS contamination in Michigan  
[www.michigan.gov/pfasresponse](http://www.michigan.gov/pfasresponse)
- **United States Environmental Protection Agency (US EPA)** webpage including basic information, US EPA actions, and links to informational resources  
[www.epa.gov/pfas](http://www.epa.gov/pfas)
- **Agency for Toxic Substances and Disease Registry (ASTDR)** webpage including health information, exposure, and links to additional resources  
[www.atsdr.cdc.gov/pfas](http://www.atsdr.cdc.gov/pfas)

## 9. Who can I contact for more information about this sampling event?

Please contact Ms. Lois Elliott Graham, Environmental Quality Analyst, MDEQ, Drinking Water and Municipal Assistance Division, at 810-730-8674 or [DEQ-PFAS-DrinkingWater@michigan.gov](mailto:DEQ-PFAS-DrinkingWater@michigan.gov)



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
LANSING



C. HEIDI GRETHNER  
DIRECTOR

October 24, 2018

VIA E-MAIL

NEWBERRY WATER & LIGHT  
302 EAST MCMILLAN AVENUE  
NEWBERRY, MICHIGAN 49868

WSSN: 04720

Dear Water Supply Owner/Operator:

SUBJECT: NEWBERRY WATER & LIGHT  
Per- and Polyfluoroalkyl Substances (PFAS)

As you may be aware, the Michigan PFAS Action Response Team (MPART) has undertaken a proactive effort to investigate sources and locations of PFAS contamination in Michigan, to protect our drinking water, and to inform the public about PFAS. This involves the work of ten state departments, in coordination with local and federal officials.

One vital piece of this effort is the ongoing collaboration between the Michigan Department of Environmental Quality (MDEQ) and our water supply partners. It is through your generous participation that we are able to set and achieve our goal: to proactively test all community water supplies and schools that are classified as non-transient non-community water supplies for PFAS contamination. Once complete, this study will be an invaluable tool in determining the extent of PFAS in Michigan's drinking water, and empowering the MPART in the pursuit of their mission. We thank you for your continuing partnership, collaboration, and dedication to the residents of our great state.

This letter is intended to provide the results of PFAS analyses in samples collected from the NEWBERRY WATER & LIGHT, WSSN # 04720 (water supply) on the date(s) indicated below.

The table below summarizes the sampling results. A copy of the laboratory report is enclosed for your review. The analyses of these samples reported less than 10 parts per trillion (ppt) for perfluorooctanesulfonic acid (PFOS) and perfluorooctanoic acid (PFOA). Your water supply may have returned results greater than non-detect (ND) for the total amount of PFAS analytes tested for. An ND result means the analyte was not detected. Neither the MDEQ nor the United States Environmental Protection Agency (USEPA) have any guidance values for these other analytes at this time. If additional guidance and/or comparison values are developed for these or other PFAS chemicals in the future, we may reevaluate this water supply.

# NEWBERRY WATER & LIGHT

Page 2

October 24, 2018

Date Collected	Sampling Location	PFOS + PFOA (ppt)	LHA (ppt) PFOS + PFOA	Total Tested PFAS (ppt)
8/17/2018	TP001	ND	70	ND
8/17/2018	TP002	ND	70	ND

ND – The parameter was not detected based on the laboratory's analytical report.  
See Official lab results for test method used.

Currently, there is no regulatory drinking water standard for any of the PFAS chemicals. However, in May 2016 the USEPA established a non-regulatory Lifetime Health Advisory (LHA) for two of these chemicals, PFOS and PFOA. The LHA for PFOS and PFOA is 70 ppt combined, or individually if only one of them is present. The USEPA recommends that this LHA applies to both short-term (i.e., weeks to months) scenarios during pregnancy and lactation, as well as to lifetime-exposure scenarios. The LHA is the level, or amount, below which no harm is expected from these chemicals. The Michigan Department of Health and Human Services (MDHHS), as well as the MDEQ, have used this LHA of 70 ppt to inform decisions on actions that should be taken or are recommended to reduce exposure and prevent increased risk to public health from these PFAS contaminants. The USEPA has not set health advisory levels for the other PFAS compounds because not enough is known about them.

Additional information on the health effects of PFAS can be found on the Agency for Toxic Substances and Disease Registry (ATSDR) website listed at the end of this correspondence.

The concentrations of PFOS and PFOA in these samples are well below the USEPA LHA of 70 ppt and are not expected to result in adverse health effects as long as the concentrations are shown to remain below the LHA over time.

Because of the detection of low levels found in the water supply, we have the following recommendations for your consideration. These recommendations are essentially the same actions we have advised public water systems to follow for the past 30-plus years when a new contaminant has been confirmed as present in their drinking water.

1. Inform the public of these sample results through posting on your website or other means. The MDEQ, in collaboration with the MDHHS, has developed a toolkit containing communication templates to help notify the consumers of your water supply on the presence of PFAS in the drinking water and the response measures that are being initiated. This is a resource available to you if you choose and can be modified to fit your needs. The toolkit is available at [www.michigan.gov/pfasresponse](http://www.michigan.gov/pfasresponse) and click on "visit news and education."
2. Please continue with your regularly scheduled monitoring. The MDEQ recommends you also continue monitoring for PFAS on an annual basis to demonstrate the concentrations are consistently and reliably below any existing LHA.

These recommendations are based on the best available and most current information and may change depending on additional information related to site conditions; the availability of new data; or other new information as it becomes available. We may recommend further action at that time.

October 24, 2018

As part of the MDEQ's proactive statewide sampling initiative, the results of this sampling will be posted online on the MPART website within 48 hours of this notification. The results can be found online by going to the MPART website address listed below, and by clicking on "Michigan PFAS Sites," and scrolling down and selecting "Public Water Supply Information." We recommend you inform your consumers as soon as possible. If you need assistance, please contact me.

For information on PFOS, PFOA, and other PFAS, including possible health outcomes, you may visit these websites:

- **State of Michigan PFAS Action Response Team (MPART)** website serving as the main resource for public information on PFAS contamination in Michigan:  
[www.michigan.gov/pfasresponse](http://www.michigan.gov/pfasresponse)
- **United States Environmental Protection Agency (USEPA)** website including basic information, USEPA actions, and links to informational resources:  
[www.epa.gov/pfas](http://www.epa.gov/pfas)
- **Agency for Toxic Substances and Disease Registry (ATSDR)** website including health information, exposure, and links to additional resources:  
[www.atsdr.cdc.gov/pfas](http://www.atsdr.cdc.gov/pfas)

Thank you once again for your continued collaboration with this investigation. The ongoing partnership between the MDEQ and Michigan's public water supplies plays an integral role in the state's continued efforts to ascertain and address the incidence of PFAS in drinking water for Michiganders.

If you have any questions concerning this sampling, please contact me at the telephone number below; by email at [DEQ-PFAS-DrinkingWater@michigan.gov](mailto:DEQ-PFAS-DrinkingWater@michigan.gov); or by mail at DEQ-DWMAD, P.O. Box 30817, Lansing, Michigan 48909-8311.

Sincerely,

*Lois Elliott Graham*

Lois Elliott Graham, R.S., M.S.A.  
Drinking Water and Municipal Assistance Division  
810-730-8674

Enclosure

cc: Mr. Nicholas Derusha, Luce-Mackinac-Alger-Schoolcraft District Health Department  
Mr. Steven Crider, Supervisor, Drinking Water Unit, MDHHS  
Mr. Chuck Thomas, MDEQ



October 12, 2018

**Vista Work Order No. 1802584**

Ms. Maya Murshak  
Merit Laboratories, Inc.  
2680 East Lansing Drive  
East Lansing, MI 48823

Dear Ms. Murshak,

Enclosed are the results for the sample set received at Vista Analytical Laboratory on August 21, 2018 under your Project Name 'MDEQ State Municipal Sampling'.

Vista Analytical Laboratory is committed to serving you effectively. If you require additional information, please contact me at 916-673-1520 or by email at [mmaier@vista-analytical.com](mailto:mmaier@vista-analytical.com).

Thank you for choosing Vista as part of your analytical support team.

Sincerely,

A handwritten signature in cursive script that reads "Martha Maier".

Martha Maier  
Laboratory Director



*Vista Analytical Laboratory certifies that the report herein meets all the requirements set forth by NELAP for those applicable test methods. Results relate only to the samples as received by the laboratory. This report should not be reproduced except in full without the written approval of Vista.*

**Vista Work Order No. 1802584**  
**Case Narrative**

**Sample Condition on Receipt:**

Two drinking water samples were received in good condition and within the method temperature requirements. The samples were received and stored securely in accordance with Vista standard operating procedures and EPA methodology.

**Analytical Notes:**

**EPA Method 537, Rev. 1.1**

The samples were extracted and analyzed for a selected list of 14 PFAS using EPA Method 537, Rev. 1.1. The results have been reported following the conventions specified by the Michigan Department of Environmental Quality.

**Holding Times**

The samples were extracted and analyzed within the method hold times.

**Quality Control**

The Initial Calibration and Continuing Calibration Verifications met the method acceptance criteria.

Two Laboratory Fortified Blanks (LFB/LFBD) and a Laboratory Reagent Blank (LRB) were extracted and analyzed with the preparation batch. No analytes were detected in the Laboratory Reagent Blank. The LFB/LFBD recoveries were within the method acceptance criteria.

The surrogate recoveries for all QC and field samples were within the acceptance criteria.

## Table of Contents

Case Narrative . . . . .	1
Table of Contents . . . . .	3
Sample Inventory . . . . .	4
Analytical Results . . . . .	5
Qualifiers . . . . .	10
Certifications . . . . .	11
Sample Receipt. . . . .	14

# Sample Inventory Report

Vista Sample ID	Client Sample ID	Sampled	Received	Components/Containers
1802584-01	GWEF1808171330GSC	17-Aug-18 13:30	21-Aug-18 09:55	HDPE Bottle, 250 mL HDPE Bottle, 250 mL
1802584-02	GWEF1808171350GSC	17-Aug-18 13:50	21-Aug-18 09:55	HDPE Bottle, 250 mL HDPE Bottle, 250 mL

## **ANALYTICAL RESULTS**

Sample ID: LRB

EPA Method 537

Client Data				Laboratory Data					
Name:	Merit Laboratories, Inc.	Matrix:	Aqueous	Lab Sample:	B8H0181-BLK1	Column:	BEH C18		
Project:	MDEQ State Municipal Sampling								
Analyte	CAS Number	Conc. (ng/L)	RL	Qualifiers	Batch	Extracted	Samp Size	Analyzed	Dilution
PFBS	375-73-5	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
PFHxA	307-24-4	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
PFHpA	375-85-9	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
PFHxS	355-46-4	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
PFOA	335-67-1	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
PFNA	375-95-1	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
PFOS	1763-23-1	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
PFDA	335-76-2	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
MeFOSAA	2355-31-9	ND	4		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
EtFOSAA	2991-50-6	ND	4		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
PFUnA	2058-94-8	ND	4		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
PFDoA	307-55-1	ND	4		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
PFTeDA	72629-94-8	ND	4		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
PFTeDA	376-06-7	ND	4		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
Labeled Standards	Type	% Recovery	Limits	Qualifiers	Batch	Extracted	Samp Size	Analyzed	Dilution
13C2-PFHxA	SURR	89	70 - 130		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
13C2-PFDA	SURR	89	70 - 130		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1
d5-EtFOSAA	SURR	96	70 - 130		B8H0181	24-Aug-18	0.25 L	12-Sep-18 14:27	1

RL - Reporting limit

Results reported to RL.

Reporting convention specified by MI DEQ.

When reported, PFHxS, PFOA, PFOS, MeFOSAA and EtFOSAA include both linear and branched isomers. Only the linear isomer is reported for all other analytes.

Sample ID: LFB0

EPA Method 537

Name:	Merit Laboratories, Inc.	Lab Sample:	B8H0181-BS1/B8H0181-BSD1	Date Extracted:	24-Aug-18
Project:	MDEQ State Municipal Sampling	QC Batch:	B8H0181	Column:	BEH C18
Matrix:	Aqueous	Samp Size:	0.25/0.25 L		

Analyte	CAS Number	LFB (ng/L)	LFB Spike Amt	LFB % Rec	LFB Quals	LFBD (ng/L)	LFBD Spike Amt	LFBD % Rec	RPD	LFBD Quals	%Rec Limits	RPD Limits	LFB Analyzed	LFB Dil	LFBD Analyzed	LFBD Dil
PFBS	375-75-8	65	71	92		60	71	85	8		70-130		12-Sep-18 14:01	1	12-Sep-18 14:14	1
PFHxA	307-24-4	64	80	80		66	80	82	3		70-130		12-Sep-18 14:01	1	12-Sep-18 14:14	1
PFHpA	375-85-9	62	80	77		65	80	81	5		70-130		12-Sep-18 14:01	1	12-Sep-18 14:14	1
PFHxS	355-46-4	63	73	87		59	73	81	7		70-130		12-Sep-18 14:01	1	12-Sep-18 14:14	1
PFOA	333-67-1	67	80	84		68	80	86	2		70-130		12-Sep-18 14:01	1	12-Sep-18 14:14	1
PFNA	375-95-1	69	80	86		70	80	88	3		70-130		12-Sep-18 14:01	1	12-Sep-18 14:14	1
PFOS	1763-23-1	72	74	97		71	74	96	1		70-130		12-Sep-18 14:01	1	12-Sep-18 14:14	1
PFDA	335-76-2	61	80	76		64	80	80	4		70-130		12-Sep-18 14:01	1	12-Sep-18 14:14	1
MeFOSAA	2355-31-9	71	80	89		75	80	93	5		70-130		12-Sep-18 14:01	1	12-Sep-18 14:14	1
EtFOSAA	2991-50-6	56	80	70		65	80	81	15		70-130		12-Sep-18 14:01	1	12-Sep-18 14:14	1
PFUnA	2058-94-8	66	80	82		68	80	86	4		70-130		12-Sep-18 14:01	1	12-Sep-18 14:14	1
PFDoA	307-55-1	63	80	79		67	80	83	5		70-130		12-Sep-18 14:01	1	12-Sep-18 14:14	1
PFTeDA	72629-94-8	62	80	77		63	80	79	3		70-130		12-Sep-18 14:01	1	12-Sep-18 14:14	1
PFTeDA	376-06-7	62	80	77		62	80	78	1		70-130		12-Sep-18 14:01	1	12-Sep-18 14:14	1

Labeled Standards	Type	LFB % Rec	LFB Quals	LFBD % Rec	LFBD Quals	Limits	LFB Analyzed	LFB Dil	LFBD Analyzed	LFBD Dil
13C2-PFHxA	SURR	91		84		70-130	12-Sep-18 14:01	1	12-Sep-18 14:14	1
13C2-PFDA	SURR	95		96		70-130	12-Sep-18 14:01	1	12-Sep-18 14:14	1
d5-EtFOSAA	SURR	82		96		70-130	12-Sep-18 14:01	1	12-Sep-18 14:14	1

Data Reported per Michigan DEQ instructions.

Sample ID: GWEF1808171330GSC

EPA Method 537

Client Data				Laboratory Data					
Name:	Merit Laboratories, Inc.	Matrix:	Drinking Water	Lab Sample:	1802584-01	Column:	BEH C18		
Project:	MDEQ State Municipal Sampling	Date Collected:	17-Aug-18 13:30	Date Received:	21-Aug-18 09:55				
Location:	NEWBRYWL04720TP002								
Analyte	CAS Number	Conc. (ng/L)	RL	Qualifiers	Batch	Extracted	Samp Size	Analyzed	Dilution
PFBS	375-73-5	ND	2		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
PFHxA	307-24-4	ND	2		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
PFHdA	375-85-9	ND	2		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
PFHxS	355-46-4	ND	2		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
PFOA	335-67-1	ND	2		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
PFNA	375-95-1	ND	2		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
PFOS	1763-23-1	ND	2		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
PFDA	335-76-2	ND	2		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
MeFOSAA	2355-31-9	ND	4		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
EtFOSAA	2991-50-6	ND	4		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
PFUnA	2058-94-8	ND	4		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
PFDoA	307-55-1	ND	4		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
PFTeDA	72629-94-8	ND	4		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
PFTeDA	376-06-7	ND	4		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
Labeled Standards	Type	% Recovery	Limits	Qualifiers	Batch	Extracted	Samp Size	Analyzed	Dilution
13C2-PFHxA	SURR	86	70 - 130		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
13C2-PFDA	SURR	92	70 - 130		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1
d5-EtFOSAA	SURR	75	70 - 130		B8H0181	24-Aug-18	0.26 L	12-Sep-18 16:26	1

RL - Reporting limit

Results reported to RL.  
Reporting convention specified by MI DEQ.

When reported, PFHxS, PFOA, PFOS, MeFOSAA and EtFOSAA include both linear and branched isomers. Only the linear isomer is reported for all other analytes.



Sample ID: GWEF1808171350GSC

EPA Method 537

Client Data				Laboratory Data			
Name:	Merit Laboratories, Inc.	Matrix:	Drinking Water	Lab Sample:	1802584-02	Column:	BEH C18
Project:	MDEQ State Municipal Sampling	Date Collected:	17-Aug-18 13:50	Date Received:	21-Aug-18 09:55		
Location:	NEWBRYWL04720TP001						

Analyte	CAS Number	Conc. (ng/L)	RL	Qualifiers	Batch	Extracted	Samp Size	Analyzed	Dilution
PFBS	375-73-5	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
PFHxA	307-24-4	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
PFHpA	375-85-9	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
PFHxS	355-46-4	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
PFOA	335-67-1	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
PFNA	375-95-1	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
PFOS	1763-23-1	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
PFDA	335-76-2	ND	2		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
McFOSAA	2355-31-9	ND	4		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
EtFOSAA	2991-50-6	ND	4		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
PFUnA	2058-94-8	ND	4		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
PFDoA	307-55-1	ND	4		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
PFTnDA	72629-94-8	ND	4		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
PFTeDA	376-06-7	ND	4		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
Labeled Standards	Type	% Recovery	Limits	Qualifiers	Batch	Extracted	Samp Size	Analyzed	Dilution
13C2-PFHxA	SURR	84	70 - 130		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
13C2-PFDA	SURR	88	70 - 130		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1
d5-EtFOSAA	SURR	82	70 - 130		B8H0181	24-Aug-18	0.25 L	12-Sep-18 17:04	1

RL - Reporting limit

Results reported to RL.

Reporting convention specified by MI DEQ.

When reported, PFHxS, PFOA, PFOS, McFOSAA and EtFOSAA include both linear and branched isomers. Only the linear isomer is reported for all other analytes.

## **DATA QUALIFIERS & ABBREVIATIONS**

<b>B</b>	<b>This compound was also detected in the method blank</b>
<b>Conc.</b>	<b>Concentration</b>
<b>D</b>	<b>Dilution</b>
<b>DL</b>	<b>Detection limit</b>
<b>E</b>	<b>The associated compound concentration exceeded the calibration range of the instrument</b>
<b>H</b>	<b>Recovery and/or RPD was outside laboratory acceptance limits</b>
<b>I</b>	<b>Chemical Interference</b>
<b>J</b>	<b>The amount detected is below the Reporting Limit/LOQ</b>
<b>LOD</b>	<b>Limits of Detection</b>
<b>LOQ</b>	<b>Limits of Quantitation</b>
<b>M</b>	<b>Estimated Maximum Possible Concentration (CA Region 2 projects only)</b>
<b>NA</b>	<b>Not applicable</b>
<b>ND</b>	<b>Not Detected</b>
<b>Q</b>	<b>Ion ratio outside of 70-130% of Standard Ratio. (DOD PFAS projects only)</b>
<b>TEQ</b>	<b>Toxic Equivalency</b>
<b>U</b>	<b>Not Detected (specific projects only)</b>
<b>*</b>	<b>See Cover Letter</b>

**Unless otherwise noted, solid sample results are reported in dry weight. Tissue samples are reported in wet weight.**

## CERTIFICATIONS

Accrediting Authority	Certificate Number
Alaska Department of Environmental Conservation	17-013
Arkansas Department of Environmental Quality	18-008-0
California Department of Health – ELAP	2892
DoD ELAP - A2LA Accredited - ISO/IEC 17025:2005	3091.01
Florida Department of Health	E87777-18
Hawaii Department of Health	N/A
Louisiana Department of Environmental Quality	01977
Maine Department of Health	2018017
Minnesota Department of Health	1322288
New Hampshire Environmental Accreditation Program	207717
New Jersey Department of Environmental Protection	CA003
New York Department of Health	11411
Oregon Laboratory Accreditation Program	4042-009
Pennsylvania Department of Environmental Protection	014
Texas Commission on Environmental Quality	T104704189-18-8
Virginia Department of General Services	9077
Washington Department of Ecology	C584
Wisconsin Department of Natural Resources	998036160

*Current certificates and lists of licensed parameters are located in the Quality Assurance office and are available upon request.*

## NELAP Accredited Test Methods

<b>MATRIX: Air</b>	
<b>Description of Test</b>	<b>Method</b>
Determination of Polychlorinated p-Dioxins & Polychlorinated Dibenzofurans	EPA 23

<b>MATRIX: Biological Tissue</b>	
<b>Description of Test</b>	<b>Method</b>
Tetra- through Octa-Chlorinated Dioxins and Furans by Isotope Dilution GC/HRMS	EPA 1613B
Brominated Diphenyl Ethers by HRGC/HRMS	EPA 1614A
Chlorinated Biphenyl Congeners in Water, Soil, Sediment, and Tissue by GC/HRMS	EPA 1668A/C
Pesticides in Water, Soil, Sediment, Biosolids, and Tissue by HRGC/HRMS	EPA 1699
Perfluorinated Alkyl Acids in Drinking Water by SPE and LC/MS/MS	EPA 537
Polychlorinated Dibenzo-p-Dioxins and Polychlorinated Dibenzofurans by GC/HRMS	EPA 8280A/B
Polychlorinated Dibenzodioxins (PCDDs) and Polychlorinated Dibenzofurans (PCDFs) by GC/HRMS	EPA 8290/8290A

<b>MATRIX: Drinking Water</b>	
<b>Description of Test</b>	<b>Method</b>
2,3,7,8-Tetrachlorodibenzo- p-dioxin (2,3,7,8-TCDD) GC/HRMS	EPA 1613
Perfluorinated Alkyl Acids in Drinking Water by SPE and LC/MS/MS	EPA 537

<b>MATRIX: Non-Potable Water</b>	
<b>Description of Test</b>	<b>Method</b>
Tetra- through Octa-Chlorinated Dioxins and Furans by Isotope Dilution GC/HRMS	EPA 1613B
Brominated Diphenyl Ethers by HRGC/HRMS	EPA 1614A
Chlorinated Biphenyl Congeners in Water, Soil, Sediment, and Tissue by GC/HRMS	EPA 1668A/C
Pesticides in Water, Soil, Sediment, Biosolids, and Tissue by HRGC/HRMS	EPA 1699
Perfluorinated Alkyl Acids in Drinking Water by SPE and LC/MS/MS	EPA 537
Dioxin by GC/HRMS	EPA 613
Polychlorinated Dibenzo-p-Dioxins and Polychlorinated Dibenzofurans by GC/HRMS	EPA 8280A/B
Polychlorinated Dibenzodioxins (PCDDs) and Polychlorinated Dibenzofurans (PCDFs) by GC/HRMS	EPA 8290/8290A

MATRIX: Solids	
Description of Test	Method
Tetra-Octa Chlorinated Dioxins and Furans by Isotope Dilution GC/HRMS	EPA 1613
Tetra- through Octa-Chlorinated Dioxins and Furans by Isotope Dilution GC/HRMS	EPA 1613B
Brominated Diphenyl Ethers by HRGC/HRMS	EPA 1614A
Chlorinated Biphenyl Congeners in Water, Soil, Sediment, and Tissue by GC/HRMS	EPA 1668A/C
Perfluorinated Alkyl Acids in Drinking Water by SPE and LC/MS/MS	EPA 537
Polychlorinated Dibenzo-p-Dioxins and Polychlorinated Dibenzofurans by GC/HRMS	EPA 8280A/B
Polychlorinated Dibenzodioxins (PCDDs) and Polychlorinated Dibenzofurans (PCDFs) by GC/HRMS	EPA 8290/8290A







For Laboratory Use Only

Work Order #: 1802584 Temp: 0.7

Storage ID: NR-2 Storage Secured: Yes ☒ No ☐

TAT: Standard: ☒ 21 days  
(check one); Rush (surcharge may apply)  
☐ 14 days ☐ 7 days Specify:

Relinquished by (printed name and signature)	Date	Time	Received by (printed name and signature)	Date	Time
Garth Cousineau 	8/20/2018	1130	Km. Exaro 	08/21/18	1423
Relinquished by (printed name and signature)	Date	Time	Received by (printed name and signature)	Date	Time

[illegible]

**SEND  
DOCUMENTATION  
AND RESULTS TO:**

Name: MIKE JURY  
Company: MDEQ  
Address: 401 KETCHUM ST, SUITE B  
City: BAY CITY State: MI Zip: 48708  
Phone: 989-894-6255 Fax: 989-891-9237  
Email: dorin.bogdan@aeocom.com

Bottle Preservation Type: T = Thiosulfate,  
TZ = Trizina:

Matrix Types: AQ = Aqueous, DW = Drinking Water, EF = Effluent, PP = Pulp/Paper, SD = Sediment, SL = Sludge, SO = Soil, WW = Wastewater, B = Blood/Serum, O = Other.



# Sample Log in Checklist

# 1 of 1  
 WO#: 1802584  
 SDG#: NA  
 TAT: std

Section 1: Container Receipt					
Delivered By: <input checked="" type="checkbox"/> FedEx <input type="checkbox"/> UPS <input type="checkbox"/> On Trac <input type="checkbox"/> GSO <input type="checkbox"/> DHL <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Other					
Number of Containers	Arrival Date	Arrival time	Received By/Date	LR-SCL Initiated By	
1	08/21/18	0155	CRB 8/21/18	CRB 8/21/18	
Section 2: Sample Receipt Condition and Initial Storage					
Container Condition	Chain of Custody	Preservation Type	Temperature	Storage Location	Initials/Date
<input checked="" type="checkbox"/> Shipping container intact <input type="checkbox"/> Custody Seals present <input type="checkbox"/> Custody seals intact	<input checked="" type="checkbox"/> COC present <input checked="" type="checkbox"/> Relinquished by section complete	<input checked="" type="checkbox"/> Ice <input type="checkbox"/> Blue Ice <input type="checkbox"/> Dry Ice <input type="checkbox"/> Other	Thermometer ID: IR-4 <input type="checkbox"/> Probe used Temp (uncorrected): <u>0.8</u> °C Temp (corrected): <u>0.7</u> °C <input type="checkbox"/> Anomaly form required	<input checked="" type="checkbox"/> WWR2 <input type="checkbox"/> WFF2 <input type="checkbox"/> N/A	
Airbill/Trk # <u>7729 9013 7295</u>					
Shipping container <input checked="" type="checkbox"/> Vista <input type="checkbox"/> Client <input checked="" type="checkbox"/> Retain <input type="checkbox"/> Return <input type="checkbox"/> Dispose			By Initials/Date:		
Section 3: Sample Log In					
<u>KE 8/21/18 1440</u>			YES	NO	
			Initials/Date	Initials/Date	
COC identifies sample ID, date and time of collection, collector's name			<u>KE</u>	<input type="checkbox"/> Anomaly form required	
COC identifies sample matrix and test method			<u>KE</u>	<input type="checkbox"/> Anomaly form required	
All samples present and accounted for on COC			<u>KE</u>	<input type="checkbox"/> Anomaly form required	
Sample IDs are legible on COC and Bottles			<u>KE</u>	<input type="checkbox"/> Anomaly form required	
Samples conform to the description on the COC			<u>KE</u>	<input type="checkbox"/> Anomaly form required	
Samples are within hold, intact and suitable for testing			<u>KE</u>	<input type="checkbox"/> Anomaly form required	
Preservation documented as required: <input type="checkbox"/> Na <sub>2</sub> S <sub>2</sub> O <sub>3</sub> <input checked="" type="checkbox"/> Trizma <input type="checkbox"/> N/A			<u>KE</u>		
Samples stored <input checked="" type="checkbox"/> WWR2 Shelf: <u>A3 ET</u> <input type="checkbox"/> WFF2 Shelf: <u>      </u> <input type="checkbox"/> DR1			By Initials/Date: <u>LF</u>		
Section 4: Comments					Initials/Date
<input type="checkbox"/> Sample Inventory Form Attached					

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# Village of Newberry

## Luce County, Michigan

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**Ten Year Financial Health Assessment**  
**For the Years Ending December 31, 2008 – 2017**  
**Prepared by Plante & Moran, PLLC**

## Scope of Services Provided

As detailed in our engagement letter dated July 22, 2018, we have performed a 10 year analysis of the Village's historical financial statements (years ended June 30, 2008 – 2017) for the General Fund, Major Streets Fund, Local Streets Fund, Electric Fund, Water Fund, and Sewer Fund. The purpose of this analysis is to take a more in depth look at the financial history of the Village. To do this, we have analyzed long-term trends affecting a variety of financial elements including cash, fund balance, interfund borrowings, and original vs. actual budget results in these funds. This analysis provides the necessary data to draw conclusions on whether the Village as a whole and individual fund's financial position has been improving, eroding, or staying consistent over time and how successful the Village has been with projecting its annual budget. In addition to the health of the funds, another key component of this analysis is the Village's liability for legacy costs such as pension and retiree healthcare.

The data used in our analysis is all drawn from the audited financial statements of the Village for the years ending December 31, 2008 to 2016 and a draft report of the 2017 audit. Unfortunately, the 2017 audit was not yet finalized as of the writing of this report; however, the Village's external auditor, the Michigan Department of Treasury, prepared the draft financial statement utilized herein after completing their audit procedures.

Disclaimer: Plante Moran has not performed an audit, examination, or review of the Village's financial statements for any of the years included in this analysis. Accordingly, we do not express an audit opinion, nor provide any form of assurance on the information presented below. We have relied on the work of other independent auditors and extracted the information from the previously audited financial statements.

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## Financial Health Assessment

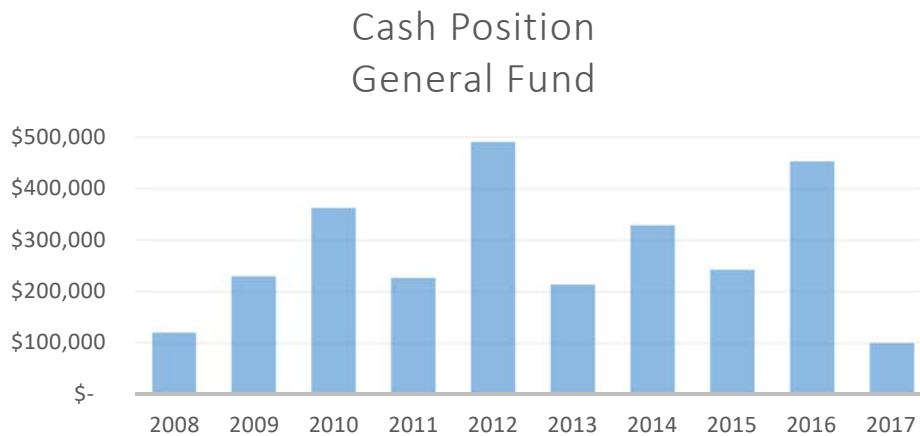
### *General Fund*

The General Fund is the main operating fund of the Village. The General Fund is accounted for on a modified accrual basis which means that it accounts for debt and capital outlay expenditures rather than recording the resulting liabilities, change in the liabilities, capitalization of long-term assets, and the subsequent depreciation of those assets.

#### **Cash Position**

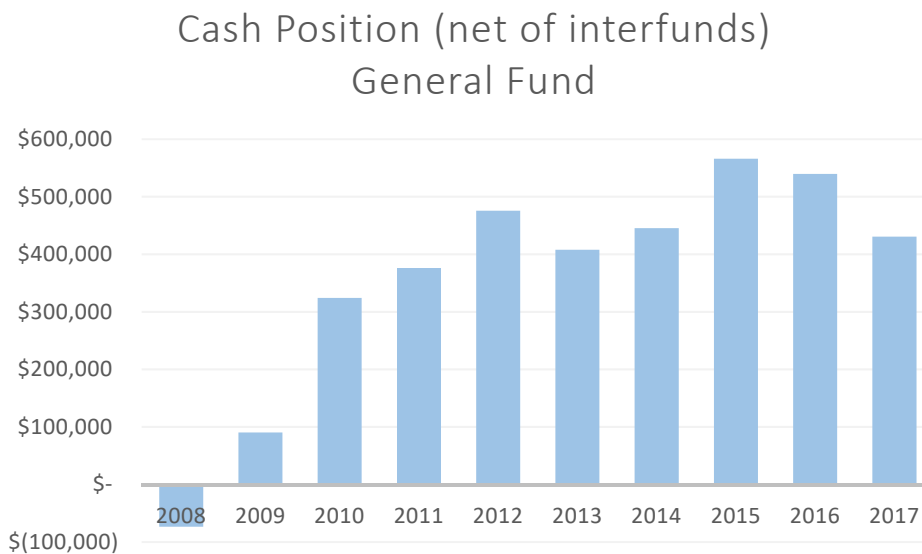
The first long-term trend we analyzed was the cash position of the general fund.

This chart depicts the 10 year trend for General Fund cash:



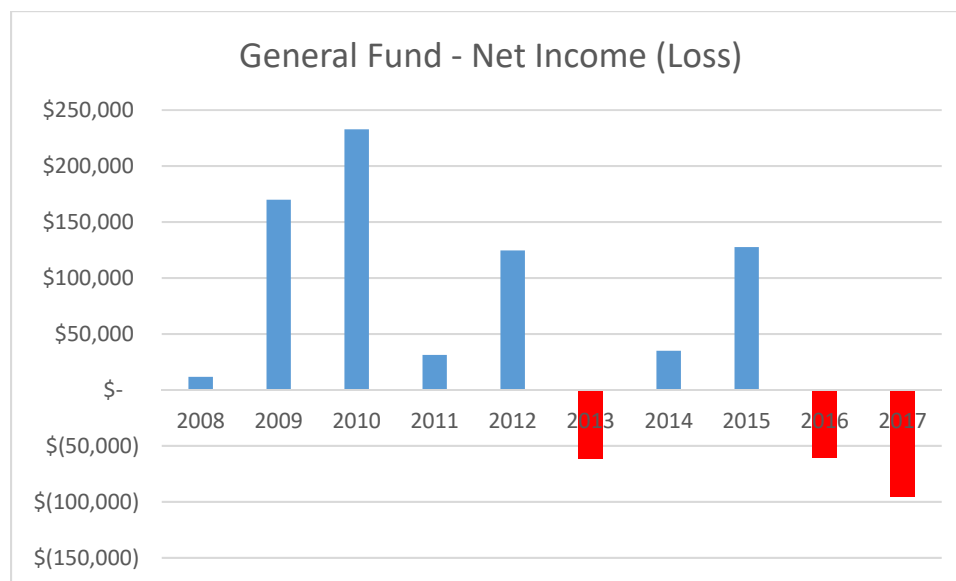
Based on this chart the General Fund has maintained on average between \$209,000 to \$500,000 in cash over the past 9 years through 2016. In 2017, the cash position dropped to \$100,000, although as we will explain on the following pages, that is due to a combination of interfund borrowings, transfers to the Street funds, and timing differences related to bill paying.

Looking solely at cash does not tell the full story. Because the Village does not operate using a “pooled cash” system, the General Fund checking account will pay the bills for the other funds, thereby creating an interfund receivable (a “due from” other funds). Those receivables should be relieved when the other funds repay General Fund. If the net interfund is a receivable from other funds, the net cash is higher. Conversely, if the General Fund owes the other funds more than the other funds owe back to General Fund, the net cash is lower. Also, some of the cash as of the balance sheet date is about to be spent when the Village pays its vendors for work performed to date. This liability to third parties is referred to as “Accounts Payable.” To evaluate the cash position of the general fund further, we reviewed the cash balance as of the balance sheet date net of accounts payable and interfund balances (both due to and due from other funds). By looking at cash in this way, we can see a clearer picture of how the General Fund’s position is improving or eroding. The following graph shows the net cash position of the General Fund for the last 10 years:



In recent years, the net cash of the General Fund is higher than the actual cash because the net interfund balances are positive, meaning the other funds of the Village owe money back to the General Fund. Later in this report, we will demonstrate how the utility funds are utilizing General Fund's cash.

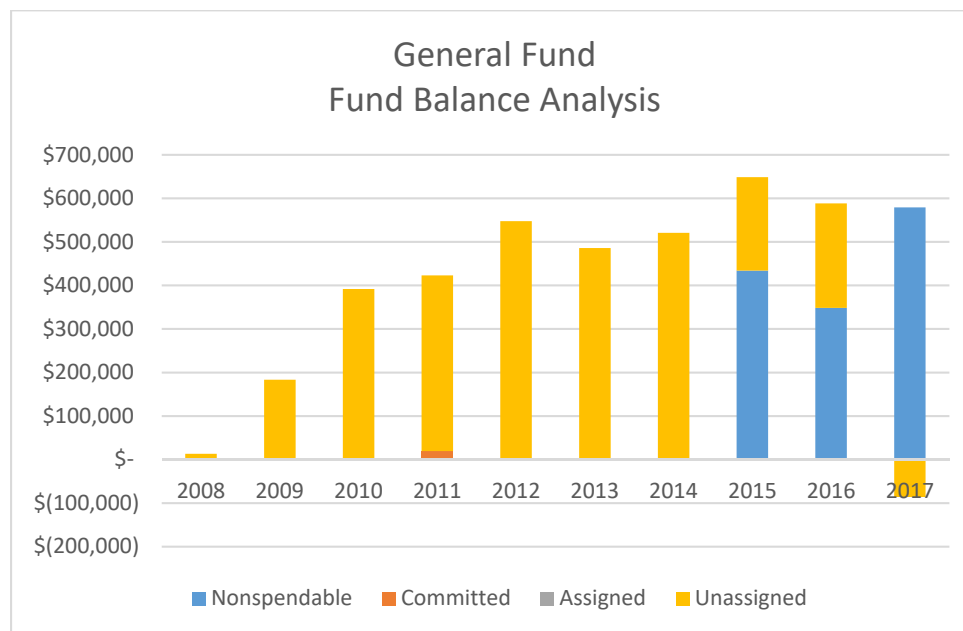
From 2008 to 2015, the trend is positive as net cash position steadily increased. Net cash position was approximately \$(73,000) in 2008 and increased to approximately \$566,000 in 2015. The most recent 2 years (2016, 2017) has shown this trend begin to reverse. Over the past 2 years, the net cash position has declined by approximately \$135,000. This is supported by looking at the net income of the General Fund over the past 10 years:



The net loss for 2016 and 2017 (approximately \$156,000) is consistent with the decrease in net cash over the same period of time.

### Has the General Fund's financial position been improving, eroding or staying consistent over time?

The change in cash is one way to evaluate the overall health of the General Fund. Another is the change in Fund Balance. Fund Balance or "equity" is the difference between assets and liabilities. This can be considered the General Fund's savings account or "rainy day fund." To evaluate the General Fund's financial position, we reviewed the fund balance of the General Fund for the last 10 years to determine whether it has been improving, eroding or staying consistent over time. The following graph shows a breakdown of the General Fund's fund balance by classification for the 10 years ended December 31:



Like cash in the analysis above, the General Fund's total fund balance increased from 2008 to 2015, and then began to decline in 2016 and 2017. The changes in Fund Balance are directly tied to the net income or loss noted above. Looking deeper than just the change in the total fund balance, review of the classifications of fund balance also tell a story.

In governmental accounting, there are 5 classifications of fund balance, but for the purposes of our analysis, we are only concerned with two of them: Nonspendable and Unassigned. Unassigned fund balance is the most liquid and most available to be spent if necessary. Nonspendable fund balance is not available to be appropriated or spent because cash is not present because it was already spent (such as in the case of a prepaid asset or inventory) or receivables are not going to be collected in the near future.

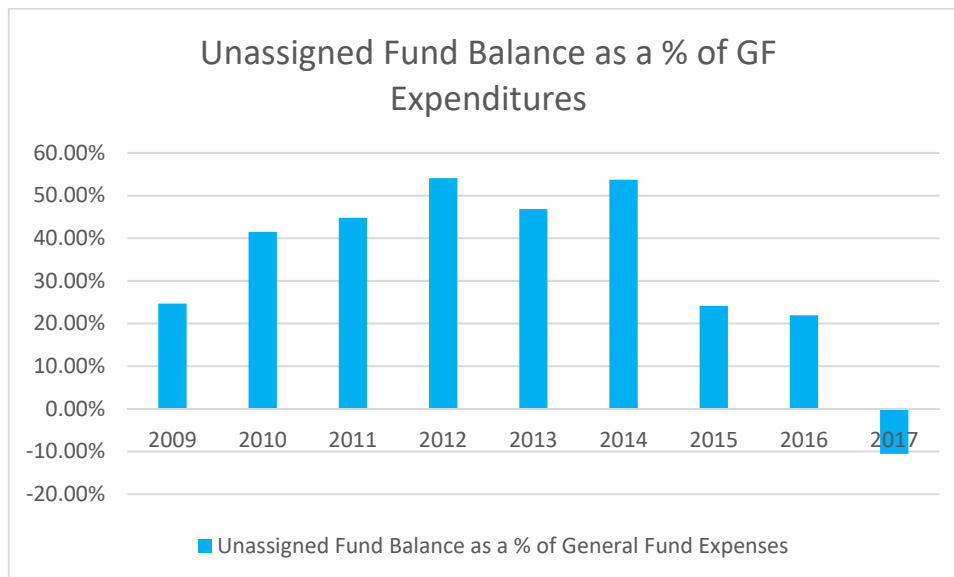
For the Village, the nonspendable classification of the fund balance is directly caused by the interfund receivables due from the utility funds. As we will describe later in this report, the utility funds, Sewer in

## Ten Year Financial Health Assessment

particular, owe a significant amount of money back to the General Fund and, to date, have not had the ability to repay General Fund. When the receivable is not expected to be collected and converted to cash in the near future, fund balance is classified as Nonspendable. This means that the General Fund, already in a state of decline as demonstrated by back to back years of a net loss, is less financially stable than just its total fund balance would indicate.

In 2017, the long-term receivable from the other funds has grown to the point that it is larger than General Fund's overall fund balance. If the utility funds do not begin paying back General Fund, the General Fund will technically be in a deficit position because, while total fund balance is positive, the Unassigned portion of fund balance is negative.

Another way to evaluate the health of the General Fund is to look at the unassigned fund balance as a percent of total expenditures:



As a general rule of thumb, the Government Finance Officer's Association (GFOA) recommends a municipality have a **minimum** of two months (2 months is 16.67% of a year) of operational expenditures in fund balance. For smaller communities like the Village, a higher percentage like 30-60% percent may be more appropriate. Because the General Fund has been allowing the utility funds to borrow cash and because of the net losses incurred during 2016 and 2017, the unassigned fund balance decreased rapidly, jeopardizing the General Fund's ability to pay its bills as they come due. The General Fund deficit of unassigned fund balance in 2017 makes this percentage negative, meaning no more fund balance is available in the event of another net loss.

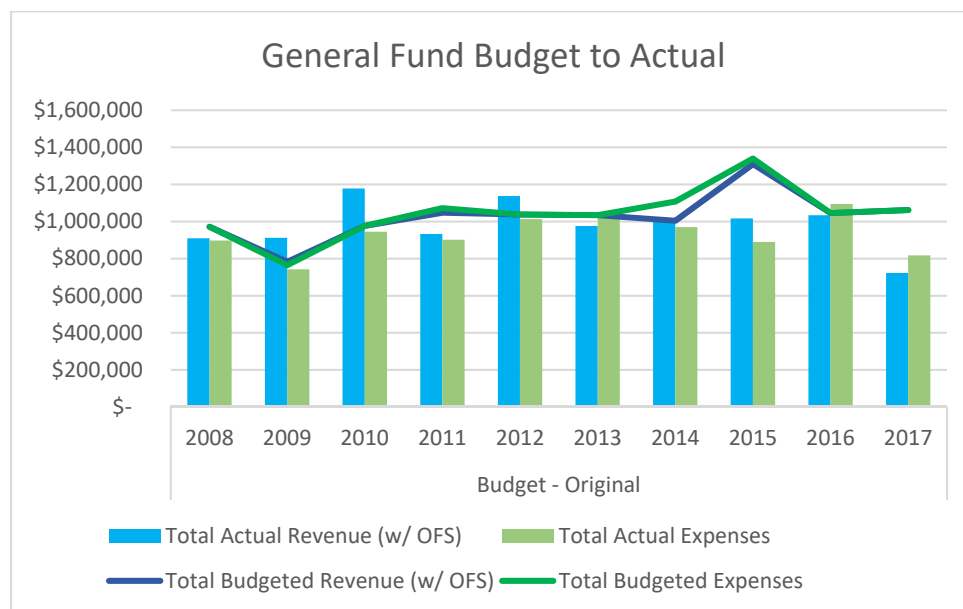
## Ten Year Financial Health Assessment

It is imperative for a General Fund to protect and maintain its fund balance. In the event of another economic downturn similar to the recession a decade ago, a municipality will need to have adequate fund balance and cash reserves in order to continue functioning and providing service to its residents.

The Village has not established a minimum fund balance policy, a best practice for maintaining financial health.

### How successful or accurate has the municipality been with projecting its annual budget?

To evaluate how accurate the Village has been with projecting its annual budget for the General Fund, we compared the original budgeted revenue and expenses to the actual revenue and expenses. The following graph shows the actual total revenue (excluding other financing sources) and total expenses for the General Fund compared to the originally budgeted total revenue (excluding other financing sources) and total expenses for the 10 years ended December 31:



Takeaways from this graph:

1. In 2017, the Village made significant changes to the way activity between funds was recorded. Previously, the Village recorded expenditures paid by the General Fund on behalf of other funds as expenditures of the General Fund and the subsequent reimbursement from the other funds as revenue of the General Fund, basically grossing up revenues and expenditures. This is inconsistent with Generally Accepted Accounting Principles. The change in 2017 now nets this activity together, so that revenues and expenditures of the General Fund are no longer inflated. This is an improvement to the Village's accounting.
2. With one exception (2016), the Village's actual expenditures for the year have been less than the original budget. This means that the Village is not being surprised by unforeseen projects or

activities. Also, the department heads are able to provide services as expected and live within the budget.

3. In 3 of the first 5 years, actual revenues exceeded the budget. Actual revenue fell short of the budget in 4 of the last 5 years. So, even if the Village is spending less than planned, the Village is overestimating how much money is going to come in and therefore spending more than it can afford.

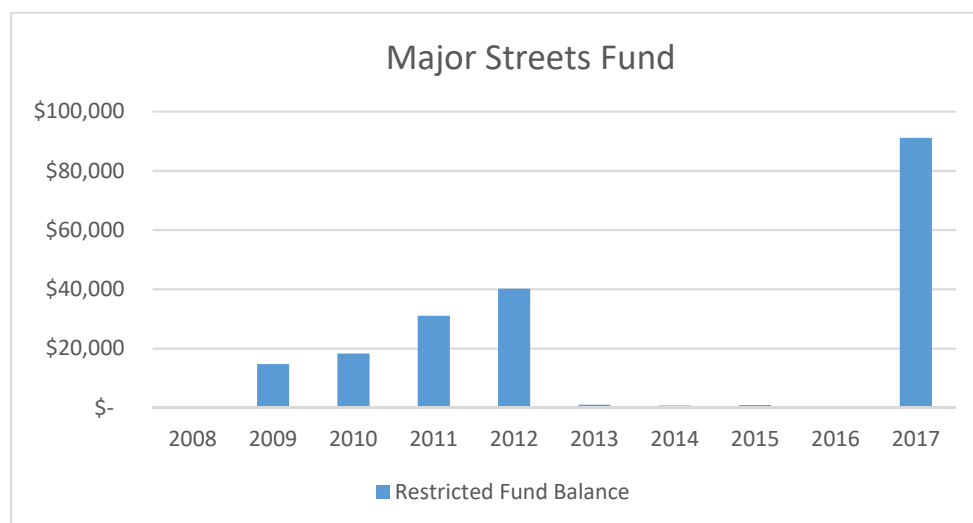
### *Major and Local Street Funds*

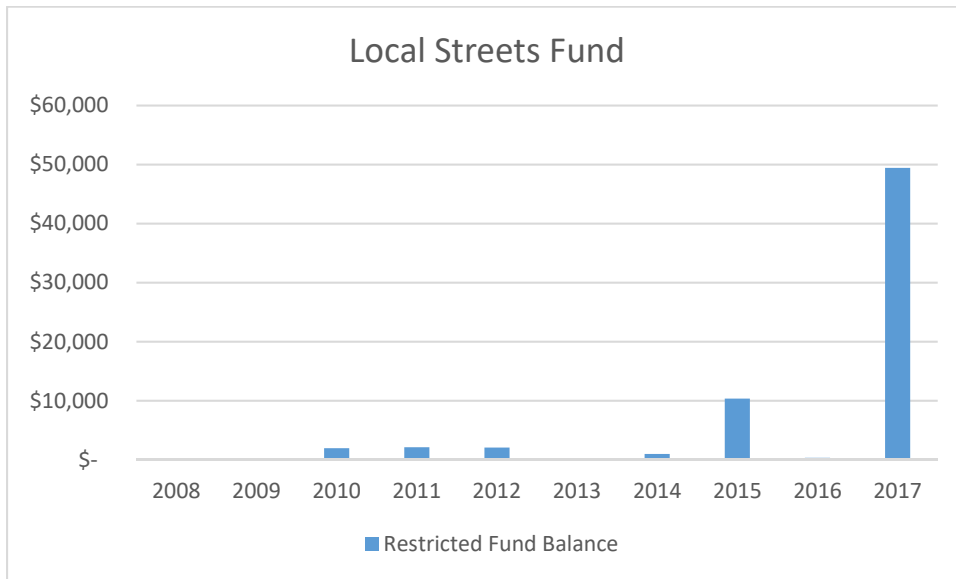
The majority of the revenue for the Major and Local Street Funds is received from the State of Michigan. This revenue is referred to as “Act 51” revenue because the law which created the system for road funding in Michigan was Public Act 51 of 1951 (“State Trunk Line Highway System”).

Road Funding has been a very contentious topic in Michigan recently. The current level of funding has not been adequate to properly maintain roads throughout the state. Local municipalities state-wide are having to find alternative funding sources such as new road millages or subsidies from the General Fund in order to repair or replace badly damaged or aged roads. The Village of Newberry has been allocating a portion of its property tax revenue to the Local Street Fund to help subsidize this activity.

### **Fund Balance**

A key component of the Major and Local Street funds is their fund balance as this shows how much is available for projects. The following graphs show the fund balance of the Major Street and Local Street funds for the last 10 years:





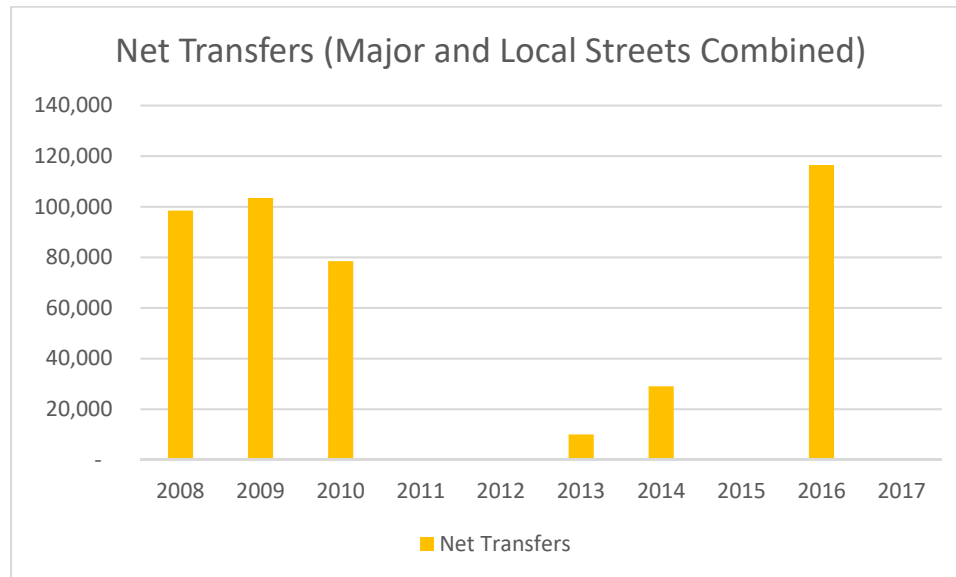
From 2008 to 2016, the Local Street Fund has basically spent all available revenue as evidenced by the lack of fund balance at the end of the year. Fiscal year 2017 is the first year in our analysis where Local Streets ended the year with a substantial amount of fund balance, or an amount to carryforward to future years for projects.

From 2009 to 2012, Major Streets did not fully spend its available revenue, saving it for a future project. In 2013, that accumulated surplus was used in addition to the new revenue received that year. From 2014 to 2016, Major Street spent all of its available revenue. Like Local Streets, 2017 is the first year in our analysis where Major Streets has saved a substantial amount of revenue to be used for a future project.

This analysis demonstrates how much money was left at the end of the year in the road funds, but it does not look at how much subsidy has been provided by the General Fund.

### Transfers

As described above, the Major and Local Street Funds are primarily funded by State sources allocated to local governmental units by Public Act 51 of 1951. The Act allows the Village to transfer up to 50 percent of the Major Street revenue to the Local Street fund. So, it is very common to see transfers out of Major Street Fund and transfers into Local Street Fund, netting to zero in total. By combining all transfers into and out of both the Major and Local Street funds, we can see how much of a net surplus has been transferred into the street funds from outside sources. Net Transfers into the street funds over last 10 years:



The graph shows that prior to 2011, there were net transfers in ranging from approximately \$80,000 to \$100,000 per year. This would have come from the General Fund. During the period from 2011 to 2015, this funding was mostly eliminated, with only approximately \$40,000 of net transfers coming into the street funds. This period of time correlates with the increase in General Fund fund balance noted above. In 2016, significant additional transfers in of approximately \$120,000 came from the General Fund, a year that saw General Fund incur a net loss.

So what does this mean?

For the Village of Newberry, like many other municipalities in Michigan, road maintenance is tied to the ability of the General Fund to provide additional funding. If the General Fund is healthy, more road improvement projects are possible. If General Fund is struggling, the Major and Local Street Funds must get by with the funding provided by the State of Michigan. Or, if the Street fund projects are imperative, the State funding is not adequate, and General Fund does not have a surplus in that year, the General Fund's fund balance will be negatively impacted. This was the situation in 2016 as the General Fund incurred a net loss, thereby using up a significant portion of its fund balance, in order to subsidize road projects.

### *Electric Fund*

So far, our analysis has focused on governmental funds, i.e. funds whose revenue is generated primarily through local property taxes and state government sources. The Electric, Water, and Sewer Funds are "Enterprise Funds".

An Enterprise Fund operates more like a business and is primarily funded through a user charge to its customers. Unlike governmental funds utilizing the modified-accrual basis of accounting where the focus is more on the immediate outflow of financial resources (cash) like making a debt payment or

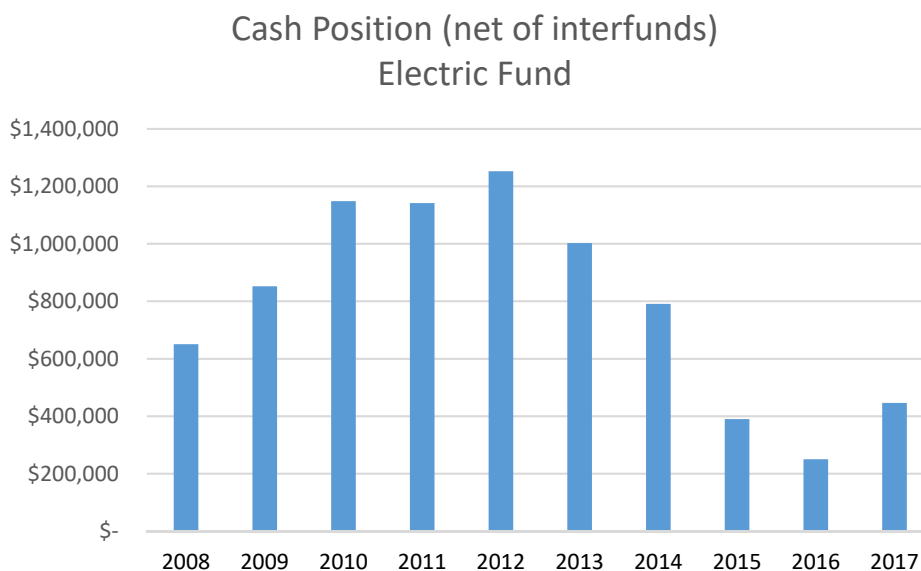
Ten Year Financial Health Assessment

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purchasing a new capital asset, an enterprise fund is accounted for on the full-accrual basis of accounting. This means that the fund records depreciation expense instead of capital outlay expense and a reduction to the debt liabilities on the balance sheet instead of debt service expense for principal payments.

Is the Electric Fund providing sufficient cash flow to support operations? If not, when did they stop? If not, who or what is providing the financial subsidy?

To evaluate whether the Electric Fund is providing sufficient cash flow to support operations, we looked at the net cash position of the Electric Fund. The net cash position is calculated as the cash balance as of the balance sheet date net of interfund balances. The graph below depicts the net cash balance for the last 10 years:



Although Electric Fund still maintains a positive net cash position, the trend over the last five years shows a severe decline in net cash. This indicates that the Electric Fund is not raising its rates adequately to pay for its operations and invest in its infrastructure. Rather, it is using cash reserves to survive. Also, the interfund balances, a net receivable from other funds, indicates other funds are temporarily using Electric Fund's cash to subsidize their own operations. This is not a sustainable course of action in the long term. In October of 2017, the Village instituted a rate increase for Water and Sewer, but not for Electric. The apparent turnaround in 2017 for Electric is not driven by an increase in rates. Rather, it appears the improvement is due to the Village doing a better job of allocating administrative costs to the proper funds, thereby easing the burden on Electric.

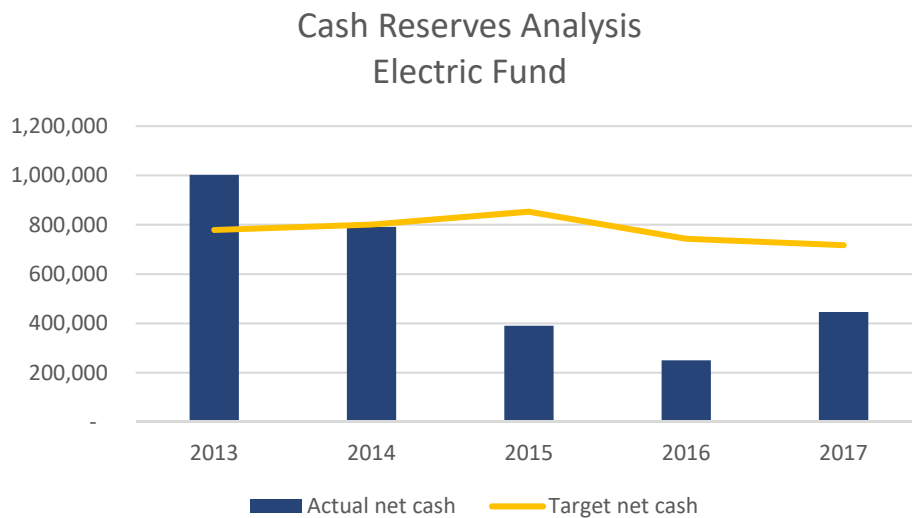
### Has the Electric Fund been setting cash reserve adequately?

We just determined that the Electric Fund has a declining cash balance over the past 5 years, but what is the right amount of cash to have on hand? To determine whether the Electric Fund has been setting cash reserve adequately we must first determine how much cash an enterprise fund should have. When assisting communities with utility rate setting, we generally follow the guidelines set forth by the American Water Works Association ([www.AWWA.org](http://www.AWWA.org)). While AWWA does not speak specifically to Electric, the theory holds true for any utility with a mix of operational, debt service, and significant infrastructure costs. Those guidelines are based on maintaining levels of working capital (current assets minus current liabilities). For the purposes of our analysis, there is not a significant difference between working capital and net cash.

A utility should have enough cash on hand to pay its operating bills and debt service payments, and have enough in reserve in the event equipment or infrastructure breaks and requires an immediate fix or replacement. Our calculation of the target cash reserve for the Village's utilities include three categories: operating reserve, emergency reserve, and debt service reserve. The operating reserve is calculated using 60 days of annual operating expenses, less depreciation expense since this is a non-cash expense. The emergency reserve is calculated at 5 percent of the net book value of capital assets. Finally, the debt service reserve is one year of principal and interest payments.

Please note: all three utilities have funded previous projects through the issuance of bonds. Bonds, especially revenue bonds, may have their own separately stated requirements for cash on hand. Many require the establishment of a "bond reserve" or a separate amount of money set aside for future repairs, replacement, and debt service. As each bond is different, our analysis has not taken into account the unique requirement of each bond. Rather, this is a high level analysis at the fund level to provide a general understanding of the adequacy of each fund's cash reserves.

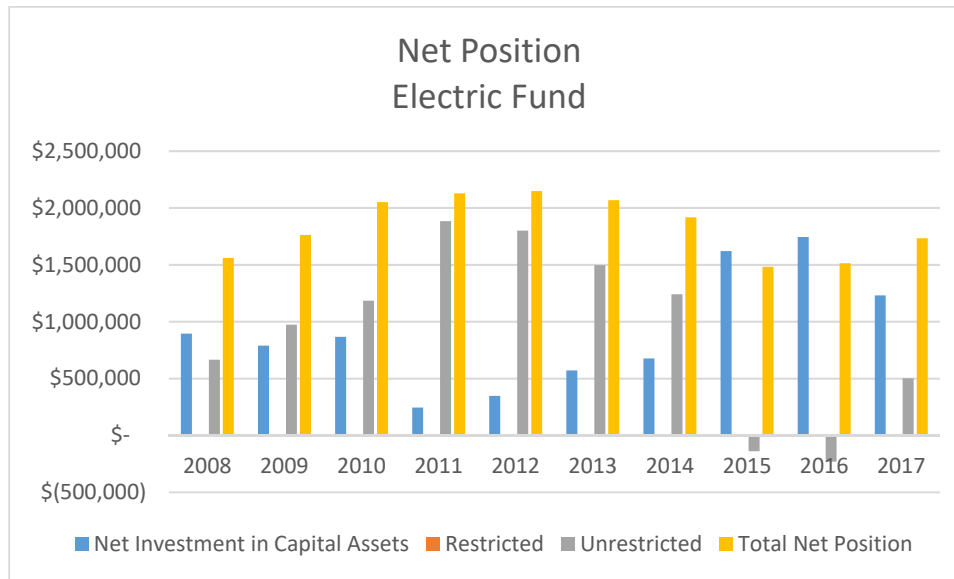
Below is a five-year analysis of the calculated target cash reserve for the Electric Fund compared to the net cash on hand, as noted above, for the years ended December 31, 2013-2017:



The Electric Fund’s cash reserve has severely depleted over the last several years. In 2013, the Electric Fund had an adequate amount of net cash on hand, over the minimum target as described above. Over the next 3 years, the Fund used up 75% of its net cash on hand, falling well short of the minimum target, before finally raising rates in October 2017. As of December 2017, the Fund appears to be on the rebound, but still well short of the minimum target.

### Net Position

In a governmental fund, equity (the difference between assets and liabilities) is called Fund Balance. In an Enterprise Fund, it is called “Net Position”. The biggest difference between fund balance and net position is that net position includes capital assets like buildings, equipment, and infrastructure, as well as the long-term liabilities that are not recognized in governmental funds like bonds payable and long-term legacy liabilities related to unfunded pension and retiree healthcare obligations. Knowing whether or not an enterprise fund is doing well financially can be more complicated than for a governmental fund because of the differences between the short-term (cash, receivables, accounts payable) indicators and the long-term ones (capital assets, debt).



The unrestricted portion of net position is somewhat comparable to unassigned fund balance, except for the existence of long-term pension and retiree healthcare obligations. Unrestricted net position in the Electric Fund began declining around the same time as the net cash position did in a previous graph. There is a correlation between those two trends.

The Net Investment in Capital Assets portion of net position increases when an investment is made in new capital assets without incurring new debt (i.e., paying out of pocket instead of bonding) or when a bond payment is made to lower debt against the existing capital asset. Net Investment in Capital Assets decreases with the recording of depreciation expense because the recorded value of the capital asset decreases. A new investment in capital assets funded by incurring offsetting debt (i.e., Issuing \$1M of bonds and performing \$1M of improvements) does not increase or decrease net position as both asset and liability increase equally. The big jump in net investment in capital assets (with a corresponding decrease in unrestricted net position) from 2014 to 2015 is due to a change in the way the Village reported an asset called “Capital Credits in Co-op”. In 2014, this asset was treated as an unrestricted item. In 2015, it was removed from unrestricted and was included in the Net Investment in Capital Assets calculation, thereby driving up Net Investment and decreasing Unrestricted by the same amount (approximately \$700,000). In addition, because the bond payments in the Electric Fund are greater than the annual depreciation expense, the Net Investment increases approximately \$100,000 per year at the expense of the unrestricted portion.

Note: In 2017, the new auditor for the Village reversed the position on the Capital Credits in Co-op asset, placing it back in unrestricted net position which explains the sudden increase in that component of net position without a rate increase.

As mentioned previously, net position is more complicated than fund balance in trying to understand whether a fund is improving or regressing financially. The takeaway from this graph is that total net

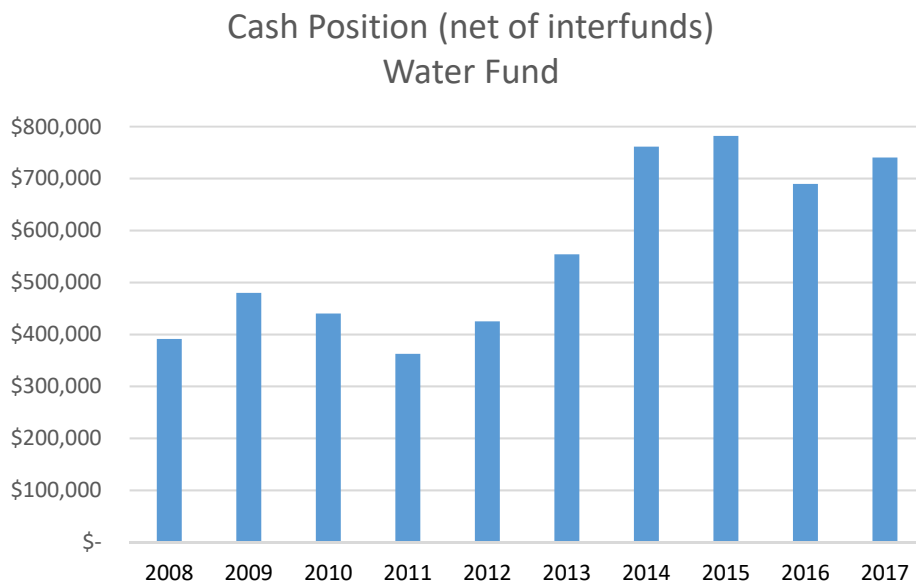
position continued to decline through 2016 and the October 2017 rate increase was necessary to begin reversing that trend.

### *Water Fund*

Water is also an Enterprise Fund, meaning it is primarily funded by a user charge to its customers.

#### **Is the Water Fund providing sufficient cash flow to support operations? If not, when did they stop?**

Using the method described earlier, we reviewed the net cash position of the Water Fund to determine whether the fund is providing sufficient cash flow to support operations. Below is the cash balance, net of interfunds, of the Water Fund for the 10 years ended December 31:

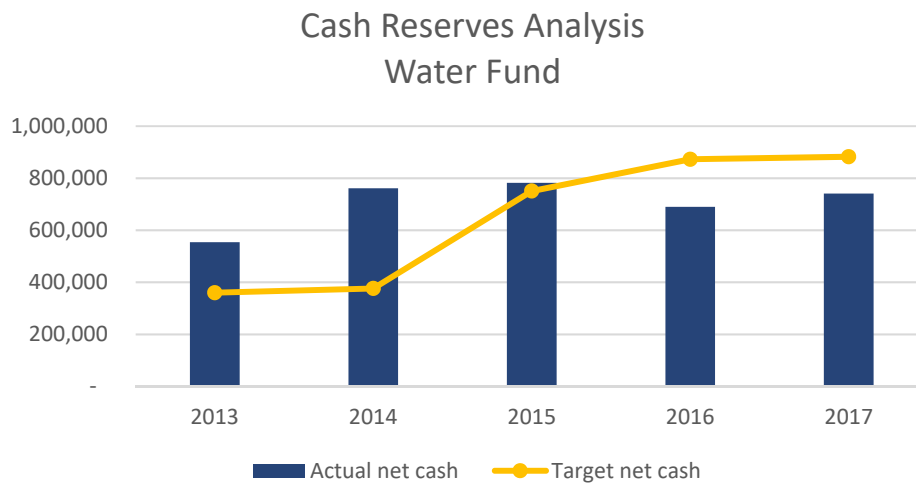


Although the 10 year trend of the Water Fund’s net cash position has been somewhat volatile, the net balance is positive and has remained above \$400,000. The volatility to cash can be the result of larger scale capital improvements in particular years, but the overall 10 year trend is positive. The Village passed a substantial rate increase for both the Water and Sewer Funds in 2017. For the Water Fund, this rate increase appears to have either reversed or prevented a trend of declining net cash position. It appears that the Water Fund is providing sufficient cash flow to pay operational costs as they come due, but this does not address whether the net cash on hand is the “right” amount.

#### **Has the Water Fund been setting cash reserve adequately?**

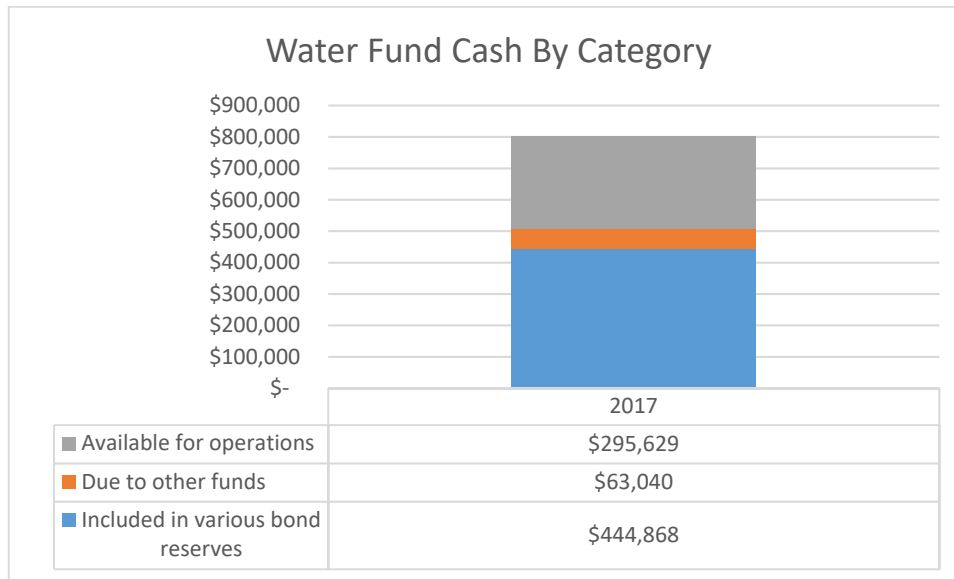
Like with Electric above and using the same method described earlier, we calculated the target cash reserves for the Water Fund for the last five years and compared the target to the actual net cash position of the fund to determine whether the fund is setting cash reserve adequately and raising rates

appropriately to maintain that reserve. The following graph displays this comparison for the years ended December 31, 2013-2017:

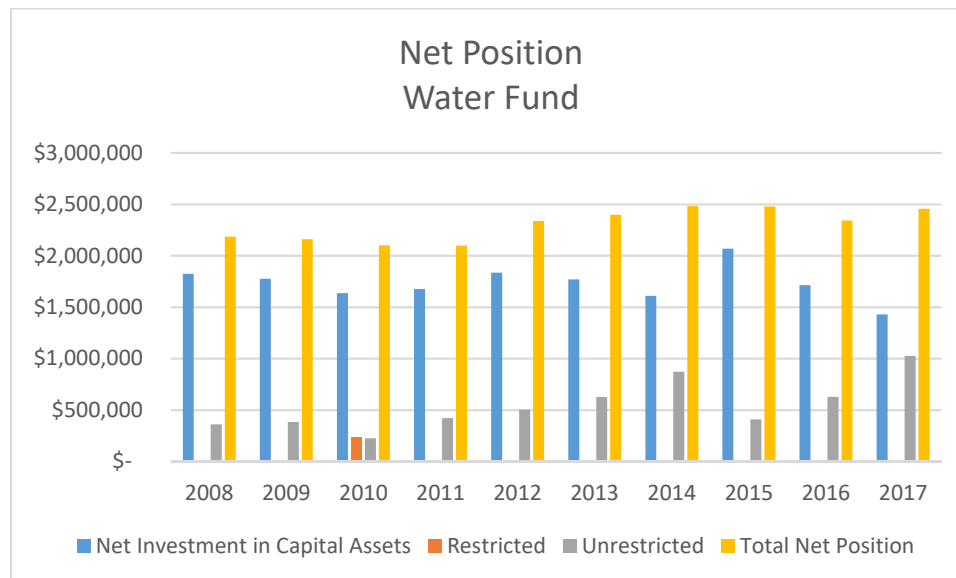


While our earlier analysis discussed that the Water Fund is providing sufficient cash flow to support operations and is financially self-sufficient, this five year trend shows that the cushion between the Water Fund’s actual net cash position and the target cash reserve was depleted in 2016 and remains so in 2017 despite the recent rate increase.

Earlier, we mentioned that the utility funds have issued bonds to pay for substantial capital improvements and that those bonds have certain requirements about maintaining various reserves of cash for each bond. These reserves as dictated by the bond issuance documents have names like “Bond and Interest Redemption”, “Operations and Maintenance”, and “Repair, Replacement, and Improvement”. Even though the Water Fund has cash, much of it is restricted and allocated to these reserves. For the year ended December 31, 2017, Water Fund’s cash is categorized as follows:



While this fund's cash position is a little leaner than what we might expect or prefer, the Water Fund is unquestionably the strongest of the Village's three utility funds in terms of short-term financial indicators; however, we were not engaged to assess the physical structure of the Water system. If there are significant capital improvements required, the Water Fund does not have the necessary cash in reserve to pay for those improvements out of pocket. A new financing mechanism, likely the issuance of bonds or other long-term liability, would be necessary.



Unlike the Electric Fund, Water Fund's total net position has stayed fairly consistent over the past several years, although the Net Investment in Capital Assets has decreased over time (because of paying down the bonds which lowers the outstanding liability), which drives up the unrestricted net position automatically. An example of this can be seen when comparing 2014 to 2015. In fiscal year 2015, the

Water Fund ended the year with a loss of only \$3,738, basically breaking even. When you look at the components of the net position, the net investment jumped approximately \$460,000 and the unrestricted portion decreased by approximately the same.

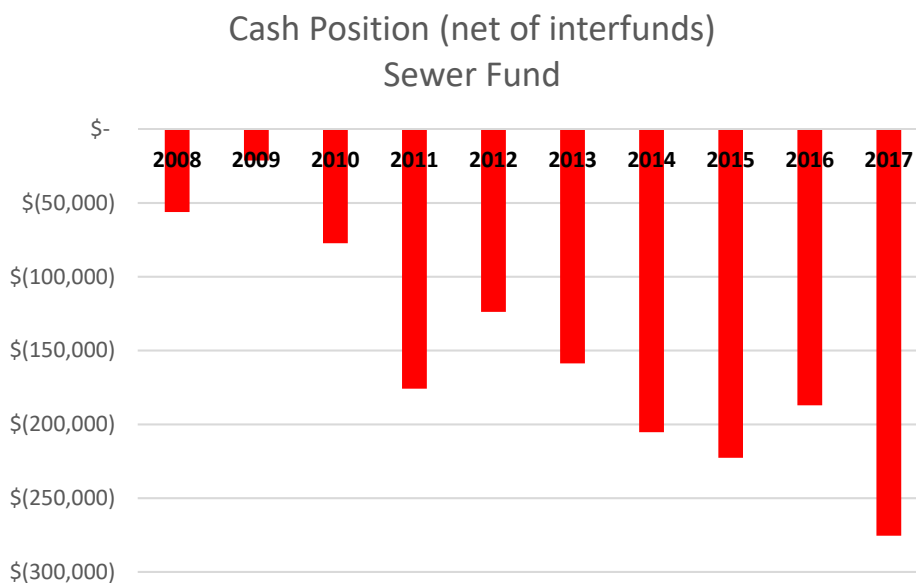
This graph reinforces the earlier point that the Water Fund is the healthiest financially of the Village's three utility funds, by both short-term and long-term metrics.

### *Sewer Fund*

Sewer is also an Enterprise Fund, meaning it is primarily funded by a user charge to its customers.

**Is the Sewer Fund providing sufficient cash flow to support operations? If not, when did they stop?**

Using the method described earlier, we reviewed the net cash position of the Sewer Fund to determine whether the fund is providing sufficient cash flow to support operations. Below is the cash balance, net of interfunds, of the Sewer Fund for the 10 years ended December 31:

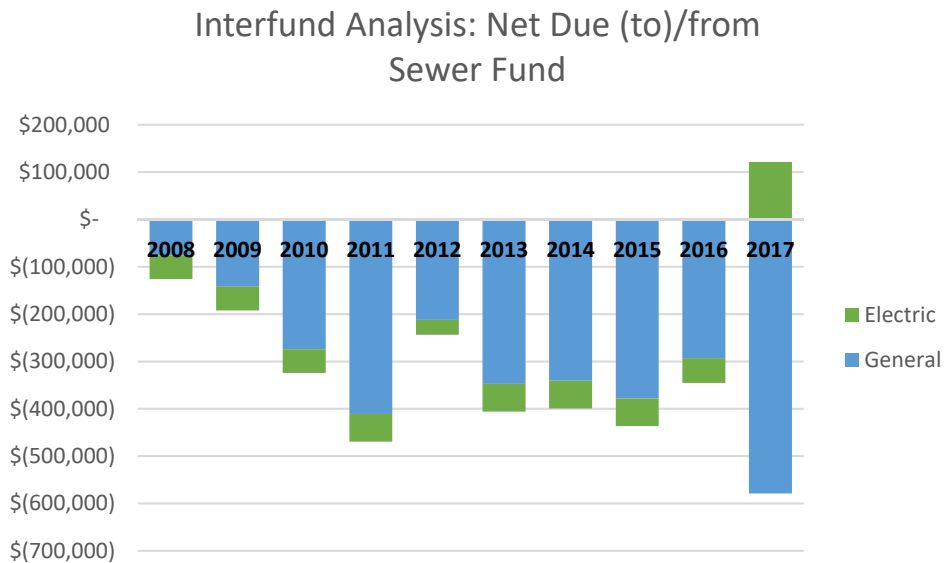


Not only has the net cash position of the Sewer Fund been in a deficit for each of the last 10 years, that deficit continues to grow. This fund has not had its own cash in any of the past 10 years and has been borrowing from other funds to survive. There is no question that this fund is not generating enough cash to support its own operations and has not for at least a decade.

Interesting to note, unlike what we saw in Electric and Water, the rate increase in October 2017 did not provide a visible “bump” to the net pooled cash. Given the Sewer rate increase was also substantial, we can conclude the 2017 results would have been significantly worse than they were without that rate increase and additional rate increases are likely necessary.

If not, who or what is providing the financial subsidy?

The graph below represents the net interfund balances of the Sewer Fund for the 10 years ended December 31:

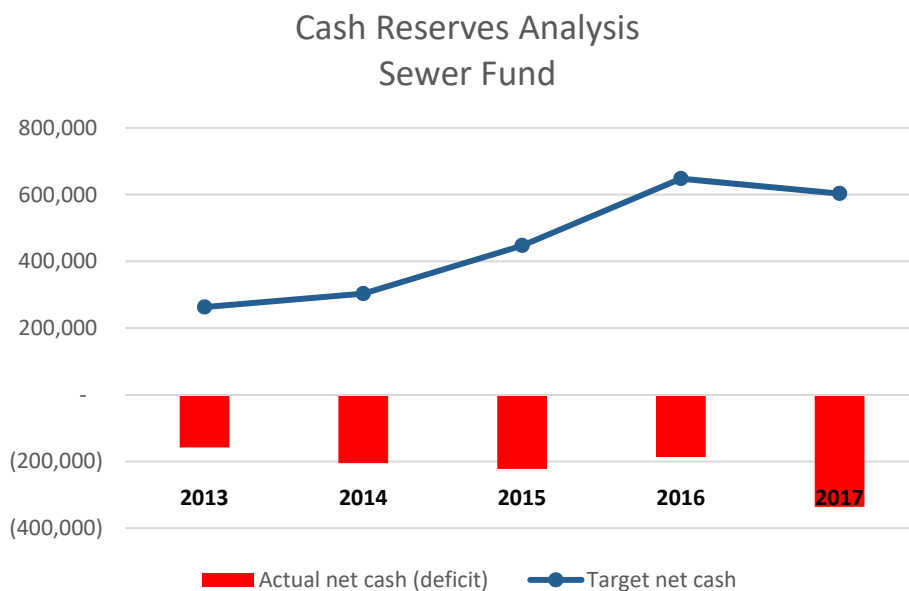


From at least 2008 through 2016, the Sewer Fund borrowed money from both the General and Electric Funds. The amount owed to Electric remained consistent year to year, but the amount borrowed from General Fund consistently grew over time. In 2017, the advance from the General Fund increased 66% from \$348,490 to \$579,058. Oddly, the payable to the Electric Fund “flipped” in 2017 and Electric now owes Sewer. This seems to be related just to the fact that the Village operates without a pooled cash system and money is moved between bank accounts periodically versus being indicative of any performance, good or bad, of the two funds.

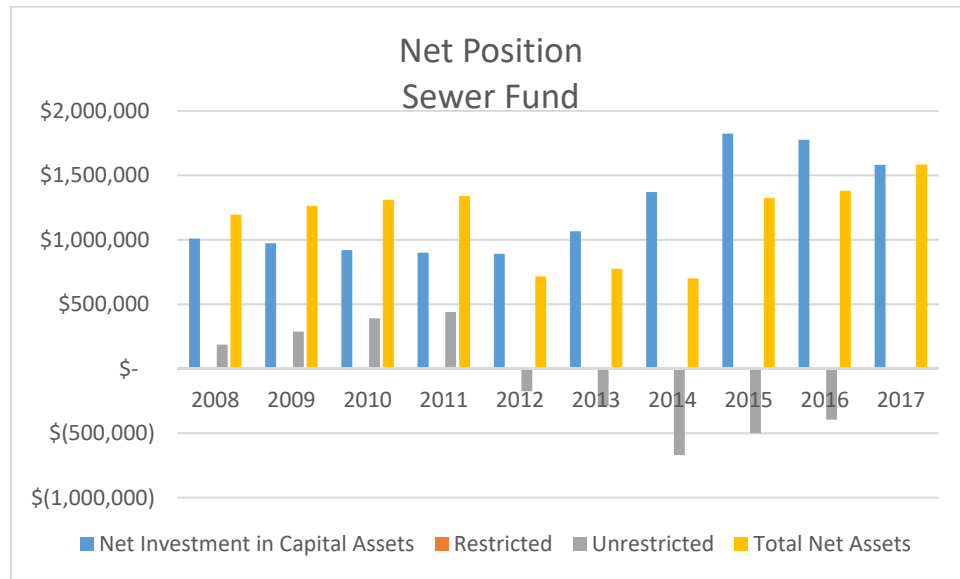
When discussing the Sewer Fund and subsidies, it is worth noting the Village’s ongoing billing and collection problem with one of its municipal customers, Pentland Township. For years, the Village’s sewer budget has assumed a certain amount of revenue coming in from Pentland Township, but the Township has paid to the Village only a fraction of that amount billed. As of December 31, 2017, Pentland Township owed the Village approximately \$84,000 for prior service. Collecting on that receivable is a significant component of the plan to restore financial stability to the Sewer Fund. If the Township continues to not pay as billed based on their usage of the system, the necessary rate increases will affect the other customers of the system disproportionately. In other words, the Village residents and other customers have been and will continue to subsidize the customers from Pentland Township.

### Has the Sewer Fund been setting cash reserve adequately?

Given that the Sewer Fund does not have any cash of its own and has been continuously borrowing from other funds for over a decade, the answer is obviously no. Using the method described earlier, we calculated the target cash reserves for the Sewer Fund for the last five years ended December 31 and compared the target amount to the actual net cash position of the fund:



The target for net cash increases as the operational costs of the system increase, when additional capital assets are constructed, and when additional debt is incurred. The gap between Sewer's target cash reserve and the growing deficit of cash owed to other funds is rapidly growing. The gap between the target cash reserve and the actual net cash on hand has doubled in a five year period.



2017 is the first year the Sewer Fund has not had a deficit of unrestricted net position since 2011, although it has been climbing out of that deficit for several years. As explained above, unrestricted net position is positively impacted just by making debt service payments and lowering the outstanding bond liability. Although it has begun to improve, this graph demonstrates that the Sewer Fund, in addition to being in the worst shape financially per short-term financial indicators, is also in the worst shape by the long-term indicators as well.

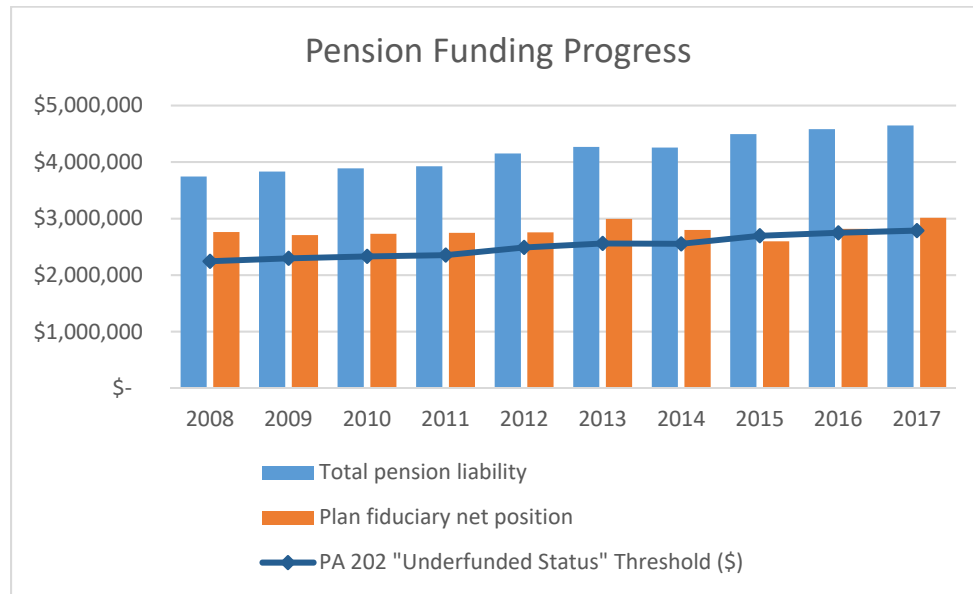
## Retirement Plans

### Pension Funding

The Village participates in the Municipal Employees' Retirement System (MERS) of Michigan to provide retirement benefits to employees. To analyze the pension funding progress of the Village, we compared the actuarially calculated total pension liability of the plan to the plan fiduciary net position.

Additionally, Michigan Public Act 202 of 2017 established reporting requirements for local units of government that sponsor pension plans, as well as an "Underfund Status" threshold of 60 percent.

The Village has made payments in accordance with the actuarially determined contribution (ADC) as required by law. However, just looking at their contributions to the pension plan does not give a true outlook for the plan. The following graph depicts the total pension liability and fiduciary net position of the Village's pension plan, compared to the State's "Underfunded Status" threshold as a dollar amount for the years ended December 31, 2008 – 2017:



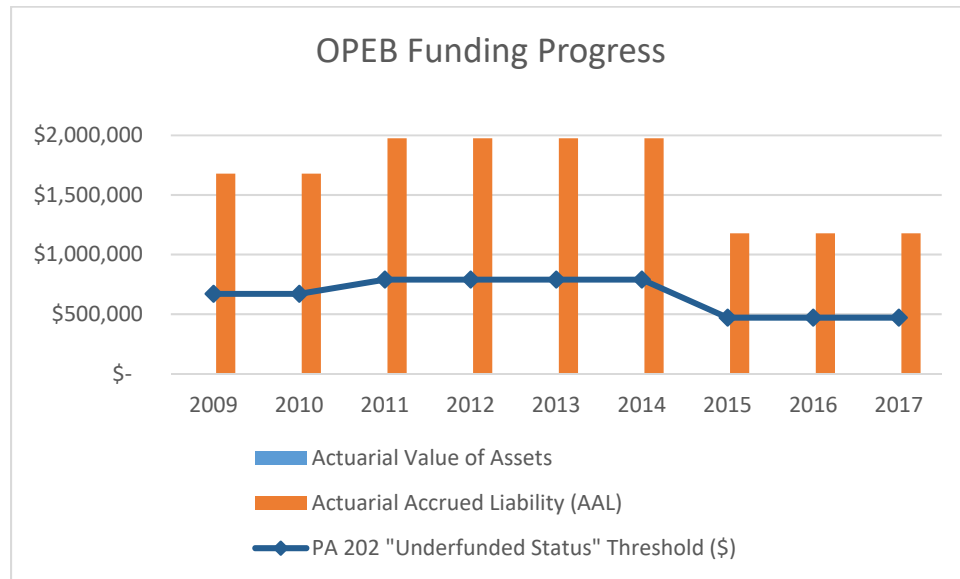
With the exception of 2015, the year the Village was required to implement GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* and the calculation of the liability and plan net position was changed, the funding percentage of the pension system has exceeded PA 202's required 60%. In 2008, the plan was nearly 74% funded. In 2017, it is nearly 65% funded. The Village needs to remain diligent and continue making the required contributions in order to maintain a funding status above 60 percent. If the Village's financial situation will allow it, the Village is allowed to make additional contributions to the plan in order to improve the funded percentage.

### Retiree Healthcare (OPEB) Funding

The Village provides retirement health care (Other Post-Employment Benefits, or "OPEB") benefits to employees who retire from the Village. Unlike pension contributions that are required by Michigan law to be made to the pension trust in order to fund the plan, there is no such legal requirement for retiree healthcare. Instead of pre-funding this benefit, the Village has opted to "pay as you go", i.e. pay the monthly healthcare premiums. While this practice is legal and very consistently practiced across the State of Michigan and the country, the result is an unfunded liability that continues to grow with the cost of healthcare benefits and a population that continues to live longer.

Similar to pension liability as noted above, Michigan Public Act 202 of 2017 established reporting requirements for those municipalities that sponsor OPEB plans that are 40 percent or less funded. The Village's plan is zero percent funded.

The following graph illustrates the actuarial accrued liability (AAL) and the actuarial value of assets of the Village's OPEB plan, compared to the "Underfunded Status" threshold as a dollar amount for the years ended December 31, 2009 – 2017 (Note: 2008 information was unavailable as this liability was not disclosed in government financial statements at that time.):



As noted previously, the Village has not funded any of the future retiree healthcare obligation. The Village has only made retiree healthcare payments as they are incurred (“pay as you go”).

The liability is actuarially calculated as prescribed by GASB Statement 45, *Accounting and Financial Reporting By Employers For Postemployment Benefits Other than Pensions*. For OPEB plans as small as the Village’s, GASB 45 requires a tri-annual valuation. In order for the AAL to have decreased so much in 2015, there must have been significant changes to the plan or to the assumptions used by the actuary in calculating the liability, but we have not reviewed the actuarial valuations to know what those changes may have been. Using the 2015 valuation, the Village would need to irrevocably contribute \$471,000 to a trust in order to comply with the requirements of PA 202 to achieve 40% funding

For the 2018 fiscal year, the Village will be required to implement GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*, the replacement to GASB 45. The liability will be calculated differently, but we do not have the information to be able to predict if it will increase or decrease, significantly or insignificantly. Whatever the liability, that does not change the fact that the Village’s plan will still be zero percent funded.

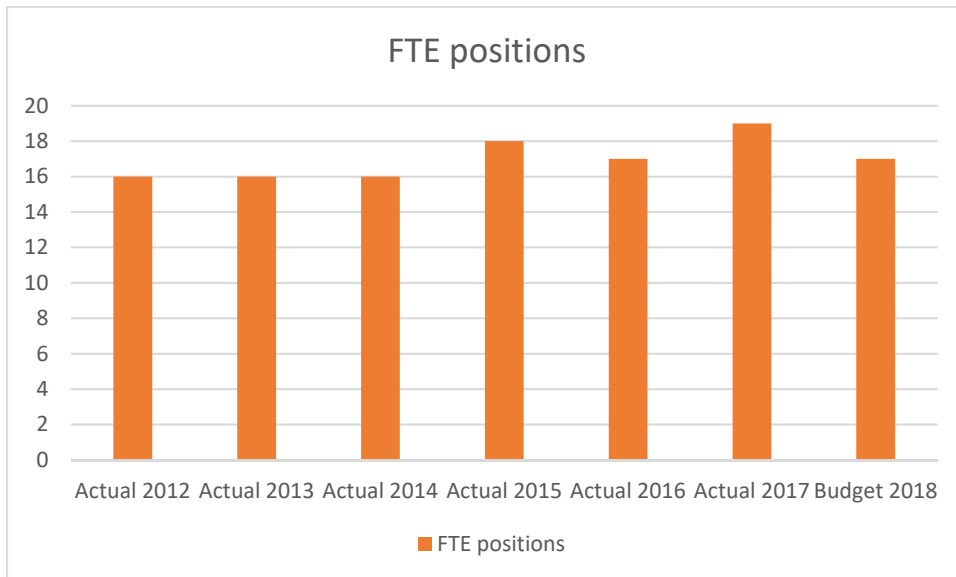
The total unfunded legacy costs for year ended 2017, for both pension and retiree healthcare, totaled \$2.8 million.

## Personnel

While personnel information is not included in the financial statements of the Village, we thought it would be appropriate to include a brief analysis of the Village’s staffing levels. The following information was obtained from the Village.

Ten Year Financial Health Assessment

Without having its own police department and having a volunteer fire department, as well as operating water, sewer, and an electric utility, the overall full-time workforce employed by the Village is relatively small. Full time employee headcount for the years ending December 31 are as follows:



Average wage per full-time employee during the same time frame was as follows:



On average, the 19 positions during 2017 earned \$37,114 per person. Due to some turnover from 2016 to 2017, the average wage per person decreased with the slight increase in filled positions. In 2017, only one employee made more than \$60,000.

The budgeted figures for 2018 are likely higher than what the actual paid wages will be as the budget would include some amount of cushion for potential overtime. Also, any further turnover will also result in lower wage expense.

As the operation of the Village is quite lean and the wages paid are not excessive compared to other similarly sized local municipalities we have worked with, the financial troubles experienced by some of the funds as noted above are not the result of a bloated or overpaid workforce.

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## Overall Conclusions

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Based on the analysis above, these are our key conclusions and suggestions to the Village:

### Overall

1. While the Village is made up of several funds that may appear to operate independently of each other, they are inherently interrelated and dependent upon each other. If one fund falters financially, other funds and the services those funds provide, can be adversely affected. For example, because the Sewer Fund has borrowed cash from General Fund, General Fund may not have the ability to supplement road improvement projects in the Street funds. It is important to “right the ship” in every fund to prevent impairing another fund or service.
2. The Village’s current banking system of having separate bank accounts for every fund, only paying bills out of a select few, and transferring money from one account to another to periodically reimburse the interfund activity has contributed much confusion when trying to assess the financial health of each fund. In addition, it creates a significant amount of extra work for the Village treasury and accounting staff to make the transfers, write additional checks, and perform up to 30 bank reconciliations per month. Under the current system, the analysis we performed of looking at “net cash” and the changes to net cash was cumbersome and time consuming, but entirely necessary to see the big picture and assess the financial health of each fund.

We understand that the Village is in the process of consolidating bank accounts and will utilize a pooled cash system once the new computer system, BS&A, is implemented. This should be much more efficient, saving time every month by eliminating a significant amount of banking activity and performing so many monthly reconciliations. Also, it will be easier to monitor the health of each fund.

### General Fund

1. The General Fund was relatively stable for many years, but because it supports the activities of other funds, General Fund has incurred a loss the last two years of \$156,000 or 24% of its fund balance.
2. Other funds, because they are not performing well financially, have been borrowing General Fund's cash for years. This has resulted in the General Fund recording a large interfund receivable from these other funds. Because the other funds do not have the ability to repay this receivable currently, General Fund's fund balance is considered "unspendable". The other funds must improve their financial position in order to pay back the amount owed to General Fund.
3. Historically, the Village has been fairly accurate with its original budget projections for General Fund operational activity. The loss in 2016 was primarily due to General Fund providing funding for road projects.
4. We recommend creating a long-term projection or forecast of General Fund activity, including the interaction with the other related funds, in order to help the Village make strategic plans for financing future projects and operations.

### Major and Local Street Funds

1. Historically, the Major and Local street funds have spent their entire allocation of Act 51 revenue, leaving little to no fund balance for future years. In addition, General Fund has periodically subsidized projects that Act 51 revenue was not sufficient to pay for.
2. Since General Fund's financial position is eroding, Major and Local Streets do not have access to as much support from General Fund as has been the case historically.
3. If road projects go over budget and Act 51 revenue is not enough to cover the overages, General Fund will be stuck paying for it. Given General Fund's financial position, it is imperative that the Street funds are budgeted accurately.

### Enterprise (Utility) Funds

1. Through 2016, all three utilities had declining cash position over several years. The rate increases in 2017 for Water and Sewer were absolutely mandatory to begin reversing this trend.
2. Even with the 2017 rate increases, all three utility funds' cash positions are lower than the minimum we would recommend.
3. The poor financial performance of the utilities, specifically Sewer, is having a significant negative effect on the General Fund and its ability to pay for governmental services, including road projects. As the utilities are "Enterprise Funds", customer rates should be set at such levels so that enough revenue is generated for each utility to stand on its own and plan for future capital needs. Through 2017, none of the three utilities are doing this.

**Ten Year Financial Health Assessment**

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4. The Sewer Fund's ongoing disagreement with Pentland Township is a significant contributing factor to the Sewer Fund's poor financial performance. This disagreement must be resolved and either Pentland needs to pay what it is being billed or else the other customers of the system will need to incur even greater rate increases going forward.
5. We recommend conducting a multi-year cost projection for each utility fund, including repaying any amounts owed to each other and to the General Fund. This projection can be used for creating a long-term rate setting plan.
6. Rate setting should be incorporated into the Village's annual budget process. Most utility systems we have worked with require an annual increase to its customer rates.

**Legacy Costs**

Pension

1. The Village has been contributing the actuarially calculated annual required contribution (the "ARC") as required by Michigan law.
2. The Village's pension plan is approximately 65% funded, thereby exceeding the minimum funding status required by Public Act 202 of 2017.
3. Continued contributions must be made in order to keep the plan over the minimum 60% threshold.
4. The Village's unfunded pension liability is approximately \$1,600,000.

Retiree Healthcare (OPEB)

1. The Village pays for retiree health care on the "pay as you go" basis, meaning the Village only pays for the monthly premiums for retiree healthcare. This means the Village has not prefunded the liability like it has for pension and the OPEB plan is zero percent funded.
2. The Public Act 202 of 2017 minimum funding requirement for OPEB plans is 40%. If the actuarially determined contribution for OPEB eventually exceeds 10% of the Village's General Fund budget, the Village will be in violation of PA 202 and will be required to submit a Corrective Action Plan to the Michigan Municipal Stability Board.
3. The Village's unfunded OPEB liability is approximately \$1,200,000.

Thank you very much for the opportunity to serve you.

**PLANTE & MORAN, PLLC**



Brian J. Camiller

**VILLAGE COUNCIL MEETING - NOVEMBER 19, 2018**  
**BUDGET AMENDMENTS**  
**ELECTRIC**

GL Number	Description	18 Adopted	18 Amended	18 Activity	New Amended	Change
582-000-644.200	SERVICE FEES-ELECTRIC	20,000.00	20,000.00	34,992.34	36,000.00	16,000.00
582-000-644.400	CREDIT CARD FEE REVENUE	0.00	0.00	2,373.00	2,373.00	2,373.00
582-000-644.500	ELECTRICITY-PENALTIES & LATE	20,000.00	20,000.00	23,919.02	25,000.00	5,000.00
582-000-719.000	BC/BS WITH HOLDING	0.00	0.00	1,851.44	1,851.44	1,851.44
582-000-996.000	A/R UTILITY WRITEOFFS	0.00	0.00	10,245.42	10,245.42	10,245.42
582-582-704.100	COMPENSATION-ELECTED	2,850.00	2,850.00	3,350.07	3,450.00	600.00
582-582-709.000	EMPLOYER'S FICA	0.00	1,900.00	2,403.78	2,500.00	600.00
582-582-713.000	WAGES - OVERTIME	1,083.95	1,583.95	2,550.79	2,583.95	1,000.00
582-582-717.000	RETIREMENT - MERS - EMPLOYER P	0.00	0.00	267.01	350.00	350.00
582-582-752.100	OPERATING SUPPLIES	3,000.00	10,000.00	10,975.43	12,000.00	2,000.00
582-582-801.000	PROF & CONTRACTUAL SERVICES	25,000.00	27,000.00	33,000.71	35,000.00	8,000.00
582-582-801.200	LEGAL	2,500.00	4,500.00	4,731.90	5,000.00	500.00
582-582-850.000	TELEPHONE	0.00	0.00	111.28	50.00	50.00
582-582-913.000	TRAVEL	0.00	1,050.00	1,525.75	1,550.00	500.00
582-583-714.000	LONGEVITY	1,050.00	1,050.00	0.00	0.00	(1,050.00)
582-583-716.000	FUNERAL ALLOWANCE	2,814.00	2,814.00	395.28	814.00	(2,000.00)
582-583-717.000	RETIREMENT-MERS-EMPLOYER P	14,553.26	17,304.25	20,428.38	22,304.25	5,000.00
582-583-719.100	HOSPITAL INS RETIREE	0.00	0.00	1,447.97	1,500.00	1,500.00
582-583-724.000	SICK PAY	4,690.00	13,690.00	13,853.82	13,890.00	200.00
582-583-752.000	OFFICE SUPPLIES	3,500.00	3,500.00	980.15	1,500.00	(2,000.00)
582-583-752.200	IT SOFTWARE	10,000.00	10,000.00	13,750.27	15,000.00	5,000.00
582-583-753.000	TOOLS & EQUIP (UND CAP THRESH)	0.00	10.00	479.08	510.00	500.00
582-583-759.000	GAS & OIL	10,000.00	10,000.00	2,668.24	7,000.00	(3,000.00)
582-583-801.000	PROFESSIONAL & CONTRACTUAL	3,000.00	9,500.00	9,587.25	10,500.00	1,000.00
582-583-802.000	COLLECTION EXPENSE	1,200.00	1,200.00	52.24	300.00	(900.00)
582-583-851.000	POSTAGE	0.00	0.00	652.95	600.00	600.00
582-583-932.000	VEHICLE REPAIR & MAINT.	6,000.00	6,000.00	1,406.98	3,000.00	(3,000.00)
582-583-935.000	PROPERTY LIABILITY INSURANCE	28,000.00	28,000.00	3,993.14	25,989.66	(2,010.34)
582-584-713.000	WAGES OVERTIME	472.99	472.99	616.82	622.99	150.00
582-584-752.100	OPERATING SUPPLIES	2,000.00	2,000.00	401.64	1,000.00	(1,000.00)
582-584-753.000	TOOLS & EQUIP UND CAP THRESHOLD	4,000.00	2,495.00	93.23	995.00	(1,500.00)
582-584-757.000	FUEL OIL	25,000.00	25,000.00	16,500.25	16,500.25	(8,499.75)
582-584-929.000	REPAIRS & MAINTENANCE	2,500.00	2,500.00	181.69	1,000.00	(1,500.00)
582-585-709.000	EMPLOYER'S FICA	0.00	2,500.00	2,524.17	2,600.00	100.00
582-585-717.000	RETIREMENT - MERS - EMPLOYER	0.00	0.00	59.59	100.00	100.00
582-585-719.000	HOSPITALIZATION	0.00	0.00	374.17	500.00	500.00
582-585-752.000	OFFICE SUPPLIES	14,500.00	9,611.70	0.00	4,611.70	(5,000.00)
582-585-801.000	PROFESSIONAL & CONTRACTUAL	16,000.00	16,000.00	4,054.27	15,000.00	(1,000.00)
582-585-929.000	REPAIRS & MAINTENANCE	15,000.00	5,000.00	1,518.87	2,000.00	(3,000.00)
582-586-702.000	WAGES	5,802.90	5,802.90	2,267.57	2,267.57	(3,535.33)
582-587-752.000	OFFICE SUPPLIES - ENERGY OPT	6,000.00	6,000.00	30.00	30.00	(5,970.00)
582-587-801.000	PROFESSIONAL & CONTRACTUAL	34,000.00	34,000.00	43,545.64	40,470.00	6,470.00
<b>Total Revenues:</b>		2,341,100.00	2,341,100.00	1,888,235.40	2,366,324.44	25,224.44
<b>Total Expenditures:</b>		2,422,832.63	2,422,832.64	1,859,145.40	2,422,832.64	0.00
<b>Net of Rev/Exp:</b>		(81,732.63)	(81,732.64)	29,090.00	(56,508.20)	25,224.44

**VILLAGE COUNCIL MEETING - NOVEMBER 19, 2018**  
**BUDGET AMENDMENTS**  
**WATER**

GL Number	Description	18 Adopted	18 Amended	18 Activity	New Amended	Change
591-000-645.500	WATER- PENALTIES & LATE FEES	10,000.00	10,000.00	10,551.97	11,000.00	1,000.00
591-536-702.000	WAGES	146,203.20	119,003.20	68,884.33	115,538.68	(3,464.52)
591-536-801.000	PROFESSIONAL & CONTRACTUAL SER	15,000.00	15,000.00	17,744.18	19,000.00	4,000.00
591-536-851.000	POSTAGE	1,000.00	1,000.00	1,134.61	1,300.00	300.00
591-536-900.000	PUBLISHING & PRINTING	1,800.00	5,000.00	2,483.65	3,000.00	(2,000.00)
591-536-910.000	PROFESSIONAL DEVELOPMENT	1,000.00	2,500.00	1,626.70	2,000.00	(500.00)
591-536-913.000	TRAVEL	1,000.00	1,000.00	104.94	500.00	(500.00)
591-536-915.000	MEMBERSHIPS & SUBSCRIPTIONS	1,700.00	1,700.00	847.50	1,400.00	(300.00)
591-536-929.000	REPAIR & MAINTENANCE	0.00	5,000.00	5,352.97	6,000.00	1,000.00
591-536-932.000	VEHICLES REPAIRS & MAINTENANCE	1,000.00	1,000.00	1,436.73	2,000.00	1,000.00
591-536-935.000	PROPERTY LIABILITY INSURANCE	18,000.00	18,000.00	2,771.63	15,000.00	(3,000.00)
591-536-991.100	PRINCIPAL NOTES PAYABLE 2005	34,000.00	34,000.00	35,000.00	35,000.00	1,000.00
591-536-991.400	PRINCIPAL 2014 WATER BOND	105,000.00	105,000.00	107,000.00	107,000.00	2,000.00
591-536-992.100	INTEREST 2005	83,300.00	83,300.00	81,840.00	81,840.00	(1,460.00)
591-536-992.300	INTEREST 2009 JR WATER BOND	11,000.00	11,000.00	11,055.00	11,055.00	55.00
591-536-992.400	INTEREST 2014 WATER BOND	124,600.00	124,600.00	126,469.52	126,469.52	1,869.52
<b>Total Revenues:</b>		972,600.00	972,600.00	795,943.99	973,600.00	1,000.00
<b>Total Expenditures:</b>		972,599.76	972,599.76	706,497.99	972,599.76	0.00
<b>Net of Rev/Exp:</b>		0.24	0.24	89,446.00	1,000.24	1,000.00

11/28/2018

**BUDGET REPORT FOR NEWBERRY VILLAGE**  
**Calculations as of 12/31/2018**  
**ELECTRIC BUDGET**

GL NUMBER	DESCRIPTION	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 DEPT REQUESTED BUDGET	2019 APPROVED BUDGET
<b>ESTIMATED REVENUES</b>						
<b>Dept 000</b>						
582-000-644.000	ELECTRIC SALES	\$ 2,240,000.00	\$ 2,240,000.00	\$ 1,975,689.00	\$ 2,200,000.00	
582-000-644.100	MERCURY VAPOR SALES	\$ 22,000.00	\$ 22,000.00	\$ 21,106.00	\$ 22,000.00	
582-000-644.200	SERVICE FEES-ELECTRIC	\$ 20,000.00	\$ 36,000.00	\$ 34,364.00	\$ 36,000.00	
582-000-644.300	ENERGY OPTIMIZATION PROGRAM FE	\$ 38,000.00	\$ 38,000.00	\$ 35,469.00	\$ 38,000.00	
582-000-644.400	CREDIT CARD FEE REVENUE		\$ 2,373.00	\$ 2,373.00	\$ 2,500.00	
582-000-644.500	ELECTRICITY-PENALTIES & LATE	\$ 20,000.00	\$ 25,000.00	\$ 25,544.00	\$ 30,000.00	
582-000-644.600	CLOVERLAND ELECTRIC					
582-000-644.700	OPENING FUND BALANCE					
582-000-665.000	INTEREST EARNED	\$ 1,100.00	\$ 1,100.00	\$ 832.00	\$ 1,100.00	
582-000-673.000	LOSS ON DISPOSAL OF CAP ASSETS					
582-000-681.000	REIMBURSEMENT - ADMIN SALARY					
582-000-682.000	REIMBURSEMENT - ADMIN OVERHEAD					
582-000-683.000	REIMBURSE - MECHANIC PR & FRIN					
582-000-686.000	REIMBURSEMENT			\$ (7,940.00)	\$ 8,000.00	
582-000-719.000	BC/BS WITH HOLDING		\$ 1,851.00	\$ 1,851.00	\$ 3,000.00	
<b>Totals for dept 000 -</b>		<b>\$ 2,341,100.00</b>	<b>\$ 2,366,324.00</b>	<b>\$ 2,089,288.00</b>	<b>\$ 2,340,600.00</b>	
<b>TOTAL ESTIMATED REVENUES</b>		<b>\$ 2,341,100.00</b>	<b>\$ 2,366,324.00</b>	<b>\$ 2,089,288.00</b>	<b>\$ 2,340,600.00</b>	

11/28/2018

**BUDGET REPORT FOR NEWBERRY VILLAGE**  
**Calculations as of 12/31/2018**  
**ELECTRIC BUDGET**

GL NUMBER	DESCRIPTION	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 DEPT REQUESTED BUDGET	2019 APPROVED BUDGET
<b>Dept 582 - ELECTRIC DISTRIBUTION</b>						
582-582-702.000	WAGES	\$ 28,496.00	\$ 28,496.00	\$ 26,840.00	\$ 113,157.00	
582-582-702.100	WAGE REIMBURSEMENT					
582-582-703.000	SALARIES	\$ 6,865.00	\$ 9,431.00	\$ 9,431.00		
582-582-704.100	COMPENSATION-ELECTED	\$ 2,850.00	\$ 3,450.00	\$ 3,350.00	\$ 1,800.00	
582-582-705.000	ADMIN VACATION		\$ 1,050.00	\$ 1,031.00		
582-582-709.000	EMPLOYER'S FICA		\$ 2,500.00	\$ 2,784.00	\$ 8,873.00	
582-582-710.000	UNEMPLOYMENT					
582-582-713.000	WAGES - OVERTIME	\$ 1,084.00	\$ 2,584.00	\$ 3,130.00	\$ 1,889.00	
582-582-715.000	PENSION EXPENSE GASB 68					
582-582-717.000	RETIREMENT - MERS - EMPLOYER P		\$ 350.00	\$ 665.00	\$ 9,032.00	
582-582-719.000	HOSPITALIZATION			\$ 1,248.00	\$ 26,080.00	
582-582-721.000	H S A				\$ 2,000.00	
582-582-724.000	SICK TIME		\$ 1,400.00	\$ 1,354.00	\$ 1,500.00	
582-582-726.000	LIFE INSURANCE			\$ 17.00	\$ 237.00	
582-582-752.000	OFFICE SUPPLIES		\$ 700.00	\$ 533.00	\$ 700.00	
582-582-752.100	OPERATING SUPPLIES	\$ 3,000.00	\$ 12,000.00	\$ 10,975.00	\$ 12,000.00	
582-582-753.000	TOOLS & EQUIPMENT	\$ 5,000.00	\$ 5,000.00	\$ 434.00	\$ 5,000.00	
582-582-801.000	PROF & CONTRACTUAL SERVICES	\$ 25,000.00	\$ 35,000.00	\$ 33,001.00	\$ 60,000.00	
582-582-801.200	LEGAL	\$ 2,500.00	\$ 5,000.00	\$ 4,732.00	\$ 5,000.00	
582-582-803.000	BAD DEBT EXPENSE					
582-582-810.000	CREDIT CARD FEE EXPENSE	\$ 2,500.00	\$ 2,500.00	\$ 1,776.00	\$ 2,000.00	
582-582-850.000	TELEPHONE		\$ 50.00	\$ 111.00	\$ 150.00	
582-582-851.000	POSTAGE	\$ 9,500.00	\$ 9,500.00	\$ 5,689.00	\$ 6,000.00	
582-582-888.000	ADMINISTRATIVE CHARGE	\$ 200.00	\$ 200.00	\$ 148.00	\$ 200.00	
582-582-900.000	PUBLISHING AND PRINTING	\$ 500.00	\$ 500.00	\$ 291.00	\$ 400.00	
582-582-913.000	TRAVEL		\$ 1,550.00	\$ 1,526.00	\$ 1,000.00	
582-582-926.000	PURCHASED POWER					
582-582-929.000	REPAIRS & MAINTENANCE		\$ 3,000.00	\$ 2,608.00	\$ 3,000.00	
582-582-940.000	EQUIPMENT RENTAL			\$ 120.00		
582-582-959.000	DEPRECIATION EXPENSE					
582-582-992.000	INTEREST EXPENSE					
<b>Totals for dept 582 - ELECTRIC DISTRIBUTION</b>		<b>\$ 87,495.00</b>	<b>\$ 124,261.00</b>	<b>\$ 111,794.00</b>	<b>\$ 260,018.00</b>	
<b>Dept 583 - GENERAL EXPENSES</b>						
582-583-702.000	WAGES	\$ 38,962.00	\$ 38,962.00	\$ 27,842.00	\$ 21,448.00	
582-583-703.000	SALARIES	\$ 9,386.00	\$ 9,386.00	\$ 2,122.00	\$ 60,758.00	
582-583-705.000	VACATION PAY	\$ 26,000.00	\$ 26,000.00	\$ 16,375.00	\$ 20,000.00	
582-583-706.000	HOLIDAY PAY	\$ 11,255.00	\$ 11,255.00	\$ 4,519.00	\$ 10,000.00	
582-583-709.000	EMPLOYER'S FICA	\$ 14,432.00	\$ 14,432.00	\$ 10,501.00	\$ 6,685.00	
582-583-710.000	UNEMPLOYMENT		\$ 1,571.00	\$ 1,571.00	\$ 2,000.00	
582-583-712.000	HEALTH INSURANCE BUYOUT	\$ 2,400.00	\$ 2,400.00	\$ 9,104.00	\$ 1,500.00	
582-583-712.200	RETIREE HEALTH INS BUYOUT			\$ 3,641.00		
582-583-713.000	WAGES - OVERTIME	\$ 1,482.00	\$ 1,482.00	\$ 13.00	\$ 1,500.00	
582-583-714.000	LONGEVITY	\$ 1,050.00				
582-583-716.000	FUNERAL ALLOWANCE	\$ 2,814.00	\$ 814.00	\$ 395.00	\$ 500.00	
582-583-717.000	RETIREMENT-MERS-EMPLOYER P	\$ 14,553.00	\$ 22,304.00	\$ 33,232.00	\$ 28,854.00	
582-583-719.000	HOSPITALIZATION	\$ 55,215.00	\$ 57,901.00	\$ 36,077.00	\$ 46,458.00	
582-583-719.100	HOSPITAL INS RETIREE		\$ 1,500.00	\$ (1,828.00)	\$ 1,500.00	
582-583-720.000	VISION	\$ 403.00				
582-583-721.000	H S A	\$ 10,100.00	\$ 10,100.00	\$ 7,533.00	\$ 6,600.00	
582-583-722.000	DENTAL	\$ 2,284.00				
582-583-724.000	SICK PAY	\$ 4,690.00	\$ 13,890.00	\$ 13,964.00	\$ 14,000.00	
582-583-725.000	WORKERS' COMPENSATION	\$ 3,241.00	\$ 3,241.00	\$ 2,178.00	\$ 3,241.00	
582-583-726.000	LIFE INSURANCE	\$ 682.00	\$ 682.00	\$ 516.00	\$ 606.00	
582-583-751.000	LICENSE FEES		\$ 200.00	\$ 75.00	\$ 200.00	
582-583-752.000	OFFICE SUPPLIES	\$ 3,500.00	\$ 1,500.00	\$ 980.00	\$ 1,500.00	
582-583-752.099	BANK FEES		\$ 1,000.00	\$ 915.00	\$ 1,000.00	
582-583-752.100	OPERATING SUPPLIES	\$ 2,500.00	\$ 2,500.00	\$ 1,643.00	\$ 2,500.00	
582-583-752.200	IT SOFTWARE	\$ 10,000.00	\$ 15,000.00	\$ 13,750.00	\$ 15,000.00	
582-583-753.000	TOOLS & EQUIP (UND CAP THRESH)		\$ 510.00	\$ 479.00	\$ 500.00	
582-583-759.000	GAS & OIL	\$ 10,000.00	\$ 7,000.00	\$ 2,668.00	\$ 5,000.00	
582-583-767.000	CLOTHING - UNIFORMS	\$ 2,000.00	\$ 2,000.00	\$ 1,112.00	\$ 2,000.00	
582-583-801.000	PROFESSIONAL AND CONTRACTUAL	\$ 3,000.00	\$ 10,500.00	\$ 9,587.00	\$ 10,500.00	
582-583-802.000	COLLECTION EXPENSE	\$ 1,200.00	\$ 300.00	\$ 52.00	\$ 300.00	
582-583-850.000	TELEPHONE	\$ 10,700.00	\$ 10,700.00	\$ 7,294.00	\$ 10,000.00	
582-583-851.000	POSTAGE		\$ 600.00	\$ 615.00	\$ 700.00	
582-583-888.000	ADMINISTRATIVE ALLOCATION	\$ 88,959.00	\$ 88,959.00	\$ 81,546.00		
582-583-900.000	PRINTING AND PUBLISHING		\$ 500.00	\$ 455.00	\$ 500.00	
582-583-910.000	PROFESSIONAL DEVELOPMENT		\$ 9,000.00	\$ 8,981.00	\$ 8,000.00	
582-583-911.000	CONFERENCE & WORKSHOPS		\$ 1,500.00	\$ 293.00	\$ 1,000.00	
582-583-915.000	MEMBERSHIPS & SUBSCRIPTIONS	\$ 4,400.00	\$ 5,163.00	\$ 4,342.00	\$ 5,000.00	
582-583-921.000	HEAT	\$ 4,500.00	\$ 4,500.00	\$ 4,343.00	\$ 5,000.00	
582-583-932.000	VEHICLE REPAIR & MAINT.	\$ 6,000.00	\$ 3,000.00	\$ 1,407.00	\$ 3,000.00	
582-583-935.000	PROPERTY LIABILITY INSURANCE	\$ 28,000.00	\$ 25,990.00	\$ 3,993.00	\$ 20,000.00	
582-583-956.000	MISCELLANEOUS		\$ 20.00	\$ 285.00		
582-583-958.000	PAYMENT IN LIEU OF TAXES	\$ 30,000.00	\$ 30,000.00		\$ 30,000.00	
582-583-968.100	RRI FUND DEPRECIATION	\$ 44,000.00	\$ 44,000.00		\$ 44,000.00	
582-583-991.000	PRINCIPAL NOTES PAYABLE 2002	\$ 50,000.00	\$ 50,000.00	\$ 110,000.00	\$ 55,000.00	
582-583-991.100	PRINCIPAL NOTES PAYABLE 2003	\$ 55,000.00	\$ 55,000.00		\$ 55,000.00	
582-583-991.200	NOTES PAYABLE 2005	\$ 85,700.00	\$ 85,700.00	\$ 80,000.00	\$ 80,000.00	
582-583-992.000	INTEREST NOTE PAYABLE 2002	\$ 18,000.00	\$ 18,000.00	\$ 25,033.00	\$ 25,050.00	
582-583-992.100	INTEREST NOTE PAYABLE 2003	\$ 22,000.00	\$ 22,000.00	\$ 10,033.00	\$ 11,000.00	
582-583-992.200	INTEREST NOTE PAYABLE 2005	\$ 14,700.00	\$ 14,700.00	\$ 11,353.00	\$ 12,000.00	
<b>Totals for dept 583 - GENERAL EXPENSES</b>		<b>\$ 693,108.00</b>	<b>\$ 716,376.00</b>	<b>\$ 548,989.00</b>	<b>\$ 629,400.00</b>	

11/28/2018

**BUDGET REPORT FOR NEWBERRY VILLAGE**  
**Calculations as of 12/31/2018**  
**ELECTRIC BUDGET**

GL NUMBER	DESCRIPTION	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 DEPT REQUESTED BUDGET	2019 APPROVED BUDGET
<b>Dept 584 - ELECTRIC GENERATION</b>						
582-584-702.000	WAGES	\$ 12,435.00	\$ 12,435.00	\$ 6,149.00	\$ 20,261.00	
582-584-703.000	SALARIES	\$ 2,996.00				
582-584-705.000	VACATION					
582-584-709.000	EMPLOYER'S FICA		\$ 500.00	\$ 387.00	\$ 1,561.00	
582-584-713.000	WAGES OVERTIME	\$ 473.00	\$ 623.00	\$ 617.00	\$ 700.00	
582-584-717.000	RETIREMENT - MERS - EMPLOYER P			\$ 5.00	\$ 1,730.00	
582-584-719.000	HOSPITALIZATION				\$ 10,794.00	
582-584-721.000	H S A				\$ 2,000.00	
582-584-726.000	LIFE INSURANCE				\$ 158.00	
582-584-752.000	OFFICE SUPPLIES	\$ 200.00	\$ 200.00	\$ 8.00	\$ 50.00	
582-584-752.100	OPERATING SUPPLIES	\$ 2,000.00	\$ 1,000.00	\$ 402.00	\$ 500.00	
582-584-753.000	TOOLS & EQUIP UND CAP THRESHOL	\$ 4,000.00	\$ 995.00	\$ 93.00	\$ 1,000.00	
582-584-757.000	FUEL OIL	\$ 25,000.00	\$ 16,500.00	\$ 16,500.00	\$ 25,000.00	
582-584-801.000	PROFESSIONAL AND CONTRACTURAL	\$ 2,500.00	\$ 5,000.00	\$ 3,021.00	\$ 5,000.00	
582-584-929.000	REPAIRS & MAINTENANCE	\$ 2,500.00	\$ 1,000.00	\$ 182.00	\$ 1,000.00	
<b>Totals for dept 584 - ELECTRIC GENERATION</b>		<b>\$ 52,104.00</b>	<b>\$ 38,253.00</b>	<b>\$ 27,364.00</b>	<b>\$ 69,754.00</b>	
<b>Dept 585 - BUILDING MAINTENANCE</b>						
582-585-702.000	WAGES	\$ 59,583.00	\$ 59,583.00	\$ 54,980.00		
582-585-702.100	WAGE REIMBURSEMENT					
582-585-703.000	SALARIES	\$ 14,354.00	\$ 2,317.00	\$ 2,317.00		
582-585-709.000	EMPLOYER'S FICA		\$ 2,600.00	\$ 2,562.00	\$ 3,000.00	
582-585-713.000	WAGES - OVERTIME	\$ 2,266.00	\$ 2,266.00	\$ 2,142.00	\$ 2,500.00	
582-585-717.000	RETIREMENT - MERS - EMPLOYER P		\$ 100.00	\$ 106.00		
582-585-719.000	HOSPITALIZATION		\$ 500.00	\$ 374.00	\$ 500.00	
582-585-726.000	LIFE INSURANCE			\$ 3.00		
582-585-752.000	OFFICE SUPPLIES	\$ 14,500.00	\$ 4,612.00		\$ 1,000.00	
582-585-752.100	OPERATING SUPPLIES		\$ 1,000.00	\$ 779.00	\$ 1,000.00	
582-585-752.800	ELECTRIC SUPPLIES					
582-585-753.000	TOOLS & EQUIP UND CAP THRESHOL	\$ 5,000.00	\$ 5,000.00	\$ (66.00)	\$ 5,000.00	
582-585-801.000	PROFESSIONAL AND CONTRACTURAL	\$ 16,000.00	\$ 15,000.00	\$ 4,054.00	\$ 15,000.00	
582-585-860.000	TRANSPORTATION	\$ 1,000.00	\$ 1,000.00	\$ 810.00	\$ 1,000.00	
582-585-929.000	REPAIRS & MAINTENANCE	\$ 15,000.00	\$ 2,000.00	\$ 1,210.00	\$ 5,000.00	
<b>Totals for dept 585 - BUILDING MAINTENANCE</b>		<b>\$ 127,703.00</b>	<b>\$ 95,978.00</b>	<b>\$ 69,271.00</b>	<b>\$ 34,000.00</b>	
<b>Dept 586 - PURCHASED POWER</b>						
582-586-702.000	WAGES	\$ 5,803.00	\$ 2,268.00	\$ 2,268.00		
582-586-703.000	SALARIES	\$ 1,398.00				
582-586-709.000	EMPLOYER'S FICA		\$ 200.00	\$ 107.00		
582-586-713.000	WAGES - OVERTIME	\$ 221.00	\$ 221.00	\$ 91.00	\$ 200.00	
582-586-717.000	RETIREMENT - MERS - EMPLOYER P					
582-586-752.000	OFFICE SUPPLIES					
582-586-757.000	FUEL OIL					
582-586-801.000	PROFESSIONAL AND CONTRACTURAL	\$ 15,000.00	\$ 2,000.00	\$ 512.00	\$ 2,500.00	
582-586-926.000	PURCHASED POWER	\$ 1,400,000.00	\$ 1,202,529.00	\$ 929,614.00	\$ 1,100,000.00	
582-586-926.100	ATC TRANSMISSION MONTHLY INV		\$ 150,000.00	\$ 108,905.00	\$ 150,000.00	
582-586-926.200	MISO ENERGY MONTHLY EXPENSE		\$ 40,000.00	\$ 25,454.00	\$ 35,000.00	
582-586-929.000	REPAIRS & MAINTENANCE					
582-586-931.000	EQUIPMENT REPAIRS					
582-586-968.100	RRI FUND DEPRECIATION					
<b>Totals for dept 586 - PURCHASED POWER</b>		<b>\$ 1,422,422.00</b>	<b>\$ 1,397,218.00</b>	<b>\$ 1,066,951.00</b>	<b>\$ 1,287,700.00</b>	
<b>Dept 587 - ENERGY OPTIMIZATION</b>						
582-587-702.000	WAGES					
582-587-752.000	OFFICE SUPPLIES - ENERGY OPT	\$ 6,000.00	\$ 30.00	\$ 30.00		
582-587-801.000	PROFESSIONAL & CONTRACTUAL	\$ 34,000.00	\$ 40,470.00	\$ 43,546.00	\$ 40,000.00	
<b>Totals for dept 587 - ENERGY OPTIMIZATION</b>		<b>\$ 40,000.00</b>	<b>\$ 40,500.00</b>	<b>\$ 43,576.00</b>	<b>\$ 40,000.00</b>	
<b>Dept 588 - SAVE THE BELLS</b>						
582-588-752.200	SAVE THE BELLS EXPENSES			\$ 34.00		
<b>Totals for dept 588 - SAVE THE BELLS</b>				<b>\$ 34.00</b>		
<b>TOTAL APPROPRIATIONS</b>		<b>\$ 2,422,832.00</b>	<b>\$ 2,422,831.00</b>	<b>\$ 1,878,224.00</b>	<b>\$ 2,320,872.00</b>	

11/28/2018

## BUDGET REPORT FOR NEWBERRY VILLAGE

Calculations as of 12/31/2018

## WATER DEPT

GL NUMBER	DESCRIPTION	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 DEPT REQUESTED BUDGET	2019 APPROVED BUDGET
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## ESTIMATED REVENUES

591-000-645.000	WATER SALES	\$ 960,900.00	\$ 960,900.00	\$ 784,296.00	\$ 940,300.00	
591-000-645.200	SERVICE FEES - WATER	\$ 500.00	\$ 500.00	\$ 450.00	\$ 500.00	
591-000-645.500	WATER- PENALTIES & LATE FEES	\$ 10,000.00	\$ 12,000.00	\$ 11,512.00	\$ 11,000.00	
591-000-645.600	BOND REVENUE					
591-000-665.000	INTEREST EARNED	\$ 1,200.00	\$ 1,200.00	\$ 788.00	\$ 1,000.00	
591-000-686.000	REIMBURSEMENT					
591-000-699.202	INTERFUND TRANSFERS IN - MAJOR					
TOTAL ESTIMATED REVENUES		\$ 972,600.00	\$ 974,600.00	\$ 797,046.00	\$ 952,800.00	\$ -

## APPROPRIATIONS

591-536-702.000	WAGES	\$ 146,203.00	\$ 115,539.00	\$ 72,053.00	\$ 158,914.00	
591-536-702.100	WAGE REIMBURSEMENT					
591-536-703.000	SALARIES	\$ 34,999.00	\$ 30,999.00	\$ 8,928.00	\$ 60,758.00	
591-536-704.100	COMPENSATION-ELECTED	\$ 2,850.00	\$ 2,850.00	\$ 150.00	\$ 1,800.00	
591-536-705.000	VACATION PAY	\$ 11,000.00	\$ 11,000.00	\$ 10,445.00	\$ 11,000.00	
591-536-706.000	HOLIDAY PAY	\$ 12,000.00	\$ 12,000.00	\$ 1,586.00	\$ 2,000.00	
591-536-709.000	EMPLOYER'S FICA	\$ 14,512.00	\$ 14,512.00	\$ 9,437.00	\$ 17,240.00	
591-536-710.000	UNEMPLOYMENT		\$ 2,000.00	\$ 1,571.00	\$ 2,000.00	
591-536-712.000	HEALTH INSURANCE BUYOUT	\$ 13,900.00	\$ 13,900.00	\$ 5,470.00	\$ 1,500.00	
591-536-713.000	OVERTIME	\$ 5,650.00	\$ 5,650.00	\$ 2,223.00	\$ 523.00	
591-536-714.000	LONGEVITY	\$ 1,000.00	\$ 1,000.00			
591-536-716.000	FUNERAL LEAVE	\$ 2,900.00	\$ 2,900.00		\$ 500.00	
591-536-717.000	RETIREMENT - MERS - EMPLOYER P	\$ 14,865.00	\$ 14,865.00	\$ 23,272.00	\$ 40,942.00	
591-536-719.000	HOSPITALIZATION	\$ 56,742.00	\$ 56,742.00	\$ 47,237.00	\$ 84,697.00	
591-536-720.000	VISION	\$ 415.00	\$ 415.00			
591-536-721.000	H S A	\$ 10,400.00	\$ 10,400.00	\$ 7,833.00	\$ 10,900.00	
591-536-722.000	DENTAL	\$ 2,362.00	\$ 2,362.00			
591-536-724.000	SICK PAY	\$ 5,000.00	\$ 10,000.00	\$ 9,663.00	\$ 10,000.00	
591-536-725.000	WORKERS' COMPENSATION	\$ 3,216.00	\$ 3,216.00	\$ 1,396.00	\$ 3,216.00	
591-536-726.000	LIFE INSURANCE	\$ 698.00	\$ 698.00	\$ 274.00	\$ 1,024.00	
591-536-728.000	OVERHEAD REIMBURSEMENT					
591-536-729.000	FINAL PAYOUT	\$ 15,000.00	\$ 15,000.00	\$ 12,485.00		
591-536-751.000	LICENSE FEES					
591-536-752.000	OFFICE SUPPLIES	\$ 4,000.00	\$ 4,000.00	\$ 996.00	\$ 3,000.00	
591-536-752.100	OPERATING SUPPLIES	\$ 3,000.00	\$ 10,000.00	\$ 6,547.00	\$ 10,000.00	
591-536-752.200	IT SOFTWARE	\$ 26,000.00	\$ 26,000.00	\$ 13,870.00	\$ 26,000.00	
591-536-753.000	TOOLS & EQUIP UND CAP THRESH	\$ 10,000.00	\$ 10,000.00	\$ 1,141.00	\$ 5,000.00	
591-536-759.000	GAS, OIL & GREASE	\$ 3,000.00	\$ 3,000.00	\$ 2,874.00	\$ 3,000.00	
591-536-767.000	UNIFORMS		\$ 1,000.00	\$ 860.00	\$ 1,000.00	
591-536-776.000	BUILDING MAINTENANCE		\$ 1,000.00	\$ 986.00	\$ 10,000.00	
591-536-801.000	PROFESSIONAL & CONTRACTUAL SER	\$ 15,000.00	\$ 19,000.00	\$ 17,744.00	\$ 20,000.00	
591-536-801.200	PROF & CONTRAT SERVICE - LEGAL	\$ 2,500.00	\$ 8,000.00	\$ 4,651.00	\$ 8,000.00	
591-536-802.000	COLLECTION EXPENSE	\$ 1,000.00	\$ 1,000.00	\$ 52.00	\$ 1,000.00	
591-536-803.000	BAD DEBT EXPENSE					
591-536-811.000	WATER CONSTRUCTION					
591-536-851.000	POSTAGE	\$ 1,000.00	\$ 1,300.00	\$ 1,097.00	\$ 1,500.00	
591-536-888.000	ADMINISTRATIVE ALLOCATION	\$ 88,958.00	\$ 88,958.00	\$ 81,546.00		
591-536-900.000	PUBLISHING & PRINTING	\$ 1,800.00	\$ 3,000.00	\$ 2,484.00	\$ 3,000.00	
591-536-910.000	PROFESSIONAL DEVELOPMENT	\$ 1,000.00	\$ 2,000.00	\$ 1,627.00	\$ 2,500.00	
591-536-913.000	TRAVEL	\$ 1,000.00	\$ 500.00	\$ 105.00	\$ 500.00	
591-536-915.000	MEMBERSHIPS & SUBSCRIPTIONS	\$ 1,700.00	\$ 1,400.00	\$ 818.00	\$ 1,500.00	
591-536-921.000	CHARGE OFFS					
591-536-929.000	REPAIR & MAINTENANCE		\$ 6,000.00	\$ 5,353.00	\$ 10,000.00	
591-536-932.000	VEHICLES REPAIRS & MAINTENANCE	\$ 1,000.00	\$ 2,000.00	\$ 1,437.00	\$ 2,500.00	
591-536-935.000	PROPERTY LIABILITY INSURANCE	\$ 18,000.00	\$ 15,000.00	\$ 2,772.00	\$ 12,000.00	
591-536-940.000	EQUIPMENT RENTAL					
591-536-956.000	MISCELLANEOUS	\$ 1,300.00	\$ 1,300.00		\$ 1,500.00	
591-536-968.000	DEPRECIATION EXPENSE					
591-536-968.100	RRI FUND DEPRECIATION	\$ 14,745.00	\$ 14,745.00		\$ 14,745.00	
591-536-973.000	CAPITAL OUTLAY	\$ 47,384.00	\$ 47,384.00		\$ 22,000.00	
591-536-991.100	PRINCIPAL NOTES PAYABLE 2005	\$ 34,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	
591-536-991.200	BOND RESERVE 2005	\$ 14,600.00	\$ 14,600.00		\$ 14,600.00	
591-536-991.300	PRINCIPAL 2009 JR WATER BOND	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
591-536-991.400	PRINCIPAL 2014 WATER BOND	\$ 105,000.00	\$ 107,000.00	\$ 107,000.00	\$ 107,000.00	
591-536-992.100	INTEREST 2005	\$ 83,300.00	\$ 81,840.00	\$ 81,840.00	\$ 82,000.00	
591-536-992.300	INTEREST 2009 JR WATER BOND	\$ 11,000.00	\$ 11,055.00	\$ 11,055.00	\$ 11,100.00	
591-536-992.400	INTEREST 2014 WATER BOND	\$ 124,600.00	\$ 126,470.00	\$ 126,470.00	\$ 130,000.00	
591-536-995.202	INTERFUND TRANSFER OUT - MAJOR					
TOTAL APPROPRIATIONS		\$ 972,599.00	\$ 972,600.00	\$ 726,348.00	\$ 949,459.00	