

VILLAGE OF NEWBERRY
WATER AND LIGHT BOARD MEETING
Tuesday, October 9, 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, September 11, 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 General Village Law.

1. None Prescheduled

8. SUBMISSION OF BILLS AND FINANCIAL UPDATES

1. Water & Light – Monthly Bills – August 2018 - Revised
(Note: The payables present to the WL Board have been reduced by \$440 due a change in accounts. Resubmission of the revised August 2018 payables.)

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

2. Water & Light – Monthly Bills – September 2018
(Note: As of 10/9/18 the Consumers Energy bill has not been received. Request for motion to submit the CE bill at the Council meeting for payment.)

582	Electric Fund	\$157,103.03
591	Water Fund	\$4,002.97
	Total:	\$161,106.00

582	Christmas Lights Fund – as of 9/30/2018	\$14,502.96
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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. Review Draft Version - Ordinance A: Ordinance Relative to the Management, Control, and Use of the Water and Light Plants and Distribution Systems of the Village of Newberry

- 11. REPORTS OF 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. None Prescheduled

14. NEW BUSINESS

1. None Prescheduled

15. COMMENTS BY BOARD MEMBERS

16. ADJOURNMENT - REGULAR SESSION

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

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

Absent: Feldhusen

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

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

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

Feldhusen arrives at 5:33 p.m.

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

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

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

Submission of Bills and Financial Updates:

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

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

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

Introduction and Adoption of Ordinances and Resolutions:

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

Reports of Village Management:

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

Reports of Committees:

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

Unfinished Business:

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

New Business:

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

Comments by Board Members: None.

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

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

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

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

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

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

582	ELECTRIC FUND	136,972.41
591	WATER FUND	13,051.95

GRAND TOTAL:	150,024.36

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	ELECTRIC FUND	AFLAC	AFLAC POST TAX	15.60
			AFLAC POST TAX	15.60
		STATE OF MICHIGAN	STATE WITHHOLDING	508.84
			STATE WITHHOLDING	6.38
			STATE WITHHOLDING	478.07
		NATIONWIDE RETIREMENT SOLUTIONS	NATIONWIDE	6,242.07
			NATIONWIDE	5,737.51
		VILLAGE OF NEWBERRY	AUGUST 2018 GARBAGE COLLEC	4,408.75
		MICHIGAN COUNCIL 25	MI COUNCIL 25/UNION DUES	162.60
		VILLAGE OF NEWBERRY	AUGUST 2018 SEWER COLLECTI	40,685.31
		STATE OF MICHIGAN	LIEAF-#6099 AUGUST	1,288.96
		STATE OF MICHIGAN	SALES TAX COLLECTED	6,387.92
			TOTAL:	65,937.61
ELECTRIC DISTRIBUTION	ELECTRIC FUND	AFLAC	AFLAC	148.32
		AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	7.95
			AMAZON CAPITAL SERVICES	17.40
			AMAZON CAPITAL SERVICES	6.00
		DSTECH	MONITOR BACKUP OF SERVER	7.50
			ADDITIONAL GB STORAGE	79.83
			MICROSOFT OFFICE 365	80.75
			MONITORING ANTIVIRUS	22.47
			MICROSOFT EXCHANGE	1.75
			REMOTE MONITORING W/PATCH	17.44
		OK INDUSTRIAL SUPPLY	OK INDUSTRIAL SUPPLY	19.77
		FAIR, ALMA	FAIR, ALMA	150.00
		FOSTER'S ACE HARDWARE	FOSTER'S ACE HARDWARE	12.99
			FOSTER'S ACE HARDWARE	249.00
		HIAWATHA TELEPHONE COMPANY	HIAWATHA TELEPHONE COMPANY	50.00
		POWER LINE SUPPLY COMPANY	POWER LINE SUPPLY COMPANY	77.62
			POWER LINE SUPPLY COMPANY	4,574.00
			POWER LINE SUPPLY COMPANY	259.19
		SWOGER, BRUCE & MILLAR LAW FIRM, P.C.	LEGAL ADVICE	24.00
		US POSTAL SERVICE	US POSTAL SERVICE	485.52
			TOTAL:	6,291.50
GENERAL EXPENSES	ELECTRIC FUND	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	33.72
		ARISTA INFORMATION SYSTEMS INC	ARISTA INFORMATION SYSTEMS	296.25
		AT&T	AT&T	132.88
		BLUE CROSS BLUE SHIELD OF MICHIGAN	BLUE CROSS BLUE SHIELD OF	1,447.97
			BLUE CROSS BLUE SHIELD OF	8,654.43
		BURTON, LANDON	BURTON, LANDON	148.75
		OK INDUSTRIAL SUPPLY	OK INDUSTRIAL SUPPLY	13.98
		44 NORTH	44 NORTH	4.60
		HIAWATHA TELEPHONE COMPANY	JAMADOTS INTERNET	50.00
		I.T. RIGHT	I.T. RIGHT	720.00
		NATIONAL OFFICE PRODUCTS	NATIONAL OFFICE PRODUCTS	9.38
			NATIONAL OFFICE PRODUCTS	24.75
			NATIONAL OFFICE PRODUCTS	9.88
		NEWBERRY WATER & LIGHT	BC/BS WITHHOLDING	853.32
			BC/BS WITHHOLDING	810.65
		NORTHERN MICHIGAN PUBLIC SERVICE	ANNUAL MEMBERSHIP	30.00
		RANGE TELECOMMUNICATION	RANGE TELECOMMUNICATION	180.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			RANGE TELECOMMUNICATION	7.83
		SEMCO ENERGY GAS CO.	SEMCO ENERGY GAS CO.	14.81
			SEMCO ENERGY GAS CO.	14.81
		TAHUAMENON AREA CREDIT UNION	TAHUAMENON AREA CREDIT UN	200.00
			TAHUAMENON AREA CREDIT UN	7.63
		U S BANK NA	U S BANK NA	55,000.00
			U S BANK NA	9,532.50
		US BANK EQUIP FINANCE	COPIER LEASE AND SURCHARGE	192.98
		VERIZON	VERIZON	17.50
			VERIZON	18.83
			VERIZON	18.46
			VERIZON	18.46
			VERIZON	18.46
			VERIZON	36.93
			VERIZON	18.46
			VERIZON	13.83
			VERIZON	13.83
			VERIZON	27.65
			VERIZON	13.83
			VERIZON	13.26
			VERIZON	13.83
			VERIZON	26.52
			VERIZON	13.83
			VERIZON	13.83
			TOTAL:	78,688.63
ELECTRIC GENERATION	ELECTRIC FUND	DANNY'S AUTO VALUE	DANNY'S AUTO VALUE	5.50
		G C MAINTENANCE	G C MAINTENANCE	250.00
		WEX BANK - SPEEDWAY UNIVERSAL	WEX BANK - SPEEDWAY UNIVER	289.81
			TOTAL:	545.31
BUILDING MAINTENANCE	ELECTRIC FUND	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	63.84
		FOSTER'S ACE HARDWARE	FOSTER'S ACE HARDWARE	8.99
			FOSTER'S ACE HARDWARE	4.76
		VERIZON	VERIZON	36.93
			TOTAL:	114.52
PURCHASED POWER	ELECTRIC FUND	CLOVERLAND ELECTRIC CO-OP	CLOVERLAND ELECTRIC CO-OP	5,211.90
			TOTAL:	5,211.90
SAVE THE BELLS	ELECTRIC FUND	OK INDUSTRIAL SUPPLY	OK INDUSTRIAL SUPPLY	5.00
		FOSTER'S ACE HARDWARE	FOSTER'S ACE HARDWARE	41.96
		NEWBERRY NEWS	8/1 & 8/8 JINGLE	96.00
		NEWBERRY REDI-MIX	NEWBERRY REDI-MIX	85.30
			NEWBERRY REDI-MIX	85.30
			TOTAL:	313.56
WATER SYSTEM	WATER FUND	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	33.72
			AMAZON CAPITAL SERVICES	7.95
			CHLORINE POWDER PILLOWS	29.00
			SHOCK ABSORBERS	156.72
			POCKET COLORIMETER/CHLORIN	484.85
			GRASS/STRAW BLANKETS	532.53
		ARISTA INFORMATION SYSTEMS INC	ARISTA INFORMATION SYSTEMS	296.25
		DANNY'S AUTO VALUE	DANNY'S AUTO VALUE	107.78
		DSTECH	MONITOR BACKUP OF SERVER	7.50

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			ADDITIONAL GB STORAGE	79.83
			MICROSOFT OFFICE 365	80.75
			MONITORING ANTIVIRUS	22.46
			MICROSOFT EXCHANGE	1.75
			REMOTE MONITORING W/PATCH	17.44
		OK INDUSTRIAL SUPPLY	OK INDUSTRIAL SUPPLY	19.78
			OK INDUSTRIAL SUPPLY	13.98
		44 NORTH	44 NORTH	3.45
		FOSTER'S ACE HARDWARE	FOSTER'S ACE HARDWARE	45.89
			FOSTER'S ACE HARDWARE	99.99
			FOSTER'S ACE HARDWARE	99.99
		HAWKINS INC	HAWKINS INC	121.60
		I.T. RIGHT	I.T. RIGHT	720.00
		LYNN AUTO PART INC.	LYNN AUTO PART INC.	31.30
			LYNN AUTO PART INC.	14.99
			LYNN AUTO PART INC.	7.29
			LYNN AUTO PART INC.	9.98
		NATIONAL OFFICE PRODUCTS	NATIONAL OFFICE PRODUCTS	9.38
			NATIONAL OFFICE PRODUCTS	24.75
			NATIONAL OFFICE PRODUCTS	9.88
		NORTHERN MICHIGAN PUBLIC SERVICE	ANNUAL MEMBERSHIP	30.00
		RANGE TELECOMMUNICATION	RANGE TELECOMMUNICATION	180.00
			RANGE TELECOMMUNICATION	7.82
		SAULT STE MARIE CITY HALL	SAULT STE MARIE CITY HALL	54.00
			SAULT STE MARIE CITY HALL	54.00
		SWOGGER, BRUCE & MILLAR LAW FIRM, P.C.	LEGAL ADVICE	24.01
		TAHUAMENON AREA CREDIT UNION	TAHUAMENON AREA CREDIT UN	200.00
			TAHUAMENON AREA CREDIT UN	7.63
		VERIZON	VERIZON	58.93
		WEX BANK - SPEEDWAY UNIVERSAL	WEX BANK - SPEEDWAY UNIVER	289.80
			TOTAL:	3,996.97
INVALID DEPARTMENT	WATER FUND	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	6.00
			TOTAL:	6.00

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

582 ELECTRIC FUND	157,103.03
591 WATER FUND	4,002.97

GRAND TOTAL:	161,106.00

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

1074142

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

Date 9/28/18 Page 1 of 1

MUNICIPAL MONEY MARKET			0
ACCOUNT NUMBER	7703432	Statement Dates	9/01/18 thru 9/30/18
PREVIOUS BALANCE	14,499.38	DAYS IN STATEMENT PERIOD	30
CREDITS TOTALING	.00	AVERAGE LEDGER BAL	14,499
DEBITS TOTALING	.00	AVERAGE COLLECTED BAL	14,499
SERVICE CHARGE AMOUNT	.00	Interest Earned	3.58
INTEREST PAID	3.58	Annual Percentage Yield Earned	0.30%
CURRENT STMT BALANCE	14,502.96	2018 Interest Paid	33.92

DEPOSITS AND OTHER CREDITS.....

DATE	DESCRIPTION	AMOUNT
9/30	INTEREST PAID 30 DAYS	3.58

DAILY BALANCE SUMMARY.....

DATE.....	BALANCE	DATE.....	BALANCE
9/01	14,499.38	9/30	14,502.96

INTEREST RATE SUMMARY.....

DATE.....	INTEREST RATE
8/31	.30%



ORDINANCE A

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

THE VILLAGE OF NEWBERRY ORDAINS:

A:1:1 Board:

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

A:1:1a Council Members

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

A:1:1b At Large Members:

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

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

A:1:1c Oath of Office:

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

A:1:1d Hold-over Provision

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

A:1:1e Compensation

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

A:1:2 Quorum; Chairperson:

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

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

A:1:3 Duties:

A:1:3a Management Authority:

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

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

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

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

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

A:1:5 Meeting With Council:

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

A:1:6 Payment of Claims and Charges:

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

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

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

A:1:7 Accounting:

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

A:1:8 Deposit of Funds

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

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

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

A:1:10 Employment of Superintendent & Others:

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

A:1:11 Regular Meetings:

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

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

A:1:12a Duties:

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

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

The Manager shall have the following functions and duties:

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

A:1:12b Dealing With Employees:

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

A:1:12c Purchasing Responsibilities:

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

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

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

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

Section A:2 Operations:

A:2:1 Hydrants:

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

A:2:2 Rates and Fees:

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

A:2:3 Electric Motors:

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

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

A:2:4a Collect Funds:

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

A:2:4b Certification of Collections:

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

A:2:4c Meter Reading:

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

A:2:4d Meter Reading Policies:

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

A:2:5 Connections:

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

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

A:2:6 Street Lighting and Fire Hydrants:

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

Section A:3 Criminal Penalty:

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

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

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

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

A:3:3 Penalty:

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

Section A:4 Collection:

A:4:1 Liens or Collections

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

A:4:2 Certification:

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

A:4:3 Lien Statement:

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

A:4:4 Rental Property:

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

The owner may request the Water and Light Board to prepare and deliver a duplicate invoice to an address of their choosing; however, pursuant to the Water and Light Board, that option could incur an additional service fee on the monthly invoice.

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

A:4:5 Enforcement

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

service, or sewage disposal service to the premises or both for non-payment of sewage disposal and garbage collection charges to the premises.

A:4:6 Electric Service

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

Section A:5 Publication and Effective Date:

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

Recapitulated, approved, and adopted this XX Day of Month, Year.

Name, President Village of Newberry

Name, Clerk Village of Newberry

Adoption History: Introduced: July 13, 1987; adopted July 13, 1987; effective: August 3, 1987; amended and recodified November 8, 1999, presented for signature and published 1/13/2000, Section A4:1:3a, A:1:6, A:1:7 and A:4:4 modified and approved and adopted on October 23, 2008, presented for signature and published 11/5/08. Sections: A:1:1b, A:1:2 , A: 1:6, A:1:7, A: 1: 12a, A:2:1,A:2:5, A:4:1,A:4:2, A:4:4, A:4:5 and A:5 modified, approved and adopted on

May 17, 2010, presented for signature and published June 9, 2010. The entire ordinance was recapitulated to include all previous amendments and modifications since the date of promulgation.

Summary of changes of May 17, 2010:

Section:

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

A:1:2 line 4 changed to read "in October... " vise "second Monday in April. .." A:1:6 add
sub paragraph 4 to read "4. Village President"
A:1:7 line 6 changed to read "maintenance and operation, of such.. ." vise "maintenance and
operating, such..."

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

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

to read

"May 31st

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

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

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

VILLAGE OF NEWBERRY



Moose Capital of Michigan

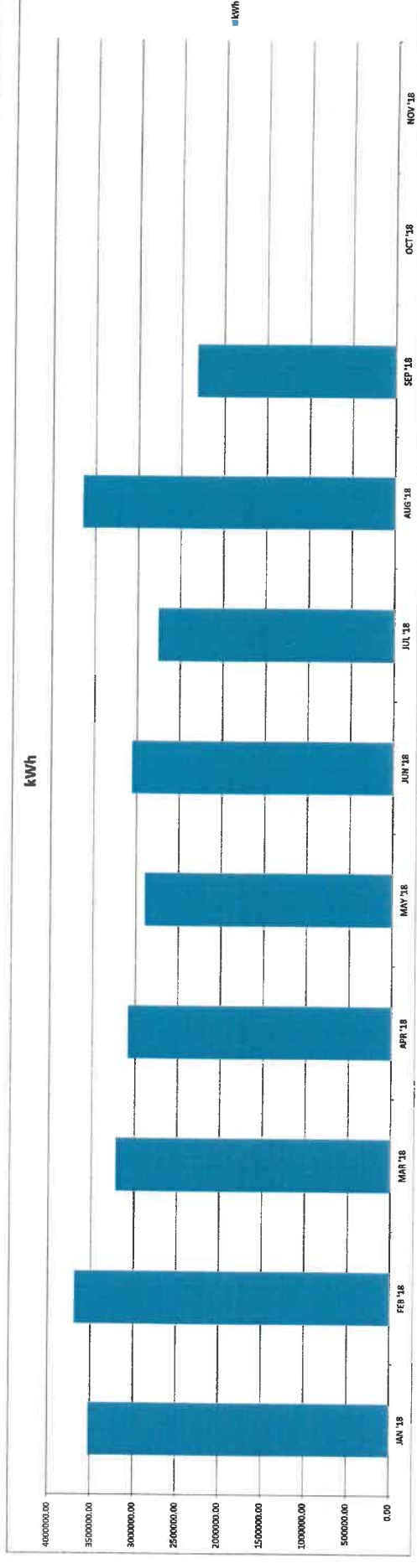
302 East McMillan Avenue, Newberry, MI 49868 Fax (906) 293-8890

Newberry Water and Light September Report Joe Lively

- 1. Removed Tree From Line (Co. Rd. 462 W)**
- 2. Seasonal Turn-offs**
- 3. OSHA Compliance**
- 4. Meter Reading**
- 5. Reconnects**
- 6. Disconnects Non-Payment (14)**
- 7. Power Factors**
- 8. Trees Inc (Primary Brushing N. Line)**
- 9. Miss Digs**
- 10. Brushing**
- 11. Down Wire N. M-123 (Guy Struck By Trees Inc.)**
- 12. Call Out (N. Line Outrage 1 Resident)**
- 13. Weekend Demand For Generation**
 Saturday Evening 5.5 hrs
- 14. Wind Storm, Multiples Call Outs**
- 15. Removed Several Trees From Lines**
- 16. Burned Pole At Car Wash (Replaced)**
- 17. 3 Mile Rd. Blown Cut-Out**
- 18. Water Baci Samples (Good)**

Water & Light
Billed Electric kWh Report - 2018

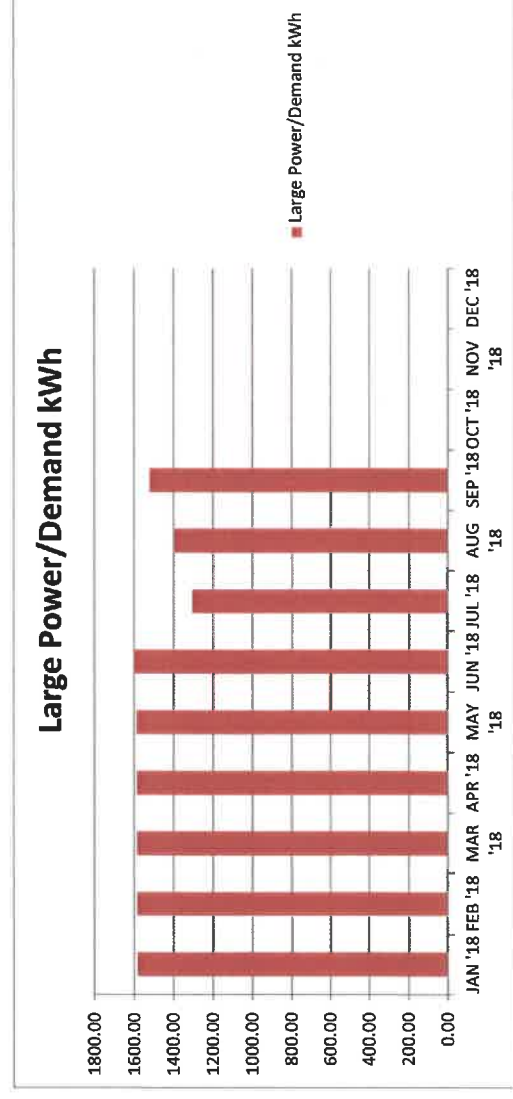
MONTH:	RES/COM kWh	DEM. BILLED	RES/COM BILL	CONSUMER'S	MPPA	MISO	ATC	CEC-HYDRO	2018 PAID	2017 PAID	2016 PAID	2015 PAID	SAVED:
JAN '18	3518665.00	\$ 14,129.91	\$ 196,778.46	\$ 107,467.68	\$ 28.53	\$ 3,833.06	\$ 13,133.98	\$ 5,064.28	\$ 129,527.53	\$ 120,334.74	\$ 103,229.84	\$ 146,688.48	\$ (9,192.79)
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	\$	\$ 2,915.81	\$ 12,237.98	\$ 5,213.38	\$ 115,379.57	\$ 102,013.56	\$ 118,956.76	\$ 55,814.19	\$ (13,366.01)
SEP '18	2311374.00	\$ 13,989.20	\$ 121,632.72				\$ 12,237.98	\$ 5,211.90	\$ 17,449.88	\$ 98,627.29	\$ 115,892.05	\$ 93,525.67	
OCT '18									\$	\$ 97,767.67	\$ 107,256.72	\$ 122,946.54	
NOV '18									\$	\$ 114,041.05	\$ 103,927.00	\$ 64,483.12	
DEC '18									\$	\$ 123,757.90	\$ 118,349.60	\$ 157,862.67	
	28142658.00	\$ 124,194.89	\$ 1,510,789.98	\$ 640,510.73	\$ 1,158.04	\$ 25,568.82	\$ 110,141.82	\$ 46,591.35	\$ 823,970.76	\$ 1,294,437.93	\$ 1,288,637.86	\$ 1,400,903.51	\$ 59,723.14



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		
NOV '18		
DEC '18		



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

MONTH	12237.98	X 1,000,000	1000'S GALS	PER GALLON RATE	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	\$ 76,353.86	6623	95%	1,018.05	\$ 3,646.14
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					\$ 80,000.00			0%	-	
NOV '18					\$ 80,000.00			0%	-	
DEC '18					\$ 80,000.00			0%	-	
				GOAL	\$ 960,000.00	\$ 709,696.91	% OF GOAL			
				BILLED TO DATE	\$ 709,696.91					
				REMAINING NEEDED FOR BUDGET	\$ 250,303.09			98.8%	1095	\$ 10,303.09

GALLONS OF WATER PUMPED

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



WATER AND LIGHT
MISS DIGS

Water & Light
Miss Digs
SEPTEMBER 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				
002 MARKED				2	31	13	19	24	13			
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												
999 HAS NOT RESPONDED							1					
TOTALS	0	0	0	2	32	14	21	27	14	0	0	0

WATER & LIGHT

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



WATER AND LIGHT
MISS DIGS

DPW
MISS DIGS
SEPTEMBER 2018

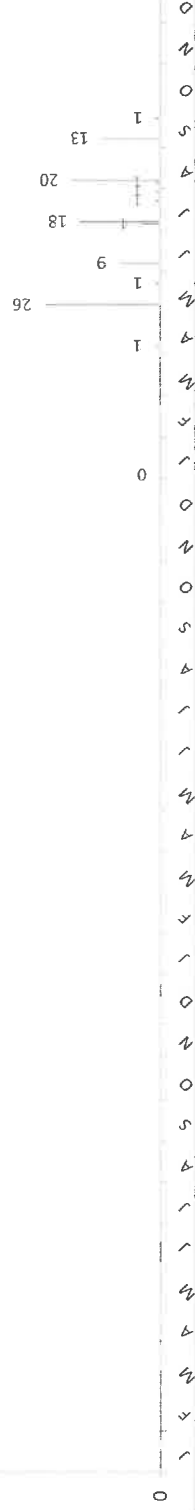
MISS DIGS	DEPARTMENT OF PUBLIC WORKS											
	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18
000 RESPONSE PENDING												
001 NO CONFLICT							4	1				
002 MARKED				1	26	9	18	20	13			
003 NOT COMPLETE												
004 MARKED-UTILITY REQUIRED ON SITE DURING EXCAVATION												
005 ON GOING COORDINATION												
006 NOT MARKED-NO ACCESS TO WORK AREA												
007 STATED SCOPE OF WORK COMPLETED												
008 FACILITY RESPONSE NOT REQUIRED												
009 ADDITIONAL LOCATING REQUIRED												
010 EXEMPT FROM MARKING												
013 CANCELED					1		1		1			
201 DESIGN-TASK FACILITIES												
202 DESIGN-TASK COMPLETED												
203 DESIGN-MARKING REQUIRED												
999 HAS NOT RESPONDED	0	0	0	1	27	9	24	21	14	0	0	0

DEPARTMENT OF PUBLIC WORKS

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

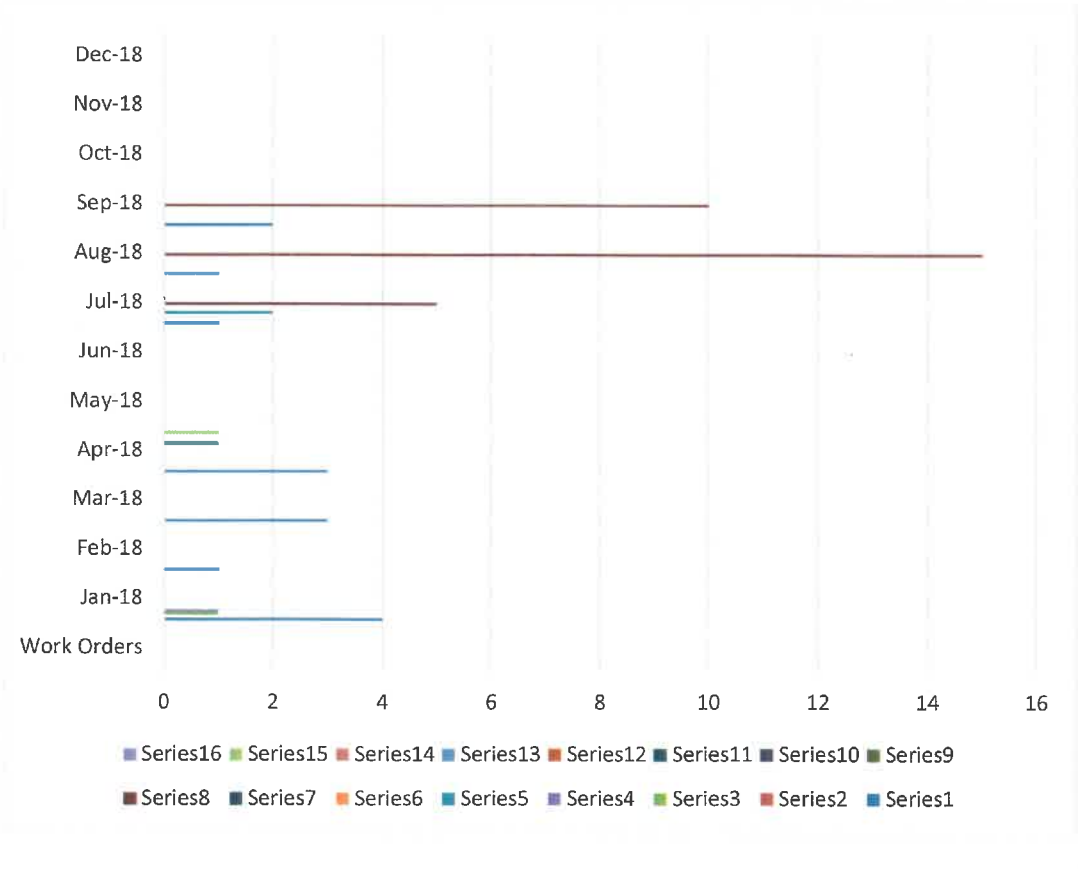
50

AXIS TITLE



DPW

Work Orders	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18
SEWER	4	1	3	3			1	1	2			
GARDEN CLUB PLANTERS												
STREETS - PLOWING	1											
SIDEWALK	1											
GARBAGE							2					
BIKE RACK												
ALLEY & ALLEY CLEAN UP												
BRUSH CLEANUP							5	15	10			
TREES AND STUMPS												
PARKS												
SANI-STORM				1								
VON-ADMIN BLDG												
CEMENT RETAINERS-LINK												
SIGNS												
STREETS-SWEPT-HOLES				1								
BARRICADES												
TOTALS	6	1	3	5	0	0	8	16	3	0		



2017 Annual Customer Summary - City of Newberry

Energy Waste Reduction (EWR) Report Summary - MPSC Case Number U-18306

The City of Newberry contracted with the Michigan Electric Cooperative Association (MECA) to administer the Energy Optimization (EO) / EWR efforts in order to comply with 2008 PA-295, as amended by 2016 PA-342. The Michigan Municipal Electric Association (MMEA) filed a 4 year Energy Optimization plan with the MPSC on July 28, 2015 as required by PA 295. This EO plan was approved by the MPSC on December 8, 2015 and we began implementing our 2016 – 2019 EO Plan on January 1, 2016. The Wisconsin Energy Conservation Corporation (WECC) was selected to implement the Residential, Commercial Industrial Programs, and the Energy Optimization (EO) website www.michigan-energy.org. WECC has subcontracted with Michigan Energy Options, Water and Energy Solutions, and Appleseed Energy to assist with the implementation of these EO Programs.

In 2017 the City of Newberry spent \$33,994 on EO/EWR Programs and achieved 182 MWh of energy savings.

MMEA filed a joint 2017 EWR Annual Report for the City of Newberry with the MPSC on May 31, 2018.

2017 EWR Annual Report can be obtained at the municipal office or at the following website link:
<https://mi-psc.force.com/s/global-search/18306>

Renewable Energy Report Annual Summary – MPSC Case Number U-16624

The City of Newberry has taken the following actions to comply with the REP standards:

Filed a 20-year Renewable Energy Plan (REP) with the Michigan Public Service Commission (MPSC) on March 31, 2009 as required by PA 295. The REP was found to be in compliance on July 1, 2009.

The City of Newberry filed a Biennial Review of REP on December 1, 2017 and was found to be in compliance by MPSC on July 24, 2018.

The City of Newberry acquired from renewable energy systems during the reporting period 4,971 MWh of renewable energy. The City of Newberry acquired 844 Renewable Energy Credits (RECs) and 4,127 incentive-Renewable Energy Credits (iRECs) for the 2017 reporting period.

The table below shows the Incremental Cost of Compliance with state law 2008 PA-295, as amended by 2016 PA-342 for 2017 and the anticipated Cost of Compliance with 2016 PA-342 for 2018.

Renewable Energy Source	2017 Incremental Cost of Compliance	2018 Anticipated Cost of Compliance
Purchased from wholesale supplier	\$0.00	\$0.00

The City of Newberry filed the 2017 Renewable Energy Annual Report with the MPSC on June 29, 2018.

2017 Annual Renewable Energy Report can be obtained at the municipal office or at the following website link:
<https://mi-psc.force.com/s/global-search/16624>

Village Manager Updates

WL Board Meeting – October 9, 2018

A. Audit & Financial Analysis

- a. Audit presentation to Council occurred on Wednesday, October 3, 2018 at 6:30 p.m. at the TAS auditorium. The final version is expected to be available within 1-2 weeks. The audit will be available on the Village website as well as the Department of Treasury website.
- b. A 10-year analysis (2008-2017) of the Village's General Fund, Street Funds, and Utility Funds was conducted by Brian Camiller, Plante Moran and the presentation was given on Wednesday, October 3, 2018. A written report, will be available once the audit has been finalized
- c. Bank consolidation was approved by the Council at a special session on Thursday, October 4, 2018, and is underway. Currently there are 27 banking accounts, and these will be consolidated in the coming weeks and months to about 8 banking accounts.

B. Data Systems Conversions

- a. Final data extraction for BS & A is scheduled for October 17, 2018 and then all data entry in InCode must cease. October 23, 2018 and onward all data entry will be done in BS & A software. Due to this no utility payments made between this time can be entered into our system. Customers should expect a delay in payments clearing their banking accounts if made during this time.
- b. Meter reads are being done early for October due to the conversion. On the October bill customers were billed for approximately 3 weeks of utilities instead of standard 4 weeks on their next bill.
- c. Meter reads will continue to be read early through December due to the conversion and then the holiday schedule.
- d. Utility billing format will be changing as of the November bills.
 - i. Customers will receive a 1-page bill that is perforated on the bottom. It will have a coupon style appearance and will contain a bar code.
 - ii. Bills will be sent in an envelope with a return envelope included for customer convenience.
 - iii. Customers will be able to have their bills sent via email (e-billing) or US Postal Service. As of November 2018, and on the new system will allow for up to 12-months of PDF statements that can be accessed online.
 - iv. Payment methods will include: credit card online, credit card by phone, credit card in the VON office, mail, ACH, e-check online, drop off at local banks and drop-box, and in office.
 - v. Village will be sending out a sample bill along with a customer letter in the coming weeks, so customers know what it will look like.

- e. Customer letter will inform utility customers of the new bill format and also request that any customer wanting to claim a sales tax/ use tax exemption on electric service must provide an updated W-9 form. If a W-9 form is not received, then the exemption will no longer be applied.
 - i. In a review of customers that had been receiving sales tax/ use tax exemption, we determined that there are errors in many of the records. Primary exemptions are for:
 - a. tribal members that have been certified by their tribe and then appear on the State of Michigan website as approved for having a tribal heritage;
 - b. non-profit and religious organizations; and
 - c. corporations.

C. Christmas Parade

- a. Scheduled for Wednesday, November 28, 2018 at 5:00 p.m. The theme this year is - Hometown Christmas: Past, Present & Future.

D. Public Information

- a. Appeared weekly on two local radio stations to provide community updates.
- b. Sent out press release informing community of the special session to get financial reports.