

Newberry Village Council
Regular Meeting Minutes
July 17, 2017

Present: President DeWitt, Trustees: Baynton, Brown, Dishaw, Hendrickson, Medelis.

Absent: None.

Also Present: Village Manager - James-Mesloh, Assistant Village Manager - Vallad, Treasurer - Kistro, Clerk - Schummer, Finance Manager - Mary Jordan, Superintendent WWTP - George Blakely, W&L Superintendent - Perry, Ordinance Enforcement Officer - Fossitt, Jim Diem, Robert Stevens, Donald Ratliff, Al Lemaire, Ben Adams, Dan Hardenbrook, Marianne Haupt.

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

Approval of Agenda: Moved by Brown, support by Hendrickson, **CARRIED**, to approve the agenda with one addition. Ayes: All.

Minutes: Moved by Brown, support by Hendrickson, **CARRIED**, to approve the June 19, 2017, CDBG Emergency Fund Grant, Public Hearing Minutes. Ayes: All. Abstain: Medelis. Moved by Medelis, support by Brown, **CARRIED**, to approve the June 19, 2017, regular meeting minutes as written. Ayes: All.

Village President's Announcements:

- 1.) A moment of silence was held in honor of Councilman Brian Zimmerman who passed away in June.
- 2.) President DeWitt thanked everyone who participated in the 4th of July Parade.

Submission of Bills and Financial Updates:

- 1.) Village of Newberry – Monthly Bills. Moved by Brown, support by Hendrickson **CARRIED**, to approve the June 2017 bills as presented. Ayes: All.
- 2.) Village of Newberry - Cash Balance – June 2017. Reviewed.
- 3.) Village of Newberry – Financial Statement – June 2017.
- 4.) Water & Light monthly bills for June 2017.
- 5.) Water & Light – Financial Statement – June 2017. Reviewed.
- 6.) Request for Disbursement of Funds
 - a. **AECOM – Water Distribution System**
 - i. Moved by Medelis, support by Brown, **CARRIED**, to pay AECOM invoice #37896678, September 2016 - March 2017, for the amount of \$3,262.12. Discussion followed. Ayes: Baynton, Brown, DeWitt, Hendrickson, Medelis. Nays: Dishaw.
 - ii. Oberstar Invoice #1449-PA#16 - Draw #20.
 1. \$135,178.47 - Already approved - December 2016 - Put on hold.
 2. Refer to Email from Duane Reid, USDA – Put on hold.

7.) Request for Disbursement of Funds - Drinking Water Revolving Fund (DWRF) and Clean Water State Revolving Funds (SRF/SWQIF)

- a. Moved by Brown, support by Medelis, **CARRIED**, to pay C2AE - invoice #64588, July 2017, Request #22, in the amount of \$16,250.00. Discussion followed. Ayes: All.
- b. i. Moved by Brown, support by Baynton, **CARRIED**, to pay Change Order #5 (#2 Arch) - in the amount of \$8,874.88. Discussion followed. Ayes: All.

(b. ii, iii - moved to later in the meeting.)

Public Comments on Agenda Items: None

Petitions and Communications: None

Introduction and Adoption of Ordinances and Resolutions:

1. Trustee Vacancy Resolution: Moved by Hendrickson, support by Dishaw, **CARRIED**, to adopt the Trustee Vacancy Resolution. Ayes: All.

Reports of Village Officers and Management:

- A.) Treasurer Report – June 2017: The treasurer report was accepted.
- B.) Fire Chief: None.
- C.) Superintendent of Wastewater Treatment Plant: Superintendent George Blakely gave a verbal as well as written report (attached). Blakely took the opportunity to thank Darrell Nantell for his over 30 years of service. Nantell will be retiring in August. Blakely answered questions from the Council.
- D.) Introduction of Newly Hired Water & Light Superintendent: Matt Perry was introduced by Village Manager James-Mesloh as the new W&L Superintendent. Perry stated that the new apprentice program has added an extra 1,000 hours for linemen, so that was a big part of why he felt compelled not to retire and stay on as the Superintendent. Discussion regarding the difficulty keeping our linemen positions staffed now and in the future was held. Because Perry just started as Superintendent, former W&L Superintendent Vallad gave part of the report. Vallad stated that the new mowers are in and the crew has been busy mowing. He also stated that 24 tons of garbage was removed from the Village with the free dumpster program this past month. A discussion regarding the electricity cut off policy, and what areas will be limbed this year was also held.
- E.) Superintendent of Parks and Recreation for Period of May 2017
 - a. Playground equipment is ordered for Atlas Park.
 - b. Hoping to proceed very soon with paving out at the TORC.
 - c. Dishaw stated he felt there is a need for some work to be done at Knierim Park.
- F.) Assistant Village Manager: Vallad gave a written report. Written report is attached. Vallad gave his verbal report with W&L Superintendent report.
- G.) Village Manager: James-Mesloh has been working on contracts and interviewing new hires and they are as follows: Matt Perry – W&L Superintendent, Clifford Fossitt - Ordinance Enforcement Officer, Allison Watkins - Director of Human Resources and

Community Engagement, Michelle Baynton – Administration Assistant for Superintendents. James-Mesloh has also been working on the utility rates.

- H.) Introduction of Newly Hired Ordinance Enforcement Officer: Village Manager James-Mesloh introduced Clifford Fossitt as the new Officer. He is getting set-up with an office, computer, uniform and phone. The Village Attorney is working on policies and procedures for Fossitt to follow. Fossitt stated that so far he has driven every street and alley and wrote down 4-pages of what he feels are violations. He asked the Council to let him know what their priorities are.

Reports of Boards:

- 1.) Water & Light Board Meeting from Tuesday, July 11, 2017: Medelis gave the report.
 - a.) The Board looked at the Budget Analysis from Plante Moran.
 - b.) The Board made a recommendation to Village Council to set a flat rate of \$75 per month for water.
 - c.) Restoration of lawns and Village property from the water project will begin within the next couple of weeks, depending on weather. There will be a notice in the paper warning citizens of the use of chemicals for the restoration and how long people and pets should stay off of the grass. Trustee Brown stated her concern about the chemicals and whether the citizens would be properly informed. Discussion followed.
 - d.) A possible \$10 a month surcharge may be levied on the customers outside of the Village limits, with a \$21 surcharge for businesses outside the Village. Discussion followed.
- 2.) Planning Commission Meeting: Next meeting - Monday, July 24, 2017.

Committee Reports:

- 1.) DPW/WWTP Committee: None.
- 2.) Finance Committee: None.
- 3.) Fire Committee: Next meeting is on October.
- 4.) Management Committee: None
- 5.) Ordinance Committee: None
- 6.) Project Rising Tide: Next meeting is Monday July 24th.
- 7.) Strategic Health Alliance: The grand opening of disc golf will be in a couple weeks.
- 8.) Safety Committee: None.
- 9.) Save the Bells: James-Mesloh and Schummer gave the report. The group meets weekly on Thursdays at 5:30 p.m. at the Old 41-Lumber building. There is currently \$2,856.01 of which \$2,000 was raised during the parade and \$201.01 raised at a lemonade stand, with the rest being individual donations. The group is working on taking apart the bells, having the steel bell-forms sandblasted and painted. Marianne Haupt was at the meeting to announce a \$500 donation from the Tahquamenon Area Senior Citizens to help save the bells.

Unfinished Business:

- 1.) Restoration of Excavated Areas for Water Project: Discussed earlier in meeting.
- 2.) Recycling Grant Award: Trustee Brown stated that Newberry had been chosen to receive \$48,000 from the DEQ in a competitive grant process for recycling. Moved by Dishaw, support by Medelis, **CARRIED**, that Newberry accept the Recycling

Grant being offered by the DEQ and that we use it to purchase two roll-off containers, leaving six available for other communities. Discussion followed. Ayes: All.

- 3.) Budget Review: Plante Moran submitted final analysis. The Village Manager gave a brief review, she asked the Trustees to read through the report, as it was very informative.

New Business:

1. Letter of Interest to Fill Trustee Vacancy: The vacancy will be advertised for 2-weeks. Council would like to appoint a trustee by next meeting.
2. Water Rates: Moved by Medelis, support by Brown, **CARRIED**, that effective August 1, 2017, the base water rate will change to a flat rate of \$75.00 per month for residence per REU (resident equivalent unit). A lengthy discussion followed. Ayes: All. Some of the comments made were: “All the studies and reports show the Village is not taking in enough money to pay its bills.” “We did this water project and have new infrastructure, now we have to start paying for it and we have no choice but to raise rates.” “After analyzing different options to raise the rates the flat rate seems to be the fairest way of raising them for all users.” “This rate change will make water self sustaining.” “Everyone is going up 53%.” “I just want to make sure everyone is paying the fair amount, the person using 1,000 gallons a month versus the person using 4,000 a month.” “Basically the customer is paying for the infrastructure.” “The bottom line is we are backed into a corner and we have no choice, we have to pay for the bond.”
3. Wastewater Rates: Moved by Baynton, support by Brown, **CARRIED**, effective August 1, 2017 the wastewater rate will be charged at a flat rate of \$35.00 per month per REU. Discussion followed. Ayes: All.

Public Comment: Don Ratliff brought in a bottle of water that came out of his tap showing residue. Ratliff felt there had been a break in the line and that he wasn't told to boil his water as is mandated. The W&L Superintendent said that there hadn't been a break that they had done a flushing. Mr. Ratliff expressed his disappointment of the ongoing quality of the water, he felt it had improved but was still not clean enough.

Continuation: #7 b.: Moved by Brown, support by Baynton, **CARRIED**, to grant Oakcity a 10-week extension to complete work at the WWTP. Discussion followed. Ayes: Baynton, Brown, DeWitt, Hendrickson, Medelis. Nays: Dishaw.

Moved by Hendrickson, support by Brown, **CARRIED**, to put on hold, until the next meeting, both the request to reduce retainage to 5% of contract amount plus 200% of value of work remaining to be completed **and** the Email from Chuck Lawson regarding detailing payment of approximately \$120,000 if reduction of retainage is approved. Ayes: All.

Comments by Council Members: DeWitt thanked everyone who worked on and attended the workshops regarding the rate increase. Dishaw had several comments: He asked who was responsible for cost of removing the tree that fell on W. Ave. C. Vallad stated that the Village took care of it because it was a safety hazard for our citizens. He also asked whether there was an agreement drawn-up with the helicopter company yet. James-Mesloh stated the Village attorney was working on it. Dishaw also stated he had a problem with getting the meeting packet by email on Monday afternoon, he feels its not enough time to read all the material. He also stated that it was expensive for him to print it out. James-Mesloh stated that with the new hire

the meeting material would be available for Council by Friday afternoon. Also there is a copy of the meeting packet in each of the Trustees binder in the office. Medelis stated he would like the weekend to look over the information. Baynton also thanked everyone for the work done on the water rates and thanked Matt Perry for staying. Hendrickson stated that he understands the public's anger for the rate increases, but this is something that should have been done a long time ago. He also stated that we can't live in the past we have to go on from here and this is the best way that this council knows how to fix the problem. Hendrickson said, "I hope people will understand and work with us on this and I thank them for their patience, it's a tough, tough decision."

Adjourn Meeting: Moved by Brown, support by Baynton, **CARRIED**, to adjourn the meeting at 8:57 p.m. Ayes: All.

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

Terese Schummer, Clerk

John Dewitt, Village President

Newberry Water and Light Board and Village of Newberry Council Meeting Assistant Village Manager; Buck Vallad

June 1 - June 30, 2017

A rainy June made for some soggy roads. We excavated an area on Vulcan just north of Truman because of some road deterioration. At first, we thought it might have been caused by a waterline leak, but discovered the storm pipe was holding water. Upon further investigation, we found the drainage is in need of dredging for the water to be able to flow from pipe. I am working with MDOT and the County to come up with a solution.

- No peak shaving for the month of June
- Miss Digs
- Work orders
- Brushed locations in town
- Water samples
- Nonpayment disconnects
- Meter reading
- Removed Brush from alleys
- Filled potholes
- 3 new service lines
- Street sweeping
- Attended JMAP meeting
- Worked on OSHA safety corrections
- Flushing
- 3 Outages for the month (squirrels, trees and storms)
- Call out fire at 411 West C
- Call out for accident on M123 and 4 mile. Driver hit guy wire
- OSHA inspection of all facilities
- Held pole for fiber optic repair
- Mowing

Newberry Wastewater Treatment Plant

George Blakely Superintendent
July 17, 2017

Excessive amounts of rain have made for a challenge in the operation the past month and it doesn't look to be changing any time soon.

The project has been progressing we have had a few delays with the PEW system. We have a new startup date for early August 2017. We have looked at remaining items to be completed by Oak City and have taken some of them on ourselves at a cost saving. We have also changed the priority on a few items to address existing problems.

I would like to take this opportunity to thank Darrell Nantell for his service of over 30 years. Darrell will be retiring in August 2017.

- Started new Septage Program
- Contractors winding down
- Work on OSHA deficiencies is mostly completed
- Installed new windows in lab and office
- Ordered new entrance door
- Meeting with Tom Asmus (DEQ) changed format for MOR
- Working on establishing Biosolids Program

**VILLAGE OF NEWBERRY
TRUSTEE VACANCY
RESOLUTION**

Motion By: Hendrickson

Supported By: Dishaw

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

WHEREAS, the Village of Newberry consists of a Council of six (6) Trustees and one (1) Village President, and

WHEREAS, the Village of Newberry Board of Trustees has experienced a vacancy due to death, and

NOW THEREFORE BE IT RESOLVED, according to Section 62.13 of General Village Law the Council declares the office of Trustee vacant.

I, Terese Schummer, Clerk of said Village of Newberry, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Village Council of the Village of Newberry, County of Luce, State of Michigan, at a regular meeting held on July 17, 2017 that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, and that the minutes of said meeting be kept and will be or have been made available as required by said Act.

AYES: 6
NAYS: 0
ABSENT: 0

In Testimony Whereof, I have hereunto set my hand and Affixed the seal of said Village of Newberry, this 17th day of July 2017.

Terese Schummer

Terese Schummer, Clerk
Village of Newberry

7-17-17
Date