

**Village Council Meeting
Village Manager Talking Points
June 19, 2017**

A. Options for Bill Payments

- a. Current options to pay water, light and garbage bills are:
 - i. In-person
 - ii. Drop-box beside the Water & Light building
 - iii. Mail
 - iv. Online
 - v. Local banks
 - vi. Available but not currently being utilized is automatic withdrawal from a customer's bank account. This is done by giving the routing number and bank account number the customer wants the funds withdrawn from and then it automatically happens on the due date for the amount of that month's bill.

- b. Suggested changes to pay water, light and garbage bills:
 - i. Proposal to reduce in-person bill payments to once per week or to only accept them the day before and day of shut offs. The rationale for this proposed change is the cost to the organization requires a minimum of two full-time staff and at least one additional part-time staff. This is a very expensive service given the current budget constraints of the organization.

B. Restructure Staffing for Water & Light Department

- a. Recommend not refilling the full-time WL Clerk position vacated in March 2017.
- b. Recommend not refilling the part-time WL Clerk position vacated in March 2017.
- c. Instead create a position to be an Administrative Assistant to Superintendents and open to current staff only.
- d. This would be a non-union position.
- e. Administrative Assistant to Superintendents position would report to the Superintendents for Water & Light, WWTP, and Parks & Recreation.
- f. This position would also serve as the receptionist for all phone calls received by the Village, Water & Light, and WWTP.

C. Salary & Benefits Recommendation

- a. Recommend salary range \$16.47 - \$16.62 per hour
- b. \$16.47 = \$34,257.60
- c. \$16.62 = \$34,569.60
- d. \$312 difference

**VILLAGE OF NEWBERRY
APPOINTMENT OF TRUSTEES TO PLANNING COMMISSION
RESOLUTION**

Motion By: Medelis

Supported By: Hendrickson

WHEREAS, the Village of Newberry created a Planning Commission pursuant to Public Act 33 of 2008, known as, the Michigan Planning Enabling Act, and

WHEREAS, the Village is less than 40,000 in population, and

WHEREAS, the Village of Newberry Board of Trustees has decided to appoint two Village Board of Trustee members to the Village of Newberry Planning Commission, and

Pursuant to Public Act 566 of 1978, known as, the Incompatible Public Offices Act, the Village of Newberry Board of Trustee desires to appoint two members of the Village of Newberry Board of Trustees to the Planning Commission, and

According to the Public Act 566 of 1978, Section 3 (4)(c) the Village of Newberry Board of Trustees authorizes the following Board Members to serve on the Planning Commission.

NOW THEREFORE BE IT RESOLVED, that Sharon Brown and Harold Dishaw be appointed to the Planning Commission and serve terms as specified in the Planning Commission by-laws.

FURTHER BE IT RESOLVED, upon leaving office as a Village Trustee, the appointment to the Planning Commission shall also terminate within 30 days or until the position on the Planning Commission is filled whichever comes first.

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 June 19, 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: Baynton, Dellitt, Hendrickson, Medelis

NAYS: none

ABSENT: Zimmerman

ABSTAIN: Dishaw, Brown

In Testimony Whereof, I have hereunto set my hand and Affixed the seal of said Village of Newberry, this 19th day of June 2017.

Terese Schummer

Terese Schummer, Clerk
Village of Newberry

6/19/17

Date

Employer Resolution Establishing Uniform Transfer Provision



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www.mersofmich.com

WHEREAS, the Village of Newberry is a participating municipality or court in the Municipal Employees' Retirement System of Michigan ("MERS"); and

WHEREAS, the Standard MERS Transfer policy became effective in August 2007; and

WHEREAS, under the Standard Transfer policy, all transferred employees (and rehired employees) are covered under the open employee plan associated with the defined employee group. Where the new plan is MERS Defined Contribution or Hybrid, the accrued defined benefit of transferring employee is frozen as of transfer date. Where the new plan is the MERS Defined Benefit, the transferring employee's service and wages will transfer to the new plan for purposes of calculating their retirement benefit.

WHEREAS, pursuant to Retirement Board action on November 10, 2010, the employing municipality or court may adopt for all its MERS divisions (present and future) an alternate policy which allows all transferred employees an individual choice at the time of transfer to either be placed in: (1) the division's open plan, or (2) the closed plan if it is the same plan type, provided there are active employees remaining in the closed division.

WHEREAS, this alternate transfer provision applies to transferred employees only; rehired employees will continue to be enrolled into the open plan; and

NOW THEREFORE BE IT RESOLVED, that effective _____ 1st, 2017, the Governing Body adopts this Resolution (or for a participating court, the Chief Judge by Administrative Order) for all present and future employee divisions requiring that all transferred employees (select only one):

- shall be covered under the open plan in the division into which they are transferred.
- shall be given the individual choice to either be placed in the open or closed plan if it is the same plan type provided there are active employees remaining in the closed plan.

MERS' Standard Transfer policy is an administrative process. Changes to such policy may impact MERS' ability to administer alternate and standard transfers in the future.

SEE PAGE 2 FOR CHART OF TRANSFER GUIDELINES

CERTIFICATION FOR PARTICIPATING MUNICIPALITY OR COURT

I hereby certify that this Resolution was adopted by (check one):

The Governing Body of the Village of Newberry at its meeting held on 06/19/2017
(dd/mm/yyyy) (Name of Municipality)

Administrative Order No. _____ adopted by the Chief Judge of the
(Order Number)

_____, on _____
(Name of Court)

(dd/mm/yyyy)

Signature of Authorized Official: Terese Schummer, Date: 6/19/17
(dd/mm/yyyy)

Printed name: Terese Schummer Title: Village Clerk

Employer Resolution Establishing Uniform Transfer Provision

In any transfer, employees' service is used toward vesting and eligibility in the new (active) plan. The employee takes on the benefit structure of the open plan on the first of the month that the plan is effective.

	Transfer to DB	Transfer to DC	Transfer to Hybrid
From DB	<p>Where a DB is the new benefit</p> <ul style="list-style-type: none"> All accrued wages, service transfer to the new plan and retirement is calculated using new DB benefits 	<p>Where DC is the new benefit</p> <ul style="list-style-type: none"> DB is frozen 	<p>Where Hybrid is the new benefit</p> <ul style="list-style-type: none"> DB is frozen DB of Hybrid begins accruing benefit service
From DC	<p>Where DB is the new benefit</p> <ul style="list-style-type: none"> DC remains participant directed, no future contributions Service earned helps meet vesting in both DB and DC plans 	<p>Where DC is the new benefit</p> <ul style="list-style-type: none"> Previous DC account balance and investment allocation are transferred into the new DC plan New contributions are directed to default fund until investment allocation is elected Future investment allocation / realignment is managed by the participant 	<p>Where Hybrid is the new benefit</p> <ul style="list-style-type: none"> Previous DC account balance and investment allocations are transferred into the new DC of Hybrid plan DB of Hybrid begins accruing benefit service
From Hybrid	<p>Where DB is the new benefit</p> <ul style="list-style-type: none"> DB of Hybrid is frozen DC of Hybrid remains participant directed, no future contributions, same eligibility for distributions applies DB benefit accrual begins with effective date of the plan 	<p>Where DC is the new benefit</p> <ul style="list-style-type: none"> DB of Hybrid is frozen DC of Hybrid account balance and investment allocations are transferred to the new DC plan New contributions are defaulted until participant changes investment allocation Future investment allocation/ realignment is managed by the participant 	<p>Where Hybrid is the new benefit</p> <ul style="list-style-type: none"> For DB of Hybrid – all accrued wages, service are transferred to the new plan and retirement is calculated using DB of H benefits For DC of Hybrid – previous DC of Hybrid account balance and investment allocations are transferred into the new DC of Hybrid plan