



## **AGENDA**

### **REGULAR MEETING**

July 9, 2019

7:00 P.M.

#### **A. PREVIOUS BOARD MINUTES**

1. Regular Meeting of May 14, 2019

#### **B. REVIEW OF UTILITY BILLS/FINANCIALS:**

1. June 2019 bills in the amount of \$780,748.14
2. June Waste Water Improvement Project in the amount of \$7,904.13
3. MSCPA bill for May 2019 in the amount of \$631,525.02

#### **C. MAY 2019 FINANCIAL REPORTS**

#### **D. DIRECTOR'S REPORT**

#### **E. ACTION ITEMS**

1. Waste Water Treatment Plant HVAC System Replacement
2. Republic Waste Services Customer Services Agreement
3. Dixon Engineering Service Agreement
4. ESRI Annual Software Renewal
5. Waste water Treatment Plant Project Change Order #14
6. Resolution #209 BPU Rules and Regulation Amendments

#### **F. DEPARTMENT AND PROJECT REPORTS**

1. Water & Wastewater
2. Electric Distribution
3. Power Plant

#### **G. MISCELLANEOUS**

1. MSCPA General Information
2. MSCPA Minutes
  - a. May 10, 2019 Regular Meeting
  - b. May 10, 2019 Work Session
3. Economic Development Partnership Minutes
  - a. April 2019
4. Community Action Agency Report for June

#### **H. BOARD MEMBER ROUNDTABLE**

#### **I. OPPORTUNITY FOR GENERAL PUBLIC TO ADDRESS THE BOARD**

#### **J. ADJOURNMENT**

Hillsdale Board of Public Utilities  
Regular Meeting

June 11, 2019

The regular Hillsdale Board of Public Utilities meeting was called to order at the BPU Offices, 45 Monroe Street, Hillsdale, Michigan at 7:00 p.m. by Mr. Barry Hill, President of the Board.

Board Members Present:           Mr. Barry Hill  
  Ms. Lois Howard  
  Mr. Bob Batt

Board Members Absent:           Mr. Eric Hoffman  
  Mr. Chris Sumnar

Others present: Chris McArthur, BPU Director; Chad Culbert, Electric Distribution Superintendent; Bonnie Tew, Finance Director; David Mackie, City Manager; Jenna Eidenier, Summer Intern, and Kelley Newell, BPU Board Secretary.

**BPU MINUTES**

Ms. Howard, supported by Mr. Batt, moved to approve the May 14, 2019 minutes as presented. Motion carried unanimously by voice vote.

**BILLS PAYABLE**

Ms. Howard, supported by Mr. Batt, moved to approve the May 2019 bills in the amount of \$307,129.33. Motion carried unanimously by voice vote.

**MAY WASTEWATER IMPROVEMENT PROJECT**

Mr. Batt, supported by Ms. Howard, moved to approve the May 2019 Wastewater Improvement Project bill in the amount of \$7,361.61. Motion carried unanimously by voice vote.

**MSCPA BILL**

Ms. Howard, supported by Mr. Batt, moved to approve the April 2019 MSCPA bill in the amount of \$619,964.37. Motion carried unanimously by voice vote.

## **APRIL 2019 FINANCIAL STATEMENTS**

Ms. Howard, supported by Mr. Batt, moved to approve the April 2019 financial statements as submitted. Motion carried unanimously by voice vote.

## **DIRECTOR'S REPORT**

1. Director McArthur provided an update on the Wastewater Treatment Plant project. On May 21<sup>st</sup>, LD Dosca was issued a Letter of Understanding in reference to outstanding items left in the project. Dosca has verbally agreed to the terms listed in the letter with a change to the Flow Meter. A new Flow Meter has been approved but has a 6 to 8 week lead time. The City has allowed additional time past the June 21<sup>st</sup> date for procurement and installation of the Flow Meter. All other outstanding items are to be completed by June 21, 2019 per the Letter of Understanding.
2. Director McArthur provided an update on the Garden, Mead, Vine and Rippon Street Project. Director McArthur reported the Garden, Mead, and Vine areas have been graded to the final height for paving. Paving is scheduled to begin June 7<sup>th</sup>. Curb, gutter and sidewalk has been laid on the south side of Rippon Street in preparation of base layer paving to be completed the same time as Garden, Mead and Vine Streets. The additional sewer work has been approved by the DEQ and is scheduled to be approved by the MEDC by June 7<sup>th</sup>.
3. Director McArthur reported on the Rate Study. A Request for Proposal was issued on May 31<sup>st</sup> for the Electric, Water, and Sewer Cost of Service and Rate Design Study. The proposals are due in the office on June 26, 2019. We will plan to have staff's recommendation at the July 9<sup>th</sup> Board Meeting.
4. Director McArthur also reported on the Council Update. At the June 3<sup>rd</sup> Council Meeting the 2019/2020 budget was approved with the sinking fund. Also discussed at the meeting was the City Right-of-Way uses and activities. A number of residents would like to plant trees and flowers in the City Right-of-Way. A number of concerns have been discussed with the Council in respect to the potential issues that this can cause. The Council has sent this issue to the Public Services Committee.
5. Significant Dates  
Director McArthur posted these significant dates:  
July 9, 2019 BPU Board Meeting 7:00 pm Board Room  
July 10, 2019 MSCPA Annual Meeting at Olivia's Chop House

6. Director McArthur gave an update on the Waste Water Treatment Plant HVAC System. May 31<sup>st</sup> bids were opened for the Waste Water Treatment Plant HVAC system. The bids came in well over projected prices. The bids were as follows: Core Mechanical \$374,750 and Foulke Construction at \$362,200. There was \$250,000 budgeted for this project in the 2020 budget. Staff plans to review the bids and requirements to evaluate other options.
  
7. Director McArthur reported on the 2019 Hillsdale Drinking Water Video Contest Winners. Hillsdale City Board of Public Utilities works with the Michigan Rural Water Association (MRWA) to educate the public in ways to keep our drinking water clean. Each year the Wellhead Protection Committee chooses a different way to achieve this goal. This year, the Committee approached the Mindy Eggleston's Video Class at Hillsdale High School and asked them to create educational videos. The class was told that the top two videos would receive \$300 in prize money and the videos would be shown on the "big screen" at the local cinema during the preview period. The winning videos were created by two groups of students.

Group 1 consists of: Abigail Baker, Hannah Lee, Gabby Gates and Lydia Lee.

<https://www.youtube.com/watch?v=tZ3aJQgaiRU&feature=youtu.be>

Group 2 consists of: Vanessa Brown, Kendra Truax and Tori Lucas

<https://www.youtube.com/watch?v=i934cGL4YKg&feature=youtu.be>

The Wellhead Protection Committee would like to thank them for their hard work and creativity and congratulate them on their accomplishment and Ms. Eggleston for her guidance and willingness to further the MRWA's goals.

8. An update was given by Director McArthur on the Franchise Agreements. All of the township agreements have been approved with the exception of Fayette Township. Director McArthur attended their last meeting to address the concern of payment for fire calls in regards to down wires. It was discussed at that meeting our willingness to work with them for reimbursement for these calls when they happen as we do with our other townships. The change was added into the agreement and was reviewed by the City Attorney. We are awaiting their approval and publication.
  
9. Director McArthur reported on the Policy Updates. Staff has reviewed and made changes to the "Rules & Regulations" of the BPU. It is time to review them at the Board level. He proposed a Finance & Administration committee meeting to go over the changes and get the Boards input.



## **ACTION ITEMS**

### **1. Confirmation of Board Organization**

Director McArthur reported the Hillsdale City Charter designates May as the month that the Hillsdale Board of Public Utilities organizes itself by the election of officers. A President (Barry Hill) and Vice-President (Bob Batt) were elected at the May meeting. A conformation vote is asked for due to Bob Batt not being reappointed to the board at the time of the vote.

Mr. Hill, seconded by Ms. Howard moved to approve Bob Batt to be Vice-President to the Hillsdale Board of Public Utilities Board and make recommendation to Mayor and Council for reappointment. Motion carried unanimously by voice vote.

### **2. Purchase of Transformers for Voltage Upgrade**

Director McArthur reported that transformers are voltage specific and new dual voltage units will be necessary to complete our voltage upgrade project. We have over 500 transformers operating on the 2400/4160 system. Fifty new dual voltage pole mount transformers were quoted by three manufactures. These transformers are for the Voltage Upgrade Project and are part of the Capital Budget.

Stuart Irby Co – GE Prolec	\$50,325
Powerline Supply – Eaton Copper	\$56,507.75
Resco – Ermco	\$64,000

Ms. Howard, seconded by Mr. Batt moved to approve the purchase of transformers from Stuart Irby Co for \$50,325.00 as they are the low bid. Motion carried unanimously by voice vote.

### **3. Vermeer Trencher Repairs**

Director McArthur reported the large Vermeer trencher was purchased in 1996 and overall appears to be mechanically sound and in very good condition. The digging chain and bar are original equipment and are much worn and in need of replacement. The unit was returned to the manufacture for repair estimates and recommendations. The estimate to rebuild the trenching unit, replace the chain and drive sprocket, install new wear bars, and replace boom head came to a cost of \$22,289.67. Estimates to replace the machine with a new model were \$95,000.00. There is \$15,000 budgeted in the FYE 2020 Budget for this Repair.

Mr. Batt, seconded by Ms. Howard moved to approve Vermeer repair the machine that we have for a cost of \$22,289.67. Motion carried unanimously by voice vote.

#### 4. Water Treatment Plant Filter Media Replacement

Director McArthur reported the bids were returned 05/23/2019 for the replacement of the filter media and associated work required inside of the filter. Three bids were received, one from Northern Pump and Well, one from Artesian of Pioneer, and one from Peerless Midwest.

Northern Pump and Well's bid was for \$138,748.00. Artesian of Pioneer's bid was for \$111,374.00 and Peerless Midwest's bid was for \$86,000. Peerless Midwest requires cutting in two new 24" round manholes at \$8540.00 each, which would be added to the base bid. Then there would be a concern about pressure testing the tank. There is \$80,000 budgeted from FYE 2019 and \$90,000 budgeted for FYE 2020 Capital Budgets.

Ms. Howard, seconded by Mr. Batt moved to approve awarding the bid to Artesian of Pioneer to replace the media in filter #2 and make necessary repairs to the underdrain and interior coating for the amount of \$111,374.00. Motion carried unanimously by voice vote.

#### 5. Waste Water Treatment Plant North Clarifier Drive Replacement

Director McArthur reported the bids were returned 05/17/2019 for the replacement of the work portion for replacement of the North Clarifier drive unit. Two bids were received, one from Franklin Holwerda Company, and one from Process Piping and Equipment. Bids were comparable. Funds are budgeted for in the FYE 2020 Capital Budget in the amount of \$30,000.00

Franklin's bid was for \$36,670.00. Process Piping's bid was for \$28,120.00.

Mr. Batt, seconded by Ms. Howard moved to approve hiring Process Piping and Equipment to supply the necessary labor and equipment to install the clarifier drive at the Waste Water Treatment Plant for a price of \$28,120.00. Motion carried unanimously by voice vote.

#### 6. Internal Loan Resolutions #206, #207, and #208

City Manager Mackie reported on March 12, 2019 the BPU Board approved and recommended to City Council the Internal Loan policy. At the time it stated: "Currently neither the Board of Public Utilities (BPU) nor the City of Hillsdale (City) have an Internal Loan Policy. In the past, monies have been lent from one department to another on a case by case basis without standardized format and sometimes without any documentation at all." In the BPU's case, this is why the State previously required both the Water and Sewer Departments to create deficit elimination plans with the Electric Department.

The Internal Loan Policy is meant to address this void for both the BPU and City, not only addressing City to City or BPU to BPU loans but BPU to City and City to BPU loans. In the immediate future I do see a need for the City and potentially the Water and Sewer

Departments to borrow funds from the Electric Department for various reasons, which would be presented when the requests are brought forward.

Three internal loans from the Electric Department were presented for discussion during the budget process. One loan was to the City for \$1.3 million to address the Charter language related to the use of the 3 mill (road) sinking fund, the second to the Sewer Department for \$900,000 to help cover necessary capital improvement expenditures and the final loan to TIFA for \$200,000 to cover short term expenses on the Dawn Theater renovation. Terms for the three loans are 2.5% interest rate and a term of 10 years for the Sewer Department loan and 5 years for the City and TIFA loans.

These loans should be considered investments and will be made out of cash reserves that are normally invested outside of the City. They will not harm the Electric Department's ability to address its own capital improvement needs. All three areas of the City have ample revenues to make their payments according to the terms of the resolutions. We do not anticipate any additional loans within the City at this time.

Ms. Howard, seconded by Mr. Batt moved to approve Resolution #206. Motion carried unanimously by voice vote.

Resolution #206 A RESOLUTION AUTHORIZING AN INTERDEPARTMENTAL LOAN BETWEEN THE HILLSDALE BOARD OF PUBLIC UTILITIES (BPU) ELECTRIC FUND AND THE CITY OF HILLSDALE CAPITAL IMPROVEMENT FUND FOR ROAD RECONSTRUCTION DEBT.

Mr. Batt, seconded by Ms. Howard moved to approve Resolution #207. Motion carried unanimously by voice vote.

Resolution #207 A RESOLUTION AUTHORIZING AN INTERDEPARTMENTAL LOAN BETWEEN THE HILLSDALE BOARD OF PUBLIC UTILITIES (BPU) ELECTRIC FUND AND THE HILLSDALE TAX INCREMENT FINANCE AUTHORITY (TIFA) FOR THE DAWN THEATER RENOVATIONS.

Ms. Howard, seconded by Mr. Batt moved to approve Resolution #208. Motion carried unanimously by voice vote.

Resolution #208 A RESOLUTION AUTHORIZING AN INTERDEPARTMENTAL LOAN BETWEEN THE HILLSDALE BOARD OF PUBLIC UTILITIES (BPU) ELECTRIC FUND AND THE HILLSDALE BOARD OF PUBLI UTILITIES SEWER FUND. And recommend the same to City Council for approval.

## **DEPARTMENT PROJECT PROGRESS REPORTS**

In Bill Brigg's absence, Director McArthur reported on the Water Distribution/Wastewater Collections/WWTP. The crews repaired a water service break on an old line on Rippon Street which resulted in a boil water notice. We finished flushing hydrants and also repaired 2 fire hydrants and replaced one. Two service leaks were repaired on Hillsdale Street. Parrish tapped new line for old Mauck School. We were issued a permit violation for ammonia, no test results for one day. No fee was issued.

Superintendent Chad Culbert presented the Electric Distribution report. Work has continued on the Hi-Rise substation structure. We hope to have this initial stage completed in June. Several poles were replaced because of storm, woodpecker and ant damage. The crews spent 2 weeks on ROW mowing and trimming finishing the 2019 budget. 7 incidents were logged in May. Strong thunderstorms passed through on the morning of May 23 causing several outages. Storm restoration and clean-up lasted most of the day. We sent crews to Coldwater BPU on the evening of the 23<sup>rd</sup> and all day on the 24<sup>th</sup> to help with their restoration efforts.

Director McArthur presented the power plant monthly report. There was an issue with the fire alarm sensor. We had Tyco Alarm Co. come in and fix the faulty sensor. We pumped water out of man holes at the power plant. We replaced faulty lights in 13.2kv breaker building vault with new LED lights. Test ran engines for 2.8 hours this month. The ROP (Renewable Operating Permit) is in the public comment phase.

## **BOARD MEMBER ROUNDTABLE**

Discussion of moving the Board Meetings to 6:00 p.m. Mr. Hill will check with absent board members and report at next board meeting.

## **PUBLIC COMMENT**

Mr. Culbert expressed concern over the future of how we purchase power and the loans from the electric department.

## **AJOURNMENT**

Ms. Howard, seconded by Mr. Batt, moved to adjourn the meeting. The motion carried unanimously by voice vote.

The meeting adjourned at 8:32 p.m.

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Kelley T. Newell, BPU Board Secretary

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POST DATES 06/01/2019 - 06/30/2019

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INVOICE NUMBER	DESCRIPTION	AMOUNT	PAID BY CHECK NUMBER
VENDOR NAME: ACD			
42187-136	MONTHLY LEASE RENTAL	202.00	71060
TOTAL VENDOR ACD		202.00	
VENDOR NAME: ADT SECURITY SERVICES			
06.13.2019	QUARTERLY ALARM MONITORING 401 HILLSDALE	167.43	71136
TOTAL VENDOR ADT SECURITY SERVICES		167.43	
VENDOR NAME: ALBRIGHT, ALICIA M			
05/31/2019	UB refund for account: 026452	14.02	71061
TOTAL VENDOR ALBRIGHT, ALICIA M		14.02	
VENDOR NAME: ALLEN, SAWYER K			
05/30/2019	UB refund for account: 009967	19.85	71062
TOTAL VENDOR ALLEN, SAWYER K		19.85	
VENDOR NAME: ALTEC, INC			
50422159	REPAIRS TO 39-02 BOOM CYLINDER	7,990.60	71137
TOTAL VENDOR ALTEC, INC		7,990.60	
VENDOR NAME: AMAZON CAPITAL SERVICES, INC			
11RW-CNVR-H1PT	SSD HARD DRIVES AND BRACKETS	71.08	71063
1RVJ-F743-GJ4P	SAFETY VEST AND CAUTION TAPE	89.50	71063
1X73-TYXY-1J49	KENWOOD RADIO MOUNT & BATTERIES	187.50	71063
196F-KW4-CDTG	PRINTER CARTRIDGES	29.99	71063
1NHR-KP9T-VTFQ	PRINTER CARTRIDGES	95.67	71063
TOTAL VENDOR AMAZON CAPITAL SERVICES, INC		473.74	
VENDOR NAME: AMERICAN COPPER AND BRASS, LLC			
19INV017966	ELECTRIC SUPPLIES	22.50	71064
19INNV023352	ELECTRIC SUPPLIES	1.67	71064
19INV023106	ELECTRIC SUPPLIES	14.25	71064
19INV023872	ELECTRIC SUPPLIES	3.79	71064
19INV023405	GRINDING/CUTTING WHEELS, LIGHTS, PLUGS	202.80	71064
19INV021475	GRINDING/CUTTING WHEELS, LIGHTS, PLUGS	7.58	71064
19INV022183	GRINDING/CUTTING WHEELS, LIGHTS, PLUGS	8.69	71064
19INV021085	ELECTRICAL BOXES	40.51	71064
19INV025548	BULBS AND SUPPLIES	66.90	71138
19INV025549	BULBS AND SUPPLIES	9.77	71138
19INV025813	PLUMBING AND ELECTRICAL SUPPLIES	18.55	71138
TOTAL VENDOR AMERICAN COPPER AND BRASS, LLC		397.01	
VENDOR NAME: ARROW SWIFT PRINTING			
149193	WHITE WINDOW ENVELOPES	448.00	71065
149297	REMINDER NOTICES - BLUE	290.00	71139
TOTAL VENDOR ARROW SWIFT PRINTING		738.00	
VENDOR NAME: AT&T			
517R21057606-BPU	TELEPHONE SERVICE	710.10	71066
517439120406/	TELEPHONE SERVICE - PP	183.00	71140
517437098606	TELEPHONE SERVICE - PRI LINES	387.46	71140
TOTAL VENDOR AT&T		1,280.56	
VENDOR NAME: BECKER & SCRIVENS			
81616	3' CONCRETE BLOCK	25.00	71067
81830	CONCRETE FOR LIGHT POLE	165.00	71067
81831	CONCRETE FOR LIGHT POLE	66.50	71067
TOTAL VENDOR BECKER & SCRIVENS		256.50	
VENDOR NAME: BEMIS, ROBERT C			
06/11/2019	UB refund for account: 010698	64.38	71068
TOTAL VENDOR BEMIS, ROBERT C		64.38	
VENDOR NAME: BISBEE INFRARED			
22738	ANNUAL INSPECTION	525.00	71141
TOTAL VENDOR BISBEE INFRARED		525.00	
VENDOR NAME: BLUE CROSS & BLUE SHIELD OF MI			
015387/016191	DENTAL & VISION INSURANCE GROUP 0070034	1,632.02	71134

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CUSTOM INVOICE REPORT FOR CITY OF HILLSDALE  
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INVOICE NUMBER	DESCRIPTION	AMOUNT	PAID BY CHECK NUMBER
VENDOR NAME: BLUE CROSS & BLUE SHIELD OF MI			
	TOTAL VENDOR BLUE CROSS & BLUE SHIELD OF MI	1,632.02	
VENDOR NAME: BRENT JOHNSON			
05.29.2019	MEAL ALLOWANCE - BRENT JOHNSON	24.00	71069
	TOTAL VENDOR BRENT JOHNSON	24.00	
VENDOR NAME: BRIDGESTONE AMERICAS, INC			
612023	MONTHLY PROCESSING	3,207.40	71070
612024	MONTHLY PROCESSING	2,567.04	71176
	TOTAL VENDOR BRIDGESTONE AMERICAS, INC	5,774.44	
VENDOR NAME: BUMP, REAGAN J			
06/11/2019	UB refund for account: 026909	119.00	71071
	TOTAL VENDOR BUMP, REAGAN J	119.00	
VENDOR NAME: BUSINESS CARD			
05001C	LINECREW LUNCH	81.00	57
RI3937350	LUNCH STATE REPRESENTATIVE & TRANSACTI	91.26	57
05.10.2019	LIGHT BULBS - LUNCH	58.65	57
05.01.2019	LUNCH	79.76	57
	TOTAL VENDOR BUSINESS CARD	310.67	
VENDOR NAME: CARNICOM, LELA A			
06/11/2019	UB refund for account: 030210	33.69	71072
	TOTAL VENDOR CARNICOM, LELA A	33.69	
VENDOR NAME: CARR BROTHERS & SON INC.			
109349-BPU	PEASTONE AND TRUCKING	909.92	71073
	TOTAL VENDOR CARR BROTHERS & SON INC.	909.92	
VENDOR NAME: CARR, RICHARD G			
06/11/2019	UB refund for account: 024463	31.65	71074
	TOTAL VENDOR CARR, RICHARD G	31.65	
VENDOR NAME: CINTAS CORPORATION			
4023670509	MATT'S	40.00	71075
4024087394	MATT'S	40.00	71142
4024573761	MATTS	40.00	71142
	TOTAL VENDOR CINTAS CORPORATION	120.00	
VENDOR NAME: CINTAS FIRST AIDE			
5013784658	FIRST AID REFILLS	58.88	71077
5013611022	STOCK MEDICINE CABINET WWTP	111.04	71076
5014105715	FIRST AID CABINET SERVICE WWTP	59.33	71143
	TOTAL VENDOR CINTAS FIRST AIDE	229.25	
VENDOR NAME: CITY OF HILLSDALE			
06.28.2019	LOAN PROCEEDS	500,000.00	71178
06.12.2019	ADMIN SERVICES FY 2018-19	20,000.00	71079
	TOTAL VENDOR CITY OF HILLSDALE	520,000.00	
VENDOR NAME: CONALEW			
06/26/2019	UB refund for account: 024273	44.00	71144
	TOTAL VENDOR CONALEW	44.00	
VENDOR NAME: CURRENT OFFICE SOLUTIONS			
627667-00	HIGHLIGHTERS & FOLDERS	25.56	71145
627257-00	FLDR, FILE & ADDING MACHINE TAPE	50.40	71081
627523-00	FILES	31.61	71145
627619-00	CRTDG,SMTprt,LJ 9000 SRS	336.99	71145
627509-00	STAMP - AMY	20.99	71145
310732	LEASE/COPIES	418.86	71081
	TOTAL VENDOR CURRENT OFFICE SOLUTIONS	884.41	
VENDOR NAME: CURTIS, SHIRLEY A & LACINDA			
06/11/2019	UB refund for account: 014121	51.29	71082
	TOTAL VENDOR CURTIS, SHIRLEY A & LACINDA	51.29	

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INVOICE NUMBER	DESCRIPTION	AMOUNT	PAID BY CHECK NUMBER
VENDOR NAME: DAVIS, AARON J			
06/18/2019	UB refund for account: 014463	132.00	71146
TOTAL VENDOR DAVIS, AARON J		132.00	
VENDOR NAME: DICKERSON, BETHANY S			
06/20/2019	UB refund for account: 022983	148.35	71147
TOTAL VENDOR DICKERSON, BETHANY S		148.35	
VENDOR NAME: DONNOR, ZACHARY J			
06/20/2019	UB refund for account: 023286	22.00	71148
TOTAL VENDOR DONNOR, ZACHARY J		22.00	
VENDOR NAME: EAST 2 WEST ENTERPRISES, INC			
8336	CLEANING FOR MAY - BPU	225.00	71083
TOTAL VENDOR EAST 2 WEST ENTERPRISES, INC		225.00	
VENDOR NAME: EASYPERMIT POSTAGE			
SN-0908549	POSTAGE	2,682.00	54
TOTAL VENDOR EASYPERMIT POSTAGE		2,682.00	
VENDOR NAME: ELHORN			
278586	POTASSIUM PERMANGANATE WTP	7,129.98	71084
TOTAL VENDOR ELHORN		7,129.98	
VENDOR NAME: FAMILY FARM & HOME			
450/54	SHEARS, LUBRICANT, SHOVELS , WASH BRUSH	74.93	71085
455/54	SHEARS, LUBRICANT, SHOVELS , WASH BRUSH	26.98	71085
TOTAL VENDOR FAMILY FARM & HOME		101.91	
VENDOR NAME: FASTENAL			
MIJON75384	HYDRANT BOLTS	29.80	71086
TOTAL VENDOR FASTENAL		29.80	
VENDOR NAME: FOULKE CONSTRUCTION			
19015	FOUNDATION REPAIR FOR FUEL OIL TANK	7,250.00	71087
TOTAL VENDOR FOULKE CONSTRUCTION		7,250.00	
VENDOR NAME: GABRIELE, MITCHELL B			
06/13/2019	UB refund for account: 016928	38.00	71088
TOTAL VENDOR GABRIELE, MITCHELL B		38.00	
VENDOR NAME: GELZER & SON INC			
A199429	3 GAL COOLER	36.99	71089
A198393	FASTENERS AND PAINT	11.00	71089
C327461	FASTENERS AND PAINT	9.58	71089
C327471	FASTENERS AND PAINT	40.95	71089
C329431	WASP & HORNET SPRAY	5.94	71089
TOTAL VENDOR GELZER & SON INC		104.46	
VENDOR NAME: HAMMOND, CHAD R			
06/26/2019	UB refund for account: 026139	61.00	71149
TOTAL VENDOR HAMMOND, CHAD R		61.00	
VENDOR NAME: HARDS, BRANDY M			
06/18/2019	UB refund for account: 030049	94.00	71150
TOTAL VENDOR HARDS, BRANDY M		94.00	
VENDOR NAME: HAVILAND PRODUCTS COMPNAY			
321145	CHLORINE GAS CYLINDER	650.00	71151
TOTAL VENDOR HAVILAND PRODUCTS COMPNAY		650.00	
VENDOR NAME: HEFFERNAN SOFT WATER SERVICE			
114809	WATER FOR BATTERY MAINT	21.00	71152
114754	DITILLED WATER, SALT WWTP	43.98	71152
114555	DISTILLED WATER FOR WWTP LAB	17.50	71090
114691	WATER REFILL	9.00	71090
TOTAL VENDOR HEFFERNAN SOFT WATER SERVICE		91.48	



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INVOICE NUMBER	DESCRIPTION	AMOUNT	PAID BY CHECK NUMBER
VENDOR NAME: HERCULES INDUSTRIES, INC			
106766	KEYS FOR LOCKS AT POWER PLANT	8.50	71091
TOTAL VENDOR HERCULES INDUSTRIES, INC		8.50	
VENDOR NAME: HOOP LAWN & SNOW, LLC			
05312019	MOWING FROM 4/30-5/31	2,000.00	71092
TOTAL VENDOR HOOP LAWN & SNOW, LLC		2,000.00	
VENDOR NAME: HOWARD T MORIARTY COMPANY INC			
000345	TRAFFIC CONES AND SIGNS	2,817.50	71153
TOTAL VENDOR HOWARD T MORIARTY COMPANY INC		2,817.50	
VENDOR NAME: HYDROCORP			
0052339-IN	CROSS CONNECTION CONTROL PROGRAM SERVIC	1,333.00	71093
TOTAL VENDOR HYDROCORP		1,333.00	
VENDOR NAME: JOHNSON CONTROLS SECURITY SOLUTIONS			
32702885	SERVICE CALL FOR OFFICE PAD	364.00	71154
TOTAL VENDOR JOHNSON CONTROLS SECURITY SOLUTIONS		364.00	
VENDOR NAME: JONESVILLE LUMBER			
81974	2X6S NAIL STADES NAILS	38.44	71094
TOTAL VENDOR JONESVILLE LUMBER		38.44	
VENDOR NAME: JUNIOR ACHIEVEMENT OF MI EDGE			
05.30.2019	DEVELOPING YOUTH ENTREPRENEURS	100.00	71095
TOTAL VENDOR JUNIOR ACHIEVEMENT OF MI EDGE		100.00	
VENDOR NAME: KLUG, AMANDA M			
06/11/2019	UB refund for account: 019493	83.00	71096
TOTAL VENDOR KLUG, AMANDA M		83.00	
VENDOR NAME: LACEY JR, DONALD C			
06/20/2019	UB refund for account: 026860	187.00	71155
TOTAL VENDOR LACEY JR, DONALD C		187.00	
VENDOR NAME: LOU'S GLOVES, INC			
028873	BLACK NITRILE GLOVES	226.00	71098
TOTAL VENDOR LOU'S GLOVES, INC		226.00	
VENDOR NAME: LOVINGER & THOMPSON, PC			
05.31.2019	LEGAL FEES	750.00	71099
TOTAL VENDOR LOVINGER & THOMPSON, PC		750.00	
VENDOR NAME: MAILFINANCE			
N7758550		1,274.94	71100
TOTAL VENDOR MAILFINANCE		1,274.94	
VENDOR NAME: MARSHALL, WILLIAM			
06/20/2019	UB refund for account: 030088	39.04	71156
TOTAL VENDOR MARSHALL, WILLIAM		39.04	
VENDOR NAME: MARTIN BRAD			
19-356 SC	PROCESS SERVICE	44.80	71101
19-361 SC	PROCESS SERVICE	28.72	71101
19-357 SC	PROCESS SERVICE	10.96	71101
19-371 SC	PROCESS SERVICE	11.92	71101
19-373 SC	PROCESS SERVICE	41.68	71101
19-364 SC	PROCESS SERVICE	10.48	71101
TOTAL VENDOR MARTIN BRAD		148.56	
VENDOR NAME: MATA, COURTNEY K			
06/24/2019	UB refund for account: 030209	51.68	71157
TOTAL VENDOR MATA, COURTNEY K		51.68	
VENDOR NAME: MCAULAY, BRANDI M			
06/26/2019	UB refund for account: 026034	36.91	71158

INVOICE NUMBER	DESCRIPTION	AMOUNT	PAID BY CHECK NUMBER
VENDOR NAME: MCAULAY, BRANDI M			
	TOTAL VENDOR MCAULAY, BRANDI M	36.91	
VENDOR NAME: MCHAFFIE, GRIFFEN T			
06/11/2019	UB refund for account: 023407	3.00	71102
	TOTAL VENDOR MCHAFFIE, GRIFFEN T	3.00	
VENDOR NAME: MERIT LABORATORIES			
02002	BEF COMPLIANCE, POWERPLANT TESTING	286.50	71103
02313	BEF COMPLIANCE, POWERPLANT TESTING	286.50	71103
02633	BEF COMPLIANCE, POWERPLANT TESTING	286.50	71103
02421	BEF COMPLIANCE, POWERPLANT TESTING	286.50	71103
02202	BEF COMPLIANCE, POWERPLANT TESTING	168.25	71103
02532	BEF COMPLIANCE, POWERPLANT TESTING	168.25	71103
01913	BEF COMPLIANCE, POWERPLANT TESTING	92.00	71103
03226	BEF COMP TESTING, GRIT RECERT, MONTHLY	286.50	71159
02849	BEF COMP TESTING, GRIT RECERT, MONTHLY	286.50	71159
02677	BEF COMP TESTING, GRIT RECERT, MONTHLY	168.25	71159
02676	BEF COMP TESTING, GRIT RECERT, MONTHLY	210.00	71159
03337	BEF COMP TESTING, GRIT RECERT, MONTHLY	286.50	71159
02311	BEF COMP TESTING, GRIT RECERT, MONTHLY	551.00	71159
	TOTAL VENDOR MERIT LABORATORIES	3,363.25	
VENDOR NAME: MERIT NETWORK INC			
82170-BPU	70 MBPS INTERNET BPU 2019-2020 MERIT NE	3,120.00	71104
	TOTAL VENDOR MERIT NETWORK INC	3,120.00	
VENDOR NAME: MERS			
00095257-15	RETIREMENT CONTRIBUTIONS - 300101	28,807.50	55
	TOTAL VENDOR MERS	28,807.50	
VENDOR NAME: MICH GAS UTILITIES			
2690962406-00000	NATURAL GAS UTILITY - 37 GEN METER	44.32	71105
	TOTAL VENDOR MICH GAS UTILITIES	44.32	
VENDOR NAME: MICHIGAN PIPE & VALVE			
JO17356	INVENTORY	3,554.19	71106
JO17566	FIRRE HYDRANTS, REPAIR SLEEVE, CURB STO	7,413.90	71160
JO17567	FIRRE HYDRANTS, REPAIR SLEEVE, CURB STO	647.59	71160
	TOTAL VENDOR MICHIGAN PIPE & VALVE	11,615.68	
VENDOR NAME: MICHIGAN RURAL WATER ASSOCIATION			
06.13.2019	ANNUAL DUES JULY 2019 - JUNE 2020	710.00	71161
	TOTAL VENDOR MICHIGAN RURAL WATER ASSOCIATION	710.00	
VENDOR NAME: MICHIGAN SOUTH CENTRAL POWER AGENCY			
H 05-19	NATURAL GAS PURCHASES FOR MAY 2019	1,854.96	71162
	TOTAL VENDOR MICHIGAN SOUTH CENTRAL POWER AGENCY	1,854.96	
VENDOR NAME: NORTH CENTRAL LABORATORIES INC			
423662	TEST N TUBE PLUS FOR DR3900	205.14	71107
424125	GLASS FIBER FILTERS	94.50	71107
	TOTAL VENDOR NORTH CENTRAL LABORATORIES INC	299.64	
VENDOR NAME: NORTHERN SAFETY & INDUSTRIAL			
903414346/10188581	EAR PLUGS, GLOVES, REPIRATOR	267.21	71108
	TOTAL VENDOR NORTHERN SAFETY & INDUSTRIAL	267.21	
VENDOR NAME: NORTHRUP, ANNETTE M			
06/24/2019	UB refund for account: 024070	156.00	71163
	TOTAL VENDOR NORTHRUP, ANNETTE M	156.00	
VENDOR NAME: NORTHRUP, KELLY SUE			
05/31/2019	UB refund for account: 026071	83.00	71109
	TOTAL VENDOR NORTHRUP, KELLY SUE	83.00	
VENDOR NAME: OHIO CONCRETE			
089742	SAW CUT HILLSDALE STREET AND M99	1,033.40	71110

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CUSTOM INVOICE REPORT FOR CITY OF HILLSDALE  
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INVOICE NUMBER	DESCRIPTION	AMOUNT	PAID BY CHECK NUMBER
VENDOR NAME: OHIO CONCRETE			
	TOTAL VENDOR OHIO CONCRETE	1,033.40	
VENDOR NAME: ONLINE INFORMATION SERVICES			
900515861/934711-9	MONTHLY PROCESSING	145.20	71111
173800000074		30.51	71111
	TOTAL VENDOR ONLINE INFORMATION SERVICES	175.71	
VENDOR NAME: PARTEE, CYNTHIA M			
06/11/2019	UB refund for account: 021230	67.00	71112
	TOTAL VENDOR PARTEE, CYNTHIA M	67.00	
VENDOR NAME: PERFORMANCE AUTOMOTIVE			
10284-1285020	GREASE	9.98	71113
10284-1285841	TOOLS FOR TAPPING MACHINE	17.48	71113
	TOTAL VENDOR PERFORMANCE AUTOMOTIVE	27.46	
VENDOR NAME: PERRIN, JOSHUA J			
05/31/2019	UB refund for account: 018677	340.67	71114
	TOTAL VENDOR PERRIN, JOSHUA J	340.67	
VENDOR NAME: PITNEY BOWES GLOBAL FIANANCIAL SERV			
3308898748	LEASE	811.86	56
	TOTAL VENDOR PITNEY BOWES GLOBAL FIANANCIAL SERV	811.86	
VENDOR NAME: POSITIVE ELECTRIC LLC			
06.20.2019	SERVICE TRANSFER	397.62	71164
	TOTAL VENDOR POSITIVE ELECTRIC LLC	397.62	
VENDOR NAME: POWERLINE SUPPLY			
56365228	INVENTORY	72.60	71115
56368157	INVENTORY	50.40	71115
56368155	INVENTORY	511.92	71115
56368146	INVENTORY	79.40	71115
56371208	INVENTORY	1,740.81	71115
56371006	INVENTORY	32.80	71115
56369388	INVENTORY	1,300.05	71115
56371004	INVENTORY	403.50	71115
	TOTAL VENDOR POWERLINE SUPPLY	4,191.48	
VENDOR NAME: POWERS CLOTHING, INC.			
8257	ELECTRIC LINEMAN	8,915.97	71165
06.17.2019	UNIFORMS FYE 2019 WWTP AND WS	3,589.40	71165
	TOTAL VENDOR POWERS CLOTHING, INC.	12,505.37	
VENDOR NAME: PREIN & NEWHOF			
50201	SERVICES RENDERED FOR LEAD SERVICE LINE	625.00	71166
	TOTAL VENDOR PREIN & NEWHOF	625.00	
VENDOR NAME: PRIORITY HEALTH			
19166000785	HEALTH INSURANCE GROUP 791487	23,190.48	71135
	TOTAL VENDOR PRIORITY HEALTH	23,190.48	
VENDOR NAME: QUALLS, JOAN			
06/11/2019	UB refund for account: 018454	341.97	71116
	TOTAL VENDOR QUALLS, JOAN	341.97	
VENDOR NAME: ROBINSON, PATRICK A			
06/11/2019	UB refund for account: 024392	191.20	71117
	TOTAL VENDOR ROBINSON, PATRICK A	191.20	
VENDOR NAME: ROWE, BETTY J			
06/11/2019	UB refund for account: 025557	37.33	71118
	TOTAL VENDOR ROWE, BETTY J	37.33	
VENDOR NAME: RUPERT'S CULLIGAN			
207606	WATER - OFFICE	26.00	71167
	TOTAL VENDOR RUPERT'S CULLIGAN	26.00	

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INVOICE NUMBER	DESCRIPTION	AMOUNT	PAID BY CHECK NUMBER
VENDOR NAME: RUSH, SANDRA M			
06/27/2019	UB refund for account: 034991	5.00	71177
TOTAL VENDOR RUSH, SANDRA M		5.00	
VENDOR NAME: SLC METER LLC			
254287	METER TESTING, HRE ENCODERS	241.50	71168
254107	METER TESTING, HRE ENCODERS	396.19	71168
254286254259	VARIOUS METERS AND REGISTERS	31,456.32	71168
254286	VARIOUS METERS AND REGISTERS	4,320.00	71168
254288	METER TESTING, HRE ENCODERS	621.00	71168
TOTAL VENDOR SLC METER LLC		37,035.01	
VENDOR NAME: SONIT SYSTEMS, LLC			
57293-BPU	NETADMIN - MAY 2019	1,680.00	71119
TOTAL VENDOR SONIT SYSTEMS, LLC		1,680.00	
VENDOR NAME: SSOE			
1912888	VOLTAGE UPGRADE STUDY	4,465.25	71120
018-00710-00	SERVICES RENDERED 2-10 THRU 3-09	19,353.25	71169
1913564	SERVICES RENDERED VOLTAGE UP	2,442.00	71169
TOTAL VENDOR SSOE		26,260.50	
VENDOR NAME: STATE OF MICHIGAN			
05.31.2019	SALES TAX	29,878.31	71121
TOTAL VENDOR STATE OF MICHIGAN		29,878.31	
VENDOR NAME: SUN LIFE ASSURANCE COMPANY			
020894 -BPU	INSURANCE CLIENT 020894	877.65	58
TOTAL VENDOR SUN LIFE ASSURANCE COMPANY		877.65	
VENDOR NAME: SWANK MOTION PICTURE, INC.			
2685204	JUNE 2019 MOVIE IN THE PARK	463.00	71170
TOTAL VENDOR SWANK MOTION PICTURE, INC.		463.00	
VENDOR NAME: THOMAS, DIANA			
06/26/2019	UB refund for account: 014668	1,281.00	71171
TOTAL VENDOR THOMAS, DIANA		1,281.00	
VENDOR NAME: THURSBY, GEORGE E			
06/11/2019	UB refund for account: 011331	44.25	71122
06/11/2019	UB refund for account: 035117	98.34	71123
TOTAL VENDOR THURSBY, GEORGE E		142.59	
VENDOR NAME: TREMAINE, DIANA K			
06/13/2019	UB refund for account: 013216	7.71	71124
TOTAL VENDOR TREMAINE, DIANA K		7.71	
VENDOR NAME: UIS PROGRAMMABLE SERVICES			
530356972	SUBSTATION TRANSFORMER MAINT	1,112.00	71125
530357248	UIS MONTHLY SERVICE FEEDER 12	1,144.00	71172
TOTAL VENDOR UIS PROGRAMMABLE SERVICES		2,256.00	
VENDOR NAME: UNIVAR USA INC			
TO899045	SODIUM HYPO FOR WTP	1,563.00	71126
TOTAL VENDOR UNIVAR USA INC		1,563.00	
VENDOR NAME: USABLUEBOOK			
902545	DR3900 LAMP, TNT AMMONIA TESTS AND REAG	266.51	71127
902005	DR3900 LAMP, TNT AMMONIA TESTS AND REAG	116.98	71127
930033	JC-11W PUMP IHP 115V SIPPER PUMP WWTP	1,020.57	71173
TOTAL VENDOR USABLUEBOOK		1,404.06	
VENDOR NAME: UTILITIES INSTRUMENTATION SERVICE			
530357031	SCADA PARTS	180.52	71128
TOTAL VENDOR UTILITIES INSTRUMENTATION SERVICE		180.52	
VENDOR NAME: UTILITY SOLUTIONS			
20192684	6-1-19 IVR SUPPORT MILSOFT	502.08	71129

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INVOICE NUMBER	DESCRIPTION	AMOUNT	PAID BY CHECK NUMBER
VENDOR NAME: UTILITY SOLUTIONS			
20192596	ANNUAL SUPPORT WINDMIL MAP, LT & LAND B	7,600.00	71129
20192469	6-1-19 DISPATCH SUPPORT WINDMIL	666.67	71129
TOTAL VENDOR UTILITY SOLUTIONS		8,768.75	
VENDOR NAME: VERMEER OF MICHIGAN, INC			
P72334	4" PULLER	585.44	71130
TOTAL VENDOR VERMEER OF MICHIGAN, INC		585.44	
VENDOR NAME: WATKINS OIL COMPANY			
000090-1915101	FUEL PURCHASES	2,967.85	71131
TOTAL VENDOR WATKINS OIL COMPANY		2,967.85	
VENDOR NAME: WATSON, DAVID A			
06/26/2019	UB refund for account: 015648	43.66	71174
TOTAL VENDOR WATSON, DAVID A		43.66	
VENDOR NAME: WCSR			
131-00066-0003	ADS	177.00	71132
131-00062-0004	ADS	190.00	71132
TOTAL VENDOR WCSR		367.00	
VENDOR NAME: WHEELLOCK, MARGARET C			
06/11/2019	UB refund for account: 020938	91.00	71133
06/26/2019	UB refund for account: 020938	91.00	71175
TOTAL VENDOR WHEELLOCK, MARGARET C		182.00	
GRAND TOTAL:		780,748.14	

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CUSTOM INVOICE REPORT FOR CITY OF HILLSDALE  
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INVOICE NUMBER	DESCRIPTION	AMOUNT	PAID BY CHECK NUMBER
VENDOR NAME: FLEIS & VANDENBRINK 52557	WASTEWATER BIDDING & CONSTRUCTION SERVI	7,904.13	1085
TOTAL VENDOR FLEIS & VANDENBRINK		7,904.13	
GRAND TOTAL:		7,904.13	



## MICHIGAN SOUTH CENTRAL POWER AGENCY

168 DIVISION STREET • COLDWATER, MICHIGAN 49036  
 PHONE (517) 279-6961 • FAX (517) 279-6969  
 www.msepa.net

### ORIGINAL INVOICE

HILLSDALE BOARD OF PUBLIC UTILITIES  
 45 MONROE STREET  
 HILLSDALE, MICHIGAN 49242  
 Attn: Mr. David Mackie

Invoice Date: 17-Jun-19  
 Due Date: 30-Jun-19  
 Service From: 01-May-19  
 To: 31-May-19

Peak Demand 19,040 kw  
 Total Energy Received 9,767,767 kWh

Area	Entitlement %	Operating and Maintenance Costs	Debt Service Costs Less Capacity Credit	Total Costs
<b>SUBSTATION LOAD COST</b>		274,582.29		274,582.29
<b>MARKET VALUE OF RESOURCES</b>		(185,542.64)		(185,542.64)
PROJECT 1-ENDICOTT	25.5%	-	-	-
PROJECT IV	0.0%	-	-	-
PRAIRIE STATE	0.0%	-	-	-
MENOMINEE HYDRO	25.5%	26,961.75	-	26,961.75
OCONTO FALLS HYDRO	25.5%	24,713.10	-	24,713.10
AFEC	22.2%	131,808.18	4,469.64	136,277.82
AMP HYDRO 1	25.4%	457.32	198,519.76	198,977.08
AMP HYDRO 2 GREENUP	22.7%	1,892.93	8,043.33	9,936.25
AMP HYDRO 2 MELDAHL	22.6%	4,081.39	21,946.80	26,028.19
AMP SOLAR	0.0%	-	-	-
AMP CONTRACTS	13.8%	36,375.40		36,375.40
AMPGS	0.0%	-		-
COLDWATER PEAKING PLANT	16.0%	3,545.94		3,545.94
TRANSMISSION	16.9%	43,395.05		43,395.05
MISO AND CAPACITY	25.6%	13,659.24		13,659.24
SUBSTATION	27.7%	1,874.95		1,874.95
ADMINISTRATION	17.3%	20,740.58		20,740.58
MEMBER	12.7%	1,839.86		1,839.86
MEMBER HYDRO	0.0%	-		-
RATE STABILIZATION		-		-
<b>TOTAL COST</b>		\$ 400,385.35	232,979.53	633,364.88
		\$/kWh 0.04099	0.02385	0.06484
<b>CREDITS</b>		\$ (1,839.86)	-	(1,839.86)
		\$/kWh (0.00019)	0.00000	(0.00019)
<b>NET COST</b>		\$ 398,545.49	232,979.53	631,525.02
		\$/kWh 0.04080	0.02385	0.06465

<b>Pay this amount</b>	<b>\$ 631,525.02</b>
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Any amounts due and not paid by the due date shall bear interest at the rate of 1% per month until paid.

# MEMO

## Hillsdale Board of Public Utilities

**TO:** Chris McArthur, Director  
BPU Board Members

**FROM:** Bonnie Tew, Finance Director

**DATE:** July 9, 2019

**SUBJECT:** May 2019 Financials

---

Financial highlights for May:

- Combined income for all three funds is \$1,516,861 or 118% of budgeted projections
- All departments are within their respective budget projections
- Both water and sewer net income year-to-date totals are over 200% of their budgets
- The Electric Fund net income is at 67% of their budget
- Eclectic Fund monthly net income is up 60% from the prior month
- The Water Fund showed a net loss for May of \$14,438.64 due to over \$20,000 in miscellaneous repairs to the water distribution lines

Thank you.



Fund 582 ELECTRIC FUND

GL Number	Description	Balance
*** Assets ***		
582-000.000-010.000	RECEIVING FUND-CHECKING	3,431,350.75
582-000.000-014.000	CASH DRAWER & PETTY CASH	900.00
582-000.000-016.000	DESIGNATED FUNDS	100,329.79
582-000.000-025.000	INVESTMENTS - HUNTINGTON	5,530,962.72
582-000.000-040.000	ACCOUNTS RECEIVABLE	985,716.02
582-000.000-040.001	OTHER ACCOUNTS RECEIVABLE	17,689.83
582-000.000-041.000	PROVISION FOR BAD DEBTS	34,396.94
582-000.000-084.590	DUE FROM SEWER	90,000.00
582-000.000-110.000	INVENTORY	338,985.03
582-000.000-110.001	POWER PLANT INVENTORY - POWER PLA	70,407.72
582-000.000-123.000	PREPAID EXPENSES	108,102.73
582-000.000-123.100	PREPAID EXPENSES - DARK FIBER LEA	195,296.47
582-000.000-125.000	INVESTMENT IN MSCPA	1,620,327.00
582-000.000-126.000	INVESTMENT - AMP HYDROELECTRIC PR	32,141.00
582-000.000-130.000	LAND	181,108.27
582-000.000-139.000	PLANT, SYSTEMS, AND EQUIPMENT	37,633,709.85
582-000.000-150.000	ACCUMULATED DEPRECIATON	(24,943,277.12)
582-000.000-158.000	CONSTRUCTION WORK IN PROGRESS	9,097.00
582-000.000-158.000-171003	CONSTRUCTION WORK IN PROGRESS	53,516.03
582-000.000-158.000-180001	CONSTRUCTION WORK IN PROGRESS	10,502.81
582-000.000-158.000-191002	CONSTRUCTION WORK IN PROGRESS	55,189.10
582-000.000-158.000-191003	CONSTRUCTION WORK IN PROGRESS	95,802.46
582-000.000-158.000-191004	CONSTRUCTION WORK IN PROGRESS	22,221.84
582-000.000-158.000-191005	CONSTRUCTION WORK IN PROGRESS	5,960.00
582-000.000-158.000-191006	CONSTRUCTION WORK IN PROGRESS	24,307.63
582-000.000-158.000-191007	CONSTRUCTION WORK IN PROGRESS	19,500.00
582-000.000-160.000	DEFERRED OUTFLOW - PENSION	299,069.00
<b>Total Assets</b>		<b>26,023,312.87</b>
*** Liabilities ***		
582-000.000-202.000	ACCOUNTS PAYABLE	64,883.26
582-000.000-228.100	DUE TO MMERS - RETIREMENT CONT. B	11,411.55
582-000.000-248.000	ENERGY OPTIMIZE	(102,559.05)
582-000.000-250.100	MUNICIPAL FINANCING - CURRENT	211,082.09
582-000.000-251.000	ACCRUED INTEREST	10,436.67
582-000.000-255.000	CUSTOMER DEPOSITS	116,779.34
582-000.000-255.005	CUSTOMER DEPOSITS - SPECIAL PROJE	6,500.00
582-000.000-262.000	ACCRUED EXPENSES	631,525.02
582-000.000-265.000	ACCRUED SALES TAX	29,999.21
582-000.000-307.000	MUNICIPAL FINANCING - LONG TERM	218,769.58
582-000.000-343.000	ACCRUED VAC/SICK	93,910.05
582-000.000-350.000	DEFERRED INFLOW - PENSION	323,112.00
582-000.000-355.000	NET PENSION LIABILITY	919,674.00
<b>Total Liabilities</b>		<b>2,535,523.72</b>
*** Fund Balance ***		
582-000.000-396.000	NET POSITION - UNRESTRICTED	22,919,225.21
<b>Total Fund Balance</b>		<b>22,919,225.21</b>
<b>Beginning Fund Balance</b>		<b>22,919,225.21</b>
<b>Net of Revenues VS Expenditures</b>		<b>568,563.94</b>
<b>Ending Fund Balance</b>		<b>23,487,789.15</b>
<b>Total Liabilities And Fund Balance</b>		<b>26,023,312.87</b>

Fund 590 SEWER FUND

GL Number	Description	Balance
<b>*** Assets ***</b>		
590-000.000-010.000	RECEIVING FUND-CHECKING	168,073.62
590-000.000-012.100	SEWER DISPOSAL CHECKING	11,008.36
590-000.000-016.101	RESTRICTED FUNDS- DEBT SERVICE	599,350.81
590-000.000-016.102	RESTRICTED FUNDS - BOND RESERVES	603,726.53
590-000.000-040.000	ACCOUNTS RECEIVABLE	115,127.44
590-000.000-040.001	OTHER ACCOUNTS RECEIVABLE	5,548.09
590-000.000-041.000	PROVISION FOR BAD DEBTS	(2,547.25)
590-000.000-110.000	INVENTORY	4,028.73
590-000.000-123.000	PREPAID EXPENSES	35,709.04
590-000.000-130.000	LAND	122,902.00
590-000.000-139.000	PLANT, SYSTEMS, AND EQUIPMENT	14,149,458.93
590-000.000-150.000	ACCUMULATED DEPRECIATION	(10,695,001.71)
590-000.000-158.000	CONSTRUCTION WORK IN PROGRESS	9,136,157.07
590-000.000-158.000-180001	CONSTRUCTION WORK IN PROGRESS	1,544.05
590-000.000-158.000-182002	CONSTRUCTION WORK IN PROGRESS	3,169.00
590-000.000-158.000-183001	CONSTRUCTION WORK IN PROGRESS	11,471.22
590-000.000-158.000-192004	CONSTRUCTION WORK IN PROGRESS	16,550.00
590-000.000-160.000	DEFERRED OUTFLOW - PENSION	149,535.00
<b>Total Assets</b>		<b>14,435,810.93</b>
<b>*** Liabilities ***</b>		
590-000.000-202.000	ACCOUNTS PAYABLE	9,931.78
590-000.000-214.401	DUE TO CAPITAL IMPROV. FUND	11,471.22
590-000.000-214.582	DUE TO ELECTRIC	90,000.00
590-000.000-250.000	BONDS PAYABLE - CURRENT	364,626.00
590-000.000-251.000	ACCRUED INTEREST	30,019.22
590-000.000-255.000	CUSTOMER DEPOSITS	7,343.00
590-000.000-300.000	BONDS PAYABLE - LONG TERM	6,886,136.00
590-000.000-307.000	MUNICIPAL FINANCING - LONG TERM	77,649.84
590-000.000-343.000	ACCRUED VAC/SICK	21,220.23
590-000.000-350.000	DEFERRED INFLOW - PENSION	161,557.00
590-000.000-355.000	NET PENSION LIABILITY	459,826.00
<b>Total Liabilities</b>		<b>8,119,780.29</b>
<b>*** Fund Balance ***</b>		
590-000.000-396.000	NET POSITION - UNRESTRICTED	5,696,472.90
<b>Total Fund Balance</b>		<b>5,696,472.90</b>
<b>Beginning Fund Balance</b>		<b>5,696,472.90</b>
<b>Net of Revenues VS Expenditures</b>		<b>619,557.74</b>
<b>Ending Fund Balance</b>		<b>6,316,030.64</b>
<b>Total Liabilities And Fund Balance</b>		<b>14,435,810.93</b>

Fund 591 WATER FUND

GL Number	Description	Balance
*** Assets ***		
591-000.000-010.000	RECEIVING FUND-CHECKING	353,167.19
591-000.000-025.000	INVESTMENTS - HUNTINGTON	705,637.58
591-000.000-040.000	ACCOUNTS RECEIVABLE	85,584.74
591-000.000-041.000	PROVISION FOR BAD DEBTS	(605.75)
591-000.000-110.000	INVENTORY	88,502.87
591-000.000-123.000	PREPAID EXPENSES	34,337.53
591-000.000-130.000	LAND	49,613.00
591-000.000-139.000	PLANT, SYSTEMS, AND EQUIPMENT	11,659,081.41
591-000.000-150.000	ACCUMULATED DEPRECIATION	(7,050,460.87)
591-000.000-158.000-173202	CONSTRUCTION WORK IN PROGRESS	2,280.00
591-000.000-158.000-180001	CONSTRUCTION WORK IN PROGRESS	2,411.83
591-000.000-158.000-181005	CONSTRUCTION WORK IN PROGRESS	29,771.60
591-000.000-158.000-182001	CONSTRUCTION WORK IN PROGRESS	187,075.88
591-000.000-158.000-193001	CONSTRUCTION WORK IN PROGRESS	16,797.00
591-000.000-158.000-193002	CONSTRUCTION WORK IN PROGRESS	8,715.69
591-000.000-160.000	DEFERRED OUTFLOW - PENSION	149,535.00
<b>Total Assets</b>		<b>6,321,444.70</b>
*** Liabilities ***		
591-000.000-202.000	ACCOUNTS PAYABLE	6,958.03
591-000.000-214.401	DUE TO CAPITAL IMPROV. FUND	187,075.88
591-000.000-251.000	ACCRUED INTEREST	1,326.22
591-000.000-255.000	CUSTOMER DEPOSITS	7,825.00
591-000.000-307.000	MUNICIPAL FINANCING - LONG TERM	77,649.85
591-000.000-343.000	ACCRUED VAC/SICK	10,799.19
591-000.000-350.000	DEFERRED INFLOW - PENSION	161,556.00
591-000.000-355.000	NET PENSION LIABILITY	459,826.00
<b>Total Liabilities</b>		<b>913,016.17</b>
*** Fund Balance ***		
591-000.000-396.000	NET POSITION - UNRESTRICTED	5,106,623.97
<b>Total Fund Balance</b>		<b>5,106,623.97</b>
<b>Beginning Fund Balance</b>		<b>5,106,623.97</b>
<b>Net of Revenues VS Expenditures</b>		<b>301,804.56</b>
<b>Ending Fund Balance</b>		<b>5,408,428.53</b>
<b>Total Liabilities And Fund Balance</b>		<b>6,321,444.70</b>

07/03/2019

REVENUE AND EXPENDITURE REPORT FOR CITY OF HILLSDALE  
PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	JULY 2018	AUGUST 2018	SEPTEMBER 2018	OCTOBER 2018	NOVEMBER 2018	DECEMBER 2018
<b>Fund 582 - ELECTRIC FUND</b>							
Revenues							
582-000.000-426.000	INTERDEPARTMENTAL REVENUE	2,714.89	2,587.96	2,656.92	3,224.51	4,250.61	5,492.88
582-000.000-660.000	RESIDENTIAL SALES	462,564.77	433,551.15	438,216.93	340,613.84	357,974.27	392,192.56
582-000.000-661.000	BUSINESS SALES	124,397.00	122,243.73	121,313.39	106,621.32	105,102.38	108,878.51
582-000.000-662.000	COMMERCIAL SALES	321,996.33	312,205.70	306,042.26	304,565.52	248,457.69	242,015.77
582-000.000-663.000	INDUSTRY SALES	308,163.71	300,179.71	268,696.41	285,574.41	244,268.74	223,691.30
582-000.000-664.000	STREET LIGHT SALES	4,424.94	4,321.03	4,321.03	4,321.03	4,321.03	4,321.03
582-000.000-665.000	INTEREST	(14,204.30)	229.31	223.07	9.21	8.85	445.21
582-000.000-665.100	CHANGE IN INVESTMENTS	1,877.98	4,970.04	(1,045.84)	(515.23)	8,537.86	9,275.84
582-000.000-669.000	LATE CHARGES	3,410.98	3,801.83	3,373.53	3,248.17	2,984.80	2,315.50
582-000.000-692.001	OTHER REVENUE - MISC OPERATING RE	12,377.41	9,790.43	7,584.43	8,470.84	5,773.58	2,554.47
582-000.000-693.000	MISC NON-OPERATING INCOME	1,985.96	1,200.62	1,369.83	1,936.60	1,603.59	986.80
582-000.000-694.000	CASH OVER & (SHORT)	0.00	0.00	(165.15)	0.00	0.00	0.00
TOTAL REVENUES		1,229,709.67	1,195,081.51	1,152,586.81	1,058,070.22	983,283.40	992,169.87
Expenditures							
175-000	ADMINISTRATIVE SERVICES	120,011.20	120,381.84	132,714.67	109,704.89	164,295.17	105,859.16
542-000	OPERATIONS	0.00	23.78	(23.78)	0.00	0.00	0.00
543-000	PRODUCTION	843,390.29	820,881.31	796,915.62	797,635.51	770,710.51	768,542.06
544-000	DISTRIBUTION	94,740.87	148,936.72	128,875.08	113,948.26	198,628.00	132,219.44
TOTAL EXPENDITURES		1,058,142.36	1,090,223.65	1,058,481.59	1,021,288.66	1,133,633.68	1,006,620.66
<b>Fund 582 - ELECTRIC FUND:</b>							
TOTAL REVENUES		1,229,709.67	1,195,081.51	1,152,586.81	1,058,070.22	983,283.40	992,169.87
TOTAL EXPENDITURES		1,058,142.36	1,090,223.65	1,058,481.59	1,021,288.66	1,133,633.68	1,006,620.66
NET OF REVENUES & EXPENDITURES		171,567.31	104,857.86	94,105.22	36,781.56	(150,350.28)	(14,450.79)
<b>Fund 590 - SEWER FUND</b>							
Revenues							
590-000.000-426.000	INTERDEPARTMENTAL REVENUE	5,624.37	5,698.62	5,670.42	5,906.96	6,614.92	6,807.24
590-000.000-660.000	RESIDENTIAL SALES	71,283.15	70,711.32	75,242.51	69,921.74	70,559.07	71,756.95
590-000.000-661.000	BUSINESS SALES	11,535.99	12,706.61	13,372.63	13,558.86	12,995.93	13,288.03
590-000.000-662.000	COMMERCIAL SALES	29,186.58	30,451.52	33,158.06	39,907.28	26,271.80	33,666.25
590-000.000-663.000	INDUSTRY SALES	21,610.71	21,707.57	21,564.82	25,898.71	24,134.80	21,498.88
590-000.000-665.000	INTEREST	113.86	114.65	111.54	4.60	4.42	333.99
590-000.000-668.000	APARTMENT SALES	26,709.45	27,319.90	26,659.02	26,469.61	26,665.12	26,457.48
590-000.000-669.000	LATE CHARGES	621.26	746.91	627.62	628.10	528.70	481.65
590-000.000-692.001	OTHER REVENUE - MISC OPERATING RE	7,699.80	5,116.53	9,285.87	21,886.79	6,919.17	4,168.08
590-000.000-693.000	MISC NON-OPERATING INCOME	1,526.34	862.17	585.72	939.76	1,052.68	312.50

07/03/2019 REVENUE AND EXPENDITURE REPORT FOR CITY  
PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	JANUARY 2019	FEBRUARY 2019	MARCH 2019	APRIL 2019	MAY 2019	YTD
Fund 582 - ELECTRIC FUND							
Revenues							
582-000.000-426.000	INTERDEPARTMENTAL REVENUE	5,570.79	5,507.16	443.28	476.25	450.80	33,376.05
582-000.000-660.000	RESIDENTIAL SALES	400,840.77	423,733.21	370,256.65	346,653.29	311,074.57	4,277,672.01
582-000.000-661.000	BUSINESS SALES	111,244.25	118,619.42	126,415.43	124,480.83	113,132.78	1,282,449.04
582-000.000-662.000	COMMERCIAL SALES	231,671.24	259,261.93	239,171.33	241,314.48	255,655.23	2,962,357.48
582-000.000-663.000	INDUSTRY SALES	233,148.06	219,793.41	232,353.75	231,450.95	259,663.38	2,806,983.83
582-000.000-664.000	STREET LIGHT SALES	4,321.03	4,321.03	4,321.03	4,328.31	4,340.99	47,662.48
582-000.000-665.000	INTEREST	9.42	8.87	883.82	234.73	232.83	(11,918.98)
582-000.000-665.100	CHANGE IN INVESTMENTS	6,377.68	3,273.02	5,394.44	(30.45)	18,758.48	56,873.82
582-000.000-669.000	LATE CHARGES	4,354.51	3,267.50	3,110.42	2,424.78	2,139.76	34,431.78
582-000.000-692.001	OTHER REVENUE - MISC OPERATING RE	10,287.04	1,995.92	3,910.92	12,322.20	10,953.80	86,021.04
582-000.000-693.000	MISC NON-OPERATING INCOME	946.54	2,323.57	1,245.85	1,318.79	8,810.15	23,728.30
582-000.000-694.000	CASH OVER & (SHORT)	0.00	0.00	0.00	0.00	0.00	(165.15)
TOTAL REVENUES		1,008,771.33	1,042,105.04	987,506.92	964,974.16	985,212.77	11,599,471.70
Expenditures							
175-000	ADMINISTRATIVE SERVICES	101,017.40	145,774.48	62,249.24	182,563.43	128,684.58	1,368,633.56
542-000	OPERATIONS	0.00	0.00	0.00	0.00	0.00	0.00
543-000	PRODUCTION	782,390.71	702,244.49	705,965.24	653,771.79	673,241.41	8,315,688.94
544-000	DISTRIBUTION	86,223.30	114,900.11	116,604.98	87,948.78	118,221.91	1,323,245.53
TOTAL EXPENDITURES		969,631.41	962,919.08	884,819.46	924,284.00	920,147.90	11,007,568.03
Fund 582 - ELECTRIC FUND:							
TOTAL REVENUES		1,008,771.33	1,042,105.04	987,506.92	964,974.16	985,212.77	11,599,471.70
TOTAL EXPENDITURES		969,631.41	962,919.08	884,819.46	924,284.00	920,147.90	11,007,568.03
NET OF REVENUES & EXPENDITURES		39,139.92	79,185.96	102,687.46	40,690.16	65,064.87	591,903.67
Fund 590 - SEWER FUND							
Revenues							
590-000.000-426.000	INTERDEPARTMENTAL REVENUE	7,341.53	7,541.75	244.49	260.52	246.12	51,956.94
590-000.000-660.000	RESIDENTIAL SALES	70,321.90	72,440.20	68,834.81	69,831.52	71,223.76	782,126.93
590-000.000-661.000	BUSINESS SALES	11,921.83	13,505.48	13,842.33	15,443.56	13,729.75	145,901.00
590-000.000-662.000	COMMERCIAL SALES	27,528.00	35,065.20	33,215.16	33,057.86	31,181.94	352,689.65
590-000.000-663.000	INDUSTRY SALES	19,940.05	20,269.01	20,314.33	23,129.36	21,696.15	241,764.39
590-000.000-665.000	INTEREST	4.71	4.44	530.87	117.36	116.41	1,456.85
590-000.000-668.000	APARTMENT SALES	27,392.59	28,281.05	25,837.17	26,825.00	27,258.96	295,875.35
590-000.000-669.000	LATE CHARGES	735.87	667.72	492.44	433.74	470.18	6,434.19
590-000.000-692.001	OTHER REVENUE - MISC OPERATING RE	6,340.79	7,247.70	5,283.56	4,596.20	7,895.01	86,439.50
590-000.000-693.000	MISC NON-OPERATING INCOME	568.11	1,002.50	860.00	2,360.00	767.18	10,836.96

07/03/2019 REVENUE AND EXPENDITURE REPORT FOR CITY OF HILLSDALE  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	JULY 2018	AUGUST 2018	SEPTEMBER 2018	OCTOBER 2018	NOVEMBER 2018	DECEMBER 2018
TOTAL REVENUES		175,911.51	175,435.80	186,278.21	205,122.41	175,746.61	178,771.05
Expenditures							
175.000	ADMINISTRATIVE SERVICES	39,984.09	43,341.63	56,266.95	44,797.26	68,098.81	48,849.63
546.000	OPERATIONS	15,505.35	15,035.23	17,684.38	13,781.31	79,207.05	(31,420.56)
547.000	TREATMENT	35,523.15	52,116.87	68,255.65	99,127.69	104,210.89	(36,485.60)
TOTAL EXPENDITURES		91,012.59	110,493.73	142,206.98	157,706.26	251,516.75	(19,056.53)
Fund 590 - SEWER FUND:							
TOTAL REVENUES		175,911.51	175,435.80	186,278.21	205,122.41	175,746.61	178,771.05
TOTAL EXPENDITURES		91,012.59	110,493.73	142,206.98	157,706.26	251,516.75	(19,056.53)
NET OF REVENUES & EXPENDITURES		84,898.92	64,942.07	44,071.23	47,416.15	(75,770.14)	197,827.58
Fund 591 - WATER FUND							
Revenues							
591-000.000-426.000	INTERDEPARTMENTAL REVENUE	8,621.51	8,344.56	9,489.60	8,647.48	9,352.89	9,416.32
591-000.000-560.000	RESIDENTIAL SALES	52,855.00	52,188.30	53,938.88	50,695.81	50,906.22	51,506.39
591-000.000-661.000	BUSINESS SALES	11,167.33	13,115.85	12,290.09	10,960.34	10,062.12	10,121.09
591-000.000-662.000	COMMERCIAL SALES	25,494.64	26,374.33	25,456.40	27,480.05	18,244.69	22,186.57
591-000.000-663.000	INDUSTRY SALES	12,476.73	12,547.58	12,467.76	14,770.26	13,775.33	12,356.96
591-000.000-665.000	INTEREST	(4,655.21)	114.65	111.53	4.61	4.43	222.61
591-000.000-665.100	CHANGE IN INVESTMENTS	(217.10)	1,815.92	(540.79)	599.81	3,496.51	3,347.79
591-000.000-668.000	APARTMENT SALES	19,021.40	19,438.16	19,635.23	19,038.63	19,028.17	18,933.08
591-000.000-669.000	LATE CHARGES	433.42	541.77	431.62	444.57	357.08	331.69
591-000.000-692.001	OTHER REVENUE - MISC OPERATING RE	2,731.83	2,636.30	2,316.25	2,203.75	2,197.50	731.53
591-000.000-693.000	MISC NON-OPERATING INCOME	1,615.35	307.18	415.72	308.76	350.00	312.50
591-000.000-693.001	MISC NON-OPERATING INCOME-WELLF	0.00	0.00	0.00	2,054.48	0.00	0.00
TOTAL REVENUES		129,544.90	137,424.60	136,012.29	137,208.55	127,774.94	129,466.53
Expenditures							
175.000	ADMINISTRATIVE SERVICES	24,888.02	30,084.64	37,033.62	25,792.19	54,267.08	25,799.72
543.000	PRODUCTION	12,119.35	15,524.33	7,365.25	6,229.66	22,512.77	(9,517.77)
544.000	DISTRIBUTION	27,433.64	33,024.28	61,227.68	31,513.47	56,655.35	16,420.65
545.000	PURIFICATION	18,843.21	16,055.07	15,647.98	15,875.20	25,086.83	18,887.67
TOTAL EXPENDITURES		83,284.22	94,688.32	121,274.53	79,410.52	158,522.03	51,590.27
Fund 591 - WATER FUND:							
TOTAL REVENUES		129,544.90	137,424.60	136,012.29	137,208.55	127,774.94	129,466.53
TOTAL EXPENDITURES		83,284.22	94,688.32	121,274.53	79,410.52	158,522.03	51,590.27
NET OF REVENUES & EXPENDITURES		46,260.68	42,736.28	14,737.76	57,798.03	(30,747.09)	77,876.26

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE		2018-19		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		06/30/2018	06/30/2018	AMENDED BUDGET	2018-19	05/31/2019	05/31/2018	MONTH 05/31/19	INCR (DECR)	NORM (ABNORM)	BALANCE	% BDCY
		NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)					USED
Fund 582 - ELECTRIC FUND												
Revenues												
582-000.000-426.000	INTERDEPARTMENTAL REVENUE	144,272.87	135,000.00	135,000.00	135,000.00	33,376.05	142,009.24	450.80	101,623.95	24.72		
582-000.000-560.000	RESIDENTIAL SALES	4,728,352.59	4,850,000.00	4,850,000.00	4,850,000.00	4,277,672.01	4,331,602.76	311,074.57	612,327.99	87.48		
582-000.000-661.000	BUSINESS SALES	1,403,959.82	1,450,000.00	1,450,000.00	1,450,000.00	1,282,449.04	1,291,049.24	113,132.78	167,550.96	88.44		
582-000.000-662.000	COMMERCIAL SALES	3,425,593.26	3,550,000.00	3,550,000.00	3,550,000.00	2,962,357.48	3,126,660.15	255,655.23	587,642.52	83.45		
582-000.000-663.000	INDUSTRY SALES	3,314,577.09	3,257,700.00	3,257,700.00	3,257,700.00	2,806,983.83	3,017,239.01	259,663.38	450,716.17	86.16		
582-000.000-664.000	STREET LIGHT SALES	54,726.33	56,500.00	56,500.00	56,500.00	47,662.48	50,130.84	4,340.99	8,837.52	94.36		
582-000.000-665.000	INTEREST	8,625.81	13,500.00	13,500.00	13,500.00	(11,918.98)	(6,046.83)	232.83	25,418.98	(88.29)		
582-000.000-665.100	CHANGE IN INVESTMENTS	8,045.24	10,000.00	10,000.00	10,000.00	56,873.82	7,307.26	18,758.48	(46,873.82)	568.74		
582-000.000-669.000	LATE CHARGES	33,754.66	50,000.00	50,000.00	50,000.00	34,431.78	30,837.96	2,139.76	15,568.22	68.86		
582-000.000-670.000	GAIN (LOSS) ON INVESTMENT	701,901.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
582-000.000-692.001	OTHER REVENUE - MISC OPERATIN	86,972.39	100,000.00	100,000.00	100,000.00	86,021.04	81,968.90	10,953.80	13,978.96	86.02		
582-000.000-693.000	MISC NON-OPERATING INCOME	40,568.10	51,000.00	51,000.00	51,000.00	23,728.30	39,442.80	8,810.15	27,271.70	46.53		
582-000.000-694.000	CASH OVER & (SHORT)	0.00	0.00	0.00	0.00	(165.15)	0.00	0.00	165.15	100.00		
TOTAL REVENUES		13,951,349.80	13,563,700.00	13,563,700.00	13,563,700.00	11,599,471.70	12,112,201.33	985,212.77	1,964,228.30	85.52		
Expenditures												
175.000	ADMINISTRATIVE SERVICES	1,759,917.58	1,652,425.00	1,652,425.00	1,652,425.00	1,368,633.56	1,609,334.92	128,684.58	283,791.44	82.83		
543.000	PRODUCTION	8,973,720.86	9,462,570.00	9,462,570.00	9,462,570.00	8,315,688.94	8,183,143.55	673,241.41	1,146,881.06	87.88		
544.000	DISTRIBUTION	1,493,255.36	1,573,415.00	1,573,415.00	1,573,415.00	1,323,245.53	1,441,547.11	118,221.91	250,169.47	84.10		
TOTAL EXPENDITURES		12,226,893.80	12,688,410.00	12,688,410.00	12,688,410.00	11,007,568.03	11,234,025.58	920,147.90	1,680,841.97	86.75		
TOTAL REVENUES		13,951,349.80	13,563,700.00	13,563,700.00	13,563,700.00	11,599,471.70	12,112,201.33	985,212.77	1,964,228.30	85.52		
TOTAL EXPENDITURES		12,226,893.80	12,688,410.00	12,688,410.00	12,688,410.00	11,007,568.03	11,234,025.58	920,147.90	1,680,841.97	86.75		
NET OF REVENUES & EXPENDITURES		1,724,456.00	875,290.00	875,290.00	875,290.00	591,903.67	878,175.75	65,064.87	283,386.33	67.62		

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE		2018-19		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		06/30/2018	NORM (ABNORM)	AMENDED BUDGET	NORM (ABNORM)	05/31/2019	NORM (ABNORM)	MONTH 05/31/19	INCR (DECR)	BALANCE	% BDC
Fund 590 - SEWER FUND											
Revenues											
590-000.000-426.000	INTERDEPARTMENTAL REVENUE	31,199.34		11,500.00		51,956.94		24,315.89	246.12	(40,456.94)	451.80
590-000.000-660.000	RESIDENTIAL SALES	695,062.22		831,500.00		782,126.93		627,731.32	71,223.76	49,373.07	94.06
590-000.000-661.000	BUSINESS SALES	146,829.46		186,400.00		145,901.00		135,145.27	13,729.75	40,499.00	78.27
590-000.000-662.000	COMMERCIAL SALES	354,591.97		330,000.00		352,689.65		332,539.09	31,181.94	(22,689.65)	106.88
590-000.000-663.000	INDUSTRY SALES	346,924.67		222,900.00		241,764.39		329,567.99	21,696.15	(18,864.39)	108.46
590-000.000-665.000	INTEREST	468.13		1,000.00		1,456.85		354.17	116.41	(456.85)	145.69
590-000.000-668.000	APARTMENT SALES	309,437.45		337,600.00		295,875.35		283,473.45	27,258.96	41,724.65	87.64
590-000.000-669.000	LATE CHARGES	5,871.52		4,000.00		6,434.19		5,313.18	470.18	(2,434.19)	160.85
590-000.000-673.002	LOSS ON SALE OF PROPERTY	(120,193.17)		0.00		0.00		50,000.00	0.00	0.00	0.00
590-000.000-692.001	OTHER REVENUE - MISC OPERATTN	89,211.04		50,000.00		86,439.50		82,644.28	7,895.01	(36,439.50)	172.88
590-000.000-693.000	MISC NON-OPERATING INCOME	14,523.80		15,000.00		10,836.96		13,597.72	767.18	4,163.04	72.25
TOTAL REVENUES		1,873,925.43		1,989,900.00		1,975,481.76		1,884,678.36	174,585.46	14,418.24	99.28
Expenditures											
175.000	ADMINISTRATIVE SERVICES	658,709.97		754,360.00		559,349.12		538,701.92	54,507.44	195,010.88	74.15
543.000	PRODUCTION	0.00		0.00		0.00		7,482.42	0.00	0.00	0.00
546.000	OPERATIONS	318,157.60		384,060.00		222,220.91		279,364.87	15,813.55	161,839.09	57.86
547.000	TREATMENT	576,954.31		578,430.00		572,556.61		460,667.51	44,439.28	5,873.39	98.98
TOTAL EXPENDITURES		1,553,821.88		1,716,850.00		1,354,126.64		1,286,216.72	114,760.27	362,723.36	78.87
TOTAL REVENUES		1,873,925.43		1,989,900.00		1,975,481.76		1,884,678.36	174,585.46	14,418.24	99.28
TOTAL EXPENDITURES		1,553,821.88		1,716,850.00		1,354,126.64		1,286,216.72	114,760.27	362,723.36	78.87
NET OF REVENUES & EXPENDITURES		320,103.55		273,050.00		621,355.12		598,461.64	59,825.19	(348,305.12)	227.56



\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE		2018-19		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BGD	USED
		NORM (ABNORM)	06/30/2018	AMENDED BUDGET	05/31/2019	NORM (ABNORM)	05/31/2018	MONTH 05/31/19	INCR (DECR)	NORM (ABNORM)	BALANCE		
Fund 591 - WATER FUND													
Revenues													
591-000.000-426.000	INTERDEPARTMENTAL REVENUE	35,232.81	13,000.00	73,202.94	26,614.91	223.27	(60,202.94)	563.10					
591-000.000-660.000	RESIDENTIAL SALES	490,510.08	545,150.00	565,854.54	440,367.71	51,181.56	(20,704.54)	103.80					
591-000.000-661.000	BUSINESS SALES	124,724.66	141,000.00	121,656.19	114,345.80	11,240.89	19,343.81	86.28					
591-000.000-662.000	COMMERCIAL SALES	241,946.77	280,000.00	253,775.28	228,174.94	21,867.36	26,224.72	90.63					
591-000.000-663.000	INDUSTRY SALES	230,169.92	141,500.00	138,755.98	220,207.74	12,444.60	2,744.02	98.06					
591-000.000-665.000	INTEREST	3,785.07	5,000.00	(3,512.56)	(1,095.98)	116.41	8,512.56	(70.25)					
591-000.000-665.100	CHANGE IN INVESTMENTS	1,872.19	(1,500.00)	16,141.97	2,584.70	2,191.18	(17,641.97)	(1,076.1					
591-000.000-668.000	APARTMENT SALES	221,220.45	240,000.00	211,058.63	202,607.67	19,246.88	28,941.37	87.94					
591-000.000-669.000	LATE CHARGES	4,077.26	4,000.00	4,510.97	3,692.78	327.79	(510.97)	112.77					
591-000.000-673.001	GAIN ON SALE OF PROPERTY	(3,436.88)	0.00	0.00	(3,436.88)	0.00	0.00	0.00					
591-000.000-692.001	OTHER REVENUE - MISC OPERATIN	18,090.40	10,000.00	18,279.15	15,760.15	1,298.75	(8,279.15)	182.79					
591-000.000-693.000	MISC NON-OPERATING INCOME	11,062.14	12,000.00	5,266.25	10,826.06	257.18	6,733.75	43.89					
591-000.000-693.001	MISC NON-OPERATING INCOME-WEL	4,517.00	5,000.00	2,054.48	4,517.00	0.00	2,945.52	41.09					
TOTAL REVENUES		1,383,771.87	1,395,150.00	1,407,043.82	1,265,166.60	120,395.87	(11,893.82)	100.85					
Expenditures													
175.000	ADMINISTRATIVE SERVICES	505,493.93	484,745.00	371,645.95	416,295.44	37,274.55	113,099.05	76.67					
543.000	PRODUCTION	108,171.69	102,625.00	88,129.36	106,021.74	6,115.39	14,495.64	85.88					
544.000	DISTRIBUTION	449,541.96	464,350.00	401,353.19	455,153.12	62,037.32	62,996.81	86.43					
545.000	PURIFICATION	219,262.06	210,345.00	242,313.38	149,919.55	29,183.62	(31,968.38)	115.20					
TOTAL EXPENDITURES		1,282,469.64	1,262,065.00	1,103,441.88	1,127,389.85	134,610.88	158,623.12	87.43					
TOTAL REVENUES		1,383,771.87	1,395,150.00	1,407,043.82	1,265,166.60	120,395.87	(11,893.82)	100.85					
TOTAL EXPENDITURES		1,282,469.64	1,262,065.00	1,103,441.88	1,127,389.85	134,610.88	158,623.12	87.43					
NET OF REVENUES & EXPENDITURES		101,302.23	133,085.00	303,601.94	137,776.75	(14,215.01)	(170,516.94)	228.13					
TOTAL REVENUES - ALL FUNDS													
TOTAL EXPENDITURES - ALL FUNDS		17,209,047.10	16,948,750.00	14,981,997.28	15,262,046.29	1,280,194.10	1,966,752.72	88.40					
TOTAL EXPENDITURES - ALL FUNDS		15,063,185.32	15,667,325.00	13,465,136.55	13,647,632.15	1,169,519.05	2,202,188.45	85.94					
NET OF REVENUES & EXPENDITURES		2,145,861.78	1,281,425.00	1,516,860.73	1,614,414.14	110,675.05	(235,435.73)	118.37					

07/03/2019  
 REVENUE AND EXPENDITURE REPORT FOR CITY  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	JANUARY 2019	FEBRUARY 2019	MARCH 2019	APRIL 2019	MAY 2019	YTD TOTALS
TOTAL REVENUES		172,095.38	186,025.05	169,455.16	176,055.12	174,585.46	1,975,481.76
Expenditures							
175.000	ADMINISTRATIVE SERVICES	34,780.51	59,079.37	42,041.13	69,176.05	54,507.44	559,349.12
546.000	OPERATIONS	34,596.62	19,460.88	21,157.96	21,399.14	15,813.55	222,220.91
547.000	TREATMENT	45,077.25	44,050.37	43,742.68	72,498.38	44,439.28	572,556.61
TOTAL EXPENDITURES		114,454.38	122,590.62	106,941.77	163,073.57	114,760.27	1,354,126.64
Fund 590 - SEWER FUND:							
TOTAL REVENUES		172,095.38	186,025.05	169,455.16	176,055.12	174,585.46	1,975,481.76
TOTAL EXPENDITURES		114,454.38	122,590.62	106,941.77	163,073.57	114,760.27	1,354,126.64
NET OF REVENUES & EXPENDITURES		57,641.00	63,434.43	62,513.39	12,981.55	59,825.19	619,781.37
Fund 591 - WATER FUND							
Revenues							
591-000.000-426.000	INTERDEPARTMENTAL REVENUE	9,487.10	9,160.91	221.64	237.66	223.27	73,202.94
591-000.000-660.000	RESIDENTIAL SALES	50,399.90	52,210.14	49,662.72	50,309.62	51,181.56	565,854.54
591-000.000-661.000	BUSINESS SALES	9,357.19	10,443.47	10,976.52	11,921.30	11,240.89	121,656.19
591-000.000-662.000	COMMERCIAL SALES	18,960.00	23,469.83	22,312.72	21,928.69	21,867.36	253,775.28
591-000.000-663.000	INDUSTRY SALES	11,470.85	11,621.18	11,655.61	13,169.12	12,444.60	138,755.98
591-000.000-665.000	INTEREST	4.71	4.44	441.89	117.37	116.41	(3,512.56)
591-000.000-665.100	CHANGE IN INVESTMENTS	1,532.54	952.40	3,047.84	(84.13)	2,191.18	16,141.97
591-000.000-668.000	APARTMENT SALES	19,381.96	19,829.90	18,485.52	19,019.70	19,246.88	211,058.63
591-000.000-669.000	LATE CHARGES	511.11	476.90	349.33	305.69	327.79	4,510.97
591-000.000-692.001	OTHER REVENUE - MISC OPERATING RE	933.75	951.99	1,497.50	780.00	1,298.75	18,279.15
591-000.000-693.000	MISC NON-OPERATING INCOME	592.06	407.50	350.00	350.00	257.18	5,266.25
591-000.000-693.001	MISC NON-OPERATING INCOME-WELLH	0.00	0.00	0.00	0.00	0.00	2,054.48
TOTAL REVENUES		122,631.17	129,528.66	119,001.29	118,055.02	120,395.87	1,407,043.82
Expenditures							
175.000	ADMINISTRATIVE SERVICES	26,047.08	43,072.78	26,303.80	42,656.22	37,274.55	371,645.95
543.000	PRODUCTION	7,951.62	6,782.29	6,744.13	6,302.34	6,115.39	88,129.36
544.000	DISTRIBUTION	23,861.81	35,290.83	30,629.55	23,258.61	62,087.32	401,353.19
545.000	PURIFICATION	31,507.13	22,950.12	22,524.17	25,752.38	29,183.62	242,313.38
TOTAL EXPENDITURES		89,367.64	108,096.02	86,201.65	97,969.55	13,461.88	1,103,441.88
Fund 591 - WATER FUND:							
TOTAL REVENUES		122,631.17	129,528.66	119,001.29	118,055.02	120,395.87	1,407,043.82
TOTAL EXPENDITURES		89,367.64	108,096.02	86,201.65	97,969.55	13,461.88	1,103,441.88
NET OF REVENUES & EXPENDITURES		33,263.53	21,432.64	32,799.64	20,085.47	(14,438.64)	303,601.94

07/03/2019 REVENUE AND EXPENDITURE REPORT FOR CITY OF HILLSDALE  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	JULY 2018	AUGUST 2018	SEPTEMBER 2018	OCTOBER 2018	NOVEMBER 2018	DECEMBER 2018
	TOTAL REVENUES - ALL FUNDS	1,535,166.08	1,507,941.91	1,474,877.31	1,400,401.18	1,286,804.95	1,300,407.45
	TOTAL EXPENDITURES - ALL FUNDS	1,232,439.17	1,295,405.70	1,321,963.10	1,258,405.44	1,543,672.46	1,039,154.40
	NET OF REVENUES & EXPENDITURES	302,726.91	212,536.21	152,914.21	141,995.74	(256,867.51)	261,253.05

07/03/2019

REVENUE AND EXPENDITURE REPORT FOR CITY  
PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	MONTH ACTIVITY JANUARY 2019	MONTH ACTIVITY FEBRUARY 2019	MONTH ACTIVITY MARCH 2019	MONTH ACTIVITY APRIL 2019	MONTH ACTIVITY MAY 2019	YTD TOTALS
TOTAL REVENUES - ALL FUNDS		1,303,497.88	1,357,658.75	1,275,963.37	1,259,084.30	1,280,194.10	14,981,997.28
TOTAL EXPENDITURES - ALL FUNDS		1,173,453.43	1,193,605.72	1,077,962.88	1,185,327.12	1,169,519.05	13,465,136.55
NET OF REVENUES & EXPENDITURES		130,044.45	164,053.03	198,000.49	73,757.18	110,675.05	1,516,860.73

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE		2018-19		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		06/30/2018	NORM (ABNORM)	AMENDED BUDGET	NORM (ABNORM)	05/31/2019	NORM (ABNORM)	05/31/2018	MONTH 05/31/19	INCR (DECR)	BALANCE	% BDTG
												USED
Fund 582 - ELECTRIC FUND												
Dept 000.000												
Revenues												
582-000.000-426.000	INTERDEPARTMENTAL REVENUE	144,272.87		135,000.00		33,376.05		142,009.24	450.80		101,623.95	24.72
582-000.000-600.000	RESIDENTIAL SALES	4,728,352.59		4,890,000.00		4,277,672.01		4,331,602.76	311,074.57		612,327.99	87.48
582-000.000-661.000	BUSINESS SALES	1,403,959.82		1,450,000.00		1,282,449.04		1,291,049.24	113,132.78		167,550.96	88.44
582-000.000-662.000	COMMERCIAL SALES	3,425,593.26		3,550,000.00		2,962,357.48		3,126,660.15	255,655.23		587,642.52	83.45
582-000.000-663.000	INDUSTRY SALES	3,314,577.09		3,257,700.00		2,806,983.83		3,017,239.01	259,663.38		450,716.17	86.16
582-000.000-664.000	STREET LIGHT SALES	54,726.33		56,500.00		47,662.48		50,130.84	4,340.99		8,937.52	84.36
582-000.000-665.000	INTEREST	8,625.81		13,500.00		(11,918.98)		(6,046.83)	232.83		25,418.98	(88.29)
582-000.000-665.100	CHANGE IN INVESTMENTS	8,045.24		10,000.00		56,873.82		7,307.26	18,758.48		(46,873.82)	568.74
582-000.000-669.000	LATE CHARGES	33,754.66		50,000.00		34,431.78		30,837.96	2,139.76		15,568.22	68.86
582-000.000-670.000	GAIN (LOSS) ON INVESTMENT	701,901.64		0.00		0.00		0.00	0.00		0.00	0.00
582-000.000-692.001	OTHER REVENUE - MISC OPERATIN	86,972.39		100,000.00		86,021.04		81,968.90	10,953.80		13,978.96	86.02
582-000.000-693.000	MISC NON-OPERATING INCOME	40,568.10		51,000.00		23,728.30		39,442.80	8,810.15		27,271.70	46.53
582-000.000-694.000	CASH OVER & (SHORT)	0.00		0.00		(165.15)		0.00	0.00		165.15	100.00
TOTAL REVENUES		13,951,349.80		13,563,700.00		11,599,471.70		12,112,201.33	985,212.77		1,964,228.30	85.52
Net - Dept 000.000		13,951,349.80		13,563,700.00		11,599,471.70		12,112,201.33	985,212.77		1,964,228.30	
Dept 175.000 - ADMINISTRATIVE SERVICES												
Expenditures												
582-175.000-702.000	WAGES	240,281.44		267,000.00		243,592.50		219,704.06	34,087.19		23,407.50	91.23
582-175.000-703.000	OVERTIME PAY	2,628.60		1,500.00		4,767.54		2,199.16	241.95		(3,267.54)	317.84
582-175.000-704.000	SICK TIME PAY	21,581.02		25,850.00		20,260.80		24,381.38	2,544.42		5,589.20	78.38
582-175.000-705.000	VACATION TIME PAY	60,507.77		56,510.00		46,872.29		51,826.15	2,451.57		9,637.71	82.95
582-175.000-706.000	PERSONAL TIME PAY	8,097.69		9,690.00		7,744.09		8,458.33	382.32		1,945.91	79.92
582-175.000-707.000	LONGEVITY PAY	9,690.00		9,855.00		12,870.00		9,690.00	0.00		(3,015.00)	130.59
582-175.000-710.000	HOLIDAY AND OTHER PAY	35,482.77		34,415.00		31,007.49		29,531.98	1,780.43		3,407.51	90.10
582-175.000-715.000	HEALTH AND LIFE INSURANCE	143,163.56		191,100.00		148,283.01		130,654.15	13,352.93		42,816.99	77.59
582-175.000-716.000	RETIREMENT	209,138.05		213,205.00		97,559.30		79,875.01	9,688.14		115,645.70	45.76
582-175.000-717.000	WORKERS' COMPENSATION	39,476.36		15,910.00		7,826.63		30,593.71	686.08		8,083.37	49.19
582-175.000-720.000	EMPLOYER'S FICA	28,014.80		30,970.00		26,160.55		24,775.47	2,935.27		4,809.45	84.47
582-175.000-721.000	DISABILITY INSURANCE	3,013.28		6,485.00		3,137.74		3,013.28	329.79		3,347.26	48.38
582-175.000-725.100	MISCELLANEOUS FRINGE EXPENSE	(262,290.09)		(371,595.00)		(241,162.42)		(227,893.91)	(20,375.15)		(130,432.58)	64.90
582-175.000-725.200	EDUCATION (TRAINING & SEMINAR	1,087.48		0.00		28.50		1,087.48	0.00		(28.50)	100.00
582-175.000-726.000	SUPPLIES	7.20		10,000.00		14,725.59		0.00	230.09		(4,725.59)	147.26
582-175.000-726.200	OFFICE SUPPLIES	11,315.09		0.00		1,443.22		10,758.20	14.00		(1,443.22)	100.00
582-175.000-726.202	SUPPLIES - COMPUTER	4,175.33		0.00		73.98		2,649.25	0.00		(73.98)	100.00
582-175.000-801.000	CONTRACTUAL SERVICES	79,143.08		40,000.00		29,128.31		67,029.07	2,921.04		10,871.69	72.82
582-175.000-801.200	COMPUTER	43,713.17		60,000.00		34,738.78		41,747.06	3,229.81		25,261.22	57.90
582-175.000-805.000	ACCOUNTING SERVICES	9,358.53		0.00		415.52		9,358.53	0.00		(415.52)	100.00
582-175.000-806.000	LEGAL SERVICES	6,903.45		5,000.00		1,055.00		2,661.00	20.00		3,945.00	21.10
582-175.000-808.000	AUDITING SERVICES	7,106.25		7,200.00		5,787.50		7,106.25	0.00		1,412.50	80.38
582-175.000-810.000	DOES AND SUBSCRIPTIONS	44,189.19		25,000.00		25,384.76		41,624.47	2,283.11		(384.76)	101.54
582-175.000-820.000	PILOT	775,632.55		792,255.00		682,627.50		709,000.92	56,632.02		109,627.50	86.16
582-175.000-850.000	INSURANCE	12,605.13		25,000.00		18,347.38		10,286.40	1,708.99		6,652.62	73.39
582-175.000-852.000	COMPUTER	649.09		0.00		0.00		649.09	0.00		0.00	0.00
582-175.000-861.000	TRAINING & SEMINARS	2,973.84		8,000.00		4,513.21		2,752.13	682.89		3,486.79	56.42
582-175.000-905.000	PUBLISHING / NOTICES	4,420.37		5,000.00		0.00		4,053.37	0.00		5,000.00	0.00
582-175.000-920.300	UTILITIES - ELECTRIC	0.00		0.00		1,370.50		0.00	448.50		(1,370.50)	100.00
582-175.000-920.400	UTILITIES - GAS	3,715.43		1,000.00		2,529.20		3,660.94	19.40		(1,529.20)	252.92
582-175.000-921.000	INTERDEPARTMENTAL EXPENSE	34,924.18		7,000.00		5,780.64		136,321.94	482.55		1,219.36	82.58

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE		2018-19		YTD BALANCE		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		06/30/2018	06/30/2018	AMENDED BUDGET	2018-19	05/31/2019	05/31/2019	05/31/2018	05/31/2018	MONTH	05/31/19	NORM	ABNORM
		NORM (ABNORM)	NORM (ABNORM)			NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	INCR (DECR)			
Fund 582 - ELECTRIC FUND													
Expenditures													
582-175.000-925.000	TELEPHONE	10,457.46	8,000.00	13,023.31	8,912.81	1,996.35	(5,023.31)	162.79					
582-175.000-930.000	REPAIRS & MAINTENANCE	22,114.07	20,000.00	7,049.96	18,549.77	195.00	12,950.04	35.25					
582-175.000-955.000	MISCELLANEOUS	0.00	0.00	22.40	3,680.55	0.00	(22.40)	100.00					
582-175.000-963.000	WRITE OFF BAD DEBT(S)	0.00	0.00	3,217.00	0.00	0.00	(3,217.00)	100.00					
582-175.000-968.000	DEPRECIATION	121,779.81	125,000.00	92,246.96	112,061.02	8,411.30	32,753.04	73.80					
582-175.000-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	7,000.76	0.00	0.00	0.00					
582-175.000-995.000	DEBT SERVICE - INTEREST	24,861.63	23,075.00	16,204.82	21,595.14	1,304.59	6,870.18	70.23					
TOTAL EXPENDITURES		1,759,917.58	1,652,425.00	1,368,633.56	1,609,334.92	128,684.58	283,791.44	82.83					
Net - Dept 175.000 - ADMINISTRATIVE SERVICES		(1,759,917.58)	(1,652,425.00)	(1,368,633.56)	(1,609,334.92)	(128,684.58)	(283,791.44)						
Dept 543.000 - PRODUCTION													
Expenditures													
582-543.000-702.000	WAGES	44,669.20	50,000.00	37,674.51	37,967.76	5,250.60	12,325.49	75.35					
582-543.000-703.000	OVERTIME PAY	3,898.74	3,000.00	1,781.54	3,266.55	321.75	1,218.46	59.38					
582-543.000-704.000	SICK TIME PAY	183.60	0.00	176.00	183.60	0.00	(176.00)	100.00					
582-543.000-705.000	VACATION TIME PAY	0.00	0.00	880.00	0.00	0.00	(880.00)	100.00					
582-543.000-706.000	PERSONAL TIME PAY	408.00	0.00	616.00	408.00	88.00	(616.00)	100.00					
582-543.000-710.000	HOLIDAY AND OTHER PAY	1,710.40	0.00	1,672.00	1,547.20	88.00	(1,672.00)	100.00					
582-543.000-715.000	HEALTH AND LIFE INSURANCE	6,844.58	0.00	0.00	6,844.58	0.00	0.00	0.00					
582-543.000-716.000	RETIREMENT	4,270.13	0.00	0.00	4,270.13	0.00	0.00	0.00					
582-543.000-720.000	EMPLOYER'S FICA	3,711.15	4,050.00	3,088.23	3,273.64	404.35	961.77	76.25					
582-543.000-721.000	DISABILITY INSURANCE	19.24	0.00	0.00	19.24	0.00	0.00	0.00					
582-543.000-725.100	MISCELLANEOUS FRINGE EXPENSE	8,713.51	22,520.00	19,154.86	2,833.91	1,658.76	3,365.14	85.06					
582-543.000-726.000	SUPPLIES	8,403.14	15,000.00	816.36	8,162.19	538.50	14,183.64	5.44					
582-543.000-739.000	PURCHASED POWER	8,456,203.32	9,000,000.00	7,905,196.77	7,732,620.71	631,525.02	1,094,803.23	87.84					
582-543.000-740.000	FUEL AND LUBRICANTS	2,275.75	2,000.00	810.40	1,922.99	0.00	1,189.60	40.52					
582-543.000-740.100	FUEL OIL - ENGINE #5	10,400.71	11,000.00	5,251.98	10,053.06	321.63	5,748.02	47.75					
582-543.000-740.200	FUEL OIL - ENGINE #6	15,776.39	15,000.00	8,981.75	15,368.28	362.69	6,018.25	59.88					
582-543.000-740.300	NATURAL GAS - ENGINE #5	19,744.45	18,000.00	4,025.28	17,588.60	560.51	13,974.72	22.36					
582-543.000-740.400	NATURAL GAS - ENGINE #6	21,659.72	22,000.00	4,385.99	18,981.44	672.61	17,614.01	19.94					
582-543.000-742.000	CLOTHING / UNIFORMS	669.59	1,000.00	300.00	100.00	150.00	700.00	30.00					
582-543.000-771.000	INVENTORY ADJUSTMENT	3,710.12	0.00	0.00	0.00	0.00	0.00	0.00					
582-543.000-801.000	CONTRACTUAL SERVICES	14,691.15	14,000.00	20,919.12	14,245.12	300.00	(6,919.12)	149.42					
582-543.000-801.050	CONTRACTUAL SERV. - ENGINE #5	48,557.77	0.00	0.00	48,557.77	0.00	0.00	0.00					
582-543.000-801.060	CONTRACTUAL SERV. - ENGINE #6	11,787.00	0.00	0.00	11,787.00	0.00	0.00	0.00					
582-543.000-850.000	INSURANCE	43,187.94	40,000.00	57,612.01	37,161.14	5,120.12	(17,612.01)	144.03					
582-543.000-861.000	TRAINING & SEMINARS	132.65	1,000.00	132.90	132.65	0.00	867.10	13.29					
582-543.000-920.400	UTILITIES - GAS	10,562.20	10,000.00	10,648.03	10,562.20	2,760.06	(648.03)	106.48					
582-543.000-921.000	INTERDEPARTMENTAL EXPENSE	21,426.13	0.00	32,689.21	5,002.26	2,974.00	(32,689.21)	100.00					
582-543.000-925.000	TELEPHONE	4,986.37	9,000.00	330.28	4,986.37	0.00	8,669.72	3.67					
582-543.000-930.000	REPAIRS & MAINTENANCE	9,326.12	10,000.00	3,249.37	4,727.25	339.90	6,750.63	32.49					
582-543.000-930.050	REPAIRS & MAINT. - ENGINE #5	15,036.62	15,000.00	4,833.47	13,384.74	2,321.50	10,166.53	32.22					
582-543.000-930.060	REPAIRS & MAINT. - ENGINE #6	14,223.06	15,000.00	19,946.70	14,223.06	2,321.50	(4,946.70)	132.98					
582-543.000-968.000	DEPRECIATION	166,532.11	185,000.00	170,516.18	152,962.11	15,164.91	14,483.82	92.17					
TOTAL EXPENDITURES		8,973,720.86	9,462,570.00	8,315,688.94	8,163,143.55	673,241.41	1,146,881.06	87.88					
Net - Dept 543.000 - PRODUCTION		(8,973,720.86)	(9,462,570.00)	(8,315,688.94)	(8,163,143.55)	(673,241.41)	(1,146,881.06)						

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE		2018-19		YTD BALANCE		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDOT USED
		06/30/2018 NORM (ABNORM)	06/30/2018 AMENDED BUDGET	05/31/2019 NORM (ABNORM)	05/31/2019 NORM (ABNORM)	05/31/2018 NORM (ABNORM)	05/31/2018 NORM (ABNORM)	MONTH 05/31/19 INCR (DECR)	BALANCE	NORM (ABNORM)				
Fund 582 - ELECTRIC FUND														
Dept 544.000 - DISTRIBUTION														
Expenditures														
582-544.000-702.000	WAGES	336,006.04	347,000.00	273,748.79	339,650.63	30,443.35	73,251.21	78.89						
582-544.000-703.000	OVERTIME PAY	29,821.33	30,000.00	32,436.22	26,381.38	10,814.62	(2,436.22)	108.12						
582-544.000-710.000	HOLIDAY AND OTHER PAY	249.99	0.00	0.00	249.99	0.00	0.00	0.00						
582-544.000-715.000	HEALTH AND LIFE INSURANCE	4,956.77	0.00	696.26	4,956.77	0.00	(696.26)	100.00						
582-544.000-720.000	EMPLOYER'S FICA	26,253.86	28,840.00	21,773.37	27,120.18	2,899.90	7,066.63	75.50						
582-544.000-721.000	DISABILITY INSURANCE	1,041.64	0.00	927.11	1,041.64	0.00	(927.11)	100.00						
582-544.000-725.100	MICELLANEOUS FRINGE EXPENSE	247,228.07	249,075.00	189,099.32	220,111.55	13,662.53	59,975.68	75.92						
582-544.000-726.800	SUPPLIES - OPERATIONS	29,730.56	30,000.00	30,457.60	27,141.78	2,338.82	(457.60)	101.53						
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	27,097.39	36,000.00	30,546.09	26,786.16	8,285.42	5,453.91	84.85						
582-544.000-740.000	FUEL AND LUBRICANTS	13,692.50	12,000.00	13,995.81	11,291.08	1,702.01	(1,995.81)	116.63						
582-544.000-742.000	CLOTHING / UNIFORMS	7,923.75	8,500.00	150.00	7,923.75	0.00	8,350.00	1.76						
582-544.000-771.000	INVENTORY ADJUSTMENT	(1,953.95)	0.00	0.00	0.00	0.00	0.00	0.00						
582-544.000-801.000	CONTRACTUAL SERVICES	33,668.15	53,000.00	16,678.80	44,429.27	920.67	36,321.20	31.47						
582-544.000-801.200	COMPUTER	5,460.84	0.00	10,705.20	5,131.42	991.79	(10,705.20)	100.00						
582-544.000-801.300	TREE TRIMMING	175,813.06	210,000.00	207,507.34	162,589.92	2,550.00	2,492.66	98.81						
582-544.000-807.100	MAPPING & ENGINEERING	784.78	0.00	0.00	784.78	0.00	0.00	0.00						
582-544.000-850.000	INSURANCE	35,036.11	50,000.00	29,273.23	31,735.90	2,723.52	20,726.77	58.55						
582-544.000-861.000	TRAINING & SEMINARS - EXTERNA	859.00	8,000.00	4,866.52	734.00	0.00	3,133.48	60.83						
582-544.000-861.100	TRAINING & SEMINARS - EXTERNA	755.00	0.00	0.00	755.00	0.00	0.00	0.00						
582-544.000-920.500	UTILITIES - REFUSE	827.50	1,000.00	682.00	743.00	0.00	318.00	68.20						
582-544.000-921.000	INTERDEPARTMENTAL EXPENSE	5,354.02	0.00	8,280.17	1,245.00	581.25	(8,280.17)	100.00						
582-544.000-925.000	TELEPHONE	88.49	0.00	1,563.35	88.49	365.94	(1,563.35)	100.00						
582-544.000-930.000	REPAIRS & MAINTENANCE	72,462.78	60,000.00	44,790.73	59,924.75	3,230.48	15,209.27	74.65						
582-544.000-968.000	DEPRECIATION	440,097.68	450,000.00	403,443.78	404,021.68	36,711.61	46,556.22	89.65						
582-544.000-970.000	CAPITAL OUTLAY	0.00	0.00	1,623.84	36,708.99	0.00	(1,623.84)	100.00						
TOTAL EXPENDITURES		1,493,255.36	1,573,415.00	1,323,245.53	1,441,547.11	118,221.91	250,169.47	84.10						
Net - Dept 544.000 - DISTRIBUTION		(1,493,255.36)	(1,573,415.00)	(1,323,245.53)	(1,441,547.11)	(118,221.91)	(250,169.47)							
TOTAL REVENUES		13,951,349.80	13,563,700.00	11,599,471.70	12,112,201.33	985,212.77	1,564,228.30	85.52						
TOTAL EXPENDITURES		12,226,893.80	12,688,410.00	11,007,568.03	11,234,025.58	920,147.90	1,680,841.97	86.75						
NET OF REVENUES & EXPENDITURES		1,724,456.00	875,290.00	591,903.67	878,175.75	65,064.87	283,386.33	67.62						

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE		2018-19		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDTG USED
		06/30/2018	06/30/2018	05/31/2019	05/31/2019	05/31/2018	05/31/2018	MONTH	5/31/19	NORM	(ABNORM)	
		NORM (ABNORM)	AMENDED BUDGET	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	INCR (DECR)				
Fund 590 - SEWER FUND												
Dept 000.000												
Revenues												
590-000.000-426.000	INTERDEPARTMENTAL REVENUE	31,198.34	11,500.00	51,956.94	24,315.89	246.12	(40,456.94)	246.12	71,223.76	17,174.19	451.80	
590-000.000-660.000	RESIDENTIAL SALES	695,062.22	831,500.00	782,126.93	627,731.32	114.62	(1,140.70)	114.62	49,373.07	3,252.68	94.06	
590-000.000-661.000	BUSINESS SALES	146,829.46	186,400.00	145,901.00	135,145.27	867.97	(538.43)	867.97	40,499.00	78.27		
590-000.000-662.000	COMMERCIAL SALES	354,591.97	330,000.00	352,689.65	332,535.09	600.71	(338.43)	600.71	(22,689.65)	106.88		
590-000.000-663.000	INDUSTRY SALES	346,924.67	222,900.00	241,764.39	329,567.99	430.29	(18,864.39)	430.29	(18,864.39)	108.46		
590-000.000-665.000	INTEREST	468.13	1,000.00	1,456.85	354.17	0.00	(456.85)	0.00	(456.85)	145.69		
590-000.000-668.000	APARTMENT SALES	309,437.45	337,600.00	295,875.35	283,743.45	917.84	(984.58)	917.84	41,724.65	87.64		
590-000.000-669.000	LATE CHARGES	5,871.52	4,000.00	6,434.19	5,313.18	0.00	(2,434.19)	0.00	(2,434.19)	160.85		
590-000.000-673.002	LOSS ON SALE OF PROPERTY	(120,193.17)	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00		
590-000.000-692.001	OTHER REVENUE - MISC OPERATIN	89,211.04	50,000.00	86,439.50	82,644.28	7,895.01	(36,439.50)	7,895.01	(36,439.50)	172.88		
590-000.000-693.000	MISC NON-OPERATING INCOME	14,523.80	15,000.00	10,836.96	13,597.72	767.18	4,163.04	767.18	4,163.04	72.25		
TOTAL REVENUES		1,873,925.43	1,989,900.00	1,975,481.76	1,884,678.36	174,585.46	14,418.24	174,585.46	14,418.24	99.28		
Net - Dept 000.000		1,873,925.43	1,989,900.00	1,975,481.76	1,884,678.36	174,585.46	14,418.24	174,585.46	14,418.24			
Dept 175.000 - ADMINISTRATIVE SERVICES												
Expenditures												
590-175.000-702.000	WAGES	124,988.68	133,560.00	116,385.81	113,944.53	15,615.60	17,174.19	15,615.60	19,003.09	87.14		
590-175.000-703.000	OVERTIME PAY	1,499.56	1,000.00	2,140.70	1,284.79	114.62	(1,140.70)	114.62	3,252.68	214.07		
590-175.000-704.000	SICK TIME PAY	5,113.24	10,490.00	7,237.32	8,095.35	867.97	3,252.68	867.97	3,252.68	68.99		
590-175.000-705.000	VACATION TIME PAY	21,165.32	18,900.00	19,438.43	21,127.03	600.71	(538.43)	600.71	(538.43)	102.85		
590-175.000-706.000	PERSONAL TIME PAY	3,534.75	3,935.00	3,643.49	3,881.25	430.29	291.51	430.29	291.51	92.59		
590-175.000-707.000	LONGEVITY PAY	4,155.00	3,940.00	875.00	4,155.00	0.00	3,065.00	0.00	3,065.00	22.21		
590-175.000-710.000	HOLIDAY AND OTHER PAY	16,641.90	13,765.00	14,749.58	12,030.01	917.84	(984.58)	917.84	(984.58)	107.15		
590-175.000-715.000	HEALTH AND LIFE INSURANCE	69,708.72	92,550.00	73,546.91	62,906.58	6,586.81	19,003.09	6,586.81	19,003.09	79.47		
590-175.000-716.000	RETIREMENT	113,008.56	108,810.00	51,811.99	47,230.99	5,207.41	56,998.01	5,207.41	56,998.01	47.62		
590-175.000-717.000	WORKERS' COMPENSATION	11,571.61	5,660.00	2,775.25	9,517.93	239.58	2,884.75	239.58	2,884.75	49.03		
590-175.000-720.000	EMPLOYER'S FICA	12,845.66	14,200.00	11,442.12	11,704.70	1,300.56	2,757.88	1,300.56	2,757.88	80.58		
590-175.000-721.000	DISABILITY INSURANCE	1,310.18	2,895.00	1,220.91	1,310.18	138.27	1,674.09	138.27	1,674.09	42.17		
590-175.000-725.100	MICELLANEOUS FRINGE EXPENSE	(121,002.64)	(151,350.00)	(116,210.88)	(108,825.11)	(8,912.62)	(35,139.12)	(8,912.62)	(35,139.12)	76.78		
590-175.000-726.000	SUPPLIES	0.00	0.00	7,167.30	0.00	85.91	(7,167.30)	85.91	(7,167.30)	100.00		
590-175.000-726.200	OFFICE SUPPLIES	7,936.32	12,000.00	1,101.83	6,955.96	7.00	10,898.17	7.00	10,898.17	9.18		
590-175.000-730.039	RPU VEHICLE MAINT/SUPPLIES	2,890.36	2,000.00	937.44	2,870.12	0.00	1,062.56	0.00	1,062.56	46.87		
590-175.000-801.000	CONTRACTUAL SERVICES	59,457.55	20,000.00	24,104.49	54,677.78	1,260.47	(4,104.49)	1,260.47	(4,104.49)	120.52		
590-175.000-801.200	COMPUTER	20,212.46	30,000.00	11,659.04	20,535.48	997.33	18,340.96	997.33	18,340.96	38.86		
590-175.000-805.000	ACCOUNTING SERVICES	4,679.27	0.00	207.76	4,679.27	10.00	(207.76)	10.00	(207.76)	100.00		
590-175.000-806.000	LEGAL SERVICES	1,405.61	2,000.00	70.00	1,386.86	10.00	1,930.00	10.00	1,930.00	3.50		
590-175.000-808.000	AUDITING SERVICES	3,553.12	4,000.00	2,893.75	3,553.12	0.00	1,106.25	0.00	1,106.25	72.34		
590-175.000-810.000	DUES AND SUBSCRIPTIONS	13,591.78	12,000.00	6,705.84	12,883.98	639.47	5,294.16	639.47	5,294.16	55.88		
590-175.000-820.000	PILOT	109,612.90	114,505.00	109,119.25	102,507.18	9,905.43	5,385.75	9,905.43	5,385.75	95.30		
590-175.000-850.000	INSURANCE	7,022.68	16,250.00	9,275.97	6,209.96	854.48	6,974.03	854.48	6,974.03	57.08		
590-175.000-851.000	TRAINING & SEMINARS	636.65	2,000.00	635.85	636.65	111.36	1,364.15	111.36	1,364.15	31.79		
590-175.000-905.000	PUBLISHING / NOTICES	2,456.89	2,000.00	133.95	2,273.39	0.00	1,866.05	0.00	1,866.05	6.70		
590-175.000-920.100	UTILITIES - SEWER	0.00	0.00	685.25	0.00	224.25	(885.25)	224.25	(885.25)	100.00		
590-175.000-920.400	UTILITIES - GAS	1,857.71	1,500.00	1,264.63	1,830.47	9.70	235.37	9.70	235.37	84.31		
590-175.000-921.000	INTERDEPARTMENTAL EXPENSE	3,762.90	10,000.00	2,719.57	6,816.93	228.12	7,280.43	228.12	7,280.43	27.20		
590-175.000-925.000	TELEPHONE	5,385.80	4,000.00	6,289.86	4,417.73	998.16	(2,289.86)	998.16	(2,289.86)	157.25		
590-175.000-930.000	REPAIRS & MAINTENANCE	8,356.06	10,000.00	4,447.13	8,203.56	129.26	5,552.87	129.26	5,552.87	44.47		
590-175.000-985.000	MISCELLANEOUS	0.00	0.00	0.00	238.77	0.00	0.00	0.00	0.00	0.00		
590-175.000-957.000	PROPERTY TAXES	0.00	0.00	82.50	0.00	0.00	(82.50)	0.00	(82.50)	100.00		



\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2018 NORM (ABNORM)	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019 NORM (ABNORM)	YTD BALANCE 05/31/2018 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/19 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDTG USED
<b>Fund 590 - SEWER FUND</b>								
<b>Expenditures</b>								
590-175.000-963.000	WRITE OFF BAD DEBT(S)	0.00	0.00	91.70	0.00	0.00	(91.70)	100.00
590-175.000-968.000	DEPRECIATION	16,529.22	20,000.00	13,564.53	15,196.75	1,284.45	6,435.47	67.82
590-175.000-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	2,750.37	0.00	0.00	0.00
590-175.000-995.000	DEBT SERVICE - INTEREST	124,842.15	233,750.00	167,134.85	91,704.36	14,655.01	66,615.15	71.50
<b>TOTAL EXPENDITURES</b>		<b>658,709.97</b>	<b>754,360.00</b>	<b>559,349.12</b>	<b>538,701.92</b>	<b>54,507.44</b>	<b>195,010.88</b>	<b>74.15</b>
<b>Net - Dept 175.000 - ADMINISTRATIVE SERVICES</b>		<b>(658,709.97)</b>	<b>(754,360.00)</b>	<b>(559,349.12)</b>	<b>(538,701.92)</b>	<b>(54,507.44)</b>	<b>(195,010.88)</b>	
<b>Dept 543.000 - PRODUCTION</b>								
<b>Expenditures</b>								
590-543.000-921.000	INTERDEPARTMENTAL EXPENSE	0.00	0.00	0.00	7,482.42	0.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,482.42</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net - Dept 543.000 - PRODUCTION</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(7,482.42)</b>	<b>0.00</b>	<b>0.00</b>	
<b>Dept 546.000 - OPERATIONS</b>								
<b>Expenditures</b>								
590-546.000-702.000	WAGES	84,309.86	80,000.00	44,078.42	79,150.43	4,144.87	35,921.58	55.10
590-546.000-703.000	OVERTIME PAY	9,628.74	7,000.00	7,570.12	9,025.23	564.79	(570.12)	108.14
590-546.000-715.000	HEALTH AND LIFE INSURANCE	147.68	0.00	147.68	147.68	0.00	(147.68)	100.00
590-546.000-720.000	EMPLOYER'S FICA	6,599.28	6,655.00	3,724.06	6,180.99	331.79	2,930.94	55.96
590-546.000-721.000	DISABILITY INSURANCE	215.16	0.00	215.16	215.16	0.00	(215.16)	100.00
590-546.000-725.100	MISCELLANEOUS FRINGE EXPENSE	55,468.19	70,455.00	45,053.23	51,249.81	1,876.85	25,401.77	63.95
590-546.000-726.800	SUPPLIES - OPERATIONS	2,357.39	1,500.00	1,153.50	2,261.86	0.00	346.50	76.90
590-546.000-730.039	BPU VEHICLE MAINT/SUPPLIES	1,508.75	1,500.00	1,337.58	1,399.82	182.19	162.42	89.17
590-546.000-742.000	CLOTHING / UNIFORMS	1,987.48	1,000.00	1,987.48	1,987.48	0.00	1,000.00	0.00
590-546.000-771.000	INVENTORY ADJUSTMENT	214.76	0.00	0.00	0.00	0.00	0.00	0.00
590-546.000-801.000	CONTRACTUAL SERVICES	11,831.83	17,000.00	2,937.85	11,563.80	0.00	14,062.15	17.28
590-546.000-801.200	COMPUTER	375.46	0.00	559.85	375.46	41.25	(559.85)	100.00
590-546.000-850.000	INSURANCE	11,994.39	15,000.00	11,937.61	10,968.38	1,135.85	3,062.39	79.58
590-546.000-861.000	TRAINING & SEMINARS	365.06	1,000.00	737.08	348.06	0.00	262.92	73.71
590-546.000-920.500	UTILITIES - REFUSE	413.75	500.00	596.00	371.50	0.00	(96.00)	119.20
590-546.000-921.000	INTERDEPARTMENTAL EXPENSE	34,828.05	0.00	6,586.20	10,016.54	672.00	(6,586.20)	100.00
590-546.000-925.000	TELEPHONE	598.25	1,200.00	74.72	598.25	0.00	1,125.28	6.23
590-546.000-930.000	REPAIRS & MAINTENANCE	8,912.00	15,000.00	11,859.72	8,739.70	0.00	3,140.28	79.06
590-546.000-930.950	REPAIRS & MAINT. - LIFT STAFF	8,032.43	10,000.00	5,126.48	5,897.62	68.16	4,873.52	51.26
590-546.000-930.960	REPAIRS & MAINT. - SEWER MAIN	3,462.45	5,000.00	3,288.16	3,349.48	0.00	1,711.84	65.76
590-546.000-930.970	REPAIRS & MAINT. - MANHOLES	777.00	5,000.00	258.90	777.00	0.00	4,741.10	5.18
590-546.000-930.980	REPAIRS & MAINT. - SERVICE LI	238.34	2,000.00	200.00	238.34	0.00	1,800.00	10.00
590-546.000-968.000	DEPRECIATION	73,891.30	144,250.00	74,778.59	74,502.28	6,795.80	69,471.41	51.84
<b>TOTAL EXPENDITURES</b>		<b>318,157.60</b>	<b>384,060.00</b>	<b>222,220.91</b>	<b>279,364.87</b>	<b>15,813.55</b>	<b>161,839.09</b>	<b>57.86</b>
<b>Net - Dept 546.000 - OPERATIONS</b>		<b>(318,157.60)</b>	<b>(384,060.00)</b>	<b>(222,220.91)</b>	<b>(279,364.87)</b>	<b>(15,813.55)</b>	<b>(161,839.09)</b>	

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2018 NORM (ABNORM)	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019 NORM (ABNORM)	YTD BALANCE 05/31/2018 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/19 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDTG USED
Fund 590 - SEWER FUND								
Dept 547.000 - TREATMENT								
Expenditures								
590-547.000-702.000	WAGES	95,894.05	95,000.00	123,004.10	86,188.39	15,503.54	(28,004.10)	129.48
590-547.000-703.000	OVERTIME PAY	17,462.53	10,000.00	19,402.19	16,270.96	2,080.80	(9,402.19)	194.02
590-547.000-715.000	HEALTH AND LIFE INSURANCE	79.52	0.00	79.52	79.52	0.00	(79.52)	100.00
590-547.000-720.000	EMPLOYER'S FICA	7,920.73	8,035.00	9,852.14	7,112.33	1,210.49	(1,817.14)	122.62
590-547.000-721.000	DISABILITY INSURANCE	115.88	0.00	115.88	115.88	0.00	(115.88)	100.00
590-547.000-725.100	MICELLEANEOUS FRINGE EXPENSE	65,982.95	80,895.00	71,157.65	57,575.30	7,035.77	9,737.35	87.96
590-547.000-726.900	SUPPLIES - LABORATORY	15,831.50	15,000.00	16,016.27	14,400.80	611.83	(1,016.27)	106.78
590-547.000-727.500	SUPPLIES - CHLORINE	7,342.39	8,000.00	2,534.98	6,592.39	650.00	5,465.02	31.69
590-547.000-727.600	SUPPLIES - FERROUS CHLORIDE	9,365.20	10,000.00	12,413.35	9,365.20	0.00	(2,413.35)	124.13
590-547.000-727.700	SUPPLIES - DIOXIDE	3,761.00	3,500.00	2,460.05	3,441.00	340.02	1,039.95	70.29
590-547.000-727.800	SUPPLIES - MISC. CHEMICALS	0.00	1,000.00	5.96	0.00	5.96	994.04	0.60
590-547.000-730.039	BPU VEHICLE MAINT/SUPPLIES	969.17	2,500.00	1,031.42	969.17	0.00	1,468.58	41.26
590-547.000-740.000	FUEL AND LUBRICANTS	3,767.47	3,000.00	1,844.92	2,885.87	111.18	1,155.08	61.50
590-547.000-742.000	CLOTHING / UNIFORMS	0.00	2,500.00	344.78	0.00	0.00	2,155.22	13.79
590-547.000-801.000	COMPUTER	113,333.30	85,000.00	120,482.14	110,049.75	6,371.25	(35,482.14)	141.74
590-547.000-801.200	CONTRACTUAL SERVICES	1,288.01	0.00	3,636.73	915.35	343.29	(3,636.73)	100.00
590-547.000-850.000	INSURANCE	12,356.76	17,000.00	12,057.66	11,330.75	1,135.86	4,942.34	70.93
590-547.000-861.000	TRAINING & SEMINARS	189.10	1,500.00	624.00	189.10	140.00	876.00	41.60
590-547.000-920.000	UTILITIES	0.00	0.00	508.70	0.00	0.00	(508.70)	100.00
590-547.000-920.400	UTILITIES - GAS	4,779.32	16,000.00	11,968.58	4,434.93	0.00	4,031.42	74.80
590-547.000-921.000	INTERDEPARTMENTAL EXPENSE	73,567.97	0.00	44,803.12	0.00	22.84	(44,803.12)	100.00
590-547.000-925.000	TELEPHONE	737.89	1,000.00	0.00	672.77	0.00	1,000.00	0.00
590-547.000-930.000	REPAIRS & MAINTENANCE	38,267.92	50,000.00	23,523.99	33,299.86	845.22	26,476.01	47.05
590-547.000-930.900	REPAIRS & MAINT - LABORATORY	4,627.69	4,000.00	3,004.99	3,604.69	0.00	995.01	75.12
590-547.000-968.000	DEPRECIATION	99,313.96	164,500.00	91,683.49	91,073.50	8,031.39	72,816.51	55.73
TOTAL EXPENDITURES		576,954.31	578,430.00	572,556.61	460,667.51	44,439.28	5,873.39	98.98
Net - Dept 547.000 - TREATMENT		(576,954.31)	(578,430.00)	(572,556.61)	(460,667.51)	(44,439.28)	(5,873.39)	
TOTAL REVENUES								
TOTAL EXPENDITURES		1,873,925.43	1,989,900.00	1,975,481.76	1,884,678.36	174,585.46	14,418.24	99.28
NET OF REVENUES & EXPENDITURES		1,553,821.88	1,716,850.00	1,354,126.64	1,286,216.72	114,760.27	362,723.36	78.87
NET OF REVENUES & EXPENDITURES		320,103.55	273,050.00	621,355.12	598,461.64	59,825.19	(348,305.12)	227.56

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2018 NORM (ABNORM)	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019 NORM (ABNORM)	YTD BALANCE 05/31/2018 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/19 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDTG USED
<b>Fund 591 - WATER FUND</b>								
Dept 000.000								
Revenues								
591-000.000-426.000	INTERDEPARTMENTAL REVENUE	35,232.81	13,000.00	73,202.94	26,614.91	223.27	(60,202.94)	563.10
591-000.000-660.000	RESIDENTIAL SALES	490,510.08	545,150.00	565,854.54	440,367.71	51,181.56	(20,704.54)	103.80
591-000.000-661.000	BUSINESS SALES	124,724.66	141,000.00	121,656.19	114,345.80	11,240.89	19,343.81	86.28
591-000.000-662.000	COMMERCIAL SALES	241,946.77	280,000.00	253,775.28	228,174.94	21,867.36	26,224.72	90.63
591-000.000-663.000	INDUSTRY SALES	230,169.92	141,500.00	138,755.98	220,207.74	12,444.60	2,744.02	98.06
591-000.000-665.000	INTEREST	3,785.07	5,000.00	(3,512.56)	(1,095.98)	116.41	8,512.56	(70.25)
591-000.000-665.100	CHANGE IN INVESTMENTS	1,872.19	(1,500.00)	16,141.97	2,584.70	2,191.18	(17,641.97)	(1,076.1)
591-000.000-668.000	APARTMENT SALES	221,220.45	240,000.00	211,058.63	202,607.67	19,246.88	28,941.37	87.94
591-000.000-669.000	LATE CHARGES	4,077.26	4,000.00	4,510.97	3,692.78	327.79	(510.97)	112.77
591-000.000-673.001	GAIN ON SALE OF PROPERTY	(3,436.88)	0.00	0.00	(3,436.88)	0.00	0.00	0.00
591-000.000-692.001	OTHER REVENUE - MISC OPERATIN	18,090.40	10,000.00	18,279.15	15,760.15	1,298.75	(8,279.15)	182.79
591-000.000-693.000	MISC NON-OPERATING INCOME	11,062.14	12,000.00	5,266.25	10,826.06	257.18	6,733.75	43.89
591-000.000-693.001	MISC NON-OPERATING INCOME-WEL	4,517.00	5,000.00	2,054.48	4,517.00	0.00	2,945.52	41.09
<b>TOTAL REVENUES</b>		<b>1,383,771.87</b>	<b>1,395,150.00</b>	<b>1,407,043.82</b>	<b>1,265,166.60</b>	<b>120,395.87</b>	<b>(11,893.82)</b>	<b>100.85</b>
Net - Dept 000.000		<b>1,383,771.87</b>	<b>1,395,150.00</b>	<b>1,407,043.82</b>	<b>1,265,166.60</b>	<b>120,395.87</b>	<b>(11,893.82)</b>	
<b>Dept 175.000 - ADMINISTRATIVE SERVICES</b>								
Expenditures								
591-175.000-702.000	WAGES	125,366.25	133,560.00	115,661.92	114,383.52	15,515.50	17,898.08	86.60
591-175.000-703.000	OVERTIME PAY	1,852.69	2,000.00	2,139.06	1,638.04	114.49	(139.06)	106.95
591-175.000-704.000	SICK TIME PAY	6,303.75	8,475.00	8,204.11	9,065.86	1,306.33	270.89	96.80
591-175.000-705.000	VACATION TIME PAY	14,539.14	12,555.00	11,604.81	14,803.04	1,155.01	950.19	92.43
591-175.000-706.000	PERSONAL TIME PAY	2,941.30	3,180.00	3,425.45	3,304.77	86.41	(245.45)	107.72
591-175.000-707.000	LONGEVITY PAY	1,855.00	2,500.00	1,975.00	1,855.00	0.00	525.00	79.00
591-175.000-710.000	HOLIDAY AND OTHER PAY	13,233.45	11,125.00	12,822.54	10,134.94	755.71	(1,697.54)	115.26
591-175.000-715.000	HEALTH AND LIFE INSURANCE	73,630.45	90,150.00	70,520.14	66,991.24	6,711.86	19,629.86	78.23
591-175.000-716.000	RETIREMENT	92,348.41	71,570.00	36,355.53	29,680.72	3,797.77	35,214.47	50.80
591-175.000-717.000	WORKERS' COMPENSATION	16,106.46	6,000.00	3,018.19	12,799.67	261.67	2,981.81	50.30
591-175.000-720.000	EMPLOYER'S FICA	12,298.29	13,265.00	10,960.37	11,127.69	1,349.41	2,304.63	82.63
591-175.000-721.000	DISABILITY INSURANCE	1,058.82	2,410.00	1,274.50	1,058.82	108.33	1,135.50	52.88
591-175.000-725.100	MICELLANEOUS FRINGE EXPENSE	(100,999.80)	(112,305.00)	(82,281.58)	(92,410.64)	(8,283.39)	(30,023.42)	73.27
591-175.000-726.000	SUPPLIES	0.00	0.00	6,804.65	0.00	85.89	(6,804.65)	100.00
591-175.000-726.200	OFFICE SUPPLIES	7,322.25	12,000.00	721.61	6,420.66	7.00	11,278.39	6.01
591-175.000-726.591	SUPPLIES-WELLHEAD PROTECTION	2,664.96	4,000.00	920.00	1,951.00	600.00	3,080.00	23.00
591-175.000-730.039	BPV VEHICLE MAINT/SUPPLIES	4,529.28	2,000.00	3,730.86	3,984.89	0.00	(1,730.86)	186.54
591-175.000-801.000	CONTRACTUAL SERVICES	60,481.50	40,000.00	23,635.83	56,031.45	1,010.46	16,364.17	59.09
591-175.000-801.200	COMPUTER	25,052.87	30,000.00	11,376.15	24,730.91	997.34	18,623.85	37.92
591-175.000-805.000	ACCOUNTING SERVICES	4,679.26	0.00	207.76	4,679.26	0.00	(207.76)	100.00
591-175.000-806.000	LEGAL SERVICES	3,840.70	2,000.00	1,480.00	1,332.75	10.00	520.00	74.00
591-175.000-808.000	AUDITING SERVICES	3,553.13	3,600.00	2,893.75	3,553.13	0.00	706.25	80.38
591-175.000-810.000	DUES AND SUBSCRIPTIONS	8,932.34	8,000.00	6,065.81	8,224.56	689.47	1,934.19	75.82
591-175.000-820.000	PILOT	77,989.56	80,410.00	78,363.59	72,342.41	6,931.68	2,046.41	97.46
591-175.000-850.000	INSURANCE	6,409.94	6,000.00	7,024.04	5,786.25	659.84	(1,024.04)	117.07
591-175.000-861.000	TRAINING & SEMINARS	1,005.69	2,000.00	1,365.12	1,005.69	0.00	634.88	68.26
591-175.000-905.000	PUBLISHING / NOTICES	2,419.02	2,500.00	724.35	2,235.52	348.75	1,775.65	28.97
591-175.000-920.200	UTILITIES - WATER	0.00	0.00	685.25	0.00	224.25	(685.25)	100.00
591-175.000-920.400	UTILITIES - GAS	1,857.72	1,000.00	1,264.53	1,830.49	9.69	(264.53)	126.45
591-175.000-921.000	INTERDEPARTMENTAL EXPENSE	4,143.39	12,000.00	2,684.48	8,519.13	223.27	9,315.92	22.37
591-175.000-925.000	TELEPHONE	4,985.71	3,600.00	6,235.29	4,376.61	998.14	(2,635.29)	173.20

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2018 NORM (ABNORM)	2018-19 BUDGET	YTD BALANCE 05/31/2019 NORM (ABNORM)	YTD BALANCE 05/31/2018 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/19 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% EDGT USED
Fund 591 - WATER FUND								
Expenditures								
591-175.000-930.000	REPAIRS & MAINTENANCE	5,196.82	10,000.00	3,135.35	5,044.32	97.50	6,864.65	31.35
591-175.000-955.000	MISCELLANEOUS	0.00	0.00	0.00	1,180.10	0.00	0.00	0.00
591-175.000-968.000	DEPRECIATION	16,731.28	18,000.00	14,009.17	15,358.42	1,324.87	3,990.83	77.83
591-175.000-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	2,750.38	0.00	0.00	0.00
591-175.000-995.000	DEBT SERVICE - INTEREST	3,563.30	3,150.00	2,638.32	524.84	177.30	511.68	83.76
TOTAL EXPENDITURES		505,493.93	484,745.00	371,645.95	416,295.44	37,274.55	113,099.05	76.67
Net - Dept 175.000 - ADMINISTRATIVE SERVICES		(505,493.93)	(484,745.00)	(371,645.95)	(416,295.44)	(37,274.55)	(113,099.05)	
Dept 543.000 - PRODUCTION								
Expenditures								
591-543.000-702.000	WAGES	5,569.38	13,000.00	3,771.79	5,247.47	288.65	9,228.21	29.01
591-543.000-703.000	OVERTIME PAY	2,866.97	3,000.00	2,502.61	2,643.74	150.72	497.39	83.42
591-543.000-715.000	HEALTH AND LIFE INSURANCE	25.56	0.00	25.56	25.56	0.00	(25.56)	100.00
591-543.000-720.000	EMPLOYER'S FICA	606.55	1,225.00	435.24	557.28	31.08	789.76	35.53
591-543.000-721.000	DISABILITY INSURANCE	30.56	0.00	30.56	30.56	0.00	(30.56)	100.00
591-543.000-725.100	MISCELLANEOUS FRINGE EXPENSE	5,810.82	10,400.00	3,636.35	4,861.57	172.70	6,763.65	34.96
591-543.000-726.000	SUPPLIES	174.53	0.00	0.00	0.00	0.00	0.00	0.00
591-543.000-727.400	SUPPLIES - PHOSPHATE	7,869.35	0.00	0.00	7,869.35	0.00	0.00	0.00
591-543.000-801.000	CONTRACTUAL SERVICES	792.79	0.00	1,800.00	16,262.39	0.00	(1,800.00)	100.00
591-543.000-850.000	INSURANCE	8,330.36	13,000.00	6,279.41	7,763.33	583.90	6,720.59	48.30
591-543.000-861.000	TRAINING & SEMINARS	1,000.00	1,000.00	830.00	630.00	145.00	170.00	83.00
591-543.000-820.320	UTILITIES - ELECTRIC - WELL #	14.43	0.00	0.00	14.43	0.00	0.00	0.00
591-543.000-821.000	INTERDEPARTMENTAL EXPENSE	29,964.46	0.00	38,465.40	17,698.79	2,235.00	(38,465.40)	100.00
591-543.000-930.000	REPAIRS & MAINTENANCE	2,930.81	5,000.00	1,670.73	2,855.81	312.97	3,329.27	33.41
591-543.000-930.100	MAINTENANCE - WELL #1	200.00	1,500.00	0.00	200.00	0.00	1,500.00	0.00
591-543.000-930.200	MAINTENANCE - WELL #2	360.00	1,500.00	0.00	360.00	0.00	1,500.00	0.00
591-543.000-930.300	MAINTENANCE - WELL #3	200.00	1,500.00	0.00	200.00	0.00	1,500.00	0.00
591-543.000-930.400	MAINTENANCE - WELL #4	721.55	1,500.00	143.99	721.55	0.00	1,356.01	9.60
591-543.000-930.500	MAINTENANCE - WELL #5	200.00	1,500.00	0.00	200.00	0.00	1,500.00	0.00
591-543.000-930.800	MAINTENANCE - WELL #8	200.00	1,500.00	0.00	200.00	0.00	1,500.00	0.00
591-543.000-955.000	MISCELLANEOUS	0.00	0.00	0.00	174.53	0.00	0.00	0.00
591-543.000-968.000	DEPRECIATION	40,203.57	47,000.00	28,537.72	37,405.38	2,195.37	18,462.28	60.72
TOTAL EXPENDITURES		108,171.69	102,625.00	88,129.36	106,021.74	6,115.39	14,495.64	85.88
Net - Dept 543.000 - PRODUCTION		(108,171.69)	(102,625.00)	(88,129.36)	(106,021.74)	(6,115.39)	(14,495.64)	
Dept 544.000 - DISTRIBUTION								
Expenditures								
591-544.000-702.000	WAGES	93,673.85	93,000.00	92,051.74	83,712.04	15,513.91	948.26	98.98
591-544.000-703.000	OVERTIME PAY	20,035.24	10,000.00	21,358.51	18,974.67	1,718.68	(11,358.51)	213.59
591-544.000-710.000	HOLIDAY AND OTHER PAY	0.00	0.00	416.65	0.00	83.33	(416.65)	100.00
591-544.000-715.000	HEALTH AND LIFE INSURANCE	102.24	0.00	102.24	102.24	0.00	(102.24)	100.00
591-544.000-720.000	EMPLOYER'S FICA	8,155.09	7,880.00	8,224.06	7,350.23	1,238.42	(344.06)	104.37
591-544.000-721.000	DISABILITY INSURANCE	123.04	0.00	92.28	123.04	0.00	(92.28)	100.00
591-544.000-725.100	MISCELLANEOUS FRINGE EXPENSE	81,556.03	74,870.00	60,887.44	74,672.14	6,670.64	13,882.56	81.32

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE		2018-19		YTD BALANCE		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		06/30/2018	NORM (ABNORM)	AMENDED BUDGET	NORM (ABNORM)	05/31/2019	NORM (ABNORM)	05/31/2018	NORM (ABNORM)	MONTH 05/31/19	INCR (DECR)	BALANCE	NORM (ABNORM)	% BDDT USED
Fund 591 - WATER FUND														
Expenditures														
591-544.000-726.800	SUPPLIES - OPERATIONS	13,152.06		7,500.00		6,258.20		34,956.47		199.54		1,241.80		83.44
591-544.000-740.000	FUEL AND LUBRICANTS	6,021.02		6,000.00		5,466.87		5,135.77		389.50		533.13		91.11
591-544.000-742.000	CLOTHING / UNIFORMS	2,605.11		1,100.00		780.26		2,605.11		530.26		319.74		70.93
591-544.000-771.000	INVENTORY ADJUSTMENT	(16,606.62)		0.00		1,080.04		0.00		441.19		(1,080.04)		100.00
591-544.000-801.000	CONTRACTUAL SERVICES	30,898.11		30,000.00		14,038.95		40,446.01		2,286.00		15,961.05		46.80
591-544.000-801.200	COMPUTER	1,821.21		0.00		4,141.07		1,290.81		384.54		(4,141.07)		100.00
591-544.000-850.000	INSURANCE	11,553.66		15,000.00		12,526.68		10,457.42		1,198.31		2,473.32		83.51
591-544.000-861.000	TRAINING & SEMINARS	1,032.46		1,500.00		1,667.50		907.46		0.00		(167.50)		111.17
591-544.000-920.500	UTILITIES - REFUSE	413.75		500.00		341.00		371.50		0.00		159.00		68.20
591-544.000-921.000	INTERDEPARTMENTAL EXPENSE	1,815.19		0.00		2,123.31		396.99		157.00		(2,123.31)		100.00
591-544.000-925.000	TELEPHONE	1,193.53		2,000.00		74.73		1,193.53		0.00		1,925.27		3.74
591-544.000-930.000	REPAIRS & MAINTENANCE	66,511.71		75,000.00		58,614.37		57,238.80		21,125.49		16,385.63		78.15
591-544.000-968.000	DEPRECIATION	125,485.28		140,000.00		111,107.29		115,218.89		10,100.51		28,892.71		79.36
TOTAL EXPENDITURES		449,541.96		464,350.00		401,353.19		455,153.12		62,037.32		62,996.81		86.43
Net - Dept 544.000 - DISTRIBUTION		(449,541.96)		(464,350.00)		(401,353.19)		(455,153.12)		(62,037.32)		(62,996.81)		
Dept 545.000 - PURIFICATION														
Expenditures														
591-545.000-702.000	WAGES	24,244.88		35,000.00		23,953.79		22,469.05		3,092.85		11,046.21		68.44
591-545.000-703.000	OVERTIME PAY	4,634.46		3,000.00		4,854.29		4,323.31		566.67		(1,854.29)		161.81
591-545.000-715.000	HEALTH AND LIFE INSURANCE	44.32		0.00		44.32		44.32		0.00		(44.32)		100.00
591-545.000-720.000	EMPLOYER'S FICA	2,065.11		2,910.00		2,029.13		1,913.77		257.22		880.87		69.73
591-545.000-721.000	DISABILITY INSURANCE	51.28		0.00		82.05		51.28		0.00		(82.05)		100.00
591-545.000-725.100	MISCELLANEOUS FRINGE EXPENSE	14,081.45		27,035.00		17,757.79		12,776.93		1,440.05		9,277.21		65.68
591-545.000-726.000	SUPPLIES	562.34		0.00		0.00		0.00		0.00		0.00		0.00
591-545.000-727.100	SUPPLIES - POTASSIUM PERMANGANATE	14,983.88		25,000.00		15,345.84		14,983.88		0.00		9,654.16		61.38
591-545.000-727.200	SUPPLIES - SODIUM HYPOCHLORITE	10,140.68		15,000.00		10,302.06		8,437.88		128.84		4,697.94		68.68
591-545.000-727.300	SUPPLIES - FLOURIDE	4,876.00		6,000.00		3,356.00		3,610.00		1,728.00		2,644.00		55.93
591-545.000-727.400	SUPPLIES - PHOSPHATE	7,805.60		12,000.00		16,200.80		7,805.60		4,197.60		(4,200.80)		135.01
591-545.000-801.000	CONTRACTUAL SERVICES	2,549.05		4,000.00		902.69		2,549.05		167.43		3,097.31		22.57
591-545.000-801.200	COMPUTER	0.00		0.00		106.03		0.00		0.00		(106.03)		100.00
591-545.000-850.000	INSURANCE	8,330.31		13,000.00		6,279.41		7,763.28		583.90		6,720.59		48.30
591-545.000-920.300	UTILITIES - ELECTRIC	56,823.88		0.00		0.00		0.00		0.00		0.00		0.00
591-545.000-920.400	UTILITIES - GAS	2,443.96		1,000.00		3,413.69		2,335.09		0.00		(2,413.69)		341.37
591-545.000-921.000	INTERDEPARTMENTAL EXPENSE	0.00		0.00		73,406.75		0.00		11,944.00		(73,406.75)		100.00
591-545.000-925.000	TELEPHONE	492.02		400.00		0.00		426.88		0.00		400.00		0.00
591-545.000-930.000	REPAIRS & MAINTENANCE	4,205.23		5,000.00		8,429.56		4,017.11		0.00		(3,429.56)		168.59
591-545.000-935.000	MISCELLANEOUS	0.00		0.00		0.00		562.34		0.00		0.00		0.00
591-545.000-968.000	DEPRECIATION	60,927.51		61,000.00		55,849.18		55,849.78		5,077.06		5,150.82		91.56
TOTAL EXPENDITURES		219,262.06		210,345.00		242,313.38		149,919.55		29,183.62		(31,968.38)		115.20
Net - Dept 545.000 - PURIFICATION		(219,262.06)		(210,345.00)		(242,313.38)		(149,919.55)		(29,183.62)		(31,968.38)		
TOTAL REVENUES														
TOTAL EXPENDITURES		1,383,771.87		1,395,150.00		1,407,043.82		1,265,166.60		120,395.87		(11,893.82)		100.85
TOTAL EXPENDITURES		1,282,469.64		1,262,065.00		1,103,441.88		1,127,389.85		134,610.88		158,623.12		87.43

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2018	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	YTD BALANCE 05/31/2018	ACTIVITY FOR MONTH 05/31/19	AVAILABLE BALANCE	% BDTG USED
		NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	
Fund 591 - WATER FUND								
	NET OF REVENUES & EXPENDITURES	101,302.23	133,085.00	303,601.94	137,776.75	(14,215.01)	(170,516.94)	228.13
	TOTAL REVENUES - ALL FUNDS	17,209,047.10	16,948,750.00	14,981,997.28	15,262,046.29	1,280,194.10	1,966,752.72	88.40
	TOTAL EXPENDITURES - ALL FUNDS	15,063,185.32	15,667,325.00	13,465,136.55	13,647,632.15	1,189,519.05	2,202,188.45	85.94
	NET OF REVENUES & EXPENDITURES	2,145,861.78	1,281,425.00	1,516,860.73	1,614,414.14	110,675.05	(235,435.73)	118.37

**Hillsdale Board of Public Utilities  
Capital Projects  
Electric Fund (582)  
May 31, 2019**

FYE 2019	Project #	Budget	Encumbered	Spent	Balance
Underground Installations	171003	50,000.00		53,516.03	(3,516.03)
Replace 65" bucket truck 39-09	191001	290,000.00	275,134.48	9,200.00	5,665.52
Distribution Automation and Monitoring	191002	50,000.00		55,189.10	(5,189.10)
Critical Structural Replacement	191003	123,000.00		95,802.46	27,197.54
Capacitor Bank Upgrades	191004	25,000.00		22,221.84	2,778.16
Sonetics Communications System	191005	7,000.00		5,960.00	1,040.00
4160 to 13200 Voltage Upgrade	191006	125,000.00		24,307.63	100,692.37
Paint Fuel Storage Tank	191007	35,000.00		19,500.00	15,500.00
UPS Battery Replacement	191008	30,000.00			30,000.00
Pole Condition Survey/Testing		40,000.00			40,000.00
Replace Transclosures with Pad Mount Transformers		25,000.00			25,000.00
Line Extensions		15,000.00			15,000.00
		<u>815,000.00</u>	<u>275,134.48</u>	<u>285,697.06</u>	<u>254,168.46</u>

**Cash/Investments Availability**

**Electric Fund (582)**

Checking	\$ 3,431,350.75
Fidelity Capital Investments	\$ 5,631,292.51
MSCPA Rate Stabilization Fund	<u>\$ 525,461.00</u>
Total Cash/Investments	<u>\$ 9,588,104.26</u>
Reserve Requirement	\$ (2,595,051.69)
Cash available for Capital Projects at 5-31-2019	<u>\$ 6,993,052.57</u>

<u>Electric Cash Reserve Requirements:</u>	Based FYE 2018 Audit Figures		
Cash Flow Criteria	Percentage of Item to be held as Cash or Cash equivalent	Yearly Value	Cash Reserve Required
Annual Non Fuel and Annual Non Purchased Power Expenses less depreciation	12.3%	\$ 2,277,403.58	280,120.64
Annual Purchased Power Cost Including Debt	4.7%	\$ 8,456,203.32	397,441.56
Historical Value of Assets	3.0%	\$ 25,591,745.00	767,752.35
Annual Debt Payments Not Included in Purchased Power	100.0%	\$ 226,737.14	226,737.14
Five Year Capital Plan Not Funded By Debt	20.0%	\$ 4,615,000.00	923,000.00
Total Cash Reserve Requirements			2,595,051.69

**Hillsdale Board of Public Utilities  
Capital Projects  
Sewer Fund (590)  
May 31, 2019**

FYE 2019	Project #	Budget	Encumbered	Spent	Balance
ICE Grant	183001	100,000.00		11,471.22	88,528.78
Channel Monster Replacement	192001			19,613.00	(19,613.00)
North Clarifier Drive Unit Replacement	192002	30,000.00	29,831.00		169.00
Digester Roof	192003			61,440.00	(61,440.00)
Engineering of HVAC Replacement Main Building WWTP	192004	20,000.00		16,550.00	3,450.00
I & I Reduction Manhoe Rehabilitation		50,000.00			50,000.00
WWTP Roof				52,200.00	(52,200.00)
		<u>200,000.00</u>	<u>29,831.00</u>	<u>161,274.22</u>	<u>8,894.78</u>

**Cash/Investments Availability**

**Sewer Fund (590)**

Checking	\$ 168,073.62
Sewer SRF Checking	\$ 11,008.30
Debt Service	\$ 599,350.81
Bond Reserve	\$ 603,726.53
Total Cash/Investments	<u>\$ 1,382,159.26</u>
Reserve Requirement	\$ (1,126,918.69)
Cash available for Capital Projects at 5-31-2019	<u>\$ 255,240.57</u>

<u>Sewer Cash Reserve Requirements:</u>		Based FYE 2018 Audit Figures	
Cash Flow Criteria	Percentage of item to be held as Cash or Cash equivalent	Yearly Value	Cash Reserve Required
Annual operating expenses less depreciation	12.30%	\$ 1,247,091.34	\$ 153,392.23
Historical Value of Assets	0.50%	\$ 13,568,793.00	\$ 67,843.97
Annual debt payments	100%	\$ 566,282.49	\$ 566,282.49
Five Year Capital Plan Not Funded By Debt	20%	\$ 1,697,000.00	\$ 339,400.00
			\$ -
<b>Total Cash Reserve Requirements</b>			<b>\$ 1,126,918.69</b>



**BPU  
Capital Projects  
Water Fund (591)  
May 31, 2019**

FYE 2019	Project #	Budget	Encumbered	Spent	Balance
Fire Hydrant Replacement	173202	10,000.00		2,280.00	7,720.00
Automated Meter Infrastructure	181005	30,000.00		29,771.60	228.40
ICE Grant	182001	100,000.00		187,075.88	(87,075.88)
VFD Motor controls for High Service Pump #2	193001	15,000.00		16,797.00	(1,797.00)
Refurbish High Service Pump #2		13,000.00		15,000.00	(2,000.00)
Replace Water Treatment Plant Roof		35,000.00			35,000.00
Green Sand Filter Media Replacement		80,000.00			80,000.00
		<u>283,000.00</u>	-	<u>250,924.48</u>	<u>32,075.52</u>

**Cash/Investments Availability**

**Water FUND (590)**

Checking	\$ 353,167.19
Fidelity Capital Improvement Investment	<u>705,637.58</u>
Total Cash/Investments	<u>\$ 1,058,804.77</u>
Reserve Requirement	\$ (461,262.10)
Cash available for Capital Projects at 5-31-2019	<u>\$ 597,542.67</u>

<u>Water Cash Reserve Requirements:</u>		Based FYE 2018 Audit Figures	
Cash Flow Criteria	Percentage of Item to be held as Cash or Cash equivalent	Yearly Value	Cash Reserve Required
Annual operating expenses less depreciation	12.30%	\$ 836,072.08	\$ 102,836.87
Historical Value of Assets	0.50%	\$ 6,119,482.00	\$ 30,597.41
Annual debt payments	100%	\$ 40,427.82	\$ 40,427.82
Five Year Capital Plan Not Funded By Debt	20%	\$ 1,437,000.00	\$ 287,400.00
			\$ -
<b>Total Cash Reserve Requirements</b>			<b>\$ 461,262.10</b>

## **Directors Report**

**July 9, 2019**

### **Board Meeting**

#### **Wastewater Treatment Plant Update**

On Monday July 1<sup>st</sup> the remaining issues at the treatment plant were resolved. All of the work listed in the Letter of Understanding has been completed. Change Order #14 is a change order to true-up cost exceedances noted in the Change Order documentation. I see this project coming to a close in the near future.

#### **Garden, Mead, Vine, & Rippon St. Project**

Base Paving has been completed on Garden, Mead, and Vine streets. Spring Street and Bacon Street base paving is also complete. The concrete over the culvert and various curbs and sidewalks have also been completed. All of the edge drain between Westwood and Bacon has been completed. Work on the additional Sanitary is to proceed after July 11<sup>th</sup> when the sanitary vaults arrive onsite. Substantial completion is set for August 15<sup>th</sup>. Substantial completion is all of the concrete and pavement in place. Work on sanitary to the house and terrace work will still remain.

#### **Rate Study**

The request for Proposal due date was June 26<sup>th</sup>. One proposal was received from Utilities Financial Solutions in the amount of \$55,650 for the rate study, Power Cost Adjustment Model, and update of the Cash Reserve Policies for the Water, Sewer, and Electric departments. Staff will review and bring a recommendation for the August Board Meeting.

#### **Lead Service Project**

Last year we approached Prein & Nehoff for assistance coming up with a lead service replacement plan. After many months of no communication and many non-returned calls, I have sent an email letting them know that we plan to move in a different direction and that their assistance is no longer needed. We have approached Fleis & Vandenbrink water division to give us a proposal that encompasses city street replacement, lead service replacement, and sewer replacement. This plan would be used to put a cost to this project and would fulfill EGLE's requirements for future lead service replacement.

### **MSCPA Update**

On June 24<sup>th</sup> a meeting was held at the MSCPA building in Coldwater. At this meeting it was on the agenda to renew the General Manager's contract. Hillsdale made a request to terminate the General Manager immediately only subjecting us to an approximately \$250,000 severance payout. That motion failed by a 2 to 3 vote, with Union City and Hillsdale being the only no votes. After lengthy discussion in closed session, it was determined not to give the General Manager a raise and also decided to give him his required 360 day notice of not renewing his contract. Hillsdale made its intentions clear that we would be looking to move to another agency Union City supported and stated the same. A proposal from Courtney & Associates for an Administrative Evaluation Proposal was approved. This proposal will look at American Municipal Power, Michigan Public Power Association, and Michigan South Central Power Association to evaluate the options. They will review the purchased power agreements, Transmission Agreements, and all other agreements, and use this information in the evaluation. This is estimated to take 3 to 4 months.

### **Michigan Gas Utilities Pole Attachment Agreement**

Michigan Gas Utilities has approached staff wanting to install wireless attachments to our poles. These attachments will be used to read their meters using AMI technology. They have reviewed our approved pole attachment agreement and have asked to make one change to the insurance section of the agreement that reads:

- A. Additional Insurance. Electric Utility shall have the right at any time to require public liability insurance and property damage liability insurance in greater amounts than those required in this ARTICLE XX.VI. In any such event, the additional premium or premiums payable solely as the result of such additional insurance coverage shall be payable by Electric Utility within thirty (30) days of the Licensee providing proof of such additional premium to Electric Utility and requesting payment therefor. Electric Utility will perform any evaluation of Licensee's financial ability to self-insure in good faith, including providing clear instruction on how to appeal any determinations that are adverse to Licensee or otherwise providing Licensee a reasonable appeals process.

This change has been approved by the City Attorney.

### **Strategic Planning**

Upon review of our current staffing and future needs, I propose to have a Personnel Committee meeting to discuss these needs.

### **Significant Dates**

July 24-26 Michigan Energy Providers Conference

## **Action Items**

**July 9, 2019**

### **Board Meeting**

#### **Waste Water Treatment Plant HVAC System Replacement**

The HVAC unit for the main building was pieced together and became inoperable a year and a half ago. During this time a furnace was installed in the basement to get by until a permanent fix was engineered. Three window air conditioning units were also installed in the lab area. There was \$250,000 budgeted for in the 2020 capital budget for this project. The additional amount for this project was included in the interdepartmental loan. This project was put out for bid with two bidders responding with the following bids:

Core Mechanical	\$374,750
Foulke Construction	\$362,200

A meeting was held on June 18<sup>th</sup> to discuss other options, the outcome of that meeting was that the option presented was the best option. This project requires tear out of the old system and installing a new system thought the entire main building and replacing exhaust fans that are inoperable, new lights replacing original ones and a new ceiling grid. This also includes a chlorine alarm system bringing the ventilation system back up to standards. This system will provide adequate ventilation, providing a safe environment for the employees and equipment in the building. The attached information gives a detailed breakdown of the current condition of the equipment and what is needed to bring the system back up to standards.

**Recommendation:** Staff recommends awarding the bid to replace the Waste Water Treatment Plant HVAC system to Foulke Construction for the amount of \$362,200.

#### **Republic Waste Services Customer Services Agreement**

After switching providers of our waste disposal 10 yd. dumpster at the WWTP it was discovered that the new dumpster provided by Modern Waste is too tall to dump the Vactor when needed. Modern Waste does not have a dumpster to fit our needs and is aware that we are going to switch that dumpster to Republic Waste that has a dumpster to suit our needs. The proposal has a 7% increase per year thru 2021.

**Recommendation:** Staff recommends accepting the proposal from Republic Waste Services for a 10 yard dumpster for the amount of \$250 per haul and \$35 per ton disposal rate.

### **Dixon Engineering Service Agreement for Water Treatment Filter Media Replacement**

Dixon Engineering was asked to provide engineering services for the media replacement at the WTP. This project is technical in nature and requires knowledge of the filter system and needed repairs. Dixon will provide the expertise and documentation for the media replacement and any repairs necessary.

**Recommendation:** Staff recommends executing the Professional Services Agreement with Dixon Engineering for the estimated amount of \$5,200, allowing the Director to approve additional charges where required.

### **ESRI Annual Software Renewal**

ESRI is the mapping software that is used in the Electric, Water, and Sewer. This is used to map out underground water lines and mains, sewer lines, and mains, electric lines, transformers, poles, etc. This software is the backbone to all of the mapping that is done at the BPU and is also integrated into our Outage Management System. This is an annual cost and has been budgeted for in the 2020 budget.

**Recommendation:** Staff recommends renewing the ESRI software for the amount of \$10,000.

### **Waste Water Treatment Plant Project Change Order #14**

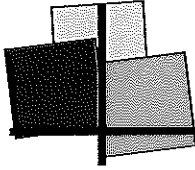
Per the Letter of Understanding, Change Order #14 is a deduct change order that will balance the contract with LD Dosca. This includes a deduct for Digester Concrete Repair, change order #12, Change Order #13 and contract adjustment for Liquidated Damages. This change takes their contract price from \$7,553,609.55 down to \$7,490,328.05.

**Recommendation:** Staff recommends approving Change Order #14 for the credit amount of \$63,281.50.

### **Resolution #209 to Amend the Hillsdale Board of Public Utilities Customer Service, Electric, Water, and Sewer Department Rules and Regulations**

After discussion with the staff a number of changes to the rules were needed. A number of meetings were held with staff and a final meeting being held with the Finance & Administration Committee July 2<sup>nd</sup>. A few changes were proposed and made by the committee. All Changes are shown in a "red line" version of the document. The final document is included as Exhibit A in the resolution along with the Schedule A fees and Charges as Exhibit B.

**Recommendation:** The Finance & Administration Committee recommended to approve the Rules and Regulations as amended.



**MENDE ENGINEERING SOLUTIONS, LLC**  
**ENGINEERS DESIGNERS & CONSULTANTS**

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4051 MERIDIAN RD  
Addison, Michigan 49220

PH: 517.437.6998  
www.mendeengineeringsolutions.com

July 2, 2019

Chris McArthur  
Director  
Hillsdale Board of Public Utilities  
45 Monroe Street  
Hillsdale, MI 49242  
(via: cmcarthur@hillsdalebpu.com  
Copy: BBriggs@hillsdalebpu.com)

RE: HVAC Upgrades to WWTP Building Galloway Drive

Dear Chris

We have attached the bid summary of the public bid opening conducted on May 31, 2019 for the HVAC upgrades to the Waste Water Treatment Plant on Dalloway Drive. The pre bid and bid process is summarized as follows:

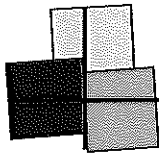
1. Advertisement for bid – May 1, 2019
2. Construction Documents – May 13, 2019
3. Mandatory pre-bid walk thru – May 15, 2019
4. Public Bid Opening – May 31, 2019

Two out of the four contractors that attended the pre-bid meeting submitted a bid proposal. The project required that the contractor purchase labor, performance and material bonds. These prices are shown separately on the bid summary. A construction contingency of \$25,000 is also being carried with the project. This money is not part of the bidder's contract; however it is included in the overall budget.

The apparent low bidder is the Foulke Construction Company. Additionally, the prime sub-contractors are Howell's Mechanical and Clark Electric. Both sub-contractors have a good working relationship with Foulke and this carries a very strong advantage.

We note that the extent of the required project work and additional, necessary systems included in the project had a direct impact on the increase in bid proposal costs. The system was designed to provide the required ventilation in the WWTP areas as well as in the lab/office area. The new systems represent a 25 year fix for systems that have been in-operable or in dis-repair for many, many years. The attached report discusses the existing conditions and the proposed renovations within the bid scope of work.

We recommend that the Board award the bid for the Base Bid amount, and execute a contract for \$362,200.00 with the Foulke Construction Company. We have requested that the contractor review their bid proposals for potential cost deductions. We have received input on this and would estimate that approximately \$23,000 in deductions is possible. The voluntary deducts need to be reviewed more thoroughly. Should the



deductions prove to be a worthwhile advantage to the BPU, a Change Order directing the contractor to implement these savings will be initiated.

Anticipating we move forward following the results of the Board meeting, we will initiate the necessary communication with the perspective bidder. The successful bidder will receive a "Notice to Award" letter. This letter will explain the documents the contractor is required to submit within 10 days of receipt. These include, for instance, insurance certificates, bonds, and the schedule of construction values (costs for each trade).

The successful bidder will also receive a "Notice to Proceed" letter. This letter allows the contractor to begin preliminary work on the project without an executed contract. This work includes submitting equipment shop drawings for review by Mende Engineering Solutions, in order to release the equipment for manufacturing.

Once all the post bid documentation is received, a contract will be executed. The construction details and logistics will be discussed and coordinated during a pre-construction meeting. This meeting will be conducted as we move closer to the actual start of work.

If there are any questions regarding this summary, please feel free to contact me. We look forward to continuing our work with the Hillsdale Board of Public Utilities as we anticipate a successful construction project.

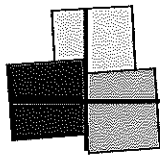
Sincerely,

*JoAn K. Mende*

JoAn K. Mende, PE

**President**

**MEDE ENGINEERING SOLUTIONS, LLC**

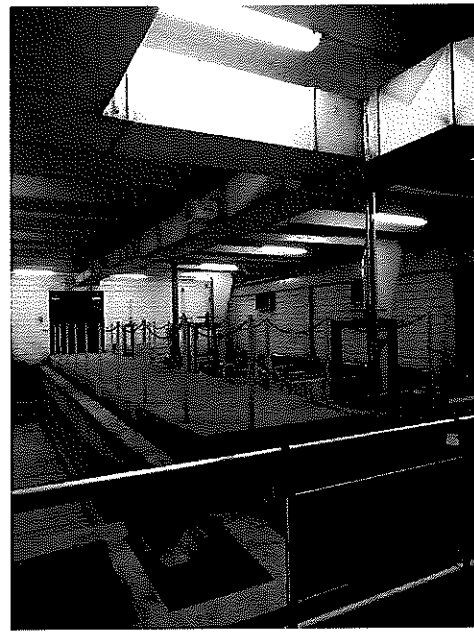
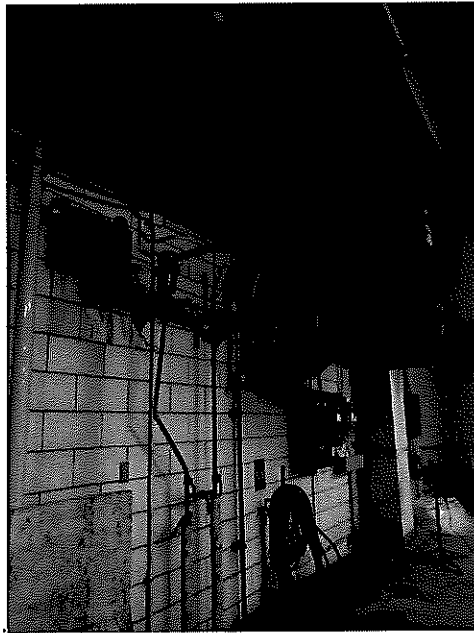


## Waste Water Treatment Plant

This report summarizes the existing conditions and culmination of the design work for the HVAC system at the Waste Water Treatment Plant.

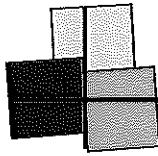
The base bid project included the demolition of an air handling unit and supporting systems in the Filter Gallery. This AHU has not operated in years. The unit is inoperable in its existing condition. The lack of ventilation in the area has contributed to the excessive moisture and humidity in the area. The build-up of moisture has caused the deterioration of the equipment.

The photo on the left shows this unit. The photo on the right shows the supply duct in the Filter Gallery. There has not been any air supply in the Filter Gallery for several years.

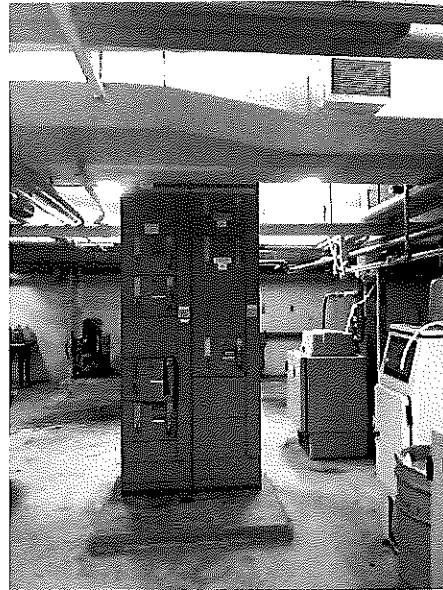
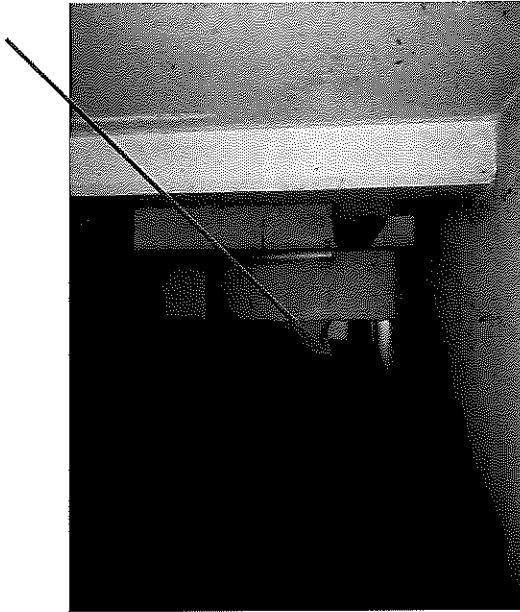


There is a roof mounted exhaust fan that serves the Filter Gallery, however it is ineffective. Due to the physical location of the exhaust duct, air flow in the lower level does not circulate throughout the space. The exhaust duct is located in a remote corner of the level, obstructed by a wall and mechanical systems.





This exhaust duct can be seen in the photo below in the rear of the picture on the left.

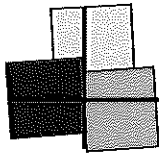


The above picture on the right shows the supply duct in the lower level. There is also no supply air into the lower level. The air handler that served the lower level has been removed. Additionally the boiler that served these air handling units has been removed, as it basically rusted in place.

The new HVAC systems for the Filter Gallery and lower level were designed to comply with ventilation rates established in the Recommended Standards for Wastewater Facilities 2014 Edition ( <http://www.healthresearch.org/store/ten-state-standards>)

These guidelines established the ventilation rates for the Filter Gallery and lower level. The Filter Gallery is designed for 10 air changes per hour and the lower level is designed for 6 air changes per hour. Two units were included in the bid package, one for each area of the building. These units will provide both supply and exhaust air and will be located at grade on the east side of the building. Ductwork will enter the building through existing openings in the exterior wall. The increased ventilation rates, along with the addition of air distribution ductwork will mitigate the corrosive environment that currently exists in these areas.

The laboratory and office areas were designed to be served by a 5 Ton, gas fired HVAC unit. This unit will be located at grade on the east side of the building. The ceiling tiles as well as lighting systems in this area of the building also needed to be upgraded. A new ceiling as well as LED lights was part of the bid package. A plan of ventilation system is attached.



Additionally all roof mounted exhaust fans were included to be replaced. A new Chlorine gas detection system as well as Hydrogen Sulfide gas detection system was included in the bid package. The gas detection sensors will activate the exhaust fan for these areas when a high limit is reached.

In summary, the project grew in scope and budget from a ventilation system for the plant into a system that incorporates the following:

1. Ventilation equipment that complies with the industry accepted practice of the Ten State Standard for Waste Water Facilities for the Filter gallery and Lower level.
  - a. The equipment, located outside due to size, required additional site work to provide for concrete equipment pads and additional ductwork to be routed from the equipment into the building.
2. A new chlorine gas detection system which integrates the operation of a new exhaust fan. The gas detection system includes local audio and visual alarms.
3. A new Hydrogen Sulfide gas detection system with a new exhaust fan.
4. New exhaust fans for the entire facility.
5. New HVAC system for the lab / office area.
6. New ceiling grid and tiles in the lab / office area.
7. New LED lighting in the lab / office area.

The system is complete and provides the necessary ventilation for plant operations as well as personnel safety. The existing residential furnace that is providing the only source of heating and cooling to the entire facility is unsatisfactory and lacks the robustness to provide ventilation to the plant areas. The designed ventilation and safety systems included in the 2019 HVAC Upgrades project are absolutely necessary for continued operation of the waste water treatment facility.

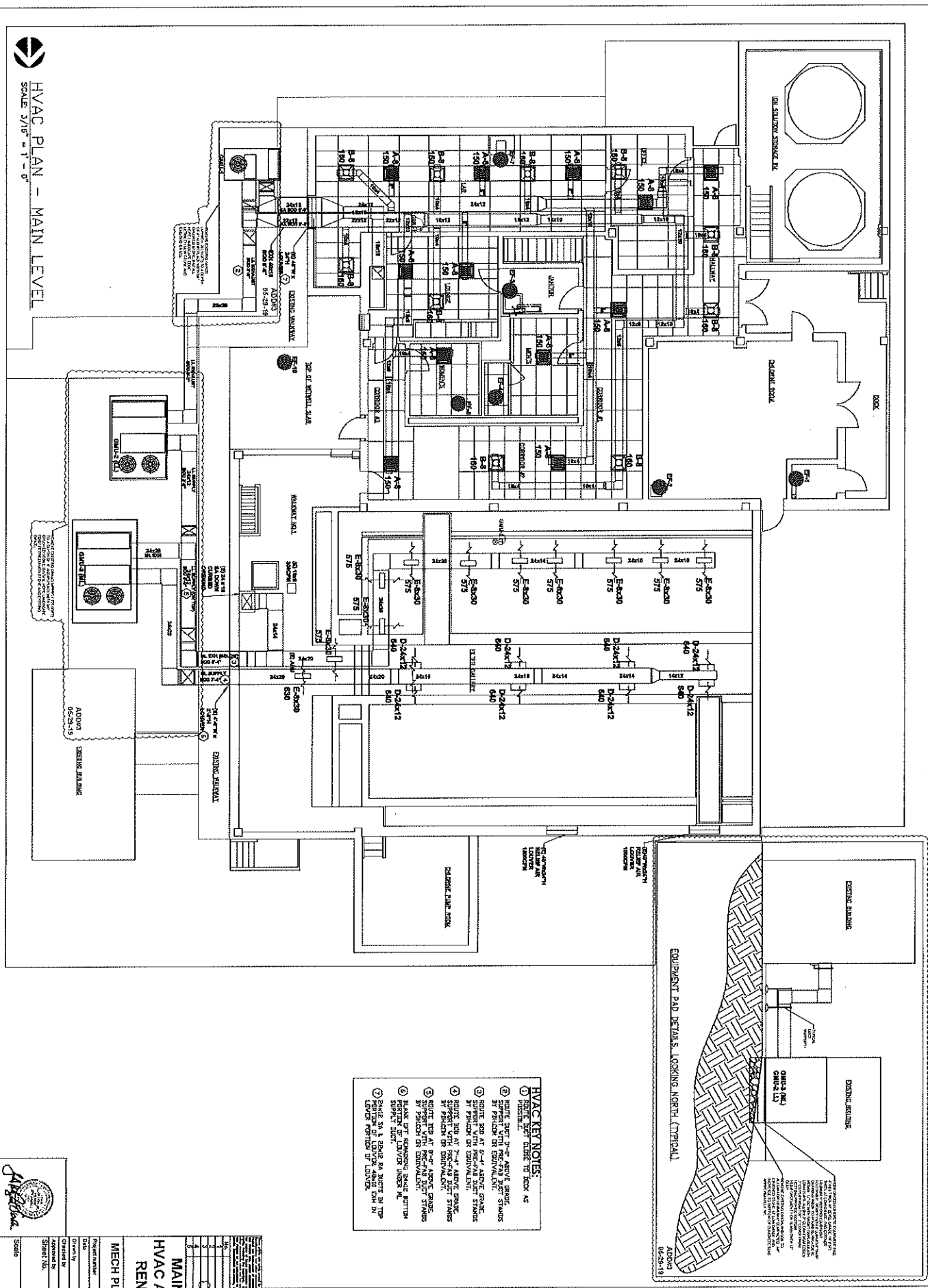
CONTRACTOR	BID SECURITY (BOND, CHECK)	BASE BID	PERFORMANCE LABOR MATERIAL BOND	BASE BID + PERFORMANCE BONDS	TOTAL: BASE, BOND, plus \$25,000 CONTINGENCY	GRAND TOT: BASE, BOND, CONTINGENCY	VOLUNTARY DEDUCT	COST FOR NEW CEILING	COST FOR ROOF EXHAUST FANS	COST FOR LED LIGHTING
ALLIED BUILDING GROUP										
ADDENDA ACKNOWLEDGED: 1. ; 2. ; 3. ; 4.										
EXCEPTIONS TO BID:										
ON SITE PERSONNEL: _____ ANTICIPATED DAYS FOR DELIVERY OF ITEMS: _____										
MANUFACTURERS AND SUBCONTRACTORS:										
CORE MECHANICAL	BID BOND	373,100	850	374,750				\$ 12,200	\$ 17,500	\$ 24,600
ADDENDA ACKNOWLEDGED: 1.Y; 2.Y; 3.Y; 4.Y										
EXCEPTIONS TO BID:										
ON SITE PERSONNEL: _____ ANTICIPATED DAYS FOR DELIVERY OF ITEMS: _____										
MANUFACTURERS AND SUBCONTRACTORS:										
FOULKE CONSTRUCTION	BID BOND	353,000	4200	362,200			(20,000) (1,750)	\$ 8,000	\$ 12,000	\$ 22,000
ADDENDA ACKNOWLEDGED: 1.Y; 2.Y; 3.Y; 4.Y										
EXCEPTIONS TO BID:										
ON SITE PERSONNEL: _____ ANTICIPATED DAYS FOR DELIVERY OF ITEMS: _____										
MANUFACTURERS AND SUBCONTRACTORS:										
PAUL BENGAL COMPANY										
ADDENDA ACKNOWLEDGED: 1. ; 2. ; 3. ; 4.										
EXCEPTIONS TO BID:										
ON SITE PERSONNEL: _____ ANTICIPATED DAYS FOR DELIVERY OF ITEMS: _____										
MANUFACTURERS & SUBCONTRACTORS:										

DID NOT BID

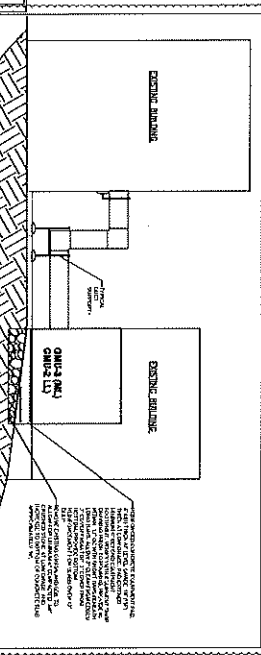
DID NOT BID



**HVAC PLAN - MAIN LEVEL**  
SCALE 3/16" = 1'-0"



- HVAC KEY NOTES:**
- 1) ROUTE DUCT CLOSE TO DECK AS SHOWN.
  - 2) SUPPLY AND RETURN AIRWAYS TO BE SUPPORTED WITH HANGERS AND BRACKETS BY FIELD OR EQUIVALENT.
  - 3) ROUTE RIG AT 6'-0" ABOVE GRADE SUPPORTED WITH HANGERS AND BRACKETS BY FIELD OR EQUIVALENT.
  - 4) ROUTE RIG AT 7'-0" ABOVE GRADE SUPPORTED WITH HANGERS AND BRACKETS BY FIELD OR EQUIVALENT.
  - 5) HANGERS AND BRACKETS TO BE SUPPLIED BY FIELD OR EQUIVALENT.
  - 6) MAKE UP OF HANGING SHALL BE WITHIN 1/8" TOLERANCE.
  - 7) MAKE UP OF HANGING SHALL BE WITHIN 1/8" TOLERANCE.



**MECH PLAN UPPER LEVEL**

**M-2**

Scale: NONE

NO.	DATE	DESCRIPTION	BY	CHK
1	12-27-18	ISSUED FOR PERMIT	JKM	JKM
2	12-27-18	ISSUED FOR PERMIT	JKM	JKM

Project Number: 193300  
 Date: 12-20-18  
 Drawn by: ACD  
 Checked by: JKJ  
 Approved by: JKJ

**CITY OF HILLSDALE**  
**WASTE WATER TREATMENT PLANT**  
**GALLOWAY DRIVE**  
**HILLSDALE, MICHIGAN 49242**

**MEDE ENGINEERING SOLUTIONS, LLC**  
**ENGINEERS, DESIGNERS & CONSULTANTS**  
 4051 Meridian Rd.  
 Addison, MI 49220  
 Phone: 517-437-6998



# PROPOSAL

6/18/2019

Bill Briggs  
 BOARD OF PUBLIC UTILITIES  
 45 MONROE ST  
 HILLSDALE, MI 49242  
 Quote: A194490326

Hillsdale Board of Public Utilities:

Below is our proposal of recommended services, customized for your business needs identified during our discussions. If you ever need additional services, or just need an extra pickup, please give us a call at 888-249-5112. It's that easy.

### Service Details

#### LARGE CONTAINERS

Equipment Qty/Type/Size:	1 - Open Top 10.00Yd(s)	Haul Rate:	\$250.00 per haul
Frequency:	On-Call	Disposal Rate:	\$35.00 per ton
Material Type:	Special Waste		
Hauls/ month:	1.0		

#### Estimated Monthly Amount \*

Large Container Haul Charge	\$250.00
Large Container Disposal Charge (4 tons)	\$140.00
Total Fuel/ Environmental Recovery Fees**	\$126.65
Administrative Fee**	\$5.95
<b>Total Estimated Amount</b>	<b>\$522.60</b>

#### One Time Charges

Delivery Charge Subtotal	\$173.86
Valued Customer Discount - Delivery	-\$93.86
Total Fuel/ Environmental Recovery Fees**	\$25.59
<b>Total One-Time Amount</b>	<b>\$105.59</b>

William Locke  
 Republic Services  
 269-558 -3417  
 wlocke@republicservices.com  
 www.republicservices.com

\* The Total Estimated Amount is merely an estimate of your typical monthly invoice amount without one-time start-up charges (e.g., delivery). It does not include any applicable taxes or local fees, which would be additional charges on your invoice.

\*\* FRF, ERF & ADMIN: The Fuel Recovery Fee (FRF) is a variable charge that changes monthly. For more information on the FRF, Environmental Recovery Fee (ERF) and Administrative Fee, please visit the links available on the Bill Pay page of our website, www.republicservices.com. The proposed rates above are valid for 60 days. This proposal is not a contract or agreement or an offer to enter into a contract or agreement. The purpose of this proposal is to set forth the proposed framework of service offerings and rates and fees for those offerings. Any transaction based upon this proposal is subject to and conditioned upon the execution by both parties of Republic Services' Customer Service Agreement.



Customer Service Agreement

<b>SITE LOCATION</b>	
SITE NAME	BOARD OF PUBLIC UTILITIES
ADDRESS	45 MONROE ST HILLSDALE, MI
CITY	HILLSDALE, MI
STATE	
ZIP CODE	49242
TEL NO.	(517) 437-3387
FAX NO.	
AUTHORIZED BY:	Bill Briggs
TITLE	Water/Wastewater Superintendent
CONTACT	Bill Briggs

AGREEMENT NUMBER A194490326

ACCOUNT NUMBER 249 -

EMAIL bbriggs@hillsdaleppu.com

<b>INVOICE TO</b>	
CUSTOMER NAME	Hillsdale Board of Public Utilities
ATTN:	Bill Briggs
ADDRESS	45 MONROE ST HILLSDALE, MI
CITY	HILLSDALE, MI
STATE	
ZIP CODE	49242
TEL. NO.	517-437-3387
FAX NO.	

NO	CONT. GRP	TYPE	SIZE	C	QTY	ACCT. TYPE	C/O	SERV. FREQUENCY	EST. LIFTS	S	P.O. REQ.	RECP. REQ.	LF CODE	LF OPEN/ CLOSE DATE	LIFT CHARGE	MONTHLY SERVICE	EXTRA LIFT	DISP RATE	ADDITIONAL CHARGES	ONE TIME CHARGES	TCRC CMP
N		RO	10.00yd(s)	N	1	P	N	O/C	1.0	N		Y	CCAM	6/24/2019	\$250.00			\$35.00 per ton	Delivery \$173.86 Dry Run \$213.00 Recalls \$175.45 Removal \$204.45 Washout \$284.52		

The undersigned individual signing this Agreement on behalf of the Customer acknowledges that he or she has read and understands the terms and conditions of this Agreement and that he or she has the authority to sign the Agreement on behalf of the Customer.

City-Star Services, Inc. DBA Allied Waste Services of Marshall, Republic Services of West Michigan  
HEREINAFTER REFERRED TO AS THE "COMPANY"

BY: \_\_\_\_\_ TITLE: \_\_\_\_\_

(AUTHORIZED SIGNATURE)

CUSTOMER NAME (PLEASE PRINT) \_\_\_\_\_ DATE OF AGREEMENT \_\_\_\_\_

**TERMS AND CONDITIONS**

**SERVICES.** Customer grants to Company the exclusive right to collect, transport, and dispose of or recycle all of Customer's non-hazardous solid waste materials (including Recyclable Materials) (collectively, "Waste Materials"), and Company agrees to furnish such services as permitted by Applicable Laws.

**TERM.** THE INITIAL TERM OF THIS AGREEMENT SHALL START ON THE DATE ON WHICH SERVICE UNDER THIS AGREEMENT COMMENCES AND SHALL CONTINUE FOR 36 MONTHS. THEREAFTER, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR SUCCESSIVE 1 MONTH TERMS UNLESS EITHER PARTY GIVES WRITTEN NOTICE OF TERMINATION TO THE OTHER AT LEAST 60 DAYS BEFORE THE END OF THE THEN CURRENT TERM. ANY NOTICE OF TERMINATION UNDER THIS AGREEMENT BY CUSTOMER SHALL BE VOID UNLESS SENT VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED, AND ACTUALLY RECEIVED BY COMPANY.

**WASTE MATERIALS.** The Waste Materials shall not contain any hazardous materials, wastes or substances; toxic substances; or pollutants; contaminants; pollutants; infectious wastes; medical wastes; or radioactive wastes (collectively, "Excluded Waste"), each as defined by applicable federal, state or local laws or regulations (collectively, "Applicable Laws"). CUSTOMER SHALL INDEMNIFY, DEFEND AND HOLD HARMLESS COMPANY FROM AND AGAINST ANY AND ALL CLAIMS, DAMAGES, SUITS, PENALTIES, FINES, REMEDIATION COSTS, AND LIABILITIES (INCLUDING COURT COSTS AND REASONABLE ATTORNEYS' FEES) (COLLECTIVELY, "LOSSES") RESULTING FROM THE INCLUSION OF EXCLUDED WASTE IN THE WASTE MATERIALS.

**TITLE.** Company shall acquire title to Waste Materials when they are loaded into Company's truck. Title to and liability for any Excluded Waste shall remain with Customer and shall at no time pass to Company.

CONTINUED ON NEXT PAGE

**COMMENTS**

Valued Customer Discount - Delivery for 1 container RO 10.00 yard - \$93.86

Delivery Notes:

Safety: No Safety Concerns

Fuel Recovery Fee - Yes . Environmental Recovery Fee - Yes . Administrative Fee - Yes

Rate Firm Unit 06/2020

Increase 7% 06/2020

Increase 7% 06/2021

**TERMS AND CONDITIONS (Continued from previous page)**

**PAYMENT.** Customer shall pay Company for the services and equipment furnished by Company at the rates provided in this Agreement. Customer shall pay all taxes, fees and other governmental charges assessed against or passed through to Company (other than income or real property taxes). Customer shall pay such fees as the Company may impose from time to time by notice to Customer (including, by way of example only, late payment fees, administrative fees and environmental fees), with Company to determine the amounts of such fees in its discretion up to the maximum amount allowed by Applicable Law. Without limiting the foregoing, Customer shall pay Company: (a) a fee of \$50 (which Company may increase from time to time by notice to Customer) for each check submitted by Customer that is an insufficient funds check or is returned or dishonored; and (b) fuel/environmental recovery fees in the amount shown on each of Company's invoices, which amount Company may increase or decrease from time to time by showing the amount on the invoice. Customer shall pay Company within 20 days after the date of Company's invoice. At any time after Company becomes concerned about Customer's creditworthiness or after Customer has made any late payment, Company may request, and if requested Customer shall pay, a deposit in an amount equal to one month's charges under this Agreement.

**RATE ADJUSTMENTS.** Company may, from time to time by notice to Customer, increase the rates provided in this Agreement to adjust for any increase in: (a) disposal costs; (b) transportation costs due to a change in location of Customer or the disposal or recycling facility used by Company; (c) the Consumer Price Index for All Urban Consumers (Water, Sewer and Trash Collection Services), U.S. City Average; (d) the average weight per cubic yard of Customer's Waste Materials above the number of pounds per cubic yard upon which the rates provided in this Agreement are based as indicated on the cover page of this Agreement; (e) recycling sorting, processing and related costs; (f) costs related to Customer's failure to separate Recyclable Materials from other Waste Materials, the contamination of the Recyclable Materials, or other decreases in the value of the Recyclable Materials; or (g) Company's costs due to changes in Applicable Laws. Company may increase rates for reasons other than those set forth above with Customer's consent, which may be evidenced verbally, in writing or by the parties' actions and practices.

**SERVICE CHANGES.** The parties may change the type, size or amount of equipment, the type or frequency of service, and correspondingly the rates by agreement of the parties, which may be evidenced verbally, in writing or by the parties' actions and practices. This Agreement shall apply to any change of location of Customer within the area in which Company provides collection and disposal services.

**RECYCLABLE MATERIALS.** This section applies in the event Company has expressly agreed to remove and transport Recyclable Materials (material that Company determines can be recycled typically including, without limitation, aluminum cans (UBC - Used Beverage Containers), cardboard (free of wax), ferrous metal cans, mixed office paper, newspaper and plastics containers) to a material recovery facility, recycling center or similar facility. Customer agrees that Company in its sole discretion may determine any single load is contaminated and may refuse to collect it or may charge Customer for any additional costs, including (but not limited to) sorting, processing, transportation and disposal costs. Customer shall comply with all Applicable Laws regarding the separation of solid waste from Recyclable Materials and use of its best efforts to not place items in the container that may result in the decrease in the value of Recyclable Materials or make the Recyclable Materials unsuitable for recycling.

**RESPONSIBILITY FOR EQUIPMENT; ACCESS.** Any equipment Company furnishes shall remain Company's property. Customer shall be liable for all loss or damage to such equipment (except for normal wear and tear and for loss or damage resulting from Company's handling of the equipment). Customer shall use the equipment only for its proper and intended purpose and shall not overload (by weight or volume), move or alter the equipment. **CUSTOMER SHALL INDEMNIFY, DEFEND AND HOLD HARMLESS COMPANY FROM AND AGAINST ALL LOSSES ARISING FROM ANY INJURY OR DEATH TO PERSONS OR LOSS OR DAMAGE TO PROPERTY (INCLUDING THE EQUIPMENT) ARISING OUT OF CUSTOMER'S USE, OPERATION OR POSSESSION OF THE EQUIPMENT.** Customer shall provide safe, unobstructed access to the equipment on the scheduled collection day. Company may charge an additional fee for any additional collection service required by Customer's failure to provide access.

**DAMAGE TO PAVEMENT.** Company shall not be responsible for any damages to Customer's pavement, curbing or other driving surfaces resulting from Company providing service at Customer's location.

**SUSPENSION.** If any amount due from Customer is not paid within 60 days after the date of Company's invoice, Company may, without notice and without terminating this Agreement, suspend collecting and disposing of Waste Materials until Customer has paid such amount to Company. If Company suspends service, Customer shall pay Company a service interruption fee in an amount determined by Company in its discretion up to the maximum amount allowed by Applicable Law.

**TERMINATION.** In addition to its above suspension rights, Company may terminate this Agreement immediately by written notice to Customer if (a) any of the information contained in any credit application submitted to Company in connection with this Agreement is untrue or (b) Customer breaches this Agreement and fails to cure such breach within 10 days after Company gives Customer written notice of the breach. Company's failure to suspend service or terminate this Agreement when Customer fails to timely pay or otherwise breaches this Agreement shall not constitute a waiver of Company's right to suspend service or terminate this Agreement for any future failure to pay or other breach.

**PAYMENT UPON TERMINATION.** If Customer terminates this Agreement before its expiration other than as a result of a breach by Company, or if Company terminates this Agreement as a result of a breach by Customer (including nonpayment), Customer shall pay Company an amount equal to the most recent month's monthly charges multiplied by the lesser of (a) six months or (b) the number of months remaining in the term. Customer acknowledges that in the event of such a termination, actual damages to Company would be uncertain and difficult to ascertain, such amount is the best, reasonable and objective estimate of the actual damages to Company, such amount does not constitute a penalty, and such amount is reasonable under the circumstances. Any amount payable under this paragraph shall be in addition to amounts already owing under this Agreement.

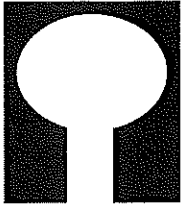
**ASSIGNMENT.** Customer shall not assign this Agreement without Company's prior written consent, which Company shall not unreasonably withhold. Company may assign this Agreement without Customer's consent.

**EXCUSED PERFORMANCE.** Except for Customer's obligation to pay amounts due to Company, any failure or delay in performance due to contingencies beyond a party's reasonable control, including strikes, riots, terrorist acts, compliance with Applicable Laws or governmental orders, fires and acts of God, shall not constitute a breach of this Agreement.

**ATTORNEYS' FEES.** If any litigation is commenced under this Agreement, the successful party shall be entitled to recover, in addition to such other relief as the court may award, its reasonable attorneys' fees, expert witness fees, litigation related expenses, and court or other costs incurred in such litigation or proceeding.

**MISCELLANEOUS.** If service to Customer includes Container Refresh, Customer is limited to requesting one exchange of each participating container every twelve months of paid enrollment; any additional exchange is subject to Company's standard container exchange fee. Customer agrees that during any enrollment year in which Customer receives an exchange under the program, any service change request by Customer to cancel Container Refresh will not be effective until Customer completes payment for twelve (12) consecutive months of enrollment in the program. Company reserves the right, in its sole discretion, to suspend or cancel the Container Refresh program. This Agreement sets forth the entire agreement of the parties and supersedes all prior agreements, whether written or oral, that exist between the parties regarding the subject matter of this Agreement. Company shall have no confidentiality obligation with respect to any Waste Materials. This Agreement shall be binding upon and inure solely to the benefit of the parties and their permitted assigns. If any provision of this Agreement shall be invalid, illegal or unenforceable, it shall be modified so as to be valid, legal and enforceable but so as most nearly to retain the intent of the parties. If such modification is not possible, such provision shall be severed from this Agreement. In either case, the validity, legality, and enforceability of the remaining provisions of this Agreement shall not in any way be affected thereby. Customer and Company agree that electronic signatures are valid and effective, and that an electronically stored copy of this Agreement constitutes proof of the signature and contents of this Agreement, as though it were an original.

CUSTOMER'S INITIAL: \_\_\_\_\_ DATE: \_\_\_\_\_



**DIXON**

**ENGINEERING & INSPECTION SERVICES  
FOR THE COATING INDUSTRY**

1104 Third Avenue  
Lake Odessa, MI 48849  
Telephone: (616) 374-3221  
Fax: (616) 374-7116

**AGREEMENT BETWEEN OWNER AND DIXON  
FOR PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of: \_\_\_\_\_ (“Effective date”) between Hillsdale Board of Public Utilities, Hillsdale, Michigan (“Owner”) and Dixon Engineering, Inc. of Lake Odessa, Michigan (DIXON).

IN WITNESS WHEREOF, the (“Owner”) and (“DIXON”) have executed this Agreement. The Owners Project, of which DIXON’s Services under this Agreement are a part, is generally identified as follows: **Inspection Services, Weld Observation, and Interior Observation on Filter Tank 2** (“Project”).

Other terms used in this Agreement are defined in EXHIBIT GP and EJCDC C-700-18®, Standard General Conditions of the Construction Contract, incorporated by reference into this Agreement.

This service fee is the Estimated Amount **\$5,200.00**.

**Proposals / Agreement Signatures**

Eric Binkowski, Project Manager June 24, 2019  
PROPOSED BY DIXON (Not a contract until approved by Project Manager or Officer) PROPOSAL DATE

\_\_\_\_\_  
CONTRACT APPROVED BY OWNER                      POSITION                      DATE

\_\_\_\_\_  
Co SIGNATURE (if required)                      POSITION                      DATE

\_\_\_\_\_  
AGREEMENT APPROVED by DIXON                      POSITION                      DATE

With the execution of this Agreement, DIXON and Owner shall designate specific individuals to act as DIXON’s and Owner’s representatives with respect to the services to be performed or furnished by DIXON and responsibilities of Owner under this Agreement, said individual shall have authority to transmit instructions, receive information, and render decisions relative to this Agreement on behalf of the respective party whom the individual represents.

Designated Person: William Briggs  
Address for Owner’s receipt of notices:  
Hillsdale Board of Public Utilities  
45 Monroe Street  
Hillsdale, MI 49242  
Email: bbriggs@hillsdalebpu.com

Designated Person: Eric Binkowski  
Address for DIXON’s receipt of notices:  
Dixon Engineering, Inc.  
1104 Third Avenue  
Lake Odessa, MI 48849  
Email: eric.binkowski@dixonengineering.net

Any notice required under this Agreement shall be in writing, addressed to the Designated Contract Person at its address on this signature page, or given personally, or by registered or certified mail postage prepaid, or by a commercial courier service. All notices be shall effective upon the date of receipt.



Owner and DIXON further agree as follows:

## **ARTICLE 1 SERVICES OF DIXON**

### **1.01 DIXON shall provide or cause to be provided:**

- A. Contract and Project Management (Basic) Services: EXHIBIT A Part 1
- B. Resident Project Representative (RPR): EXHIBIT A Part 1
- C. Other Services: Services beyond the scope of Exhibit A are Additional Services.

## **ARTICLE 2 OWNER'S RESPONSIBILITIES**

### **2.01 Owner shall provide or cause to be provided:**

- A. Responsibilities set forth in Exhibit A, Part 1, Section C of each phase.
- B. Owner shall arrange for safe access to and make all provisions for DIXON to enter upon public and private property as required for DIXON to perform services under the agreement.

## **ARTICLE 3 SCHEDULE FOR RENDERING SERVICES**

### **3.01 Commencement:**

- A. DIXON is authorized to begin rendering services as of the Effective Date or mutually agreeable date.
- B. DIXON shall complete its obligations within a reasonable time. If a specific period of time for rendering services, or specific dates by which services are to be completed are required, the dates are provided in Exhibit A, and are hereby agreed to be reasonable.

## **ARTICLE 4 INVOICES AND PAYMENTS – PER EXHIBIT C**

## **ARTICLE 5 OPINIONS OF COST – GENERAL PROVISIONS PER EXHIBIT GP**

## **ARTICLE 6 GENERAL PROVISIONS PER EXHIBIT GP**

## **ARTICLE 7 DEFINITIONS**

- A. Whenever used in this Agreement (including the Exhibits hereto) terms (including the singular and plural forms) printed with initial capital letters have the same meanings indicated in the Construction Contract Documents, EJCDC C-700 18.
- B. Additional definitions pertinent to invoicing or payment can be found in Exhibit C.

## **ARTICLE 8 EXHIBITS AND SPECIAL PROVISIONS**

- A. EXHIBITS Included:
  - 1. EXHIBIT A, DIXON's Services and Owner's Responsibilities.
  - 2. EXHIBIT C, Basis of Fees, Invoicing, and Payment Matters.
  - 3. EXHIBIT C, Attachments C-1 and C-2.
  - 4. EXHIBIT GP, General Provisions from the Agreement and Exhibits.
  - 5. EXHIBIT I, Insurance and Limits of Liability.
- B. EXHIBITS to be added as needed:
  - 1. EXHIBIT J, Special Provisions. Services added at/before Effective date (included in original Agreement).
  - 2. EXHIBIT K, Amendment to Owner-DIXON Agreement. Services added or changed after effective date not included in this Agreement or clarification if requested.
- C. EXHIBITS B, D, F, and H merged with other Exhibits or not used.

## **ARTICLE 9 MISCELLANEOUS PROVISIONS**

**9.00** Items that pertain to the legal terms of this Agreement. All General Provisions from Article 6 are in Exhibit GP. Those provisions refer mostly to services that result from this Agreement.

### **9.01 Survival:**

- A. All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

### **9.02 Severability:**

- A. Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and DIXON, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

### **9.03 Successors, Assigns, and Beneficiaries:**

- A. Owners and DIXON are hereby bound, and the successors, executors, administrators, and legal representatives of Owner and DIXON are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Unless expressly provided otherwise in this Agreement:
  - 1. Nothing in this Agreement shall be constructed to create, impose, or give rise to any duty owed by Owner or DIXON to any Contractor, other third-party individual or entity, or to any surety for or employee of any of them and not for the benefit of any other party.
  - 2. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and DIXON and not for the benefit of any other party.

### **9.04 Waiver:**

- A. A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this agreement.

### **9.05 Accrual of Claims:**

- A. To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory periods of limitation shall commence, no later than the date of Substantial Completion.

### **9.06 DIXON's Certifications:**

- A. DIXON certifies that it has not engaged in corrupt, fraudulent, or coercive practices in competing for or in executing the Agreement.

### **9.07 Total Agreement:**

- A. This Agreement, (together with the included Exhibits) constitutes the entire agreement between Owner and DIXON and supersedes all prior written or oral understandings. This agreement may only be amended, supplemented, modified, or canceled by a written instrument duly executed by both parties. Amendments should be based, whenever possible, on the format of Exhibit K.

**DIXON'S SERVICES AND OWNER'S RESPONSIBILITIES**

Article 1 and 2 of the Agreement is supplemented to include the following agreement of the parties: DIXON shall provide Contract and Project Management (BASIC) Services, and Resident Project Representative (RPR).

DIXON has combined the six construction project phases into four phases; Design or Technical Specification Phase, Contract Document and Bidding Phase, Construction Phase, and Post Construction Phase. We then included DIXON's Basic Services, RPR Services, and Owner's responsibilities for each respective phase.

**PART 1**

**A1.01 Construction Phase:**

**A. Basic Services**

1. DIXON will consult with Owner and act as Owner's representative as provided in the Construction Contract. The extent and limitations of the duties, responsibilities, and authority of DIXON shall be as assigned in EJCDC C-700-18 Standard General Conditions of the Construction Contract.
2. All of Owner's instructions to Contractor will be issued through DIXON, which shall have authority to act on behalf of Owner in dealings with Contractor to the extent provided in this Agreement and the Construction Contract except as otherwise provided in writing.
3. Engineer or RPR has authority to Stop Work if Engineer or RPR questions the quality of Work or rejects the Work, or if there (in the sole opinion of Engineer or RPR) a potential for creating an environmental contamination.
4. Finalize Project to observe all items in the contract specifications have been completed and review the quality of workmanship.
5. Duration of Construction Phase: The Construction Phase will terminate upon written recommendation by DIXON for final payment to Contractors.

**B. RPR Services for Maintenance of Existing Structures**

1. Perform services expected of DIXON RPR and as detailed in the EJCDC Construction Contract General Conditions, CGC-700-18.
2. DRR Services:
  - a. Inspection: Observe the tank's interior coating for remaining intactness and anticipated life. Review all interior girders and appurtenances for possible structural damage from icing or corrosion.
  - b. Review all interior surfaces for corrosion and/or damage and quantify damage for repairs. All repairs are to be quantified by extrapolation of a measured area. All quantities are estimates (usually high) because corrosion will continue between inspection and repair.
  - c. Prepare a letter report documenting all items found and recommendations for repair. The letter report is to include: Conclusions and digital photographs with descriptions.
  - d. Observation of completed welding.
  - e. Interior Observation: Review abrasive and coating materials for approved manufacturers.
    1. Measure surface profile created by abrasive blast cleaning by compressive tape or surface comparator.
    2. Observe abrasive blast cleanliness for specification requirements using SSPC Visual Standards.
    3. Review coating mixing, thinning, and manufacturer's application requirements.

4. Monitor environmental conditions at the time of inspection. (i.e. ambient temperature, surface temperature, relative humidity, and dew point).
  5. Observe applied coating for dry film thickness, coverage, uniformity, and cure.
  6. Prepare daily observation reports detailing above mentioned items and daily progress.
- C. Construction Phase - Owner's Responsibilities:
1. Inform DIXON in writing of any specific requirements of safety or security programs that are applicable to DIXON, as a visitor to the Site.
  2. Attend and participate in the Preconstruction conferences, construction progress and other job-related meetings, and Site visits to determine Substantial Completion and readiness of the completed Work for final payment.

**A2.01 ADDITIONAL SERVICES**

- A. Any service not listed or referenced above in Part 1 will be considered an Additional Service.
1. All additional requested services and associated fees shall be documented by an Exhibit K, Contract Addendum signed by both parties.

**BASIS OF FEES, INVOICING AND PAYMENT**

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General Provisions of Article 4 of the Agreement has been moved to this EXHIBIT C:

**Part 1 BASIS OF FEES**

**C1.00 Owner's Responsibility:**

- A. Owner shall pay DIXON for Basic (Project Management and Contract Administration), Resident Project Representative (RPR), and Additional Services as detailed below and as summarized in Attachment 1 to EXHIBIT C. (Exhibit C-1).

**C1.01 Basis:**

- A. Hourly rates of DIXON's employee are per classification in the Standard Hourly Rate and Reimbursable Expense Schedule included in this Exhibit C as Exhibit C Attachment 2. (Ex C-2) A classification that has a range of fees, reflects varying levels of experience within that classification. DIXON reserves the right to select the level of RPR and classification. This decision is at DIXON's discretion only and will be dependent primarily on experience with Owner selected Contractor as well as other factors.
  1. Reimbursable expenses are those expenses directly related to and resulting from this Project. These expenses are primarily living expenses and mileage.

**C1.02 Methods of Rate Calculation and Definitions including Limitations:**

- A. Standard Hourly Rate (SHR) Method: An amount equal to the cumulative hours charged to the Project by each classification of DIXON's personnel, times Standard Hourly Rates for each applicable billing classification. (Exhibit C-2)
  1. The SHR method may be used for all services. It is more commonly used on portions of various Phase Services where scheduling and speed are controlled by the Contractor or unforeseen project expenses. (Phase 4 Construction, Basic, and RPR services, and for Additional Services during all phases).
  2. The SHR charged by DIXON constitutes full and complete compensation for DIXON services including labor costs, overhead, and profit but not Reimbursable Expenses.
  3. The Standard Hourly Rates per employee classification listed in Attachment C-2 do not include reimbursable expenses. The estimated Reimbursable Expenses are NOT calculated and averaged over the classification rate.
    - a. The estimator calculates the number of days a project is expected to require and calculates manpower required to match number of hours and services required.
    - b. The estimator then calculates Reimbursable Expenses based on the same criteria.
    - c. Both the total manpower estimate, and Reimbursable Expenses total estimate are added. And the total estimate is included in the fee schedule shown in Attachment C-1.
- B. Lump Sum (LS) Method: One agreed fee for completing an agreed defined scope of services. The Lump Sum Method fee charged by DIXON constitute full and completed compensation for DIXON's services including labor costs, overhead, and profit, and reimbursable expenses.
- C. The Lump Sum Method is more commonly used by DIXON for portions of the Phases where DIXON has control over a greater percentage of unknowns, such as the Technical Specifications, Bidding and Contract Documents, and Post Construction Phases excluding fees for Additional Services.
  1. DIXON may use a Lump Sum for the entire project.

- D. Unit Price (UP) Method: Can be considered individual Lump Sum amounts. Reimbursable expenses are calculated and included in Unit Price methods.
  - 1. The Unit Price Method is used when DIXON completes Hold Point Observations, Project Progress or Preconstruction Meetings, known, controlled portions of the Contract and unknown Post Construction (Additional Services).
  - 2. Exhibit J Amendment: If Amendment changes Scope of Services then Additional Services may be negotiated Lump Sum or Standard Hourly Rate Method.
  - 2. Exhibit B Antennas: LS, UP, or SHR or Combination per Exhibit K based on type of services.
  - 3. Exhibit K Addendum: Addenda items (if any) may be negotiated according to any agreed method.
  - 4. Subconsultants or Subcontractor Service Fees are not included in the SHR, LS, or UP methods. DIXON will invoice for Subconsultant's or Subcontractor's actual invoiced amount times a factor of 1.20. The 1.20 factor includes DIXON's overhead and profit associated with DIXON's responsibility for the administration of such services.

**C1.03 Definitions including Limitations:**

- A. Basic Services to be performed are identified as Basic Services in Exhibit A, or by reference, in the General Conditions (GC-700-18) of the Owner/Contractor Construction Documents. Basic Services are generally calculated using the SHR method. These services are contracted services and thus are prior authorized.
- B. RPR Services contractually agreed services per Exhibit A or by reference, in the General Conditions (GC-700-18) of the Owner/Contractor Construction Document RPR services. These services are primarily observation during the Construction phase. RPR Services are generally calculated using the SHR method for Full Time or Daily services and by Unit Price for Hold Point Observations. Often a Contract for RPR services involves a combination of the SHR and the Unit Price method. These are contracted services and thus are prior authorized.
- C. Contingent Services some services are Basic to every contract such as Preconstruction Meeting and review of Final Pay Request. Other Basic Services and the Project Manager's time associated with them are unknown. Some services are not used on all projects, such as review of multiple Pay Requests, Change Orders, Field Orders, and Work Change Directives. These are services which may or may not be needed, and thus Contingent. Contingent Services are generally calculated using the SHR method but may be Lump Sum or Unit Price method. These are contracted services and thus are prior authorized.
- D. Additional Services are services outside of the Scope of Services as defined in Exhibit A. These are NOT contracted services and prior authorization in the form of Exhibit K- Addendum to Agreement is required. The calculation of fees is Work dependent and may be calculated by the SHR method, or Lump Sum or Unit Price.
- E. Antenna Services are defined in Ex B and authorized by Exhibit K – Antenna Addendum. The calculation of the services is usually a combination of Unit Price and SHR methods. These are contracted services (by addendum) and thus are prior authorized.

**C1.04 Fees:**

- A. Contracted Fees are detailed in this Exhibit C Attachment 1.
- B. Contingency Allowance Fees if identified or requested, are intended to allow the flexibility to continue the Project and Services, without the need for an Addendum for additional fees. Contingent Fees may be transferred within the Project Phase or transferred to other project Phases as needed. Transfer does not require prior authorization. It is intended that any fees in this Contingency be used when other accounts are exhausted or minor Additional Services are required. Contingency fees unused will not be invoiced. Basic and/or RPR Fees may be increased to accomplish the same benefits of a Contingency Allowance.
- C. Set-Off Fees contractual Set-off: as defined in the Technical Specifications and General Conditions of the Owner/Contractor Contract, is a Contractually agreed remedy for small

violations or nonadherence of the Contract terms which result in extra or unnecessary expenses to the Owner. The cost for these unnecessary expenses are not foreseen and cannot be calculated. They are the same SHR or Unit Price method, that had the service been necessary would have been invoiced to Owner. These services generally do not require prior approval of Owner, because they are required in the administration of the Contract. Set-off fees are invoiced to the Owner, who pays DIXON. The Owner can then Set-off these charges from amounts owed to the Contractor.

1. A few examples of Set-off Fees are when the Owner has incurred extra charges or engineering costs related to:
  - a. Excessive submittal review,
  - b. Excessive evaluations of proposed substitutes,
  - c. Tests and inspections, or return Hold Point Observations to complete Field Work that were determined to be a failed inspection and,
  - d. Work is defective, require correction or replacement including additional inspection costs.
2. Set-off is only used during the Construction and Post Construction Phases where additional Observation or engineering services are required to correct failed Work

**C1.05 Estimated Fee:**

- A. The SHR Method of Rate Calculation is an estimate. The SHR Method is prepared based on extensive experience and is intended to be conservative.
  1. Calculating SHR includes, DIXON's estimate of the amounts that will become payable for specified services are only estimates for planning purposes, are not binding on the parties, and are not the minimum or maximum amounts payable to DIXON under the agreement.
  2. When estimated compensation amounts have been stated herein and it subsequently becomes apparent to DIXON that the total compensation amount thus estimated will be exceeded, DIXON shall give Owner notice thereof, allowing Owner to consider its options, including suspension or termination of DIXON's services for Owner's Convenience. Upon notice, Owner and DIXON promptly shall review the matter of services remaining to be performed and compensation for such services. Owner shall either exercise its right to suspend or terminate DIXON's services for Owner's convenience, agree to such compensation exceeding said estimated amount, or agree to a reduction in the remaining services to be rendered by DIXON, so that total compensation for such services will not exceed said estimated amount when such services are completed. If Owner decides not to suspend DIXON's services during the negotiations and DIXON exceeds the estimated amount before Owner and DIXON have agreed to an increase in the compensation due DIXON or a reduction in the remaining services, then DIXON shall be paid for all services rendered hereunder.
  3. The requirements of minimum work hours and weeks shall remain in effect through negotiations and the minimum requirements of these paragraphs are not negotiable. An RPR is a professional, and if he remains on Site, he is guaranteed the minimum number of hours. Negotiations may Full Time or Daily RPR to Hold Point Observation Services or reduce the number of Daily Inspections. Then minimum hour requirements apply only to demobilization if RPR was Full Time.

**C1.06 DIXON's Reimbursable Expenses Schedule and Standard Hourly and Overtime Rates:**

- A. Attached to this EXHIBIT C is Attachment C-2, Standard Hourly Rate and Reimbursable Expense Schedule
- B. Annual Cost Adjustment – January 1 each year.
  1. The Standard Hourly Rates and Reimbursable Expenses Schedule will be adjusted annually as of the first January 1 date past expiration date printed on Attachment C-2 to reflect equitable changes in the compensation payable to DIXON. Proposals sent after August 1<sup>st</sup> will have Attachment C-2 with effective rates through December 31 of the subsequent year.

2. Unit Price for Hold Point observations and Lump Sum items shall be increased at the same time as hourly rate by the same percentage increase as Standard Hourly Rates.
3. Notification of these cost adjustments, or the issuance of an Addendum or Change Order are not required, but DIXON shall endeavor to so advise. Failure to supply notification does not waive the right for implementing rate increases.

**PART 2 INVOICING AND PAYMENT for Services in EXHIBIT A per EXHIBIT C-1:**

- A. Preparation and Submittal of Invoices: DIXON will prepare invoices in accordance with its standard invoicing practices and the terms of this EXHIBIT C and Attachments C-1 and C-2. DIXON will submit its invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. Small monthly invoices may be held by DIXON only, for a month or more and combined.
- B. Application to Interest and Principal: Payment will be credited first to any interest owed to DIXON and then to principal.
- C. Failure to Pay: If Owner fails to make any payment due DIXON for services and expenses within 30 days after receipt of DIXON's invoice, then:
  1. Amounts due DIXON will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said 30<sup>th</sup> day.
- D. Disputed Invoices: If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise DIXON in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.



EXHIBIT C ATTACHMENT C-1: Agreement Between  
Owner and DIXON

**SUMMARY OF DIXON'S COMPENSATION FEES SCHEDULE of VALUES**

1. The total compensation for services under this Agreement is the estimated total compensation amount of **Five Thousand, Two Hundred Dollars, \$5,200.00** and summarized as follows:

Schedule of Values				
Description of Services *	# of Units	Unit Price	Amount	Basis of Compensation
A1.01-DRR Critical Phase Coating – Inspection	1	\$1,800	\$1,800	Unit Price
A1.01-DRR Critical Phase Coating	4	\$850	\$3,400	Unit Price
Total			\$5,200	

2. In the event of a conflict with the number in the Total and the written amount in 1 above or with the number on the Signature Page, the first governance shall be a review of math extension of UP calculated items and then the addition of the corrected extensions, if any, and the LS and SHR calculated items of the individual prices in the phases.
3. DIXON may alter the distribution of compensation consistent with services actually rendered between individual phases of Basic and RPR Service with unused fees calculated by any method. Reallocation of fees shall not result in a total fee in excess of the total compensation amount unless approved by the Owner.

EXHIBIT C ATTACHMENT C-2: Agreement Between  
Owner and DIXON

**STANDARD HOURLY RATE AND REIMBURSABLE EXPENSE SCHEDULE**

<u>Labor Class</u>	<u>Per Hour</u>	<u>Overtime Rate*</u>
Principal	\$250.00	
Project Manager	\$150.00	\$225.00
Engineer	\$150.00	\$225.00
CW1 Welding RPR	\$135.00-\$150.00	\$202.50-\$225.00
DIXON Level 3 or NACE certified Level 3 RPR	\$105.00-\$120.00	\$157.50-\$180.00
DIXON Level 2 or NACE Level 2 RPR	\$95.00-\$120.00	\$142.50-\$180.00
DIXON Level 1 or NACE Level 1 RPR	\$85.00-\$105.00	\$127.50-\$157.50
Contract Support Staff	\$110.00-\$125.00	\$165.00-\$187.50
<u>Expenses</u>	<u>Metropolitan</u>	<u>Out-State</u>
Mileage	\$0.70/mile + tolls	\$0.60/mile
Lodging	\$145.00 per diem	\$135.00 per diem
Meals	\$35.00 per diem	\$30.00 per diem

FEES EFFECTIVE THROUGH: December 31, 2019 (Revised: 12/18/2018)

**GENERAL PROVISIONS AND RELATED CONDITIONS FROM AGREEMENT OR  
EXHIBITS**

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**GP1.00 Time for Completion:**

- A. If there is a change in the Scope of Services, or in Scope of Project, if Projects are delayed or suspended through no fault of DIXON, if the orderly and continuous progress of DIXON's services is impaired, if the agreed periods of time or dates are changed, then the time for completion of DIXON's services, and the rates and amounts of DIXON's compensation, shall be adjusted equitably. Delay of Projects by Owner or Contractor until the next season (past the expiration date of EXHIBIT C ATTACHMENT 1 and 2), is considered a Change in Scope of Services and the rates and amounts of DIXON's compensation shall be adjusted equitably in accordance with the succeeding year's EXHIBIT C ATTACHMENT 1 and 2.
- B. Owner shall give prompt written notice to DIXON whenever Owner observes or otherwise becomes aware of any development that affects the scope or time of performance of DIXON's services; the presence at the Site of any Constituents of Concern; or any relevant, material defect or nonconformance in: (a) DIXON's services, (b) the Work, (c) the performance of any Contractor, or (d) Owner's performance of its responsibilities under this Agreement.
- C. Owner shall make decisions and carry out its other responsibilities in a timely manner so as not to delay DIXON's performance of its services.
- D. If DIXON fails, through its own fault, to complete the performance required in this Agreement within the time set forth, as duly adjusted, then Owner shall be entitled, as its sole remedy, to the recovery of direct damages, if any, resulting from such failure.

**GP1.01 Opinions of Probable Construction Cost:**

- A. DIXON's opinions (if any) of probable Construction Cost are to be made on the basis of DIXON's experience, qualifications, and general familiarity with the construction industry. However, because DIXON has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive Bidding or market conditions, DIXON cannot and does not guarantee that proposals, Bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by DIXON.

**GP1.02 Standards of Performance and Compliance with Laws and Regulations:**

- A. Standard of Care: The Standard of Care for all services performed or furnished by DIXON under this Agreement will be the care and skill ordinarily used by members of this subject profession practicing under similar circumstances at the same time and in the same locality.
- B. Technical accuracy: Owner shall not be responsible for discovering deficiencies in the technical accuracy of DIXON's services. DIXON shall correct deficiencies in technical accuracy without additional compensation, unless such corrective action is directly attributable to deficiencies in Owner-furnished information.
- C. Reliance on Others: Subject to the Standard of Care set forth above in Paragraph GP1.02. A, DIXON and its Consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers and the publishers or technical standards.
- D. DIXON will make visits to the Site at intervals appropriate to the various stages of construction as DIXON deems necessary in order to observe, as an experienced and qualified design professional, the progress that has been made and the quality of the various aspects of Contractor's executed Work. Based on information obtained during such visits and observations, DIXON, for the benefit of Owner, will determine, in general, if the Work is proceeding in accordance with the Contract Documents.

- E. DIXON shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall DIXON have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor's furnishing and performing of its work. DIXON shall not be responsible for the acts or omissions of any Constructor or for Constructor's compliance with Laws and Regulations.
- F. DIXON makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Contractor.
- G. DIXON shall not be responsible for any decisions made regarding the construction Contract requirements, or any application, interpretation, clarification, or modification of the construction Contract documents other than those made by DIXON or its consultants.
- H. DIXON's Services and Additional Services do not include: (1) serving as a "municipal advisor" for purposes of the registration requirements of the Section 975 of the Dodd-Frank Wall Street Reform and the Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission; (2) advising Owner, or any municipal entity or other person or entity regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances; (3) providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements, or (4) providing legal advice or representation.

**GP1.03 Use of Documents:**

- A. All Documents are instruments of service, and DIXON shall retain an ownership and property interest therein (including the copyright and the right of reuse at the discretion of DIXON) whether the Project is completed or not. NOTE: A delayed project may require revisions of the Bid and/or Contract Documents.
  - 1. Owner may make and retain copies of Documents for information and reference in connection with the use of the Documents on the Project. DIXON grants Owner a limited license to use the Documents on the Project. Owner shall not use, reuse, or modify the Documents without written verification, completion, or adaptation by DIXON. The limited license to Owner shall not create any rights in third parties.

**GP1.04 Suspension and Termination:**

- A. Suspension:
  - 1. By Owner: Owner may suspend the Project for up to 90 days upon seven days written notice to DIXON.
  - 2. By DIXON: DIXON may, after giving seven days written notice to Owner, suspend services under this Agreement if Owner has failed to pay DIXON for invoiced services and expenses, or in response to the presence of Constituents of Concern at the Site.
- B. Termination: The obligation to provide further services under this Agreement may be terminated.
  - 1. For cause, by either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.
  - 2. By DIXON:
    - a. Upon seven days written notice if Owner demands that DIXON furnish or perform services contrary to DIXON's responsibilities as a licensed professional; or if services for the Project are delayed or suspended for more than 90 days for reasons beyond DIXON's control, or as the result of the presence at the Site of undisclosed Constituents of Concern.
    - b. DIXON shall have no liability to Owner on account of either such termination. This Agreement will not terminate; however, if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt thereof.

3. For convenience, by Owner effective upon DIXON's receipt of notice from Owner.
- C. Effective Date of Termination: The terminating party under Paragraph GP 1.04 may set the effective date of termination at a time up to 30 days later than otherwise provided to allow DIXON to demobilize personnel and equipment from the Site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.
- D. Payments Upon Termination:
  1. In the event of termination by Owner or by DIXON for cause, DIXON shall be entitled, to invoice Owner and receive payment of a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel, and other related close-out costs, using methods and rates for Additional Services as set forth in EXHIBIT C.
  2. The scheduled time period between Contract Award and the physical start of Construction, or if Construction is postponed for the off season (winter), shall not be considered a "suspension."

**GP1.05 Controlling Law and Compliance with Laws and Regulations:**

- A. This Agreement is to be governed by the Laws and Regulations of the state in which the Project is located. DIXON and Owner shall comply with state Laws and Regulations of state of Project.
- B. DIXON shall comply with any and all instructions of Owner, and all requirements of Contractor's or Owner's safety program that are applicable to DIXON's performance of services under this Agreement and that Owner provides to DIXON in writing, prior to the Effective Date; subject to the Standard of Care set forth in Paragraph GP1.02.A above, and to the extent compliance is not inconsistent with professional practice requirements.
- C. The following may be the basis for modifications to Owner's responsibilities or to DIXON's scope of services, times of performance, or compensation:
  1. Changes after the Effective Date to Laws and Regulations;
  2. The receipt by DIXON; or changes after the Effective Date of Owner-provided written policies and procedures;
- D. The General Conditions for any construction contract documents prepared hereunder are to be EJCDC C-700-18 "Standard General Conditions of the Construction Contract" (2018 Edition), prepared by the Engineer's Joint Contract Documents Committee, and as modified by DIXON unless expressly indicated otherwise. If Owner supplied General Conditions are used, then DIXON supplied Additions shall also be used to the extent they do not conflict with Owner's.

**GP1.06 Dispute Resolution**

- A. Owner and DIXON agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice prior to invoking nonbinding mediation or exercising their rights at law.
- B. If negotiations fail then Owner and DIXON shall proceed to nonbinding mediation before a panel of three, one panel member selected by each party, and one mutually agreeable person. The only requirements are that neither party have any financial or relational control over any panel member. DIXON will select, based on expertise in the area of dispute. (DIXON pays fees for their panel member, Owner pays fees of their member and third member's fees are to be paid as direct by the panel, even if their final dispute resolution is not accepted).
- C. After one trial mediation, unless an additional attempt is accepted by both parties either party may exercise their rights at law.

**GP1.07 Environmental Condition of Site:**

- A. Owner represents to DIXON that as of the Effective Date to the best of Owner's knowledge, that there are no Constituents of Concern, other than those disclosed in writing to DIXON, exist at or adjacent to the Site.

- B. Constituents of Concern in the Coating Industry- DIXON and Owner acknowledge that the coating industry may generate hazardous waste or Constituents of Concern (C of C) when removing old coatings, C of C may be existing in soils from coating removal in the past, and some gasket materials contained asbestos. Old coatings may contain heavy metals such as lead, chrome, and cadmium. Hazardous solvents may be present in new coatings, thinners, or used in the cleaning of equipment. These materials may be C of C but are considered Known C of C.
- C. If DIXON Encounters or learns of an undisclosed Constituents of Concern at the Site, then DIXON shall notify Owner. State and Federal notifications, if required, are the responsibility of the Owner.
- D. Owner acknowledges that DIXON is performing professional services for Owner and that DIXON is not and shall not be required to become an "owner," "arranger," "operator," "generator," or "transporter" of hazardous substances, as determined in the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), as amended, which are or may be encountered at or near the Site in connection with DIXON's activities under this Agreement

**EXHIBIT I: Agreement Between  
Owner and DIXON**

**INSURANCE AND LIABILITY CONCERNS**

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The Agreement is supplemented to include the following agreement of the parties:

**11.00 Insurance:**

- A. The limits of liability for the insurance required on this project are as follows:
- B. By DIXON:
  - 1. Workers' Compensation: Statutory
  - 2. Employer's Liability --
    - 1) Bodily injury, each accident: \$1,000,000
    - 2) Bodily injury by disease, each employee: \$1,000,000
    - 3) Bodily injury/disease, aggregate: \$1,000,000
  - 3. General Liability --
    - 1) Each Occurrence (Bodily Injury and Property Damage) \$1,000,000
    - 2) General Aggregate \$2,000,000
  - 4. Excess or Umbrella Liability
    - 1) Per Occurrence: \$5,000,000
    - 2) General Aggregate: \$5,000,000
  - 5. Automobile Liability
    - 1) Combined Single Limit (Bodily Injury and Property Damage): \$1,000,000
  - 6. Professional Liability --
    - 1) Each Claim Made \$2,000,000
    - 2) Annual Aggregate \$2,000,000
- C. Additional Insured's: The following individuals or entities are to be listed on DIXON's general liability policies of insurance as additional insured's: Owner and other parties requested by Owner Electronic Data Transmittal Protocol within reason.
- D. Owner shall require Contractor to purchase and maintain policies of insurance covering workers' compensation, general liability, motor vehicle damage and injuries, and other insurance necessary to protect Owner's and DIXON's interests in the Project. Owner shall also require Contractor to cause DIXON and its Consultants to be listed as additional insureds with respect to such liability insurance purchased and maintained by Contractor for the Project.
- E. DIXON shall deliver to the Owner certificates of insurance evidencing the coverages. Such certificates shall be furnished prior to commencement of DIXON's services and at renewals thereafter during the life of the Agreement.
- F. All policies of property insurance relating to the Project, including but not limited to any builder's risk policy, shall allow for waiver of subrogation rights and contain provisions to the effect that in the event of payment of any loss or damage the insurers will have no rights of recovery against any insured thereunder or against DIXON or its Consultants. Owner and DIXON waive all rights against each other, Contractor, the Consultants, and the respective officers, directors, members, partners, employees, agents, consultants, and subcontractors of each and any of them, for all losses and damages caused by, arising out of, or resulting from any of the perils or causes of loss covered by any builder's risk policy and any other property insurance relating to the Project. Owner shall take appropriate measures in other Project-related contracts to secure waivers of rights.
- G. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement, and that renewal will not be refused, until at least 10 days prior written notice has been given to the primary insured. Upon receipt of such notice, the receiving party shall promptly forward a copy of the notice to the other party to this Agreement.
- H. At any time, Owner may request that DIXON or its Consultants, at Owner's sole expense, provide additional insurance coverage, increased limits, or revised deductibles that are more protective than those specified in EXHIBIT I. If so, requested by Owner, and if commercially available, DIXON shall obtain and shall require its Consultants to obtain such additional insurance coverage, different limits, or revised deductibles for such periods of time as requested by Owner, and EXHIBIT I will be supplemented to incorporate this requirement.

I. Definitions:

1. Owner and Party 1 is Owner and Owner's officers, directors, membership, partners, agents, employees, consultants, or others retained by or under contract to the Owner with respect to this Agreement or to the Project.
2. DIXON and Party 2 is DIXON and/or DIXON's officers, directors, members, partners, agents, employees, consultants, subcontractors, or others under contract to DIXON relative to this Project or Agreement.

**II.01 Limitation of Liability:**

- A. DIXON's Liability Limited to Amount of Insurance Proceeds: DIXON shall procure and maintain insurance as required by and set forth in EXHIBIT I to this Agreement. Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by Laws and Regulations, the total liability, in the aggregate, of DIXON and Party 2 to Owner and anyone claiming by, through, or under Owner shall not exceed the total insurance proceeds paid on behalf of or to DIXON by DIXON's insurers in settlement or satisfaction of Owner's Claims under the terms and conditions of DIXON's insurance policies applicable thereto (excluding fees, costs and expenses of investigation, claims adjustment, defense, and appeal), up to the amount of insurance required under this Agreement

**II.02 Exclusion of Special, Incidental, Indirect, and Consequential Damages:**

- A. To the fullest extent permitted by Laws and Regulations, and notwithstanding any other provision in the Agreement. DIXON and Party 2 shall not be liable for special, incidental, indirect, or consequential damages arising out of, or related to this Agreement or the Project, from any cause or causes, including but not limited to: damage to water supply or reduction in fire protection.

**II.03 Percentage Share of Negligence:**

- A. To the fullest extent permitted by Laws and Regulations, a party's total liability to the other party and anyone claiming under the other party for damages caused in part by the negligence of the party and in part by the negligence of the other party or any other negligent entity or individual, shall not exceed the percentage share that the party's negligence bears to the total negligence of Owner, Engineer, and all other negligent entities and individuals.





Esri Inc  
380 New York Street  
Redlands CA 92373

## **Subject: Renewal Quotation**

**Date:** 05/23/2019  
**To:**  
**Organization:** Hillsdale Board of Public Utilities  
Mapping & Engineering  
**Fax #:** 517-437-3388 **Phone #:** 517-437-6415  
**From:** Taylor Smith  
**Fax #:** 909-307-3031 **Phone #:** 909-793-2853 Ext. 3929  
**Email:** taylor.smith@esri.com

Number of pages transmitted  
(including this cover sheet): 4

Quotation #25903945  
Document Date: 05/20/2019

Please find the attached quotation for your forthcoming term. Keeping your term current may entitle you to exclusive benefits, and if you choose to discontinue your coverage, you will become ineligible for these valuable benefits and services.

If your quote is regarding software maintenance renewal, visit the following website for details regarding the maintenance program benefits at your licensing level  
<http://www.esri.com/apps/products/maintenance/qualifying.cfm>

All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your coverage at a later date.

Please note: Certain programs and license types may have varying benefits. Complimentary User Conference registrations, software support, and software and data updates are not included in all programs.

Customers who have multiple copies of certain Esri licenses may have the option of supporting some of their licenses with secondary maintenance.

For information about the terms of use for Esri products as well as purchase order terms and conditions, please visit  
<http://www.esri.com/legal/licensing/software-license.html>

If you have any questions or need additional information, please contact Customer Service at 888-377-4575 option 5.



**esri**<sup>®</sup>

380 New York Street  
Redlands, CA 92373  
Phone: 909-793-28533929  
Fax #: 909-307-3031

## Quotation

**Date:** 05/20/2019

**Quotation Number:** 25903945

**Contract Number:** 318946

Hillsdale Board of Public Utilities  
Mapping & Engineering  
45 Monroe St  
Hillsdale MI 49242

**Send Purchase Orders To:**

Environmental Systems Research Institute, Inc.  
380 New York Street  
Redlands, CA 92373-8100  
Attn: Taylor Smith

**Please include the following remittance address on your Purchase Order:**

Environmental Systems Research Institute, Inc.  
P.O. Box 741076  
Los Angeles, CA 90074-1076

**Customer Number:** 497415

For questions regarding this document, please contact Customer Service at 888-377-4575.

Item	Qty	Material#	Unit Price	Extended Price
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Per the terms and conditions in your Esri Enterprise License Agreement, your organization is required to provide an annual usage report. This report should detail all deployments made under this agreement for your previous term, and should be provided to Esri as an Excel spreadsheet.

The annual usage report must include actual license counts by product, licensee, and location.

Please return your report via email to [ela\\_usage\\_reports@esri.com](mailto:ela_usage_reports@esri.com).

Thank you in advance for your prompt attention to this matter.

10	1	168088	10,000.00	10,000.00
Meter Counts of 0 to 10,000 Small Utility Term Enterprise License Agreement				
Start Date: 08/20/2019				
End Date: 08/19/2020				

<b>Item Subtotal</b>	10,000.00
<b>Estimated Tax</b>	0.00
<b>Total</b>	<b>USD 10,000.00</b>

**DUNS/CEC: 06-313-4175 CAGE: 0AMS3**

**Quotation is valid for 90 days from document date.**

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

**Issued By:** Taylor Smith      **Ext:** 3929

[SMITHTAYLOR]

To expedite your order, please reference your customer number and this quotation number on your purchase order.



**esri**<sup>®</sup>

380 New York Street  
Redlands, CA 92373  
Phone: 909-793-28533929  
Fax #: 909-307-3031

## Quotation

Page 2

**Date:** 05/20/2019

**Quotation Number:** 25903945

**Contract Number:** 318946

Item Qty Material#

Unit Price

Extended Price

IF YOU WOULD LIKE TO RECEIVE AN INVOICE FOR THIS MAINTENANCE QUOTE YOU MAY DO ONE OF THE FOLLOWING:

- RESPOND TO THIS EMAIL WITH YOUR AUTHORIZATION TO INVOICE
- SIGN BELOW AND FAX TO 909-307-3083
- FAX OR EMAIL YOUR PURCHASE ORDER TO 909-307-3083/Service@esri.com

REQUESTS VIA EMAIL OR SIGNED QUOTE INDICATE THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION AND THAT YOUR ORGANIZATION DOES NOT REQUIRE A PURCHASE ORDER.

If there are any changes required to your quotation please respond to this email and indicate any changes in your invoice authorization.

If you choose to discontinue your support, you will become ineligible for support benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your support coverage at a later date.

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <http://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <http://assets.esri.com/content/dam/esrisites/media/legal/ma-full/ma-full.pdf> apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <http://www.esri.com/en-us/legal/terms/state-supplemental> apply to some state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin.



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380 New York Street  
Redlands, CA 92373  
Phone: 909-793-28533929  
Fax #: 909-307-3031

# Quotation

Page 3

**Date:** 05/20/2019    **Quotation No:** 25903945    **Customer No:** 497415    **Contract No:** 318946

Item	Qty	Material#	Unit Price	Extended Price
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In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy, GSA, BPA) on your ordering document.

By signing below, you are authorizing Esri to issue a software support invoice in the amount of USD \_\_\_\_\_ plus sales tax, if applicable.

Please check one of the following:

I agree to pay any applicable sales tax.

I am tax exempt. Please contact me if Esri does not have my current exempt information on file.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Title

**CHANGE ORDER**  
No. 14

OWNER City of Hillsdale BPU  
 CONTRACTOR L.D. Docsa Associates, Inc.  
 Contract: \_\_\_\_\_  
 Project: 2015 Wastewater System Improvements (SRF Project Nos . 5610-01 & 5610-02)  
 OWNER's Contract No. \_\_\_\_\_ ENGINEER's Project No. 812235  
 ENGINEER Fleis & VandenBrink

The Contract is modified as follows upon execution of this Change Order:

**Description:**

Pricing adds / (removes) the following items in the contract:

Item No.	Description	Price
1	<b>Digester Concrete Repair</b> Providing a credit for the digester concrete repair which was not necessary during the project. Type A Repair – \$ (2,850.00) Type B Repair – \$ (4,841.50) Type C Repair – \$ (6,900.00) Type D Repair – \$ (5,150.00) Type E Repair – \$ (5,450.00) Type F Repair – \$ (14,000.00)	\$ (39,191.50)
2	<b>Change Order 12 – Digester Gas Piping T&amp;M Deduct</b> Total change order was issued not to exceed \$ 60,527.25. LDD provided documentation of Time and Materials for \$ 60,527.25 in the meeting held between LDD and F&V on May 14, 2019.	\$ (0.00)
3	<b>Change Order 13 – Tertiary Filter Tank Floor Removal T&amp;M Deduct</b> Total change order for the Tertiary Filter Tank Floor Removal line item was issued not to exceed \$ 40,590.00. LDD provided documentation of Time and Materials for \$ 27,500.00 in the meeting held between LDD and F&V on May 14, 2019.	\$ (13,090.00)
4	<b>Contract Adjustment</b> Contract adjustment for \$11,000 as agreed upon in the meeting held between LDD and F&V on May 14, 2019.	\$ (11,000.00)

**NET DEDUCT SUBTOTAL:** \$ (63,281.50)

**Attachments:**

- PCO #36 Final Change
- Letter of Understanding (May 21, 2019)
- Revised Letter of Understanding (June 13, 2019)

CHANGE IN CONTRACT PRICE:	
Original Bid Price	\$ <u>7,761,100.00</u>
Net Increase (Decrease) from previous Change Order Nos. <u>1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 13:</u>	\$ <u>(207,490.45)</u>
Contract Price prior to this Change Order:	\$ <u>7,553,609.55</u>
Net Increase (Decrease) of this Change Order not to exceed:	\$ <u>(63,281.50)</u>
Contract Price incorporating this Change Order not to exceed:	\$ <u>7,490,328.05</u>

CHANGE IN CONTRACT TIMES:	
Original Contract Times:	Substantial completion: <u>600 days</u> Ready for final payment: <u>650 days</u>
Net change from previously approved Change Order Nos. <u>1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 13:</u>	Substantial completion: <u>410 days</u> Ready for final payment: <u>388 days</u>
Contract Times prior to this Change Order:	Substantial completion: <u>1,010 days</u> Ready for final payment: <u>1,038 days</u>
Net increase (decrease) of this Change Order:	Substantial completion: <u>0 days</u> Ready for final payment: <u>266 days</u>
Contract Times incorporating this Change Order:	Substantial Completion: <u>1,010 days</u> Ready for final payment: <u>1,304 days</u>

RECOMMENDED:

By: *[Signature]*  
ENGINEER (Authorized Signature)  
Title: Project Manager  
Date: 7/2/14

APPROVED:

By: \_\_\_\_\_  
OWNER (Authorized Signature)  
Title: Director of Utilities  
Date: \_\_\_\_\_

ACCEPTED:

By: \_\_\_\_\_  
CONTRACTOR (Authorized Signature)  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Approved by Funding Agency (if applicable):

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

# POTENTIAL CHANGE ORDER

**TO:** Sam Bender  
Fleis & Vandenbrink Engineerin  
2960 Lucerne Drive SE  
Suite 100  
Grand Rapids, MI 49546  
Ph: (616) 977-1000 Fax: (616) 977-1005



**PCO NUMBER:** 36 **DATE:** 5/14/19  
**PROJECT:** 15-100 Hillsdale WWTP-2015 Improvemnt **PHONE:**

## PCO

**Description:** Final Change  
**Reason:** Owners Request

We are pleased to offer the following specifications and pricing to make the following changes:

Description	Labor	Material	Equipment	Subcontract	Other	Price
Digester Gas Piping				\$60,527.25		\$60,527.25
Tertiary Floor				\$27,500.00		\$27,500.00
					Subtotal:	\$88,027.25
General Contractor Subcontractor Overhead @ 5%				\$88,027.25		\$0.00
General Contractor Labor and Material Overhead @ 15%						\$0.00
					<b>Total:</b>	<b>\$88,027.25</b>

**SUBMITTED BY:** Scott DeVoll

L.D. Docsa Associates, Inc.

**APPROVED BY:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

*If you have any questions, please contact our office.*

L.D. Docsa Associates, Inc.  
300 S. 8th Street | Kalamazoo, MI 49009

(O) 269.349.7675 (F) 269.349.2511  
Page 1 of 1



May 21, 2019

Mr. Jason Docsa, PE  
President  
L.D. Docsa Associates, Inc.  
300 S. 8th Street  
Kalamazoo, MI 49009

**RE: Hillsdale 2015 Wastewater System Improvements  
Letter of Understanding for Completion of Contract**

Dear Mr. Docsa:

As certain Contract items remain to be completed and acceptable documentation for time and material work has not been received, a meeting was held with representatives of the Engineer, Fleis & VandenBrink (F&V) and the Contractor, L.D. Docsa Associates (LDD). This Letter of Understanding summarizes the resolution of the six Contract completion and payment items discussed at your office on May 14, 2019. A summary of the items discussed and the corresponding resolution follows:

1. **Heat Trace on Flare Gas Line:** LDD will provide the heat trace system on the biogas line to the flare as specified in the Contract. LDD will provide submittals for the heat trace currently installed as outlined in the Contract to allow the Engineer to confirm that it meets the Contract requirements. The submittal will include information on any and all components necessary for completing the specified system.
2. **Spare Parts:** The spare parts for the primary and digested sludge pumps are currently scheduled to ship on May 24, 2019, and will be delivered to the City once they are received by LDD. The grinder requires a lip seal when replacing the cutting blades. Two lip seals should be provided with the replacement cutting parts. LDD believes that the City has received all spare parts for the digester mixer. LDD is going to confirm that the mixer parts have been delivered to the City. If the City has not received the mixer parts, LDD will provide them. It was confirmed with the biogas flare manufacturer that no special tools for checking, testing, parts replacement or maintenance are necessary, email attached.
3. **Time and Material Change Orders:**
  - a. Change Order 12: LDD requested a change order for additional work on the stainless steel biogas piping. F&V believed that the proposed charges of \$71,241.45 were excessive based on available information. LDD explained that the Certified Payroll Reports do not reflect additional work performed by Hurst Mechanical off site to fabricate the piping assemblies. It was agreed in the meeting that LDD would be paid \$60,527.25, the full not to exceed amount of Change Order 12.
  - b. Change Order 13: A portion of this requested change order included time and material changes to remove the grout from the bottom of the tertiary filter tank. LDD requested \$38,203.83 for the completed work. After discussion during the meeting, F&V agreed to a total cost of \$27,500.00 for Change Order 13, Item Number 8. LDD reduced costs for man hours and equipment rental to achieve the lower figure.

2960 Lucerne Drive SE  
Grand Rapids, MI 49546  
P: 616.977.1000  
F: 616.977.1005  
www.fveng.com



4. **Digester Flow Meter Transmitter:** LDD and its subcontractors have been trying to obtain a replacement transmitter for the digester flow meter for several months. It was recently discovered that the manufacturer no longer has the replacement parts and has discontinued them. A solution was offered by LDD and rejected by F&V. LDD then provided F&V with a resubmittal for a replacement flow tube and transmitter by a different manufacturer. F&V reviewed the proposed solution and needs additional documentation submitted.
5. **Record Drawings:** The Contract requires LDD to maintain a record set of drawings at the job site and deliver them to the Engineer upon completion. LDD provided F&V with the requested record set of drawings during the meeting. F&V will scan the drawings and return to LDD. LDD will also reach out to all subcontractors and have them provide markups on all the sheets they performed work on. LDD and F&V will sit down and go over sheet by sheet the modifications that were made in the field. Once all compiled, F&V will draft a clean set of record drawings to provide to the Owner.
6. **Liquidated Damages:** Liquidated Damages leading up to Substantial Completion accrued to a total amount of \$22,000.00. Liquidated Damages after final completion are accruing at a rate of \$1,300.00 per day as of the Final Contract Completion date (March 1, 2019). As an incentive to quickly complete the Contract, F&V agreed to assess LDD only half of the accrued Liquidated Damages prior to Substantial Completion (\$11,000.00), and set the Final Completion date at June 21, 2019. If the outstanding items in this letter are not completed by June 21, 2019, Liquidated Damages will be assessed at \$1,300 per day.

Attached is a draft Change Order 14 reflecting the items discussed in our meeting and the credits for the concrete repair work that was not performed. Change Order 14 will be finalized once LDD completes the Contract. If the Contract is completed by June 21, 2019, additional Liquidated Damages will not be assessed.

The intent of this Letter of Understanding is to document the disposition of the six items presented herein. The referenced Contract and all conditions remain in full force and effect. Completing the six items will allow the Engineer to deem the Contract complete and move toward closeout.

Please sign in the space below to acknowledge and accept the terms outlined in this Letter of Understanding.

Please contact us if you have any questions. We look forward to timely resolution and Contract closeout.

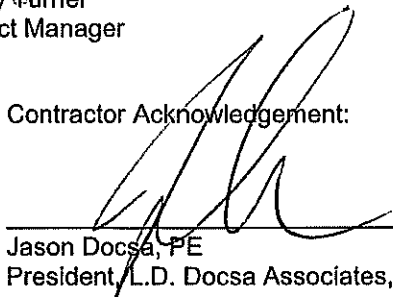
Sincerely,

FLEIS & VANDENBRINK

  
Corey Turner  
Project Manager

  
Jeff Pugh, P.E.  
Process Group Manager, Senior Associate

Contractor Acknowledgement:

  
\_\_\_\_\_  
Jason Docsa, PE  
President, L.D. Docsa Associates, Inc.

6-4-19  
\_\_\_\_\_  
Date

cc. Chris McArthur, Hillsdale Board of Public Utilities  
David Mackie, City of Hillsdale



June 13, 2019

Mr. Jason Docsa, PE  
President  
L.D. Docsa Associates, Inc.  
300 S. 8th Street  
Kalamazoo, MI 49009

**RE: Hillsdale 2015 Wastewater System Improvements  
Letter of Understanding for Completion of Contract – Revised**

Dear Mr. Docsa:

This letter revises the Letter of Understanding issued on May 21, 2019 and signed on June 4, 2019.

All work of the Contract is to be completed by June 21, 2019 with exception to the digested sludge flow meter. The flow meter must be installed and started up by June 28, 2019 to avoid additional Liquidated Damages.

Please contact us if you have any questions. We look forward to timely resolution and Contract closeout.

Sincerely,

FLEIS & VANDENBRINK

  
Corey Turner  
Project Manager

  
Jeff Pugh, P.E.  
Process Group Manager, Senior Associate

cc. Chris McArthur, Hillsdale Board of Public Utilities  
David Mackie, City of Hillsdale

**Waste Water Treatment Plant Progress Report****June****SRF5610-01**

Available Funding	\$ 7,435,000.00
Amount Previously Disbursed	\$ 7,110,329.00
<b>Amount Requested for Disbursement</b>	<b>\$ 7,904.13</b>
Total Cumulative Amount Incurred To Date	\$ 7,118,233.13
Total left for disbursement	\$ 316,766.87

**SRF5610-02**

Available Funding	\$ 2,000,000.00
Amount Previously Disbursed	\$ 1,837,271.00
<b>Amount Requested for Disbursement</b>	<b>\$ -</b>
Total Cumulative Amount Incurred To Date	\$ 1,837,271.00
Total left for disbursement	\$ 162,729.00

Invoice Total for Month	\$ 7,904.13
-------------------------	-------------

Docsa Remaining Contract to Bill	\$ 454,707.73
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Fleis&Vandenbrink Remaining Contract to Bill	\$ 85,617.95
--	--------------

Funding Amount Remaining	\$ 479,495.87
--------------------------	---------------

Remaining contract to bill	\$ 540,325.68
----------------------------	---------------

Additional Work Outside of the Project	\$ 61,440.00
--	--------------

Projected shortfall	\$ (122,269.81)
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**BPU RESOLUTION NO. 209**

**A RESOLUTION TO AMEND THE HILLSDALE BOARD OF  
PUBLIC UTILITIES CUSTOMER SERVICE, ELECTRIC, WATER  
AND SEWER DEPARTMENT RULES AND REGULATIONS**

WHEREAS, the Hillsdale Board of Public Utilities has heretofore adopted and implemented various rules and regulations which it deemed necessary to carry out its function of the management of the municipal utilities, including provisions regarding customer service security deposits and has established certain fees and charges, and

WHEREAS, the Hillsdale Board of Public Utilities has codified and has, from time to time in the past, amended the rules and regulations so adopted and implemented, and

WHEREAS, the Hillsdale Board of Public Utilities has reviewed its customer accounts and collection practices and has determined that good management practices require the posting of customer service security deposits in certain situations, and that the Fees and Charges in Schedule A needed to be updated, and

WHEREAS, the Hillsdale Board of Public Utilities has determined that it is necessary to again amend its “Customers Service, Electric, Water and Sewer Department Rules and Regulations”, so as to require the posting of customer service security deposits in certain situations; and

WHEREAS, the Hillsdale Board of Public Utilities has determined that Fees and Charges in Schedule A needed to be updated and amended;

NOW, THEREFORE, BE IT RESOLVED that the “Customer Service, Electric, Water and Sewer Department Rules and Regulations” of the Hillsdale Board of Public Utilities should be and the same hereby is amended so as to provide as set forth in the attached Exhibit A which is incorporated herein by reference. And Schedule A – Fees and Charges of the “Customer Service, Electric, Water and Sewer Department Rules and Regulations” of the Hillsdale Board of Public Utilities should be and the same hereby is amended so as to provide as set forth in the attached Exhibit B which is incorporated herein by reference

BE IT FURTHER RESOLVED that upon the approval of the aforementioned amendment to the Customer Service, Electric, Water and Sewer Department Rules and Regulations by the Hillsdale City Council pursuant to Hillsdale Municipal Code Sec. 2-152, a copy of the amended rules and regulations shall be placed on file with the City Clerk where they shall be available for public inspection.

BE IT FURTHER RESOLVED that upon approval of the aforementioned amended rules and regulations, public notice shall be given that the amended rules and regulations are on file with the City Clerk and are available for public inspection.

The foregoing Resolution was duly adopted at a regular meeting of the Hillsdale Board of Public Utilities held on the 9<sup>th</sup> day of July, 2019 and was then referred to the Hillsdale City Council for its approval.

HILLSDALE BOARD OF  
PUBLIC UTILITIES

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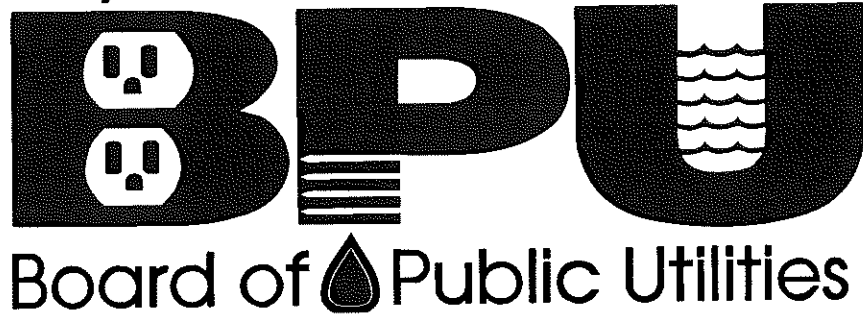
Barry Hill, President

---

Kelley Newell, Secretary

Exhibit "A"

City of Hillsdale, Michigan



HILLSDALE BOARD OF PUBLIC UTILITIES

CUSTOMER SERVICE  
ELECTRIC DEPARTMENT  
WATER AND SEWER DEPARTMENT  
RULES AND REGULATIONS

SCHEDULE A – FEES AND CHARGES

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# **CUSTOMER SERVICE PROCEDURES**

## **Section 1**

### **APPLICATION PROVISIONS**

#### Application for Service

Services established are to be in the name of the legal occupant of the property, i.e. the owner, legal tenant, or a guardian or personal representative if the owner or tenant should be incapacitated. Any service set in the name(s) of a person(s) who becomes deceased is required to be changed to the name of the legal occupant of the property. Any service not corrected, after notification by the BPU, may be subject to disconnection. The application to request a service can be found in Appendix I – “Application for Service.”

#### Outstanding Utility Bills

The BPU may refuse making utility services available to anyone who has outstanding or delinquent utility accounts with the BPU.

## Section 2

### DEPOSIT PROVISIONS

#### Our Deposit Policy

The Hillsdale Board of Public Utilities deposit policy is designed to assess the credit risk associated with applications for new or continued service, while protecting the assets of our utility.

This policy is based upon the use of a technology-based screening tool called the ONLINE Utility Exchange to assess credit risk at the point of application and charge deposits only to those potential customers and existing customers who pose credit risk.

#### Deposit Criteria

The Hillsdale Board of Public Utilities shall consider the status of the applicant and the property for which service is requested and act according to the following criteria:

##### **New Account:**

If a property can be liened as allowed by law, then no deposit will be required. However, ONLINE Utility Exchange will be used to verify identity.

If a property cannot be liened as allowed by law:

1. Applicants who return no credit risk (returned by ONLINE Utility Exchange 0.0% to 10.0% risk), will pay no deposit amount; all other deposits will be as follows: (returned by ONLINE Utility Exchange 10.1% to 25.0% risk) will pay \$100, (returned by ONLINE Utility Exchange 25.1% to 50.0% risk) will pay \$175, (returned by ONLINE Utility Exchange 50.1% to 75.0% risk) will pay \$225, (returned by ONLINE Utility Exchange 75.1% to 100.0% risk) will pay \$400.

A service applicant who provides a social security number that is returned as deceased, non-issued, belonging to a person under the age of 18, or belonging to a person other than the applicant, or is fraudulent, shall be denied service until that person supplies a valid social security number.

2. Payment of any deposit is expected in full at the time of notification before the account can be established. Payment arrangements will not be accepted on deposits.

##### **Existing Account:**

Any existing customer who becomes delinquent and has had two or more disconnects in any consecutive 12-month period, shall be deemed to have an unsatisfactory payment record and

must pay a maximum deposit to continue service. The maximum deposit will be an amount equal to a 2-month average for service at that address.

Payment of any deposit is expected in full at the time of notification. Payment arrangements will not be accepted on deposits.

### **Deposit Duration**

Deposits may be credited to customer accounts after eighteen months if the account has been paid by the specified due dates and no penalties have been incurred, at the discretion of The Hillsdale Board of Public Utilities.

The Hillsdale Board of Public Utilities will refund a deposit upon discontinuance of service. The deposit will be applied against any outstanding balance for utility service and the remainder (if any) will be refunded to the Customer.

## Section 3

### METER READING

#### Utility Meters and Meter Readings

Utility service furnished to a property is measured by meters at that property for the electric, water, and sewer services. In the case of the sewer utility, the volume of water furnished to a property is the measure of the sewage discharged, unless the Customer secures a special meter after explicit BPU approval.

The meter is the property of the BPU, but in the care and custody of the Customer. The property owner and/or tenant are prohibited from removing, damaging, or tampering with the meter. A safe passageway must be maintained for meter access by the BPU. Additionally, the property owner and/or tenant have the responsibility to keep the meter free from obstructions by restraining pets, and/or by removing obstacles that the BPU might encounter at that property. The Customer shall permit only authorized agents of the BPU or other persons lawfully authorized to do so, to inspect, test or remove the same. If the meters or metering equipment are tampered with, damaged, or destroyed, the cost of discovery, investigation, unmetered usage and necessary repairs or replacements shall be paid by the customer.

The Customer has the responsibility to provide ready free access for meter readings if the meter is in a locked place. Failure of the Customer to provide ready free access may result in the termination of utility service until suitable access is provided. BPU personnel will be reasonably careful in operation, maintenance, removal and replacement of BPU owned equipment; however, it will be at the owner's expense and responsibility for moving inappropriate structures, shrubbery and landscaping and its replacement thereof, if the Customer-owned structures interfere with access or service by BPU personnel

Most water meters are located in the basement of residential property. As it deems necessary, the BPU may request access to the inside water meter for verification, testing, changing, etc.

Once each month, on approximately the same date, the BPU is scheduled to read the meters at the property. BPU employees carry identification, which the Customer may ask to see for their own protection. Though the BPU attempts to read the meters each month, there are occasions when the BPU may have to estimate the Customer's monthly bill. Situations such as extreme weather conditions, emergencies, or the inability of the BPU to gain access to the meters or other circumstances may prevent the BPU from taking a meter reading and require that the bill be estimated.

### Meter Accuracy

The BPU shall test the accuracy of all meters, as it deems necessary according to industry standards.

If the Customer requests a test at times other than those scheduled above, then the meter will be tested upon written request of the Customer. If the meter tests accurately according to industry standard (2% slow or fast), the Customer will be responsible for payment of the meter testing fee as set forth in Appendix II, "Schedule A – Fees and Charges." When a customer requests a meter test, they will be mailed a copy of the meter test results.

## Section 4

### **BILLING PROVISIONS**

#### Billing Accuracy

While the BPU strives to maintain accurate billing, various situations may arise that necessitates an account adjustment. Various billing situations are described below.

#### **Overcharges:**

- If the BPU overcharges a customer due to a billing error such as an incorrect billing code, incorrect reads, or an account not properly established, the BPU shall refund or credit the amount of the overcharge. No adjustment, refund or credit so made or given shall be for a period in excess of 24 months.
- If a meter tested is found to be more than 2% fast, the BPU shall refund to the Customer an amount equal to the excess charge for the utility metered for a period equal to the time elapsed since the previous test, but not to exceed 12 months.

#### **Undercharges:**

- If the BPU undercharges a customer due to a billing error such as an incorrect billing code, incorrect reads, or an account not properly established, the BPU shall back-bill the Customer for the amount of the estimated undercharge for a period not to exceed 12 months.
- If a meter tested is found to be more than 2% slow, the BPU shall make a charge to the Customer for the utility incorrectly metered for a period equal to the time elapsed since the previous test, but not to exceed 12 months.
- The BPU retains the right to issue an estimated bill for previous periods if a non-registering meter is detected.
- In cases that involve meter tampering or fraud, the BPU may backbill the Customer for the amount of the estimated undercharge.

Except in cases that involve meter tampering or fraud, the BPU shall offer the Customer reasonable payment arrangements for the amount of the backbill, taking into account the period of the undercharge.

### Billing Period and Estimated Bills

Bills for utility service are issued at intervals of approximately thirty days. This means that the Customer's bill is calculated and mailed on or about the same date each month. If the BPU was unable to obtain actual meter readings for a billing period, an estimated bill based on previous usage history (past meter readings) will be mailed.

Customers are to immediately contact the BPU Office if they have questions or complaints about a utility bill, at (517) 437-3387.

### Budget Billing

The budget billing plan levelizes the Customer's annual billing and is offered as a convenience for the BPU's customers. There is no extra cost to the customer under this billing program and the Customer ultimately pays for only the actual utilities that are used.

The monthly average payment amount will be based on one-twelfth of the actual usage over the most recent twelve months. The BPU may, at any time during the 12 month period, adjust the estimate to conform closer to the actual use of service being experienced. The normal equal payment period will be 12 months, commencing in any month selected by the BPU.

Budget billing is reviewed twice annually, in April and October.

If the actual service used during the budget plan period exceeds the bills as rendered, the amount of such excess will be added to the next 12 month budget period. If the actual service used during the budget plan is less than the amount paid, the overpayment will be credited to the Customer's next 12 month budget period. If the Customer discontinues service, the actual amount due or customer credit will be paid in full.

If a customer fails to pay bills as rendered under the budget plan, the BPU shall have the right to withdraw the plan with respect to such customer and to request immediate payment of any past due amounts.

The Customer must be on the automatic bill payment program in order to participate in budget billing.

### Automatic Bill Payment

Customers also have the option of applying for the automatic bill payment program. This program allows the Customer to have their utility bill deducted from their designated financial institution account on the billing due date. The Customer will still receive their

monthly billing information in the mail. The Customer can cancel this program at any time.

### Service Fees

A new account fee as established in Appendix II, “Schedule A – Fees and Charges,” will be charged each time a new account is established.

Seasonal customers re-establishing electric, water, or wastewater services will also be billed a reconnection charge, as established in Appendix II, “Schedule A – Fees and Charges.”



## Section 5

### DISPUTE PROVISIONS

#### General

The BPU has established procedures which insures the prompt, efficient, and thorough receipt and investigation of all customer inquires, service requests, and complaints regarding utility services and charges thereof. All such requests must be submitted in written form.

The Customer may file, at any time, a complaint with the BPU concerning a utility bill or any other matter relating to the service. In addition to filing the complaint, the Customer may also request a personal conference with the employee at the BPU who has been designated and authorized to handle such complaints.

The written request must include, at a minimum, the Customer's name, service address, phone number, and general statement setting forth the nature of the complaint, inquiry or request.

The BPU will investigate each request promptly and thoroughly, and if requested, confer with the Customer. Following each investigation, the BPU will notify the customer of its findings and resolution of the matter.

#### Usage Concerns

When a customer indicates that they have concerns about their usage, the proper service order will be completed. Our service technicians will meet with the Customer and investigate. Often our employees may be able to find the source of the usage. Many times they cannot. While we always strive to assist customers and help them conserve, we cannot always provide them an answer regarding all of their use.

## **Section 6**

### **METER TAMPERING**

The BPU reserves the right to disconnect any service where, if after reasonable investigation, it determines that a customer has tampered with any metering equipment.

If after reasonable investigation, the BPU determines that a licensed electrician or plumber has tampered with any metering equipment without proper notice to the BPU, the electrician or plumber will be issued a warning with a copy to the appropriate licensing authority.

Nothing included in this section shall preclude the BPU from seeking criminal prosecution against the offender(s) involved.

## Section 7

### PAYMENT PROVISIONS

#### General

Utility bills will be issued at intervals of approximately thirty days. Final billings will be issued in a timely manner following the final read. All charges shall be payable in full at the BPU Office through and including the date shown on the bill rendered. However, two grace days shall be allowed before a late charge is assessed. **Failure to receive a bill shall not entitle a customer to an extension of time for payment or a waiver of the late charge.**

#### Pay in Person

The BPU has office hours from 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding holidays. Utility bills can be paid in person or mailed to the BPU Office, 45 Monroe Street. The BPU also has a night depository box that can be used to make payments which is located next to the front door at the BPU Office. Payments can also be made in person at Nash Drugs..

#### Pay by Mail

Payments can be made via mail, with a check or money sent to the following address:

Hillsdale Board of Public Utilities  
45 Monroe St.  
Hillsdale, Michigan 49242

On occasion the BPU has received utility payments late even though the Customer believes they have mailed them on time. To avoid possible delays by the postal service, we suggest payments be mailed 3 to 5 days in advance of the due date. Payments are only considered received once they have arrived directly at the BPU Office, and will be keyed the same day as received. Bills paid at "outside sites" are not considered paid until they are received at the BPU Office, and as such, can be subject to late charges and non-payment disconnection as provided herein. Payments made at "outside sites" are generally picked up and keyed the following business day.

### Pay by Phone

Alternatively, utility bills are payable through the BPU's phone payment service, *Point&Pay*, directly reachable at (844) 462-1011. MasterCard, Visa, Discover, and American Express cards are all accepted modes of payment. *Point&Pay* may also be reached by calling the BPU directly at (517) 437-3387 and following the automated voice prompt for redirection. These services are available to customers 24 hours a day for a 3% service fee.

### Online Payment

Payments can also be made via the City of Hillsdale website, eliminating the need for paper bills, stamps, and trips to the mailbox or BPU office. Bills may be paid by credit card, debit card, or electronic check 24 hours a day with a 3% service fee. The link to pay a utility bill online can be found below:

<https://bsaonline.com/OnlinePayment/OnlinePaymentSearch/?PaymentApplicationType=10&uid=177&siteTransition=true>

*For all methods of payment:* The Customer has the duty to notify the BPU if a bill is not received. Any customer whose account for utility service is in arrears shall pay the billed amount plus any late charges assessed. Payments are applied first to the current bill and then applied progressively to those in arrears.

### Returned Checks

A check returned by the BPU will not be deposited a second time for clearing. A charge shall be assessed in accordance with that set forth in Appendix II, "Schedule A – Fees and Charges." The BPU will require the Customer to pay by cash, certified check, or money order.

### Responsibility

The Customer is responsible for notifying the BPU as to when utility service is to be taken out of their name. Each customer shall pay for utility services furnished to their premises until notice has been given to the BPU to discontinue service and for a reasonable time thereafter to enable the BPU to read the meters at their premises. When service is discontinued at any customer's premises, a final bill for service will be rendered and shall be payable by the date indicated on the bill. The BPU reserves the right to transfer any amounts outstanding on any closed accounts to any active accounts of a customer.

### Final Bill Collection

If a bill for utility services remains unpaid after thirty days, the BPU shall have the right to proceed with the collection of any unpaid bill through the courts, a collection agency, or by a lien filed with the City Assessor's Office.

### Collection by Lien

The City of Hillsdale shall have a lien upon all real property located within the city limits of Hillsdale as security for the collection of utility rates and charges supplied by the Hillsdale Board of Public Utilities, which lien shall become effective immediately upon the supplying of such utility service and shall thereafter be enforced in the manner provided by law. Any unpaid utility bill that is at least six months delinquent on April 1<sup>st</sup> of each year must be submitted to the City Assessor as a lien against that property.

Real Estate Agents are encouraged to contact the BPU to inquire about potential liens before closing on a property. All such calls are noted in our files.

### Payment Arrangements

Satisfactory payment arrangements, at a minimum, shall be the monthly current bill plus 1/6<sup>th</sup> of the past due.

### Landlord Tenant Agreement

This agreement is available to landlords in the BPU Office and in Appendix III of this document. Said agreement allows the landlord to choose if service is transferred to their name when a tenant moves out or if it is left off. A properly executed agreement will also protect the property from potential liens from unpaid tenant bills. The BPU retains the right to ask for a deposit from these tenants.

## Section 8

### SERVICE TERMINATION PROVISIONS

#### Termination Procedures Related to Moving

If the Utility Customer plans to move, the Customer has the responsibility of notifying the BPU Office at least 2 working days prior to the moving date to arrange for the BPU to discontinue service and for a reasonable time thereafter to enable the BPU to read the utility meters at the Customer's premise.

The Customer is responsible for the billings for utility service until the BPU is able to disconnect service and read the utility meters. When service is disconnected at a customer's premise for the purpose of moving, the Customer is still responsible for paying the bill by the due date.

#### Termination for Nonpayment

The following procedures and conditions shall be followed when payment has not been received within the allotted time. Except in an emergency, or as a protection of life or property, the BPU will not terminate utility service for nonpayment of charges on Saturday, Sunday, a BPU holiday or the day before a BPU holiday.

- **Final Notice** When a payment is not received by the stated due date on the bill, or within the two-day grace period, a final notice shall be mailed to the Customer and a late charge of 2% assessed against the account. This will indicate a "Pay By" date for payment to be received, or for satisfactory payment arrangements to be made, in order to avoid possible disconnection. (Senior Citizens will not be assessed a late charge; however, they will receive the letter.)
- **Disconnection** Approximately 12 calendar days after the final notice, if payment is not received, a door hanger will be delivered to the service address which will give an additional 2 calendar days to make payment. A trip charge will be assessed for delivering the door hanger in accordance with "Schedule A – Fees and Charges." If payment is not received, the service will be disconnected. A trip charge for disconnection will be assessed in accordance with Appendix II, "Schedule A – Fees and Charges." If disconnection occurs, payment must be made before reconnection is granted. A reconnection fee will be assessed in accordance with Appendix II, "Schedule A – Fees and Charges."

### Termination for Other Reasons

**Without Notice** The BPU reserves the right to terminate utility service to any customer, without notice, for any of the following reasons:

- Fraudulent representation as to the class of utility service.
- Where the Customer's equipment, wiring, or appliances, or the BPU's equipment or lines are creating or contributing to a serious and/or hazardous condition.
- Tampering with meters or other utility equipment belonging to the BPU.
- Repairs or emergency maintenance of BPU facilities.
- When necessary to protect the BPU from theft, fraud, or abuse.
- An unauthorized utility connection.
- The use of equipment that adversely affects the BPU's services to its other customers.
- Upon obvious vacating of the premises by a customer who is delinquent, thereby terminating the Customer's relationship with the BPU.
- Unavoidable shortages or interruptions of the BPU's sources of service.
- Fraud or material misrepresentation of identity for the purpose of obtaining utility service.
- Payment arrangements that have not been kept by the Customer.

**With Notice** The BPU may terminate service to any customer after one attempt to make personal contact or otherwise give notice by a representative of the BPU for any of the following reasons:

- The Customer's failure to update their temporary electric service to a permanent status or to otherwise fail to make appropriate arrangements to do so with the BPU.
- The Customer's failure to provide free access to its meters and service facilities to inspect, read, test, repair, remove, or replace the same. Locks, dogs, bushes, trees shall not impede such access, rubbish, or in any other manner.

### Life Support

When a customer has life support equipment on BPU service, the BPU must receive a doctor's letter substantiating the need. The BPU will maintain a list of those residences with life support and supply such list to appropriate personnel for the purpose of contacting customers when there is an unforeseen or scheduled power outage. It also enables the BPU to determine where the high priority areas are on the system in an emergency. While placement on this list does help prioritize outage situations, the Customer should have alternate plans for continued support if the outage is extended.

Customers with life support equipment on their service shall not be granted any preferential treatment when it comes to disconnecting for nonpayment. All customers will receive the written notifications as indicated above before disconnection.

Assistance

There are various agencies that may be able to provide assistance to customers in payment of their delinquent utility bills. That list includes, but may not be limited to:

Family Independence Agency	439-2200
Community Action Agency	437-3346
Salvation Army	437-4240
Michigan 211	Dial "211"



## Section 9

### **RESTORATION OF SERVICE PROVISIONS**

When service to a customer's premises has been terminated, the BPU will reconnect the service as soon as practical after receiving full payment

- All past due amounts.
- Trip charges as assessed in accordance with Appendix II, "Schedule A – Fees and Charges."
- Reconnection charges as assessed in accordance with Appendix II, "Schedule A – Fees and Charges."
- Any required deposits as set forth herein.

Payments for restoration of service must be made at the BPU Office at 45 Monroe Street, 8:00 a.m. to 5:00 p.m., Monday through Friday.

Time and material charges will be applied when reconnecting service that has been disconnected from the tap pole.

## **Section 10**

### **MULTIPLE DWELLINGS**

When an electric or water meter serves more than one dwelling, the account shall remain in the landlord's name. Tenants will not be allowed to put the service in their name.

## **Section 11**

### **AFTER HOUR CHARGES**

Any reconnect for nonpayment performed after normal working hours is subject to the fee as stated in Appendix II, “Schedule A – Fees and Charges.”

If a customer places a call in the after hour emergency mailbox for power problems, water leaks, sewer back-ups, etc. and the BPU responds and it is determined that the cause of the problem is on the Customer’s side, then the Customer will be billed for after-hour services as stated in Appendix II, “Schedule A – Fees and Charges.”

# **ELECTRIC DEPARTMENT**

## **Introduction**

Service may be taken from the municipal electric utility system as long as all applicable Ordinances of the City of Hillsdale, The National Electric Code, and all Rules and Regulations of the Hillsdale Board of Public Utilities are fully complied with. All necessary right-of-way permits must be filed with the City of Hillsdale.

Elsewhere in this schedule will be found rules governing metering, meter location, meter protection, access to Customer's premises, approval of Customer to use equipment, rules prohibiting the resale of electric service, rules governing service to mixed loads, and service to properties of mixed occupancy.

There will also be found rules to cover service connections, service extension policies, prohibition of the use of low power factor devices and equipment which may cause disturbance of service to others, limitations of the use of electric welders and water heaters, and rules governing the size, type, voltage, and connection of electric motors.

Any new construction or upgrades will require an easement to gain right-of-way to our equipment.

Electric rate information and their corresponding rules and regulations are provided under separate cover.

Prior to any underground excavations the owner/contractor is required to contact the Miss Dig System. The BPU is a member of the Miss Dig System and will be notified of underground excavations in the BPU service area. All costs incurred for repair of overhead or underground distribution facilities due to underground excavation will be the responsibility of the owner, contractor, or entity involved in damaging BPU facilities.

## Section 1

### CHARACTER AND USE OF SERVICE

The BPU will endeavor, but does not guarantee, to furnish a continuous supply of electric energy and to maintain voltage and frequency within industry acceptable standards as adopted by the BPU.

Municipal utility services are subject to shutdowns, variations and interruptions necessitated by improvements, repairs and/or operation of the system. Whenever possible, notice of intent to temporarily discontinue service will be given to the Customer. The BPU shall not be liable for loss or damage because of temporary interruption in service or because of inadequate or excessive quantity or quality.

The BPU agrees to use reasonable diligence in providing a regular and uninterrupted supply of power, but does not guarantee a constant supply of power, or the maintenance of unvaried frequency or voltage, and will not be liable for damages to the Customer by reason of any failure in respect thereof.

The BPU reserves the right to determine its ability to serve any load, which may be offered for connection to the system. Each application which may require the installation of additional lines and transformers or the enlargement of existing lines and transformers, or which involves the connection of out of the ordinary use devices, will be a matter for special consideration.

The Customer shall use the service so as not to disturb or to interfere with BPU's service to its other customers. Electrically operated devices which could cause objectionable operating conditions on the BPU's system, as determined by the BPU, shall not be attached without the consent of the BPU.

The BPU reserves the right to deny or terminate service to any customer whose wiring or equipment shall be deemed a safety hazard. The BPU disclaims any responsibility to inspect the Customer's wiring or equipment and shall not be held liable for any injury or damage resulting from the provision of service. Any suspect service may be referred to the Electrical Inspector for determination of continued service.

Service that has been disconnected for 6 months or longer requires an inspection and approval by the Electrical Inspector before reconnection.

## Section 2

### APARTMENT BUILDINGS AND MULTIPLE DWELLINGS

When service is supplied through a single meter to a building containing more than one apartment, the Customer will be billed under the residential rate schedule and the applicable customer charge shall be multiplied by the number of single-family dwelling units so served.

To determine the number of apartments served through one meter, only those rooms, suites, or groups of rooms having individual cooking and kitchen sink accommodations within the unit shall be counted as an apartment.

If a residential customer has a separate meter on an attached or unattached garage or second building, the rate for that second meter will be under the residential rate schedule unless the building is determined to be used for commercial reasons and therefore necessitate a non-residential rate.

## Section 3

### **COMBINED RESIDENTIAL AND COMMERCIAL USE**

When energy is supplied to a combined residential and non-residential customer, the wiring may be so arranged that the residential usage can be metered separately from the non-residential use.

Service supplied through a single meter will be billed on the residential rate if it can be determined that less than half of the monthly Kwh usage is non-residential. This determination will be made by the BPU.

If it is unable to be determined by the BPU staff as to what portion of usage is residential by the Kwh use, then if more than 50% of the square footage is attributable to residential use, the rate will be residential. If more than 50% of the square footage is attributable to commercial use, then the rate will be commercial.

## Section 4

### LINE EXTENSION POLICY

#### General

When application is made for electric service which requires the extension of the BPU's existing distribution lines, the BPU will make such extensions at its own expense when the estimated annual revenue, probable stability of the load and prospective load growth reasonably warrant the capital expenditure required. In all other cases, a contribution in aid of construction will be required as specified below.

If it is determined by the BPU that a portion of the proposed extension located within public streets and/or easements can be used to provide electric service to other existing or future customers, or for system reinforcement, the BPU may elect to construct that portion of the extension in the public streets and/or easements at its own expense.

Each extension shall be a separate, distinct unit and any further extension therefrom shall have no effect upon the agreements under which existing extensions were constructed.

Estimated construction costs shall exclude transformers, services and meters.

#### **1. Single Phase Extensions**

- (A) Free Extensions: For each permanent dwelling the BPU will provide, at no charge, a single phase line extension from a main line distribution feeder excluding service drop for a distance of up to 600 feet, of which no more than 200 feet is a lateral extension on the Customer's private property. All main distribution feeder extensions must be along public road right-of-ways.
- (B) Financed Extensions: Where the length of the distribution line extension exceeds the free footage set forth above, the Customer will be billed at the completion of the project for the amount exceeding the free footage.

#### **2. Three Phase Extensions**

- (A) Free Extensions: The BPU will construct three phase distribution line extensions at its own cost when the cost of such extensions (excluding transformers, service, and meters) to serve general service customers does not exceed three times the total annual estimated revenue to be received



from the Customer to be immediately served when the line extension is completed.

- (B) Financed Extensions: Where the length of the distribution line extension exceeds the free portion set forth above, the Customer will be billed at the completion of the project for the amount exceeding.

### 3. Farm Service

Service shall be available to farms for residential use under the residential rate schedule and in addition, service may be used through the same meter for any purpose so long as such use is confined to single phase service for the culture, processing, and handling of products grown or used on the Customer's farm. Use of service for purposes other than set forth here shall be serviced and billed on the appropriate non-residential rate schedule.

## Section 5

### **OVERHEAD SERVICE CONNECTIONS**

Where suitable supply is available, the BPU will install overhead service wires from its distribution lines to a selected point of attachment on the Customer's premises. The BPU shall select the location of this point of attachment. Should it become necessary, for any cause beyond the BPU's control, to change the location of this point of attachment, all costs of any changes required in the Customer's service entrance wiring made necessary thereby shall be borne by the Customer.

The selected point of attachment for the service wires to the Customer's premises shall be such that adequate ground clearances suitable to the use and need of the area crossed over may be maintained and meet proper requirements. The owner will provide an attachment for the BPU service connection.

Where the height and design of the building or facility to be served is such that the above stated condition cannot be met, or in the event there is no permanent building, the Customer shall provide and continuously maintain, at their expense, a suitable extension, frame, or mast, or a properly guyed, butt-treated line pole with a top diameter of not less than 6 inches and total length of not less than 25 feet, for the attachment of the service wires, all of which shall meet the approval of the BPU.

Service runs shall be as short as practical and terminated with the connection wires extending at least thirty-six (36) inches beyond the service cap or last point of support. When on a building, such terminals shall be carefully located so as to provide adequate clearance of the service drops and connections from windows, shutters, awnings, eaves troughs, downspouts, vent pipes, radio aerials, lightning rods, chimneys, and similar appurtenances of the structure.

All inside wiring must be grounded in accordance with the requirements of the National Electric Code and the requirements of City and State regulations. All new services and upgrades must be inspected by the Electrical Inspector and released to the BPU for hook-up. The BPU reserves the right to notify the Electrical Inspector of any suspect connections.

## Section 6

### UNDERGROUND SERVICE CONNECTIONS

#### Secondary Voltages

The BPU, at its option, may direct the owner to install and be responsible for construction of its own underground secondary service from the Customer's service to the BPU's secondary voltage connections.

The Customer, in all cases, shall install the secondary service line from the base of the pole to the premises serviced, subject to the BPU specifications. Before such installation the Customer must submit to the BPU, for approval, plans and designs for such service lines installed by a customer.

Underground services may be direct buried if constructed of approved underground cable, or they must be installed in approved underground conduit or duct, as directed by the BPU. All underground services shall be effectively protected from mechanical damage for the entire length. All exposed conduits shall be according to the National Electric Code.

Meter locations shall be provided on the Customer's premises as directed by the BPU. Meters are not allowed to be located on BPU poles unless by special permission.

#### Primary Voltages

When required, the BPU will provide connections and over-current protection for underground primary service connections, whether to serve customer-owned transformers located on their premises or to serve transformers owned by the BPU and located on the Customer's premises.

#### Contributions for Construction

The Customer will be responsible to pay the current rate for underground construction as set forth in Appendix II, "Schedule A – Fees and Charges."

When unexpected practical difficulties such as frost, water conditions, rocks near the surface, or other conditions that increase the cost are encountered during the construction of underground extensions, facilities, or services, the applicant shall pay the BPU for such added cost. Additional costs will be billed to the applicant for repaving and concrete replacement.

With new construction, the BPU will backfill trench to existing grade. Cosmetic work is the responsibility of contractor or owner.

## Section 7

### **TEMPORARY SERVICES**

Customers desiring lighting and/or secondary power service for a short time only, such as for construction trailers, traveling shows, outdoor or indoor entertainment or exhibitions, etc, which require the installation of a temporary line extension and/or service connections, additional transformers, meters or other facilities of a temporary nature, shall pay the cost of installing and removing all of the facilities necessary to supply such service. The electric contractor will be required to post a deposit before construction of the temporary service is started which will be applied towards the final costs which will be billed in accordance with Appendix II, "Schedule A – Fees and Charges." In addition, the Customer will be billed the Customer charge and usage monthly.

Temporary terminal poles and service equipment shall be installed by the Customer for temporary services and be a properly guyed, butt-treated line pole with a top diameter of not less than 6 inches and total length of not less than 25 feet.

The actual location of the temporary service shall be determined by the BPU.

New houses are exempt from paying the temporary fee, if service will be converted to permanent upon completion of construction.

## Section 8

### **TRANSFORMERS LOCATED ON CUSTOMER'S PREMISES**

Pole mounted installations will be made entirely at the BPU expense

Ground slab or vault installations will be the responsibility of the Customer and, if the situation warrants, protective barriers installed also. All ground slabs, vaults, and enclosing fence must meet National Electrical Code specifications by inspection authorized and as directed by the BPU.

If conditions prohibit the transformer being set in the BPU right-of-way, then installation of the transformer will be on the Customer's property.

## Section 9

### METER INSTALLATION

#### Meter Wiring

Meter sockets, service meters, demand meters, metering transformers, and metering transformer cabinets, will be furnished by the BPU. Standard 200 AMP residential sockets will be provided at no cost upon proof of permit. All other sockets must be approved and may be provided by the BPU at cost to Customer.

All conduit for metering purposes and all supports for metering equipment shall be installed by the Customer at the expense of the Customer.

Electric service meters shall be so located that their registers will not be less than 4.5 feet nor more than 6 feet from the floor or grade.

When more than one service entrance switch and/or more than one meter is located on the same premises, each such switch and meter shall be plainly marked to show the type of service that it supplies and the apartment or other portion of the Customer service that it controls.

#### Inspection of Electric Wiring

The Electrical Code currently in effect requires that all electrical wiring be installed in accordance with the requirements of the National Electrical Code. It also charges the Electrical Inspector with the responsibility of inspecting all electrical wiring installed.

Anything contained in these Rules and Regulations in regard to electrical wiring is deemed to be cooperative with and accessory to any Ordinance or Code affecting that area involved.

Before any electric service entrance is installed or remodeled, permission shall be obtained from the BPU in the form of a site meeting with the electric department supervisor and the appropriate permits filed with the Electrical Inspector.

The general design and arrangement, the location and grouping of the entrance switches and meters, the routing of the service entrance run, and the point of contact with the service drops are all subject to the direction of the BPU and Electrical Inspector who, jointly with the electrician, will be responsible for the arrangement and character of work.

### Service Entrance Wiring

Electric service entrance wiring shall be installed in accordance with the latest revision of the National Electrical Code, subject to the approval of the Electrical Inspector.



## Section 10

### POLE ATTACHMENTS

#### Use of BPU Equipment

The BPU wires, poles and apparatus, together with any interconnections thereof, are the exclusive property of the BPU, and the connection of a customer's premises thereto does not entitle the Customer to any use thereof except as necessary for the delivery of the BPU's service to the Customer. The use of any part of the BPU's distribution or transmission system by the Customer for carrying foreign electric currents for carrier current transmission, radio or telephone broadcasting or receiving is expressly prohibited.

The BPU may enter into an agreement providing joint use of certain of its poles for approved utility or telecom purposes. The BPU may also enter into a rental agreement with a CATV company providing cable television service to customers within the BPU's service area. The use of any pole by a telephone/communications company or CATV company without first having entered into a written agreement with the BPU is prohibited.

*Please see the Pole Attachment Agreement in Appendix IV and its Wireless Addendum in Appendix V for further information.*

1. The unauthorized attachment (including by painting or marking) of any signs, banners, lines, cables, equipment or any other matter to the BPU's poles is prohibited. An application for banner permits can be found in Appendix VI.
2. The BPU may remove or cause to be removed without notice any unauthorized foreign matter from its poles at the expense of the Customer, the person(s) attaching the unauthorized matter, or in the event neither can be identified, the individual, firm or organization which appears to be the primary sponsor, user or beneficiary of the unauthorized matter. The BPU will observe reasonable precaution to prevent any damage resulting from such removal, but will not be liable for any damage thereto.
3. Any pole attachment must comply with all Federal, State, and local rules and regulations, the National Electrical Safety Code and the National Electric Code.

## Section 11

### COGENERATION

To avoid potential problems associated with having cogenerators connected to the Hillsdale Board of Public Utilities electric system certain protective devices will be required which will provide protection.

#### **1. Induction Generators of all Ratings, and Synchronous Generators Rated 100 KW or Less**

In order to overcome the potential problems of reclosing on a generator that is out of phase which would expose the cogenerator's equipment to possible damage and the BPU system to voltage and frequency fluctuations during periods when the power source is interrupted, the following is recommended and any or all may be required by the BPU.

The following equipment shall be installed at the cogenerator's generator at the cogenerator's expense:

- ❖ Electrically operated circuit breaker (52G) on the generator circuit with the appropriate rating and opening time to coordinate with the BPU system.
- ❖ Gang operated disconnect switch with fuses.
- ❖ Over/under voltage relay (Devices 27/59) with timing characteristics to coordinate with the BPU system requirements. The relays will trip the electrically operated circuit breaker for abnormal voltage conditions.
- ❖ Over/under frequency relays (Devices 81/OF and 81/UF) with timing characteristics to coordinate with the BPU system. The relays will trip the electrically operated circuit breaker for abnormal frequency conditions.
- ❖ Two service entrance watt-hour demand meters with detents. One would meter power flow into the Customer and one would meter power flow out of the Customer.
- ❖ Required protective devices for the cogeneration equipment.

The BPU would adjust the distribution circuit reclosing delay time to coordinate with the Customer relaying.

The rating and operation mode of the induction generator can greatly affect the system power factor. Depending on the rating of the generator, power factor correction capacitors could be required. Alternately, the billing rate could include provisions for metering and billing for reactive power flow or for power factor outside an acceptable range. The billing method would be preferred in most cases in that power factor correction capacitors could cause operational problems.

## **2. Synchronous Generator Rated 100 KW to 1000 KW**

In order to overcome the potential problems of: **(1)** Having the synchronous generator feed a BPU system fault thus causing excessive damage to the BPU system and the cogenerator's system; **(2)** Flowing power into the BPU system unless contracted for; **(3)** Exposing the BPU system to voltage and frequency fluctuations during periods when the power source is interrupted; and **(4)** Ensuring the distribution circuit is deenergized when the BPU source breaker is open, the following is recommended and any or all may be required by the BPU:

The following equipment shall be installed within the cogenerator's system at the cogenerator's expense:

- ❖ Electrically operated circuit breaker (52-G) on the generator circuit with the appropriate rating and opening time to coordinate with the BPU system.
- ❖ Transformer Delta-Wye connected.
- ❖ Gang operated disconnect switch with fuses.
- ❖ Ground detector on the BPU side of the transformer.
- ❖ Directional overcurrent relays (three Device 67V) for detecting faults on the BPU system and tripping the generator breaker (52G).
- ❖ Reverse power relay (Device 32) for detecting power flow in the BPU system. Relay set to trip generator breaker (52G). Relay would be set depending on the contract between the BPU and the cogenerator for amount of power sales.
- ❖ Over/under voltage relay (Devices 27/59) with timing characteristics to coordinate with the BPU system requirements. The relays will trip the generator circuit breaker (52G) abnormal voltage conditions.
- ❖ Over/under frequency relays (Devices 81/OF and 81/UF) with timing characteristics to coordinate with the BPU system. The relays will trip the generator breaker (52G) for abnormal frequency conditions.

- ❖ Two service entrance watt-hour demand meters with detents. One would meter power flow into the Customer and one would meter power flow out of the Customer.
- ❖ Required protective devices for the cogeneration equipment.
- ❖ Synchronizing equipment consisting of incoming and running voltmeters, lights and synchroscope.

Depending on the load on the distribution feeder and setting of the reverse power relay, a transfer trip transmitter and receiver may be required to ensure deenergizing of the distribution circuit when the BPU substation breaker is opened.

If the distribution circuit source breaker has an automatic reclose mode, the reclose time delay may have to be adjusted and a synchronism check relay system and voltage verification system may have to be installed at the BPU source breaker.

### **3. Synchronous Generator or Multiple Synchronous Generators Rated Over 1000KW**

In order to overcome the potential problems of: (1) Having the synchronous generator feed a BPU system fault thus causing excessive damage to the BPU system and the cogenerator's system; (2) Flowing power into the BPU system unless contracted for; (3) Exposing the BPU system to voltage and frequency fluctuations during periods when the power source is interrupted; (4) Ensuring the distribution circuit is deenergized when the BPU source breaker is open; and (5) Providing adequate protection for the supply transformer, the following is recommended and any or all may be required by the BPU:

The following equipment shall be installed within the cogenerator's system at the cogenerator's expense:

- ❖ Electrically operated circuit breaker on the incoming circuit with the appropriate rating and opening time to coordinate with the BPU system.
- ❖ Transformer Delta-Wye connected.
- ❖ Gang operated disconnect switch.
- ❖ Ground detector on the BPU side of the transformer.
- ❖ Directional overcurrent relays (three Device 67V) for detecting faults on the BPU system and tripping incoming breaker.
- ❖ Reverse power relay (Device 32) for detecting power flow into the BPU system. Relay set to trip incoming breaker. The relay would be set depending on the contract between the BPU and the cogenerator for amount of power sales.

- ❖ Over/under voltage relay (Devices 27/59) with timing characteristics to coordinate with the BPU system requirements. The relays will trip the incoming circuit breaker for abnormal voltage conditions.
- ❖ Over/under frequency relays (Devices 81/OF and 81/UF) with timing characteristics to coordinate with the BPU system. The relays will trip the incoming breaker for abnormal frequency conditions.
- ❖ Phase time overcurrent relays (three Device 50/51) with instantaneous on the line side of the incoming breaker. The relays will trip the incoming breaker. Relays to provide transformer protection and the BPU coordination.
- ❖ Ground fault relay (one Device 51N) on the line side of the incoming breaker.
- ❖ Two service entrance watt-hour demand meters with detents. One would meter power flow into the Customer and one would meter power flow out of the Customer.
- ❖ Required protective devices for the cogeneration equipment,
- ❖ Synchronizing equipment consisting of incoming and running voltmeters, lights and synchronizing scope.

Depending on the load on the distribution feeder and setting of the reverse power relay, a transfer trip transmitter and receiver may be required to ensure deenergizing of the distribution circuit when the BPU substation breaker is opened.

If the distribution circuit source breaker has an automatic reclose mode, the reclose time delay may have to be adjusted and a synchronism check relay system and voltage verification system may have to be installed at the BPU source breaker.

## Section 12

### NET METERING PROGRAM

#### **Eligibility**

Customers must meet the following criteria to be eligible for net metering:

- 1) To participate in the Net Metering Program, a customer must be an HBPU electric customer.
- 2) Only qualified renewable energy sources are eligible to participate in the Net Metering Program. These sources are solar, wind, biomass, hydro, geothermal or other approved renewable resources.
- 3) The nameplate capacity of the renewable generator must be less than 30 kilowatts (kW).
- 4) The renewable generator may not be sized to exceed the Customer's annual electrical energy needs.
- 5) Customers using biomass may not blend it with any type of fossil fuel.

#### **Enrollment**

Customers who wish to participate in the Net Metering Program must meet the "Customer Owned Generation Interconnection Policy" as well as the "Electric Generator Interconnection Requirements" (as specified in Appendix VII) for projects with aggregate generator output less than 30 kW. The Generator Interconnection Requirements document outlines the process, requirements, and agreements used to install or modify generation projects with aggregate capacity ratings less than 30 kW and designed to operate in parallel with the utility electric system. Technical requirements (data, equipment, relaying, telemetry, metering) are defined according to type of generation and location of the interconnection. The process is designed to provide an expeditious interconnection to the utility's electric system that is both safe and reliable.

To start the Net Metering application process, the Customer must request an interconnection study by completing the Interconnection Application found in the "Electric Generator Interconnection Requirements and Interconnection Study Agreement" in Appendix VII. The application fee is \$100.00.

After Hillsdale BPU has completed the interconnection study and approved the proposed interconnection and net metering project, the Customer will be required to enter into an "Interconnection and Operating Agreement." The Customer is responsible for any costs associated with the interconnection.

## **Generator and Generator Interconnection Requirements**

Generator Requirements The Customer's electric generator must be fueled by a qualified renewable energy source; solar, wind, biomass, hydro, geothermal or other approved renewable resources.

The generator must be located on the Customer's premises and serving only the Customer's premises. For non-dispatchable generators, the nameplate rating of the generator shall be less than 30 kW in aggregate and the generator's annual output may not exceed the customer's annual energy needs, measured in kWh. The Customer is required to provide the company with a capacity rating in kW for the generating unit and a project monthly kilowatt-hour output of the generator unit when completing the HBPU Interconnection Application.

Interconnection Requirements Customers must meet approved interconnection requirements before participating in this program.

## **Metering Requirements**

Hillsdale BPU's Net Metering Program requires that the Customer have an electric bi-directional billing meter. This meter will ensure that the Customer receives the proper credits for electric generation in excess of their consumption. All metering equipment must meet the HBPU standard specifications and requirements and will be furnished, installed, read, maintained, and owned by HBPU.

## **Billing**

Participating customers will be billed based on the net difference between the amount of electrical energy used and electrical energy generated. If the amount of electrical energy generated exceeds the amount consumed the bill will include a generation credit. Net Excess Generation (NEG) Credits for the electrical energy generated above the current month's consumption will be carried over to the next billing period.

The Net Metering Program applies to customers on Rate R-1, R-2, B-1, B-3, C-1, C-2, C-3, D(I), E-2 (IED), or F.

No refunds will be made for any customer contribution under this tariff or for any other costs incurred by the Customer in connection with the Net Metering Program.

## **Net Excess Generation Credits**

Net Excess Generation (NEG) Credit is the amount of electrical energy generated by a Net Metering participant using a renewable energy source, in excess of the Customer's own electric metered use in any billing month.

One NEG Credit equals the Energy Charge for one kilowatt-hour of electrical energy as shown on the Customer's rate schedule.

Any negative credits that exist at the end of each program year will be forfeited. NEG Credits are nontransferable.

If a customer terminates participation in the Net Metering Program, NEG Credits will be applied to the Customer's final bill. Any remaining credits will be forfeited.

### **Program Availability**

The Net Metering Program is voluntary and is available on a first-come, first-serve basis until the nameplate capacity of all participating generators is equal to the maximum program limit of 1.0% of the HBPU's system peak demand for all customers during the previous calendar year.

### **Program Termination**

Hillsdale BPU may terminate a customer's participation in the Net Metering Program if the Customer's facilities are causing a safety concern or if the Customer's facilities are not in compliance with the Generator Interconnection Standards.

Customers may terminate their participation in the Net Metering Program at any time for any reason on sixty days' notice.



## Customer Owned Generation Interconnect Policy

### Intent

It is the intent of the Hillsdale Board of Public Utilities (HBPU) to allow the electrical interconnection of qualified renewable energy sources to the HBPU distribution system in accordance with the provisions of this article.

### Guidelines

#### 1. Hillsdale Board of Public Utilities

- a. Will ensure the interconnection is in compliance with Public Utility Regulatory Policies Act (PURPA) and Federal Energy Regulatory Commission (FERC) rules and regulations, as applicable.
- b. Will inform potential power producers that they have the responsibility to comply with all federal, state, and local regulations.
- c. Will, upon completion of a satisfactory Interconnection Study, provide interconnection service to any electric consumer installing a less than 30 kW generation unit. Service is evaluated and provided on a case-by-case basis and will require a separate Interconnection and Operating Agreement.
- d. Will, upon completion of a satisfactory Interconnection Study, provide interconnection service to any electric consumer installing less than a 30 kW generating unit in which the primary energy source must be solar, biomass, waste, wind, geothermal, or approved renewable energy sources.
- e. Will own the meters utilized for billing.

#### 2. The Customer

- a. Shall install and own conductors and equipment up to the service point as specified in the HBPU Line Extension Policy and Underground Service Connections.
- b. The Interconnection Study will be conducted at the Customer's expense.
- c. Shall make application to the HBPU for the proposed installation, obtain approval of the location, equipment, and design before starting installation of the installation, and pay any HBPU construction fees for system improvements as specified in the HBPU Line Extension Policy and Underground Service Connections.
- d. Shall submit a plan view drawing of the installation and shop drawings of switchgear to the HBPU for approval prior to finalizing orders for service equipment to avoid delays and unnecessary expense to the Customer and the HBPU.
- e. The interconnection and parallel operation of generation equipment shall be in conformance with prudent utility practices, shall maintain the

integrity of the HBPU distribution system, and ensure no adverse impacts upon the equality of service to other HBPU customers.

- f. Protection, safety, and interconnect equipment must meet standards of accepted good design, engineering, electric safety practices, and all application local, state, and federal electrical installation and safety codes.
- g. A suitable disconnect, interconnection breaker, and interconnect relay shall be installed to automatically disconnect and isolate the generation facility from the HBPU distribution system in the event of a service interruption. The automatic disconnect equipment shall receive its voltage and frequency reference from the HBPU service lines. Such equipment must be capable of preventing the generation facility from energizing the HBPU service lines during a service interruption.
- h. Electrical parameters such as fault protection, voltage levels, synchronization, grounding, harmonics, power factor, voltage regulation, flicker, and frequency regulation shall comply with the latest edition of The Institute of Electrical and Electronic Engineers “Standard for Interconnecting Distributed Resources with Electric Power Systems” (IEEE Standard 1547-2008).
- i. Any exceptions to the above requirements must be specifically approved by the HBPU.

# **WATER AND SEWER DEPARTMENT**

## **Section 1**

### **USE OF SERVICE**

#### Permits

All work of any kind or nature performed on any piping, fixtures, or other appurtenances in any way connected with or served by the water or sanitary sewer systems of the BPU shall be performed in accordance with applicable codes and these rules and regulations. The owner, or their properly Licensed Master Plumber, is responsible for securing all permits and applications, submitting all reports and the payment of all fees in conjunction with the given work.

All such work is subject to inspection and approval by the State Plumbing Inspector and/or City Building Inspector and by the Inspector of the Hillsdale Board of Public Utilities.

No work or plumbing shall be started until all required permits have been obtained. Whenever work is to be performed from the water meter to the street, the applicant shall submit written application to the BPU, in advance, so that appropriate inspections can be scheduled.

Regulations governing the issuance of permits for tapping and connecting of house service piping and house drains will be found elsewhere herein.

#### Number of Services to One Property

No more than one water or house sewer service connection may be extended to serve a single property except by special permission to do so, and then only when such services are maintained entirely free of any and all interconnections that may, at any time, by-pass any water main valve or otherwise result in disturbance to the normal operation of the water and/or sewer systems. The water service line must be run to each property or building independently from its own shut-off at the street to allow for control by the BPU.

Residences may have a second water service to supply a metered sprinkling service.

### Connection of Flowing and Automatic Devices

Commercial and industrial customer connections for supplying water to fountains, irrigation systems, and area sprinkling systems, or to any type of continuous flowing, or automatically controlled device, shall be made only on premises where the entire supply of water is furnished through water meters.

### Abandonment of Water Service

Any water service permanently disconnected from a property will require disconnection from the water main. The property owner will be responsible for an abandoned line fee set forth in "Schedule A – Fees and Charges." The property owner will also be responsible for any road repairs, including concrete resulting from the disconnection.

# WATER DEPARTMENT

## Section 1

### CONSTRUCTION PROVISIONS

#### General

These construction provisions apply equally to new installations and to repair and replacement work and are deemed to be cooperative with and accessory to that ordinances or codes currently in effect and as the same may from time to time be amended. Prior to the construction or repair of any pipe from the water meter to the street being started, the contractor/plumber must complete an application with the BPU. There is no fee associated with this application, and the inspection will be performed free of charge during normal working hours. If an inspection is needed after normal working hours, the minimum charge set forth in Appendix II, "Schedule A -Fees and Charges," will be applicable.

#### Joint Construction

All jointly laid piping shall be so installed that it is in accordance with the plumbing code. Where separate trenches are required, a horizontal separation shall be maintained which is in accord with the plumbing code.

#### Excavation and Backfill

No excavation shall be started until all applications, permits, including street opening permits, have been obtained and the general layout of the work has been carefully planned and agreed upon.

All unusable paving material, large rocks, masonry, roots and other debris, removed during excavation, shall be segregated from the clean earth, usable sod and paving materials, and removed from the site. No such materials shall be used in the backfill.

The trench shall be carefully brought to grade with a minimum of excess excavation and a suitable bed for the pipe or pipes prepared from clean sand and gravel from which all large stones and debris has been removed.

After the pipe has been laid and inspected by BPU personnel, it shall be covered with carefully selected material solidly compacted for a distance of not less than one foot above its top, extreme care being exercised to prevent its disturbance and/or injury.

The balance of the trench may then be filled and compacted for its entire depth by wetting, by tamping, or by combined wetting and tamping, suitable allowance being made for final settlement. The sod shall then be replaced and or top soil and grass seed used to restore the grassed areas as near as possible to their original condition. Paved areas shall be treated with a temporary surfacing or otherwise, as directed by the City Department of Public Services pending final repaving by that department. The BPU may deny any utility service for failure to adhere to the above requirements.

#### Protection to Work and Others

Ample protection shall be provided for all persons having access to the working area. Protection during construction and protection against possible damage due to settlement or disturbance after construction shall be provided. Protection shall be provided for all adjacent piping, trees, shrubs, walks, curbs, buildings, and other structures.

#### Construction of Pits and Manholes Under Special Circumstances

Due to State and Federal regulations regarding confined spaces, the construction of pits and manholes is not allowed, unless the Director gives special written permission, for the installation of water and sewer meters, backflow devices, bypasses, etc.

Pits and manholes installed for use in connection with water and house sewer service lines shall be substantially constructed of masonry, with sidewalls not less than 6 inches in thickness, with suitable conical or reinforced concrete top slabs of ample strength to suit the greatest load to which they may be subjected, and with round cast iron manhole rings and covers of equivalent strength.

Manhole rings and covers shall have clear access openings of not less than 19 inches.

When required to do so, and in addition to the access opening above described, a similarly constructed round cast iron lamp hole ring and cover, with a clear opening of not less than 8 inches, shall be provided and placed as directed. Such openings to be installed for the purpose of meter reading, hand valve operation, etc.

Pits or manholes may be round, oval, square, or rectangular, with a minimum clear inside dimension of 4 feet or more.

All equipment installed within each pit or manhole shall comply with BPU requirements.

## Section 2

### WATER SUPPLY TAPS AND SERVICES

#### Applications

Applications for installing, replacement, or repair of water taps and services shall be purchased by the property owner, or by a licensed master plumber representing the property owner at the BPU Main Office.

The size and location of water taps and service pipes, the size and location of water meters that are to be used in connection therewith, and the time that such installations are to be made will all be determined by the BPU in conference with the property owner and/or their plumber.

No such installation shall be made during freezing weather or when there is frost in the ground except upon prepayment of a sum estimated as being necessary to defray the extra expense, which may be incurred on account of such freezing weather or frost. Extra expense may be incurred for difficult excavation, dewatering, boring. All additional expenses will be discussed with the Customer.

Water services for corner lots shall be tapped to the nearest water main. By special request, and upon prepayment to the BPU of an amount estimated to represent the extra expense involved on account of the increased distance, permission may be granted for tapping to the farther water main.

#### Fees for Water Taps and Services

All fees for the installation of new water taps and services will be paid in full prior to the scheduling of the job as per Appendix II, "Schedule A – Fees and Charges."

#### Enlarging or Relocating Water Taps and Services

The fee for replacing a smaller water tap and service pipe with a larger one, or for the purpose of relocating the water service, shall be the same as the fee for a new tap and service, plus the cost of removing the tap and service being replaced. No credit will be allowed for any materials, which may be recovered from the replaced service. This fee shall be borne by the Customer.

### New Residential Water Services

All newly constructed single or two-family residences shall be required to be metered. The BPU will furnish a meter or setting device to be installed by the owner and/or the contractor to BPU specifications. Water will not be turned on until the meter and reading device is properly set and inspected by the BPU.

### Meter Setting Device Installation

The BPU will provide a meter setting device for any BPU customer requesting it. A shut off valve will also be installed on the Customer's side and street side of the device. The BPU reserves the right to refuse any installation because of inadequate piping to support the device.

### Construction of Water Services and Metering

For the fee or fees stated in Appendix II, "Schedule A – Fees and Charges," the BPU will install a suitable main connection, a service pipe, and a curb stop or gate valve with an access box located at a point which would normally be placed between the sidewalk and curb or shoulder. From this point the plumber shall install the house service pipe. Water service connections must be made only to water mains maintained by the BPU. Water connections for domestic use are prohibited from private fire protection systems. This requirement is necessary to provide the highest quality water for domestic use.

The Customer's service pipe shall be equal in size or not exceed one size larger than the pipe from the main, and shall be carefully installed in accordance with the best water works practice, with not less than 5 feet of earth cover for its entire buried length. If warranted, the Customer's service pipe can be smaller than the service from the main upon prior approval of the BPU.

Water service pipes shall be terminated with an approved valve in approved frost proof basements, cellars, pits or manholes, into which they are to be carried continuously at a depth of not less than 5 feet.

In houses and other buildings that are constructed without basements or cellars, and where adequate provision can be made for protection against freezing even should the building be unheated for extended periods of time, the following alternate method of terminated house water service pipes is permissible:

The house service pipe shall be run in under the floor slab of the building, at a depth of not less than 5 feet. It shall then be brought up through the floor slab, with a long bend, and terminated with an approved valve located not less than 6" or more than 10" above the floor. All required frost protective measures shall be



installed at the time the service pipe is placed and before the work is finally approved for use.

Each new or rebuilt water service shall be provided with metering connections adjacent to the valve. Provisions shall be made for a meter placement for each unit of building occupancy and each such meter placement shall be provided with its own valve in addition to the main valve.

Meter bars or horns will be furnished by the BPU for installation with all new and rebuilt water services. Meter or meter bar installations must have one valve before and one valve after the meter or meter bar. Such services will not be turned on until the meter bar is installed properly.

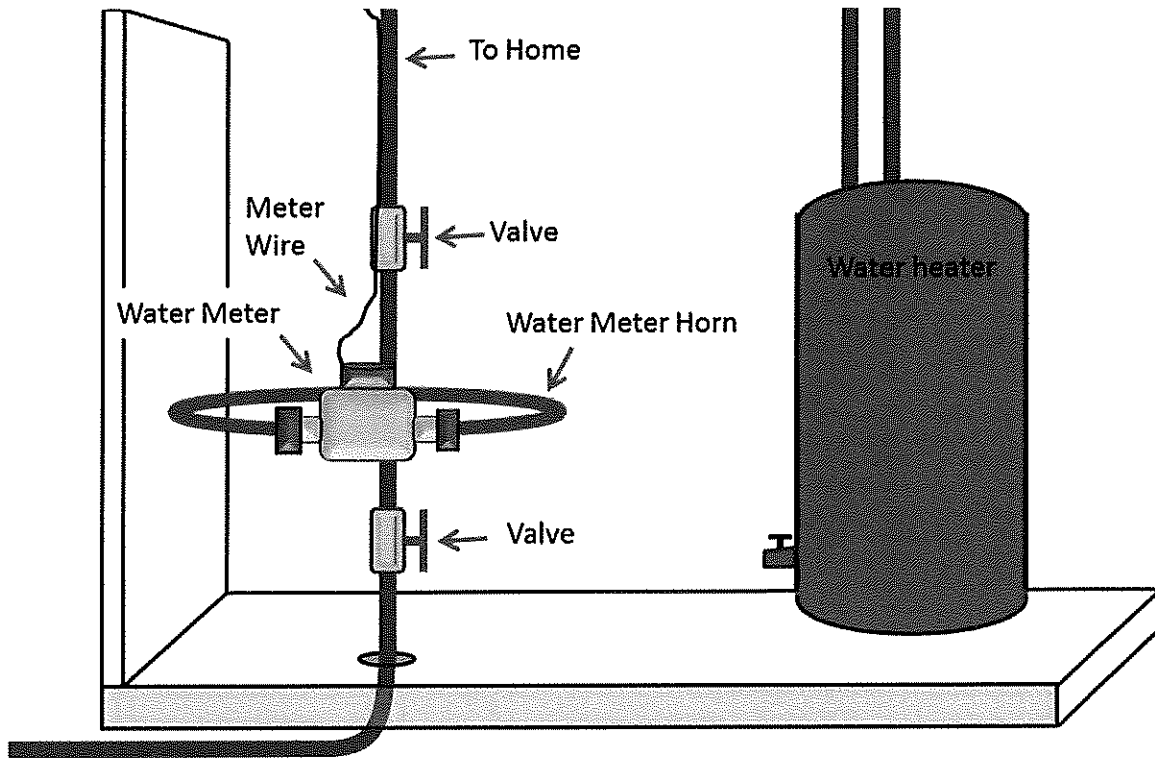
All entrance and meter piping shall be carefully installed in a neat, workmanlike manner and shall be adequately supported so that no undue strains may be placed upon the pipes, valves and/or meters.

Minimum clearances must be maintained between the back wall and wall side edge of the meter being installed. There must also be a minimum clearance of 6" from the bottom of each meter to the floor and a maximum height of 48" from the floor.

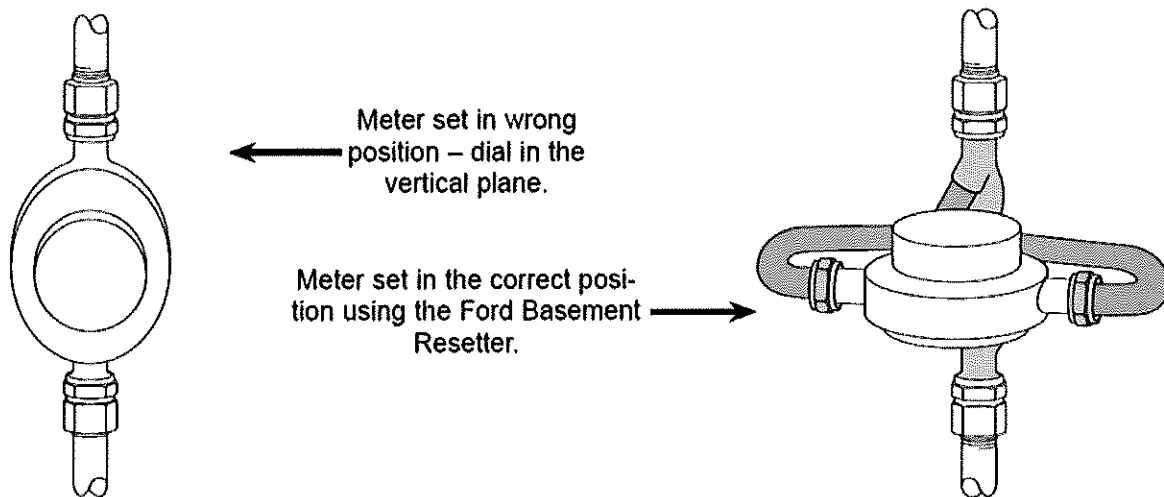
The following clearances must be maintained for proper installation of water meters and meter bars:

Meter Size	Wall Clearance	Floor Clearance	Floor Clearance
	Minimum	Minimum	Maximum
5/8 x 3/4	4"	6"	48"
3/4"	5"	6"	48"
1"	6"	6"	48"
1.5"	7"	6"	48"
2"	8"	6"	48"
4"	10"	6"	24"
6"	12"	6"	24"
8"	14"	6"	24"

When a meter by-pass is installed, the following drawing must be followed. There must also be a 16" clearance maintained over the meter, if a by-pass is installed above the meter. No by-pass can be installed on the front side of the meter. The area below or behind the meter is the preferred location for a by-pass.



*Shown above is a typical residential water meter installation. This illustration shows the proper way to install the meter horn or meter setter, as it is also called, in a typical basement or crawl space environment.*



*This illustration shows the improper vertical installation and the proper horizontal installation of the meter horn.*

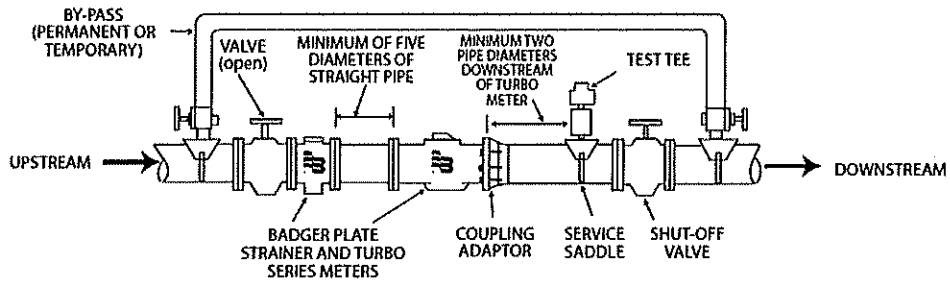


Figure 1: Recommended meter installation

Shown above is the installation for a turbo meter used in large industrial applications with a constant high flow water demand.

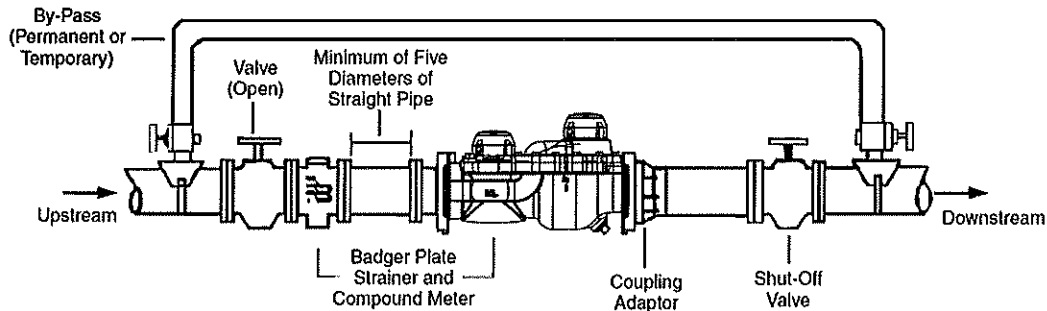


Figure 1: Recommended meter installation

Shown above is the installation for a compound meter used in commercial, industrial, and large environments like apartment complexes, medical facilities, dormitories, and schools.

No water meters shall be installed in basements, cellars, or pits that are not equipped with approved access ladders or stairs, nor in any manner that the meter reader will be required to lift excessively heavy manhole covers or other equipment or to climb into and out of difficult places. Also, the area in front of the meters must be kept clear at all times in order to gain access to them.

Where a water service pipe enters through a basement, cellar, pit or manhole wall, or through a masonry floor, it shall be provided with an approved sleeve, properly joined and pointed with the masonry and thoroughly caulked with a suitable caulking mixture to form a good workmanlike protection for the pipe. Where the pipe enters through the floor the sleeve shall extend above the finished surface of the floor for a distance of not less than 4 inches.

The point of entrance of the water service pipe into the basement, cellar, pit or manhole shall be carefully selected as to suitability and shall at all times be kept free and clear of

objectionable storage such as coal, wood, oils, waste materials, and similar items detrimental to the water service equipment and/or limiting access thereto.

#### Water Materials

Materials for the construction of new and the replacement of old water supply services and private water systems are limited to the following, with full preference being given to a material selection harmonious with the BPU's material selection for such construction from the main to the curb stop or gate:

- A. Cold drawn, soft annealed seamless copper service pipe, in 3/4", 1", 1 1/2" and 2" sizes only, of proper bending temper, u.s. Government Type K, specification WW-T -799, with approved flanged, flared or soldered type bronze connections (minimum Schedule 80 PVC is also acceptable). Each run of pipe shall be, so far as practicable, in one continuous length free from joints and splices.
- B. For 2" size and larger -copper service pipe of the type specified in (A) above, or American Water Works Association specification bell and spigot, mechanical, or push-on type joint ductile iron water main, designed for not less than 150 pounds water working pressure.

#### Driving Pipes

In the installation of water services no pipe shall be driven or pulled for a distance of more than 50 feet. Any pipe so installed shall be in one continuous length with all coupling and connections left exposed for inspection and such tests that the BPU may order to guarantee a satisfactory job. When a tunnel or pipe of a larger size must first be installed, then the water carrying pipe may be pulled inside of such tunnel or larger pipe and subjected to inspection and test as guarantee of a satisfactory job.

#### Taps and Services Under Paving

Before any paving is laid or re-laid in the City of Hillsdale, the BPU may, at its option, extend a suitable water service pipe to the property line in front of each abutting property not then so provided. The owner of the property will be charged with the tap fee that is applicable to such an installation.

The BPU shall in no way be held liable for failure to extend any water supply service in this manner proceeding paving or repaving.

## Section 3

### WATER REGULATIONS

#### Water Leakage

No water customer shall permit their water supply pipes, connections, or fixtures to be out of repair so that water leakage can occur. Failure to repair within 5 working days may result in discontinuance of service. The BPU may charge a customer an estimated amount for water wasted because of the leak.

No water supply pipes, connections, or fixtures shall be installed unprotected from frost, in unheated rooms or apartments, on outside uninsulated walls, or in any other manner so that water must be left running to prevent freezing.

#### Pollution of Water Supply-Cross Connections

See City Ordinance Number: 13.12.160, 1984-2, and approved Cross Connection Program.

#### Curb Boxes

No unauthorized person shall open or attempt to open any curb or gate box. No unauthorized person shall cover or conceal any curb or gate box. At any time it is desired to change the surface grade near any curb or gate box the BPU shall be given proper notice so that the box grade may be changed to correspond.

#### Operation of Fire Hydrants

Private Hydrants The operation by the owner of privately owned fire hydrants for other than fire fighting purposes is prohibited except when any one of the following requirements are met:

1. Written permission is obtained from management of the BPU.
2. Verbal permission is obtained by the management of the BPU less than 12 hours prior to actual hydrant operation.
3. Arrangements are made to have a BPU representative present during operations.

In all cases a properly sized hydrant wrench must be used.

BPU Hydrants BPU fire hydrants shall be operated by authorized personnel of the fire department or BPU and such others as may be authorized by the management of the BPU from time to time.

When water is required for construction purposes, etc., and other means of obtaining water is not readily available, application may be made to the BPU for use of water from an existing fire hydrant. It will be the responsibility of BPU personnel to install a meter complete with sill cock and RPZ backflow preventer for the attachment of a garden hose on the fire hydrant and turn the hydrant on.

As soon as the use for which the meter was set is completed, BPU personnel will close the hydrant, check for proper "drain back" and remove the meter.

It will be the responsibility of the person requesting the use of temporary water to pay for the installing, removing, the turning on and off of the hydrant, the water used and any damage which may result from such use as follows:

1. Installation, removal, operation of fire hydrant – billed time/material.
2. Water usage will be charged at the standard rates as published.

If more than one location is required, the same meter will be relocated and the above rate will apply to such location and installation.

#### Use of Shut Off Keys

No unauthorized persons are permitted to use operating wrenches, curb stop keys, or gate keys on any curb stop, gate valve or fire hydrant.

#### Cleaning of Service Pipes

When water customers experience low pressure or stoppage of flow, the BPU shall take steps to restore proper service. The BPU shall not be liable for any damage resulting from such cleaning of the water service.

#### Excess Pressure

No person shall use any pump, ram or other device on any piping system connected with the BPU water piping system, which is capable of producing a pressure in excess of the normal water pressure unless a representative of the BPU is present and is in direct charge of the work.

### Grounding of Electrical Circuits

Where electrical light and power circuits, communication circuits, and radio systems are grounded to the water service pipes, such connections shall be made mechanically and electrically secure and in accordance with the grounding provisions of the National Electrical Code.

All such ground connections shall be made to the service pipe where it enters the building and on the street side of the first valve or fitting.

Any person who removes such ground connection for work in or about the plumbing or electrical system of the building shall do so only after taking proper safeguards against the hazards involved and shall, upon completion of their work, reestablish such connections in accordance with the provisions outlined above.

### Use Limitations

In the event of an emergency, the BPU reserves the right to place any restriction that it deems necessary on the use of city water so that the health, safety and other interests of the water users and of the water supply system may be safeguarded.

## Section 4

### WATER MAIN EXTENSION POLICY

Subject to the BPU's specific approval for each such extension, water mains may be extended for the purpose of supplying fire protection and normal water service provided that:

- A. The water production, treatment and/or pumping facilities are ample and adequate to supply the additional quantity and quality of water, at pressures and rates of flow, that are anticipated as being required to properly supply the new area.
- B. The transmission, feeder and distribution mains which will be called upon to carry water to the new area are sufficient in size and capacity to do so without in any way deteriorating the water service to those presently collected and served by such mains.
- C. Such water main extensions will be made only in public streets and/or right of ways provided for public utilities.

The BPU may contract with sub-dividers to extend water mains in privately owned streets where such streets are for common use and; or may be destined at some future date to become public streets.

It is the purpose of this section to prohibit the installation of water mains on privately owned properties with any part of the cost of such water mains being paid for by the BPU. Extensions to supply fire protection service in factory yards, and to supply water service to properties built in off-street areas with private or semi-private entrance drives are included in this category.

- D. This policy does not apply to water main extensions to be made outside of the corporate limits of the City of Hillsdale.
- E. Except that the BPU may especially contract otherwise, all water mains installed under this policy, even though cost of such installation may be borne in part or in total by others than the BPU, shall be the property of the BPU and shall be responsible for their operation, repair and maintenance throughout their life.



# **SEWER DEPARTMENT**

## **Section 1**

### **SEWER REGULATIONS**

#### Separation of Sewers

No roof water, surface drainage or storm water drainage from any point shall be admitted to or connected with any sanitary sewer. No sanitary sewer waste shall be admitted to, or connected with any storm water sewer. The two systems must be kept entirely separate.

#### Prohibited Connection

No sewer connection shall be made to any septic tank, privy vault, outhouse, cesspool, or to any source of prohibited waste, or directly with any part of the city water supply system.

#### Openings Below Ground Level

No sewer openings or connections shall be installed below the overflow or relief point of any street sewer.

By special permission, closets, urinals, floor drains, laundry tubs, sinks and such other sewer connections as the BPU may deem permissible may be installed below the overflow or relief point of any street sewer when each such connection is equipped with an approved sewage sump which is equipped with proper venting and automatic sewage removal facilities.

#### Stoppage of House Sewers

Removal of stoppages and repairs to house sewers is the responsibility of the property owners. In the event that trouble is found in the wye connection at the street sewer, or in vertical risers extending there from, the property owner shall establish that fact to the satisfaction of the BPU who shall then cause proper repairs to be made at the expense of the BPU.

The BPU shall not be held liable for any expense incurred by the property owner in repairing or removing stoppages in house sewers or for any expense incurred

by him in satisfying the BPU that such damage or stoppage lies within that portion of the sewer system maintained by the BPU.

### Grease Traps

To insure protection of the municipal sewer system, commercial, industrial, and/or institutional restaurants and food service customers may be required to install a grease trap.

## Section 2

### SEWER TAPS AND BUILDING SEWERS

#### General

The sanitary sewers in the City of Hillsdale are generally constructed, operated and maintained by the BPU.

#### Installing Sewer Taps

Sewer tap connection and inspection permits may be obtained by the property owner and placed in the hands of a licensed master plumber, by an owner acting under State Permit as their own plumber, or by a licensed master plumber acting as agent for a property owner, upon payment of the proper fee.

Such information that the BPU may have relative to sewer tap locations, lateral locations, sewer sizes and grades, are available to the public, however, the BPU will assume no liability for the accuracy of such information.

#### Inspection Fees

Application must be made with the BPU prior to any new construction, rebuild or re-laid work is started that involves reconnection to the BPU provided lateral, wye, or manhole. There is no fee associated with this application, and the inspection will be performed free of charge during normal working hours. If an inspection is needed after normal working hours, the minimum charge set forth in Appendix II, "Schedule A – Fees and Charges" will be applicable. In addition, there may be regular and/or special assessments levied for sewer construction purposes.

#### Connection Fees

Properties which are not located within the limits of a special sewer assessment district and which have never been assessed for or otherwise provided with a sewer connection, may by prepayment of the sum that the BPU may set, be permitted such benefit, providing that all expenses of construction of such connection be borne by the owner of that property. All of the details of such construction and connection shall be subject to the approval of the BPU.

### Stubbing Laterals

In connection with the construction of new sewers and with old sewers, prior to the paving or repaving of any street, the BPU, at their option, may extend such sewer taps or laterals that in their judgment appear necessary, from the main sewer to the curb. The entire cost of such work to be charged to the owner of the benefiting property, and the charges to be collected by special assessment in the event they remain unpaid for one year following their installation.

The BPU shall in no way be held liable for failure to extend any sewer tap or lateral as outline above.

### Inspection of Sewer Connections

In addition to assisting the property owner or their agent in planning the layout of each proposed new sewer connection, the work will also be given a field inspection.

The inspection will be made at the time the connection is made with the wye connection, riser or lateral at the street sewer.

The owner or licensed master plumber named in the tapping application shall notify the BPU of the readiness of the work for inspection and the BPU will within 24 hours, exclusive of Saturdays, Sundays and holidays, make such inspection as required. (Or in following with Appendix II, "Schedule A – Fees and Charges," the inspection may be after normal working hours for the fee specified.)

The BPU may, from time to time, make such other inspections of the work as are deemed necessary and upon disapproval of any part of the work by the inspector, all work on the sewer shall be stopped until proper correction has been made and its approval obtained.

### Point of Connection – Locating Wye

Connections shall be made to the street sewer only at a wye or lateral, which has been provided for the purpose. In the event that no such point of connection has been provided, that the connection cannot be found, or is found to be inaccessible, special permission may be issued by the BPU to tap the main sewer with a new connection, the work of making such tap to be performed to the satisfaction of the BPU's inspector.

In attempting to locate a wye or lateral connection, an excavation shall be made at the point where the records indicate that a connection may be found, such excavation to extend not less than five feet in a dimension parallel to the main sewer and to a depth

ample for the purpose. No part of the house sewer trench shall be excavated until the wye or lateral is found or it has been definitely established that it cannot be found.

### Construction of Sewers

Building sewers shall be constructed of socket type premium joint vitrified clay tile, approved cast iron soil pipe, or S-40 PVC or PVC ASTM D3034 (SDR35) approved plastic pipe. All installations shall be sized and constructed to meet the Plumbing Code and the BPU's Rules and Regulations.

The building sewer shall begin at the main sewer in the street, or at the end of the stubbed lateral provided for the purpose, and extend as near as possible in a straight line from that point to the point of connection with a clean-out opening just within the wall from which point the building sewer may be effectively rodded and cleaned for its entire length. The BPU also requires the installation of a clean-out just outside a building wall or foundation.

It is the owner's responsibility to insure the integrity of the existing lateral before connection is made.

The building sewer shall be carefully laid in a compacted bed of select material and shall be brought to grade by tamping under the pipes as they are laid, not less than three joints of pipe being left exposed continually as the work progresses for purposes of inspection and checking of grade, such exposed piping to be fully protected from injury and disturbance if the work is to be left unattended for any length of time. The interior of the pipe and the inside of the pipe joints shall be carefully cleaned as the work progresses and the opening in the pipe shall be kept continually closed with a stopper.

Cast Iron Sewers constructed of cast iron shall meet all of the requirements of the Plumbing Code.

Plastics Sewers constructed of plastic must be S-40 PVC or PVC ASTM D3034 (SDR35) and comply with commercial standard to meet all requirements of the Plumbing Code. The BPU will consider other plastic pipe specifications on an individual basis.

Concrete Work Concrete for encasement and support of sewer pipes shall meet the requirements of the Plumbing Code and BPU approval.

Exhibit "B"

SCHEDULE A

FEES AND CHARGES

1. Trip Charge (door hangers, disconnects, etc.)	\$35.00
2. Reconnection Charge (per utility) <i>*normal business hours</i>	\$35.00
3. After-Hour Services	\$150.00 <i>minimum charge</i>
4. Non-Sufficient Funds Charge	\$50.00
5. Meter Testing Fee <i>Meters are tested by an independent source; fee will be actual expense incurred by the Board.</i>	
6. New Account Fee	\$25.00
7. Meter Sockets <i>Any socket above the standard 200 amp socket will be charged difference in cost.</i>	
8. Pole Attachment Application Fee	\$25.00 <i>per pole</i>
9. Pole Attachment Annual Fee	\$10.00 <i>per pole</i>
10. Single Phase Line Extension (footage over 600 feet)	\$4.75

\$9.00 *per foot overhead*

*per trench foot underground*

12. Three Phase Line Extension  
*Charges will be billed on a build time and material basis per Section 4 – Line Extension Policy*

13. Water Tap – certain circumstances may warrant additional charges.

1"	\$1,500
1.5"	\$1,500
2"	\$1,500
Abandon Line Fee	\$1,500

*(Customer is responsible for road repairs.)*

*Any water tap over 2" will be at the owner's expense, including concrete and road repairs. An administrative charge of \$500 must be paid at time of application.*

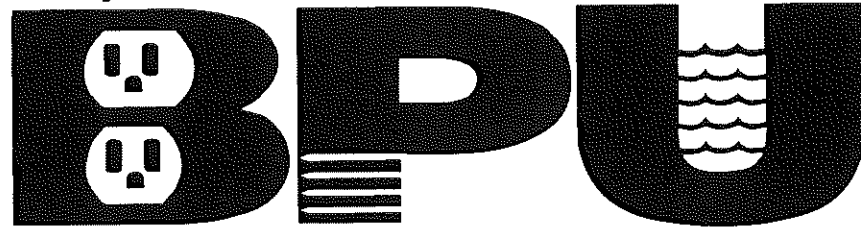
14. Water and Sewer Construction Inspection Fee  
*24-hour notice must be given for requested inspection. There is no fee unless the Customer desires the inspection to be after normal working hours. The fee will then be that as stated in Item #3.*

15. Sewer Tap Inspection Fee  
*24-hour notice must be given for requested inspection. There is no fee unless the Customer desires the inspection to be after normal working hours. The fee will then be that as stated in Item #3.*

16. Prints of Maps \$9.00  
*per sheet (36" x 48")*  
 Photo Printing \$30.00 per sheet

***These fees are subject to annual review.***

City of Hillsdale, Michigan



Board of  Public Utilities

## HILLSDALE BOARD OF PUBLIC UTILITIES

CUSTOMER SERVICE  
ELECTRIC DEPARTMENT  
WATER AND SEWER DEPARTMENT  
RULES AND REGULATIONS

SCHEDULE A – FEES AND CHARGES



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# **CUSTOMER SERVICE PROCEDURES**

## **Section 1**

### **APPLICATION PROVISIONS**

#### Application for Service

Services established are to be in the name of the legal occupant of the property, i.e. the owner, legal tenant, or a guardian or personal representative if the owner or tenant should be incapacitated. Any service set in the name(s) of a person(s) who becomes deceased is required to be changed to the name of the legal occupant of the property. Any service not corrected, after notification by the BPU, may be subject to disconnection. The application to request a service can be found in Appendix I – “Application for Service.”

#### Outstanding Utility Bills

The BPU may refuse making utility services available to anyone who has outstanding or delinquent utility accounts with the BPU.

## Section 2

### DEPOSIT PROVISIONS

#### Our Deposit Policy

The Hillsdale Board of Public Utilities deposit policy is designed to assess the credit risk associated with applications for new or continued service, while protecting the assets of our utility.

This policy is based upon the use of a technology-based screening tool called the ONLINE Utility Exchange to assess credit risk at the point of application and charge deposits only to those potential customers and existing customers who pose credit risk.

#### Deposit Criteria

The Hillsdale Board of Public Utilities shall consider the status of the applicant and the property for which service is requested and act according to the following criteria:

#### **New Account:**

If a property can be liened as allowed by law, then no deposit will be required. However, ONLINE Utility Exchange will be used to verify identity.

If a property cannot be liened as allowed by law:

1. Applicants who return no credit risk (~~Green Light returned by ONLINE Utility Exchange~~ returned by ONLINE Utility Exchange 0.0% to 10.0% risk), will pay no deposit amount; all other deposits will be as follows: (returned by ONLINE Utility Exchange 10.1% to 25.0% risk) will pay \$100, (returned by ONLINE Utility Exchange 25.1% to 50.0% risk) will pay \$175, (returned by ONLINE Utility Exchange 50.1% to 75.0% risk) will pay \$225, (returned by ONLINE Utility Exchange 75.1% to 100.0% risk) will pay \$400 or who pose minimal risk (Yellow Light returned by ONLINE Utility Exchange) will be charged a deposit equal to a one (1) month average for service at that address.
2. Applicants who pose substantial credit risk (~~Red Light returned by ONLINE Utility Exchange~~) will be charged a deposit equal to a two (2) month average for service at that address.

—A service applicant who provides a social security number that is returned as deceased, non-issued, belonging to a person under the age of 18, or belonging to a person other than the applicant, or is fraudulent, shall be denied service until that person supplies a valid social security number.

2. Payment of any deposit is expected in full at the time of notification before the account can be established.— Payment arrangements will not be accepted on deposits.

**Existing Account:**

Any existing customer who becomes delinquent and has had two or more disconnects in any consecutive 12-month period, shall be deemed to have an unsatisfactory payment record and must pay a maximum deposit to continue service. The maximum deposit will be an amount equal to a 2-month average for service at that address.

Payment of any deposit is expected in full at the time of notification. Payment arrangements will not be accepted on deposits.

**Deposit Duration**

Deposits may be credited to customer accounts after eighteen months if the account has been paid by the specified due dates and no penalties have been incurred, at the discretion of The Hillsdale Board of Public Utilities.

The Hillsdale Board of Public Utilities will refund a deposit upon discontinuance of service. The deposit will be applied against any outstanding balance for utility service and the remainder (if any) will be refunded to the Customer.

## Section 3

### METER READING

#### Utility Meters and Meter Readings

Utility service furnished to a property is measured by meters at that property for the electric, water, and sewer services. In the case of the sewer utility, the volume of water furnished to a property is the measure of the sewage discharged, unless the Customer secures a special meter after explicit BPU approval.

The meter is the property of the BPU, but in the care and custody of the Customer. The property owner and/or tenant are prohibited from removing, damaging, or tampering with the meter. A safe passageway must be maintained for meter access by the BPU. Additionally, the property owner and/or tenant have the responsibility to keep the meter free from obstructions by restraining pets, and/or by removing obstacles that the BPU might encounter at that property. The Customer shall permit only authorized agents of the BPU or other persons lawfully authorized to do so, to inspect, test or remove the same. If the meters or metering equipment are tampered with, damaged, or destroyed, the cost of discovery, investigation, unmetered usage and necessary repairs or replacements shall be paid by the customer.

The Customer has the responsibility to provide ready free access for meter readings if the meter is in a locked place. Failure of the Customer to provide ready free access may result in the termination of utility service until suitable access is provided. BPU personnel will be reasonably careful in operation, maintenance, removal and replacement of BPU owned equipment; however, it will be at the owner's expense and responsibility for moving inappropriate structures, shrubbery and landscaping and its replacement thereof, if the Customer-owned structures interfere with access or service by BPU personnel.

Most water meters are located in the basement of residential property. As it deems necessary, the BPU may request access to the inside water meter for verification, testing, changing, etc.

Once each month, on approximately the same date, the BPU is scheduled to read the meters at the property. BPU employees carry identification, which the Customer may ask to see for their own protection. Though the BPU attempts to read the meters each month, there are occasions when the BPU may have to estimate the Customer's monthly bill. Situations such as extreme weather conditions, emergencies, or the inability of the BPU to gain access to the meters or other circumstances may prevent the BPU from taking a meter reading and require that the bill be estimated.

### Meter Accuracy

The BPU shall test the accuracy of all meters, as it deems necessary according to industry standards.

If the Customer requests a test at times other than those scheduled above, then the meter will be tested upon written request of the Customer. ~~Upon request, the customer may witness the meter testing during the BPU's regular working hours.~~ If the meter tests accurately according to industry standard (2% slow or fast), the Customer will be responsible for payment of the meter testing fee as set forth in Appendix II, "Schedule A – Fees and Charges." When a customer requests a meter test, they will be mailed a copy of the meter test results.

## Section 4

### BILLING PROVISIONS

#### Billing Accuracy

While the BPU strives to maintain accurate billing, various situations may arise that necessitates an account adjustment. Various billing situations are described below.

#### **Overcharges:**

- If the BPU overcharges a customer due to a billing error such as an incorrect billing code, incorrect reads, or an account not properly established, the BPU shall refund or credit the amount of the overcharge. No adjustment, refund or credit so made or given shall be for a period in excess of 24 months.
- If a meter tested is found to be more than 2% fast, the BPU shall refund to the Customer an amount equal to the excess charge for the utility metered for a period equal to the time elapsed since the previous test, but not to exceed 12 months.

#### **Undercharges:**

- If the BPU undercharges a customer due to a billing error such as an incorrect billing code, incorrect reads, or an account not properly established, the BPU shall back-bill the Customer for the amount of the estimated undercharge for a period not to exceed 12 months.
- If a meter tested is found to be more than 2% slow, the BPU shall make a charge to the Customer for the utility incorrectly metered for a period equal to the time elapsed since the previous test, but not to exceed 12 months.
- The BPU retains the right to issue an estimated bill for previous periods if a non-registering meter is detected.
- In cases that involve meter tampering or fraud, the BPU may backbill the Customer for the amount of the estimated undercharge.

Except in cases that involve meter tampering or fraud, the BPU shall offer the Customer reasonable payment arrangements for the amount of the backbill, taking into account the period of the undercharge.



### Billing Period and Estimated Bills

Bills for utility service are issued at intervals of approximately thirty days. This means that the Customer's bill is calculated and mailed on or about the same date each month. If the BPU was unable to obtain actual meter readings for a billing period, an estimated bill based on previous usage history (past meter readings) will be mailed.

Customers are to immediately contact the BPU Office if they have questions or complaints about a utility bill, at (517) 437-3387.

### Budget Billing

The budget billing plan levelizes the Customer's annual billing and is offered as a convenience for the BPU's customers. There is no extra cost to the customer under this billing program and the Customer ultimately pays for only the actual utilities that are used.

The monthly average payment amount will be based on one-twelfth of the actual usage over the most recent twelve months. The BPU may, at any time during the 12 month period, adjust the estimate to conform closer to the actual use of service being experienced. The normal equal payment period will be 12 months, commencing in any month selected by the BPU.

Budget billing is reviewed twice annually, in April and October.

If the actual service used during the budget plan period exceeds the bills as rendered, the amount of such excess will be added to the next 12 month budget period. If the actual service used during the budget plan is less than the amount paid, the overpayment will be credited to the Customer's next 12 month budget period. If the Customer discontinues service, the actual amount due or customer credit will be paid in full.

If a customer fails to pay bills as rendered under the budget plan, the BPU shall have the right to withdraw the plan with respect to such customer and to request immediate payment of any past due amounts.

The Customer must be on the automatic bill payment program in order to participate in budget billing.

### Automatic Bill Payment

Customers also have the option of applying for the automatic bill payment program. -This program allows the Customer to have their utility bill deducted from their designated financial institution account on the billing due date. The Customer will still receive their

monthly billing information in the mail. The Customer can cancel this program at any time.

### Service Fees

A ~~service~~new account fee as established in Appendix II, "Schedule A – Fees and Charges," will be charged each time a new account is established ~~or an outside rental light is set.~~

Seasonal customers re-establishing electric, water, or wastewater services will also be ~~charged the service fee~~ billed a reconnection charge, as established in Appendix II, "Schedule A – Fees and Charges."

## Section 5

### DISPUTE PROVISIONS

#### General

The BPU has established procedures which insures the prompt, efficient, and thorough receipt and investigation of all customer inquires, service requests, and complaints regarding utility services and charges thereof. All such requests must be submitted in written form.

The Customer may file, at any time, a complaint with the BPU concerning a utility bill or any other matter relating to the service.- In addition to filing the complaint, the Customer may also request a personal conference with the employee at the BPU who has been designated and authorized to handle such complaints.

The written request must include, at a minimum, the Customer's name, service address, phone number, and general statement setting forth the nature of the complaint, inquiry or request.

The BPU will investigate each request promptly and thoroughly, and if requested, confer with the Customer. Following each investigation, the BPU will notify the customer of its findings and resolution of the matter.

#### Usage Concerns

When a customer indicates that they have concerns about their usage, the proper service order will be completed. Our service technicians will meet with the Customer and investigate. Often our employees may be able to find the source of the usage. Many times they cannot. While we always strive to assist customers and help them conserve, we cannot always provide them an answer regarding all of their use.

## **Section 6**

### **METER TAMPERING**

The BPU reserves the right to disconnect any service where, if after reasonable investigation, it determines that a customer has tampered with any metering equipment.

If after reasonable investigation, the BPU determines that a licensed electrician or plumber has tampered with any metering equipment without proper notice to the BPU, the electrician or plumber will be issued a warning with a copy to the appropriate licensing authority.

Nothing included in this section shall preclude the BPU from seeking criminal prosecution against the offender(s) involved.

## Section 7

### PAYMENT PROVISIONS

#### General

Utility bills will be issued at intervals of approximately thirty days. Final billings will be issued in a timely manner following the final read.- All charges shall be payable in full at the BPU Office through and including the date shown on the bill rendered. However, two grace days shall be allowed before a late charge is assessed. **Failure to receive a bill shall not entitle a customer to an extension of time for payment or a waiver of the late charge.**

#### Pay in Person

The BPU has office hours from 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding holidays. Utility bills can be paid in person or mailed to the BPU Office, 45 Monroe Street. The BPU also has a night depository box that can be used to make payments which is located next to the front door at the BPU Office.- Payments can also be made in person at Nash Drugs, ~~and City Hall.~~

#### Pay by Mail

Payments can be made via mail, with a check or money sent to the following address:

Hillsdale Board of Public Utilities  
45 Monroe St.  
Hillsdale, Michigan 49242

On occasion the BPU has received utility payments late even though the Customer believes they have mailed them on time. To avoid possible delays by the postal service, we suggest payments be mailed 3 to 5 days in advance of the due date. Payments are only considered received once they have arrived directly at the BPU Office, and will be keyed the same day as received. Bills paid at "outside sites" are not considered paid until they are received at the BPU Office, and as such, can be subject to late charges and non-payment disconnection as provided herein. Payments made at "outside sites" are generally picked up and keyed the following business day.

### Pay by Phone

Alternatively, utility bills are payable through the BPU's phone payment service, Point&Pay, directly reachable at (844) 462-1011. MasterCard, Visa, Discover, and American Express cards are all accepted modes of payment. Point&Pay may also be reached by calling the BPU directly at (517) 437-3387 and following the automated voice prompt for redirection. These services are available to customers 24 hours a day for a 3% service fee.

### Online Payment

Payments can also be made via the City of Hillsdale website, eliminating the need for paper bills, stamps, and trips to the mailbox or BPU office. Bills may be paid by credit card, debit card, or electronic check 24 hours a day with a 3% service fee. The link to pay a utility bill online can be found below:

[https://bsaonline.com/OnlinePayment/OnlinePaymentSearch/?PaymentApplicationType=10&uid=177&site\\_transition=true](https://bsaonline.com/OnlinePayment/OnlinePaymentSearch/?PaymentApplicationType=10&uid=177&site_transition=true)

*For all methods of payment: The Customer has the duty to notify the BPU if a bill is not received.- Any customer whose account for utility service is in arrears shall pay the billed amount plus any late charges assessed.- Payments are applied first to the current bill and then applied progressively to those in arrears.*

### Returned Checks

A check returned by the BPU BPU's depository bank for non-sufficient funds or for any other reason, may will not be deposited a second time for clearing. A charge shall be assessed in accordance with that set forth in Appendix II, "Schedule A – Fees and Charges." The BPU The BPU will require the Customer to pay by cash, certified check, or money order. require a customer to pay by cash, certified check, or money order.

### Responsibility

The Customer is responsible for notifying the BPU as to when utility service is to be taken out of their his name. Each customer shall pay for utility services furnished to their his premises until notice has been given to the BPU to discontinue service and for a reasonable time thereafter to enable the BPU to read the meters at their his premises. When service is discontinued at any customer's premises, a final bill for service will be rendered and shall be payable by the date indicated on the bill.- The BPU reserves the right to transfer any amounts outstanding on any closed accounts to any active accounts of a customer.

### Final Bill Collection

If a bill for utility services remains unpaid after thirty days, the BPU shall have the right to proceed with the collection of any unpaid bill through the courts, a collection agency, or by a lien filed with the City Assessor's Office.

### Collection by Lien

The City of Hillsdale shall have a lien upon all real property located within the city limits of Hillsdale as security for the collection of utility rates and charges supplied by the Hillsdale Board of Public Utilities, which lien shall become effective immediately upon the supplying of such utility service and shall thereafter be enforced in the manner provided by law. Any unpaid utility bill that is at least six months delinquent on April 1<sup>st</sup> of each year must be submitted to the City Assessor as a lien against that property.

Real Estate Agents are encouraged to contact the BPU to inquire about potential liens before closing on a property. All such calls are noted in our files.

### Payment Arrangements

Satisfactory payment arrangements, at a minimum, shall be the monthly current bill plus 1/6<sup>th</sup> of the past due.

### Landlord Tenant Agreement

This agreement is available to landlords in the BPU Office and in Appendix III of this document. Said agreement allows the landlord to choose if service is transferred to their name when a tenant moves out or if it is left off. A properly executed agreement will also protect the property from potential liens from unpaid tenant bills. The BPU retains the right to ask for a deposit from these tenants.

## Section 8

### SERVICE TERMINATION PROVISIONS

#### Termination Procedures Related to Moving

If the Utility Customer plans to move, the Customer has the responsibility of notifying the BPU Office at least 2 working days prior to the moving date to arrange for the BPU to discontinue service and for a reasonable time thereafter to enable the BPU to read the utility meters at the Customer's premise.

The Customer is responsible for the billings for utility service until the BPU is able to disconnect service and read the utility meters. When service is disconnected at a customer's premise for the purpose of moving, the Customer is still responsible for paying the bill by the due date.

#### Termination for Nonpayment

The following procedures and conditions shall be followed when payment has not been received within the allotted time. -Except in an emergency, or as a protection of life or property, the BPU will not terminate utility service for nonpayment of charges on Saturday, Sunday, a BPU holiday or the day before a BPU holiday.

- ~~Delinquent Final Notice~~ Notice When a payment is not received by the stated due date on the bill, or within the two-day grace period, a ~~delinquent final~~ notice shall be mailed to the ~~customer~~ Customer and a late charge of 2% assessed against the account. This will indicate a "Pay By" date for payment to be received, or for satisfactory payment arrangements to be made, in order to avoid possible disconnection. (Senior Citizens will not be assessed a late charge; however, they will receive the letter.)
- ~~Final Notice~~ Approximately 10 calendar days after the delinquent notice, if payment is not received, a final notice will be mailed to the customer which will indicate a "Pay By" date for payment to be received in order to avoid possible disconnection.
- ~~Disconnection~~ Approximately 12 calendar days after the final notice, if payment is not received, a door hanger will be delivered to the service address which will give an additional 2 calendar days to make payment. A trip charge will be assessed for delivering the door hanger in accordance with "Schedule A – Fees and Charges." If payment is not received, ~~or satisfactory payment~~



~~arrangement made,~~ the service will be disconnected. A trip charge for disconnection will be assessed in accordance with Appendix II, "Schedule A – Fees and Charges." If disconnection occurs, payment must be made ~~and/or satisfactory payment arrangements made before~~ reconnection is granted. A reconnection fee will be assessed in accordance with Appendix II, "Schedule A – Fees and Charges."

### Termination for Other Reasons

**Without Notice** The BPU reserves the right to terminate utility service to any customer, without notice, for any of the following reasons:

- Fraudulent representation as to the class of utility service.
- Where the Customer's equipment, wiring, or appliances, or the BPU's equipment or lines are creating or contributing to a serious and/or hazardous condition.
- Tampering with meters or other utility equipment belonging to the BPU.
- Repairs or emergency maintenance of BPU facilities.
- When necessary to protect the BPU from theft, fraud, or abuse.
- An unauthorized utility connection.
- The use of equipment that adversely affects the BPU's services to its other customers.
- Upon obvious vacating of the premises by a customer who is delinquent in ~~his bill~~ payments, thereby terminating the Customer's relationship with the BPU.
- Unavoidable shortages or interruptions of the BPU's sources of service.
- Fraud or material misrepresentation of identity for the purpose of obtaining utility service.
- Payment arrangements that have not been kept by the Customer.

**With Notice** The BPU may terminate service to any customer after one attempt to make personal contact or otherwise give notice by a representative of the BPU for any of the following reasons:

- The Customer's failure to update ~~his~~ their temporary electric service to a permanent status or to otherwise fail to make appropriate arrangements to do so with the BPU.
- The Customer's failure to provide free access to its meters and service facilities to inspect, read, test, repair, remove, or replace the same.- Locks, dogs, bushes, trees shall not impede such access, rubbish, or in any other manner.

### Life Support

When a customer has life support equipment on BPU service, the BPU must receive a doctor's letter substantiating the need.- The BPU will maintain a list of those residences

with life support and supply such list to appropriate personnel for the purpose of contacting customers when there is an unforeseen or scheduled power outage. It also enables the BPU to determine where the high priority areas are on the system in an emergency. While placement on this list does help prioritize outage situations, the Customer should have alternate plans for continued support if the outage is extended.

Customers with life support equipment on their service shall not be granted any preferential treatment when it comes to disconnecting for nonpayment. All customers will receive the written notifications as indicated above before disconnection.

### Assistance

There are various agencies that may be able to provide assistance to customers in payment of their delinquent utility bills.— That list includes, but may not be limited to:

Family Independence Agency	439-2200
Community Action Agency	437-3346
Salvation Army	437-4240
<u>Michigan 211</u>	<u>Dial "211"</u>

## Section 9

### **RESTORATION OF SERVICE PROVISIONS**

When service to a customer's premises has been terminated, the BPU will reconnect the service as soon as practical after receiving full payment ~~or satisfactory payment arrangements of the following:~~

- All past due amounts.
- Trip charges as assessed in accordance with Appendix II, "Schedule A – Fees and Charges."
- Reconnection charges as assessed in accordance with Appendix II, "Schedule A – Fees and Charges."
- Any required deposits as set forth herein.

Payments for restoration of service must be made at the BPU Office at 45 Monroe Street, 8:00 a.m. to 5:00 p.m., Monday through Friday.

Time and material charges will be applied when reconnecting service that has been disconnected from the tap pole.

## **Section 10**

### **MULTIPLE DWELLINGS**

When an electric or water meter serves more than one dwelling, the account shall remain in the landlord's name. Tenants will not be allowed to put the service in their name.

## Section 11

### **AFTER HOUR CHARGES**

Any reconnect for nonpayment performed after normal working hours is subject to the fee as stated in Appendix II, "Schedule A – Fees and Charges."

If a customer places a call in the after hour emergency mailbox for power problems, water leaks, sewer back-ups, etc. and the BPU responds and it is determined that the cause of the problem is on the Customer's side, then the Customer will be billed for after-hour services as stated in Appendix II, "Schedule A – Fees and Charges."

# ELECTRIC DEPARTMENT

## Introduction

Service may be taken from the municipal electric utility system as long as all applicable Ordinances of the City of Hillsdale, The National Electric Code, and all Rules and Regulations of the Hillsdale Board of Public Utilities are fully complied with.— All necessary right-of-way permits must be filed with the City of Hillsdale.

Elsewhere in this schedule will be found rules governing metering, meter location, meter protection, access to Customer's premises, approval of Customer to use equipment, rules prohibiting the resale of electric service, rules governing service to mixed loads, and service to properties of mixed occupancy.

There will also be found rules to cover service connections, service extension policies, prohibition of the use of low power factor devices and equipment which may cause disturbance of service to others, limitations of the use of electric welders and water heaters, and rules governing the size, type, voltage, and connection of electric motors.

Any new construction or upgrades will require an easement to gain right-of-way to our equipment.

Electric rate information and their corresponding rules and regulations are provided under separate cover.

Prior to any underground excavations the owner/contractor is required to contact the Miss Dig System.— The BPU is a member of the Miss Dig System and will be notified of underground excavations in the BPU service area.—All costs incurred for repair of overhead or underground distribution facilities due to underground excavation will be the responsibility of the owner, contractor, or entity involved in damaging BPU facilities.

## Section 1

### CHARACTER AND USE OF SERVICE

The BPU will endeavor, but does not guarantee, to furnish a continuous supply of electric energy and to maintain voltage and frequency within industry acceptable standards as adopted by the BPU.

Municipal utility services are subject to shutdowns, variations and interruptions necessitated by improvements, repairs and/or operation of the system. Whenever possible, notice of intent to temporarily discontinue service will be given to the Customer. The BPU shall not be liable for loss or damage because of temporary interruption in service or because of inadequate or excessive quantity or quality.

The BPU agrees to use reasonable diligence in providing a regular and uninterrupted supply of power, but does not guarantee a constant supply of power, or the maintenance of unvaried frequency or voltage, and will not be liable for damages to the Customer by reason of any failure in respect thereof.

The BPU reserves the right to determine its ability to serve any load, which may be offered for connection to the system. Each application which may require the installation of additional lines and transformers or the enlargement of existing lines and transformers, or which involves the connection of out of the ordinary use devices, will be a matter for special consideration.

The Customer shall use the service so as not to disturb or to interfere with BPU's service to its other customers. Electrically operated devices which could cause objectionable operating conditions on the BPU's system, as determined by the BPU, shall not be attached without the consent of the BPU.

The BPU reserves the right to deny or terminate service to any customer whose wiring or equipment shall be deemed a safety hazard. The BPU disclaims any responsibility to inspect the Customer's wiring or equipment and shall not be held liable for any injury or damage resulting from the provision of service. Any suspect service may be referred to the Electrical Inspector for determination of continued service.

Service that has been disconnected for 6 months or longer requires an inspection and approval by the Electrical Inspector before reconnection.

## Section 2

### APARTMENT BUILDINGS AND -MULTIPLE DWELLINGS

When service is supplied through a single meter to a building containing more than one apartment, the Customer will be billed under the residential rate schedule and the applicable customer charge shall be multiplied by the number of single-family dwelling units so served.

To determine the number of apartments served through one meter, only those rooms, suites, or groups of rooms having individual cooking and kitchen sink accommodations within the unit shall be counted as an apartment.

If a residential customer has a separate meter on an attached or unattached garage or second building, the rate for that second meter will be under the residential rate schedule unless the building is determined to be used for commercial reasons and therefore necessitate a non-residential rate.



### Section 3

## COMBINED RESIDENTIAL AND -COMMERCIAL USE

When energy is supplied to a combined residential and non-residential customer, the wiring may be so arranged that the residential usage can be metered separately from the non-residential use.

Service supplied through a single meter will be billed on the residential rate if it can be determined that less than half of the monthly Kwh usage is non-residential. This determination will be made by the BPU.

If it is unable to be determined by the BPU staff as to what portion of usage is residential by the Kwh use, then if more than 50% of the square footage is attributable to residential use, the rate will be residential.- If more than 50% of the square footage is attributable to commercial use, then the rate will be commercial.

## Section 4

### OVERHEAD-LINE EXTENSION POLICY

#### General

When application is made for electric service which requires the extension of the BPU's existing distribution lines, the BPU will make such extensions at its own expense when the estimated annual revenue, probable stability of the load and prospective load growth reasonably warrant the capital expenditure required. -In all other cases, a contribution in aid of construction will be required as specified below.

If it is determined by the BPU that a portion of the proposed extension located within public streets and/or easements can be used to provide electric service to other existing or future customers, or for system reinforcement, the BPU may elect to construct that portion of the extension in the public streets and/or easements at its own expense.

Each extension shall be a separate, distinct unit and any further extension therefrom shall have no effect upon the agreements under which existing extensions were constructed.

Estimated construction costs shall exclude transformers, services and meters.

#### 1. Single Phase Extensions

- (A) Free Extensions: For each permanent dwelling the BPU will provide, at no charge, a single phase line extension from a main line distribution feeder excluding service drop for a distance of up to 600 feet, of which no more ~~then~~ than 200 feet is a lateral extension on the Customer's private property. All main distribution feeder extensions must be along public road right-of-ways.
- (B) Financed Extensions: Where the length of the distribution line extension exceeds the free footage set forth above, the Customer will be billed at the completion of the project for the amount exceeding the free footage.

#### 2. Three Phase Extensions

- (A) Free Extensions: The BPU will construct three phase distribution line extensions at its own cost when the cost of such extensions (excluding transformers, service, and meters) to serve general service customers does

not exceed three times the total annual estimated revenue to be received from the Customer to be immediately served when the line extension is completed.

(B) Financed Extensions: Where the length of the distribution line extension exceeds the free portion set forth above, the Customer will be billed at the completion of the project for the amount exceeding.

### 3. Farm Service

Service shall be available to farms for residential use under the residential rate schedule and in addition, service may be used through the same meter for any purpose so long as such use is confined to single phase service for the culture, processing, and handling of products grown or used on the Customer's farm. Use of service for purposes other than set forth here shall be serviced and billed on the appropriate non-residential rate schedule.

## Section 5

### OVERHEAD SERVICE CONNECTIONS

Where suitable supply is available, the BPU will install overhead service wires from its distribution lines to a selected point of attachment on the Customer's premises. The BPU shall select the location of this point of attachment. Should it become necessary, for any cause beyond the BPU's control, to change the location of this point of attachment, all costs of any changes required in the Customer's service entrance wiring made necessary thereby shall be borne by the Customer.

The selected point of attachment for the service wires to the Customer's premises shall be such that adequate ground clearances suitable to the use and need of the area crossed over may be maintained and meet proper requirements. -The owner will provide an attachment for the BPU service connection.

Where the height and design of the building or facility to be served is such that the above stated condition cannot be met, or in the event there is no permanent building, the Customer shall provide and continuously maintain, at their expense, a suitable extension, frame, or mast, or a properly guyed, butt-treated line pole with a top diameter of not less than 6 inches and total length of not less than 25 feet, for the attachment of the service wires, all of which shall meet the approval of the BPU.

Service runs shall be as short as practical and terminated with the connection wires extending at least thirty-six (36) inches beyond the service cap or last point of support. When on a building, such terminals shall be carefully located so as to provide adequate clearance of the service drops and connections from windows, shutters, awnings, eaves troughs, downspouts, vent pipes, radio aerials, lightning rods, chimneys, and similar appurtenances of the structure.

All inside wiring must be grounded in accordance with the requirements of the National Electric Code and the requirements of City and State regulations.- All new services and upgrades must be inspected by the Electrical Inspector and released to the BPU for hook-up. The BPU reserves the right to notify the Electrical Inspector of any suspect connections.

## Section 6

### UNDERGROUND SERVICE CONNECTIONS

#### Secondary Voltages

The BPU, at its option, may direct the owner to install and be responsible for construction of its own underground secondary service from the Customer's service to the BPU's secondary voltage connections.

The Customer, in all cases, shall install the secondary service line from the base of the pole to the premises serviced, subject to the BPU specifications. Before such installation the Customer must submit to the BPU, for approval, plans and designs for such service lines installed by a customer.

Underground services may be direct buried if constructed of approved underground cable, or they must be installed in approved underground conduit or duct, as directed by the BPU.– All underground services shall be effectively protected from mechanical damage for the entire length. All exposed conduits shall be according to the National Electric Code.

Meter locations shall be provided on the Customer's premises as directed by the BPU. Meters are not allowed to be located on BPU poles unless by special permission.

#### Primary Voltages

When required, the BPU will provide connections and over-current protection for underground primary service connections, whether to serve customer-owned transformers located on their premises or to serve transformers owned by the BPU and located on the Customer's premises.

#### Contributions for Construction

The Customer will be responsible to pay the current rate for underground construction as set forth in Appendix II, "Schedule A – Fees and Charges."

When unexpected practical difficulties such as frost, water conditions, rocks near the surface, or other conditions that increase the cost are encountered during the construction of underground extensions, facilities, or services, the applicant shall pay the BPU for such added cost. Additional costs will be billed to the applicant for repaving and concrete replacement.

With new construction, the BPU will backfill trench to existing grade. Cosmetic work is the responsibility of contractor or owner.

## Section 7

### TEMPORARY SERVICES

Customers desiring lighting and/or secondary power service for a short time only, such as for construction trailers, traveling shows, outdoor or indoor entertainment or exhibitions, etc, which require the installation of a temporary line extension and/or service connections, additional transformers, meters or other facilities of a temporary nature, shall pay the cost of installing and removing all of the facilities necessary to supply such service.- The electric contractor will be required to post a deposit before construction of the temporary service is started which will be applied towards the final costs which will be billed in accordance with Appendix II, "Schedule A – Fees and Charges." In addition, the Customer will be billed the -Customer charge and usage monthly.

Temporary terminal poles and service equipment shall be installed by the Customer for temporary services and be a properly guyed, butt-treated line pole with a top diameter of not less than 6 inches and total length of not less than 25 feet.

The actual location of the temporary service shall be determined by the BPU.

New houses are exempt from paying the temporary fee, if service will be converted to permanent upon completion of construction.

## Section 8

### TRANSFORMERS LOCATED ON -CUSTOMER'S PREMISES

Pole mounted installations will be made entirely at the BPU expense

Ground slab or vault installations will be the responsibility of the Customer and, if the situation warrants, protective barriers installed also.— All ground slabs, vaults, and enclosing fence must meet National Electrical Code specifications by inspection authorized and as directed by the BPU.

If conditions prohibit the transformer being set in the BPU right-of-way, then installation of the transformer will be on the Customer's property.



## Section 9

### METER INSTALLATION

#### Meter Wiring

Meter sockets, service meters, demand meters, metering transformers, and metering transformer cabinets, will be furnished by the BPU. Standard 200 AMP residential sockets will be provided at no cost upon proof of permit. All other sockets must be approved and may be provided by the BPU at cost to Customer.

All conduit for metering purposes and all supports for metering equipment shall be installed by the Customer at the expense of the Customer.

Electric service meters shall be so located that their registers will not be less than 4.5 feet nor more than 6 feet from the floor or grade.

When more than one service entrance switch and/or more than one meter is located on the same premises, each such switch and meter shall be plainly marked to show the type of service that it supplies and the apartment or other portion of the Customer service that it controls.

#### Inspection of Electric Wiring

The Electrical Code currently in effect requires that all electrical wiring be installed in accordance with the requirements of the National Electrical Code.- It also charges the Electrical Inspector with the responsibility of inspecting all electrical wiring installed.

Anything contained in these Rules and Regulations in regard to electrical wiring is deemed to be cooperative with and accessory to any Ordinance or Code affecting that area involved.

Before any electric service entrance is installed or remodeled, permission shall be obtained from the BPU in the form of a site meeting with the electric department supervisor and the appropriate permits filed with the Electrical Inspector.

The general design and arrangement, the location and grouping of the entrance switches and meters, the routing of the service entrance run, and the point of contact with the service drops are all subject to the direction of the BPU and Electrical Inspector who, jointly with the electrician, will be responsible for the arrangement and character of work.

### Service Entrance Wiring

Electric service entrance wiring shall be installed in accordance with the latest revision of the National Electrical Code, subject to the approval of the Electrical Inspector.

## Section 10

### POLE ATTACHMENTS

#### Use of BPU Equipment

The BPU wires, poles and apparatus, together with any interconnections thereof, are the exclusive property of the BPU, and the connection of a customer's premises thereto does not entitle the Customer to any use thereof except as necessary for the delivery of the BPU's service to the Customer. The use of any part of the BPU's distribution or transmission system by the Customer for carrying foreign electric currents for carrier current transmission, radio or telephone broadcasting or receiving is expressly prohibited.

The BPU may enter into an agreement providing joint use of certain of its poles for approved utility or telecom purposes. The BPU may also enter into a rental agreement with a CATV company providing cable television service to customers within the BPU's service area. The use of any pole by a telephone/communications company or CATV company without first having entered into a written agreement with the BPU is prohibited.

*~~Please see the Pole Attachment Agreement in Appendix IV and its Wireless Addendum in Appendix V for further information. The BPU may also issue revocable permits to any person(s) or organization(s) other than a utility or municipality, seeking to attach any wire, cable, facility or apparatus for the transmission of telecommunications or electricity. Upon application for permit, the applicant shall pay a nonrefundable application fee as set forth in Schedule A — Fees and Charges.~~*

*~~Any reconstruction work necessary to accommodate the facilities of the applicant shall be done by the BPU at the expense of the applicant~~*

*~~The annual pole rental fee shall be as agreed in the Pole License Agreement. Poles found attached in the field without permission shall be subject to three years retroactive billing.~~*

*~~The BPU may exclude or limit certain facilities from its poles. Furthermore, any poles which, in the opinion of the BPU, are necessary for its sole use will be excluded from any pole attachment permit, joint use, or rental agreements.~~*

- 1. The unauthorized attachment (including by painting or marking) of any signs, banners, lines, cables, equipment or any other matter to the BPU's poles is prohibited. An application for banner permits can be found in Appendix VI.
- 2. The BPU may remove or cause to be removed without notice any unauthorized foreign matter from its poles at the expense of the Customer, the person(s) attaching the unauthorized matter, or in the event neither can be identified, the individual, firm or organization which appears to be the primary sponsor, user or beneficiary of the unauthorized matter. The BPU will observe reasonable precaution to prevent any damage resulting from such removal, but will not be liable for any damage thereto.
- 3. Any pole attachment must comply with all Federal, State, and local rules and regulations, the National Electrical Safety Code and the National Electric Code.

## Section 11

### COGENERATION

To avoid potential problems associated with having cogenerators connected to the Hillsdale Board of Public Utilities electric system certain protective devices will be required which will provide protection.

#### 1. Induction Generators of all Ratings, and Synchronous Generators Rated 100 KW or Less

In order to overcome the potential problems of reclosing on a generator that is out of phase which would expose the cogenerator's equipment to possible damage and the BPU system to voltage and frequency fluctuations during periods when the power source is interrupted, the following is recommended and any or all may be required by the BPU.

The following equipment shall be installed at the cogenerator's generator at the cogenerator's expense:

- ❖ Electrically operated circuit breaker (52G) on the generator circuit with the appropriate rating and opening time to coordinate with the BPU system.
- ❖ Gang operated disconnect switch with fuses.
- ❖ Over/under voltage relay (Devices 27/59) with timing characteristics to coordinate with the BPU system requirements. The relays will trip the electrically operated circuit breaker for abnormal voltage conditions.
- ❖ Over/under frequency relays (Devices 81/OF and 81/UF) with timing characteristics to coordinate with the BPU system. The relays will trip the electrically operated circuit breaker for abnormal frequency conditions.
- ❖ Two service entrance watt-hour demand meters with detents. One would meter power flow into the Customer and one would meter power flow out of the Customer.
- ❖ Required protective devices for the cogeneration equipment.

The BPU would adjust the distribution circuit reclosing delay time to coordinate with the Customer relaying.

The rating and operation mode of the induction generator can greatly affect the system power factor. Depending on the rating of the generator, power factor correction capacitors could be required. Alternately, the billing rate could include provisions for metering and billing for reactive power flow or for power factor outside an acceptable range. The billing method would be preferred in most cases in that power factor correction capacitors could cause operational problems.

## **2. Synchronous Generator Rated 100 KW to 1000 KW**

In order to overcome the potential problems of: **(1)** Having the synchronous generator feed a BPU system fault thus causing excessive damage to the BPU system and the cogenerator's system; **(2)** Flowing power into the BPU system unless contracted for; **(3)** Exposing the BPU system to voltage and frequency fluctuations during periods when the power source is interrupted; and **(4)** Ensuring the distribution circuit is deenergized when the BPU source breaker is open, the following is recommended and any or all may be required by the BPU:

The following equipment shall be installed within the cogenerator's system at the cogenerator's expense:

- ❖ Electrically operated circuit breaker (52-G) on the generator circuit with the appropriate rating and opening time to coordinate with the BPU system.
- ❖ Transformer Delta-Wye connected.
- ❖ Gang operated disconnect switch with fuses.
- ❖ Ground detector on the BPU side of the transformer.
- ❖ Directional overcurrent relays (three Device 67V) for detecting faults on the BPU system and tripping the generator breaker (52G).
- ❖ Reverse power relay (Device 32) for detecting power flow in the BPU system. Relay set to trip generator breaker (52G). Relay would be set depending on the contract between the BPU and the cogenerator for amount of power sales.
- ❖ Over/under voltage relay (Devices 27/59) with timing characteristics to coordinate with the BPU system requirements. The relays will trip the generator circuit breaker (52G) abnormal voltage conditions.
- ❖ Over/under frequency relays (Devices 81/OF and 81/UF) with timing characteristics to coordinate with the BPU system. The relays will trip the generator breaker (52G) for abnormal frequency conditions.

- ❖ Two service entrance watt-hour demand meters with detents. One would meter power flow into the Customer and one would meter power flow out of the Customer.
- ❖ Required protective devices for the cogeneration equipment.
- ❖ Synchronizing equipment consisting of incoming and running voltmeters, lights and synchroscope.

Depending on the load on the distribution feeder and setting of the reverse power relay, a transfer trip transmitter and receiver may be required to ensure deenergizing of the distribution circuit when the BPU substation breaker is opened.

If the distribution circuit source breaker has an automatic reclose mode, the reclose time delay may have to be adjusted and a synchronism check relay system and voltage verification system may have to be installed at the BPU source breaker.

### **3. Synchronous Generator or Multiple Synchronous Generators Rated Over 1000KW**

In order to overcome the potential problems of: (1) Having the synchronous generator feed a BPU system fault thus causing excessive damage to the BPU system and the cogenerator's system; (2) Flowing power into the BPU system unless contracted for; (3) Exposing the BPU system to voltage and frequency fluctuations during periods when the power source is interrupted; (4) Ensuring the distribution circuit is deenergized when the BPU source breaker is open; and (5) Providing adequate protection for the supply transformer, the following is recommended and any or all may be required by the BPU:

The following equipment shall be installed within the cogenerator's system at the cogenerator's expense:

- ❖ Electrically operated circuit breaker on the incoming circuit with the appropriate rating and opening time to coordinate with the BPU system.
- ❖ Transformer Delta-Wye connected.
- ❖ Gang operated disconnect switch.
- ❖ Ground detector on the BPU side of the transformer.
- ❖ Directional overcurrent relays (three Device 67V) for detecting faults on the BPU system and tripping incoming breaker.

- ❖ Reverse power relay (Device 32) for detecting power flow into the BPU system. Relay set to trip incoming breaker. The relay would be set depending on the contract between the BPU and the cogenerator for amount of power sales.
- ❖ Over/under voltage relay (Devices 27/59) with timing characteristics to coordinate with the BPU system requirements. The relays will trip the incoming circuit breaker for abnormal voltage conditions.
- ❖ Over/under frequency relays (Devices 81/OF and 81/UF) with timing characteristics to coordinate with the BPU system. The relays will trip the incoming breaker for abnormal frequency conditions.
- ❖ Phase time overcurrent relays (three Device 50/51) with instantaneous on the line side of the incoming breaker. The relays will trip the incoming breaker. Relays to provide transformer protection and the BPU coordination.
- ❖ Ground fault relay (one Device 51N) on the line side of the incoming breaker.
- ❖ Two service entrance watt-hour demand meters with detents. One would meter power flow into the Customer and one would meter power flow out of the Customer.
- ❖ Required protective devices for the cogeneration equipment,
- ❖ Synchronizing equipment consisting of incoming and running voltmeters, lights and synchronizing scope.

Depending on the load on the distribution feeder and setting of the reverse power relay, a transfer trip transmitter and receiver may be required to ensure deenergizing of the distribution circuit when the BPU substation breaker is opened.

If the distribution circuit source breaker has an automatic reclose mode, the reclose time delay may have to be adjusted and a synchronism check relay system and voltage verification system may have to be installed at the BPU source breaker.



## Section 12

### NET METERING PROGRAM

#### **Eligibility**

Customers must meet the following criteria to be eligible for net metering:

- 1) To participate in the Net Metering Program, a customer must be an HBPU electric customer.
- 2) Only qualified renewable energy sources are eligible to participate in the Net Metering Program. These sources are solar, wind, biomass, hydro, geothermal or other approved renewable resources.
- 3) The nameplate capacity of the renewable generator must be less than 30 kilowatts (kW).
- 4) The renewable generator may not be sized to exceed the Customer's annual electrical energy needs.
- 5) Customers using biomass may not blend it with any type of fossil fuel.

#### **Enrollment**

Customers who wish to participate in the Net Metering Program must meet the "Customer Owned Generation Interconnection Policy" as well as the "Electric Generator Interconnection Requirements" (as specified in Appendix VII) for projects with aggregate generator output less than 30 kW. The Generator Interconnection Requirements document outlines the process, requirements, and agreements used to install or modify generation projects with aggregate capacity ratings less than 30 kW and designed to operate in parallel with the utility electric system. Technical requirements (data, equipment, relaying, telemetry, metering) are defined according to type of generation and location of the interconnection. The process is designed to provide an expeditious interconnection to the utility's electric system that is both safe and reliable.

To start the Net Metering application process, the Customer must request an interconnection study by completing the Interconnection Application found in the "Electric Generator Interconnection Requirements and Interconnection Study Agreement" in Appendix VII. The application fee is \$100.00.

After Hillsdale BPU has completed the interconnection study and approved the proposed interconnection and net metering project, the Customer will be required to enter into an "Interconnection and Operating Agreement." The Customer is responsible for any costs associated with the interconnection.

## **Generator and Generator Interconnection Requirements**

Generator Requirements The Customer's electric generator must be fueled by a qualified renewable energy source; solar, Wind, biomass, hydro, geothermal or other approved renewable resources.

The generator must be located on the Customer's premises and serving only the Customer's premises. For non-dispatchable generators, the nameplate rating of the generator shall be less than 30 kW in aggregate and the generator's annual output may not exceed the customer's annual energy needs, measured in kWh. The Customer is required to provide the company with a capacity rating in kW for the generating unit and a project monthly kilowatt-hour output of the generator unit when completing the HBPU Interconnection Application.

Interconnection Requirements Customers must meet approved interconnection requirements before participating in this program.

## **Metering Requirements**

Hillsdale BPU's Net Metering Program requires that the Customer have an electric bi-directional billing meter. This meter will ensure that the Customer receives the proper credits for electric generation in excess of their consumption. All metering equipment must meet the HBPU standard specifications and requirements and will be furnished, installed, read, maintained, and owned by HBPU.

## **Billing**

Participating customers will be billed based on the net difference between the amount of electrical energy used and electrical energy generated. If the amount of electrical energy generated exceeds the amount consumed the bill will include a generation credit. Net Excess Generation (NEG) Credits for the electrical energy generated above the current month's consumption will be carried over to the next billing period.

The Net Metering Program applies to customers on Rate R-1, R-2, B-1, B-3, C-1, C-2, C-3, D(I), E-2 (IED), or F.

No refunds will be made for any customer contribution under this tariff or for any other costs incurred by the Customer in connection with the Net Metering Program.

## **Net Excess Generation Credits**

Net Excess Generation (NEG) Credit is the amount of electrical energy generated by a Net Metering participant using a renewable energy source, in excess of the Customer's own electric metered use in any billing month.

One NEG Credit equals the Energy Charge for one kilowatt-hour of electrical energy as shown on the Customer's rate schedule.

Any negative credits that exist at the end of each program year will be forfeited. NEG Credits are nontransferable.

If a customer terminates participation in the Net Metering Program, NEG Credits will be applied to the Customer's final bill. Any remaining credits will be forfeited.

### **Program Availability**

The Net Metering Program is voluntary and is available on a first-come, first-serve basis until the nameplate capacity of all participating generators is equal to the maximum program limit of 1.0% of the HBPU's system peak demand for all customers during the previous calendar year.

### **Program Termination**

Hillsdale BPU may terminate a customer's participation in the Net Metering Program if the Customer's facilities are causing a safety concern or if the Customer's facilities are not in compliance with the Generator Interconnection Standards.

Customers may terminate their participation in the Net Metering Program at any time for any reason on sixty days' notice.

## Customer Owned Generation Interconnect Policy

### Intent

It is the intent of the Hillsdale Board of Public Utilities (HBPU) to allow the electrical interconnection of qualified renewable energy sources to the HBPU distribution system in accordance with the provisions of this article.

### Guidelines

#### 1. Hillsdale Board of Public Utilities

- a. Will ensure the interconnection is in compliance with Public Utility Regulatory Policies Act (PURPA) and Federal Energy Regulatory Commission (FERC) rules and regulations, as applicable.
- b. Will inform potential power producers that they have the responsibility to comply with all federal, state, and local regulations.
- c. Will, upon completion of a satisfactory Interconnection Study, provide interconnection service to any electric consumer installing a less than 30 kW generation unit. Service is evaluated and provided on a case-by-case basis and will require a separate Interconnection and Operating Agreement.
- d. Will, upon completion of a satisfactory Interconnection Study, provide interconnection service to any electric consumer installing less than a 30 kW generating unit in which the primary energy source must be solar, biomass, waste, wind, geothermal, or approved renewable energy sources.
- e. Will own the meters utilized for billing.

#### 2. The Customer

- a. Shall install and own conductors and equipment up to the service point as specified in the HBPU Line Extension Policy and Underground Service Connections.
- b. The Interconnection Study will be conducted at the Customer's expense.
- c. Shall make application to the HBPU for the proposed installation, obtain approval of the location, equipment, and design before starting installation of the installation, and pay any HBPU construction fees for system improvements as specified in the HBPU Line Extension Policy and Underground Service Connections.
- d. Shall submit a plan view drawing of the installation and shop drawings of switchgear to the HBPU for approval prior to finalizing orders for service equipment to avoid delays and unnecessary expense to the Customer and the HBPU.
- e. The interconnection and parallel operation of generation equipment shall be in conformance with prudent utility practices, shall maintain the

integrity of the HBPU distribution system, and ensure no adverse impacts upon the equality of service to other HBPU customers.

- f. Protection, safety, and interconnect equipment must meet standards of accepted good design, engineering, electric safety practices, and all application local, state, and federal electrical installation and safety codes.
- g. A suitable disconnect, interconnection breaker, and interconnect relay shall be installed to automatically disconnect and isolate the generation facility from the HBPU distribution system in the event of a service interruption. The automatic disconnect equipment shall receive its voltage and frequency reference from the HBPU service lines. Such equipment must be capable of preventing the generation facility from energizing the HBPU service lines during a service interruption.
- h. Electrical parameters such as fault protection, voltage levels, synchronization, grounding, harmonics, power factor, voltage regulation, flicker, and frequency regulation shall comply with the latest edition of The Institute of Electrical and Electronic Engineers “Standard for Interconnecting Distributed Resources with Electric Power Systems” (IEEE Standard 1547-2008).
- i. Any exceptions to the above requirements must be specifically approved by the HBPU.

# WATER AND SEWER DEPARTMENT

## Section 1

### USE OF SERVICE

#### Permits

All work of any kind or nature performed on any piping, fixtures, or other appurtenances in any way connected with or served by the water or sanitary sewer systems of the BPU shall be performed in accordance with applicable codes and these rules and regulations. The owner, or ~~his~~their properly Licensed Master Plumber, is responsible for securing all permits and applications, submitting all reports and the payment of all fees in conjunction with the given work.

All such work is subject to inspection and approval by the State Plumbing Inspector and/or City Building Inspector and by the Inspector of the Hillsdale Board of Public Utilities.

No work or plumbing shall be started until all required permits have been obtained. Whenever work is to be performed from the water meter to the street, the applicant shall submit written application to the BPU, in advance, so that appropriate inspections can be scheduled.

Regulations governing the issuance of permits for tapping and connecting of house service piping and house drains will be found elsewhere herein.

#### Number of Services to One Property

No more than one water or house sewer service connection may be extended to serve a single property except by special permission to do so, and then only when such services are maintained entirely free of any and all interconnections that may, at any time, by-pass any water main valve or otherwise result in disturbance to the normal operation of the water and/or sewer systems. The water service line must be run to each property or building independently from its own shut-off at the street to allow for control by the BPU.

Residences may have a second water service to supply a metered sprinkling service.

### Connection of Flowing and Automatic Devices

Commercial and industrial customer connections for supplying water to fountains, irrigation systems, and area sprinkling systems, or to any type of continuous flowing, or automatically controlled device, shall be made only on premises where the entire supply of water is furnished through water meters.

### Abandonment of Water Service

Any water service permanently disconnected from a property will require disconnection from the water main. The property owner will be responsible for an abandoned line fee set forth in "Schedule A – Fees and Charges." The property owner will also be responsible for any road repairs, including concrete resulting from the disconnection.

# WATER DEPARTMENT

## Section 1

### CONSTRUCTION PROVISIONS

#### General

These construction provisions apply equally to new installations and to repair and replacement work and are deemed to be cooperative with and accessory to that ordinances or codes currently in effect and as the same may from time to time be amended. Prior to the construction or repair of any pipe from the water meter to the street being started, the contractor/plumber must complete an application with the BPU. There is no fee associated with this application, and the inspection will be performed free of charge during normal working hours. If an inspection is needed after normal working hours, the minimum charge set forth in Appendix II, "Schedule A -Fees and Charges," will be applicable.

#### Joint Construction

All jointly laid piping shall be so installed that it is in accordance with the plumbing code. Where separate trenches are required, a horizontal separation shall be maintained which is in accord with the plumbing code.

#### Excavation and Backfill

No excavation shall be started until all applications, permits, including street opening permits, have been obtained and the general layout of the work has been carefully planned and agreed upon.

All unusable paving material, large rocks, masonry, roots and other debris, removed during excavation, shall be segregated from the clean earth, usable sod and paving materials, and removed from the site. No such materials shall be used in the backfill.

The trench shall be carefully brought to grade with a minimum of excess excavation and a suitable bed for the pipe or pipes prepared from clean sand and gravel from which all large stones and debris has been removed.

After the pipe has been laid and inspected by BPU personnel, it shall be covered with carefully selected material solidly compacted for a distance of not less than one foot above its top, extreme care being exercised to prevent its disturbance and/or injury.



The balance of the trench may then be filled and compacted for its entire depth by wetting, by tamping, or by combined wetting and tamping, suitable allowance being made for final settlement. The sod shall then be replaced and or top soil and grass seed used to restore the grassed areas as near as possible to their original condition. Paved areas shall be treated with a temporary surfacing or otherwise, as directed by the City Department of Public Services pending final repaving by that department. The BPU may deny any utility service for failure to adhere to the above requirements.

#### Protection to Work and Others

Ample protection shall be provided for all persons having access to the working area. Protection during construction and protection against possible damage due to settlement or disturbance after construction shall be provided. Protection shall be provided for all adjacent piping, trees, shrubs, walks, curbs, buildings, and other structures.

#### Construction of Pits and Manholes Under Special Circumstances

Due to State and Federal regulations regarding confined spaces, the construction of pits and manholes is not allowed, unless the Director gives special written permission, for the installation of water and sewer meters, backflow devices, bypasses, etc.

Pits and manholes installed for use in connection with water and house sewer service lines shall be substantially constructed of masonry, with sidewalls not less than 6 inches in thickness, with suitable conical or reinforced concrete top slabs of ample strength to suit the greatest load to which they may be subjected, and with round cast iron manhole rings and covers of equivalent strength.

Manhole rings and covers shall have clear access openings of not less than 19 inches.

When required to do so, and in addition to the access opening above described, a similarly constructed round cast iron lamp hole ring and cover, with a clear opening of not less than 8 inches, shall be provided and placed as directed. Such openings to be installed for the purpose of meter reading, hand valve operation, etc.

Pits or manholes may be round, oval, square, or rectangular, with a minimum clear inside dimension of 4 feet or more.

| All equipment installed within each pit or manhole shall comply with BPU requirements.

## Section 2

### WATER SUPPLY TAPS AND SERVICES

#### Applications

Applications for installing, replacement, or repair of water taps and services shall be purchased by the property owner, or by a licensed master plumber representing the property owner at the BPU Main Office.

The size and location of water taps and service pipes, the size and location of water meters that are to be used in connection therewith, and the time that such installations are to be made will all be determined by the BPU in conference with the property owner and/or ~~his~~their plumber.

No such installation shall be made during freezing weather or when there is frost in the ground except upon prepayment of a sum estimated as being necessary to defray the extra expense, which may be incurred on account of such freezing weather or frost. Extra expense may be incurred for difficult excavation, dewatering, boring. All additional expenses will be discussed with the Customer.

Water services for corner lots shall be tapped to the nearest water main. By special request, and upon prepayment to the BPU of an amount estimated to represent the extra expense involved on account of the increased distance, permission may be granted for tapping to the farther water main.

#### Fees for Water Taps and Services

All fees for the installation of new water taps and services will be paid in full prior to the scheduling of the job as per Appendix II, "Schedule A – Fees and Charges."

#### Enlarging or Relocating Water Taps and Services

The fee for replacing a smaller water tap and service pipe with a larger one, or for the purpose of relocating the water service, shall be the same as the fee for a new tap and service, plus the cost of removing the tap and service being replaced. No credit will be allowed for any materials, which may be recovered from the replaced service. This fee shall be borne by the Customer.

### New Residential Water Services

All newly constructed single or two-family residences shall be required to be metered. The BPU will furnish a meter or setting device to be installed by the owner and/or the contractor to BPU specifications. Water will not be turned on until the meter and reading device is properly set and inspected by the BPU.

### Meter Setting Device Installation

The BPU will provide a meter setting device for any BPU customer requesting it. A shut off valve will also be installed on the Customer's side and street side of the device. The BPU reserves the right to refuse any installation because of inadequate piping to support the device.

### Construction of Water Services and Metering

For the fee or fees stated in Appendix II, "Schedule A – Fees and Charges," the BPU will install a suitable main connection, a service pipe, and a curb stop or gate valve with an access box located at a point which would normally be placed between the sidewalk and curb or shoulder. From this point the plumber shall install the house service pipe. Water service connections must be made only to water mains maintained by the BPU. Water connections for domestic use are prohibited from private fire protection systems. This requirement is necessary to provide the highest quality water for domestic use.

The Customer's service pipe shall be equal in size or not exceed one size larger than the pipe from the main, and shall be carefully installed in accordance with the best water works practice, with not less than 5 feet of earth cover for its entire buried length. If warranted, the Customer's service pipe can be smaller than the service from the main upon prior approval of the BPU.

Water service pipes shall be terminated with an approved valve in approved frost proof basements, cellars, pits or manholes, into which they are to be carried continuously at a depth of not less than 5 feet.

In houses and other buildings that are constructed without basements or cellars, and where adequate provision can be made for protection against freezing even should the building be unheated for extended periods of time, the following alternate method of terminated house water service pipes is permissible:

The house service pipe shall be run in under the floor slab of the building, at a depth of not less than 5 feet. It shall then be brought up through the floor slab, with a long bend, and terminated with an approved valve located not less than 6" or more than 10" above the floor. All required frost protective measures shall be

installed at the time the service pipe is placed and before the work is finally approved for use.

Each new or rebuilt water service shall be provided with metering connections adjacent to the valve. Provisions shall be made for a meter placement for each unit of building occupancy and each such meter placement shall be provided with its own valve in addition to the main valve.

Meter bars or horns will be furnished by the BPU for installation with all new and rebuilt water services. Meter or meter bar installations must have one valve before and one valve after the meter or meter bar. Such services will not be turned on until the meter bar is installed properly.

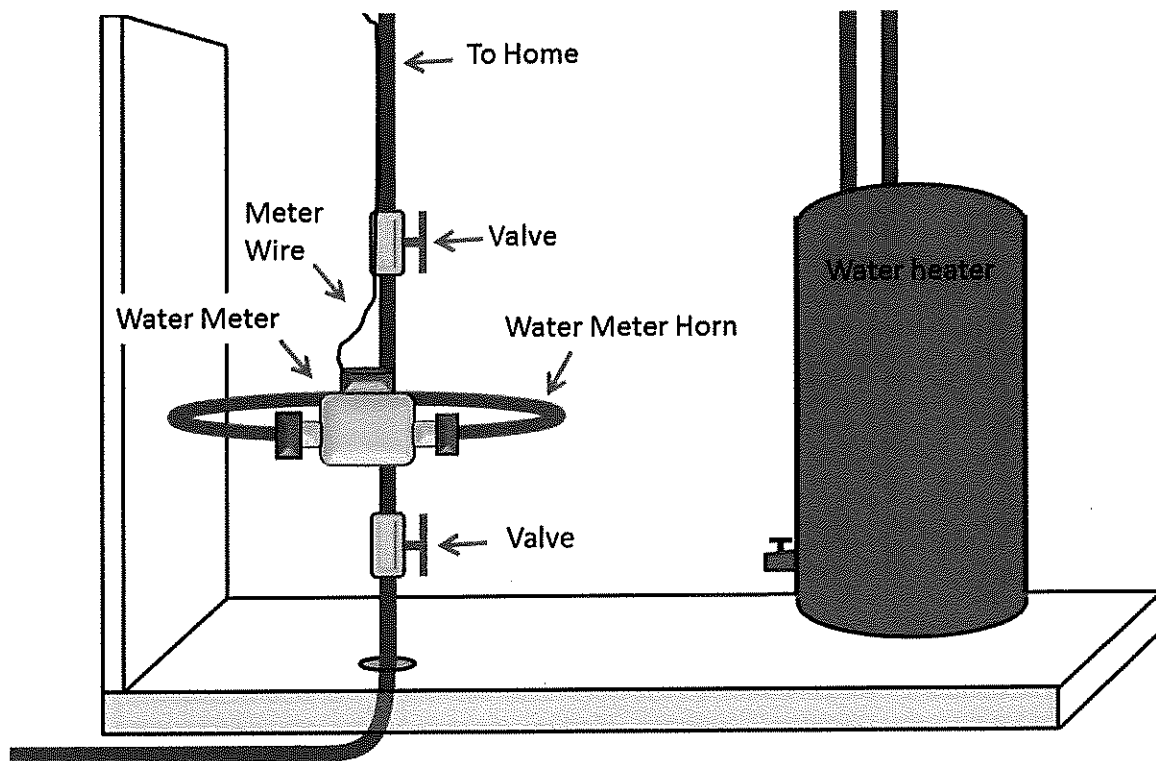
All entrance and meter piping shall be carefully installed in a neat, workmanlike manner and shall be adequately supported so that no undue strains may be placed upon the pipes, valves and/or meters.

Minimum clearances must be maintained between the back wall and wall side edge of the meter being installed. There must also be a minimum clearance of 6" from the bottom of each meter to the floor and a maximum height of 48" from the floor.

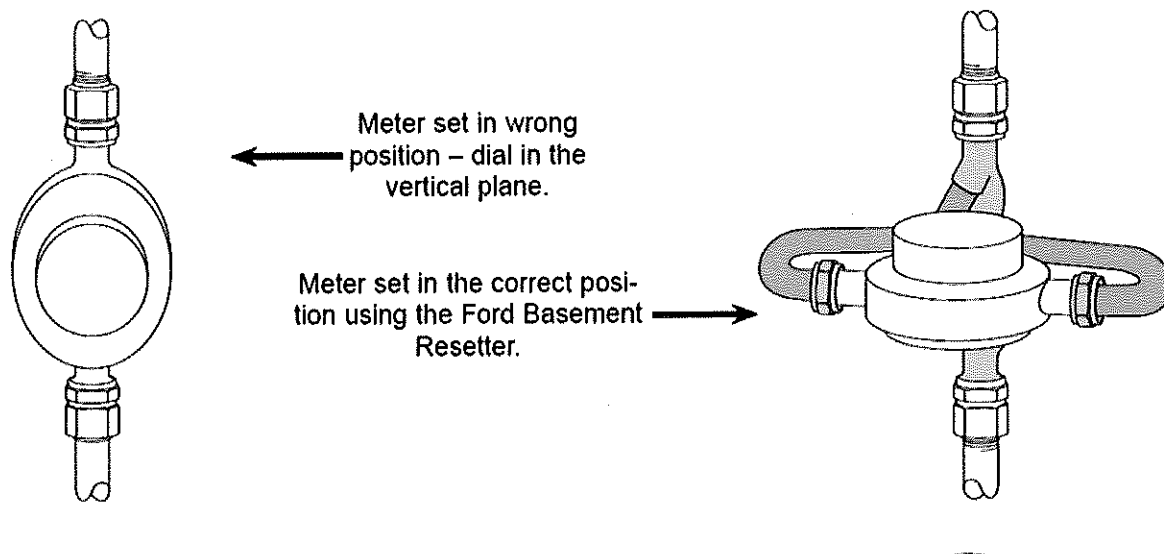
The following clearances must be maintained for proper installation of water meters and meter bars:

Meter Size	Wall Clearance Minimum	Floor Clearance Minimum	Floor Clearance Maximum
5/8 x 3/4	4"	6"	48"
3/4"	5"	6"	48"
1"	6"	6"	48"
1.5"	7"	6"	48"
2"	8"	6"	48"
4"	10"	6"	24"
6"	12"	6"	24"
8"	14"	6"	24"

When a meter by-pass is installed, the following drawing must be followed. There must also be a 16" clearance maintained over the meter, if a by-pass is installed above the meter. No by-pass can be installed on the front side of the meter. The area below or behind the meter is the preferred location for a by-pass.



*Shown above is a typical residential water meter installation. This illustration shows the proper way to install the meter horn or meter setter, as it is also called, in a typical basement or crawl space environment.*



*This illustration shows the improper vertical installation and the proper horizontal installation of the meter horn.*

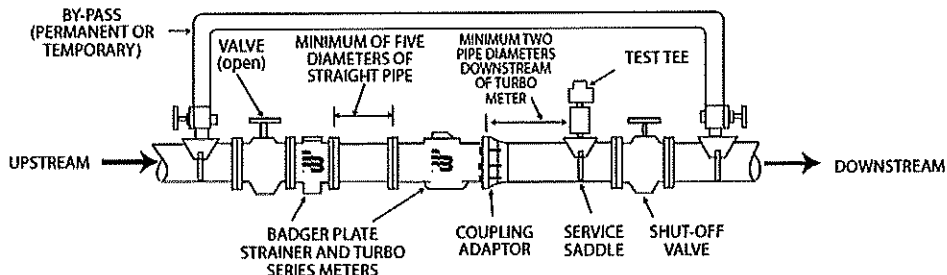


Figure 1: Recommended meter installation

Shown above is the installation for a turbo meter used in large industrial applications with a constant high flow water demand.

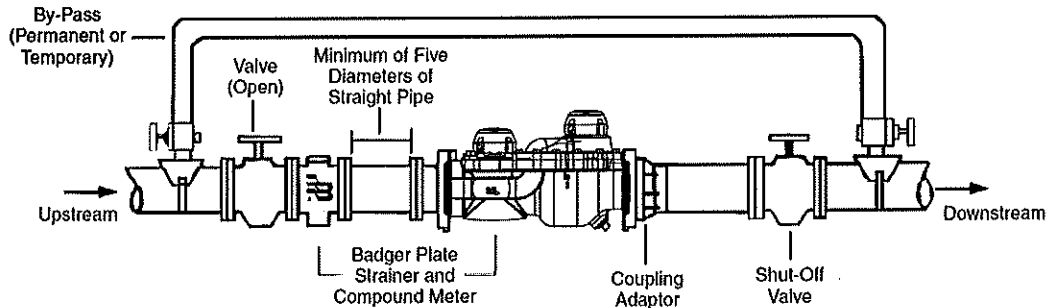


Figure 1: Recommended meter installation

Shown above is the installation for a compound meter used in commercial, industrial, and large environments like apartment complexes, medical facilities, dormitories, and schools.

No water meters shall be installed in basements, cellars, or pits that are not equipped with approved access ladders or stairs, nor in any manner that the meter reader will be required to lift excessively heavy manhole covers or other equipment or to climb into and out of difficult places. Also, the area in front of the meters must be kept clear at all times in order to gain access to them.

Where a water service pipe enters through a basement, cellar, pit or manhole wall, or through a masonry floor, it shall be provided with an approved sleeve, properly joined and pointed with the masonry and thoroughly caulked with a suitable caulking mixture to form a good workmanlike protection for the pipe. Where the pipe enters through the floor the sleeve shall extend above the finished surface of the floor for a distance of not less than 4 inches.

The point of entrance of the water service pipe into the basement, cellar, pit or manhole shall be carefully selected as to suitability and shall at all times be kept free and clear of objectionable storage such as coal, wood, oils, waste materials, and similar items detrimental to the water service equipment and/or limiting access thereto.

## Water Materials

Materials for the construction of new and the replacement of old water supply services and private water systems are limited to the following, with full preference being given to a material selection harmonious with the BPU's material selection for such construction from the main to the curb stop or gate:

- ~~A.~~ A. Cold drawn, soft annealed seamless copper service pipe, in 3/4", 1", 1 1/2" and 2" sizes only, of proper bending temper, u.s. Government Type K, specification WW- T -799, with approved flanged, flared or soldered type bronze connections (minimum Schedule 80 PVC is also acceptable). Each run of pipe shall be, so far as practicable, in one continuous length free from joints and splices.
- A. B. For 2" size and larger -copper service pipe of the type specified in (A) above, or American Water Works Association specification bell and spigot, mechanical, or push-on type joint ductile iron water main, designed for not less than 150 pounds water working pressure.

## Driving Pipes

In the installation of water services no pipe shall be driven or pulled for a distance of more than 50 feet. Any pipe so installed shall be in one continuous length with all coupling and connections left exposed for inspection and such tests that the BPU may order to guarantee a satisfactory job. When a tunnel or pipe of a larger size must first be installed, then the water carrying pipe may be pulled inside of such tunnel or larger pipe and subjected to inspection and test as guarantee of a satisfactory job.

## Taps and Services Under Paving

Before any paving is laid or re-laid in the City of Hillsdale, the BPU may, at its option, extend a suitable water service pipe to the property line in front of each abutting property not then so provided. The owner of the property will be charged with the tap fee that is applicable to such an installation.

The BPU shall in no way be held liable for failure to extend any water supply service in this manner proceeding paving or ~~repaving~~repaving.

## Section 3

# WATER REGULATIONS

### Water Leakage

No water customer shall permit ~~his~~their water supply pipes, connections, or fixtures to be out of repair so that water leakage can occur. Failure to repair within 5 working days may result in discontinuance of service. The BPU may charge a customer an estimated amount for water wasted because of the leak.

No water supply pipes, connections, or fixtures shall be installed unprotected from frost, in unheated rooms or apartments, on outside uninsulated walls, or in any other manner so that water must be left running to prevent freezing.

### Pollution of Water Supply-Cross Connections

See City Ordinance Number:— 13.12.160, 1984-2, and approved Cross Connection Program.

### Curb Boxes

No unauthorized person shall open or attempt to open any curb or gate box. No unauthorized person shall cover or conceal any curb or gate box. At any time it is desired to change the surface grade near any curb or gate box the BPU shall be given proper notice so that the box grade may be changed to correspond.

### Operation of Fire Hydrants

Private Hydrants The operation by the owner of privately owned fire hydrants for other than fire fighting purposes is prohibited except when any one of the following requirements are met:

1. Written permission is obtained from management of the BPU.
2. Verbal permission is obtained by the management of the BPU less than 12 hours prior to actual hydrant operation.
3. Arrangements are made to have a BPU representative present during operations.

In all cases a properly sized hydrant wrench must be used.



BPU Hydrants BPU fire hydrants shall be operated by authorized personnel of the fire department or BPU and such others as may be authorized by the management of the BPU from time to time.

When water is required for construction purposes, etc., and other means of obtaining water is not readily available, application may be made to the BPU for use of water from an existing fire hydrant. It will be the responsibility of BPU personnel to install a meter complete with sill cock and RPZ backflow preventer for the attachment of a garden hose on the fire hydrant and turn the hydrant on.

As soon as the use for which the meter was set is completed, BPU personnel will close the hydrant, check for proper "drain back" and remove the meter.

It will be the responsibility of the person requesting the use of temporary water to pay for the installing, removing, the turning on and off of the hydrant, the water used and any damage which may result from such use as follows:

1. Installation, removal, operation of fire hydrant – billed time/material.
2. Water usage will be charged at the standard rates as published.

If more than one location is required, the same meter will be relocated and the above rate will apply to such location and installation.

#### Use of Shut Off Keys

No unauthorized persons are permitted to use operating wrenches, curb stop keys, or gate keys on any curb stop, gate valve or fire hydrant.

#### Cleaning of Service Pipes

When water customers experience low pressure or stoppage of flow, the BPU shall take steps to restore proper service. The BPU shall not be liable for any damage resulting from such cleaning of the water service.

#### Excess Pressure

No person shall use any pump, ram or other device on any piping system connected with the BPU water piping system, which is capable of producing a pressure in excess of the normal water pressure unless a representative of the BPU is present and is in direct charge of the work.

### Grounding of Electrical Circuits

Where electrical light and power circuits, communication circuits, and radio systems are grounded to the water service pipes, such connections shall be made mechanically and electrically secure and in accordance with the grounding provisions of the National Electrical Code.

All such ground connections shall be made to the service pipe where it enters the building and on the street side of the first valve or fitting.

Any person who removes such ground connection for work in or about the plumbing or electrical system of the building shall do so only after taking proper safeguards against the hazards involved and shall, upon completion of ~~his~~their work, reestablish such connections in accordance with the provisions outlined above.

### Use Limitations

In the event of an emergency, the BPU reserves the right to place any restriction that it deems necessary on the use of city water so that the health, safety and other interests of the water users and of the water supply system may be safeguarded.

## Section 4

### WATER MAIN EXTENSION POLICY

Subject to the BPU's specific approval for each such extension, water mains may be extended for the purpose of supplying fire protection and normal water service provided that:

- A. The water production, treatment and/or pumping facilities are ample and adequate to supply the additional quantity and quality of water, at pressures and rates of flow, that are anticipated as being required to properly supply the new area.
- B. The transmission, feeder and distribution mains which will be called upon to carry water to the new area are sufficient in size and capacity to do so without in any way deteriorating the water service to those presently collected and served by such mains.
- C. Such water main extensions will be made only in public streets and/or right of ways provided for public utilities.

The BPU may contract with sub-dividers to extend water mains in privately owned streets where such streets are for common use and; or may be destined at some future date to become public streets.

It is the purpose of this section to prohibit the installation of water mains on privately owned properties with any part of the cost of such water mains being paid for by the BPU. Extensions to supply fire protection service in factory yards, and to supply water service to properties built in off-street areas with private or semi-private entrance drives are included in this category.

- D. This policy does not apply to water main extensions to be made outside of the corporate limits of the City of Hillsdale.
- E. Except that the BPU may especially contract otherwise, all water mains installed under this policy, even though cost of such installation may be borne in part or in total by others than the BPU, shall be the property of the BPU and shall be responsible for their operation, repair and maintenance throughout their life.

# **SEWER DEPARTMENT**

## **Section 1**

### **SEWER REGULATIONS**

#### Separation of Sewers

No roof water, surface drainage or storm water drainage from any point shall be admitted to or connected with any sanitary sewer. No sanitary sewer waste shall be admitted to, or connected with any storm water sewer. The two systems must be kept entirely separate.

#### Prohibited Connection

No sewer connection shall be made to any septic tank, privy vault, outhouse, cesspool, or to any source of prohibited waste, or directly with any part of the city water supply system.

#### Openings Below Ground Level

No sewer openings or connections shall be installed below the overflow or relief point of any street sewer.

By special permission, closets, urinals, floor drains, laundry tubs, sinks and such other sewer connections as the BPU may deem permissible may be installed below the overflow or relief point of any street sewer when each such connection is equipped with an approved sewage sump which is equipped with proper venting and automatic sewage removal facilities.

#### Stoppage of House Sewers

Removal of stoppages and repairs to house sewers is the responsibility of the property owners. In the event that trouble is found in the wye connection at the street sewer, or in vertical risers extending there from, the property owner shall establish that fact to the satisfaction of the BPU who shall then cause proper repairs to be made at the expense of the BPU.

The BPU shall not be held liable for any expense incurred by the property owner in repairing or removing stoppages in house sewers or for any expense incurred

by him in satisfying the BPU that such damage or stoppage lies within that portion of the sewer system maintained by the BPU.

### Grease Traps

To insure protection of the municipal sewer system, commercial, industrial, and/or institutional restaurants and food service customers may be required to install a grease trap.

## Section 2

### SEWER TAPS AND BUILDING SEWERS

#### General

The sanitary sewers in the City of Hillsdale are generally constructed, operated and maintained by the BPU.

#### Installing Sewer Taps

Sewer tap connection and inspection permits may be obtained by the property owner and placed in the hands of a licensed master plumber, by an owner acting under State Permit as his their own plumber, or by a licensed master plumber acting as agent for a property owner, upon payment of the proper fee.

Such information that the BPU may have relative to sewer tap locations, lateral locations, sewer sizes and grades, are available to the public, however, the BPU will assume no liability for the accuracy of such information.

#### Inspection Fees

Application must be made with the BPU prior to any new construction, rebuild or re-laid work is started that involves reconnection to the BPU provided lateral, wye, or manhole. There is no fee associated with this application, and the inspection will be performed free of charge during normal working hours. If an inspection is needed after normal working hours, the minimum charge set forth in Appendix II, "Schedule A – Fees and Charges" will be applicable. In addition, there may be regular and/or special assessments levied for sewer construction purposes.

#### Connection Fees

Properties which are not located within the limits of a special sewer assessment district and which have never been assessed for or otherwise provided with a sewer connection, may by prepayment of the sum that the BPU may set, be permitted such benefit, providing that all expenses of construction of such connection be borne by the owner of that property. All of the details of such construction and connection shall be subject to the approval of the BPU.

### Stubbing Laterals

In connection with the construction of new sewers and with old sewers, prior to the paving or repaving of any street, the BPU, at their option, may extend such sewer taps or laterals that in their judgment appear necessary, from the main sewer to the curb. The entire cost of such work to be charged to the owner of the benefiting property, and the charges to be collected by special assessment in the event they remain unpaid for one year following their installation.

The BPU shall in no way be held liable for failure to extend any sewer tap or lateral as outline above.

### Inspection of Sewer Connections

In addition to assisting the property owner or ~~his~~their agent in planning the layout of each proposed new sewer connection, the work will also be given a field inspection.

The inspection will be made at the time the connection is made with the wye connection, riser or lateral at the street sewer.

The owner or licensed master plumber named in the tapping application shall notify the BPU of the readiness of the work for inspection and the BPU will within 24 hours, exclusive of Saturdays, Sundays and holidays, make such inspection as required. (Or in following with Appendix II, "Schedule A – Fees and Charges," the inspection may be after normal working hours for the fee specified.)

The BPU may, from time to time, make such other inspections of the work as are deemed necessary and upon disapproval of any part of the work by the inspector, all work on the sewer shall be stopped until proper correction has been made and its approval obtained.

### Point of Connection – Locating Wye

Connections shall be made to the street sewer only at a wye or lateral, which has been provided for the purpose. In the event that no such point of connection has been provided, that the connection cannot be found, or is found to be inaccessible, special permission may be issued by the BPU to tap the main sewer with a new connection, the work of making such tap to be performed to the satisfaction of the BPU's inspector.

In attempting to locate a wye or lateral connection, an excavation shall be made at the point where the records indicate that a connection may be found, such excavation to extend not less than five feet in a dimension parallel to the main sewer and to a depth ample for the purpose. No part of the house sewer trench shall be excavated until the wye or lateral is found or it has been definitely established that it cannot be found.

### Construction of Sewers

Building sewers shall be constructed of socket type premium joint vitrified clay tile, approved cast iron soil pipe, or S-40 PVC or PVC ASTM D3034 (SDR35) approved plastic pipe. All installations shall be sized and constructed to meet the Plumbing Code and the BPU's Rules and Regulations.

The building sewer shall begin at the main sewer in the street, or at the end of the stubbed lateral provided for the purpose, and extend as near as possible in a straight line from that point to the point of connection with a clean-out opening just within the wall from which point the building sewer may be effectively rodded and cleaned for its entire length. The BPU also requires the installation of a clean-out just outside a building wall or foundation.

It is the owner's responsibility to insure the integrity of the existing lateral before connection is made.

The building sewer shall be carefully laid in a compacted bed of select material and shall be brought to grade by tamping under the pipes as they are laid, not less than three joints of pipe being left exposed continually as the work progresses for purposes of inspection and checking of grade, such exposed piping to be fully protected from injury and disturbance if the work is to be left unattended for any length of time. The interior of the pipe and the inside of the pipe joints shall be carefully cleaned as the work progresses and the opening in the pipe shall be kept continually closed with a stopper.

Cast Iron Sewers constructed of cast iron shall meet all of the requirements of the Plumbing Code.

Plastics Sewers constructed of plastic must be S-40 PVC or PVC ASTM D3034 (SDR35) and comply with commercial standard to meet all requirements of the Plumbing Code. The BPU will consider other plastic pipe specifications on an individual basis.

Concrete Work Concrete for encasement and support of sewer pipes shall meet the requirements of the Plumbing Code and BPU approval.



## SCHEDULE A

### FEES AND CHARGES

1. Trip Charge (door hangers, disconnects, etc.)	\$35.00
2. Reconnection Charge (per utility) <i>*normal business hours</i>	\$35.00
3. After-Hour Services <i>If a customer desires to have service outside the normal working hours, he will be informed that the charge will be based on the 2 hour call time of the employee on call.</i>	<u>\$150.00</u> <i>minimum charge</i>
4. <del>Returned Check</del> <u>Non-Sufficient Funds</u> Charge	<del>\$25.00</del> \$50.00
5. Meter Testing Fee <i>If <del>M</del>meters are <del>is</del> tested by an independent source; fee will be actual expense incurred by the Board.</i>	\$50.00
6. New Account Fee	\$25.00
7. Meter Sockets <i>Any socket above the standard 200 amp socket will be charged difference in cost.</i>	
8. Pole Attachment Application Fee	\$25.00 <i>per pole</i>
9. Pole Attachment Annual Fee	<u>\$10.00</u> <i>per pole</i>
10. Single Phase <del>Overhead</del> -Line Extension (footage over 600 feet)	<u>\$4.73</u> <del>4.75</del>

*per ~~per~~ foot overhead*

11. Single Phase Underground Line Extension \$7,509.00  
*per trench foot underground*

12. Three Phase Underground Line Extension  
*Charges will be billed on a build time and material basis per Section 4 – Line Extension Policy*

13. Water Tap – certain circumstances may warrant additional charges.

1”	\$1,500
1.5”	\$1,500
2”	\$1,500
<u>Abandon Line Fee</u>	<u>\$1,500</u>
<i>(Customer is responsible for road repairs.)</i>	

*Any water tap over 2” will be at east the owner’s expense, including concrete and road repairs. An ~~deposit~~ administrative charge of \$2,500-\$500 must be paid at time of application.*

14. Water and Sewer Construction Inspection Fee  
*24-hour notice must be given for requested inspection. There is no fee unless the Customer desires the inspection to be after normal working hours. The fee will then be that as stated in Item #3.*

15. Sewer Tap Inspection Fee  
*24-hour notice must be given for requested inspection. There is no fee unless the Customer desires the inspection to be after normal working hours. The fee will then be that as stated in Item #3.*

16. Prints of Maps \$9.00  
*per sheet (36” x 48”)*  
Photo Printing \$30.00  
*per sheet*

***These fees are subject to annual review.***

# Hillsdale BPU Water Distribution / Wastewater Collections / WWTP

Bill Briggs, Superintendent

Water License: D2,S1 #15686

Wastewater License: B,C,D #18359

## Incident Report

June 2019

### Significant Events Wastewater Collections

Jetted sewer on Dickerson. Roots in lateral.

### Significant Events Wastewater Treatment

### Significant Events Water Distribution

Water service leak repair, removed lead gooseneck Union Street.

Replaced water valve on Galloway near Hillsdale Rd.

Repaired old main break on Carleton Road at Mechanic Street.

Potholing services to confirm material of service.

### Leak Detection Efforts

#### After Hour Call Outs:

Sewer back up on Union and Glendale

Sewer back up on Willow

Sink hole at Reading and South, was storm sewer

### AMI Meter Exchange

### Water Department Operational Report

	2017/2018														
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD		
Raw Water Pump (Gal)	43285000	43069000	42662000	45726000	45801000	44397000	45835000	43414000	46708000	46517000	47459000	44584000	44954750	Avg	40345000
Treated Water (Gal)	39139000	38400000	38500000	41047000	41025000	39266000	40747000	39257000	42210000	41866000	42124000	40545000	40343833	Avg	36078083
Max. Daily (Gal)	1737000	1681000	1875000	2088000	1893000	1618000	1688000	1693000	1883000	1947000	1928000	1772000	2088000	Peak	1998000
Avg. Daily (Gal)	1263000	1239000	1283000	1324000	1368000	1267000	1314000	1402000	1362000	1396000	1359000	1352000	1327417	Avg	1186750
Backwash (Gal)	1200000	1200000	1125000	1275000	1575000	2250000	2175000	1200000	1200000	1400000	1450000	1125000	1431250	Avg	1243750
Water Sold (Gal)	22730099	22689099	22815000	22371001	18861004	19188000	18086005	20674007	19012000	19953004	19823000	19831009	20502769	Avg	21521365
% Treated Sold	59.9	61.0	61.0	56.2	47.8	51.8	46.9	54.3	46.4	49.3	48.7	50.3	52.8	Avg	56.2
% Loss	40.1	39.0	39.0	43.8	52.2	48.2	53.1	45.7	53.6	50.7	51.3	49.7	47.2	Avg	43.8
Raw Iron (mg/l)	3.22	3.45	3.49	3.49	3.51	3.56	3.48	3.62	3.49	3.64	3.55	3.49	3.499167	Avg	3.31
Finished Iron (mg/l)	0.12	0.15	0.2	0.11	0.05	0.12	0.12	0.1	0.17	0.11	0.12	0.21	0.131667	Avg	0.05
SDWA Stand. (mg/l)	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.3	Avg	0.30
% Removal	0.96	0.96	0.94	0.97	0.99	0.97	0.97	0.97	0.95	0.97	0.97	0.94	0.96	Avg	0.98
Raw Mang. (mg/l)	0.23	0.25	0.24	0.25	0.26	0.25	0.25	0.26	0.25	0.26	0.26	0.27	0.25	Avg	0.25
Finished Mang. (mg/l)	0.05	0.05	0.06	0.06	0.07	0.07	0.07	0.07	0.07	0.06	0.06	0.05	0.06	Avg	0.06
SDWA Stand. (mg/l)	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	Avg	0.05
% Removal	78	80	75	76	73	72	72	73	72	77	77	81	76	Avg	78
Chlorine (lb/Mgal)	20.1	20.3	23.4	18.9	22.1	22.3	21.8	19.7	17.8	17.99	18.1	18.2	20.1	Avg	17.2
Phosphate (lb/Mgal)	14.8	15.1	15	15	13.1	15	12.8	15.4	15.1	14.7	14.6	14.65	14.6	Avg	15.1
Pot. Perm. (lb/Mgal)	10.4	11	11.7	10.5	10.2	10.5	10.6	10.6	9	8.7	8.7	8.3	10.0	Avg	11.5
Flouride (lb/Mgal)	3.4	3.4	3.5	3.8	4	3.7	4	4	4	3.9	3.9	3.7	3.8	Avg	4.0

## Wastewater Department Operations Report

	2018/2019												YTD	%	
	Jul	Avg	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
Treated (Gal)	32760000	32827000	33710000	37056000	34861000	35034000	35370000	37298000	40074000	41195000	55865000	48677000	38727250	AVG	43692917
Max. Treated (gal/day)	1239000	1242000	1289000	1612000	1419000	1319000	1414000	1476000	1567000	1689000	2780000	1929000	2780000	MAX	3574000
Avg. Treated (gal/day)	1057000	1059000	1124000	1195000	1162000	1130000	1141000	1332000	1293000	1373000	1802000	1623000	1274250	AVG	1430833
Precipitation (in)	1.15	3.68	3.34	5.32	3.89	1.42	3.32	2.03	3.2	5.72	7.07	4.79	44.93	TOTAL	44.49
Raw SS (mg/l)	124	123	100	121	178	145	128	159	147	158	92	75	129	AVG	216
Final SS (mg/l)	1.7	1.1	0.9	1	1.3	1.3	1.5	2.2	1.2	1.1	1.9	1.3	1.4	AVG	3.3
Permit SS (mg/l)	20	20	20	20	20	30	30	30	30	30	20	20	20	MO. AVG	
% Removal	99	99	99	99	99	99	99	99	99	99	98	98	99	AVG	98
Raw CBOD (mg/l)	106.3	125.9	113.2	122.8	125.8	107.5	104.5	128	130	115.2	65.8	57.4	109	AVG	115
Final CBOD (mg/l)	1.35	1.11	1.02	1.09	1.36	1.61	1.51	2.74	1.74	1.47	1.7	1.1	1.5	AVG	2.3
Permit CBOD (mg/l)	4	4	4	4	4	15	15	15	15	18	4	4	4	MO. AVG	
% Removal	99	99	99	99	99	99	99	98	99	99	97	98	99	AVG	98
Raw Phosphorus (mg/l)	3.8	4	4.2	4.6	4.7	4.3	4	4.4	4.7	4.3	3.4	2.5	4.1	AVG	3.9
Final Phosphorus (mg/l)	0.89	0.8	0.9	0.5	0.4	0.6	0.6	0.6	0.58	0.5	0.7	0.5	0.63	AVG	0.61
Permit Phosphorus (mg/l)	1	1	1	1	1	1	1	1	1	1	1	1	1	MO. AVG	
% Removal	77	80	79	89	91	86	85	86	88	88	79	80	84	AVG	83
Raw Ammonia (mg/l)	13.5	17.9	21.1	23.1	22.3	23.5	22.3	22.2	21.6	21.3	17	18.6	20.4	AVG	18.9
Final Ammonia (mg/l)	0.1	0.2	0.3	0.1	0.1	0.1	0.2	1.1	0.2	0.4	0.2	0.1	0.3	AVG	0.3
Permit Ammonia (mg/l)	0.5	0.5	0.5	0.5	0.5	8.6	8.6	8.6	8.6	9.1	0.5	0.5		MO. AVG	
% Removal	99	99	99	100	100	100	99	95	99	98	99	99	99	AVG	98
Final Mercury (ng/l)	0.78	0.87	0.81	0.67	<0.50	0.72	0.89	1.2	0.64	0.5	0.7	0.75	0.78	12 Mo. AVG	0.94
Permit Mercury (ng/l)	2	2	2	2	2	2	2	2	2	2	2	2	2	12 Mo. AVG	
Sludge - Digest (gal)	0	0	0	0	0	164687	122331	113347	142023	197815	142811	135097	1018111	AVG	0
Sludge - Land (gal)	0	0	0	1094500	0	0	0	0	756500	0	0	0	1851000	TOTAL	2074500
Sludge - Dry Tons	0	0	0	130	0	0	0	0	54.9	0	0	0	184.9	TOTAL	347.5
Ferrous Chlor. (gal/Mgal)	77.8	83.9	112.8	54.5	37.5	36.5	28.8	35.7	33.1	23.8	21.9	34.4	48.4	AVG	30.5
CL2 (lb/Mgal)	21.4	17.1	15.7	15.25	12.6	17.8	17.4	21.6	18	14.7	14.8	15.2	16.8	AVG	19.7
SO2 (lb/Mgal)	6.9	4.4	8.1	4.9	4.5	4.3	4.6	4.6	5.2	4.6	3.7	3.8	5.0	AVG	4.5

# Electric Distribution Report

June

7/2/2019

HILLSDALE BOARD OF PUBLIC UTILITIES

Electric Distribution Superintendent

Chad Culbert

## Operations Report for June 2019

- The Hi-Rise substation is now complete and in service. The large wooden structure has been replaced with a self-supporting 4 pole structure. The substation now houses a 2500KVA transformer, a pad mounted switch gear along with the regulators that were originally in service at this location.
- Crews have begun installing the new capacitors online and we plan to have five new locations working by the end of July.
- Bisbee infrared completed the annual inspection of substations and other key electrical equipment

## Incident Report for June 2019

- 14 outage events for the month
- Tree issues were the leading cause with 7 incidents

## Upcoming Field Projects

- Spraying of substations for weed control
- Fusing installation at the fairgrounds.
- Finishing capacitor installation

## Monthly Outage Numbers

<u>June IEEE Results</u>		<u>Yearly IEEE Results</u>
ASAI	99.9965%	99.9894 %
CAIDI	81.456 min	65.459 min
SAIDI	1.455 min	27.349 min
SAIFI	0.0179	0.418

# Power Plant Monthly Report for June

---

Ran engines 5 and 6 for a total of 2.8 hours this month. Both engines performed well.

Bisbee came in and did infrared heat testing on electrical equipment in power plant. There were a couple of issues found and were fixed by the end of the day.

Had a meeting With Claire Dijak, from EGLE, about decommissioning piping intake from lake to power plant. Waiting to receive water testing requirements to move forward.

Sealed up holes in cooling tower where birds were making nest causing the nozzles to get plugged.

Rick Wall from Utilities Instrumentation Services was here to complete routine maintenance on 13,200 breakers.



**Production & Operating Report**

**June**

Unit	Total KW	On Gas	Test Hours	Fuel Consumption		Eng Hrs
				Gas (MCF)	Oil(Gals)	
5	14317.25	13323.69	2.8	112	131	2.9
6	14272.5	13321.130	2.7	111	232	2.7
Stand By			2		14	2
Boiler				0		
<b>Total</b>	<b>28589.75</b>	<b>26644.82</b>	<b>5.5</b>	<b>223</b>	<b>363</b>	<b>5.6</b>

**Year-to-Date Totals, January 1st thru December 31st**

Unit	Total KW	On Gas	Test Hours	Fuel Consumption		Eng Hrs
				Gas (MCF)	Oil(Gals)	
5	64532.942	54488.24	2.8	435	924	13.2
6	66276.5	59004.870	2.7	507	1302	13.1
Stand By			12.5		87.5	12.5
Boiler				1533.4		
<b>Total</b>	<b>130809.442</b>	<b>113493.11</b>	<b>5.5</b>	<b>2475.4</b>	<b>2226</b>	<b>26.3</b>

**Measurement**

**Fuel Tank Level April 2019**

4.600 **29,677.36** Gallons

**Gas Usage this Month%**

Unit 5            50%  
 Unit6            50%  
 Boiler            0%

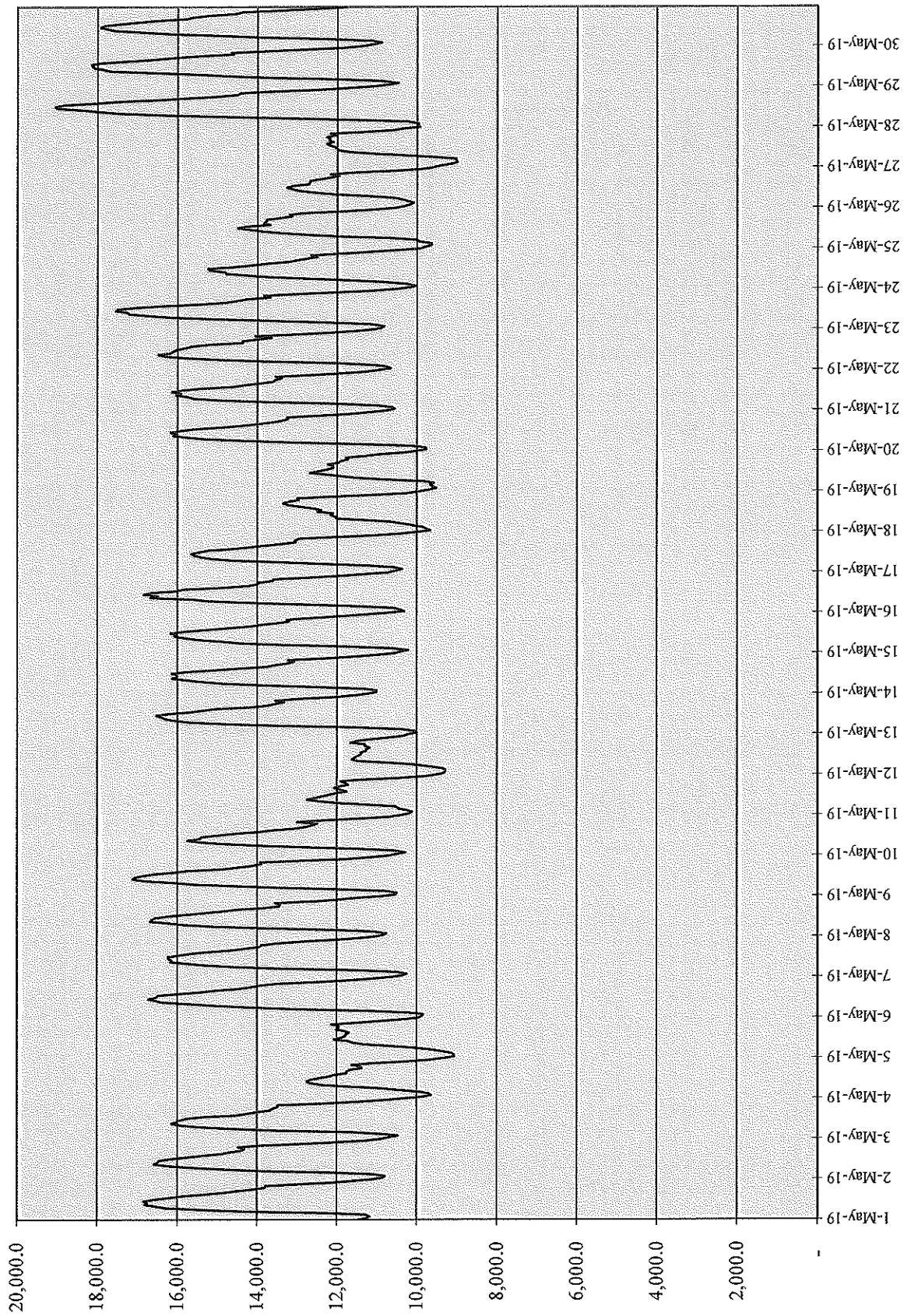
**Fuel Usage this Month%**

Unit 5            36%  
 Unit6            64%

RATE STABILIZATION FUND BALANCEMEMBER TOTALHILLSDALE

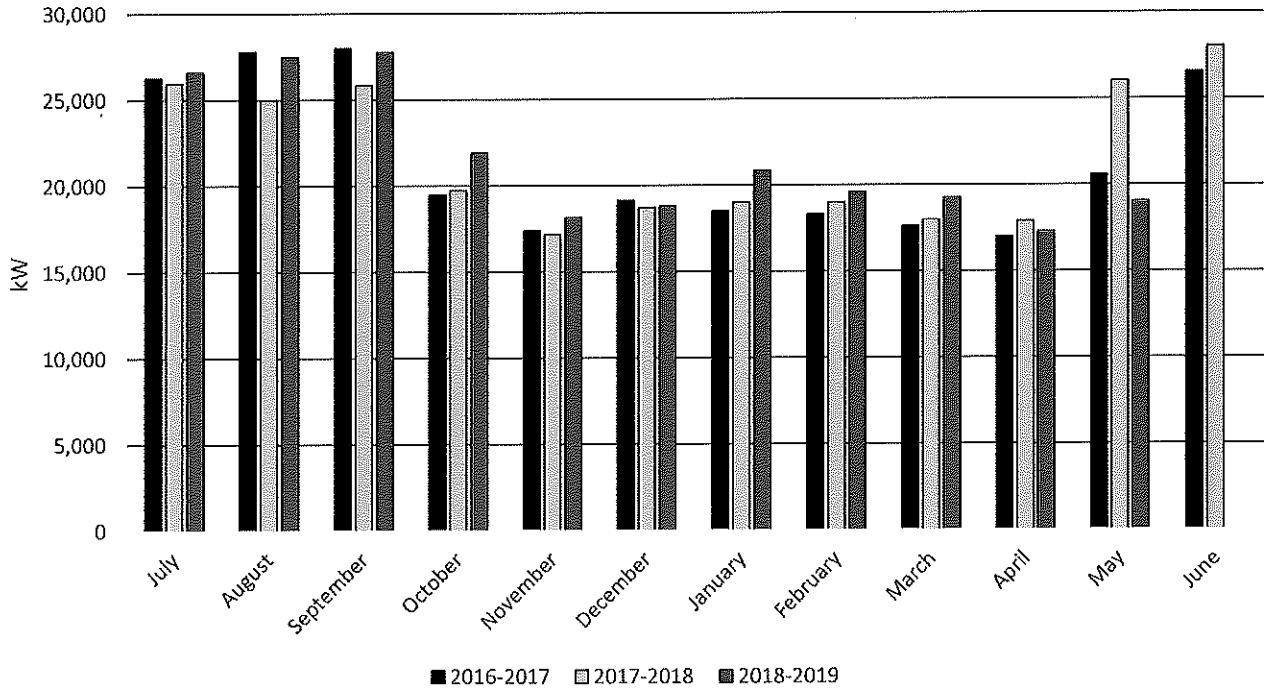
DATE	DEPOSIT (\$)	INTEREST RATE (%)	INTEREST (\$)	WITHDRAWAL (\$)	BALANCE (\$)	DEPOSIT (\$)	INTEREST (\$)	WITHDRAWAL (\$)	BALANCE (\$)
Jul-17	7,017	1.355	9,053	0	8,033,730	0	2,324	0	2,060,132
Aug-17	57,689	1.351	9,071	0	8,100,490	47,975	2,326	0	2,110,433
Sep-17	148,350	1.355	9,120	0	8,257,960	84,352	2,376	0	2,197,162
Oct-17	119,478	1.314	9,325	0	8,386,763	90,181	2,481	0	2,289,823
Nov-17	1,594,694	1.339	9,184	0	9,990,641	448,931	2,507	0	2,741,262
Dec-17	38,816	1.446	11,148	0	10,040,605	30,760	3,059	0	2,775,081
Jan-18	341,190	1.360	12,099	0	10,393,894	96,479	3,344	0	2,874,904
Feb-18	303,625	1.433	11,780	0	10,709,299	0	3,258	0	2,878,162
Mar-18	584,662	1.515	12,789	0	11,306,749	0	3,437	0	2,881,599
Apr-18	323,084	1.532	14,275	1,000,000	10,644,108	0	3,638	0	2,885,237
May-18	6,237	1.640	13,589	23,247	10,640,687	0	3,683	0	2,888,920
Jun-18	29,083	1.693	14,542	5	10,684,307	0	3,948	0	2,892,869
Jul-18	47,660	1.711	15,074	0	10,747,041	0	4,081	0	2,896,950
Aug-18	71,784	1.716	15,323	0	10,834,148	0	4,131	0	2,901,081
Sep-18	106,855	1.752	15,493	0	10,956,496	0	4,149	0	2,905,229
Oct-18	15,201	1.809	15,996	11,844	10,975,849	0	4,242	0	2,909,471
Nov-18	6,537	1.907	16,546	44,591	10,954,342	0	4,386	0	2,913,857
Dec-18	7,492	1.989	17,408	134,158	10,845,084	0	4,631	49,404	2,869,083
Jan-19	7,952	1.966	17,976	1,246,541	9,624,470	0	4,756	60,072	2,813,767
Feb-19	322,874	1.954	15,768	0	9,963,112	0	4,610	0	2,818,377
Mar-19	175,441	1.945	16,223	2,300,000	7,854,776	0	4,589	2,300,000	522,966
Apr-19	316,836	1.881	12,731	684,654	7,499,689	0	848	0	523,813
May-19	17,651	1.890	11,756	0	7,529,096	0	821	0	524,634
Jun-19	34,427	0.000	11,858	127,516	7,447,865	0	826	0	525,461
	27,762,964		3,575,362	23,890,461	7,447,865	5,258,707	576,155	5,309,402	525,461

Hillsdale Net kWh

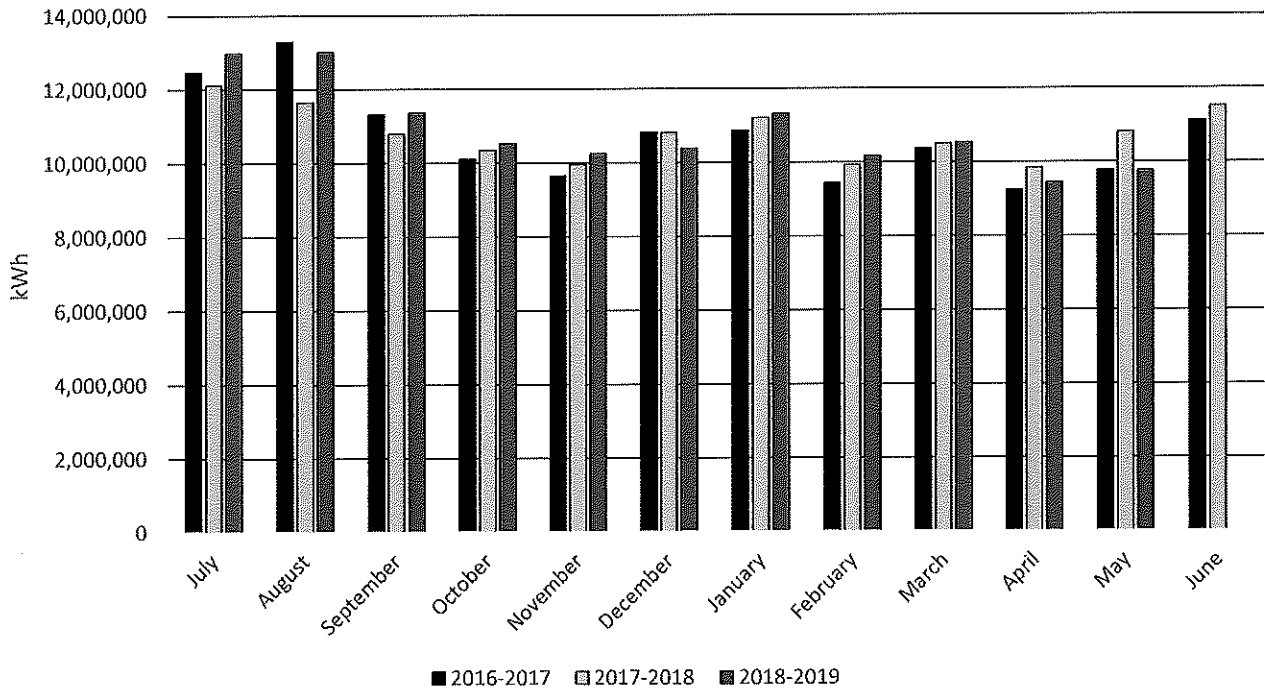


# Hillsdale - Demand and Energy History

## Peak Demand (kW)



## Energy (kWh)



**MEMBERS PEAK DEMAND**  
(THIS MONTH VS THIS MONTH LAST YEAR)

Year	Month	<u>CLINTON</u>		<u>COLDWATER</u>		<u>HILLSDALE</u>		<u>MARSHALL</u>		<u>UNION CITY</u>		<u>MEMBER TOTAL</u>		<u>MEMBER COINCIDENT</u>	
		Demand (KW)	Chg. (%)	Demand (KW)	Chg. (%)	Demand (KW)	Chg. (%)	Demand (KW)	Chg. (%)	Demand (KW)	Chg. (%)	Demand (KW)	Chg. (%)	Demand (KW)	Chg. (%)
2017	JULY	5,362	-1.9	63,204	2.6	25,952	-1.2	22,666	-1.6	3,821	-3.8	121,005	0.5	117,021	-2.3
	AUG.	5,016	-14.5	67,485	4.2	24,960	-10.2	22,001	-7.8	3,671	-13.1	123,133	-2.6	122,665	-1.6
	SEPT.	5,531	-5.9	70,092	-8.9	25,834	-7.7	22,382	-10.1	3,600	-8.8	127,439	-8.7	124,955	0.0
	OCT.	4,108	9.1	90,515	15.5	19,712	1.3	17,846	2.9	2,487	9.6	134,668	11.1	128,096	9.1
	NOV.	3,738	-3.0	89,595	13.0	17,184	-1.3	15,732	-0.5	2,652	4.9	128,901	8.4	127,049	9.6
	DEC.	4,005	-1.3	89,543	9.7	18,720	-2.1	16,573	-1.7	2,918	-4.3	131,759	5.7	130,389	5.8
	JAN.	4,183	4.4	92,944	14.1	19,008	2.6	17,036	5.3	3,065	9.3	136,236	10.8	134,760	11.3
	FEB.	4,034	2.3	92,826	15.8	19,008	3.8	16,425	-0.7	2,715	-1.3	135,008	10.9	133,689	11.2
	MAR.	3,843	-3.9	91,598	14.7	17,984	2.0	16,201	0.2	2,499	-0.2	132,125	9.9	130,863	9.9
	APR.	3,622	2.3	89,555	14.9	17,888	5.3	16,015	-0.1	2,293	5.8	129,373	10.9	128,483	11.3
	MAY	5,605	33.4	88,777	61.5	26,026	26.5	22,593	14.6	3,414	41.2	146,415	43.7	130,285	29.0
	JUNE	5,767	7.3	76,053	22.4	28,040	5.7	23,238	-1.7	3,949	8.2	137,047	13.0	136,684	13.0
<b>YTD PEAK</b>		<b>5,767</b>	<b>-1.9</b>	<b>92,944</b>	<b>13.9</b>	<b>28,040</b>	<b>0.1</b>	<b>23,238</b>	<b>-6.6</b>	<b>3,949</b>	<b>-6.5</b>	<b>146,415</b>	<b>4.9</b>	<b>136,684</b>	<b>9.4</b>
2018	JULY	5,994	11.8	73,747	16.7	26,624	2.6	21,634	-4.6	4,121	7.9	132,120	9.2	130,987	11.9
	AUG.	5,551	10.7	75,353	11.7	27,488	10.1	23,459	6.6	4,038	10.0	135,889	10.4	135,003	10.1
	SEPT.	5,872	6.2	79,416	13.3	27,744	7.4	23,656	5.7	3,554	-1.3	140,242	10.0	134,120	7.3
	OCT.	4,510	9.8	91,450	1.0	21,920	11.2	18,986	6.4	2,658	6.9	139,524	3.6	132,844	3.7
	NOV.	3,536	-5.4	100,728	12.4	18,144	5.6	16,515	5.0	2,794	5.4	141,717	9.9	140,894	10.9
	DEC.	3,647	-8.9	101,828	13.7	18,784	0.3	16,726	0.9	2,969	1.7	143,954	9.3	142,587	9.4
2019	JAN.	3,993	-4.5	102,481	10.3	20,864	9.8	17,351	1.8	3,148	2.7	147,837	8.5	145,462	7.9
	FEB.	3,802	-5.8	101,698	9.6	19,584	3.0	16,735	1.9	2,644	-2.6	144,463	7.0	144,009	7.7
	MAR.	3,675	-4.4	101,110	10.4	19,257	7.1	16,927	4.5	2,712	8.5	143,681	8.7	143,161	9.4
	APR.	3,317	-8.4	96,126	7.3	17,280	-3.4	15,287	-4.5	2,109	-8.0	134,119	3.7	132,183	2.9
	MAY	3,580	-36.1	72,063	-18.8	19,040	-26.8	16,154	-28.5	2,004	-41.3	112,841	-22.9	107,830	-17.2
	JUNE	0	NA	0	NA	0	NA	0	NA	0	NA	0	NA	0	NA
<b>YTD PEAK</b>		<b>5,994</b>	<b>3.9</b>	<b>102,481</b>	<b>10.3</b>	<b>27,744</b>	<b>-1.1</b>	<b>23,656</b>	<b>1.8</b>	<b>4,121</b>	<b>4.4</b>	<b>147,837</b>	<b>1.0</b>	<b>145,462</b>	<b>6.4</b>

**MEMBER ENERGY USAGE**  
(THIS MONTH VS THIS MONTH LAST YEAR)

Year	Month	<u>CLINTON</u>			<u>COLDWATER</u>			<u>HILLSDALE</u>			<u>MARSHALL</u>			<u>UNION CITY</u>			<u>MEMBER TOTAL</u>		
		Energy (KWHRS)	Chg. (%)	Energy (KWHRS)	Chg. (%)	Energy (KWHRS)	Chg. (%)	Energy (KWHRS)	Chg. (%)	Energy (KWHRS)	Chg. (%)	Energy (KWHRS)	Chg. (%)	Energy (KWHRS)	Chg. (%)	Energy (KWHRS)	Chg. (%)		
<u>2017</u>	JULY	2,428,014	-5.6	32,820,117	6.1	12,116,375	-2.8	10,778,020	-2.6	1,665,468	-2.2	59,807,994	1.8	1,665,468	-2.2	59,807,994	1.8		
	AUG.	2,259,470	-15.4	35,357,874	2.4	11,647,443	-12.3	10,539,870	-11.0	1,610,355	-4.1	61,415,012	-4.0	1,610,355	-4.1	61,415,012	-4.0		
	SEPT.	2,060,056	-5.3	33,487,618	6.7	10,793,122	-4.7	9,577,384	-3.7	1,260,739	-1.9	57,178,919	1.9	1,260,739	-1.9	57,178,919	1.9		
	OCT.	1,972,484	2.8	39,517,515	10.3	10,341,195	2.4	9,149,892	1.6	1,228,499	-0.4	62,209,585	7.1	1,228,499	-0.4	62,209,585	7.1		
	NOV.	2,004,418	3.9	43,770,286	16.3	9,958,512	3.3	8,646,901	1.4	1,414,571	6.8	65,794,688	11.4	1,414,571	6.8	65,794,688	11.4		
	DEC.	2,267,414	1.8	46,019,446	7.8	10,806,097	-0.2	9,111,384	-1.2	1,588,645	1.4	69,792,986	4.9	1,588,645	1.4	69,792,986	4.9		
	<u>2018</u>	JAN.	2,337,752	5.7	48,782,616	10.1	11,208,326	3.1	9,664,031	2.3	1,612,883	6.9	73,605,608	7.7	1,612,883	6.9	73,605,608	7.7	
		FEB.	2,017,701	4.4	43,290,247	24.1	9,928,553	5.2	8,478,763	0.9	1,357,620	5.1	65,072,884	16.3	1,357,620	5.1	65,072,884	16.3	
		MAR.	2,010,189	-4.2	43,191,137	26.8	10,502,838	1.2	9,126,617	-0.4	1,406,878	-0.3	66,237,659	16.0	1,406,878	-0.3	66,237,659	16.0	
		APR.	1,828,036	1.1	40,954,442	36.2	9,845,184	6.6	8,638,702	4.4	1,247,469	8.8	62,513,833	23.7	1,247,469	8.8	62,513,833	23.7	
		MAY	2,090,073	9.6	38,296,112	33.1	10,815,832	10.6	9,542,765	6.7	1,255,834	7.3	62,000,616	22.6	1,255,834	7.3	62,000,616	22.6	
		JUNE	2,267,799	4.6	35,947,761	15.7	11,506,914	3.5	9,985,399	-1.8	1,376,184	-1.9	61,084,057	9.2	1,376,184	-1.9	61,084,057	9.2	
<b>YTD TOTAL</b>	<b>25,543,406</b>	<b>-0.3</b>	<b>481,435,171</b>	<b>15.7</b>	<b>129,470,391</b>	<b>0.8</b>	<b>113,239,728</b>	<b>-0.7</b>	<b>17,025,145</b>	<b>1.8</b>	<b>766,713,841</b>	<b>9.4</b>	<b>17,025,145</b>	<b>1.8</b>	<b>766,713,841</b>	<b>9.4</b>			
<u>2018</u>	JULY	2,585,875	6.5	37,325,723	13.7	12,984,825	7.2	11,015,697	2.2	1,827,325	9.7	65,739,445	9.9	1,827,325	9.7	65,739,445	9.9		
	AUG.	2,544,642	12.6	39,933,734	12.9	13,009,875	11.7	11,341,913	7.6	1,749,123	8.6	68,579,287	11.7	1,749,123	8.6	68,579,287	11.7		
	SEPT.	2,085,584	1.2	38,043,871	13.6	11,357,306	5.2	9,681,480	1.1	1,349,838	7.1	62,518,079	9.3	1,349,838	7.1	62,518,079	9.3		
	OCT.	1,935,217	-1.9	46,169,089	16.8	10,529,472	1.8	9,030,558	-1.3	1,307,404	6.4	68,971,740	10.9	1,307,404	6.4	68,971,740	10.9		
	NOV.	1,847,254	-7.8	48,970,316	11.9	10,243,959	2.9	8,662,261	0.2	1,498,316	5.9	71,222,106	8.2	1,498,316	5.9	71,222,106	8.2		
	DEC.	1,985,815	-12.4	53,995,750	17.3	10,379,776	-3.9	8,932,826	-2.0	1,590,340	0.1	76,884,507	10.2	1,590,340	0.1	76,884,507	10.2		
<u>2019</u>	JAN.	2,062,390	-11.8	56,864,844	16.6	11,324,676	1.0	9,621,841	-0.4	1,605,968	-0.4	81,479,719	10.7	1,605,968	-0.4	81,479,719	10.7		
	FEB.	1,833,710	-9.1	50,057,277	15.6	10,169,056	2.4	8,704,964	2.7	1,411,310	4.0	72,176,317	10.9	1,411,310	4.0	72,176,317	10.9		
	MAR.	1,938,777	-3.6	49,458,638	14.5	10,524,918	0.2	9,071,347	-0.6	1,404,378	-0.2	72,398,058	9.3	1,404,378	-0.2	72,398,058	9.3		
	APR.	1,731,603	-5.3	37,316,160	-8.9	9,443,008	-4.1	8,160,388	-5.5	1,139,327	-8.7	57,790,486	-7.6	1,139,327	-8.7	57,790,486	-7.6		
	MAY	1,748,598	-16.3	35,180,405	-8.1	9,767,767	-9.7	8,630,362	-9.6	1,133,116	-9.8	56,460,248	-8.9	1,133,116	-9.8	56,460,248	-8.9		
	JUNE	0	NA	0	NA	0	NA	0	NA	0	NA	0	NA	NA	0	NA	0	NA	
<b>YTD TOTAL</b>	<b>22,299,465</b>	<b>-4.2</b>	<b>493,315,807</b>	<b>10.7</b>	<b>119,734,638</b>	<b>1.5</b>	<b>102,853,637</b>	<b>-0.4</b>	<b>16,016,445</b>	<b>2.3</b>	<b>754,219,992</b>	<b>6.9</b>	<b>16,016,445</b>	<b>2.3</b>	<b>754,219,992</b>	<b>6.9</b>			

**MEMBER ENERGY USAGE**  
(YEAR TO DATE - RUNNING AVERAGE)

Year	Month	<u>CLINTON</u>			<u>COLDWATER</u>			<u>HILLSDALE</u>			<u>MARSHALL</u>			<u>UNION CITY</u>			<u>MEMBER TOTAL</u>		
		Energy (KWHRS)	Chg. (%)		Energy (KWHRS)	Chg. (%)		Energy (KWHRS)	Chg. (%)		Energy (KWHRS)	Chg. (%)		Energy (KWHRS)	Chg. (%)		Energy (KWHRS)	Chg. (%)	
<u>2017</u>	JULY	2,428,014	-5.6		32,820,117	6.1	12,116,375	-2.8	10,778,020	-2.6	1,665,468	-2.2	59,807,994	1.8					
	AUG.	2,259,470	-10.6		35,357,874	4.2	11,647,443	-7.7	10,539,870	-6.9	1,610,355	-3.1	61,415,012	-1.2					
	SEPT.	2,060,056	-9.1		33,487,618	5.0	10,793,122	-6.8	9,577,384	-5.9	1,260,739	-2.8	57,178,919	-0.2					
	OCT.	1,972,484	-6.6		39,517,515	6.4	10,341,195	-4.8	9,149,892	-4.3	1,228,499	-2.3	62,209,585	1.6					
	NOV.	2,004,418	-4.8		43,770,286	8.6	9,958,512	-3.5	8,646,901	-3.3	1,414,571	-0.6	65,794,688	3.5					
	DEC.	2,267,414	-3.7		46,019,446	8.5	10,806,097	-2.9	9,111,384	-3.0	1,588,645	-0.3	69,792,986	3.8					
<u>2018</u>	JAN.	2,337,752	-2.4		48,782,616	8.7	11,208,326	-2.1	9,664,031	-2.3	1,612,883	0.8	73,605,608	4.4					
	FEB.	2,017,701	-1.7		43,290,247	10.6	9,928,553	-1.3	8,478,763	-1.9	1,357,620	1.3	65,072,884	5.8					
	MAR.	2,010,189	-1.9		43,191,137	12.3	10,502,838	-1.0	9,126,617	-1.8	1,406,878	1.1	66,237,659	6.8					
	APR.	1,828,036	-1.7		40,954,442	14.3	9,845,184	-0.4	8,638,702	-1.2	1,247,469	1.7	62,513,833	8.3					
	MAY	2,090,073	-0.8		38,296,112	15.7	10,815,832	0.5	9,542,765	-0.5	1,255,834	2.2	62,000,616	9.4					
	JUNE	2,267,799	-0.3		35,947,761	15.7	11,506,914	0.8	9,985,399	-0.7	1,376,184	1.8	61,084,057	9.4					
	YTD TOTAL	25,543,406	-0.3		481,435,171	15.7	129,470,391	0.8	113,239,728	-0.7	17,025,145	1.8	766,713,841	9.4					
<u>2018</u>	JULY	2,585,875	0.0		37,325,723	15.6	12,984,825	1.1	11,015,697	-0.5	1,827,325	2.2	65,739,445	9.4					
	AUG.	2,544,642	0.5		39,933,734	15.5	13,009,875	1.5	11,341,913	-0.2	1,749,123	2.5	68,579,287	9.5					
	SEPT.	2,085,584	0.5		38,043,871	15.4	11,357,306	1.7	9,681,480	-0.1	1,349,838	2.6	62,518,079	9.5					
	OCT.	1,935,217	0.4		46,169,089	15.5	10,529,472	1.7	9,030,558	-0.2	1,307,404	2.7	68,971,740	9.5					
	NOV.	1,847,254	0.2		48,970,316	15.3	10,243,959	1.7	8,662,261	-0.2	1,498,316	2.9	71,222,106	9.5					
	DEC.	1,985,815	-0.3		53,995,750	15.4	10,379,776	1.5	8,932,826	-0.2	1,590,340	2.7	76,884,507	9.5					
<u>2019</u>	JAN.	2,062,390	-0.7		56,864,844	15.5	11,324,676	1.5	9,621,841	-0.2	1,605,968	2.6	81,479,719	9.6					
	FEB.	1,833,710	-0.9		50,057,277	15.5	10,169,056	1.5	8,704,964	-0.2	1,411,310	2.7	72,176,317	9.6					
	MAR.	1,938,777	-1.0		49,458,638	15.5	10,524,918	1.5	9,071,347	-0.2	1,404,378	2.6	72,398,058	9.6					
	APR.	1,731,603	-1.1		37,316,160	14.7	9,443,008	1.3	8,160,388	-0.3	1,139,327	2.3	57,790,486	9.1					
	MAY	1,748,598	-1.5		35,180,405	14.0	9,767,767	1.0	8,630,362	-0.6	1,133,116	2.0	56,460,248	8.6					
	JUNE	0	NA		0	NA	0	NA	0	NA	0	NA	0	NA					
	YTD TOTAL	22,299,465	-4.2		493,315,807	10.7	119,734,638	1.5	102,853,637	-0.4	16,016,445	2.3	754,219,992	6.9					

HILLSDALE BILLING REPORT

Service Month May-19  
Billing Month Jun-19

	THIS MONTH			LAST MONTH			YEAR TO DATE		
	FY 2019	FY 2018	Variance	FY 2019	FY 2018	Variance	FY 2019	FY 2018	Variance
<b>DEMAND (KW)</b>	19,040	26,026	-26.8%	17,280	17,888	-3.4%	27,744	26,026	6.6%
<b>ENERGY (KWH)</b>									
Project I	0	0	0.0%	0	0	0.0%	0	0	0.0%
Project IV	0	0	0.0%	0	0	0.0%	0	0	0.0%
Menominee	539,705	695,611	-22.4%	455,576	680,183	-33.0%	4,952,670	7,009,846	-29.3%
Oconto Falls	521,269	467,114	11.6%	516,315	481,152	7.3%	3,809,776	4,168,817	-8.6%
Prairie State	0	0	0.0%	0	0	0.0%	0	0	0.0%
AFEC	3,616,967	5,159,193	-29.9%	5,367,095	6,153,693	-12.8%	54,972,447	47,638,609	15.4%
AMP Hydro 1	1,104,558	1,399,870	-21.1%	899,415	267,186	236.6%	10,688,819	13,088,378	-18.3%
AMP Hydro 2 Greenup	137,328	136,206	0.8%	98,766	35,955	174.7%	1,219,400	1,648,941	-26.0%
AMP Hydro 2 Meldahl	332,303	317,442	4.7%	300,183	82,429	264.2%	2,741,167	2,796,591	-2.0%
AMP Solar	0	0	0.0%	0	0	0.0%	0	0	0.0%
Supplemental	3,725,561	3,076,354	21.1%	2,211,921	2,309,665	-4.2%	42,737,405	42,676,383	0.1%
MISO Sales	(209,925)	(435,959)	51.8%	(406,263)	(165,078)	-146.1%	(1,387,046)	(1,064,088)	-30.4%
<b>Total Billing</b>	<b>9,767,767</b>	<b>10,815,832</b>	<b>-9.7%</b>	<b>9,443,008</b>	<b>9,845,184</b>	<b>-4.1%</b>	<b>119,734,638</b>	<b>117,963,477</b>	<b>1.5%</b>
<b>FIXED COSTS</b>									
Project IV Debt service	0	0	0.0%	0	0	0.0%	0	0	0.0%
Prairie State Debt service/Capacity Credit	0	0	0.0%	0	0	0.0%	0	0	0.0%
AFEC Debt service/Capacity Credit	4,470	15,444	-71.1%	5,870	16,518	-64.5%	60,328	165,822	-63.6%
AMP Hydro 1 Debt Serv/Capacity Cr	198,520	200,150	-0.8%	198,637	200,232	-0.8%	2,186,893	2,138,001	2.3%
AMP Greenup Debt Serv/Capacity Cr	8,043	7,833	2.7%	8,103	7,883	2.8%	85,881	79,293	8.3%
AMP Meldahl Debt Serv/Capacity Cr	21,947	22,743	-3.5%	22,059	22,830	-3.4%	242,441	250,902	-3.4%
AMP Solar Debt Serv/Capacity Cr	0	0	0.0%	0	0	0.0%	0	0	0.0%
Project I Other	0	1,112	-100.0%	0	0	-100.0%	0	36,629	-100.0%
Project IV Other	0	0	0.0%	0	0	0.0%	0	0	0.0%
Prairie State Other	0	0	0.0%	0	0	0.0%	0	0	0.0%
AMPGS Other	0	0	0.0%	0	0	0.0%	0	0	0.0%
Coldwater Peaking Plant Other	3,546	0	0.0%	0	0	0.0%	3,546	0	0.0%
AFEC Other	41,869	36,956	13.3%	41,869	36,956	13.3%	431,082	414,179	4.1%
AMP Hydro 1 Other	(33,273)	4,400	-856.3%	(33,273)	4,400	-856.3%	(139,966)	(87,826)	-59.4%
AMP Hydro 2 Greenup Other	1,407	1,798	-21.7%	1,407	(5,254)	126.8%	17,387	31,187	-44.2%
AMP Hydro 2 Meldahl Other	(6,066)	(363)	-1569.4%	(6,066)	(363)	-1569.4%	(32,511)	(6,290)	-416.9%
AMP Solar Other	0	0	0.0%	0	0	0.0%	0	0	0.0%
Menominee Other	516	516	0.1%	516	517	-0.2%	5,674	3,477	63.2%
Oconto Other	213	215	-0.7%	213	213	0.0%	2,348	32	7291.0%
Substation Other	0	0	0.0%	0	0	0.0%	0	18	-100.0%
Rate Stabilization Fund	0	0	0.0%	0	0	0.0%	0	417,260	-100.0%
Transmission Other	43,395	55,456	-21.7%	46,353	39,370	17.7%	650,374	567,128	14.7%
Administration Other	20,741	25,453	-18.5%	24,176	24,999	-3.3%	284,353	332,675	-14.5%
MISO Other	16,089	7,188	123.8%	9,324	5,971	56.1%	128,769	68,514	87.9%
Capacity Other	0	0	0.0%	0	0	0.0%	0	0	0.0%
Total (\$)	321,417	378,899	-15.2%	319,188	354,273	-9.9%	3,926,597	4,411,001	-11.0%
(\$/Net kwhr)	0.03291	0.03503	-6.1%	0.03380	0.03598	-6.1%	0.03279	0.03739	-12.3%
<b>VARIABLE COSTS</b>									
Project IV	0	0	0.0%	0	0	0.0%	0	0	0.0%
Menominee	26,446	34,085	-22.4%	22,323	33,329	-33.0%	242,681	343,482	-29.3%
Oconto	24,500	21,954	11.6%	24,267	22,614	7.3%	179,059	195,934	-8.6%
Prairie State	0	0	0.0%	0	0	0.0%	0	0	0.0%
AFEC	89,939	68,530	31.2%	133,906	149,701	-10.6%	1,581,496	1,156,483	36.8%
AMP Hydro 1	33,730	42,876	-21.3%	27,503	8,173	236.5%	326,846	39,000	738.1%
AMP Hydro 2 Greenup	486	39	1161.0%	354	(78)	554.6%	3,815	65	5790.1%
AMP Hydro 2 Meldahl	10,148	9,723	4.4%	9,179	2,521	264.1%	83,811	9,609	772.2%
AMP Solar	0	0	0.0%	0	0	0.0%	0	0	0.0%
AMP Contracts	36,375	50,076	-27.4%	35,231	40,013	-12.0%	483,166	226,608	113.2%
Substation Load Cost	274,582	399,039	-31.2%	281,429	347,516	-19.0%	4,189,015	3,956,856	5.9%
Market Resource Value	(185,543)	(319,007)	41.8%	(231,125)	(277,640)	16.8%	(2,949,659)	(2,558,188)	-15.3%
Substation	1,875	83	2159.0%	85	857	-90.0%	6,950	4,176	66.4%
Purchased Power	0	0	0.0%	0	0	0.0%	0	0	0.0%
Member Power	1,840	5,043	-63.5%	0	0	0.0%	17,331	61,861	-72.0%
Transmission Losses	(2,430)	(4,166)	41.7%	(2,377)	(3,585)	33.7%	(59,105)	(52,406)	-12.8%
Wholesale Distribution	0	0	0.0%	0	0	0.0%	0	0	0.0%
Other	0	0	0.0%	0	0	0.0%	0	0	0.0%
Total (\$)	311,948	308,274	1.2%	300,776	323,421	-7.0%	4,105,407	3,383,480	21.3%
(\$/Net kwhr)	0.03194	0.02850	12.0%	0.03185	0.03285	-3.0%	0.03429	0.02868	19.5%
<b>TOTAL COSTS</b>									
Total (\$)	633,365	687,173	-7.8%	619,964	677,694	-8.5%	8,032,004	7,794,481	3.0%
(\$/Net kwhr)	0.06484	0.06353	2.1%	0.06565	0.06884	-4.6%	0.06708	0.06608	1.5%
<b>CREDITS</b>									
Sales to Agency (kwhr)	29,655	83,160	-64.3%	0	0	0.0%	278,641	945,404	-70.5%
(\$)	1,840	5,043	-63.5%	0	0	0.0%	17,331	61,861	-72.0%
Dispatch Authority	0	0	0.0%	0	0	0.0%	0	0	0.0%
Third Party/Member Sales Credits	0	0	0.0%	0	0	0.0%	0	0	0.0%
Prior Period Adjust (Debit) Credit	0	0	0.0%	0	0	0.0%	0	0	0.0%
Misc. (Expense)Credit	0	0	0.0%	0	0	0.0%	0	0	0.0%
Rate Stab. Fund	0	0	0.0%	0	0	0.0%	109,476	0	0.0%
Total (\$)	1,840	5,043	-63.5%	0	0	0.0%	126,807	61,861	105.0%
(\$/Net kwhr)	0.00019	0.00047	-59.6%	0.00000	0.00000	0.0%	0.00106	0.00052	102.0%
<b>BILLING COSTS</b>									
Total (\$)	631,525	682,131	-7.4%	619,964	677,694	-8.5%	7,905,197	7,732,621	2.2%
(\$/Net kwhr)	0.06465	0.06307	2.5%	0.06565	0.06884	-4.6%	0.06602	0.06555	0.7%



MISO & PJM Market Impacts and Resource Cost Summary - May, 2019

		Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
Substation Loads	MWh	1,749	34,913	9,738	8,514	964	55,879
	\$	\$ 50,161	\$ 980,892	\$ 274,582	\$ 239,084	\$ 27,201	\$ 1,571,921
	\$/MWh	\$ 28.69	\$ 28.10	\$ 28.20	\$ 28.08	\$ 28.20	\$ 28.13
GFA	MWh	-	-	-	-	-	-
	\$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$/MWh	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Market Load Cost	MWh	1,749	34,913	9,738	8,514	964	55,879
	\$	\$ 50,161	\$ 980,892	\$ 274,582	\$ 239,084	\$ 27,201	\$ 1,571,921
	\$/MWh	\$ 28.69	\$ 28.10	\$ 28.20	\$ 28.08	\$ 28.20	\$ 28.13

Resource Costs as Invoiced

	O&M	Fixed	Total
\$/MWh	\$ -	\$ -	\$ -
\$	\$ -	\$ -	\$ -

Market Value of Resources

Endicott	MWh	-	-	-	-	-	-
\$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

\$/MWh	\$ 49.00	\$ 0.96	\$ 49.96
\$	\$ 103,708	\$ 2,024	\$ 105,732

Menominee	MWh	(138)	(847)	(540)	(508)	(85)	(2,116)
\$26.39 \$/MWh	\$	\$ (3,631)	\$ (22,345)	\$ (14,245)	\$ (13,407)	\$ (2,235)	\$ (55,863)

\$/MWh	\$ 47.00	\$ 0.41	\$ 47.41
\$	\$ 96,077	\$ 837	\$ 96,914

Oconto Falls	MWh	(133)	(818)	(521)	(491)	(82)	(2,044)
\$25.15 \$/MWh	\$	\$ (3,342)	\$ (20,568)	\$ (13,112)	\$ (12,341)	\$ (2,057)	\$ (51,420)

\$/MWh	\$ 24.87	\$ 12.81	\$ 37.68
\$	\$ 405,957	\$ 209,158	\$ 615,115

AFEC	MWh	(619)	(8,825)	(3,617)	(2,691)	(574)	(16,326)
\$25.14 \$/MWh	\$	\$ (15,567)	\$ (221,911)	\$ (90,948)	\$ (67,660)	\$ (14,426)	\$ (410,511)

\$/MWh	\$ 15.31	\$ 42.17	\$ 57.48
\$	\$ 109,357	\$ 301,146	\$ 410,503

Prairie State	MWh	-	(5,952)	-	(1,190)	-	(7,142)
\$23.86 \$/MWh	\$	\$ -	\$ (141,998)	\$ -	\$ (28,394)	\$ -	\$ (170,392)

\$/MWh	\$ 30.54	\$ 149.60	\$ 180.14
\$	\$ 132,936	\$ 651,261	\$ 784,197

AMP Hydro 1 CSW	MWh	(228)	(2,112)	(1,105)	(910)	-	(4,355)
\$24.42 \$/MWh	\$	\$ (5,557)	\$ (51,569)	\$ (26,975)	\$ (22,212)	\$ -	\$ (106,313)

\$/MWh	\$ 3.54	\$ 68.82	\$ 72.35
\$	\$ 2,145	\$ 41,728	\$ 43,873

AMP Hydro2 Greenup	MWh	(21)	(337)	(137)	(112)	-	(606)
\$25.68 \$/MWh	\$	\$ (530)	\$ (8,651)	\$ (3,527)	\$ (2,864)	\$ -	\$ (15,572)

\$/MWh	\$ 30.54	\$ 47.79	\$ 78.33
\$	\$ 44,838	\$ 70,170	\$ 115,008

AMP Hydro 2 Meldahl	MWh	(50)	(816)	(332)	(270)	-	(1,468)
\$24.51 \$/MWh	\$	\$ (1,237)	\$ (19,985)	\$ (8,143)	\$ (6,617)	\$ -	\$ (35,981)

\$/MWh	\$ 7.95	\$ 30.58	\$ 38.54
\$	\$ 859	\$ 3,305	\$ 4,164

AMP Solar	MWh	-	(108)	-	-	-	(108)
\$29.14 \$/MWh	\$	\$ -	\$ (3,136)	\$ -	\$ -	\$ -	\$ (3,136)

\$/MWh	\$ 37.27	\$ 0.54	\$ 37.80
\$	\$ 260,304	\$ 3,783	\$ 264,087

AMP Contracts	MWh	(182)	(5,113)	(970)	(712)	(63)	(7,040)
\$28.87 \$/MWh	\$	\$ (5,373)	\$ (146,993)	\$ (28,592)	\$ (20,486)	\$ (1,824)	\$ (203,269)

AFEC Repurchase	MWh	-	-	-	-	-	-
\$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

AFEC Sales	\$	-	-	-	-	-	-
\$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Total Resources	MWh	(1,370)	(24,926)	(7,222)	(6,883)	(803)	(41,204)
\$	\$ (35,237)	\$ (637,156)	\$ (185,543)	\$ (173,980)	\$ (20,541)	\$ (1,052,457)	
\$/MWh	\$ 25.72	\$ 25.56	\$ 25.69	\$ 25.28	\$ 25.57	\$ 25.54	

MWh	(41,204)	(41,204)	(41,204)
\$	\$ 1,156,182	\$ 1,283,411	\$ 2,439,594
\$/MWh	\$ 28.06	\$ 31.15	\$ 59.21

Cost of Resources

O&M	\$	43,674	670,976	221,102	195,836	24,594	1,156,182
	\$/MWh	\$ 31.87	\$ 26.92	\$ 30.62	\$ 28.45	\$ 30.61	\$ 28.06
Fixed	\$	46,088	749,285	238,167	242,373	7,498	1,283,411
	\$/MWh	\$ 33.64	\$ 30.06	\$ 32.98	\$ 35.21	\$ 9.33	\$ 31.15
Total	\$	89,763	1,420,261	459,270	438,209	32,092	2,439,594
	\$	\$ 65.51	\$ 56.98	\$ 63.59	\$ 63.67	\$ 39.95	\$ 59.21

Market Purchases	MWh	444	10,931	2,726	1,919	279	16,300
	\$	12,419	289,944	73,832	51,938	7,401	435,540
	\$/MWh	\$ 27.95	\$ 26.52	\$ 27.08	\$ 27.06	\$ 26.53	\$ 26.72

Market Sales	MWh	(66)	(944)	(210)	(288)	(118)	(1,626)
	\$	(1,485)	(24,301)	(5,117)	(7,085)	(2,814)	(40,802)
	\$/MWh	\$ 22.54	\$ 25.74	\$ 24.37	\$ 24.60	\$ 23.88	\$ 25.10

Summary

MISO Load	\$	\$ 50,161	\$ 980,892	\$ 274,582	\$ 239,084	\$ 27,201	\$ 1,571,921
Resource Value	\$	\$ (35,237)	\$ (637,156)	\$ (185,543)	\$ (173,980)	\$ (20,541)	\$ (1,052,457)
Resource Cost	\$	\$ 89,763	\$ 1,420,261	\$ 459,270	\$ 438,209	\$ 32,092	\$ 2,439,594
Total	\$	\$ 104,687	\$ 1,763,997	\$ 548,309	\$ 503,313	\$ 38,752	\$ 2,959,058
\$/MWh	\$	\$ 59.87	\$ 50.53	\$ 56.31	\$ 59.11	\$ 40.18	\$ 52.96

**Project 1 - Endicott Summary**  
**May, 2019**

	<u>Monthly kWh</u>		<u>YTD kWh</u>			
Gross Generation	-		0			
House Service from Generation	-	0.00%	0	0.00%		
Net Generation (Net kWh)	-		0			
Third Party Sales	-		-			
Net Endicott	-		0			
<b>House Service</b>	<u>kWh</u>		<u>kWh</u>			
Generated	-		0			
Purchased	-		-			
Total House Service	-		0			
<b>Operation and Maintenance Costs</b>				<u>Year-to-Date</u>	<u>Annual Budget</u>	<u>% YTD to Budget</u>
<b>Fuels Related Costs</b>	<u>Tons/Units</u>	<u>\$</u>	<u>\$/Net kWh</u>	<u>\$</u>	<u>\$/Net kWh</u>	
Coal	-	-	-	-	-	0.00%
Ash	-	-	-	-	-	0.00%
Gypsum	-	-	-	-	-	0.00%
Limestone	-	-	-	-	-	0.00%
Natural Gas - Lighters (MCF)	-	-	-	-	-	0.00%
Gas Transportation Charge/Credit (DTH)	-	-	-	-	-	0.00%
Petroleum Coke	-	-	-	-	-	0.00%
FTF	-	-	-	-	-	0.00%
Gross Fuels Related Costs	-	-	-	-	-	0.00%
Endicott Fuel Billed as Fixed Costs	-	-	-	-	-	0.00%
Member Fuel Related Costs	-	-	-	-	-	0.00%
<b>Other Costs</b>						
Labor and Overtime	-	-	-	-	-	0.00%
Other Fringe Benefits	-	-	-	-	-	0.00%
Engineering	-	-	-	-	-	0.00%
Wastewater Tests and Other Expenses	-	-	-	-	-	0.00%
Lubricants and Misc O&M Supplies	-	-	-	-	-	0.00%
Safety and Employee Education	-	-	-	-	-	0.00%
Misc. Office Supplies and Travel	-	-	-	-	-	0.00%
Utilities and Telephone Expense	-	-	-	-	-	0.00%
Security Services	-	-	-	-	-	0.00%
Misc. Fuel Expenses	-	-	-	-	-	0.00%
Structure Maintenance	-	-	-	-	-	0.00%
Boiler Maintenance	-	-	-	-	-	0.00%
Scrubber Maintenance	-	-	-	-	-	0.00%
Wastewater Maintenance	-	-	-	-	-	0.00%
Misc. Elect Plant - Maintenance	-	-	-	-	-	0.00%
Misc. Steam Plant-Maintenance	-	-	-	-	-	0.00%
Endicott Closing Costs	-	-	-	-	-	0.00%
FTF Consulting	-	-	-	-	-	0.00%
FTF Operations	-	-	-	-	-	0.00%
FTF Maintenance	-	-	-	-	-	0.00%
FTF Tipping Fee/Tire Revenue	-	-	-	-	-	0.00%
FTF Steel Revenue	-	-	-	-	-	0.00%
FTF REC Revenue	-	-	-	-	-	0.00%
Chemicals	-	-	-	-	-	0.00%
Insurance	-	-	-	-	-	0.00%
Pipeline Minimum Use Reserve Fund	-	-	-	-	-	0.00%
Severance and Related Fund	-	-	-	-	-	0.00%
Plant Natural Gas	-	-	-	-	-	0.00%
In Lieu of Tax	-	-	-	-	-	0.00%
Emissions/Environmental Expense/Rev	-	-	-	-	-	0.00%
Regulatory Expense	-	-	-	-	-	0.00%
MISO Reactive Credit	-	-	-	-	-	0.00%
REC/Emissions Related Expenses	-	-	-	-	-	0.00%
Purchased In-House	-	-	-	-	-	0.00%
Endicott Fuel Costs billed as fixed	-	-	-	-	-	0.00%
Total Other Costs	-	-	-	-	-	0.00%
<b>Total Operation and Maintenance Costs</b>	-	-	-	-	-	0.00%
<b>Total Endicott Costs</b>	-	-	-	-	-	0.00%

**Project 1 - Endicott Allocation of Costs**  
**May, 2019**

	Current Month			Year to Date		
	Net kWh	\$	\$/Net kWh	Net kWh	\$	\$/Net kWh
<b>Total Endicott Costs</b>	-	-	-	-	-	-
<b>Costs Allocated to Members</b>	<b>Clinton</b>	<b>Coldwater</b>	<b>Hilldale</b>	<b>Marshall</b>	<b>Union City</b>	<b>Total</b>
Percentage	6.50%	40.00%	25.50%	24.00%	4.00%	100.00%
Net kWh after third party sales	-	-	-	-	-	-
Fuels Expenses and Sales Credits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$/Net kWh	-	-	-	-	-	-
Other Costs	-	-	-	-	-	-
\$/Net kWh	-	-	-	-	-	-
<b>Total O &amp; M Costs</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$/Net kWh	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Endicott Costs</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$/Net kWh	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Above \$/Net kWh calculations are computed on net kWh's after deducting third party sales.

**Project IV Operating Summary  
May, 2019**

Operation	Current	Year
	Month	To-Date
# of Hours	15	490
Net kWh Generation	63,765	3,569,707
Average kWh/Hour	4,251.00	7,285.12
Cost (\$)	1,784.78	124,159.61
Net Cost (\$/kWh)	0.02799	0.03478
Gas Consumed (MMBTU)	600.89	33,180.77
Gas Consumed (MMBTU/kWh)	0.00942	0.00930
Gas Cost (\$)	1,612.06	113,379.20
Gas Cost (\$/kWh)	0.02528	0.03176
Transportation (MCF)	563.000	31,237.00
Transportation (MCF/kWh)	0.00883	0.00875
Transportation Cost	172.72	10,780.41
Transportation Cost (\$/kWh)	0.00271	0.00302

Natural Gas	Gal	\$	\$/Gal	Gas Consumed (Gal/Net kWh)	Gas Cost (\$/Net kWh)
Beginning Balance	-	-	-	-	-
Purchases/Transferred out	603.08	1,617.87	2.683	-	-
Aggregate Meter Usage	2.19	5.81	2.653	-	-
Used	600.89	1,612.06	2.683	0.00942	0.02528
Ending Balance	-	-	-	-	-

**Operations and Maintenance Costs**

	Current Month		Year to Date	
	\$	\$/Net kWh	\$	\$/Net kWh
<b>Fuel Costs</b>				
Member Fuel Costs	1,784.78	0.02799	124,159.61	0.03478
Charged to Project Costs	-	-	-	-
Net Fuel Costs	1,784.78	0.02799	124,159.61	0.03478
<b>Other Costs</b>				
O&M Costs	48,650.48	0.76297	317,375.90	0.08891
Regulatory expense	-	-	1,846.15	0.00052
Bond Issue Expense	-	-	-	-
Insurance	3,435.17	-	37,786.85	0.01059
Total Other Costs	52,085.65	0.81684	357,008.90	0.10001
<b>Total Operation and Maintenance Costs</b>	53,870.43	0.84483	481,168.51	0.13479
<b>Total Capital Costs</b>	-	-	-	-
<b>Total Debt Service Costs</b>	118,000.00	1.85054	1,315,000.00	0.36838
<b>Total Project IV Costs</b>	\$ 171,870.43	\$ 2.69537	\$ 1,796,168.51	\$ 0.50317

Costs Allocated to Members	Clinton	Goldwater	Hilldale	Marshall	Union City	Total
Project IV Percentage	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%
Net kWh	0	63,765	0	0	0	63,765
Member Fuel Costs \$	-	\$ 1,784.78	-	-	-	\$ 1,784.78
\$/Net kWh	0.00000	0.02799	0.00000	0.00000	0.00000	0.02799
Other Costs \$	-	52,085.65	-	-	-	52,085.65
\$/Net kWh	-	0.81684	-	-	-	0.81684
<b>Total O &amp; M Costs \$</b>	-	\$ 53,870.43	-	-	-	\$ 53,870.43
\$/Net kWh	-	0.84483	-	-	-	0.84483
Project IV Capital Costs \$	-	-	-	-	-	-
\$/Net kWh	-	-	-	-	-	-
Project IV Debt Service \$	-	118,000.00	-	-	-	118,000.00
\$/Net kWh	-	1.85054	-	-	-	1.85054
<b>Total Project IV Costs \$</b>	-	\$ 171,870.43	-	-	-	\$ 171,870.43
\$/Net kWh	-	2.69537	-	-	-	2.69537

**UP Hydro  
May, 2019**

Gross Generation		Current Month	Year-To-Date
Menominee	kWh's	2,116,491	19,422,236
Oconto Falls	kWh's	2,044,194	14,940,298
<b>Total UP Hydro Production</b>		<b>4,160,685</b>	<b>34,362,534</b>

		Current Month		Year-to-Date	
		\$	\$/Net kWh	\$	\$/Net kWh
<b>Menominee Hydro</b>					
O&M Variable Costs		103,708.06	0.04900	951,689.58	0.04900
O&M Fixed Costs	Transmission	2,024.31	0.00096	22,250.90	0.00115
MISO Congestion		-	-	-	-
<b>Menominee Total</b>		<b>105,732.37</b>	<b>0.04996</b>	<b>973,940.48</b>	<b>0.05015</b>
<b>Oconto Falls</b>					
O&M Variable Costs		96,077.12	0.04700	702,194.02	0.04700
O&M Fixed Costs	Transmission	837.00	0.00041	9,207.00	0.00062
MISO Congestion		-	-	-	-
<b>Oconto Falls Total</b>		<b>96,914.12</b>	<b>0.04741</b>	<b>711,401.02</b>	<b>0.04762</b>
<b>Total UP Hydro Costs</b>		<b>\$ 202,646.49</b>	<b>0.04871</b>	<b>\$ 1,685,341.50</b>	<b>0.04905</b>

Costs Allocated to Members	Clinton	Coldwater	Hilldale	Marshall	Union City	Total
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<b>Hydro Splits</b>						
Percentage	6.50%	40.00%	25.50%	24.00%	4.00%	100.00%
Menominee Net kWh	137,572	846,596	539,705	507,958	84,660	2,116,491
Oconto Falls Net kWh	132,873	817,678	521,269	490,607	81,768	2,044,194
<b>Menominee</b>						
O & M Variable Costs \$	6,741.02	\$ 41,483.22	\$ 26,445.56	\$ 24,889.93	\$ 4,148.32	\$ 103,708.06
O & M Fixed Costs \$	131.58	\$ 809.72	\$ 516.20	\$ 485.83	\$ 80.97	\$ 2,024.31
<b>Total Menominee Costs \$</b>	<b>6,872.60</b>	<b>\$ 42,292.95</b>	<b>\$ 26,961.75</b>	<b>\$ 25,375.77</b>	<b>\$ 4,229.29</b>	<b>\$ 105,732.37</b>
\$/Net kWh	0.04996	0.04996	0.04996	0.04996	0.04996	0.04996
<b>Oconto Falls</b>						
O & M Variable Costs \$	6,245.01	\$ 38,430.85	\$ 24,499.67	\$ 23,058.51	\$ 3,843.08	\$ 96,077.12
O & M Fixed Costs \$	54.41	\$ 334.80	\$ 213.44	\$ 200.88	\$ 33.48	\$ 837.00
<b>Total Oconto Costs \$</b>	<b>6,299.42</b>	<b>\$ 38,765.65</b>	<b>\$ 24,713.10</b>	<b>\$ 23,259.39</b>	<b>\$ 3,876.56</b>	<b>\$ 96,914.12</b>
\$/Net kWh	0.04741	0.04741	0.04741	0.04741	0.04741	0.04741
<b>UP Hydro Totals</b>						
O & M Variable Costs \$	12,986.04	\$ 79,914.07	\$ 50,945.22	\$ 47,948.44	\$ 7,991.41	\$ 199,785.18
O & M Fixed Costs \$	185.99	\$ 1,144.52	\$ 729.63	\$ 686.71	\$ 114.45	\$ 2,861.31
<b>Total UP Hydro Costs \$</b>	<b>13,172.02</b>	<b>\$ 81,058.59</b>	<b>\$ 51,674.85</b>	<b>\$ 48,635.16</b>	<b>\$ 8,105.86</b>	<b>\$ 202,646.49</b>
\$/Net kWh	0.04871	0.04871	0.04871	0.04871	0.04871	0.04871

**AMPGS**  
**May, 2019**

	Current Month		Year-to-Date	
	\$	\$/Net kWh	\$	\$/Net kWh
<b>AMPGS</b>				
Shared Costs	\$ -	-	\$ -	-
Stranded Costs	15,000.00	-	665,000.00	-
<b>Total AMPGS</b>	<b>\$ 15,000.00</b>	<b>-</b>	<b>\$ 665,000.00</b>	<b>-</b>

Costs Allocated to Members	Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
AMPGS Shared Costs	1.071%	54.286%	32.143%	11.607%	0.893%	
O & M Stranded Costs	-	15,000.00	-	-	-	15,000.00
O&M Shared Costs	-	-	-	-	-	-
<b>Total AMPGS Costs</b>	<b>\$ -</b>	<b>\$ 15,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000.00</b>

**Prairie State  
May, 2019**

Gross Generation	kWh's	Current Month		Year-To-Date	
		7,141,704		90,917,906	
		Current Month		Year-to-Date	
		\$	\$/Net kWh	\$	\$/Net kWh
<b>Prairie State</b>					
O&M Variable Costs		\$ 109,357.36	0.01531	\$ 1,671,565.36	0.01839
O&M Fixed Costs		80,532.11	0.01128	\$ 851,544.46	0.00937
Capacity		(48,352.80)	(0.00677)	\$ (531,363.48)	(0.00584)
Debt Service		268,966.29	0.03766	\$ 2,793,149.19	0.03072
<b>Total Prairie State</b>		<b>\$ 410,502.96</b>	<b>0.05748</b>	<b>\$ 4,784,895.53</b>	<b>0.05263</b>

Costs Allocated to Members		Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
<b>Prairie State</b>							
DS Percentage		0.00%	83.34%	0.00%	16.66%	0.00%	100.00%
Net kWh		-	5,951,619	-	1,190,085	-	7,141,704
O & M Variable Costs	\$	-	\$ 91,134.19	\$ -	\$ 18,223.17	\$ -	\$ 109,357.36
\$/Net kWh		-	0.01531	-	0.01531	-	0.01531
O & M Fixed Costs	\$	-	\$ 67,112.34	\$ -	\$ 13,419.77	\$ -	\$ 80,532.11
\$/Net kWh		-	0.01128	-	0.01128	-	0.01128
O & M Costs	\$	-	\$ 158,246.53	\$ -	\$ 31,642.94	\$ -	\$ 189,889.47
\$/Net kWh		-	0.02659	-	0.02659	-	0.02659
Capacity	\$	-	\$ (40,295.35)	\$ -	\$ (8,057.45)	\$ -	\$ (48,352.80)
\$/Net kWh		-	(0.00677)	-	(0.00677)	-	(0.00677)
Debt Service	\$	-	\$ 224,146.08	\$ -	\$ 44,820.21	\$ -	\$ 268,966.29
\$/Net kWh		-	0.03766	-	0.03766	-	0.03766
<b>Total Prairie State Costs</b>	<b>\$</b>	<b>-</b>	<b>\$ 342,097.26</b>	<b>\$ -</b>	<b>\$ 68,405.70</b>	<b>\$ -</b>	<b>\$ 410,502.96</b>
\$/Net kWh		-	0.05748	-	0.05748	-	0.05748

**AFEC**  
**May, 2019**

Gross Generation	kWh's	Current Month		Year-To-Date	
			16,325,847		248,128,278
		Current Month		Year-to-Date	
		\$	\$/Net kWh	\$	\$/Net kWh
<b>AFEC</b>					
O&M Variable Costs		\$ 405,957.32	0.02487	\$ 7,138,373.29	0.02877
O&M Fixed Costs		188,983.25	0.01158	1,945,769.85	0.00784
Capacity		(195,798.46)	(0.01199)	(2,127,220.48)	(0.00857)
Debt Service		215,972.98	0.01323	2,399,521.24	0.00967
<b>Total AFEC</b>		<b>\$ 615,115.09</b>	<b>0.03768</b>	<b>\$ 9,356,443.90</b>	<b>0.03771</b>

Costs Allocated to Members	Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
<b>AFEC</b>						
DS Percentage	3.79%	54.06%	22.15%	16.48%	3.51%	100.00%
Net kWh	619,077	8,825,309	3,616,967	2,690,789	573,705	16,325,847
O & M Variable Costs \$	15,393.91	219,449.49	89,939.23	66,908.97	14,265.71	405,957.32
\$/Net kWh	0.02487	0.02487	0.02487	0.02487	0.02487	0.02487
O&M Fixed Costs \$	7,166.25	102,159.21	41,868.95	31,147.79	6,641.04	188,983.25
\$/Net kWh	0.01158	0.01158	0.01158	0.01158	0.01158	0.01158
<b>Total O&amp;M Costs \$</b>	<b>22,560.16</b>	<b>321,608.70</b>	<b>131,808.18</b>	<b>98,056.76</b>	<b>20,906.75</b>	<b>594,940.57</b>
\$/Net kWh	0.03644	0.03644	0.03644	0.03644	0.03644	0.03644
Capacity \$	(7,424.68)	(105,843.33)	(43,378.85)	(32,271.06)	(6,880.54)	(195,798.46)
\$/Net kWh	(0.01199)	(0.01199)	(0.01199)	(0.01199)	(0.01199)	(0.01199)
Debt Service \$	8,189.70	116,749.12	47,848.49	35,596.18	7,589.49	215,972.98
\$/Net kWh	0.01323	0.01323	0.01323	0.01323	0.01323	0.01323
<b>Total AFEC Costs \$</b>	<b>23,325.18</b>	<b>332,514.49</b>	<b>136,277.82</b>	<b>101,381.88</b>	<b>21,615.70</b>	<b>615,115.09</b>
\$/Net kWh	0.03768	0.03768	0.03768	0.03768	0.03768	0.03768



**AMP Hydro 1 Project  
May, 2019**

Gross Generation -AMP Hydro 1	kWh's	Current Month		Year-To-Date	
			4,353,221		42,126,152
		Current Month		Year-to-Date	
		\$	\$/Net kWh	\$	\$/Net kWh
AMP Hydro 1					
O&M Variable Costs		132,935.79	0.03054	1,288,147.10	0.03058
O&M Fixed Costs		(131,133.40)	(0.03012)	(551,627.72)	(0.01309)
Capacity		(14,990.90)	(0.00344)	(167,112.57)	(0.00397)
Debt Service		797,385.40	0.18317	8,785,966.76	0.20856
<b>Total AMP Hydro 1</b>		<b>\$ 784,196.89</b>	<b>0.18014</b>	<b>\$ 9,355,373.57</b>	<b>0.22208</b>

Costs Allocated to Members	Clinton	Coldwater	Hillsdale	Marshall	Union/City	Total
AMP Hydro 1 Percentage	5.23%	48.51%	25.37%	20.89%	-	100.00%
Net kWh	227,543	2,111,598	1,104,558	909,522	-	4,353,221
AMP Hydro 1						
O & M Variable Costs \$	6,948.56	\$ 64,482.59	\$ 33,730.27	\$ 27,774.37	\$ -	\$ 132,935.79
\$/Net kWh	0.03054	0.03054	0.03054	0.03054	-	0.03054
O&M Fixed Costs \$	(6,854.34)	\$ (63,608.32)	\$ (33,272.95)	\$ (27,397.79)	\$ -	\$ (131,133.40)
\$/Net kWh	(0.03012)	(0.03012)	(0.03012)	(0.03012)	-	(0.03012)
<b>Total O&amp;M Costs \$</b>	<b>94.22</b>	<b>\$ 874.27</b>	<b>\$ 457.32</b>	<b>\$ 376.58</b>	<b>\$ -</b>	<b>\$ 1,802.39</b>
\$/Net kWh	<b>0.00041</b>	<b>0.00041</b>	<b>0.00041</b>	<b>0.00041</b>	<b>-</b>	<b>0.00041</b>
Capacity \$	(783.57)	\$ (7,271.58)	\$ (3,803.69)	\$ (3,132.06)	\$ -	\$ (14,990.90)
\$/Net kWh	(0.00344)	(0.00344)	(0.00344)	(0.00344)	-	(0.00344)
Debt Service \$	41,679.34	\$ 386,784.32	\$ 202,323.45	\$ 166,598.29	\$ -	\$ 797,385.40
\$/Net kWh	0.18317	0.18317	0.18317	0.18317	-	0.18317
<b>AMP Hydro 1 \$</b>	<b>40,989.99</b>	<b>\$ 380,387.01</b>	<b>\$ 198,977.08</b>	<b>\$ 163,842.81</b>	<b>\$ -</b>	<b>\$ 784,196.89</b>
\$/Net kWh	<b>0.18014</b>	<b>0.18014</b>	<b>0.18014</b>	<b>0.18014</b>	<b>-</b>	<b>0.18014</b>

**AMP Hydro 2 Projects  
May, 2019**

	Current Month		Year-To-Date	
Gross Generation -AMP Hydro Greenup kWh's	606,366		5,384,198	
Gross Generation -AMP Hydro Meldahl kWh's	1,468,315		12,112,135	

	Current Month		Year-to-Date	
	\$	\$/Net kWh	\$	\$/Net kWh
<b>AMP Hydro Greenup</b>				
O&M Variable Costs	2,144.92	0.00354	16,844.90	0.00313
O&M Fixed Costs	6,213.18	0.01025	76,773.26	0.01426
Capacity	(8,114.94)	(0.01338)	(87,693.72)	(0.01629)
Debt Service	43,629.83	0.07195	466,895.29	0.08672
<b>Total AMP Hydro Greenup</b>	<b>\$ 43,872.99</b>	<b>0.07235</b>	<b>\$ 472,819.73</b>	<b>0.08782</b>
<b>AMP Hydro Meldahl</b>				
O&M Variable Costs	44,838.43	0.03054	370,326.59	0.03057
O&M Fixed Costs	(26,804.37)	(0.01826)	(143,655.45)	(0.01866)
Capacity	(15,313.12)	(0.01043)	(165,134.32)	(0.01363)
Debt Service	112,287.36	0.07647	1,236,385.80	0.10208
<b>Total AMP Hydro Meldahl</b>	<b>\$ 115,008.30</b>	<b>0.07833</b>	<b>\$ 1,297,922.62</b>	<b>0.10716</b>

Costs Allocated to Members	Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
AMP Greenup Percentage	3.40%	55.56%	22.65%	18.39%	0.00%	100.00%
AMP Meldahl Percentage	3.44%	55.54%	22.63%	18.39%	0.00%	100.00%
Greenup Net kWh	20,642	336,870	137,328	111,525	-	606,366
Meldahl New kWh	50,459	815,528	332,303	270,024	-	1,468,315
<b>AMP Hydro Greenup</b>						
O & M Variable Costs \$	73.02	\$ 1,191.62	\$ 485.78	\$ 394.50	\$ -	\$ 2,144.92
\$/Net kWh	0.00354	0.00354	0.00354	0.00354	-	0.00354
O&M Fixed Costs \$	211.51	\$ 3,451.76	\$ 1,407.15	\$ 1,142.76	\$ -	\$ 6,213.18
\$/Net kWh	0.01025	0.01025	0.01025	0.01025	-	0.01025
<b>Total O&amp;M Costs \$</b>	<b>284.53</b>	<b>\$ 4,643.38</b>	<b>\$ 1,892.93</b>	<b>\$ 1,537.26</b>	<b>\$ -</b>	<b>\$ 8,358.10</b>
\$/Net kWh	<b>0.01378</b>	<b>0.01378</b>	<b>0.01378</b>	<b>0.01378</b>	<b>-</b>	<b>0.01378</b>
Capacity \$	(276.25)	\$ (4,508.30)	\$ (1,837.85)	\$ (1,492.54)	\$ -	\$ (8,114.94)
\$/Net kWh	(0.01338)	(0.01338)	(0.01338)	(0.01338)	-	(0.01338)
Debt Service \$	1,485.27	\$ 24,238.79	\$ 9,881.18	\$ 8,024.59	\$ -	\$ 43,629.83
\$/Net kWh	0.07195	0.07195	0.07195	0.07195	-	0.07195
<b>AMP Hydro Greenup \$</b>	<b>1,493.55</b>	<b>\$ 24,373.87</b>	<b>\$ 9,936.25</b>	<b>\$ 8,069.32</b>	<b>\$ -</b>	<b>\$ 43,872.99</b>
\$/Net kWh	<b>0.07235</b>	<b>0.07235</b>	<b>0.07235</b>	<b>0.07235</b>	<b>-</b>	<b>0.07235</b>
<b>AMP Hydro Meldahl</b>						
O & M Variable Costs \$	1,540.89	\$ 24,904.07	\$ 10,147.64	\$ 8,245.83	\$ -	\$ 44,838.43
\$/Net kWh	0.03054	0.03054	0.03054	0.03054	-	0.03054
O&M Fixed Costs \$	(921.14)	\$ (14,887.63)	\$ (6,066.25)	\$ (4,929.35)	\$ -	\$ (26,804.37)
\$/Net kWh	(0.01826)	(0.01826)	(0.01826)	(0.01826)	-	(0.01826)
<b>Total O&amp;M Costs \$</b>	<b>619.75</b>	<b>\$ 10,016.44</b>	<b>\$ 4,081.39</b>	<b>\$ 3,316.48</b>	<b>\$ -</b>	<b>\$ 18,034.06</b>
\$/Net kWh	<b>0.01228</b>	<b>0.01228</b>	<b>0.01228</b>	<b>0.01228</b>	<b>-</b>	<b>0.01228</b>
Capacity \$	(526.24)	\$ (8,505.18)	\$ (3,465.60)	\$ (2,816.10)	\$ -	\$ (15,313.12)
\$/Net kWh	(0.01043)	(0.01043)	(0.01043)	(0.01043)	-	(0.01043)
Debt Service \$	3,858.79	\$ 62,366.42	\$ 25,412.40	\$ 20,649.75	\$ -	\$ 112,287.36
\$/Net kWh	0.07647	0.07647	0.07647	0.07647	-	0.07647
<b>AMP Hydro Meldahl \$</b>	<b>3,952.30</b>	<b>\$ 63,877.67</b>	<b>\$ 26,028.19</b>	<b>\$ 21,150.13</b>	<b>\$ -</b>	<b>\$ 115,008.30</b>
\$/Net kWh	<b>0.07833</b>	<b>0.07833</b>	<b>0.07833</b>	<b>0.07833</b>	<b>-</b>	<b>0.07833</b>
<b>Total AMP Hydro 2 Costs \$</b>	<b>5,445.84</b>	<b>\$ 88,251.55</b>	<b>\$ 35,964.45</b>	<b>\$ 29,219.45</b>	<b>\$ -</b>	<b>\$ 158,881.28</b>
\$/Net kWh	<b>0.07659</b>	<b>0.07658</b>	<b>0.07658</b>	<b>0.07658</b>	<b>-</b>	<b>0.07658</b>

**AMP Solar Project  
May, 2019**

Gross Generation -AMP Solar	kWh's	Current Month		Year-To-Date	
		108,059		808,969	
		Current Month		Year-to-Date	
		\$	\$/Net kWh	\$	\$/Net kWh
<b>AMP Solar</b>					
O&M Variable Costs		859.48	0.00795	16,416.58	0.02029
O&M Fixed Costs		5,108.57	0.04728	25,491.27	0.03151
Capacity		(1,803.78)	(0.01669)	(10,701.59)	(0.01323)
Debt Service		-	-	-	-
<b>Total AMP Solar</b>		<b>\$ 4,164.27</b>	<b>0.03854</b>	<b>\$ 31,206.26</b>	<b>0.03858</b>

Costs Allocated to Members	Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
AMP Solar Percentage	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%
Net kWh	-	108,059	-	-	-	108,059
O & M Variable Costs \$	-	\$ 859.48	-	-	-	\$ 859.48
\$/Net kWh	-	0.00795	-	-	-	0.00795
O&M Fixed Costs \$	-	\$ 5,108.57	-	-	-	\$ 5,108.57
\$/Net kWh	-	0.04728	-	-	-	0.04728
<b>Total O&amp;M Costs \$</b>	<b>-</b>	<b>\$ 5,968.05</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ 5,968.05</b>
<b>\$/Net kWh</b>	<b>-</b>	<b>0.05523</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.05523</b>
Capacity \$	-	\$ (1,803.78)	-	-	-	\$ (1,803.78)
\$/Net kWh	-	(0.01669)	-	-	-	(0.01669)
Debt Service \$	-	-	-	-	-	-
\$/Net kWh	-	-	-	-	-	-
<b>AMP Solar \$</b>	<b>-</b>	<b>\$ 4,164.27</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ 4,164.27</b>
<b>\$/Net kWh</b>	<b>-</b>	<b>0.03854</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.03854</b>

**Coldwater Peaking Plant  
May, 2019**

	Current Month		Year-to-Date	
	\$	\$/Net kWh	\$	\$/Net kWh
<b>Coldwater Peaking Plant</b>				
Letter of Credit Fees	\$ 3,323.33	-	\$ 3,323.33	-
Legal/Other	18,838.81	-	18,838.81	-
<b>Total AMPGS</b>	<b>\$ 22,162.14</b>	<b>-</b>	<b>\$ 22,162.14</b>	<b>-</b>

Costs Allocated to Members	Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
Coldwater Peaking Plant (CPP)	6.000%	63.000%	16.000%	11.000%	4.000%	100.000%
O&M Costs	1,329.73	13,962.14	3,545.94	2,437.84	886.49	22,162.14
<b>Total CPP Costs</b>	<b>\$ 1,329.73</b>	<b>\$ 13,962.14</b>	<b>\$ 3,545.94</b>	<b>\$ 2,437.84</b>	<b>\$ 886.49</b>	<b>\$ 22,162.14</b>

**Purchased Power Summary  
May, 2019**

	<u>Current Month kWh</u>	<u>Year To-Date kWh</u>
<b>Purchased Power</b>		
MISO Market	16,300,062	236,963,795
AMP Contracts	<u>7,040,000</u>	<u>85,040,000</u>
<b>Total Purchased Power</b>	<u>23,340,062</u>	<u>322,003,795</u>

	<u>Current Month</u>		<u>Year-to-Date</u>	
	<u>\$</u>	<u>\$/Net kWh</u>	<u>\$</u>	<u>\$/Net kWh</u>
<b>Purchased Power Costs</b>				
MISO Market	435,532.96	0.02672	7,916,668.63	0.03341
AMP Contracts	264,086.89	0.03751	3,163,222.86	0.03720
AMP Contract Total	<u>264,086.89</u>	<u>0.03751</u>	<u>3,163,222.86</u>	<u>0.03720</u>
<b>Total Purchased Power Costs</b>	<u>699,619.85</u>	<u>0.02998</u>	<u>11,079,891.49</u>	<u>0.03441</u>

<b>Allocated to Members</b>	<b>Clinton</b>	<b>Coldwater</b>	<b>Hillsdale</b>	<b>Marshall</b>	<b>Union City</b>	<b>Total</b>
<b>MISO Purchases</b>						
MISO Market \$	12,418.99	289,943.92	73,831.63	51,937.88	7,400.54	435,532.96
kWh	<u>444,272</u>	<u>10,931,213</u>	<u>2,726,215</u>	<u>1,919,406</u>	<u>278,957</u>	<u>16,300,062</u>
\$/Net kWh	0.02795	0.02652	0.02708	0.02706	0.02653	0.02672
Percentage of Total	2.9%	66.6%	17.0%	11.9%	1.7%	100.0%
<b>AMP Contracts</b>						
AMP Contracts Total \$	6,829.62	191,787.57	36,375.40	26,723.56	2,370.74	264,086.89
kWh	<u>182,063</u>	<u>5,112,652</u>	<u>969,691</u>	<u>712,394</u>	<u>63,199</u>	<u>7,040,000</u>
\$/Net kWh	-	-	-	-	-	-
Percentage of Total	2.6%	72.6%	13.8%	10.1%	0.9%	100.0%
<b>Total Purchased Power \$</b>	<b>12,418.99</b>	<b>289,943.92</b>	<b>73,831.63</b>	<b>51,937.88</b>	<b>7,400.54</b>	<b>435,532.96</b>
kWh	<u>626,336</u>	<u>16,043,865</u>	<u>3,695,906</u>	<u>2,631,799</u>	<u>342,156</u>	<u>23,340,062</u>
\$/Net kWh	<u>\$ 0.01983</u>	<u>\$ 0.01807</u>	<u>\$ 0.01998</u>	<u>\$ 0.01973</u>	<u>\$ 0.02163</u>	<u>\$ 0.01866</u>
Percentage of Total	2.9%	66.6%	17.0%	11.9%	1.7%	100.0%

**MISO Market Summary**  
**May, 2019**

Category	Current Month \$	Year To-Date \$	
<b>MISO Invoice Total</b>	1,379,828.50	23,574,394.46	1,369,618.37
Addback: AMP LMP credit (AFEC/Hydro 1)	(923.65)	(10,247.50)	(923.65)
Addback: AFEC Congestion	-	-	-
Addback: AFEC LMP credited by AMP	(410,511.07)	(7,850,833.77)	(410,095.57)
Addback: Contract LMP credited by AMP	(203,268.66)	(3,121,663.76)	(202,861.35)
Addback: Meldahl LMP credited by AMP	(35,981.33)	(364,162.22)	(37,161.88)
Addback: Solar LMP credited by AMP	(3,135.65)	(29,078.37)	(2,841.09)
Addback: Greenup LMP credited by AMP	(15,572.14)	(168,369.02)	(17,424.85)
Addback: Prairie State LMP credited by AMP	(170,391.52)	(2,611,646.93)	(176,437.95)
Total to Account for	540,044.48	9,418,392.89	521,872.03

**Amounts charged to other billing schedules:**

Substation Load Cost Allocated to Market Impact Summary	(1,571,920.54)	(25,894,624.77)	(1,563,759.25)
Market Resource Value Allocated to Market Impact Summary	1,052,456.66	16,476,269.96	1,066,730.63
ARR allocated to Transmission Project 1	4,410.60	112,115.73	4,410.60
GFA allocated to Transmission Project 1	-	-	-

**Net MISO Administrative Expenses (Detailed Below)**

	24,991.20	112,153.81	29,254.01
Administration	\$ 6,682.90	\$ 77,259.84	6,271.38
Congestion	-	-	-
Financial Transmission Losses	(13,943.25)	(369,410.62)	(13,165.97)
RSG	4,697.21	98,222.21	4,332.67
Schedule 24	944.74	11,678.69	886.64
RNU	5,382.15	90,017.61	7,240.35
Uninstructed Deviation	-	-	-
Inadvertant Distribution	207.60	(404.67)	99.16
FERC/Miscellaneous Charges	(5,743.40)	(7,513.33)	6,317.26
LMR Event Penalty	9,024.49	9,024.49	-
FTR	-	-	-
MISO Deferred	-	-	-
Ancillary Services Market	4,696.11	62,305.37	4,822.74
AMP/MISO Scheduling Power Adjustment	0.02	29.67	0.00
MISO Administrative Expenses	11,948.57	(28,790.74)	16,804.23
MISO Capacity Charge	13,042.63	140,944.55	12,449.78
AMP Capacity Charge	6,232.00	68,552.00	6,232.00
MPPA Capacity Charge	22,200.00	244,200.00	22,200.00
<b>Total MISO Charges</b>	<b>\$ 53,423.20</b>	<b>\$ 424,905.81</b>	<b>57,686.01</b>

**Costs Allocated to Members**

	Clinton	Cottwater	Hillsdale	Marshall	Union City	Total
MISO Substation Load %	3.13%	62.48%	17.43%	15.24%	1.73%	100.00%
Capacity %	5.49%	61.67%	15.50%	13.30%	4.04%	100.00%
LMR Event Penalty		14.48%	74.49%	11.03%		100.00%
Financial Transmission Losses (MISO Substation Load %)	(436.32)	(8,711.79)	(2,429.93)	(2,124.54)	(240.66)	(13,943.25)
MISO Capacity Charge (by Capacity %)	\$ 2,278.83	\$ 25,576.30	\$ 6,427.53	\$ 5,517.24	\$ 1,674.73	\$ 41,474.63
LMR Event Penalty	\$ -	\$ 1,307.13	\$ 6,722.12	\$ 995.24	\$ -	\$ 9,024.49
Other MISO Expenses (MISO Substation Load %)	\$ 527.83	\$ 10,538.77	\$ 2,939.52	\$ 2,570.08	\$ 291.13	\$ 16,867.33
Net MISO Market Charges (including Losses)	\$ 2,370.34	\$ 28,710.41	\$ 13,659.24	\$ 6,958.02	\$ 1,725.20	\$ 53,423.20
	4.44%	53.74%	25.57%	0.13	0.03	100.00%

**Transmission Summary  
May, 2019**

	Current Month \$	Year To-Date \$	Allocation Basis
<b>Transmission Expenses - 90 MW</b>			
Clinton Wholesale Distribution Service	\$ 11,704.33	\$ 125,223.83	Charged to Clinton
MISO Transmission Charges	171,356.05	1,910,994.55	Calculated CONS Load %
MISO Transmission 121.5 MW less Actual Entitlement Used	22,840.98	22,840.98	121.5MW less Used %
MISO Transmission Excess over 121.5 MW	-	534,376.06	Excess Load %
MISO Transmission Adjustments	(46,703.32)	(46,703.32)	Calculated CONS Load %
MISO Schedule 26 A	91,572.24	1,013,099.61	MISO Substation Load %
MISO Schedule 26 A Adjustments	-	-	MISO Substation Load %
Deferred GFA MISO Payback Allocation	-	-	PI plus Need %
ARR MISO Allocation	(4,410.60)	(112,115.73)	Total Energy %
EHV Maintenance	3,330.92	287,116.74	Project 1%
NERC Expenses	7,105.07	27,725.53	MISO CONS Load%
<b>Total Transmission Expenses - 90 MW</b>	<b>\$ 256,795.67</b>	<b>\$ 3,762,558.25</b>	
<b>Transmission Expenses 31.5 MW EHV Maintenance</b>	-	-	Project 1 %
<b>Transmission Utilization-Transfer 2015 balance to 2016</b>	-	-	
<b>Transmission Utilization Adjustment - 2016</b>	-	-	
<b>Total Transmission Costs</b>	<b>\$ 256,795.67</b>	<b>\$ 3,762,558.25</b>	

**Costs Allocated to Members**

	Clinton	Conitwater	Hillsdale	Marshall	Union City	Total
MISO Calculated CONS Load %		58.32%	20.88%	18.49%	2.32%	100.00%
MISO 121.5MW less Actual Entitlement Used %		100.00%	0.00%	0.00%	0.00%	100.00%
MISO Excess Load % (above 121.5MW)		0.00%	0.00%	0.00%	0.00%	0.00%
MISO Substation Load %	3.13%	62.48%	17.43%	15.24%	1.73%	100.00%
MISO Deferred GFA %	4.70%	53.96%	21.72%	17.24%	2.38%	100.00%
ARR Total Energy %	3.10%	62.31%	17.30%	15.29%	2.01%	100.00%
MISO CONS Load %		63.24%	18.63%	16.34%	1.79%	100.00%
Project 1 %	6.50%	40.00%	25.50%	24.00%	4.00%	100.00%

**Transmission Expenses - 90 MW**

Clinton Wholesale Distribution Service	\$ 11,704.33	\$ -	\$ -	\$ -	\$ -	\$ 11,704.33
MISO Transmission based on Calculated CONS Load %	\$ -	\$ 99,933.99	\$ 35,777.36	\$ 31,676.49	\$ 3,968.21	\$ 171,356.05
MISO 121.5 MW less Actual Entitlement Used %	\$ -	\$ 22,840.98	\$ -	\$ -	\$ -	\$ 22,840.98
MISO above 121.5 MW Transmission on MISO Excess Load %	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MISO Transmission Adjustments on Calculated CONS Load%	\$ -	\$ (27,237.14)	\$ (9,751.17)	\$ (8,633.47)	\$ (1,081.54)	\$ (46,703.32)
MISO Schedule 26 A on MISO Substation Load %	\$ 2,865.56	\$ 57,214.66	\$ 15,958.56	\$ 13,952.91	\$ 1,580.55	\$ 91,572.24
MISO Schedule 26 A Adjustment on MISO Substation Load%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MISO Deferred GFA on Deferred GFA %	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MISO ARR Allocation based on MISO Total Energy %	\$ (136.60)	\$ (2,748.24)	\$ (763.05)	\$ (674.19)	\$ (88.52)	\$ (4,410.60)
NERC based on MISO CONS Load%	\$ -	\$ 4,493.06	\$ 1,323.97	\$ 1,160.83	\$ 127.21	\$ 7,105.07
Other Expenses based on Project 1 %	\$ 216.51	\$ 1,332.37	\$ 849.38	\$ 799.42	\$ 133.24	\$ 3,330.92
<b>Total Transmission Expenses - 90 MW</b>	<b>14,649.80</b>	<b>155,829.68</b>	<b>43,395.05</b>	<b>38,281.99</b>	<b>4,639.15</b>	<b>256,795.67</b>

**Transmission Expenses 31.5 MW**

	-	-	-	-	-	-
<b>Total Transmission Costs</b>	<b>\$ 14,649.80</b>	<b>\$ 155,829.68</b>	<b>\$ 43,395.05</b>	<b>\$ 38,281.99</b>	<b>\$ 4,639.15</b>	<b>\$ 256,795.67</b>
<b>\$/Net kWh</b>	<b>\$ 0.00838</b>	<b>\$ 0.00443</b>	<b>\$ 0.00444</b>	<b>\$ 0.00444</b>	<b>\$ 0.00409</b>	<b>\$ 0.00455</b>

<b>Actual %</b>	5.7%	60.7%	16.9%	14.9%	1.8%	100.0%
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## MISO Monthly Transmission Split

CONS only-does not apply to Clinton

		Coldwater	Hillsdale	Marhall	Union City	Total	Cost Per MW
CONS Load & HE	05/28 HE 10	61,031	17,984	15,768	1,728	96,511	
Loss Factor	3.3793%	2,062	608	533	58	3,261	
CONS with Losses		63,093	18,592	16,301	1,786	99,772	
MISO Adjustment		60	17	15	2	94	
BTM Load		706	-	160	276	1,142	
Load Billed		63,859	18,609	16,476	2,064	101,008	
1st 121.5 MW Entitlement		51,979	33,136	31,187	5,198	121,500	
Excess > 121.5 MW Entitlement		11,880	-	-	-	11,880	
<b>Billing:</b>							
1st Allocation-Entitlement used:							
Actual 121.5 MW Entitlement used		51,979	18,609	16,476	2,064	89,128	
Calculated Load %		58.32%	20.88%	18.49%	2.32%	100.00%	
Actual used Cost Allocation	A	\$ 99,933.98	\$ 35,777.36	\$ 31,676.49	\$ 3,968.21	\$ 171,356.05	\$ 1,922.58
2nd Allocation--121.5 MW less used: 121.5 MW less Actual Entitlement Used		11,880	-	-	-	11,880	
Excess Calculated Load %		100.00%	0.00%	0.00%	0.00%	100.00%	
121.5 MW less Actual Used Cost	B	\$ 22,840.98	\$ -	\$ -	\$ -	\$ 22,840.98	\$ 1,922.64
3rd Allocation-Excess usage over 121.5MW: Excess over 121.5 MW		-	-	-	-	-	
Excess Calculated Load %		0.00%	0.00%	0.00%	0.00%	0.00%	
Excess over 121.5 MW Cost	C	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MISO Transmission Charges	A + B + C	\$ 122,774.96	\$ 35,777.36	\$ 31,676.49	\$ 3,968.21	\$ 194,197.03	
Cost Per MW Used		\$ 1,922.59	\$ 1,922.58	\$ 1,922.58	\$ 1,922.58	\$ 1,922.59	



**Substation Summary  
May, 2019**

Substation Expenses	O&M Charges\$	VAR Charges \$	Current Month \$	Year To-Date \$
Clinton	-	-	-	-
Coldwater	-	-	-	4,021.10
Hillsdale	1,874.95	-	1,874.95	6,950.43
Marshall	-	-	-	-
Union City	-	-	-	29.56
<b>Member Direct Expenses</b>	<u>1,874.95</u>	<u>-</u>	<u>1,874.95</u>	<u>11,001.09</u>
Telemetry Expenses	\$ -	-	\$ -	-
Project 1 Misc Revenue	-	-	-	-
Project 1 Substation Expenses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Substation Costs</b>			<u>\$ 1,874.95</u>	<u>\$ 11,001.09</u>

Costs Allocated to Members	Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
Total Energy %	3.10%	62.31%	17.30%	15.29%	2.01%	100.00%
Project 1 %	6.50%	40.00%	25.50%	24.00%	4.00%	100.00%
Member Direct Expenses (above)	\$ -	\$ -	\$ 1,874.95	\$ -	\$ -	\$ 1,874.95
Other Costs						
Telemetry based on Total Energy %	-	-	-	-	-	-
Other Project 1 Sub. Rev/Exp on Project 1 %	-	-	-	-	-	-
<b>Total Other Costs</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Substation Costs</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,874.95</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,874.95</u>
<b>\$/Net kWh</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 0.00019</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 0.00003</u>

**Administration  
May, 2019**

	Current Month \$	Year To-Date \$	Annual Budget \$	% YTD to Budget
Labor and Overtime	45,793.94	\$ 519,965.98	\$ 659,469.00	78.85%
Other Fringe Benefits	54,157.79	577,302.30	699,736.00	82.50%
Legal and Outside Consultants	5,716.50	38,428.42	125,000.00	30.74%
Regulatory Commission Expense	-	1,843.75	5,000.00	36.88%
Memberships and Dues	544.00	3,624.00	3,400.00	106.59%
Investment Management Fees	697.07	7,592.87	8,400.00	90.39%
Audit & Financial Fees	-	35,385.89	36,000.00	98.29%
Annual Meeting Expense	-	1,363.45	5,000.00	27.27%
Travel and Auto Expense	1,354.57	23,291.17	43,000.00	54.17%
Education and Seminars	195.00	7,218.00	10,000.00	72.18%
Supplies and Maintenance Expense	1,887.46	24,183.17	66,200.00	36.53%
Telephone and Utilities Expense	1,314.43	21,743.38	16,800.00	129.42%
Building Lease	6,695.00	103,070.33	-	0.00%
MPPA Credit	-	-	-	0.00%
Custodial Service	1,100.00	12,262.65	13,000.00	94.33%
D & O and Other Insurance	5,903.61	65,191.72	85,500.00	76.25%
Gas Customer Charges	596.18	7,045.08	9,800.00	71.89%
AMP Dispatch Charge	12,492.14	134,260.24	168,000.00	79.92%
Miscellaneous Expenses	194.50	679.96	8,000.00	8.50%
<b>Sub-Total Administrative Costs</b>	<b>\$ 138,642.19</b>	<b>\$ 1,584,452.36</b>	<b>\$ 1,962,305.00</b>	<b>80.74%</b>
<b>MIRECS Compliance Expense</b>	<b>\$ (3,106.07)</b>	<b>\$ 131.46</b>	<b>\$ 7,000.00</b>	<b>1.88%</b>
<b>Member Cyber Insurance</b>	<b>\$ -</b>	<b>\$ 33,030.63</b>	<b>\$ 28,000.00</b>	<b>117.97%</b>
<b>Coldwater Solar Station Costs</b>	<b>\$ 5,816.01</b>	<b>\$ 58,297.85</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Legal/Other Project 1 %</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Legal/Other 20 % Even Split</b>	<b>\$ -</b>	<b>\$ 60,459.95</b>	<b>\$ -</b>	<b>0.00%</b>
<b>AMP Service Fee A</b>	<b>\$ 13,242.77</b>	<b>\$ 145,745.26</b>	<b>\$ 159,600.00</b>	<b>91.32%</b>
<b>Total Administrative Costs</b>	<b>\$ 154,594.90</b>	<b>\$ 1,882,117.51</b>	<b>\$ 2,156,905.00</b>	<b>87.26%</b>

Costs Allocated to Members	Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
Total Energy %	3.10%	62.31%	17.30%	15.29%	2.01%	100.00%
Legal/Other Proj 1 %	6.50%	40.00%	25.50%	24.00%	4.00%	100.00%
Legal/Other 20 % Even Split	20.00%	20.00%	20.00%	20.00%	20.00%	100.00%
<b>Sub-Total Administrative Costs</b>	<b>4,293.81</b>	<b>86,388.01</b>	<b>23,985.45</b>	<b>21,192.47</b>	<b>2,782.45</b>	<b>138,642.19</b>
MIRECS Expense - Direct	(3,167.71)	14,165.31	(5,568.46)	(6,963.53)	(1,571.68)	(3,106.07)
Member Cyber Insurance - Direct	0.00	0.00	0.00	0.00	0.00	0.00
Coldwater Solar Station Costs	0.00	5,816.01	0.00	0.00	0.00	5,816.01
Legal/Other Proj 1 %	0.00	0.00	0.00	0.00	0.00	0.00
Legal/Other 20 % Even Split	0.00	0.00	0.00	0.00	0.00	0.00
AMP Fee A - Member Retail Sales	448.34	8,155.78	2,323.59	2,016.02	299.04	13,242.77
<b>Total Administrative Costs</b>	<b>\$ 1,574.44</b>	<b>\$ 114,525.11</b>	<b>\$ 20,740.58</b>	<b>\$ 16,244.96</b>	<b>\$ 1,509.81</b>	<b>\$ 154,594.90</b>
<b>\$/Net kWh</b>	<b>\$ 0.00090</b>	<b>\$ 0.00326</b>	<b>\$ 0.00212</b>	<b>\$ 0.00188</b>	<b>\$ 0.00133</b>	<b>\$ 0.00274</b>

Credits  
May, 2019

Allocated to Members	Current Month					Year-to-Date						
	Clinton	Colchester	Hillsdale	Marshall	Union City	Total	Clinton	Colchester	Hillsdale	Marshall	Union City	Total
Dispatch Authority	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Energy to Agency	-	(5,816.01)	(1,839.86)	-	(11,186.16)	(18,842.03)	(288.33)	(58,297.85)	(17,331.00)	(20,986.63)	(65,606.54)	(162,510.35)
Rate Stabilization Usage	-	(127,516.29)	-	-	-	(127,516.29)	(41,953.91)	(127,516.29)	(60,072.07)	(185,703.20)	-	(415,245.46)
3rd Party Sales Credit - AMP Capacity	-	-	-	-	-	-	-	-	-	-	-	-
3rd Party Sales Credit/Charge - Endicott	-	-	-	-	-	-	-	-	-	-	-	-
3rd Party Sales Credit - Member	-	-	-	-	-	-	-	-	-	-	-	-
Prior Period Adjustments Charge/(Credit)	-	-	-	-	-	-	-	-	-	-	-	-
Non-Participating Energy Charge/(Credit)	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Credits</b>	<b>\$ -</b>	<b>\$ (133,332.30)</b>	<b>\$ (1,839.86)</b>	<b>\$ -</b>	<b>\$ (11,186.16)</b>	<b>\$ (146,358.32)</b>	<b>\$ (42,242.24)</b>	<b>\$ (185,814.14)</b>	<b>\$ (77,403.07)</b>	<b>\$ (206,589.82)</b>	<b>\$ (65,606.54)</b>	<b>\$ (577,755.81)</b>

**MSCPA Energy Summary**  
**May, 2019**

	Metered Usage	Generated	Net Usage	Losses	Gross Usage
Clinton	1,748,598	-	1,748,598	-	1,748,598
Coldwater	34,913,099	267,306	35,180,405	-	35,180,405
Hillsdale	9,738,112	29,655	9,767,767	-	9,767,767
Marshall	8,514,242	116,120	8,630,362	-	8,630,362
Union City	964,472	168,644	1,133,116	-	1,133,116
Member Totals	55,878,523	581,725	56,460,248	-	56,460,248
Other	-	-	-	-	-
Total	55,878,523	581,725	56,460,248	-	56,460,248

	High Demand			Low Demand	
	High	Time	Load Factor	Low	Time
Clinton	3,580.0	5/28/19 HE 13	65.65%	1,459.0	5/10/19 HE 3
Coldwater	72,063.0	5/17/19 HE 10	65.62%	25,171.0	5/05/19 HE 3
Hillsdale	19,040.0	5/28/19 HE 13	68.95%	8,992.0	5/27/19 HE 4
Marshall	16,154.0	5/28/19 HE 12	71.81%	7,647.0	5/27/19 HE 4
Union City	2,004.0	5/28/19 HE 10	76.00%	1,020.0	5/19/19 HE 5
Member Non-Coincident	112,841.0		67.25%	44,289.0	
Endicott					
Agency Non-Coincident	112,841.0		67.25%	44,289.0	
Member Coincident	107,830.0	5/22/19 HE 10	70.38%	44,905.0	5/05/19 HE 3
Agency Coincident	107,830.0	5/22/19 HE 10	70.38%	44,905.0	5/05/19 HE 3

**Member Engine Summary**  
**May, 2019**

	Current Month			Year-to-Date		
	kWh	\$	\$/kWh	kWh	\$	\$/kWh
<b>Clinton</b>						
Engine 6	-	-	-	4,574	288.33	0.06304
<b>Clinton Total</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,574</u>	<u>288.33</u>	<u>0.06304</u>
<b>Coldwater</b>						
AMP Solar BTM	203,541	5,816.01	0.02857	1,644,270	58,297.85	0.03546
<b>Coldwater Total</b>	<u>203,541</u>	<u>5,816.01</u>	<u>0.02857</u>	<u>1,644,270</u>	<u>58,297.85</u>	<u>0.03546</u>
<b>Hillsdale</b>						
Engine 5	15,108	960.06	0.06355	122,135	7,832.64	0.06413
Engine 6	14,547	879.79	0.06048	156,506	9,498.36	0.06069
	-	-	-	-	-	-
<b>Hillsdale Total</b>	<u>29,655</u>	<u>1,839.86</u>	<u>0.06204</u>	<u>278,641</u>	<u>17,331.00</u>	<u>0.06220</u>
<b>Marshall</b>						
Engine 3	-	-	-	48,711	5,237.69	0.10753
Engine 5	-	-	-	36,963	5,322.89	0.14401
Engine 6	-	-	-	112,706	10,426.04	0.09251
Hydro 1	116,120	-	-	734,479	-	-
Hydro 3	-	-	-	-	-	-
<b>Marshall Total</b>	<u>116,120</u>	<u>-</u>	<u>-</u>	<u>932,859</u>	<u>20,986.62</u>	<u>0.02250</u>
<b>Union City</b>						
Hydro 1 & 2	168,644	11,186.16	0.06633	989,093	65,606.54	0.06633
<b>Union City Total</b>	<u>168,644</u>	<u>11,186.16</u>	<u>0.06633</u>	<u>989,093</u>	<u>65,606.54</u>	<u>0.06633</u>
<b>Member Totals</b>	<u>517,960</u>	<u>18,842.03</u>	<u>0.03638</u>	<u>3,849,437</u>	<u>162,510.34</u>	<u>0.04222</u>

**Energy Allocation Summary**  
Month of May, 2019

	Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
<b>kWh</b>						
Member Hydro	-	-	-	116,120	168,644	284,764
Project IV	-	63,765	-	-	-	63,765
Menominee	137,572	846,596	539,705	507,958	84,660	2,116,491
Oconto Falls	132,873	817,678	521,269	490,607	81,768	2,044,194
Prairie State	-	5,951,619	-	1,190,085	-	7,141,704
AFEC	619,077	8,825,309	3,616,967	2,690,789	573,705	16,325,847
AMP Hydro 1	227,543	2,111,598	1,104,558	909,522	-	4,353,221
AMP Hydro 2 Greenup	20,642	336,870	137,328	111,525	-	606,366
AMP Hydro 2 Meldahl	50,459	815,528	332,303	270,024	-	1,468,315
AMP Solar	-	108,059	-	-	-	108,059
Member	-	203,541	29,655	-	-	233,196
AMP Contracts	182,063	5,112,652	969,691	712,394	63,199	7,040,000
Market	444,272	10,931,213	2,726,215	1,919,406	278,957	16,300,062
Sales	(65,903)	(944,024)	(209,925)	(288,067)	(117,816)	(1,625,736)
<b>Total</b>	<b>1,748,598</b>	<b>35,180,405</b>	<b>9,767,767</b>	<b>8,630,362</b>	<b>1,133,116</b>	<b>56,460,248</b>

<b>\$</b>						
Member Hydro	-	-	-	-	11,186.16	11,186.16
Project IV	-	1,784.78	-	-	-	1,784.78
Menominee	6,741.02	41,483.22	26,445.56	24,889.93	4,148.32	103,708.06
Oconto Falls	6,245.01	38,430.85	24,499.67	23,058.51	3,843.08	96,077.12
Prairie State	-	91,134.19	-	18,223.17	-	109,357.36
AFEC	15,393.91	219,449.49	89,939.23	66,908.97	14,265.71	405,957.32
AMP Hydro 1	6,948.56	64,482.59	33,730.27	27,774.37	-	132,935.79
AMP Hydro 2 Greenup	73.02	1,191.62	485.78	394.50	-	2,144.92
AMP Hydro 2 Meldahl	1,540.89	24,904.07	10,147.64	8,245.83	-	44,838.43
AMP Solar	-	859.48	-	-	-	859.48
Member	-	5,816.01	1,839.86	-	-	7,655.87
AMP Contracts	6,829.62	191,787.57	36,375.40	26,723.56	2,370.74	264,086.89
Market	12,418.99	289,943.92	73,831.63	51,937.88	7,400.54	435,532.96
Sales	(1,485.18)	(24,300.64)	(5,116.91)	(7,085.21)	(2,813.98)	(40,801.92)
<b>Total</b>	<b>54,705.85</b>	<b>946,967.15</b>	<b>292,178.12</b>	<b>241,071.51</b>	<b>40,400.57</b>	<b>1,575,323.20</b>

<b>\$/kWh</b>						
Member Hydro	-	-	-	-	0.06633	0.03928
Project IV	-	0.02799	-	-	-	0.02799
Menominee	0.04900	0.04900	0.04900	0.04900	0.04900	0.04900
Oconto Falls	0.04700	0.04700	0.04700	0.04700	0.04700	0.04700
Prairie State	-	0.01531	-	0.01531	-	0.01531
AFEC	0.02487	0.02487	0.02487	0.02487	0.02487	0.02487
AMP Hydro 1	0.03054	0.03054	0.03054	0.03054	-	0.03054
AMP Hydro 2 Greenup	0.00354	0.00354	0.00354	0.00354	-	0.00354
AMP Hydro 2 Meldahl	0.03054	0.03054	0.03054	0.03054	-	0.03054
AMP Solar	-	0.00795	-	-	-	0.00795
Member	-	0.02857	0.06204	-	-	0.03283
AMP Contracts	0.03751	0.03751	0.03751	0.03751	0.03751	0.03751
Market	0.02795	0.02652	0.02708	0.02706	0.02653	0.02672
Sales	0.02254	0.02574	0.02437	0.02460	0.02388	0.02510
<b>Total</b>	<b>0.03129</b>	<b>0.02692</b>	<b>0.02991</b>	<b>0.02831</b>	<b>0.03565</b>	<b>0.02790</b>

<b>Net</b>						
kWh	1,748,598	35,180,405	9,767,767	8,630,362	1,133,116	56,460,248
\$	54,705.85	946,967.15	292,178.12	241,071.51	40,400.57	1,575,323.20
\$/kWh	0.03129	0.02692	0.02991	0.02831	0.03565	0.02790

\* Marshall does not include Hydros in net kWh Calculation

**Energy Allocation by Member**

Member Hydro	0.00%	0.00%	0.00%	1.35%	14.88%	0.50%
Project IV	0.00%	0.18%	0.00%	0.00%	0.00%	0.11%
Menominee	7.87%	2.41%	5.53%	5.89%	7.47%	3.75%
Oconto Falls	7.60%	2.32%	5.34%	5.68%	7.22%	3.62%
Prairie State	0.00%	16.92%	0.00%	13.79%	0.00%	12.65%
AFEC	35.40%	25.09%	37.03%	31.18%	50.63%	28.92%
AMP Hydro 1	13.01%	6.00%	11.31%	10.54%	0.00%	7.71%
AMP Hydro 2 Greenup	1.18%	0.96%	1.41%	1.29%	0.00%	1.07%
AMP Hydro 2 Meldahl	2.89%	2.32%	3.40%	3.13%	0.00%	2.60%
AMP Solar	0.00%	0.31%	0.00%	0.00%	0.00%	0.19%
Member	0.00%	0.58%	0.30%	0.00%	0.00%	0.41%
AMP Contracts	10.41%	14.53%	9.93%	8.25%	5.58%	12.47%
Market	25.41%	31.07%	27.91%	22.24%	24.62%	28.87%
Sales	-3.77%	-2.68%	-2.15%	-3.34%	-10.40%	-2.88%
<b>Total</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>

**Energy Allocation by Source**

Member Hydro	0.00%	0.00%	0.00%	40.78%	59.22%	100.00%
Project IV	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%
Menominee	6.50%	40.00%	25.50%	24.00%	4.00%	100.00%
Oconto Falls	6.50%	40.00%	25.50%	24.00%	4.00%	100.00%
Prairie State	0.00%	83.34%	0.00%	16.66%	0.00%	100.00%
AFEC	3.79%	54.06%	22.15%	16.48%	3.51%	100.00%
AMP Hydro 1	5.23%	48.51%	25.37%	20.89%	0.00%	100.00%
AMP Hydro 2 Greenup	3.40%	55.56%	22.65%	18.39%	0.00%	100.00%
AMP Hydro 2 Meldahl	3.44%	55.54%	22.63%	18.39%	0.00%	100.00%
AMP Solar	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%
Member	0.00%	87.28%	12.72%	0.00%	0.00%	100.00%
AMP Contracts	2.59%	72.62%	13.77%	10.12%	0.90%	100.00%
Market	2.73%	67.06%	16.73%	11.78%	1.71%	100.00%
Sales	4.05%	58.07%	12.91%	17.72%	7.25%	100.00%
<b>Total</b>	<b>3.10%</b>	<b>62.31%</b>	<b>17.30%</b>	<b>15.29%</b>	<b>2.01%</b>	<b>100.00%</b>

**Energy Allocation Summary  
Year to Date through May, 2018**

	Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
<b>kWh</b>						
Member Hydro	-	-	-	734,479	989,093	1,723,572
Project IV	-	3,569,707	-	-	-	3,569,707
Menominee	1,262,445	7,768,894	4,952,670	4,661,337	776,889	19,422,236
Oconto Falls	971,119	5,976,119	3,809,776	3,585,672	597,612	14,940,298
Prairie State	-	75,767,459	-	15,150,447	-	90,917,906
AFEC	9,409,031	134,131,403	54,972,447	40,895,944	8,719,453	248,128,278
AMP Hydro 1	2,201,934	20,433,952	10,688,819	8,801,447	-	42,126,152
AMP Hydro 2 Greenup	183,292	2,991,221	1,219,400	990,285	-	5,384,198
AMP Hydro 2 Meldahl	416,237	6,727,297	2,741,167	2,227,433	-	12,112,135
AMP Solar	-	808,969	-	-	-	808,969
Member	4,574	1,644,270	278,641	198,380	-	2,125,865
AMP Contracts	2,722,122	59,103,192	13,002,022	8,664,080	1,548,585	85,040,000
Market	5,440,367	179,311,165	29,456,742	18,942,341	3,813,180	236,963,795
Sales	(311,657)	(4,917,841)	(1,387,946)	(1,998,207)	(428,367)	(9,043,119)
<b>Total</b>	<b>22,299,465</b>	<b>493,315,807</b>	<b>119,734,638</b>	<b>102,853,637</b>	<b>16,016,445</b>	<b>754,219,992</b>

<b>\$</b>						
Member Hydro	-	-	-	-	65,606.54	65,606.54
Project IV	-	124,159.61	-	-	-	124,159.61
Menominee	61,859.82	380,675.83	242,680.84	228,405.50	38,067.58	951,689.56
Oconto Falls	45,642.61	280,877.60	179,059.47	168,526.56	28,087.76	702,194.01
Prairie State	-	1,393,017.79	-	278,547.57	-	1,671,565.36
AFEC	270,687.30	3,858,810.58	1,581,495.87	1,176,530.62	250,848.92	7,138,373.29
AMP Hydro 1	67,331.46	624,835.99	326,846.17	269,133.48	-	1,288,147.10
AMP Hydro 2 Greenup	573.44	9,358.28	3,814.99	3,098.19	-	16,844.90
AMP Hydro 2 Meldahl	12,726.39	205,686.04	83,810.75	68,103.40	-	370,326.59
AMP Solar	-	16,416.58	-	-	-	16,416.58
Member	288.33	58,297.85	17,331.00	20,986.62	-	96,903.80
AMP Contracts	101,101.26	2,199,642.81	483,166.00	321,878.71	57,434.09	3,163,222.86
Market	195,300.42	5,931,314.50	1,005,302.24	653,326.34	131,425.13	7,916,668.63
Sales	(8,573.11)	(142,099.44)	(39,950.98)	(54,488.74)	(11,108.27)	(256,220.55)
<b>Total</b>	<b>746,937.94</b>	<b>14,940,994.01</b>	<b>3,883,556.35</b>	<b>3,134,048.25</b>	<b>560,361.74</b>	<b>23,265,898.29</b>

<b>\$/kWh</b>						
Member Hydro	-	-	-	-	0.06633	0.03806
Project IV	-	0.03478	-	-	-	0.03478
Menominee	0.04900	0.04900	0.04900	0.04900	0.04900	0.04900
Oconto Falls	0.04700	0.04700	0.04700	0.04700	0.04700	0.04700
Prairie State	-	0.01839	-	0.01839	-	0.01839
AFEC	0.02877	0.02877	0.02877	0.02877	0.02877	0.02877
AMP Hydro 1	0.03058	0.03058	0.03058	0.03058	-	0.03058
AMP Hydro 2 Greenup	0.00313	0.00313	0.00313	0.00313	-	0.00313
AMP Hydro 2 Meldahl	0.03057	0.03057	0.03057	0.03057	-	0.03057
AMP Solar	-	0.02029	-	-	-	0.02029
Member	0.06304	0.03546	0.06220	0.10579	-	0.04558
AMP Contracts	0.03714	0.03722	0.03716	0.03715	0.03709	0.03720
Market	0.03590	0.03308	0.03413	0.03449	0.03447	0.03341
Sales	0.02751	0.02889	0.02880	0.02727	0.02593	0.02833
<b>Total</b>	<b>0.03350</b>	<b>0.03029</b>	<b>0.03243</b>	<b>0.03069</b>	<b>0.03499</b>	<b>0.03085</b>

\* Marshall does not include Hydros in net kWh Calculation

<b>Net</b>						
kWh	22,299,465	493,315,807	119,734,638	102,119,158	16,016,445	754,219,992
\$	746,937.94	14,940,994.01	3,883,556.35	3,134,048.25	560,361.74	23,265,898.29
\$/kWh	0.03350	0.03029	0.03243	0.03069	0.03499	0.03085

\* Marshall does not include Hydros in net kWh Calculation

**Energy Allocation by Member**

Member Hydro	0.00%	0.00%	0.00%	0.71%	6.18%	0.23%
Project IV	0.00%	0.72%	0.00%	0.00%	0.00%	0.47%
Menominee	5.66%	1.57%	4.14%	4.53%	4.85%	2.58%
Oconto Falls	4.35%	1.21%	3.18%	3.49%	3.73%	1.98%
Prairie State	0.00%	15.36%	0.00%	14.73%	0.00%	12.05%
AFEC	42.19%	27.19%	45.91%	39.76%	54.44%	32.90%
AMP Hydro 1	9.87%	4.14%	8.93%	8.56%	0.00%	5.59%
AMP Hydro 2 Greenup	0.82%	0.61%	1.02%	0.96%	0.00%	0.71%
AMP Hydro 2 Meldahl	1.87%	1.36%	2.29%	2.17%	0.00%	1.61%
AMP Solar	0.00%	0.16%	0.00%	0.00%	0.00%	0.11%
Member	0.02%	0.33%	0.23%	0.19%	0.00%	0.28%
AMP Contracts	12.21%	11.98%	10.86%	8.42%	9.67%	11.28%
Market	24.40%	36.35%	24.60%	18.42%	23.81%	31.42%
Sales	-1.40%	-1.00%	-1.16%	-1.94%	-2.67%	-1.20%
<b>Total</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>

**Energy Allocation by Source**

Member Hydro	0.00%	0.00%	0.00%	42.61%	57.39%	100.00%
Project IV	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%
Menominee	6.50%	40.00%	25.50%	24.00%	4.00%	100.00%
Oconto Falls	6.50%	40.00%	25.50%	24.00%	4.00%	100.00%
Prairie State	0.00%	83.34%	0.00%	16.66%	0.00%	100.00%
AFEC	3.79%	54.06%	22.15%	16.48%	3.51%	100.00%
AMP Hydro 1	5.23%	48.51%	25.37%	20.89%	0.00%	100.00%
AMP Hydro 2 Greenup	3.40%	55.56%	22.65%	18.39%	0.00%	100.00%
AMP Hydro 2 Meldahl	3.44%	55.54%	22.63%	18.39%	0.00%	100.00%
AMP Solar	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%
Member	0.22%	77.35%	13.11%	9.33%	0.00%	100.00%
AMP Contracts	3.20%	69.50%	15.29%	10.19%	1.82%	100.00%
Market	2.30%	75.67%	12.43%	7.99%	1.61%	100.00%
Sales	3.45%	54.38%	15.34%	22.10%	4.74%	100.00%
<b>Total</b>	<b>2.96%</b>	<b>65.41%</b>	<b>15.88%</b>	<b>13.64%</b>	<b>2.12%</b>	<b>100.00%</b>

Expenses vs. Revenue Summary

**EXPENSES**

Debt Service

	Project 1	-	
	Project IV	118,000.00	
	Prairie State	268,966.29	
	Prairie State Capacity	(48,352.80)	
	AFEC	215,972.98	
	AFEC Capacity	(195,798.46)	
	AMP Hydro 1	797,385.40	
	AMP Hydro 1 Capacity	(14,990.90)	
	AMP Greenup	43,629.83	
	AMP Greenup Capacity	(8,114.94)	
	AMP Meldahl	112,287.36	
	AMP Meldahl Capacity	(15,313.12)	
	AMP Solar	-	
	AMP Solar Capacity	(1,803.78)	
	Supplemental Transmission	-	
Total Debt Service/Capacity			1,271,867.86
	Coal	-	
	Ash	-	
	Gypsum	-	
	Limestone	-	
	Natural Gas - Lighters	-	
	-	-	
	FTF Tons	-	
	Petroleum Coke	-	
	Other 4	-	
	Total Coal Related	-	
	Natural Gas - Clayton Boiler	-	
	Natural Gas - FTF	-	
	Fuel Oil - Vehicle	-	
Project 1 Fuels			-
Project IV Fuel			1,784.78
Prairie State O&M			189,889.47
AFEC O & M			594,940.57
AMP Hydro 1 O & M			1,802.39
AMP Greenup O & M			8,358.10
AMP Meldahl O & M			18,034.06
AMP Solar			5,968.05
AMPGS Stranded Costs			15,000.00
Coldwater Peaking Plant O&M			22,162.14
Menominee Hydro			105,732.37
Oconto Falls Hydro			96,914.12
A/P Run			35,988.59
	Labor (straight time)	39,408.22	
	Labor (overtime)	16.13	
	Labor (Other)	6,369.59	
Labor			45,793.94
Recyclean FTF Consulting			-
Pension			41,198.65
Trustee Fees			-



Expenses vs. Revenue Summary

Project IV Capital		-	
Chemicals		-	
Insurance		9,338.78	
In Lieu of Taxes		-	
	Project I KVAR only	-	
	Clinton	-	
	Coldwater	-	
	Hillsdale	1,874.95	
	Marshall	-	
	Union City	-	
O & M Substation & KVAR Expense			1,874.95
	Michigan Gas Utilities	115.95	
	Consumers Energy	480.23	
Gas Customer Charge			596.18
Supplemental Purchases			
	AMP Contracts	264,086.89	
	Transmission Utilization Adjustment	-	
	AMP Dispatch/NERC/MISO Transmission Charges	258,663.16	
Total Purchases			522,750.05
MISO Invoice Summary (Including Purchases)			1,379,828.50
AMP--PJM LMP's and Congestion Credit			(839,784.02)
AMP Leidos Study			-
Clinton Wholesale Distribution Service			11,704.33
Purchased Power Members			18,842.02
Dispatch Authority			-
Coldwater Solar Station Use			5,816.01
FTF Tipping Fees			-
FTF Steel Revenue			-
FTF REC Revenue			-
Pipeline Minimum Use Reserve Fund			-
Severance and Related Fund			-
AMP/MPPA Invoiced Capacity			28,432.00
Endicott Reactive Credit			-
MIRECS Registration Fees			-
Emissions/Environmental Expense			-
	Clinton	-	
	Coldwater	-	
	Hillsdale	-	
	Marshall	28,761.56	
	Union City	5,665.58	
To Rate Stabilization Fund			34,427.14
	Clinton	448.34	
	Coldwater	8,155.78	
	Hillsdale	2,323.59	
	Marshall	2,016.02	
	Union City	299.04	
AMP Service Fee A ( Current & Prior Month)			13,242.77
	Project IV Labor	11,124.82	
	Project IV Other	37,525.66	
	Project IV Bond Fees	-	
	Project IV Insurance	-	
Project IV Total Other Costs			48,650.48
Future Power Supply Study			-

Expenses vs. Revenue Summary

**TOTAL EXPENSES** 3,691,154.26

**CREDITS**

	Clinton	-	
	Coldwater	(5,816.01)	
	Hillsdale	(1,839.86)	
	Marshall	-	
	Union City	<u>(11,186.16)</u>	
Purchased Power Members			(18,842.02)
	Clinton	-	
	Coldwater	(127,516.29)	
	Hillsdale	-	
	Marshall	-	
	Union City	<u>-</u>	
Rate Stabilization Fund Usage			(127,516.29)
	Clinton	(3,167.71)	
	Coldwater	14,165.31	
	Hillsdale	(5,568.46)	
	Marshall	(6,963.53)	
	Union City	<u>(1,571.68)</u>	
MIRECS Charges			<u>(3,106.07)</u>
	Clinton	-	
	Coldwater	-	
	Hillsdale	-	
	Marshall	-	
	Union City	<u>-</u>	
Member Insurance			-
	Clinton	-	
	Coldwater	-	
	Hillsdale	-	
	Marshall	-	
	Union City	<u>-</u>	
Prior Period Adjustments			-

**TOTAL CREDITS** (149,464.38)

**REVENUE REQUIRED** 3,541,689.88

	Clinton	124,611.31	
	Coldwater	2,136,378.42	
	Hillsdale	631,525.02	
	Marshall	595,996.94	
	Union City	<u>53,178.19</u>	
<b>TOTAL INVOICED</b>			<u><u>3,541,689.89</u></u>

Invoiced vs. Required		0.00
Plus 3rd Party Payment	-	
Gain / (Loss)		0.00
Invoice Rounding Error		0.00
Program Calculation Error		0.01
MISO Rounding		0.02

**MINUTES OF THE MICHIGAN SOUTH CENTRAL POWER AGENCY  
BOARD OF COMMISSIONERS REGULAR MEETING**

May 10, 2019  
9:00 a.m.

1 Grand Street  
Coldwater, MI 49036

**NOTICE OF MEETING:**

A public notice had been posted in accordance with Open Meetings Act No. 267, Public Acts of Michigan, 1976.

**COMMISSIONERS PRESENT:**

Kevin Cornish, Clinton; Jeff Budd, Coldwater; David Mackie, Hillsdale; Thomas Tarkiewicz, Marshall; Chris Mathis, Union City

**ALTERNATE COMMISSIONERS PRESENT:**

Chris McArthur, Hillsdale; Ed Rice, Marshall

**OTHERS PRESENT:**

Paul Beckhusen and Christina Bernard, MSCPA

**CALL TO ORDER:**

Chairman Tarkiewicz called the meeting to order at 9:00 a.m.

**APPROVAL OF MINUTES:**

MOTION: Mr. Cornish moved, supported by Mr. Mathis, to approve the minutes of the April 9, 2019 Regular Board Meeting, as written.

By a voice vote, motion carried unanimously.

**FINANCIAL:**

**Approval of March 2019 Financial Statements and Investment Report**

MOTION: Mr. Cornish moved, supported by Mr. Budd, to receive and file the March 2019 Financial Statements and Investment Report.

By a voice vote, motion carried unanimously.

Approval of March 2019 Invoices

MOTION: Mr. Budd moved, supported by Mr. Cornish, to approve the March 2019 Invoices, check numbers 86793 through 86827, including wire transfer payments, paid in the amount of \$4,796,034.84.

By a voice vote, motion carried unanimously.

Consideration of Resolution Authorizing Member Equity Refund

Mr. Beckhusen reviewed the resolution with the Board.

MOTION: Mr. Mathis moved, supported by Mr. Mackie, to adopt the Resolution Authorizing Member Equity Refund, as presented.

A roll call vote was taken, with four members voting Yes (Tarkiewicz, Budd, Mathis, Mackie) and one member voting No (Cornish).

Motion carried 4-1.

Distribution of the Fiscal Year 2019/2020 Draft Budget

Mr. Beckhusen distributed the Fiscal Year 2019/2020 Draft Budget for review. Comments and questions will be directed to Mr. Russell. The Board will take action at the next meeting.

Mr. Beckhusen requested consideration to fund the SERP for J.P. Bierl.

MOTION: Mr. Cornish moved, supported by Mr. Mackie, to approve the funding of SERP for J.P. Bierl.

By a voice vote, motion carried unanimously.

**GENERAL MANAGER REPORT:**

Power Supply

Mr. Beckhusen requested consideration of the Constellation Gas Transaction for June 2019.

MOTION: Mr. Budd moved, supported by Mr. Cornish, to authorize the execution of the Constellation Gas Transaction.

By a voice vote, motion carried unanimously.

Mr. Beckhusen reviewed the financial penalty related to the January 30<sup>th</sup> LMR event. MISO is reviewing the LMR resources and considering changing the qualifying and financial parameters due to the under performance of the LMR units across the footprint during this event.

The hydro units had increased generation in March.

Discussion continues with the marketer of the Little Quinn hydro project.

We have a draft term sheet for the Marshall project.

The Coldwater Peaking Project GIA was filed on April 26<sup>th</sup>.

The joint development agreement and property options have been executed.

#### Transmission

An intervention was filed in a Consumers Energy complaint regarding a transmission project approved by MISO. The basis of the complaint is that the project is a radial line that does not benefit the METC zone.

#### Legal

None.

#### Miscellaneous

Mr. Beckhusen gave a power supply presentation to the Coldwater BPU Board on April 25<sup>th</sup> and will be going to Clinton on June 4<sup>th</sup>.

### **MEMBER'S MUNICIPALITY UPDATE:**

#### Clinton

Mr. Cornish stated that they are working on the transformer and road projects.

#### Coldwater

Mr. Budd stated that they are looking for an engineer. The new elementary school has broken ground and work will start soon on a new apartment complex.

#### Hillsdale

Mr. Mackie stated that they received a grant for the theatre and are demolishing and

redeveloping a building. They are preparing for a 150<sup>th</sup> celebration.

Mr. McArthur stated that they are finishing up the renewable operating permit for engines 5 and 6. They are in the middle of the NPDES permitting process.

Marshall

Mr. Tarkiewicz stated that they had a bridge collapse and the gas going downtown is almost complete for the road repaving. The budget will be adopted in a couple weeks. The golf course is being sold to a residential developer. One marijuana grow facility cleared ground and another one bought another site.

Mr. Rice stated that the Fiber to Premise now has 1,000 customers and they are writing a RFP for the embankment at the dam.

Union City

Mr. Mathis stated that the water tower is going up and they are working on the senior center.

**PUBLIC COMMENT:**

None.

**ADJOURNMENT:**

With no further business to come before the Board, the meeting adjourned at 10:10 a.m.

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Thomas Tarkiewicz, Chairman

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Christina Bernard, Secretary

**MINUTES OF THE MICHIGAN SOUTH CENTRAL POWER AGENCY  
BOARD OF COMMISSIONERS WORK SESSION**

**May 10, 2019  
10:30 a.m.**

**1 Grand Street  
Coldwater, MI 49036**

**NOTICE OF MEETING:**

A public notice had been posted in accordance with Open Meetings Act No. 267, Public Acts of Michigan, 1976.

**COMMISSIONERS PRESENT:**

Kevin Cornish, Clinton; Jeff Budd, Coldwater; David Mackie, Hillsdale; Thomas Tarkiewicz, Marshall; Chris Mathis, Union City

**ALTERNATE COMMISSIONERS PRESENT:**

Chris McArthur, Hillsdale; Ed Rice, Marshall

**OTHERS PRESENT:**

Paul Beckhusen, MSCPA; Don Reid, Coldwater Daily Reporter

**CALL TO ORDER:**

Chairman Tarkiewicz called the meeting to order.

The Board discussed exploring alternative administrative options for the Agency.

**ADJOURNMENT:**

With no further business to come before the Board, the meeting adjourned.

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Thomas Tarkiewicz, Chairman

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Christina Bernard, Secretary

Economic Development Partnership of Hillsdale County  
Minutes of Regular Meeting  
April 11, 2019

**Board Members Present:** Trevor Pibbles, Rick Schaerer, Don Germann, Chris McArthur, Duke Anderson, Kym Blythe, Jeff Gray, John Condon, Tom Condon, Julie Games, Vicki Morris, David Mackie, Tony Samon, Nick Krzeminski, Ned Bever, Anthony Parker

**Board Members Absent:** Ron Griffith, Doug Terry, Bill Sleight, Ronna Steel

**Staff:** Susan Smith, Annette Sands

**Call to Order:** 8:00 a.m.- Rick Schaerer

- Motion by Nick Krzeminski to approve Agenda  
Support by David Mackie, unanimously approved
- Motion by Jeff Gray to approve February 2019 Minutes  
Support by Julie Games, unanimously approved
- Motion by Vicki Morris to approve Treasurer's Report  
Support by Chris McArthur, unanimously approved
- Motion by Julie Games to approve Director's Report  
Support by David Mackie, unanimously approved

**Treasurer's Report:** this consisted of an overview of the EDP's current fiscal year financials. We are currently to the good **\$21,325** for the fiscal year. Still expect to meet budget, this reflects a break- even year. We are still in the midst of our capital campaign with Sponsorships still out, personal visits have been made or will be in very near future. The current total assets are \$264,668 with \$226,312 in cash.

**Director's Report:** consisted of an overview of happening at the EDP.

- Business Visits included ACT Test Panels, Precision Metal Arts Hillsdale Terminal
- Martinrea, International Barley & Malt, Paragon, American Axle and Tenneco
- Community Engagements: Hillsdale Rotary, Pittsford Lions Club, Fayette Township Meeting, Wage and Benefit with Hillsdale College Marketing Class, Board Meetings with CAA, Key Opportunities, Hillsdale County Planning Commission
- Partner Collaborations: meeting in Ypsilanti for all contract partners with MWSE, with Powerpoint presentation with GAAR partners. Resume writing assistance for the Litchfield High School with MWSE, interviewing skills session and mock interviews for students with employers, GAAR Economic Developers meeting for future planning, Management Team meeting for Prosperity Region 9 to discuss funding and grant program, monthly invoices and quarterly report for MWSE contract
- Overview of Going Pro events at the LRTC and other at Pittsford. Thank you to all that attended and participated and Hi-Lex for providing tours of facilities.



**Round Table Discussion:**

- David Mackie- provided update on the following:  
MEDC Strategic fund board
  - Dawn Theater renovations-1.3 million grant for roof, etc.
  - Developer on Keefer House, will be a hotel & restaurant
  - In May, 23-25 Broad Street will be torn down, due to structural hazard
  - In May there is a proposed public safety mileage on ballot
  - Hallett will be under construction soon
- Chris McArthur- update on the Vine & Rippon Street projects. Beginning soon and should be completed by beginning of July
  - Wastewater treatment plant project will be completed in June
- Duke Anderson- Hillsdale Health & Wellness is at new location of the Old McDonald's building on Carleton Road.
  - Has been an increase in out- patient visits
- Vicki Morris- increate in New Construction loans. Homes on the market have too many renovations for the price, so customers are building new.
- Ned Bever- already started planting, this is the earliest Ever.
- Jeff Gray- Jonesville is currently receiving bids for the Iron Removal Plant
- Julie- New offices complete, now working in courthouse. Hope to complete by fall.
- Nick Krzeminski- AMI Project start building out in Grand Haven the will move out to our area, projected in October. Michigan Gas will be working with all on this endeavor, projected timeline to be completed by 2020
- Don Germann-CNB all is going well, numerous loans
  - update on river fest, seeking sponsorships currently

**Adjournment:** 8:29 a.m. – Rick Schaerer

Respectfully submitted,

Annette Sands



# Community Action Agency

PROMOTING SELF-SUFFICIENCY

## BPU Monthly Report – June 2019

Total Number of Households Served = 9

Allocation – \$2,694.02

Revenue – \$2,625.76 April

\$2,594.90 May

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\$5,220.66 Total

Balance in Account - \$19,575.16

Thank you

Sherry Bernklau  
Information and Evaluation Manager  
Community Action Agency  
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Fax: 517-437-3480

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