

Meeting Call-In Instructions

The best way to log in will be through the GoToMeeting app. You should be able to download the app into your cell phone or other portable device. In the app you will be able to enter your own name.

Link: <https://global.gotomeeting.com/install/820948581>

The meeting ID if you login with the app is: 820-948-581

If you need to join the meeting using your phone just try to call in a few minutes early.

You can also dial in using your phone.

United States: [+1 \(646\) 749-3122](tel:+16467493122)

Access Code: 820-948-581

XI. OPPORTUNITY FOR GENERAL PUBLIC TO ADDRESS THE BOARD

XII. BOARD MEMBER ROUNDTABLE

XIII. ADJOURNMENT

Director McArthur reported that the HVAC Project at the Waste Water Treatment Plant has been completed. Once Change Order #3 has been approved the last payment will be made and the project closed out.

Director McArthur stated that with all of the events with COVID-19 unfolding AMP cancelled their meeting. He said that all AMP employees are working from home with all of their control room operators and other essential employees reporting as needed. He reported that the AFEC spring outage has been postponed until the fall due to COVID-19. He also reported that the repairs to Unit 2 have been made and they are testing the unit and plan to be able to make full load after repairs. He informed that Jolene Thomson has taken the reigns at AMP as of April 1st with the retirement of Mark Gerken.

Director McArthur reported that the monthly MSCPA meeting was cancelled due to the COVID-19. He said that staff and AMP Staff continue to look at options for the Moore Rd. Substation Upgrades. These upgrades were presented to MSCPA from Consumers Energy as MSCPA and the City of Hillsdale own a portion of that substation. More details are pending.

Director McArthur advised that as we continue to monitor the COVID-19 situation, staff is keeping a close eye on revenue and will throughout the next few months. Staff have reviewed the Rules and Regulations and plan to follow the rules set in place at this time for customers needing assistance with their payments. Community Action Agency has been contacted and plan to assist customers however they can as well. Payment arrangements will be made in accordance with the Rules and Regulations allowing customers six months to pay past due amounts. We will keep a close eye on the revenue situation as customers return to work.

Significant Dates

MPPA/MMEA Annual Meeting has been cancelled
MSCPA Meeting has been cancelled

ACTION ITEMS

Power Plant Air Compressor

The Back-up air compressor will serve as back-up for the only air compressor at the power plant. The previous back-up air compressor is non-operational with parts not available. The air compressors provide the necessary air to start and operate the engines. This project has been budgeted for in the FYE 2020 Capital Budget in the amount of \$50,000. This project went out to bid and had two bidders with the following results:

Howell Mechanical	\$39,950
TMI Compressed Air Systems	\$37,710

Mr. Batt, supported by Mr. Hoffman moved to approve signing the Memorandum of Understanding with Consumers Energy and DTE. The motion carried unanimously by voice vote.

DEPARTMENT AND PROJECT REPORTS

Superintendent Bill Briggs reported that crews repaired a main break on McCollum St. and replaced globes at the Union St lift station. Crews also responded to two sewer backups, one on S. Manning and the other at West St and River St. Crews jetted the lines for both backups. He reported that the Wastewater Treatment met all discharge permit requirements. He informed that there was a dirty water complaint from a flow test of hydrants at Bob Evans, and that crews replaced a hydrant at the corner of College St and Union St. He also said that 24 meters were installed as part of the AMI Meter Exchange.

Superintendent Chad Culbert reported on the Electric Department. He reported that crews set three new poles on State Rd, including another ductile iron pole. These poles are along the ponds west of Russell Dr. in very wet conditions. He also said that U.I.S. electricians performed relay maintenance on all 46k breakers. Also, Truck 39-02 had to have boom repairs at a Terex facility in Bourbon Indiana. The issues were found during annual inspections and repaired by the manufacturer. He reported that there were 14 outages in March. He said that 11 of the 14 outages occurred on one day due to high winds. He said that on March 29 Hillsdale experienced high winds that brought down tree limbs and branches. The winds caused the 11 outages over about an 8 hour period Sunday afternoon. Services were interrupted to 429 customers at different times that day. The crew reporting to the Power Plant cleaned and painted the basement. Clark electric connected the SCADA room to the emergency generator. The sump pump located at the east end of the basement was replaced, and lube oil filters were changed for engine #6. He reported that upcoming field projects include Voltage Upgrade field work, tree trimming, changing regulators on Osseo/Pittsford circuit, and underground wire upgrades for several locations.

Director McArthur reported on the Safety Department. He reported that "Trench and Evacuation" training was provided for all DPS and BPU employees that may have this responsibility. He mentioned that AMP was used to help emphasize the importance of this training. He reported that special focus has been given to Covid-19 prevention with several daily updates from the CDC and WHO. Updated information is relayed to employees. One BPU employee self-quarantined and measures were taken to insure any and all surfaces that employee came in contact with were disinfected. A monthly safety training is being put together that can be performed remotely to help prevent any potential undue exposure to others. MIOSHA is in the process of producing video training on Covid-19, and we will utilize it as soon as it becomes available.

User: gkeasal
DB: Hillsdale

POST DATES 04/01/2020 - 04/30/2020

JOURNALIZED PAID
BANK CODE: BPUAP

INVOICE NUMBER	DESCRIPTION	AMOUNT	PAID BY CHECK NUMBER
VENDOR NAME: ABC TRAINING AND TESTING			
5908	CDL TESTING	150.00	72406
5914	CDL TESTING	150.00	72406
5914	BRIAN BENNETT CDL TESTING	300.00	72485
TOTAL VENDOR ABC TRAINING AND TESTING		600.00	
VENDOR NAME: ACD			
11060-103	POTS FOR WTP	91.68	72486
11058-103	POTS FOR WWTP	91.68	72486
42187-145	MONTHLY FIBER LEASE	244.48	72486
11061-103	PHONE SYSTEM - PP	136.52	72486
TOTAL VENDOR ACD		564.36	
VENDOR NAME: ADRIANNA BRACKMAN			
06.16.2017	CREDIT REFUND	20.00	72407
TOTAL VENDOR ADRIANNA BRACKMAN		20.00	
VENDOR NAME: ALEXANDER CHEMICAL CORPORTION			
20424	FERROUS CHLORIDE WWTP	4,412.23	72408
TOTAL VENDOR ALEXANDER CHEMICAL CORPORTION		4,412.23	
VENDOR NAME: ALTEC NUECO			
50543731	ANNUAL PM AND DIELEC 39-02	903.43	72409
8241980	BUCKET TRUCK	227,109.00	72483
TOTAL VENDOR ALTEC NUECO		228,012.43	
VENDOR NAME: AMAZON CAPITAL SERVICES, INC			
113-2247328-514261	DBL CONVERSION UPS POWER PLANT	747.58	72487
1FNQ-DKCK-TYH7	KEYSTONE JACKS/WALL PLATES CAT 6 BPU	46.94	72410
17HY-3K93-PHNX	DOUBLE CONVERSION USB 1200W POWER PLANT	712.03	72410
1TL4-VR7C-W96Q	TOILET PAPER,PAPER TOWELS, LEAD CHECK S	369.42	72410
19MW-QQTJ-QK3H	TOILET PAPER,PAPER TOWELS, LEAD CHECK S	226.55	72410
19MQ-RRYT-1N7W	PIPE TAPS, HI VIZ JACKET, OFFICE CHAIRS	276.24	72410
1D7X-CX6T-7R4R	PIPE TAPS, HI VIZ JACKET, OFFICE CHAIRS	234.30	72410
11QG-G4P1-M93J	WINDOW TINT	47.99	72410
1V4K-CDNR-NVQ4	RETURN - CREDIT/DOUBLE CONVERISON USB 1	(712.03)	72487
TOTAL VENDOR AMAZON CAPITAL SERVICES, INC		1,949.02	
VENDOR NAME: AMELIA HITT			
05.04.2017	CREDIT REFUND	7.00	72411
TOTAL VENDOR AMELIA HITT		7.00	
VENDOR NAME: AMERICAN COPPER AND BRASS, LLC			
20INV011016	ELECTRIC SUPPLIES	28.63	72412
20INV012501	PLUMBING MATERIALS	17.83	72412
20INV012230	PLUMBING MATERIALS	0.89	72412
19INV012629	PP MAINT	61.93	72488
20INV012231	PP MAINT	4.19	72488
20INV011246	PP MAINT	3.85	72488
20INV013323	MISC 3/4 MATERIALS	8.23	72488
TOTAL VENDOR AMERICAN COPPER AND BRASS, LLC		125.55	
VENDOR NAME: ARROW SWIFT PRINTING			
151975	AP CHECKS	242.00	72489
TOTAL VENDOR ARROW SWIFT PRINTING		242.00	
VENDOR NAME: AUBE, ALEXANDRIA S			
03/26/2020	UB refund for account: 030246	39.92	72413
TOTAL VENDOR AUBE, ALEXANDRIA S		39.92	
VENDOR NAME: BATTERY SOLUTIONS			
A512245	BATTERY RECYCLING	976.65	72490
TOTAL VENDOR BATTERY SOLUTIONS		976.65	
VENDOR NAME: BECKER & SCRIVENS			
199591	TANK SEALANT, 3' CONCRETE BLOCK	12.00	72414
199616	TANK SEALANT, 3' CONCRETE BLOCK	75.00	72414
85178	LIMESTONE	82.08	72414
TOTAL VENDOR BECKER & SCRIVENS		169.08	

INVOICE NUMBER	DESCRIPTION	AMOUNT	PAID BY CHECK NUMBER
VENDOR NAME: CITY OF HILLSDALE			
02.28.2020	VEHICLE REPAIR, COLD PATCH, SOILS, PIPE	1,970.91	72500
04.07.2020	FUEL PUMP REPAIR BACKHOE	319.58	72500
TOTAL VENDOR CITY OF HILLSDALE		4,596.32	
VENDOR NAME: CLARK ELECTRIC INC.			
15793	RUN CODUIT FOR ALARM CL ROOM WWTP	363.00	72501
15776	INSTALL DISCONNECT AND FEED SCADA ROOM	3,280.00	72501
15696	NORTH ST UNDERGROUND PROJECT	6,360.00	72421
TOTAL VENDOR CLARK ELECTRIC INC.		10,003.00	
VENDOR NAME: CURRENT OFFICE SOLUTIONS			
641996-00	TONER	200.00	72422
319288	LEASE/COPIES	703.07	72422
TOTAL VENDOR CURRENT OFFICE SOLUTIONS		903.07	
VENDOR NAME: DANIEL CHRIS SMITH			
04.05.2018	CREDIT REFUND	27.00	72423
TOTAL VENDOR DANIEL CHRIS SMITH		27.00	
VENDOR NAME: DENDY, TERRY L			
03/26/2020	UB refund for account: 026440	4.97	72424
TOTAL VENDOR DENDY, TERRY L		4.97	
VENDOR NAME: DOBROZSI, DOUGLAS J			
04/06/2020	UB refund for account: 026947	68.00	72503
TOTAL VENDOR DOBROZSI, DOUGLAS J		68.00	
VENDOR NAME: DUBOIS TRUCKING AND EXCAVATION			
QB1626	TOPSOIL	46.00	72504
TOTAL VENDOR DUBOIS TRUCKING AND EXCAVATION		46.00	
VENDOR NAME: DUFFY, JOHN S			
03/26/2020	UB refund for account: 023407	252.00	72425
TOTAL VENDOR DUFFY, JOHN S		252.00	
VENDOR NAME: DUSTIN WHEELER			
04.06.2020	MEAL ALLOWANCE 03.29.2020	8.00	72505
TOTAL VENDOR DUSTIN WHEELER		8.00	
VENDOR NAME: EAST 2 WEST ENTERPRISES, INC			
8851	CLEANING FOR MARCH- 3/2,3/16,3/20	210.00	72426
TOTAL VENDOR EAST 2 WEST ENTERPRISES, INC		210.00	
VENDOR NAME: EASYPERMIT POSTAGE			
04.16.2020	POSTAGE	2,682.00	103
TOTAL VENDOR EASYPERMIT POSTAGE		2,682.00	
VENDOR NAME: ELARTON, AMY J			
03/26/2020	UB refund for account: 012865	179.00	72427
TOTAL VENDOR ELARTON, AMY J		179.00	
VENDOR NAME: ELHORN			
282248	POTASSIUM PERMANGANATE WTP	3,564.99	72428
TOTAL VENDOR ELHORN		3,564.99	
VENDOR NAME: ENVIRONMENTAL RESOURCES ASSOCIATES			
929373	WS282 AND DMRQA40 TESTING MATERIALS	635.07	72506
TOTAL VENDOR ENVIRONMENTAL RESOURCES ASSOCIATES		635.07	
VENDOR NAME: ERIC SHEFFER			
04.06.2020	MEAL ALLOWANCE 3.29.2020	8.00	72507
TOTAL VENDOR ERIC SHEFFER		8.00	
VENDOR NAME: ESTATE OF RICHARD CARR			
71074	CREDIT REFUND	31.65	72429

INVOICE NUMBER	DESCRIPTION	AMOUNT	PAID BY CHECK NUMBER
VENDOR NAME: HULBERT, LAURA M			
	TOTAL VENDOR HULBERT, LAURA M	21.00	
VENDOR NAME: HYDROCORP			
0056582-IN	CROSS CONNECTION CONTROL PROGRAM SERVIC	1,333.00	72440
	TOTAL VENDOR HYDROCORP	1,333.00	
VENDOR NAME: JACK DOHNEY COMPANIES			
A32338	AIR CYLINDER FOR VACTOR	(55.79)	72513
A32149	AIR CYLINDER FOR VACTOR	55.79	72513
A32216	AIR CYLINDER FOR VACTOR	97.12	72513
	TOTAL VENDOR JACK DOHNEY COMPANIES	97.12	
VENDOR NAME: JONESVILLE LUMBER			
845406	2X4X8 CONST SPF	17.24	72514
844230	BUILDING SUPPLIES FRONT OFFICE	204.39	72441
844232	BUILDING SUPPLIES FRONT OFFICE	14.21	72441
844231	BUILDING SUPPLIES FRONT OFFICE	39.99	72441
844491	BUILDING SUPPLIES FRONT OFFICE	90.49	72441
845069	PLYWOOD, MORTAR MIX	78.13	72441
	TOTAL VENDOR JONESVILLE LUMBER	444.45	
VENDOR NAME: KA HODGE CONSTRUCTION			
1564	REPLACE WATERLINE 96 WESTWOOD STREET	1,319.27	72515
	TOTAL VENDOR KA HODGE CONSTRUCTION	1,319.27	
VENDOR NAME: KENDELL, DEBORAH			
04/01/2020	UB refund for account: 021687	266.00	72442
	TOTAL VENDOR KENDELL, DEBORAH	266.00	
VENDOR NAME: KENNEDY INDUSTRIES			
617299	PREVENTATIVE MAINTENANCE TO INFLUENT PU	2,155.00	72516
	TOTAL VENDOR KENNEDY INDUSTRIES	2,155.00	
VENDOR NAME: KIRKINGBURG, BRIANA D			
03/26/2020	UB refund for account: 022879	11.92	72443
	TOTAL VENDOR KIRKINGBURG, BRIANA D	11.92	
VENDOR NAME: KSS ENTERPRISES			
1214697	PAPER TOWEL AND CAN LINERS	261.00	72517
	TOTAL VENDOR KSS ENTERPRISES	261.00	
VENDOR NAME: LOU'S GLOVES, INC			
034439	10 BOXES NITRILE PF BLACK XL GLOVES	113.00	72519
033743-BPU	NITRILE GLOVES MEDIUM	56.50	72444
	TOTAL VENDOR LOU'S GLOVES, INC	169.50	
VENDOR NAME: MAPES, KELLEY L			
03/26/2020	UB refund for account: 024099	40.42	72445
	TOTAL VENDOR MAPES, KELLEY L	40.42	
VENDOR NAME: MARKET HOUSE			
118812	CLEANER	3.49	72446
118462	BAY OIL FOR PRESSURE GAUGE`	3.59	72446
	TOTAL VENDOR MARKET HOUSE	7.08	
VENDOR NAME: MCDONALD, JUSTIN K			
04/02/2020	UB refund for account: 026434	6.00	72447
	TOTAL VENDOR MCDONALD, JUSTIN K	6.00	
VENDOR NAME: MCWILLIAMS, SHELBY M			
03/26/2020	UB refund for account: 023844	160.39	72448
	TOTAL VENDOR MCWILLIAMS, SHELBY M	160.39	
VENDOR NAME: MERIT LABORATORIES			
12388	BEF COMPLIANCE TESTING	286.50	72449
12709	BEF COMPLIANCE TESTING	286.50	72449
12783	BEF COMPLIANCE TESTING	286.50	72449
12613	BEF COMPLIANCE TESTING	286.50	72449

INVOICE NUMBER	DESCRIPTION	AMOUNT	PAID BY CHECK NUMBER
VENDOR NAME: POWERLINE SUPPLY			
56451554	INVENTORY	15.18	72458
56451555	INVENTORY	2,475.00	72458
56460009	CT BARS	425.16	72523
56455615	INVENTORY	39.00	72523
56455093	INVENTORY	31.00	72523
56455475	INVENTORY	1,724.39	72523
56459208	INVENTORY	200.82	72523
56459209	INVENTORY	2,048.54	72523
56341890	RETURN - CREDIT	(1,634.89)	72523
56457406	INVENTORY	75.90	72523
56457325	INVENTORY	327.00	72523
56457405	VOLTAGE UPGRADE INVENTORY	5,200.65	72523
TOTAL VENDOR POWERLINE SUPPLY		11,828.61	
VENDOR NAME: POWERS CLOTHING, INC.			
8386	JEANS EXCHANGE FOR FIT SHAWN, JOSH CRDI	10.25	72524
TOTAL VENDOR POWERS CLOTHING, INC.		10.25	
VENDOR NAME: PRIORITY HEALTH			
201060000745	HEALTH INSURANCE GROUP 791487	27,144.50	72547
TOTAL VENDOR PRIORITY HEALTH		27,144.50	
VENDOR NAME: RAINA A COOMBS			
02.08.2018	CREDIT REFUNDS	13.38	72460
TOTAL VENDOR RAINA A COOMBS		13.38	
VENDOR NAME: RANDY GAY			
04.06.2020	MEAL ALLOWANCE - 3.29.2020	8.00	72525
TOTAL VENDOR RANDY GAY		8.00	
VENDOR NAME: ROHRAFF, MELISSA A			
03/20/2020	UB refund for account: 013035	102.31	72461
TOTAL VENDOR ROHRAFF, MELISSA A		102.31	
VENDOR NAME: RUPERT'S CULLIGAN			
215400	WATER - OFFICE	8.00	72462
TOTAL VENDOR RUPERT'S CULLIGAN		8.00	
VENDOR NAME: RYAN & BRADSHAW			
11995H	REPAIR HEATER WATER TREATMENT PLANT	494.75	72526
TOTAL VENDOR RYAN & BRADSHAW		494.75	
VENDOR NAME: SANBORN, JOSHUA L			
68808	REFUND - REISSUED	70.00	72527
TOTAL VENDOR SANBORN, JOSHUA L		70.00	
VENDOR NAME: SANDERS, JACK T			
04/02/2020	UB refund for account: 026909	34.00	72463
TOTAL VENDOR SANDERS, JACK T		34.00	
VENDOR NAME: SCOTT PLAYFORD			
04.06.2020	MEAL ALLOWANCE 3.29.2020	8.00	72528
02.06.2020	MEAL ALLOWANCE - 2.01.2020	8.00	72464
TOTAL VENDOR SCOTT PLAYFORD		16.00	
VENDOR NAME: SLC METER LLC			
256036	1" METER HORN, 1/8" X 3/4 GASKETS, 1 1/2	1,414.96	72465
255949	1" METER HORN, 1/8" X 3/4 GASKETS, 1 1/2	36.56	72465
255908	1" METER HORN, 1/8" X 3/4 GASKETS, 1 1/2	216.08	72465
TOTAL VENDOR SLC METER LLC		1,667.60	
VENDOR NAME: SOLOMON CORPORATION			
333267	REGULATORS 7620/13200	36,300.00	72529
TOTAL VENDOR SOLOMON CORPORATION		36,300.00	
VENDOR NAME: SONIT SYSTEMS, LLC			
59998-BPU	NETADMIN - MARCH 2020	1,312.50	72530



MICHIGAN SOUTH CENTRAL POWER AGENCY

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

ORIGINAL INVOICE

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

Invoice Date: 15-Apr-20
 Due Date: 30-Apr-20
 Service From: 01-Mar-20
 To: 31-Mar-20

Peak Demand 17,575 kw
 Total Energy Received 9,601,207 kWh

Area	Entitlement %	Operating and Maintenance Costs	Debt Service Less Capacity Credit	Total Costs
SUBSTATION LOAD COST		207,936.44		207,936.44
MARKET VALUE OF RESOURCES		(152,498.35)		(152,498.35)
PROJECT IV	0.0%	-	-	-
PRAIRIE STATE	0.0%	-	-	-
MENOMINEE HYDRO	25.5%	31,678.55	-	31,678.55
OCONTO FALLS HYDRO	25.5%	24,738.49	-	24,738.49
AFEC	22.2%	143,552.63	24,637.39	168,190.02
AMP HYDRO 1	25.4%	(19,641.30)	199,896.14	180,254.84
AMP HYDRO 2 GREENUP	22.7%	2,819.25	8,923.67	11,742.92
AMP HYDRO 2 MELDAHL	22.6%	(1,669.78)	23,579.61	21,909.83
AMP SOLAR	0.0%	-	-	-
AMP CONTRACTS	18.2%	48,220.22		48,220.22
AMPGS	0.0%	-		-
COLDWATER PEAKING PLANT	0.0%	-		-
TRANSMISSION	10.8%	40,096.08		40,096.08
MISO AND CAPACITY	14.6%	14,927.68		14,927.68
SUBSTATION	100.0%	146.28		146.28
ADMINISTRATION	27.2%	36,633.91		36,633.91
MEMBER	0.0%	-		-
MEMBER HYDRO	0.0%	-		-
RATE STABILIZATION		-		-
TOTAL COST	\$	376,940.09	257,036.81	633,976.90
	\$/kWh	0.03926	0.02677	0.06603
CREDITS	\$	-	-	-
	\$/kWh	0.00000	0.00000	0.00000
NET COST	\$	376,940.09	257,036.81	633,976.90
	\$/kWh	0.03926	0.02677	0.06603

Pay this amount \$ 633,976.90

Any amounts due and not paid by the due date shall bear interest at the rate of 1% per month until paid.

Fund 582 ELECTRIC FUND

GL Number	Description	Balance
*** Assets ***		
582-000.000-010.000	RECEIVING FUND-CHECKING	2,977,905.46
582-000.000-012.000	OPERATIONS & MAINTENANCE-CHECKING	144,575.00
582-000.000-014.000	CASH DRAWER & PETTY CASH	900.00
582-000.000-025.000	INVESTMENTS - HUNTINGTON	5,779,725.10
582-000.000-040.000	ACCOUNTS RECEIVABLE	1,110,631.97
582-000.000-040.001	OTHER ACCOUNTS RECEIVABLE	6,539.16
582-000.000-041.000	PROVISION FOR BAD DEBTS	10,986.35
582-000.000-084.401	DUE FROM CAPITAL IMPROV. FUND	500,000.00
582-000.000-110.000	INVENTORY	355,389.05
582-000.000-110.001	POWER PLANT INVENTORY - POWER PLAN	64,553.45
582-000.000-123.000	PREPAID EXPENSES	136,768.29
582-000.000-123.100	PREPAID EXPENSES - DARK FIBER LEAS	185,212.48
582-000.000-125.000	INVESTMENT IN MSCPA	3,964,784.00
582-000.000-125.001	INVESTMENT IN MSCPA - RATE STABILI	528,965.00
582-000.000-126.000	INVESTMENT - AMP HYDROELECTRIC PRC	32,141.00
582-000.000-130.000	LAND	181,108.27
582-000.000-139.000	PLANT, SYSTEMS, AND EQUIPMENT	38,242,140.21
582-000.000-150.000	ACCUMULATED DEPRECIATON	(25,532,635.22)
582-000.000-158.000-171003	CONSTRUCTION WORK IN PROGRESS	12,300.21
582-000.000-158.000-191002	CONSTRUCTION WORK IN PROGRESS	16,124.56
582-000.000-158.000-191003	CONSTRUCTION WORK IN PROGRESS	8,101.68
582-000.000-158.000-191006	CONSTRUCTION WORK IN PROGRESS	180,104.61
582-000.000-158.000-201001	CONSTRUCTION WORK IN PROGRESS	86,882.50
582-000.000-158.000-201002	CONSTRUCTION WORK IN PROGRESS	48,297.40
582-000.000-158.000-201006	CONSTRUCTION WORK IN PROGRESS	20,485.00
582-000.000-158.000-201007	CONSTRUCTION WORK IN PROGRESS	31,221.71
582-000.000-158.000-201009	CONSTRUCTION WORK IN PROGRESS	45,008.00
582-000.000-160.000	DEFERRED OUTFLOW - PENSION	393,643.00
Total Assets		29,531,858.24
*** Liabilities ***		
582-000.000-202.000	ACCOUNTS PAYABLE	98,232.88
582-000.000-228.010	DUE TO ALERUS - DC CONTRIBUTIONS E	(7,812.41)
582-000.000-228.100	DUE TO MMERS - RETIREMENT CONT. BE	9,994.06
582-000.000-248.000	ENERGY OPTIMIZE	(128,004.52)
582-000.000-255.000	CUSTOMER DEPOSITS	118,585.34
582-000.000-262.000	ACCRUED EXPENSES	633,976.90
582-000.000-343.000	ACCRUED VAC/SICK	101,294.54
582-000.000-350.000	DEFERRED INFLOW - PENSION	69,909.00
582-000.000-355.000	NET PENSION LIABILITY	1,455,296.00
Total Liabilities		2,351,471.79
*** Fund Balance ***		
582-000.000-396.000	NET POSITION - UNRESTRICTED	26,142,505.24
Total Fund Balance		26,142,505.24
Beginning Fund Balance		26,142,505.24
Net of Revenues VS Expenditures		1,037,881.21
Ending Fund Balance		27,180,386.45
Total Liabilities And Fund Balance		29,531,858.24

Fund 591 WATER FUND

GL Number	Description	Balance
*** Assets ***		
591-000.000-010.000	RECEIVING FUND-CHECKING	358,568.01
591-000.000-012.000	OPERATIONS & MAINTENANCE-CHECKING	56,374.61
591-000.000-025.000	INVESTMENTS - HUNTINGTON	721,707.59
591-000.000-040.000	ACCOUNTS RECEIVABLE	107,691.98
591-000.000-040.001	OTHER ACCOUNTS RECEIVABLE	64.00
591-000.000-041.000	PROVISION FOR BAD DEBTS	(2,285.64)
591-000.000-084.401	DUE FROM CAPITAL IMPROV. FUND	234,660.41
591-000.000-110.000	INVENTORY	96,877.68
591-000.000-123.000	PREPAID EXPENSES	40,749.80
591-000.000-130.000	LAND	49,613.00
591-000.000-139.000	PLANT, SYSTEMS, AND EQUIPMENT	11,752,308.37
591-000.000-150.000	ACCUMULATED DEPRECIATION	(7,233,465.61)
591-000.000-158.000	CONSTRUCTION WORK IN PROGRESS	21,985.00
591-000.000-158.000-173202	CONSTRUCTION WORK IN PROGRESS	4,180.00
591-000.000-158.000-182001	CONSTRUCTION WORK IN PROGRESS	360,444.86
591-000.000-158.000-193002	CONSTRUCTION WORK IN PROGRESS	8,715.69
591-000.000-158.000-203001	CONSTRUCTION WORK IN PROGRESS	201,384.17
591-000.000-160.000	DEFERRED OUTFLOW - PENSION	196,823.00
Total Assets		6,976,396.92
*** Liabilities ***		
591-000.000-202.000	ACCOUNTS PAYABLE	7,610.94
591-000.000-214.101	DUE TO GENERAL FUND	0.01
591-000.000-214.401	DUE TO CAPITAL IMPROV. FUND	342,904.02
591-000.000-250.100	MUNICIPAL FINANCING - CURRENT	39,349.64
591-000.000-251.000	ACCRUED INTEREST	359.39
591-000.000-255.000	CUSTOMER DEPOSITS	9,346.00
591-000.000-343.000	ACCRUED VAC/SICK	13,053.89
591-000.000-350.000	DEFERRED INFLOW - PENSION	34,955.00
591-000.000-355.000	NET PENSION LIABILITY	727,637.00
Total Liabilities		1,175,215.89
*** Fund Balance ***		
591-000.000-396.000	NET POSITION - UNRESTRICTED	5,532,202.31
Total Fund Balance		5,532,202.31
Beginning Fund Balance		5,532,202.31
Net of Revenues VS Expenditures		268,978.72
Ending Fund Balance		5,801,181.03
Total Liabilities And Fund Balance		6,976,396.92

PERIOD ENDING 03/31/2020

% Fiscal Year Completed: 75.14

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

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2019 NORM (ABNORM)	2019-20 AMENDED BUDGET	YTD BALANCE 03/31/2020 NORM (ABNORM)	YTD BALANCE 03/31/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDTG USED
Fund 590 - SEWER FUND								
Revenues								
590-000.000-426.000	INTERDEPARTMENTAL REVENUE	52,245.84	70,000.00	4,658.57	51,450.30	480.10	65,341.43	6.66
590-000.000-529.000	FEDERAL GRANT	156,145.27	0.00	0.00	0.00	0.00	0.00	0.00
590-000.000-660.000	RESIDENTIAL SALES	852,933.98	950,000.00	676,438.45	641,071.65	72,683.39	273,561.55	71.20
590-000.000-661.000	BUSINESS SALES	159,233.63	170,200.00	130,081.56	116,727.69	14,615.68	40,118.44	76.43
590-000.000-662.000	COMMERCIAL SALES	378,704.50	400,000.00	298,298.97	288,449.85	35,003.53	101,701.03	74.57
590-000.000-663.000	INDUSTRY SALES	261,347.84	280,000.00	226,015.21	196,938.88	27,343.92	53,984.79	80.72
590-000.000-665.000	INTEREST	1,659.65	1,000.00	1,239.59	1,223.08	170.21	(239.59)	123.96
590-000.000-668.000	APARTMENT SALES	323,657.43	330,000.00	259,030.07	241,791.39	28,261.52	70,969.93	78.49
590-000.000-669.000	LATE CHARGES	6,984.88	5,500.00	4,207.26	5,530.27	456.31	1,292.74	76.50
590-000.000-673.001	GAIN ON SALE OF PROPERTY	0.00	0.00	100.80	0.00	100.80	(100.80)	100.00
590-000.000-692.001	OTHER REVENUE - MISC OPERATING	76,253.91	80,000.00	49,165.09	73,948.29	4,095.62	30,834.91	61.46
590-000.000-693.000	MISC NON-OPERATING INCOME	11,461.27	9,000.00	5,194.29	7,709.78	525.00	3,805.71	57.71
TOTAL REVENUES		2,280,628.20	2,295,700.00	1,654,429.86	1,624,841.18	183,736.08	641,270.14	72.07
Expenditures								
175.000	ADMINISTRATIVE SERVICES	710,004.78	708,215.00	484,508.23	437,239.38	49,087.47	223,706.77	68.41
546.000	OPERATIONS	238,064.52	261,545.00	169,302.38	185,008.22	21,589.47	92,242.62	64.73
547.000	TREATMENT	619,362.57	901,540.00	415,143.89	455,618.95	42,660.28	486,396.11	46.05
TOTAL EXPENDITURES		1,567,431.87	1,871,300.00	1,068,954.50	1,077,866.55	113,337.22	802,345.50	57.12
TOTAL REVENUES		2,280,628.20	2,295,700.00	1,654,429.86	1,624,841.18	183,736.08	641,270.14	72.07
TOTAL EXPENDITURES		1,567,431.87	1,871,300.00	1,068,954.50	1,077,866.55	113,337.22	802,345.50	57.12
NET OF REVENUES & EXPENDITURES		713,196.33	424,400.00	585,475.36	546,974.63	70,398.86	(161,075.36)	137.95

PERIOD ENDING 03/31/2020

% Fiscal Year Completed: 75.14

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

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2019 NORM (ABNORM)	2019-20 AMENDED BUDGET	YTD BALANCE 03/31/2020 NORM (ABNORM)	YTD BALANCE 03/31/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
Fund 582 - ELECTRIC FUND								
Dept 000.000								
Revenues								
582-000.000-426.000	INTERDEPARTMENTAL REVENUE	93,005.16	40,000.00	171,784.19	32,449.00	20,493.96	(131,784.19)	429.46
582-000.000-660.000	RESIDENTIAL SALES	4,604,838.85	4,850,000.00	3,575,676.43	3,619,944.15	366,106.54	1,274,323.57	73.73
582-000.000-661.000	BUSINESS SALES	1,338,476.77	1,400,000.00	1,045,403.54	1,044,835.43	114,144.24	354,596.46	74.67
582-000.000-662.000	COMMERCIAL SALES	3,217,262.70	3,500,000.00	2,450,686.32	2,465,317.77	243,911.47	1,049,911.68	70.02
582-000.000-663.000	INDUSTRY SALES	3,062,875.85	3,325,000.00	2,400,030.84	2,315,869.50	247,577.81	924,969.16	72.18
582-000.000-664.000	STREET LIGHT SALES	52,026.33	56,000.00	39,914.25	38,993.18	4,464.77	16,085.75	71.28
582-000.000-665.000	INTEREST	269.92	5,000.00	111,164.80	(12,386.54)	15,850.01	(106,164.80)	2,223.30
582-000.000-665.100	CHANGE IN INVESTMENTS	67,674.18	20,000.00	28,022.24	38,145.79	5,166.03	(8,022.24)	140.11
582-000.000-669.000	LATE CHARGES	36,833.05	30,000.00	21,682.24	29,867.24	1,389.39	8,317.76	72.27
582-000.000-670.001	GAIN (LOSS) ON MSCPA INVESTMEN	2,869,918.00	0.00	0.00	0.00	0.00	0.00	0.00
582-000.000-673.001	GAIN ON SALE OF PROPERTY	(1.19)	0.00	9,918.40	0.00	358.40	(9,918.40)	100.00
582-000.000-692.001	OTHER REVENUE - MISC OPERATING	121,545.86	80,000.00	82,705.45	62,745.04	2,849.66	(2,705.45)	103.38
582-000.000-693.000	MISC NON-OPERATING INCOME	23,316.32	45,000.00	31,880.59	13,599.36	9,821.15	13,119.41	70.85
582-000.000-694.000	CASH OVER & (SHORT)	(165.15)	0.00	100.89	(165.15)	0.00	(100.89)	100.00
TOTAL REVENUES		15,487,876.65	13,351,000.00	9,968,970.18	9,649,284.77	1,032,133.43	3,382,029.82	74.67
Net - Dept 000.000		15,487,876.65	13,351,000.00	9,968,970.18	9,649,284.77	1,032,133.43	3,382,029.82	
Dept 175.000 - ADMINISTRATIVE SERVICES								
Expenditures								
582-175.000-702.000	WAGES	276,996.47	252,000.00	192,369.43	187,543.65	23,875.57	59,630.57	76.34
582-175.000-703.000	OVERTIME PAY	4,966.62	4,500.00	1,960.41	4,329.71	220.57	2,539.59	43.56
582-175.000-704.000	SICK TIME PAY	22,348.43	20,000.00	17,891.88	15,894.68	2,759.30	2,108.12	89.46
582-175.000-705.000	VACATION TIME PAY	57,407.80	55,800.00	40,423.70	40,715.77	4,438.86	15,376.30	72.44
582-175.000-706.000	PERSONAL TIME PAY	8,899.03	9,000.00	9,008.16	7,249.76	2,988.72	(8.16)	100.09
582-175.000-707.000	LONGEVITY PAY	12,870.00	11,230.00	8,780.00	12,870.00	0.00	2,450.00	78.18
582-175.000-710.000	HOLIDAY AND OTHER PAY	34,012.21	35,520.00	30,134.52	28,937.79	331.11	5,385.48	84.84
582-175.000-715.000	HEALTH AND LIFE INSURANCE	162,361.95	191,075.00	134,905.42	121,577.15	16,666.76	56,169.58	70.60
582-175.000-716.000	RETIREMENT	305,660.70	139,980.00	103,332.01	78,367.81	11,130.01	36,647.99	73.82
582-175.000-717.000	WORKERS' COMPENSATION	8,512.71	16,515.00	5,237.82	6,454.47	668.13	11,277.18	31.72
582-175.000-718.000	UNEMPLOYMENT INSURANCE	0.00	2,500.00	2,500.00	0.00	0.00	0.00	100.00
582-175.000-720.000	EMPLOYER'S FICA	29,423.74	27,840.00	21,388.37	21,231.88	2,282.71	6,451.63	76.83
582-175.000-721.000	DISABILITY INSURANCE	3,222.41	6,340.00	3,170.17	2,478.16	393.43	3,169.83	50.00
582-175.000-725.100	MISCELLANEOUS FRINGE EXPENSE	(269,984.64)	(175,000.00)	(221,593.70)	(201,859.26)	(22,554.68)	46,593.70	126.62
582-175.000-725.200	EDUCATION (TRAINING & SEMINARS	28.50	0.00	0.00	28.50	0.00	0.00	0.00
582-175.000-726.000	SUPPLIES	16,821.26	13,500.00	10,204.04	13,550.57	716.96	3,295.96	75.59
582-175.000-726.200	OFFICE SUPPLIES	1,581.88	0.00	0.00	88.22	0.00	0.00	0.00
582-175.000-726.202	SUPPLIES - COMPUTER	73.98	500.00	255.21	73.98	51.94	244.79	51.04
582-175.000-801.000	CONTRACTUAL SERVICES	35,693.30	40,000.00	40,863.04	23,592.56	3,991.34	(863.04)	102.16
582-175.000-801.200	COMPUTER	41,238.14	47,500.00	22,046.88	27,742.16	2,428.78	25,453.12	46.41
582-175.000-805.000	ACCOUNTING SERVICES	415.52	0.00	0.00	415.52	0.00	0.00	0.00
582-175.000-806.000	LEGAL SERVICES	2,285.00	5,000.00	662.50	1,035.00	191.25	4,337.50	13.25
582-175.000-808.000	AUDITING SERVICES	5,787.50	7,000.00	6,037.50	5,787.50	0.00	962.50	86.25
582-175.000-810.000	DUES AND SUBSCRIPTIONS	27,418.93	30,000.00	18,340.11	20,818.52	1,134.78	11,659.89	61.13
582-175.000-820.000	PILOT	740,075.02	769,800.00	573,611.79	510,750.72	58,569.71	196,186.21	74.51
582-175.000-850.000	INSURANCE	20,056.37	21,000.00	16,263.30	14,879.40	2,004.49	4,736.70	77.44
582-175.000-860.000	TRANSPORTATION AND MILEAGE	0.00	0.00	12.18	0.00	12.18	(12.18)	100.00
582-175.000-861.000	TRAINING & SEMINARS	4,680.51	11,500.00	5,017.31	2,308.32	343.93	6,482.69	43.63
582-175.000-861.100	TRAINING & SEMINARS - TEC SERV	0.00	4,000.00	325.38	0.00	0.00	3,674.62	8.13
582-175.000-862.000	LODGING AND MEALS	0.00	0.00	53.04	0.00	53.04	(53.04)	100.00

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

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDTG
		06/30/2019	2019-20	03/31/2020	MONTH 03/31/20	BALANCE	
		NORM (ABNORM)	AMENDED BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 582 - ELECTRIC FUND							
Net - Dept 543.000 - PRODUCTION							
		(9,036,164.90)	(9,262,770.00)	(6,762,677.82)	(668,702.37)	(2,500,092.18)	
Dept 544.000 - DISTRIBUTION							
Expenditures							
582-544.000-702.000	WAGES	302,802.78	347,000.00	182,787.67	24,176.46	164,212.33	52.68
582-544.000-703.000	OVERTIME PAY	33,878.89	35,000.00	29,627.78	897.53	5,372.22	84.65
582-544.000-715.000	HEALTH AND LIFE INSURANCE	2,087.58	0.00	0.00	0.00	0.00	0.00
582-544.000-720.000	EMPLOYER'S FICA	23,916.61	29,225.00	15,000.13	1,548.52	14,224.87	51.33
582-544.000-721.000	DISABILITY INSURANCE	927.11	0.00	0.00	0.00	0.00	0.00
582-544.000-725.100	MISCELLANEOUS FRINGE EXPENSE	209,745.08	239,430.00	127,574.81	14,324.16	111,855.19	53.28
582-544.000-726.800	SUPPLIES - OPERATIONS	32,355.01	30,000.00	23,967.05	2,558.83	6,032.95	79.89
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	42,180.42	36,000.00	15,640.55	0.00	20,359.45	43.45
582-544.000-740.000	FUEL AND LUBRICANTS	16,714.25	14,000.00	10,895.37	1,098.82	3,104.63	77.82
582-544.000-742.000	CLOTHING / UNIFORMS	8,441.85	9,000.00	10,105.66	9,463.22	(1,105.66)	112.29
582-544.000-771.000	INVENTORY ADJUSTMENT	(12,272.70)	0.00	(7,900.00)	0.00	7,900.00	100.00
582-544.000-801.000	CONTRACTUAL SERVICES	17,687.94	15,575.00	14,471.41	2,012.65	1,103.59	92.91
582-544.000-801.200	COMPUTER	11,697.03	12,000.00	6,775.33	633.33	5,224.67	56.46
582-544.000-801.300	TREE TRIMMING	209,457.34	210,000.00	129,548.61	35,757.18	80,451.39	61.69
582-544.000-850.000	INSURANCE	31,996.75	35,000.00	25,202.94	2,937.12	9,797.06	72.01
582-544.000-861.000	TRAINING & SEMINARS	4,866.52	12,000.00	9,877.70	0.00	2,122.30	82.31
582-544.000-920.500	UTILITIES - REFUSE	682.00	1,000.00	0.00	0.00	1,000.00	0.00
582-544.000-921.000	INTERDEPARTMENTAL EXPENSE	8,721.00	9,500.00	7,014.00	904.00	2,486.00	73.83
582-544.000-925.000	TELEPHONE	1,967.10	1,500.00	0.00	0.00	1,500.00	0.00
582-544.000-930.000	REPAIRS & MAINTENANCE	54,722.83	75,000.00	31,253.67	2,952.57	43,746.33	41.67
582-544.000-930.546	REPAIRS & MAINTENANCE - SUBSTATIC	19,347.11	35,000.00	1,207.98	0.00	33,792.02	3.45
582-544.000-968.000	DEPRECIATION	440,238.71	500,000.00	346,514.83	38,916.09	153,485.17	69.30
TOTAL EXPENDITURES		1,462,161.21	1,646,230.00	979,565.49	138,180.48	666,664.51	59.50
Net - Dept 544.000 - DISTRIBUTION		(1,462,161.21)	(1,646,230.00)	(979,565.49)	(138,180.48)	(666,664.51)	
TOTAL REVENUES		15,487,876.65	13,351,000.00	9,968,970.18	1,032,133.43	3,382,029.82	74.67
TOTAL EXPENDITURES		12,264,596.62	12,711,500.00	8,931,088.97	926,301.07	3,780,411.03	70.26
NET OF REVENUES & EXPENDITURES		3,223,280.03	639,500.00	1,037,881.21	105,832.36	(398,381.21)	162.30

PERIOD ENDING 03/31/2020

% Fiscal Year Completed: 75.14

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

GL NUMBER	DESCRIPTION	END BALANCE		2019-20		YTD BALANCE		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		06/30/2019	06/30/2019	AMENDED BUDGET	03/31/2020	03/31/2020	03/31/2019	03/31/2019	MONTH	03/31/20	INCR (DECR)	NORM	BALANCE
		NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)				USED
Fund 590 - SEWER FUND													
Expenditures													
590-175.000-920.400	UTILITIES - GAS	1,289.52	1,200.00	551.49	768.43	51.20	648.51					45.96	
590-175.000-921.000	INTERDEPARTMENTAL EXPENSE	1,997.92	3,000.00	2,463.75	2,024.27	240.75	536.25					82.13	
590-175.000-925.000	TELEPHONE	7,046.60	4,000.00	4,980.22	4,850.69	293.22	(980.22)					124.51	
590-175.000-930.000	REPAIRS & MAINTENANCE	5,028.13	10,000.00	983.17	4,177.24	150.15	9,016.83					9.83	
590-175.000-935.000	MISCELLANEOUS	0.00	0.00	(162.00)	0.00	(162.00)	162.00					100.00	
590-175.000-957.000	PROPERTY TAXES	82.50	0.00	0.00	82.50	0.00	0.00					0.00	
590-175.000-963.000	WRITE OFF BAD DEBT(S)	1,855.33	0.00	0.00	91.70	0.00	0.00					0.00	
590-175.000-968.000	DEPRECIATION	14,848.97	16,800.00	11,856.40	10,995.63	1,307.08	4,943.60					70.57	
590-175.000-970.000	CAPITAL OUTLAY	0.00	8,200.00	0.00	0.00	0.00	8,200.00					0.00	
590-175.000-995.000	DEBT SERVICE - INTEREST	183,290.10	182,525.00	139,040.43	128,423.19	15,161.07	43,484.57					76.18	
590-175.000-995.101	TRANSFER OUT TO CITY	5,000.00	41,250.00	18,778.51	0.00	0.00	22,471.49					45.52	
TOTAL EXPENDITURES		710,004.78	708,215.00	484,508.23	437,239.38	49,087.47	223,706.77					68.41	
Net - Dept 175.000 - ADMINISTRATIVE SERVICES		(710,004.78)	(708,215.00)	(484,508.23)	(437,239.38)	(49,087.47)	(223,706.77)						
Dept 546.000 - OPERATIONS													
Expenditures													
590-546.000-702.000	WAGES	46,007.53	50,000.00	40,003.64	32,537.73	3,514.17	9,996.36					80.01	
590-546.000-703.000	OVERTIME PAY	7,694.98	8,500.00	5,101.71	6,795.30	776.20	3,398.29					60.02	
590-546.000-715.000	HEALTH AND LIFE INSURANCE	147.68	0.00	0.00	147.68	0.00	0.00					0.00	
590-546.000-720.000	EMPLOYER'S FICA	3,875.12	4,475.00	3,282.12	2,845.05	304.88	1,192.88					73.34	
590-546.000-721.000	DISABILITY INSURANCE	215.16	0.00	0.00	215.16	0.00	0.00					0.00	
590-546.000-729.100	MISCELLANEOUS FRINGE EXPENSE	46,796.93	36,270.00	26,156.67	39,378.39	2,270.54	10,113.33					72.12	
590-546.000-726.800	SUPPLIES - OPERATIONS	1,420.71	2,300.00	832.97	1,153.50	53.77	1,467.03					36.22	
590-546.000-730.039	BPU VEHICLE MAINT/SUPPLIES	1,374.58	2,000.00	3,213.50	1,155.39	0.00	(1,213.50)					160.68	
590-546.000-742.000	CLOTHING / UNIFORMS	1,814.30	3,000.00	3,056.49	0.00	2,405.98	(56.49)					101.88	
590-546.000-771.000	INVENTORY ADJUSTMENT	1,224.52	0.00	0.00	0.00	0.00	0.00					0.00	
590-546.000-801.000	CONTRACTUAL SERVICES	3,063.37	3,000.00	1,950.11	2,805.51	426.44	1,049.89					65.00	
590-546.000-801.200	COMPUTER	601.02	0.00	0.00	477.35	0.00	0.00					0.00	
590-546.000-850.000	INSURANCE	13,073.46	14,500.00	10,496.88	9,665.91	1,228.03	4,003.12					72.39	
590-546.000-861.000	TRAINING & SEMINARS	737.08	1,000.00	709.20	547.08	20.00	290.80					70.92	
590-546.000-920.500	UTILITIES - REFUSE	596.00	1,000.00	0.00	596.00	0.00	1,000.00					0.00	
590-546.000-921.000	INTERDEPARTMENTAL EXPENSE	7,034.20	7,500.00	5,523.00	5,165.20	726.00	1,977.00					73.64	
590-546.000-925.000	TELEPHONE	74.72	1,000.00	0.00	74.72	0.00	1,000.00					0.00	
590-546.000-930.000	REPAIRS & MAINTENANCE	11,900.98	15,000.00	6,587.58	11,684.72	4,029.20	8,412.42					43.92	
590-546.000-930.950	REPAIRS & MAINT. - LIFT STATIC	5,126.48	10,000.00	1,029.29	5,058.32	0.00	8,970.71					10.29	
590-546.000-930.960	REPAIRS & MAINT. - SEWER MAINS	3,192.69	5,000.00	5,746.52	3,059.31	0.00	(746.52)					114.93	
590-546.000-930.970	REPAIRS & MAINT. - MANHOLES	342.90	5,000.00	1,407.14	258.90	0.00	3,592.86					28.14	
590-546.000-930.980	REPAIRS & MAINT. - SERVICE LIN	200.00	2,000.00	0.00	200.00	0.00	2,000.00					0.00	
590-546.000-968.000	DEPRECIATION	81,550.11	90,000.00	54,205.56	61,187.00	5,834.26	35,794.44					60.23	
TOTAL EXPENDITURES		238,064.52	261,545.00	169,302.38	185,008.22	21,589.47	92,242.62					64.73	
Net - Dept 546.000 - OPERATIONS		(238,064.52)	(261,545.00)	(169,302.38)	(185,008.22)	(21,589.47)	(92,242.62)						
Dept 547.000 - TREATMENT													
Expenditures													

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

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2019 NORM (ABNORM)	2019-20 AMENDED BUDGET	YTD BALANCE 03/31/2020 NORM (ABNORM)	YTD BALANCE 03/31/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 591 - WATER FUND								
Dept 000.000								
Revenues								
591-000.000-426.000	INTERDEPARTMENTAL REVENUE	73,468.95	110,000.00	8,409.38	72,742.01	852.53	101,590.62	7.64
591-000.000-529.000	FEDERAL GRANT	234,660.41	0.00	0.00	0.00	0.00	0.00	0.00
591-000.000-660.000	RESIDENTIAL SALES	616,695.08	655,000.00	489,286.34	464,363.36	52,266.22	165,713.66	74.70
591-000.000-661.000	BUSINESS SALES	133,747.19	150,000.00	114,118.47	98,494.00	11,407.69	35,881.53	76.08
591-000.000-662.000	COMMERCIAL SALES	275,581.45	317,000.00	223,451.22	209,979.23	22,844.33	93,548.78	70.49
591-000.000-663.000	INDUSTRY SALES	150,064.68	150,000.00	130,522.68	113,142.26	15,665.22	19,477.32	87.02
591-000.000-665.000	INTEREST	2,038.77	5,000.00	11,002.49	(3,746.34)	1,935.61	(6,002.49)	220.05
591-000.000-665.100	CHANGE IN INVESTMENTS	15,645.36	15,000.00	1,389.58	14,034.92	(516.77)	13,610.42	9.26
591-000.000-668.000	APARTMENT SALES	230,594.61	255,000.00	183,853.12	172,792.05	20,000.97	71,146.88	72.10
591-000.000-668.000	LATE CHARGES	4,885.54	4,000.00	2,923.70	3,877.49	311.68	1,076.30	73.09
591-000.000-673.001	GAIN ON SALE OF PROPERTY	0.00	0.00	2,410.80	0.00	100.80	(2,410.80)	100.00
591-000.000-692.001	OTHER REVENUE - MISC OPERATING	19,816.25	17,500.00	24,208.08	16,200.40	817.50	(6,708.08)	138.33
591-000.000-693.000	MISC NON-OPERATING INCOME	5,530.57	5,000.00	2,924.30	4,659.07	300.00	2,075.70	58.49
591-000.000-693.001	MISC NON-OPERATING INCOME-WELL	2,054.48	5,000.00	3,072.50	2,054.48	0.00	1,927.50	61.45
TOTAL REVENUES		1,764,783.34	1,688,500.00	1,197,572.66	1,168,592.93	125,985.78	490,927.34	70.93
Net - Dept 000.000		1,764,783.34	1,688,500.00	1,197,572.66	1,168,592.93	125,985.78	490,927.34	
Dept 175.000 - ADMINISTRATIVE SERVICES								
Expenditures								
591-175.000-702.000	WAGES	130,549.17	130,215.00	84,033.09	90,120.91	10,119.40	46,181.91	64.53
591-175.000-703.000	OVERTIME PAY	2,225.78	1,000.00	712.60	1,926.68	62.63	287.40	71.26
591-175.000-704.000	SICK TIME PAY	8,976.77	8,515.00	4,568.69	5,748.67	614.85	3,946.31	53.65
591-175.000-705.000	VACATION TIME PAY	16,113.53	5,890.00	7,883.67	9,542.17	229.58	(1,993.67)	133.85
591-175.000-706.000	PERSONAL TIME PAY	4,352.36	3,190.00	3,725.31	2,783.61	359.20	(535.31)	116.78
591-175.000-707.000	LONGEVITY PAY	1,975.00	2,500.00	1,880.00	1,975.00	0.00	620.00	75.20
591-175.000-710.000	HOLIDAY AND OTHER PAY	14,310.44	15,000.00	13,147.46	11,899.47	193.60	1,852.54	87.65
591-175.000-715.000	HEALTH AND LIFE INSURANCE	76,862.49	78,890.00	51,574.31	57,009.77	5,433.69	27,315.69	65.37
591-175.000-716.000	RETIREMENT	137,908.73	37,405.00	34,008.42	29,055.03	3,985.36	3,336.58	90.92
591-175.000-717.000	WORKERS' COMPENSATION	3,279.86	6,460.00	1,280.48	2,494.85	0.00	5,179.52	19.82
591-175.000-718.000	UNEMPLOYMENT INSURANCE	0.00	1,050.00	1,050.00	0.00	0.00	0.00	100.00
591-175.000-720.000	EMPLOYER'S FICA	12,510.48	10,040.00	7,974.64	8,693.90	826.06	2,065.36	79.43
591-175.000-721.000	DISABILITY INSURANCE	1,316.84	2,290.00	1,022.55	919.57	100.95	1,267.45	44.65
591-175.000-725.100	MISCELLANEOUS FRINGE EXPENSE	(94,411.16)	(80,050.00)	(67,220.54)	(68,937.13)	(6,533.11)	(12,829.46)	83.97
591-175.000-726.000	SUPPLIES	7,823.02	7,000.00	4,959.27	6,285.95	358.45	2,040.73	70.85
591-175.000-726.200	OFFICE SUPPLIES	728.11	0.00	0.00	44.11	0.00	0.00	0.00
591-175.000-726.591	SUPPLIES-WELLHEAD PROTECTION	2,376.90	4,000.00	1,646.67	320.00	0.00	2,353.33	41.17
591-175.000-730.039	BPV VEHICLE MAINT/SUPPLIES	3,730.86	2,000.00	2,254.18	3,730.86	0.00	(254.18)	112.71
591-175.000-801.000	CONTRACTUAL SERVICES	9,986.18	25,000.00	20,769.23	21,332.42	2,994.23	4,230.77	83.08
591-175.000-801.200	COMPUTER	14,031.58	20,000.00	10,532.63	9,044.73	1,214.38	9,467.37	52.66
591-175.000-805.000	ACCOUNTING SERVICES	207.76	0.00	0.00	207.76	0.00	0.00	0.00
591-175.000-806.000	LEGAL SERVICES	1,480.00	2,000.00	196.24	1,470.00	28.12	1,803.76	9.81
591-175.000-808.000	AUDITING SERVICES	2,893.75	3,500.00	3,018.75	2,893.75	0.00	481.25	86.25
591-175.000-810.000	DUES AND SUBSCRIPTIONS	6,485.81	7,000.00	3,781.67	4,831.86	(84.13)	3,218.33	54.02
591-175.000-820.000	PILOT	85,298.53	94,140.00	68,672.41	57,665.41	7,331.07	25,467.59	72.95
591-175.000-850.000	INSURANCE	7,683.88	7,500.00	7,426.66	5,679.36	643.57	73.34	99.02
591-175.000-860.000	TRANSPORTATION AND MILEAGE	0.00	0.00	6.09	0.00	6.09	(6.09)	100.00
591-175.000-861.000	TRAINING & SEMINARS	1,365.12	1,500.00	2,039.91	512.58	41.25	(539.91)	135.99
591-175.000-861.100	TRAINING & SEMINARS - TEC SERV	0.00	2,000.00	162.71	0.00	0.00	1,837.29	8.14
591-175.000-862.000	TRAINING AND MEALS	0.00	0.00	50.52	0.00	18.52	(50.52)	100.00

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

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2019	2019-20 AMENDED BUDGET	YTD BALANCE 03/31/2020	YTD BALANCE 03/31/2019	ACTIVITY FOR MONTH 03/31/20	AVAILABLE BALANCE	% BDDT USED
		NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	
Fund 591 - WATER FUND								
Expenditures								
591-544.000-740.000	FUEL AND LUBRICANTS	6,830.45	8,000.00	3,433.70	4,669.21	309.27	4,566.30	42.92
591-544.000-742.000	CLOTHING / UNIFORMS	2,555.36	2,000.00	1,851.47	250.00	1,418.67	148.53	92.57
591-544.000-771.000	INVENTORY ADJUSTMENT	5,039.36	0.00	0.00	638.85	0.00	0.00	0.00
591-544.000-801.000	CONTRACTUAL SERVICES	16,872.38	20,000.00	14,234.50	9,086.95	1,333.00	5,765.50	71.17
591-544.000-801.200	COMPUTER	4,361.56	2,000.00	1,220.20	3,371.99	170.63	779.80	61.01
591-544.000-850.000	INSURANCE	13,724.99	15,000.00	10,571.97	10,130.06	1,065.16	4,428.03	70.48
591-544.000-861.000	TRAINING & SEMINARS	1,667.50	1,500.00	1,360.00	1,430.00	1,030.00	140.00	90.67
591-544.000-920.500	UTILITIES - REFUSE	341.00	500.00	0.00	341.00	0.00	500.00	0.00
591-544.000-921.000	INTERDEPARTMENTAL EXPENSE	2,279.31	2,500.00	1,630.00	1,759.31	249.00	870.00	65.20
591-544.000-925.000	TELEPHONE	74.73	2,000.00	0.00	74.73	0.00	2,000.00	0.00
591-544.000-930.000	REPAIRS & MAINTENANCE	74,716.03	105,000.00	82,815.52	35,647.33	4,979.66	22,184.48	78.87
591-544.000-930.990	REPAIRS & MAINTENANCE - LEAD S	1,390.00	125,000.00	1,726.31	0.00	0.00	123,273.69	1.38
591-544.000-968.000	DEPRECIATION	121,207.81	130,000.00	94,879.89	90,906.26	10,641.12	35,120.11	72.98
TOTAL EXPENDITURES		465,947.35	607,585.00	341,078.03	316,057.26	35,878.43	266,506.97	56.14
Net - Dept 544.000 - DISTRIBUTION		(465,947.35)	(607,585.00)	(341,078.03)	(316,057.26)	(35,878.43)	(266,506.97)	
Dept 545.000 - PURIFICATION								
Expenditures								
591-545.000-702.000	WAGES	26,219.68	24,000.00	29,132.27	18,716.17	4,300.46	(5,132.27)	121.38
591-545.000-703.000	OVERTIME PAY	5,249.71	4,000.00	6,328.96	4,015.04	570.46	(2,328.96)	158.22
591-545.000-715.000	HEALTH AND LIFE INSURANCE	44.32	0.00	0.00	44.32	0.00	0.00	0.00
591-545.000-720.000	EMPLOYER'S FICA	2,216.67	2,145.00	2,520.52	1,603.23	344.50	(375.52)	117.51
591-545.000-721.000	DISABILITY INSURANCE	82.05	0.00	0.00	82.05	0.00	0.00	0.00
591-545.000-725.100	MISCELLANEOUS FRINGE EXPENSE	19,595.34	17,080.00	21,602.76	14,231.05	2,147.97	(4,522.76)	126.48
591-545.000-726.000	SUPPLIES	0.00	3,000.00	8.18	0.00	0.00	2,991.82	0.27
591-545.000-727.100	SUPPLIES - POTASSIUM PERMAGANA	22,475.82	23,000.00	0.00	15,345.84	0.00	23,000.00	0.00
591-545.000-727.200	SUPPLIES - SODIUM HYPOCHLORITE	11,865.06	13,000.00	10,478.00	8,757.72	1,550.00	2,522.00	80.60
591-545.000-727.300	SUPPLIES - FLOURIDE	3,356.00	4,500.00	2,003.24	1,628.00	0.00	2,496.76	44.52
591-545.000-727.400	SUPPLIES - PHOSPHATE	16,200.80	15,000.00	16,790.40	12,003.20	4,197.60	(1,790.40)	111.94
591-545.000-801.000	CONTRACTUAL SERVICES	902.69	2,000.00	437.43	735.26	167.43	1,562.57	21.87
591-545.000-801.200	COMPUTER	106.03	500.00	0.00	106.03	0.00	500.00	0.00
591-545.000-850.000	INSURANCE	6,863.31	8,000.00	4,824.56	5,111.61	378.00	3,175.44	60.31
591-545.000-920.400	UTILITIES - GAS	3,413.69	1,750.00	1,743.78	2,217.27	395.57	6.22	99.64
591-545.000-921.000	INTERDEPARTMENTAL EXPENSE	85,134.75	56,000.00	54,998.00	48,663.75	6,341.00	1,002.00	98.21
591-545.000-925.000	TELEPHONE	0.00	500.00	0.00	0.00	0.00	500.00	0.00
591-545.000-930.000	REPAIRS & MAINTENANCE	10,051.47	7,000.00	12,819.75	8,421.78	3,214.35	(5,819.75)	183.14
591-545.000-968.000	DEPRECIATION	60,926.25	70,000.00	46,633.70	45,695.06	5,154.55	23,366.30	66.62
TOTAL EXPENDITURES		274,703.64	251,475.00	210,321.55	187,377.38	28,761.89	41,153.45	83.64
Net - Dept 545.000 - PURIFICATION		(274,703.64)	(251,475.00)	(210,321.55)	(187,377.38)	(28,761.89)	(41,153.45)	
TOTAL REVENUES		1,764,783.34	1,688,500.00	1,197,572.66	1,168,592.93	125,985.78	490,927.34	70.93
TOTAL EXPENDITURES		1,339,205.00	1,474,975.00	928,593.94	872,435.20	101,056.62	546,381.06	62.96
NET OF REVENUES & EXPENDITURES		425,578.34	213,525.00	268,978.72	296,157.73	24,929.16	(55,453.72)	125.97

05/07/2020

REVENUE AND EXPENDITURE REPORT FOR CITY OF HILLSDALE

PERIOD ENDING 03/31/2020

% Fiscal Year Completed: 75.14

GL NUMBER	DESCRIPTION	MONTH ACTIVITY JULY 2019	MONTH ACTIVITY AUGUST 2019	MONTH ACTIVITY SEPTEMBER 2019	MONTH ACTIVITY OCTOBER 2019	MONTH ACTIVITY NOVEMBER 2019
Fund 582 - ELECTRIC FUND						
Revenues						
Dept 000.000						
582-000.000-426.000	INTERDEPARTMENTAL REVENUE	682.91	608.44	50,254.91	16,991.90	18,436.07
582-000.000-660.000	RESIDENTIAL SALES	445,770.99	472,522.77	399,812.75	343,785.39	355,397.04
582-000.000-661.000	BUSINESS SALES	135,407.04	146,269.59	87,329.94	108,139.01	109,182.80
582-000.000-662.000	COMMERCIAL SALES	303,604.67	316,933.57	310,252.76	301,765.15	249,565.69
582-000.000-663.000	INDUSTRY SALES	301,541.92	303,759.62	286,809.14	260,020.98	252,920.26
582-000.000-664.000	STREET LIGHT SALES	4,384.46	4,468.02	4,435.15	4,424.27	4,424.27
582-000.000-665.000	INTEREST	11,859.37	3,715.73	8,693.16	11,652.22	20,610.17
582-000.000-665.100	CHANGE IN INVESTMENTS	2,184.19	22,787.01	(6,048.82)	5,529.86	(3,846.47)
582-000.000-669.000	LATE CHARGES	2,166.12	4,100.94	3,304.81	2,846.97	1,732.84
582-000.000-673.001	GAIN ON SALE OF PROPERTY	0.00	0.00	0.00	0.00	4,415.00
582-000.000-692.001	OTHER REVENUE - MISC OPERATING RE	2,176.50	20,838.53	9,386.09	11,261.68	22,864.08
582-000.000-693.000	MISC NON-OPERATING INCOME	1,111.11	1,010.05	11,211.59	1,034.86	1,322.89
582-000.000-694.000	CASH OVER & (SHORT)	0.00	0.00	0.00	0.00	0.00
Total Dept 000.000		1,210,889.28	1,297,014.27	1,165,441.48	1,067,452.29	1,037,024.64
TOTAL REVENUES		1,210,889.28	1,297,014.27	1,165,441.48	1,067,452.29	1,037,024.64
Expenditures						
Dept 175.000 - ADMINISTRATIVE SERVICES						
582-175.000-702.000	WAGES	16,253.23	18,834.97	19,126.58	34,067.88	20,331.10
582-175.000-703.000	OVERTIME PAY	593.61	184.55	162.82	287.28	56.62
582-175.000-704.000	SICK TIME PAY	908.04	921.45	986.79	4,660.21	2,233.48
582-175.000-705.000	VACATION TIME PAY	4,410.43	6,249.43	4,305.20	8,922.00	6,538.58
582-175.000-706.000	PERSONAL TIME PAY	37.34	134.85	331.94	166.38	182.17
582-175.000-707.000	LONGEVITY PAY	0.00	0.00	0.00	0.00	9,620.00
582-175.000-710.000	HOLIDAY AND OTHER PAY	3,146.01	277.31	3,156.45	351.19	3,393.86
582-175.000-715.000	HEALTH AND LIFE INSURANCE	13,352.93	13,352.93	13,352.93	13,352.93	14,819.44
582-175.000-716.000	RETIREMENT	353.99	11,667.25	22,366.76	11,037.02	11,502.41
582-175.000-717.000	WORKERS' COMPENSATION	686.08	340.04	513.06	513.06	513.06
582-175.000-718.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	MONTH ACTIVITY JULY 2019	MONTH ACTIVITY AUGUST 2019	MONTH ACTIVITY SEPTEMBER 2019	MONTH ACTIVITY OCTOBER 2019	MONTH ACTIVITY NOVEMBER 2019
582-175.000-720.000	EMPLOYER'S FICA	1,627.33	1,908.70	2,008.68	3,448.31	2,759.98
582-175.000-721.000	DISABILITY INSURANCE	329.79	329.79	329.79	329.79	329.79
582-175.000-725.100	MISCELLANEOUS FRINGE EXPENSE	(15,067.86)	(21,348.12)	(29,389.09)	(22,852.33)	(33,070.74)
582-175.000-726.000	SUPPLIES	290.05	2,685.53	403.38	2,327.56	510.61
582-175.000-726.200	OFFICE SUPPLIES	7.00	4.00	(11.00)	0.00	0.00
582-175.000-726.202	SUPPLIES - COMPUTER	0.00	0.00	25.97	0.00	0.00
582-175.000-801.000	CONTRACTUAL SERVICES	3,362.10	4,482.57	4,887.97	7,298.11	4,043.24
582-175.000-801.200	COMPUTER	1,759.00	1,015.33	2,548.51	2,358.47	2,703.53
582-175.000-806.000	LEGAL SERVICES	0.00	75.00	0.00	131.25	75.00
582-175.000-808.000	AUDITING SERVICES	0.00	0.00	0.00	3,750.00	2,287.50
582-175.000-810.000	DUES AND SUBSCRIPTIONS	2,174.48	2,174.48	2,174.48	2,182.04	2,182.04
582-175.000-820.000	PILOT	71,442.54	74,637.21	68,229.42	61,088.75	58,289.40
582-175.000-850.000	INSURANCE	1,708.99	992.51	2,425.47	1,708.99	1,708.99
582-175.000-852.000	COMPUTER	0.00	716.48	(716.48)	0.00	0.00
582-175.000-860.000	TRANSPORTATION AND MILEAGE	0.00	0.00	0.00	0.00	0.00
582-175.000-861.000	TRAINING & SEMINARS	133.50	354.72	480.18	1,518.25	1,247.05
582-175.000-861.100	TRAINING & SEMINARS - TEC SERVICES	0.00	0.00	0.00	0.00	0.00
582-175.000-862.000	LODGING AND MEALS	0.00	0.00	0.00	0.00	0.00
582-175.000-880.000	COMMUNITY PROMOTION	75.00	183.50	0.00	1,287.14	926.50
582-175.000-906.000	SPONSORSHIPS	0.00	0.00	5.00	(5.00)	0.00
582-175.000-920.300	UTILITIES - ELECTRIC	681.00	606.50	(1,287.50)	0.00	0.00
582-175.000-920.400	UTILITIES - GAS	0.00	(223.58)	112.91	112.24	35.13
582-175.000-921.000	INTERDEPARTMENTAL EXPENSE	36.00	36.00	1,923.50	568.00	558.50
582-175.000-925.000	TELEPHONE	0.00	761.36	1,674.57	1,991.43	484.09
582-175.000-930.000	REPAIRS & MAINTENANCE	80.00	150.00	442.00	346.09	258.15
582-175.000-968.000	DEPRECIATION	8,982.78	8,020.02	8,020.01	8,020.01	8,020.00
582-175.000-995.000	DEBT SERVICE - INTEREST	1,304.59	1,304.59	1,304.61	0.00	0.00
582-175.000-995.101	TRANSFER OUT TO CITY	0.00	0.00	0.00	0.00	0.00
Total Dept 175.000 - ADMINISTRATIVE SERVICES		118,667.95	130,829.37	129,894.91	148,967.05	122,539.48
Dept 543.000 - PRODUCTION						
582-543.000-702.000	WAGES	2,407.96	3,924.88	3,486.34	5,566.40	4,982.72
582-543.000-703.000	OVERTIME PAY	271.32	644.39	16.96	262.20	0.00
582-543.000-704.000	SICK TIME PAY	180.88	0.00	0.00	0.00	0.00
582-543.000-705.000	VACATION TIME PAY	180.88	0.00	0.00	0.00	0.00
582-543.000-706.000	PERSONAL TIME PAY	0.00	0.00	0.00	0.00	0.00
582-543.000-710.000	HOLIDAY AND OTHER PAY	180.88	0.00	180.88	0.00	354.88
582-543.000-720.000	EMPLOYER'S FICA	207.06	322.52	256.63	408.41	382.55
582-543.000-725.100	MISCELLANEOUS FRINGE EXPENSE	813.34	2,839.97	2,731.62	2,972.61	3,881.02

GL NUMBER	DESCRIPTION	MONTH ACTIVITY					MONTH ACTIVITY NOVEMBER 2019
		JULY 2019	AUGUST 2019	SEPTEMBER 2019	OCTOBER 2019	NOVEMBER 2019	
582-543.000-726.000	SUPPLIES	0.00	163.28	42.00	21.00	5.40	
582-543.000-739.000	PURCHASED POWER	836,606.34	737,900.96	786,577.62	648,123.32	714,314.14	
582-543.000-740.000	FUEL AND LUBRICANTS	0.00	44.77	72.20	787.25	0.00	
582-543.000-740.100	FUEL OIL - ENGINE #5	451.58	403.07	0.00	312.18	258.47	
582-543.000-740.200	FUEL OIL - ENGINE #6	838.66	0.00	0.00	579.76	387.71	
582-543.000-740.300	NATURAL GAS - ENGINE #5	0.00	1,277.88	1,318.62	0.00	0.00	
582-543.000-740.400	NATURAL GAS - ENGINE #6	0.00	1,330.04	2,062.45	0.00	0.00	
582-543.000-742.000	CLOTHING / UNIFORMS	200.00	439.99	132.45	0.00	0.00	
582-543.000-771.000	INVENTORY ADJUSTMENT	0.00	0.00	18.12	0.00	0.00	
582-543.000-801.000	CONTRACTUAL SERVICES	0.00	1,763.00	4,195.00	12,907.00	0.00	
582-543.000-850.000	INSURANCE	5,120.12	5,120.12	5,120.12	5,120.12	5,120.12	
582-543.000-861.000	TRAINING & SEMINARS	0.00	0.00	0.00	0.00	145.72	
582-543.000-920.400	UTILITIES - GAS	0.00	0.00	0.00	1.48	913.56	
582-543.000-921.000	INTERDEPARTMENTAL EXPENSE	3,674.00	3,437.00	2,901.00	2,136.00	2,984.00	
582-543.000-925.000	TELEPHONE	0.00	0.00	0.00	0.00	0.00	
582-543.000-930.000	REPAIRS & MAINTENANCE	0.00	358.23	0.00	1,245.08	814.59	
582-543.000-930.050	REPAIRS & MAINT. - ENGINE #5	0.00	0.00	243.00	0.00	0.00	
582-543.000-930.060	REPAIRS & MAINT. - ENGINE #6	0.00	0.00	243.00	0.00	0.00	
582-543.000-968.000	DEPRECIATION	14,881.46	14,881.46	14,881.46	14,881.45	14,881.46	
Total Dept 543.000 - PRODUCTION		866,014.48	774,851.56	824,479.47	695,324.26	749,426.34	
Dept 544.000 - DISTRIBUTION							
582-544.000-702.000	WAGES	17,340.89	14,811.21	20,973.00	22,311.09	21,738.10	
582-544.000-703.000	OVERTIME PAY	6,228.90	7,573.75	2,880.59	4,783.94	2,910.61	
582-544.000-720.000	EMPLOYER'S FICA	1,707.39	1,619.61	1,709.08	1,947.73	1,761.71	
582-544.000-720.000-191006	EMPLOYER'S FICA	0.00	0.00	124.37	0.00	0.00	
582-544.000-725.100	MISCELLANEOUS FRINGE EXPENSE	12,506.59	8,504.59	19,205.77	11,847.96	20,238.04	
582-544.000-726.800	SUPPLIES - OPERATIONS	1,388.51	1,978.49	1,498.34	2,240.56	6,277.83	
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	27.25	3,140.78	437.25	3,684.38	1,691.45	
582-544.000-740.000	FUEL AND LUBRICANTS	37.99	1,936.34	1,293.90	1,242.08	1,385.85	
582-544.000-742.000	CLOTHING / UNIFORMS	0.00	0.00	0.00	0.00	0.00	
582-544.000-771.000	INVENTORY ADJUSTMENT	0.00	0.00	0.00	0.00	0.00	
582-544.000-801.000	CONTRACTUAL SERVICES	922.72	4,960.21	923.48	921.64	987.00	
582-544.000-801.200	COMPUTER	991.79	991.79	991.77	633.33	633.33	
582-544.000-801.300	TREE TRIMMING	2,100.00	18,352.70	0.00	38,719.01	0.00	
582-544.000-850.000	INSURANCE	2,723.52	2,723.52	2,723.52	2,723.52	2,723.52	
582-544.000-861.000	TRAINING & SEMINARS	375.00	0.00	456.90	5,045.80	0.00	
582-544.000-921.000	INTERDEPARTMENTAL EXPENSE	475.00	572.00	601.00	614.00	837.00	
582-544.000-925.000	TELEPHONE	0.00	0.00	208.72	692.01	429.54	

GL NUMBER	DESCRIPTION	MONTH ACTIVITY					MONTH ACTIVITY
		JULY 2019	AUGUST 2019	SEPTEMBER 2019	OCTOBER 2019	NOVEMBER 2019	
582-544.000-930.000	REPAIRS & MAINTENANCE	1,865.75	2,759.81	6,668.66	720.76	1,275.99	1,275.99
582-544.000-930.546	REPAIRS & MAINTENANCE - SUBSTATIONS	0.00	0.00	0.00	0.00	1,207.98	1,207.98
582-544.000-968.000	DEPRECIATION	37,858.89	38,250.19	38,250.19	38,407.31	38,407.32	38,407.32
582-544.000-970.000	CAPITAL OUTLAY	0.00	3,500.00	34,623.00	0.00	0.00	0.00
Total Dept 544.000 - DISTRIBUTION		86,550.19	111,674.99	133,569.54	136,535.12	102,505.27	102,505.27
TOTAL EXPENDITURES		1,071,232.62	1,017,355.92	1,087,943.92	980,826.43	974,471.09	974,471.09
Fund 582 - ELECTRIC FUND:							
TOTAL REVENUES		1,210,889.28	1,297,014.27	1,165,441.48	1,067,452.29	1,037,024.64	1,037,024.64
TOTAL EXPENDITURES		1,071,232.62	1,017,355.92	1,087,943.92	980,826.43	974,471.09	974,471.09
NET OF REVENUES & EXPENDITURES		139,656.66	279,658.35	77,497.56	86,625.86	62,553.55	62,553.55

GL NUMBER	DESCRIPTION	MONTH ACTIVITY JULY 2019	MONTH ACTIVITY AUGUST 2019	MONTH ACTIVITY SEPTEMBER 2019	MONTH ACTIVITY OCTOBER 2019	MONTH ACTIVITY NOVEMBER 2019
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Fund 590 - SEWER FUND

Revenues						
Dept 000.000			359.77	966.75	492.56	500.52
590-000.000-426.000	INTERDEPARTMENTAL REVENUE	382.33				
590-000.000-660.000	RESIDENTIAL SALES	70,808.42	78,470.26	79,874.94	75,297.85	74,607.05
590-000.000-661.000	BUSINESS SALES	13,154.93	15,143.07	15,174.86	15,127.39	14,844.65
590-000.000-662.000	COMMERCIAL SALES	27,077.01	30,267.18	35,874.34	37,718.74	36,417.04
590-000.000-663.000	INDUSTRY SALES	24,906.49	26,211.84	26,936.88	27,363.00	26,746.08
590-000.000-665.000	INTEREST	115.71	115.71	202.97	115.83	111.57
590-000.000-668.000	APARTMENT SALES	27,237.02	30,887.74	30,396.97	28,745.08	28,482.70
590-000.000-669.000	LATE CHARGES	478.42	739.19	530.94	467.63	296.11
590-000.000-673.001	GAIN ON SALE OF PROPERTY	0.00	0.00	0.00	0.00	0.00
590-000.000-692.001	OTHER REVENUE - MISC OPERATING RE	5,647.52	6,588.59	5,096.95	5,816.20	4,546.86
590-000.000-693.000	MISC NON-OPERATING INCOME	713.50	801.68	714.33	542.28	300.00
Total Dept 000.000		170,521.35	189,585.03	195,769.93	191,686.56	186,852.58

TOTAL REVENUES		170,521.35	189,585.03	195,769.93	191,686.56	186,852.58
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Expenditures

Dept 175.000 - ADMINISTRATIVE SERVICES						
590-175.000-702.000	WAGES	6,813.93	8,566.13	8,535.89	14,542.37	10,141.08
590-175.000-703.000	OVERTIME PAY	260.21	63.05	66.88	125.41	28.38
590-175.000-704.000	SICK TIME PAY	1,146.42	264.67	368.27	494.92	706.72
590-175.000-705.000	VACATION TIME PAY	1,818.83	3,125.23	1,980.52	1,305.71	810.94
590-175.000-706.000	PERSONAL TIME PAY	288.12	240.39	390.16	43.21	117.19
590-175.000-707.000	LONGEVITY PAY	0.00	0.00	0.00	0.00	1,100.00
590-175.000-710.000	HOLIDAY AND OTHER PAY	1,460.33	175.49	1,459.68	240.89	1,396.24
590-175.000-715.000	HEALTH AND LIFE INSURANCE	6,481.27	6,633.53	6,481.27	6,481.27	6,974.75
590-175.000-716.000	RETIREMENT	145.63	3,960.54	7,930.53	4,195.95	4,234.42
590-175.000-717.000	WORKERS' COMPENSATION	239.58	95.42	167.25	167.50	167.50
590-175.000-718.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
590-175.000-720.000	EMPLOYER'S FICA	731.14	877.10	900.53	1,181.96	936.62
590-175.000-721.000	DISABILITY INSURANCE	138.27	138.27	138.27	138.27	0.00
590-175.000-725.100	MISCELLANEOUS FRINGE EXPENSE	(7,540.31)	(9,390.99)	(12,636.87)	(8,423.03)	(9,334.65)
590-175.000-726.000	SUPPLIES	145.01	1,342.76	162.83	1,175.97	293.73
590-175.000-726.200	OFFICE SUPPLIES	3.50	2.00	(5.50)	0.00	0.00

GL NUMBER	DESCRIPTION	MONTH ACTIVITY JULY 2019	MONTH ACTIVITY AUGUST 2019	MONTH ACTIVITY SEPTEMBER 2019	MONTH ACTIVITY OCTOBER 2019	MONTH ACTIVITY NOVEMBER 2019
590-175.000-730.039	BPU VEHICLE MAINT/SUPPLIES	0.00	0.00	34.25	106.12	0.00
590-175.000-801.000	CONTRACTUAL SERVICES	568.50	1,908.31	2,061.16	1,911.14	2,083.22
590-175.000-801.200	COMPUTER	508.60	507.69	1,825.03	1,179.38	1,351.85
590-175.000-806.000	LEGAL SERVICES	0.00	187.50	0.00	65.63	0.00
590-175.000-808.000	AUDITING SERVICES	0.00	0.00	0.00	1,875.00	1,143.75
590-175.000-810.000	DUES AND SUBSCRIPTIONS	490.16	490.16	490.16	493.49	570.49
590-175.000-820.000	PILOT	9,791.03	10,858.81	11,334.08	11,055.96	10,865.85
590-175.000-850.000	INSURANCE	854.48	854.48	854.48	854.48	854.48
590-175.000-860.000	TRANSPORTATION AND MILEAGE	0.00	0.00	0.00	0.00	0.00
590-175.000-861.000	TRAINING & SEMINARS	66.75	44.14	12.50	396.76	162.69
590-175.000-861.100	TRAINING & SEMINARS - TEC SERVICES	0.00	0.00	0.00	0.00	0.00
590-175.000-862.000	LODGING AND MEALS	0.00	0.00	0.00	0.00	0.00
590-175.000-880.000	COMMUNITY PROMOTION	37.50	91.75	0.00	525.25	463.25
590-175.000-905.000	PUBLISHING / NOTICES	0.00	0.00	0.00	44.75	0.00
590-175.000-906.000	SPONSORSHIPS	0.00	0.00	2.50	(2.50)	0.00
590-175.000-920.100	UTILITIES - SEWER	340.50	303.25	(643.75)	56.12	17.57
590-175.000-920.400	UTILITIES - GAS	0.00	(111.80)	56.46	266.00	245.17
590-175.000-921.000	INTERDEPARTMENTAL EXPENSE	0.00	0.00	943.75	1,105.94	129.08
590-175.000-925.000	TELEPHONE	0.00	380.68	837.27	171.75	0.00
590-175.000-930.000	REPAIRS & MAINTENANCE	40.00	75.00	65.00	0.00	0.00
590-175.000-955.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
590-175.000-968.000	DEPRECIATION	1,438.87	1,297.32	1,297.32	1,297.31	1,297.35
590-175.000-995.000	DEBT SERVICE - INTEREST	15,248.52	15,248.52	15,248.52	15,248.52	15,248.52
590-175.000-995.101	TRANSFER OUT TO CITY	0.00	0.00	0.00	0.00	0.00
Total Dept 175.000 - ADMINISTRATIVE SERVICES		41,516.84	48,229.40	50,358.44	58,321.50	52,267.44
Dept 546.000 - OPERATIONS						
590-546.000-702.000	WAGES	2,645.26	2,423.46	5,172.55	7,263.33	5,160.70
590-546.000-703.000	OVERTIME PAY	239.74	181.78	406.58	1,593.61	287.21
590-546.000-720.000	EMPLOYER'S FICA	211.22	190.56	407.38	647.69	403.15
590-546.000-725.100	MISCELLANEOUS FRINGE EXPENSE	1,716.71	1,628.22	4,140.32	2,870.65	3,405.62
590-546.000-726.800	SUPPLIES - OPERATIONS	0.00	87.88	235.45	361.48	94.39
590-546.000-730.039	BPU VEHICLE MAINT/SUPPLIES	43.91	0.00	158.41	2,651.19	0.00
590-546.000-742.000	CLOTHING / UNIFORMS	0.00	0.00	0.00	227.50	423.01
590-546.000-801.000	CONTRACTUAL SERVICES	128.03	618.97	128.40	127.48	255.67
590-546.000-850.000	INSURANCE	1,135.85	1,135.85	1,135.85	1,135.85	1,135.85
590-546.000-861.000	TRAINING & SEMINARS	0.00	0.00	0.00	305.00	0.00
590-546.000-921.000	INTERDEPARTMENTAL EXPENSE	407.00	399.00	450.00	469.00	749.00
590-546.000-930.000	REPAIRS & MAINTENANCE	0.00	808.38	0.00	0.00	1,750.00

GL NUMBER	DESCRIPTION	MONTH ACTIVITY				MONTH ACTIVITY NOVEMBER 2019
		JULY 2019	AUGUST 2019	SEPTEMBER 2019	OCTOBER 2019	
590-546.000-930.950	REPAIRS & MAINT. - LIFT STATIONS	0.00	0.00	2.99	718.02	39.98
590-546.000-930.960	REPAIRS & MAINT. - SEWER MAINS	0.00	310.00	143.37	628.01	4,585.18
590-546.000-930.970	REPIARS & MINAT. - MANHOLES	0.00	435.81	0.00	971.33	0.00
590-546.000-968.000	DEPRECIATION	6,407.38	6,407.36	6,385.27	5,834.27	5,834.25
Total Dept 546.000 - OPERATIONS		12,935.10	14,627.27	18,766.57	25,804.41	24,124.01
Dept 547.000 - TREATMENT						
590-547.000-702.000	WAGES	7,452.42	10,494.81	9,827.74	14,929.77	7,753.16
590-547.000-703.000	OVERTIME PAY	1,640.52	1,853.02	1,555.25	2,008.11	1,690.51
590-547.000-720.000	EMPLOYER'S FICA	628.96	857.53	782.04	1,176.04	673.28
590-547.000-725.100	MISCELLANEOUS FRINGE EXPENSE	5,823.60	7,762.77	8,496.55	5,552.38	5,929.03
590-547.000-726.900	SUPPLIES - LABORATORY	14,099.80	48.96	1,266.60	527.42	93.67
590-547.000-727.500	SUPPLIES - CHLORINE	0.00	0.00	650.00	0.00	1,160.03
590-547.000-727.600	SUPPLIES - FERROUS CHLORIDE	0.00	0.00	0.00	0.00	4,210.86
590-547.000-727.700	SUPPLIES - DIOXIDE	0.00	0.00	1,020.06	0.00	0.00
590-547.000-727.800	SUPPLIES - MISC. CHEMICALS	0.00	315.00	0.00	0.00	0.00
590-547.000-730.039	BPU VEHICLE MAINT/SUPPLIES	0.00	0.00	0.00	0.00	0.00
590-547.000-740.000	FUEL AND LUBRICANTS	0.00	693.09	154.89	228.04	201.43
590-547.000-742.000	CLOTHING / UNIFORMS	0.00	0.00	0.00	139.99	129.93
590-547.000-801.000	CONTRACTUAL SERVICES	1,174.00	2,993.41	5,380.25	5,792.44	3,550.49
590-547.000-801.200	COMPUTER	179.23	179.23	(358.46)	0.00	0.00
590-547.000-850.000	INSURANCE	1,135.86	1,135.86	1,135.86	1,135.86	1,135.86
590-547.000-861.000	TRAINING & SEMINARS	220.00	0.00	135.00	0.00	0.00
590-547.000-920.400	UTILITIES - GAS	0.00	0.00	266.34	469.52	652.75
590-547.000-921.000	INTERDEPARTMENTAL EXPENSE	0.00	0.00	0.00	0.00	0.00
590-547.000-930.000	REPAIRS & MAINTENANCE	1,587.61	1,848.02	1,187.52	3,408.18	673.90
590-547.000-930.900	REPAIRS & MAINT - LABORATORY	0.00	200.00	0.00	0.00	0.00
590-547.000-968.000	DEPRECIATION	8,031.39	8,031.37	8,031.39	8,031.38	8,031.39
Total Dept 547.000 - TREATMENT		41,973.39	36,413.07	39,531.03	43,399.13	35,886.29
TOTAL EXPENDITURES		96,425.33	99,269.74	108,656.04	127,525.04	112,277.74
Fund 590 - SEWER FUND:						
TOTAL REVENUES		170,521.35	189,585.03	195,769.93	191,686.56	186,852.58
TOTAL EXPENDITURES		96,425.33	99,269.74	108,656.04	127,525.04	112,277.74
NET OF REVENUES & EXPENDITURES		74,096.02	90,315.29	87,113.89	64,161.52	74,574.84

GL NUMBER	DESCRIPTION	MONTH ACTIVITY JULY 2019	MONTH ACTIVITY AUGUST 2019	MONTH ACTIVITY SEPTEMBER 2019	MONTH ACTIVITY OCTOBER 2019	MONTH ACTIVITY NOVEMBER 2019
Fund 591 - WATER FUND						
Revenues						
Dept 000.000						
591-000.000-426.000	INTERDEPARTMENTAL REVENUE	339.59	302.51	2,404.65	940.89	872.95
591-000.000-660.000	RESIDENTIAL SALES	51,611.39	57,700.17	58,109.41	54,941.60	53,496.48
591-000.000-661.000	BUSINESS SALES	13,104.92	16,443.08	14,636.28	13,865.66	11,618.34
591-000.000-662.000	COMMERCIAL SALES	24,648.26	28,157.82	29,196.78	29,052.87	24,192.58
591-000.000-663.000	INDUSTRY SALES	14,481.28	15,204.27	15,579.84	15,723.75	15,383.28
591-000.000-665.000	INTEREST	1,552.87	675.35	2,190.78	743.80	243.91
591-000.000-665.100	CHANGE IN INVESTMENTS	269.96	779.89	(352.19)	193.47	370.66
591-000.000-668.000	APARTMENT SALES	19,444.34	21,943.75	21,581.69	20,498.64	20,215.16
591-000.000-669.000	LATE CHARGES	334.67	514.20	379.43	339.11	211.04
591-000.000-673.001	GAIN ON SALE OF PROPERTY	0.00	0.00	(35,329.11)	35,329.11	0.00
591-000.000-692.001	OTHER REVENUE - MISC OPERATING RE	1,052.00	2,119.40	1,726.25	7,945.50	761.25
591-000.000-693.000	MISC NON-OPERATING INCOME	263.51	206.68	279.33	787.28	300.00
591-000.000-693.001	MISC NON-OPERATING INCOME-WELLH	0.00	0.00	0.00	3,072.50	0.00
Total Dept 000.000		127,102.79	144,047.12	110,403.14	183,434.18	127,665.65
TOTAL REVENUES						
		127,102.79	144,047.12	110,403.14	183,434.18	127,665.65
Expenditures						
Dept 175.000 - ADMINISTRATIVE SERVICES						
591-175.000-702.000	WAGES	6,743.15	8,502.88	8,429.68	14,582.91	10,044.27
591-175.000-703.000	OVERTIME PAY	260.08	62.99	66.75	125.24	28.30
591-175.000-704.000	SICK TIME PAY	324.43	89.12	499.81	74.97	465.13
591-175.000-705.000	VACATION TIME PAY	1,129.84	1,969.97	879.33	1,450.79	364.86
591-175.000-706.000	PERSONAL TIME PAY	0.00	47.42	5.91	43.14	91.06
591-175.000-707.000	LONGEVITY PAY	0.00	0.00	0.00	0.00	360.00
591-175.000-710.000	HOLIDAY AND OTHER PAY	1,196.80	170.64	1,352.81	210.67	1,524.17
591-175.000-715.000	HEALTH AND LIFE INSURANCE	5,305.99	5,153.73	5,305.99	5,305.99	5,321.22
591-175.000-716.000	RETIREMENT	237.73	3,234.19	6,744.10	4,114.60	3,736.54
591-175.000-717.000	WORKERS' COMPENSATION	261.67	154.33	208.00	0.00	0.00
591-175.000-718.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
591-175.000-720.000	EMPLOYER'S FICA	620.05	780.67	806.74	1,179.67	924.54
591-175.000-721.000	DISABILITY INSURANCE	91.90	91.90	91.90	91.90	249.24
591-175.000-725.100	MISCELLANEOUS FRINGE EXPENSE	(4,624.11)	(6,393.09)	(8,213.50)	(6,321.27)	(6,966.97)

GL NUMBER	DESCRIPTION	MONTH ACTIVITY JULY 2019	MONTH ACTIVITY AUGUST 2019	MONTH ACTIVITY SEPTEMBER 2019	MONTH ACTIVITY OCTOBER 2019	MONTH ACTIVITY NOVEMBER 2019
591-175.000-726.000	SUPPLIES	144.99	1,342.74	162.79	1,151.57	216.84
591-175.000-726.200	OFFICE SUPPLIES	3.50	2.00	(5.50)	0.00	0.00
591-175.000-726.591	SUPPLIES-WELLHEAD PROTECTION	0.00	823.33	823.34	0.00	0.00
591-175.000-730.039	BPU VEHICLE MAINT/SUPPLIES	0.00	0.00	0.00	2,145.82	52.79
591-175.000-801.000	CONTRACTUAL SERVICES	884.50	2,940.82	2,266.88	2,169.03	5,276.25
591-175.000-801.200	COMPUTER	508.60	507.69	1,287.33	1,179.37	1,351.83
591-175.000-806.000	LEGAL SERVICES	0.00	37.50	0.00	65.62	0.00
591-175.000-808.000	AUDITING SERVICES	0.00	0.00	0.00	1,875.00	1,143.75
591-175.000-810.000	DUES AND SUBSCRIPTIONS	490.16	490.16	490.16	493.49	643.49
591-175.000-820.000	PILOT	7,397.41	8,366.95	8,544.01	8,045.67	7,494.35
591-175.000-850.000	INSURANCE	659.84	659.84	659.84	867.84	867.84
591-175.000-860.000	TRANSPORTATION AND MILEAGE	0.00	0.00	0.00	0.00	0.00
591-175.000-861.000	TRAINING & SEMINARS	66.75	44.14	147.50	646.76	481.41
591-175.000-861.100	TRAINING & SEMINARS - TEC SERVICES	0.00	0.00	0.00	0.00	0.00
591-175.000-862.000	LODGING AND MEALS	0.00	0.00	0.00	0.00	0.00
591-175.000-880.000	COMMUNITY PROMOTION	37.50	91.75	0.00	525.25	463.25
591-175.000-905.000	PUBLISHING / NOTICES	0.00	0.00	0.00	390.30	30.05
591-175.000-906.000	SPONSORSHIPS	0.00	0.00	2.50	(2.50)	0.00
591-175.000-920.200	UTILITIES - WATER	340.50	303.25	(643.75)	0.00	0.00
591-175.000-920.400	UTILITIES - GAS	0.00	(111.79)	56.44	56.11	17.56
591-175.000-921.000	INTERDEPARTMENTAL EXPENSE	0.00	0.00	943.75	266.00	261.25
591-175.000-925.000	TELEPHONE	0.00	380.67	837.28	1,105.90	245.17
591-175.000-930.000	REPAIRS & MAINTENANCE	40.00	75.00	65.00	171.75	129.07
591-175.000-968.000	DEPRECIATION	1,566.04	1,344.97	1,344.97	1,344.96	1,345.00
591-175.000-995.000	DEBT SERVICE - INTEREST	177.30	177.30	177.30	177.30	177.30
591-175.000-995.101	TRANSFER OUT TO CITY	0.00	0.00	0.00	0.00	0.00
Total Dept 175.000 - ADMINISTRATIVE SERVICES		23,864.62	31,341.07	33,337.36	43,533.85	36,339.56
Dept 543.000 - PRODUCTION						
591-543.000-702.000	WAGES	134.75	428.64	401.87	361.69	255.88
591-543.000-703.000	OVERTIME PAY	116.91	121.50	159.71	301.31	144.84
591-543.000-720.000	EMPLOYER'S FICA	17.80	38.82	39.76	46.52	29.35
591-543.000-725.100	MISCELLANEOUS FRINGE EXPENSE	141.03	291.59	454.18	230.72	212.13
591-543.000-801.000	CONTRACTUAL SERVICES	0.00	2,285.00	0.00	0.00	0.00
591-543.000-850.000	INSURANCE	583.90	583.90	583.90	583.90	583.90
591-543.000-861.000	TRAINING & SEMINARS	0.00	0.00	0.00	0.00	0.00
591-543.000-921.000	INTERDEPARTMENTAL EXPENSE	2,210.00	2,112.00	2,446.00	2,139.00	2,185.00
591-543.000-930.000	REPAIRS & MAINTENANCE	0.00	0.00	0.00	0.00	9,206.70
591-543.000-968.000	DEPRECIATION	2,195.37	2,195.37	2,195.37	2,195.37	2,195.37

GL NUMBER	DESCRIPTION	MONTH ACTIVITY JULY 2019	MONTH ACTIVITY AUGUST 2019	MONTH ACTIVITY SEPTEMBER 2019	MONTH ACTIVITY OCTOBER 2019	MONTH ACTIVITY NOVEMBER 2019
591-543.000-970.000-193001	CAPITAL OUTLAY	0.00	0.00	0.00	16,050.00	(16,050.00)
Total Dept 543.000 - PRODUCTION		5,399.76	8,056.82	6,280.79	21,908.51	(1,236.83)
Dept 544.000 - DISTRIBUTION						
591-544.000-702.000	WAGES	4,966.42	7,952.54	6,609.76	11,590.77	6,626.99
591-544.000-703.000	OVERTIME PAY	357.28	2,034.20	1,074.80	3,012.46	31.71
591-544.000-710.000	HOLIDAY AND OTHER PAY	83.33	83.33	83.33	83.33	83.33
591-544.000-720.000	EMPLOYER'S FICA	388.47	730.46	560.96	1,076.81	500.64
591-544.000-725.100	MISCELLANEOUS FRINGE EXPENSE	3,696.93	5,184.12	6,114.71	4,946.44	3,428.61
591-544.000-726.800	SUPPLIES - OPERATIONS	0.00	67.51	981.43	154.56	2,421.40
591-544.000-730.039	BPU VEHICLE MAINT/SUPPLIES	13.62	0.00	166.50	0.00	300.00
591-544.000-740.000	FUEL AND LUBRICANTS	0.00	201.12	521.07	552.71	805.67
591-544.000-742.000	CLOTHING / UNIFORMS	0.00	0.00	0.00	432.80	0.00
591-544.000-801.000	CONTRACTUAL SERVICES	245.00	3,078.50	1,543.00	1,333.00	1,683.00
591-544.000-801.200	COMPUTER	179.23	179.23	179.22	0.00	0.00
591-544.000-850.000	INSURANCE	1,198.31	1,198.31	1,198.31	1,198.31	1,198.31
591-544.000-861.000	TRAINING & SEMINARS	0.00	0.00	100.00	0.00	0.00
591-544.000-921.000	INTERDEPARTMENTAL EXPENSE	159.00	156.00	163.00	151.00	162.00
591-544.000-930.000	REPAIRS & MAINTENANCE	5,475.01	8,581.98	1,923.87	14,749.68	26,679.64
591-544.000-930.990	REPAIRS & MAINTENANCE - LEAD SERVI	0.00	0.00	0.00	1,726.31	0.00
591-544.000-955.000	MISCELLANEOUS	0.00	0.00	114.00	(114.00)	0.00
591-544.000-968.000	DEPRECIATION	10,522.72	10,522.71	10,522.71	10,373.63	10,373.62
Total Dept 544.000 - DISTRIBUTION		27,285.32	39,970.01	31,856.67	51,267.81	54,294.92
Dept 545.000 - PURIFICATION						
591-545.000-702.000	WAGES	960.87	1,418.46	1,628.09	2,478.46	5,148.76
591-545.000-703.000	OVERTIME PAY	372.83	314.76	405.54	814.03	1,113.01
591-545.000-720.000	EMPLOYER'S FICA	94.00	123.57	144.08	232.70	447.15
591-545.000-725.100	MISCELLANEOUS FRINGE EXPENSE	786.15	917.38	1,644.61	1,144.11	3,326.23
591-545.000-726.000	SUPPLIES	0.00	0.00	8.18	0.00	0.00
591-545.000-727.200	SUPPLIES - SODIUM HYPOCHLORITE	1,425.00	0.00	1,500.00	1,516.50	0.00
591-545.000-727.300	SUPPLIES - FLOURIDE	0.00	0.00	0.00	0.00	2,003.24
591-545.000-727.400	SUPPLIES - PHOSPHATE	0.00	0.00	0.00	4,197.60	0.00
591-545.000-801.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
591-545.000-850.000	INSURANCE	583.90	583.90	583.90	583.90	583.90
591-545.000-920.400	UTILITIES - GAS	0.00	0.00	40.43	43.52	89.96
591-545.000-921.000	INTERDEPARTMENTAL EXPENSE	11,118.00	11,455.00	10,677.00	12,149.00	12,141.00
591-545.000-930.000	REPAIRS & MAINTENANCE	0.00	1,677.84	74.99	0.00	1,138.44
591-545.000-968.000	DEPRECIATION	5,217.04	5,217.04	5,217.04	5,209.85	5,154.55

GL NUMBER	DESCRIPTION	MONTH ACTIVITY					MONTH ACTIVITY NOVEMBER 2019
		JULY 2019	AUGUST 2019	SEPTEMBER 2019	OCTOBER 2019	NOVEMBER 2019	
Total Dept 545.000 - PURIFICATION		20,557.79	21,707.95	21,923.86	28,369.67	35,343.84	
TOTAL EXPENDITURES		77,107.49	101,075.85	93,398.68	145,079.84	124,741.49	
Fund 591 - WATER FUND:							
TOTAL REVENUES		127,102.79	144,047.12	110,403.14	183,434.18	127,665.65	
TOTAL EXPENDITURES		77,107.49	101,075.85	93,398.68	145,079.84	124,741.49	
NET OF REVENUES & EXPENDITURES		49,995.30	42,971.27	17,004.46	38,354.34	2,924.16	
TOTAL REVENUES - ALL FUNDS		1,508,513.42	1,630,646.42	1,471,614.55	1,442,573.03	1,351,542.87	
TOTAL EXPENDITURES - ALL FUNDS		1,244,765.44	1,217,701.51	1,289,998.64	1,253,431.31	1,211,490.32	
NET OF REVENUES & EXPENDITURES		263,747.98	412,944.91	181,615.91	189,141.72	140,052.55	

**Hillsdale Board of Public Utilities
Capital Projects
Electric Fund (582)
March 31, 2020**

FYE 2020	Project #	Budget	Encumbered	Spent	Balance
Distribution Automation and Monitoring	191002	50,000.00	-	16,124.56	33,875.44
Critical Structural Replacement	191003	75,000.00	8,355.46	8,101.68	58,542.86
Voltage Upgrade	191006	250,000.00	45,480.00	180,104.61	24,415.39
Distribution Expansion & Upgrade	201001	100,000.00	-	86,882.50	13,117.50
Substation Equipment Updates	201002	120,000.00	36,300.00	48,297.40	35,402.60
Underground Equipment Boring/Trenching	201003	15,000.00	-	18,855.95	(3,855.95)
Air Compressor Replacement	201004	50,000.00	-	-	50,000.00
ROW Mowing Equipment	201005	150,000.00	-	116,431.00	33,569.00
Furnance/Roof Repair Warehouse	201006	40,000.00	-	20,485.00	19,515.00
Pole Replacement	201007	50,000.00	82.08	31,221.71	18,696.21
Pole Condition Survey/Testing	201008	40,000.00	-	-	40,000.00
Server Room A/C Units	204001	5,000.00	-	3,500.00	1,500.00
BPU Office Sidewalk & Parking Lot	204002	30,000.00	875.00	-	29,125.00
		<u>975,000.00</u>	<u>91,092.54</u>	<u>530,004.41</u>	<u>353,903.05</u>

Cash/Investments Availability

Electric Fund (582)

Checking	\$ 3,123,380.46
Huntington Capital Investments	\$ 5,779,725.10
MSCPA Rate Stabilization Fund	<u>\$ 528,965.00</u>
Total Cash/Investments	<u>\$ 9,432,070.56</u>
Reserve Requirement	\$ (2,720,124.35)
Cash available for Capital Projects at 3-31-2020	<u>\$ 6,711,946.21</u>

Electric Cash Reserve Requirements:		Based FYE 2019 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%	\$ 2,175,058.00	267,532.13
Annual Purchased Power Cost Including Debt	4.7%	\$ 8,607,248.00	404,540.66
Historical Value of Assets	3.0%	\$ 28,683,814.00	860,514.42
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%	\$ 4,804,000.00	960,800.00
Total Cash Reserve Requirements			<u>2,720,124.35</u>

**BPU
Capital Projects
Water Fund (591)
March 31, 2020**

FYE 2020	Project #	Budget	Encumbered	Spent	Balance
Fire Hydrant Replacement	173202		-	4,180.00	(4,180.00)
Well Maintenance	181001	28,000.00	-	-	28,000.00
AMI Water Meter Replacement	181005	30,000.00	-	-	30,000.00
VFD Motor controls for High Service Pump #2	193001	15,000.00	-	-	15,000.00
Valve Replacement	193002		-	8,715.69	(8,715.69)
Filter/Media Replacement - Water Plant	203001	170,000.00	14,500.00	201,384.17	(45,884.17)
Rebuild High Service Pump	203002	30,000.00	-	16,050.00	13,950.00
Server Room A/C Units	204001	2,500.00	-	1,750.00	750.00
PLC Replacement at Water Treatment Plant		60,000.00	-	-	60,000.00
Replace Distribution Vehicle		40,000.00	-	-	40,000.00
BPU Office Sidewalk & Parking Lot	204002	15,000.00	437.50	-	14,562.50
		<u>375,500.00</u>	<u>14,500.00</u>	<u>232,079.86</u>	<u>128,920.14</u>

Cash/Investments Availability

Water FUND (591)

Checking	\$ 414,942.62
Huntington Capital Improvement Investment	<u>721,707.59</u>
Total Cash/Investments	<u>\$ 1,136,650.21</u>
Reserve Requirement	\$ (638,270.22)
Cash available for Capital Projects at 3-31-2020	<u>\$ 498,379.99</u>

Water Cash Reserve Requirements:		Based FYE 2019 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%	\$ 1,020,705.00	\$ 125,546.72
Historical Value of Assets	0.50%	\$ 6,579,101.00	\$ 32,895.51
Annual debt payments	100%	\$ 40,428.00	\$ 40,428.00
Five Year Capital Plan Not Funded By Debt	20%	\$ 2,197,000.00	\$ 439,400.00
			\$ -
Total Cash Reserve Requirements			\$ 638,270.22

4/20/2020

City Investments						
March 31, 2020						
Description	Vendor	Yield	2019	2020	2027	TOTAL
#300004066	Southern Michigan Bank & Trust	2.50%		\$200,000.00		\$200,000.00
Due 4/16/20	(purchased 4/18)					
HUNTINGTON NATIONAL BANK	Money Market/Municipal Bonds	Variable	\$2,049,668.88			\$2,049,668.88
Meeder Investments	US Treasuries/Agencies/CD's	0.33% - 2.93%				
S. MI. BANK & TRUST	General Checking	0.76%	\$2,468,348.40			\$2,468,348.40
CLASS INV. POOL	MBIA	1.45%	\$597,068.12			\$597,068.12
		TOTALS	\$5,115,085.40	\$200,000.00	\$0.00	\$5,315,085.40
Cemetery Funds						
Checking Account	Lake View/Oak Grove Combined	0.76%	\$34,579.18			\$34,579.18
Lake View	General Checking - to be invested	0.76%	\$9,710.72			\$9,710.72
Oak Grove	General Checking - to be invested	0.76%	\$11,642.59			\$11,642.59
Lake View	Investment (Due from GF) - Fire Truck	2.80%			\$158,213.86	\$158,213.86
Oak Grove	Investment (Due from GF) - Fire Truck	2.80%			\$188,442.26	\$188,442.26
Hospital Trust						
#300015245	S. MI. BANK & TRUST	0.50%		\$8,000.00		\$8,000.00
Due 12-11-22	(Purchased 12/19)					
# 422347300	Flagstar Bank	1.65%		\$7,000.00		\$7,000.00
Due 12/02/2020	(purchased 12/03)					
		TOTALS	\$5,171,017.89	\$215,000.00	\$346,656.12	\$5,732,674.01

Directors Report

May 12, 2020

Board Meeting

Movies in the Park

Staff has discussed discontinuing the movies in the park for the 2020 year. The licenses for each movie is \$400 per movie and the cost of personnel to set up and tear down the screen and projector. With the uncertainty of future executive orders and CDC recommendations on social distancing it will be difficult to show the movies and adhere to all of the guidelines. Staff is also avoiding contact with the public as much as possible and would not like to put the employees in a situation of direct public contact during the showing of the movies. With all said, staff plans to discontinue the movies for the 2020 movie season.

Customer Collections

At the end of March, when the COVID-19 pandemic started, the utility made a decision to discontinue shut-offs and assessing late fee's until the "Stay Home Stay Safe" executive order is lifted, as did all of the municipalities in the state. Talking with many municipalities that belong with MMEA, they are discontinuing late fee assessment until June 15th or when the order is lifted.

The ways we provide assistance to our customers:

- No late fees during the "Stay at Home Stay Safe Order"
- No service disconnection during the "Stay at Home Stay Safe Order"
- Payment arrangements for all customers who request. Current bill plus 1/6th of the past due
- Continuing to issue late/shutoff notices so that the customers can access funds from the Community Action Agency and Department of Health and Human Services
- Calling customers who are behind and setting up payment arrangements and offering options for payment access from other agencies

Staff is working on updating our customer collection policy which will address how we collect past due amounts and when it gets turned over to collections. Staff will bring the policy to the board in the future.

Michigan South Central Power Update

The sale of Project IV was approved at a special meeting of the commissioners on April 24th. This sale takes Project IV off of MSCPA books and provides Coldwater with full ownership.

The AFEC plant repairs on the failed generator were completed in March with a successful CT1 startup on March 13, 2020. That unit is available for full production.

Hydro generation electric production for the month of March 2020 was negatively impacted due to Ohio River high water levels and high flow conditions. March 2020 production was

APPA RP3 Award

Hillsdale Board of Public Utilities has earned a Reliable Public Power Provider (RP₃)[®] Diamond designation from the American Public Power Association for providing reliable and safe electric service.

The RP₃ designation, which lasts for three years, recognizes public power utilities that demonstrate proficiency in four key disciplines: reliability, safety, workforce development, and system improvement. Criteria include sound business practices and a utility-wide commitment to safe and reliable delivery of electricity. Hillsdale Board of Public Utilities joins more than 275 public power utilities nationwide that hold the RP₃ designation.

APPA Safety Award

Hillsdale Board of Public Utilities has earned the American Public Power Association's Safety Award of Excellence for safe operating practices in 2019. The utility earned second place award in the category for utilities with 15,000 – 29,999 worker-hours of annual worker exposure.

More than 335 utilities entered the annual Safety Awards, which is the highest number of entrants in the history of the program. Entrants were placed in categories according to their number of worker-hours and ranked based on the most incident-free records during 2019. The incidence rate, used to judge entries, is based on the number of work-related reportable injuries or illnesses and the number of worker-hours during 2019, as defined by the Occupational Safety and Health Administration (OSHA).

Many programs were evaluated by staff with PubWorks being the platform that is most useful for the City and BPU application. PubWorks will be able to tie into our current accounting software in some aspects. The attached quote will be shared with the City with a 50% split. The budgeted amount for this in the FYE 2020 Budget is \$12,500.

Recommendation: Staff recommends purchasing the PubWorks software for the amount of \$12,025 and annual support costs of \$3,400.

Engineering Services for 1,000,000 gallon Uran St. Water Tower

In an effort to prepare for the Uran street water tower reconditioning, staff recommends hiring Dixon engineering to prepare the technical specifications for the reconditioning, prepare a bid specification, and perform inspections during the construction and after the completion of the project. Dixon would act as the project manager in all aspects of this technical project. Preparing the specifications for this project for the fall of 2020 or the spring of 2021 is the goal. The schedules for the construction crews may be flexible due to the pandemic, so staff would like to prepare a bid package for bidding as soon as possible to capture any cost savings there may be. This project is part of the FYE 2021 Water Capital Budget.

Recommendation: Staff recommends hiring Dixon Engineering to perform the contract and project management services, and provide a resident project representative for the 1,000,000 gallon Uran St. Water Tower in the amount of \$58,125.

HydroCorp Contract Extension

HydroCorp provides services and renders the required BPU ongoing Cross-Connection Control Program and provides the necessary data and information to maintain compliance with EGLE Water Bureau Cross Connection Control Regulations. The original contract was for four years in which expires on June 30, 2020. In the current four year contract there is a provision extending the contract for 1 year at a "possible" 3% increase. Hydrocorp has offered to extend the contract for the same monthly amount of \$1,333.00 for one year with no increase.

Recommendation: Staff recommends extending the HydroCorp contract for one year for the monthly amount of \$1333.00.

Hillsdale Board of Public Utilities
Resolution # 210
Recognizing Mr. Barry Hill
For his service as a Member of the Board of Directors

Whereas, organizations such as the Hillsdale Board of Public Utilities can succeed only through the work of dedicated individuals who volunteer their time and effort to serve on boards and committees, who contribute ideas and mental energy, and who share their knowledge, experience and insights with their fellow volunteers; and

Whereas, Mr. Barry Hill has at all times, since appointed as a Board Member on June 9, 2015, contributed his valued advice, assistance and guidance as a policy maker in his service to the community and in the capacity as a member of the Board, and

Whereas, Mr. Barry Hill has during the last 5 years served on a variety of committees and in that capacity has led the Board and staff, guided by our Mission Statement, to meet and exceed our customers ongoing needs and expectations for reliable, responsible public service, and

Whereas, for our sector of the utility industry to be able to continue its outstanding record of service to our customers, community and nation we will have to depend increasingly on the efforts of individuals such as Mr. Barry Hill.

Now, Therefore, Be It Resolved, by the Members of the Board of Directors of the Hillsdale Board of Public Utilities that we pause in our deliberations to recognize Mr. Barry Hill's dedicated service to the Hillsdale Board of Public Utilities, his contributions to the cause of customer-owned utilities, and his good fellowship.

The foregoing resolution was duly adopted at a regular meeting of the Hillsdale Board of Public Utilities held on the 12th day of May 2020.

Chris McArthur, Director

Bob Batt, Vice President

Eric Hoffman, Board Member

Chris Sumnar, Board Member

Lois Howard, Board Member

Attest:

Pete Becker, Board Member

Amy Bayer, Acting Secretary to the Board

**Hillsdale Board of Public Utilities
Delinquent Utility Bill Liens
At Least Six Months Delinquent
Without Landlord Tenant Agreement
Certified May 1, 2020
Detail Listing**

ACCOUNT #	ACCOUNT BALANCE	CUSTOMER NAME	ACCOUNT ADDRESS	PARCEL #	DATE FINALED
012326	87.00	DIX, CHARLES R	266 E BACON ST	006-426-401-06	12/31/2018
012337	41.00	JR ROCHA, ADAM	295 E BACON ST	006-126-258-06	03/01/2019
020948	120.04	WESTON, RICHARD D	143 W BACON ST	006-227-178-09	03/05/2019
012852	373.00	THOMAS, HARVEY A	75 BARR ST	006-227-101-05	07/18/2019
035117	473.99	DILLER, JOHNSON R	14 BARRY ST DOWN	006-327-433-03	01/04/2019
026875	26.00	BERNATH, DAN E	41 N BROAD ST DN	006-126-162-01	08/02/2019
026517	595.97	HACKWORTH, KRISTA M	40 BUDLONG ST	006-426-303-12	11/30/2018
017713	320.01	PIZARRO, CHARLES F	80 BUDLONG ST	006-426-351-20	08/06/2019
013474	107.00	MENEFEE, WILLIAM R	165 BUDLONG ST	006-435-102-09	09/23/2019
017455	312.59	LICKLY SR, T. DEAN	185 E CARLETON RD	006-126-179-08	06/10/2019
035148	30.00	VANENGELNBURG, WILLIAM C	386 W CARLETON RD	006-222-326-03	04/11/2019
012515	4,507.00	STARBOARD GROUP OF GREAT LAKE	419 W CARLETON RD SER1	006-222-176-06	05/20/2019
012517	39.00	STARBOARD GROUP OF GREAT LAKE	419 W CARLETON RD SER2	006-222-176-06	05/20/2019
008491	36.00	SEIBERT, ALEXANDRIA M	31 CARRIAGE PARK BLD A	006-126-130-01	07/02/2019
017078	72.00	MILLER, AARON	36 CARRIAGE PARK BLD B	006-126-130-12	02/22/2019
017078	63.00	LONG, JESSICA A	36 CARRIAGE PARK BLD B	006-126-130-12	07/02/2019
026576	62.10	PRASSER, JACOB A	41 CARRIAGE PARK BLD B	006-126-130-12	05/10/2019
025636	32.94	STEVENS, SARA I	44 CARRIAGE PARK BLD B	006-126-130-12	07/02/2019
009791	118.56	MONROE, CHRISTINA A	46 CARRIAGE PARK BLD C	006-126-130-12	04/29/2019
025518	246.71	VANOUS, DENICE D	20 CHARLES ST	006-426-355-19	09/17/2019
010601	336.68	JACKMAN, MANDEE K	43 W FAYETTE ST	006-222-452-13	01/21/2019
025553	28.90	SAYLOR, ANTHONY D	18 GARDEN ST	006-126-105-08	09/30/2019

Sign: 

Chris McArthur, Director, May 1, 2020

Subscribed and sworn to before me on May 1, 2020, Hillsdale County, Michigan



Notary

AMY M BAYER
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF HILLSDALE
My Commission Expires Jan. 19, 2026

April 21, 2020

Hillsdale Board of Public Utilities
Mr. Scott Keiser
45 Monroe Street
Hillsdale, MI 49242

Dear Scott,

I would like to thank you and the entire staff at Hillsdale Board of Public Utilities who met with me during our recent Web-demonstrations, and numerous phone conversations over the past year. As requested, it is my privilege to submit this finalized pricing proposal to you for the upcoming board meeting.

The only changes made to this document from the original one you have dated 01/31/19 are as follows:

- Date refreshed to today's date.
- Eliminated the "Fleet only" scenario and references to it throughout the quote.
- Created a separate line-item specifically for Jet Fleet data conversion per your request
- Made notation under the Training section on Page 4 that we would switch from Onsite training to Web-training if the City so desired.

As a next step, I will contact you shortly before the board meeting next month, and then plan to follow-up with you on the 13th of May to hopefully move forward. In the meantime, please let me know if you have questions, and I will make sure they get answered.

Thank you again for your extensive time and for choosing **PubWorks**. We look forward to working with you and your staff on this exciting project.

Respectfully,

Jerry Ketoff

Jerry Ketoff
563.581.2488
jerry@pubworks.com

4. An active ASM agreement entitles you to unlimited customer support, all program updates, new versions and releases, and all enhancements at no additional charge.
5. If new software modules are purchased during this agreement, the annual payment amount will increase by 20% of the cost of the new module.

Installation and Set-up

1. We will install the necessary **PubWorks** folders and files that will be used run the PubWorks software and assist you in setting-up and configuring the software for your environment.

Data Conversion

1. Data conversion programming will be utilized to establish a *PubWorks* database in which we insert your data from other systems.

Training

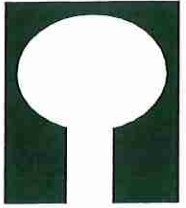
1. Based on the software purchased and detailed in the quotes above, we recommend three days of Onsite training (*note: in the current environment, we are able to switch to Web-based training sessions at the choice of the City. Pricing would be the same, but Instructor travel costs would be eliminated.*)
2. Follow-up web-based training is provided **free of charge**.

Customer Support

1. **PubWorks** approach is Total Customer Satisfaction.
2. **Our Service Level Objective is to respond within 30 minutes of a customer's notification of a problem.**
3. Contact **PubWorks** Support:
 - o 1-888-920-0380 or via email at support@pubworks.com.
 - o Support website, www.support.pubworks.com
 - o Ongoing monthly training webinars, quarterly newsletters and an annual user conference.

Instructor Travel Costs

1. Travel costs for onsite training are not included in the above quote and are based on reasonable and customary airline (or standard federal mileage reimbursement rate), hotel, rental car (if applicable) and meals for instructor travel.
2. Customer will only be billed for the actual costs incurred.
3. Travel costs for should be between \$1,250-\$1,500.



DIXON

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

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

March 11, 2020

Ms. Kristin Bauer, City Engineer
Hillsdale Board of Public Utilities
45 Monroe St.
Hillsdale, MI 49242

Subject: 1,000,000 Gallon Composite Elevated Tank

Dear Ms. Bauer,

Enclosed is the proposal for the 1,000,000 gallon composite water storage tank. We have an updated agreement form. Since this is new format, I want to help explain what all is included.

A summary of the agreement and exhibits:

1. The first three pages are the agreement.
2. Dixon's Services (scope of work) are included in Exhibit A (pages 4 to 8).
3. The basis of fees is included in Exhibit C (pages 9 to 12).
4. The summary of compensation fees is in Exhibit C Attachment C-1 (page 13).
5. Billable rates are in Exhibit C Attachment C-2 (page 14).
6. General provisions are in Exhibit GP (page 15 to 18).
7. Insurance and liability are in Exhibit I (pages 19 to 20).

We appreciate the opportunity to submit this proposal. If you have any questions, please feel free to contact me at (616) 374-3221 ext. 309.

FOR DIXON ENGINEERING, INC.,

Eric Binkowski
Project Manager

Enclosure

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 sometimes referred to as an Addendum).
 - 2. EXHIBIT K, Amendment to Owner-DIXON Agreement for Services added or changed after effective date of this Agreement or for clarification if requested.
- C. EXHIBITS B, D, F, and H merged with other Exhibits or not used.

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 Design Phase – Technical Specifications:

- A. Basic Services:
 - 1. In preparing the Technical Specifications, use Design, Bid, Build Project Strategy.
 - 2. DIXON shall prepare Technical Specifications and Drawings to include:
 - a. Additions to General Conditions of Construction Contract relevant to coating projects.
 - b. Specifications and Drawings for Health, Safety and Structural Repairs if any.
 - c. Specifications for Coating Repair or Replacement.
 - 3. Advise Owner of additional reports, data, information, or services which may be necessary, and assist Owner in obtaining such materials.
 - 4. Furnish two review copies of the Design Phase documents, to Owner, and review those documents with Owner.
 - 5. After receipt, Owner shall review the Design Phase documents and submit to DIXON any comments regarding the furnished items within two weeks of receipt or as mutually agreed.
 - 6. Advise Owner of any recommended adjustments to the opinion of probable Construction Cost.
 - 7. In response to Owner's comments, as appropriate, make revisions and furnish to Owner one electronic copy of the revised Design Phase documents.
 - 8. DIXON's services under the Design Phase will be considered complete on the date when DIXON has delivered to Owner the revised Technical Specifications.
- B. Design Phase – RPR Services–None
- C. Design Phase – Owner's Responsibility:
 - 1. Provide DIXON with all criteria and full information as to Owner's requirements for the Project, including design objectives and constraints-and upon DIXON's request, obtain, and furnish, such additional Project-related information and data as is reasonably required to enable DIXON to complete its Services.
 - 2. Give instructions to DIXON regarding Owner's procurement of construction services including instructions regarding Notice of Bids, Information for Bidders, Owner's construction contract practices and requirements, insurance and bonding requirements, requirements for electronic transmittals during construction, other information necessary for the finalization of Owner's bidding-related documents, and Construction Contract Documents.
 - 3. Owner shall be responsible for all requirements and instructions that it furnishes to DIXON pursuant to this Agreement. DIXON may use and rely upon such requirements, materials, and information in performing or furnishing services under this Agreement, subject to any express limitations or reservations applicable to the furnished items.

A1.02 Bidding and Contract Document Phase:

- A. Basic Services:
 - 1. Provide technical criteria and file applications for permits for approvals of governmental authorities having jurisdiction to review or approve the design; and revise the Technical Specifications in response, as appropriate.

4. Review Payment and Performance Bonds, and insurance certificates of selected Contractor. These should be reviewed by the Owner's insurance consultant and attorney for legality and compliance with required indemnification, subrogation, amounts and all other insurance matters.
5. Sign and forward to the Contractor the Notice to Award and Notice to Proceed. These Notices will be supplied to Owner by DIXON.

A1.03 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, GC-700-18.
2. Attend a Preconstruction Meeting, and address questions regarding observation services and coordination of field observations.
3. Hold Point General:
 - a. Hold Point is a stage of the Construction Project where the Contractor stops Work. Work commences again after the Work is observed and reviewed for compliance.
 - b. A Hold Point Site visit is one observation trip to perform one of the functions below. The number of Site visits required are estimates.
 - c. If two Job Tasks are performed during the same trip, there is no additional charge (i.e. exterior intermediate and pit piping primer).
 - d. The Site visit fees may vary between services (i.e. welding vs. coating) based on the higher compensated weld observer. Hold Point are itemized in EXHIBIT C, Attachment C-1.
4. Hold Point Weld/Modifications- Observe, Record, Report, and:
 - a. Observe repair, and or the installation of work for specifications compliance. All weld repairs will be visually observed for surface defects (i.e. undercut, negative reinforcement, non-fusion, etc.).
5. Hold Points and RPR Coating Observation Services Common to Hold Point: All services will not be necessary each Site visit observation.
 - a. Review abrasive and coating materials for approved manufactures.
 - b. Measure surface profile created by abrasive blast cleaning by compressive tape or surface comparator.
 - c. Observe abrasive blast cleanliness for specification requirements using SSPC Visual Standards, latest edition thereof.
 - d. Review coating mixing, thinning, and manufacturer's application requirements.
 - e. Monitor environmental conditions prior to and during coating application (i.e. ambient temperature, surface temperature, relative humidity, and dew point).

3. If Owner, or Owner and Contractor, modify the duties, responsibilities, and authority of DIXON in the Construction Contract, or modify other terms of the Construction Contract having a direct bearing on DIXON, then Owner shall compensate DIXON for any related increases in the cost to provide Construction Phase services.

A1.04 Post Construction Phase:

A. Basic Services:

1. One Year Warranty Observation - ROV and Exterior:
 - a. Review all wet or dry interior surfaces for corrosion and/or damage, qualify and quantify damage for repairs. All coating repairs needed are to be quantified by extrapolation of a measured area and compared with warranty requirements.
 - b. Observe the exterior coating and quantify damages.
 - c. Review all repairs completed during Construction Phase.
 - d. Review all exterior appurtenances for damage due to corrosion or construction.
 - e. Review exterior of the exposed foundations.
 - f. Review all health aspects of the tank, including screening of the vent, overflow pipe, and other possible contamination sources.
 - g. Prepare a report documenting all items found that meet or fail to meet warranty requirements and recommendations for repair. The report will be letter format.
1. Warranty Failure - When observation has determined that warranty requirements were not met then DIXON will:
 - a. Together with Owner, visit the Project to observe any apparent defects in the Work if requested, make recommendations as to replacement or correction of defective Work, or the need to repair any damage to the Site or adjacent areas, and assist Owner in consultations and discussions with Contractor concerning correction of any such defective Work and any needed repairs.
 - b. If warranty repair is required provide letter as notice of rejection to Owner so that they may forward to Bonding Company. Notice of rejection may be all inclusive or limited to specific area.
 - c. Provide RPR services during any required correction of any work not meeting requirements of one-year warranty observation.
 - d. Extend contract an additional year and repeat warranty services if repairs warrant a second repair period.
2. The Post-Construction Phase services may commence during the Construction Phase and, if not otherwise modified in this EXHIBIT A, will terminate thirteen months after the commencement of the Construction Contract's correction period.

B. Post Construction Phase – RPR Services

1. Detailed above if repairs are needed.

C. Post Construction Phase - Owner's Responsibilities:

1. Warranty Observation - ROV Observation:
 - a. Fill the tank to overflow or higher capacity and isolate it from the system during the ROV observation, or as a minimum, maintain positive flow (No water withdrawal from tank).
 - b. Perform chlorine residual and bacteriological testing after completion of observation.

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 Amendment signed by both parties.

- 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.
- E. Not every Method of Rate Calculation may be used in this or any Contract, but every contract may be amended by using Exhibit K. If additional Work proposed in Exhibit K involves a different Method of Rate Calculation, it will be clearly defined herein.

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

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 1st 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:
 - A. 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 30th 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.

PART 3 SELECTION OF RPR SERVICES

C3.01 Hold Point Observations:

- A. The RPR travels to site complete the observation and travels back to Base Office. On site time at a minimum is time to complete observations and to complete report.

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	\$255.00	
Project Manager	\$153.00	\$230.00
Engineer	\$153.00	\$230.00
CWI Welding RPR	\$138.00-\$153.00	\$207.00-\$230.00
DIXON Level 3 or NACE certified Level 3 RPR	\$107.00-\$122.00	\$161.00-\$183.00
DIXON Level 2 or NACE Level 2 RPR	\$97.00-\$122.00	\$146.00-\$183.00
DIXON Level 1 or NACE Level 1 RPR	\$87.00-\$107.00	\$131.00-\$161.00
Contract Support Staff	\$112.00-\$128.00	\$168.00-\$192.00

<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	\$47.00 per diem	\$40.00 per diem

FEES EFFECTIVE THROUGH: December 31, 2020 (Revised: 8/6/2019)

- 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.

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.



SCOPE OF WORK..... 3

PROFESSIONAL SERVICE AGREEMENT. 4-10

QUALIFICATIONS..... 11



PROFESSIONAL SERVICE AGREEMENT

This agreement, made and entered into this (Date) by and between the Hillsdale Board of Public Utilities, organized and existing under the laws of the State of Michigan referred to as "Utility", and HydroCorp™ a Michigan Corporation, referred to as "HydroCorp".

WHEREAS, the Utility supplies potable water throughout its corporate boundary to property owners; and desires to enter into a professional services contract for cross connection control program inspection, reporting and management services.

WHEREAS, HydroCorp is experienced in and capable of supplying professional inspection of potable water distribution systems and cross connection control program management to the Utility and the Utility desires to engage HydroCorp to act as its independent contractor in its cross connection control program.

WHEREAS, the Utility has the authority under the laws of the State of Michigan and its local governing body to enter into this professional services contract.

NOW THEREFORE, in consideration of the mutual agreements herein contained, and subject to the terms and conditions herein stated, the parties agree as follows:

ARTICLE I. Purpose

During the term of this Agreement, the Utility agrees to engage HydroCorp as an independent contractor to inspect and document its findings on its potable water distribution system in public, commercial and industrial facilities within the community. Each party to this Agreement agrees that it will cooperate in good faith with the other, its agents, and subcontractors to facilitate the performance of the mutual obligations set forth in this Agreement. Both Parties to this Agreement recognize and acknowledge that the information presented to them is complete and accurate, yet due to the inaccessible nature of water piping or due to access constraints within water users' facilities, complete and accurate data is not always available.

ARTICLE II. Scope of Services

The scope of services to be provided by HydroCorp under this Agreement will include the inspections/surveys, program administration, answering telephone call inquires, scheduling of inspections, program compliance review, public education materials, preparation of quarterly management reports, and annual cross connection reports with respect to the facilities to the extent specifically set forth in this Article II (hereinafter the "Scope of Services"). Should other reports/services be included within the Scope of Services, the same shall be appended to this Agreement as Exhibit 1.

2.1 PROGRAM REVIEW/PROGRAM START UP MEETING. HydroCorp will conduct a Program Startup Meeting for the Cross-Connection Control/Backflow Prevention Program. Items for discussion/review will include the following:

- Review state & local regulations
- Review and/or provide assistance in establishing local Cross-Connection Control Ordinance
- Review/establish wording and timeliness for program notifications including:
 - Inspection Notice
 - Compliance Notice
 - Non-Compliance Notices 1-2, Penalty Notices
- Special Program Notices
- Electronic use of notices/program information
- Obtain updated facility listing, address information and existing program data from Utility
- Prioritize Inspections (Authority buildings, schools, high hazard facilities, special circumstances).



- 2.7 **VACUUM BREAKERS.** HydroCorp will provide up to six (6) ASSE approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers per facility as required, in order to place a facility into immediate compliance at the time of inspection if no other cross-connections are identified.
- 2.8 **PUBLIC RELATIONS PROGRAM.** HydroCorp will assist the Utility with a community-wide public relations program including general awareness brochures and website cross connection control program content.
- 2.9 **SUPPORT.** HydroCorp will provide ongoing support via phone, fax, text, website or email for the contract period.
- 2.10 **FACILITY TYPES.** The facility types included in the program are as follows:
- Industrial
 - Institutional
 - Commercial
 - Miscellaneous Water users
 - Multifamily
- Complex Facilities.** Large industrial and high hazard complexes or facilities may require inspection/survey services outside the scope of this Agreement. An independent cross connection control survey (at the business owner's expense) may be required at these facilities and the results submitted to the Utility to help verify program compliance.
- 2.11 **INSPECTION TERMS.** HydroCorp will perform a minimum of **520** total inspections over a **four (4) year** contract period. The total inspections include all initial inspections, compliance and re-inspections.
- 2.12 **COMPLIANCE WITH DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ).** HydroCorp will assist in compliance with DEQ and Michigan Plumbing Code cross connection control program requirements for all commercial, industrial, institutional, residential, multifamily and public authority facilities.
- 2.13 **POLICY MANUAL.** HydroCorp will review and/or develop a comprehensive cross connection control policy manual/plan and submit to the appropriate regulatory agency for approval on behalf of the Utility.
- 2.14 **INVENTORY.** HydroCorp shall inventory all accessible (ground level) backflow prevention assemblies and devices. Documentation will include: location, size, make, model and serial number if applicable.
- 2.15 **DATA MANAGEMENT.** HydroCorp shall provide data management and program notices for all inspection services throughout the contract period.
- 2.16 **ANNUAL YEAR END REVIEW.** HydroCorp will conduct an on-site annual year-end review meeting to discuss overall program status and specific program recommendations.
- 2.17 **CROSS CONNECTION CONTROL BROCHURES.** HydroCorp will provide approximately **1,000** cross-connection control educational brochures for the duration of the Agreement.
- 2.18 **INSURANCE.** HydroCorp will provide all required copies of general liability, workers compensation and errors and omissions insurance naming the Utility as an additional insured if required.



- 4.5 PAYMENT OF INVOICES.** Upon presentation of invoices by HydroCorp, all payments including base and other compensation shall be due and payable on the first day of each month (due date) after the month for which services have been rendered. All such payments shall be made no later than thirty (30) days after the due date. Failure to pay shall be deemed a default under this Agreement. For any payment to HydroCorp which is not made within thirty (30) calendar days after the due date, HydroCorp, shall receive interest at one and one-half (1½) percent per month on the unpaid balance.
- 4.6 CHANGES IN SCOPE OF SERVICES.** In the event that the Utility requests and HydroCorp consents to perform additional work or services involving the consulting, management, operation, maintenance, and repair of the Utility's water delivery system where such services or work exceeds or changes the Scope of Services contemplated under this Agreement, HydroCorp shall be provided additional compensation. Within thirty (30) calendar days from the date of notice of such additional work or services, the parties shall mutually agree upon an equitable sum for additional compensation. This amount shall be added to the monthly sum effective at the time of change in scope. Changes in the Scope of Service include, but are not limited to, requests for additional service by the Utility or additional costs incurred in meeting new or changed government regulations or reporting requirements.
- 4.7 CLIENT CONFIDENTIALITY.** Disclosure of all communications between HydroCorp and the Utility regarding business practices and other methods and forms of doing business is subject to the provisions of Michigan Public Records Law. HydroCorp agrees to make available for inspection and copying all records in its possession created, produced, collected or otherwise related to this Agreement to the same extent as if the records were maintained by the Utility. HydroCorp expressly acknowledges and agrees that its obligations concerning Public Records Law and compliance under this Agreement should not be limited by copyright, license, privacy and/or confidentiality except as authorized under the Public Records Law.
- 4.8 ACCESSIBILITY.** Backflow prevention device information will be completed in full only when the identifying information (i.e. data plate, brass tag, etc.) is accessible and visible from ground level or from a fixed platform/mezzanine.
- 4.9 CONFINED SPACES.** – HydroCorp personnel will not enter confined spaces.

ARTICLE V. Risk Management and General Provisions

- 5.1 INFORMATION.** Both Parties to this Agreement recognize and acknowledge that the information presented to them is complete to the best of their knowledge, yet due to the inaccessible nature of water piping or lack of access provided by property owner/water user, complete accurate data is not always available. Cross-connection control inspection and results are documented as of a specific date. The property owner and/or water user may make modifications to the potable water system after the inspection date that may impact compliance with the program.
- 5.2 INDEMNIFICATION.** HydroCorp agrees to and shall hold the Utility, its elected and appointed officers, and employees harmless from any liability for claims or damages for personal injury or property damage which is caused by or arises from the sole negligence of HydroCorp in the performance of its services under this Agreement. The Utility agrees to and shall hold HydroCorp, its officers, and employees harmless from any liability for claims or damages for personal injury or property damage which is caused by, or arises from, the sole negligence of the Utility. In the event that both HydroCorp and the Utility are found by a fact finder to be negligent and the negligence of both is a proximate cause of such claim for damage, then in such event each party shall be responsible for the portion of the liability equal to its comparative share of the total negligence. HydroCorp's liability to the Utility for any loss, damage, claim, or expense of any kind or nature caused directly or indirectly by the performance or non-performance of obligations pursuant to this



shall promptly notify the other party of the existence of such force majeure and shall be required to resume performance of its obligations under this Agreement upon the termination of the aforementioned force majeure.

5.11 AUTHORITY TO CONTRACT. Each party warrants and represents that it has authority to enter into this Agreement and to perform the obligations, including any payment obligations, under this Agreement.

5.12 GOVERNING LAW AND VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, regardless of the fact that any of the parties hereto may be or may become a resident of a different state or jurisdiction. Any suit or action arising shall be filed in a court of competent jurisdiction within the State of Michigan, venue by the presiding County. The parties hereby consent to the personal jurisdiction of said court within the State of Michigan.

5.13 COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which together shall be deemed to be one and the same instrument.

5.14 NOTICES. All notices, requests, demands, payments and other communications which are required or may be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally or sent by nationally recognized overnight carrier, or mailed by certified mail, postage prepaid, return receipt requested, as follows:

If to HydroCorp:

HydroCorp
c/o John Hudak
5700 Crooks Road, Ste. 100
Troy, MI 48337
(248) 250-5005

If to Utility:

William Briggs
Water Distribution Superintendent
Hillsdale B.P.U.
45 Monroe Street
Hillsdale, MI 49242

5.15 SEVERABILITY. Should any part of this Agreement for any reason, be declared invalid or void, such declaration will not affect the remaining portion, which will remain in full force and effect as if the Agreement has been executed with the invalid portion eliminated.

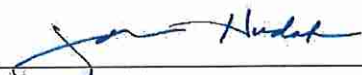
SIGNATURES

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date first above written.

Hillsdale B.P.U.

By:
Title:

HydroCorp



By: John Hudak
Its: President



City of Hillsdale, Michigan

BID SHEET

Project: BPV: REPLACEMENT Doors @ Powerhouse Went House #1

Date: 4/3/20 @ 3PM 2020-4

Company	Base	TOTAL:
FULLER CONSTRUCTION		17,500.00
FULL MURPHY, LLC		11,622.00
KVM DDBE SYSTEMS INC		17,880.00

- solution. Should this notification not occur any required work to complete the installation will be assumed as included in the submitted bid pricing.
- All bidders shall make themselves familiar of the building material types within which the doors and frames will be placed.
 - Doors shall be Commercial non-rated steel doors; including but not limited to the following items:
 - 24"x12" louver
 - Astragal with flush bolts
 - Weather strip, sweep and threshold
 - Latch guard and Non-Removable Pin hinges
 - Welded Universal Frame
 - Keyed stainless steel entry lever lockset, keyed per City requirements
 - Paint Interior/Exterior of doors
 - To inspect the proposed door locations contact Bill Briggs (Well House Locations) at 517-437-6412 and Chad Culbert (Powerhouse) at 517-437-6417

Project Schedule:

Award of Contract April 20, 2020
Construction Completion Date: May 29, 2020

Instructions to proposers:

- Proposals must be typewritten or clearly printed in ink and signed by a duly-authorized representative of the firm submitting the proposal.
- Proposals must be submitted in sealed envelopes, clearly marked on the outside, "BPU Well Houses and Powerhouse – Door Replacements".
- Proposals will be received by the City Clerk, City Hall, 97 N. Broad Street, Hillsdale, Michigan 49242, at the above required time. All proposals will be date stamped and time marked upon receipt. Proposals may not be faxed or e-mailed.
- No proposal will be accepted after the time designated for the receipt of proposals set forth above. Each bidder shall and will be fully and solely responsible for delivery of the proposal prior to the appointed date and hour designated for the receipt of all proposals, and shall assume the risk of late delivery or non-delivery regardless of the manner the bidder employs for the proposal's delivery or the reason for such late delivery or non-delivery.
- The City of Hillsdale reserves the right to reject any and all proposals and to waive any defects or informalities in proposals, to accept the bid that it determines to be the lowest competitive bid from a competent bidder meeting specifications and to negotiate with the bidder or bidders who, in the judgment of the Hillsdale City Manager, are deemed the most advantageous for the public and the City.
- The City of Hillsdale reserves the right to take other action before a contract is signed or a purchase order is approved; even after City Council accepts or approves the proposal.
- Proposals submitted in response to this invitation shall become the property of the City of Hillsdale and be a matter of public record and available for review.

work covered by this RFP, in accordance with applicable laws and statutorily required.

- The Contractor shall, at its own expense, carry and maintain Comprehensive General Public Liability Insurance with minimum limits of Bodily Injury of \$500,000 per person, \$1,000,000 per accident, \$250,000 per occurrence of property damage and \$2,000,000 Excess Liability. Blanket contractor and completed operations coverage shall be included with the same minimums.
- The Contractor shall, at its own expense, carry and maintain Comprehensive Auto Liability with the same limits as for General Public Liability. Liability coverage shall name City of Hillsdale as an additional insured.
- The Contractor shall likewise require its subcontractors, if any, to provide for such benefits and carry and maintain such insurance at no expense to the City.
- Before commencement on the project contemplated herein, and at any time thereafter upon written request by the City, the Contractor shall furnish the City with a copy of certificates of insurance as evidence that policies providing the required coverage's and limits of insurance are in full force and effect.
- All insurance coverage furnished under this Contract, with the exception of Worker's Compensation and Employer's Liability, shall include the City, and employees as additional insured with respect to the activities of the Contractor and its subcontractors. Any certificate or certificates presented as evidence of insurance shall specify the date when such benefits and insurance expire. The Contractor agrees that said benefits and insurance shall be provided and maintained until after the entire work under the Contract has been performed and accepted. The Contractor shall provide the City at least thirty (30) days advance written notice prior to cancellation, termination, or material alteration of said policies of insurance.

Changes and addenda to proposal documents:

Information of change or addendum issued in relation to this document will be on file and available in the Office of the City Clerk. In addition, to the extent possible, copies will be emailed to each vendor registered as having received a set of documents. It shall be the proposer's responsibility to make inquiry as to the changes or addenda issued. All such changes or addenda shall become part of the contract and all proposers shall be bound by such addenda.

Proposal results:

All proposals submitted in response to this invitation shall become the property of the City of Hillsdale and be a matter of public record available for review. A proposal tabulation will be available for review after the proposal opening.

Anti-Collusion:

Any evidence of agreement or collusion among bidders and/or prospective bidders acting to illegally restrain freedom of competition by agreement to bid fixed prices, or otherwise, will render their offers void.

PROPOSAL:

All bids will be paid using as a lump sum in accordance with the submitted proposal.

ITEM DESCRIPTION	QUANT.	UNIT	TOTAL COST
Purchase Doors, Frames and Entry locksets for Well Houses	3	EA	\$ 7,175.00
Purchase Doors, Frames and Entry locksets for Powerhouse	2	EA	\$ 2,575.00
Labor, Materials and Equipment for installation of doors	1	LS	\$ 7,750.00
GRAND TOTAL:			\$ 17,500.00

The undersigned, having familiarized (himself/herself) with the Request for Proposal, the bidder shall examine the scope of work to be completed and shall completely familiarize (himself/herself) with existing conditions to be encountered, the difficulties and limitations involved in completing the project and all other factors affecting the work proposed with this project. The Contractor shall provide all necessary labor, transportation, meals, etc. to perform all the work and furnish all necessary material to complete plans outlined in the proposal.

In submitting this proposal, it is understood and agreed by the undersigned that the right is reserved by the City to reject any or all proposals. It is further understood and agreed by the same undersigned that any qualifying statements, or conditions made to the above proposal, as originally published, as well as any interlineations, erasures, omissions, or entered wording obscure as to its meaning, may cause the bid to be declared irregular and may be cause for rejection of the bid.

**Certification Regarding Debarment, Suspension and Other Responsibility Matters—
Primary Covered Transaction**

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and all its principals: (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or committee; (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, State or local) with

PROPOSAL:

All bids will be paid using as a lump sum in accordance with the submitted proposal.

ITEM DESCRIPTION	QUANT.	UNIT	TOTAL COST
Purchase Doors, Frames and Entry locksets for Well Houses	3	EA	\$3853
Purchase Doors, Frames and Entry locksets for Powerhouse	2	EA	\$2,569
Labor, Materials and Equipment for installation of doors	1	LS	\$5,200
GRAND TOTAL:			\$11,622

The undersigned, having familiarized (himself/herself) with the Request for Proposal, the bidder shall examine the scope of work to be completed and shall completely familiarize (himself/herself) with existing conditions to be encountered, the difficulties and limitations involved in completing the project and all other factors affecting the work proposed with this project. The Contractor shall provide all necessary labor, transportation, meals, etc. to perform all the work and furnish all necessary material to complete plans outlined in the proposal.

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TERMS: 30 days upon completion

If you have further questions, or require additional information, please call us.

Sincerely,

KVM DOOR SYSTEMS, INC

Michael D. Keighley
Vice President

ACCEPTED _____

DATE _____

If accepted, please return one signed quote with your purchase order to KVM Door Systems, Inc.

PROPOSAL:

All bids will be paid using as a lump sum in accordance with the submitted proposal.

ITEM DESCRIPTION	QUANT.	UNIT	TOTAL COST
Purchase Doors, Frames and Entry locksets for Well Houses	3	EA	4,572
Purchase Doors, Frames and Entry locksets for Powerhouse	2	EA	3,048
Labor, Materials and Equipment for installation of doors	1	LS	10,260
GRAND TOTAL:			17,880

The undersigned, having familiarized (himself/herself) with the Request for Proposal, the bidder shall examine the scope of work to be completed and shall completely familiarize (himself/herself) with existing conditions to be encountered, the difficulties and limitations involved in completing the project and all other factors affecting the work proposed with this project. The Contractor shall provide all necessary labor, transportation, meals, etc. to perform all the work and furnish all necessary material to complete plans outlined in the proposal.

In submitting this proposal, it is understood and agreed by the undersigned that the right is reserved by the City to reject any or all proposals. It is further understood and agreed by the same undersigned that any qualifying statements, or conditions made to the above proposal, as originally published, as well as any interlineations, erasures, omissions, or entered wording obscure as to its meaning, may cause the bid to be declared irregular and may be cause for rejection of the bid.

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Primary Covered Transaction**

- I. The prospective primary participant certifies to the best of its knowledge and belief, that it and all its principals: (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or committee; (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, State or local) with

Water Department Operational Report

	2018/2019												2017/2018		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD		
RawWater Pump(Gal)	47104000	48208000	44406000	46551000	42192000	45617000	47209000	46094000	46986000	46420000			46078700	Avg.	44954750
Treated Water (Gal)	42254000	43153000	40299000	40997000	37722000	41097000	42356000	41393000	42257000	41561000			41308900	Avg.	40343833
Max. Daily (Gal)	1698000	1737000	1660000	1899000	1702000	1701000	1867000	1800000	1654000	1610500			1899000	Peak	2088000
Avg. Daily (Gal)	1363000	1392000	1343000	1322000	1257000	1326000	1366000	1427000	1363000	1385000			1354400	Avg.	1327417
Backwash (Gal)	450000	500000	690000	520000	540000	736500	1200000	720000	600000	600000			655650	Avg.	1431250
Water Solid (Gal)	20800006	23999003	24485003	22689002	20106001	18737003	18013003	18952002	19545001	16949003			20427503	Avg.	20502769
% Treated Solid	49.8	56.3	61.8	56.1	54.1	46.4	43.8	46.6	46.9	41.4			50.3	Avg.	52.8
% Loss	50.2	43.7	38.2	43.9	45.9	53.6	56.2	53.4	53.1	58.6					
Raw Iron (mg/l)	3.53	3.45	3.56	3.56	3.62	3.25	3.58	3.53	3.48	3.42			3.498	Avg.	3.50
Finished Iron (mg/l)	0.12	0.02	0.05	0.12	0.45	0.2	0.17	0.18	0.18	0.17			0.166	Avg.	0.13
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	0.30	Avg.	0.30
% Removal	0.97	0.99	0.99	0.97	0.88	0.94	0.95	0.95	0.95	0.95			0.95	Avg.	0.96
Raw Mang. (mg/l)	0.26	0.26	0.26	0.27	0.28	0.29	0.27	0.27	0.27	0.26				Avg.	0.25
Finished Mang. (mg/l)	0.05	0.05	0.05	0.07	0.09	0.09	0.1	0.1	0.09	0.11				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	81	81	81	74	68	69	62.96	62.96	66.67	57.69			70	Avg.	76
Chlorine (lb/Mgal)	23.1	22	22.3	21.9	21.2	17.4	29	41.4	32.6	27.2			25.8	Avg.	20.1
Phosphate (lb/Mgal)	14.7	15.1	17.7	14.2	14	14.1	14.1	14	14.7	15.5			14.8	Avg.	14.6
Pot. Perm. (lb/Mgal)	7.5	0.07	0.0	0	7.2	6.7	9	5.2	7.9	9.5			5.3	Avg.	10.0
Flouride (lb/Mgal)	3.6	3.6	3.7	3.9	4.1	3.8	3.8	3.7	3.5	3.7			3.7	Avg.	3.8

City of Hillsdale Electric Utility Report

April

5/5/2020

HILLSDALE BOARD OF PUBLIC UTILITIES

Electric Distribution Superintendent

Chad Culbert

Electric Utility Report

Monthly Outage Numbers

<u>April IEEE Results</u>			<u>Yearly IEEE Results</u>	
ASAI	99.9748	%	99.9903	%
CAIDI	100.077	min	78.765	min
SAIDI	10.508	min	16.738	min
SAIFI	0.105			



Month of April Safety Departments Highlights

The month of April was very difficult as we all know. We utilized online training, which we created so that the split crews in all areas (Electrical, Waste Water, Water, DPS) could meet the monthly training requirements. For the linemen we covered grounding, and showed a video of what can happen when you assume a line is dead but it's not. For the others we have Minimum Approach Distance and Basic Electrical Safety.

We also utilized a new service from American Municipal Power (AMP), which is providing several short safety trainings with various topics. While these topics are specific for Electrical workers some of them can we leveraged for all employees.

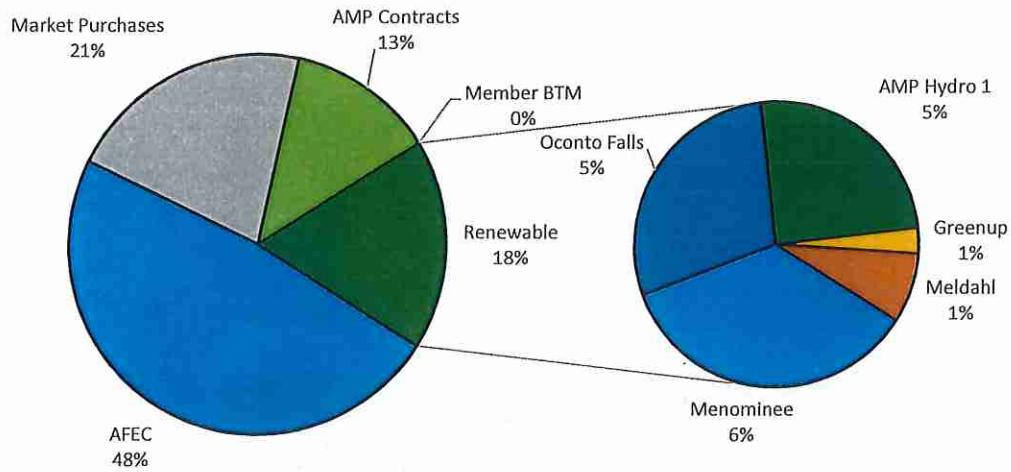
We continue to get daily updates from the CDC in regards to the Covid-19 pandemic, and we communicate these updates to all employees and we make sure all recommendations are being followed to keep everyone safe.

We have started to develop standards for steps we may have to take to reopen when it's allowed. Also we have started a PPE area specific for dealing with the pandemic, (hand sanitizer, face masks, gloves, wipes)

Everyone has done a great job in maintaining safe working conditions in all departments.

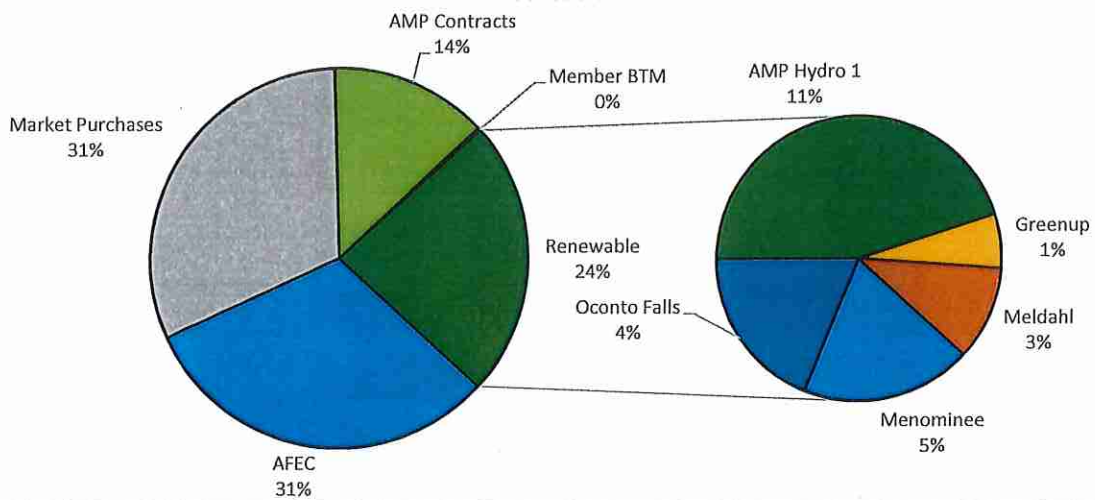
Hillsdale Energy Resource Mix *MSCPA May Board Agenda Item - 6A, 6B, & 6C*

March 2020



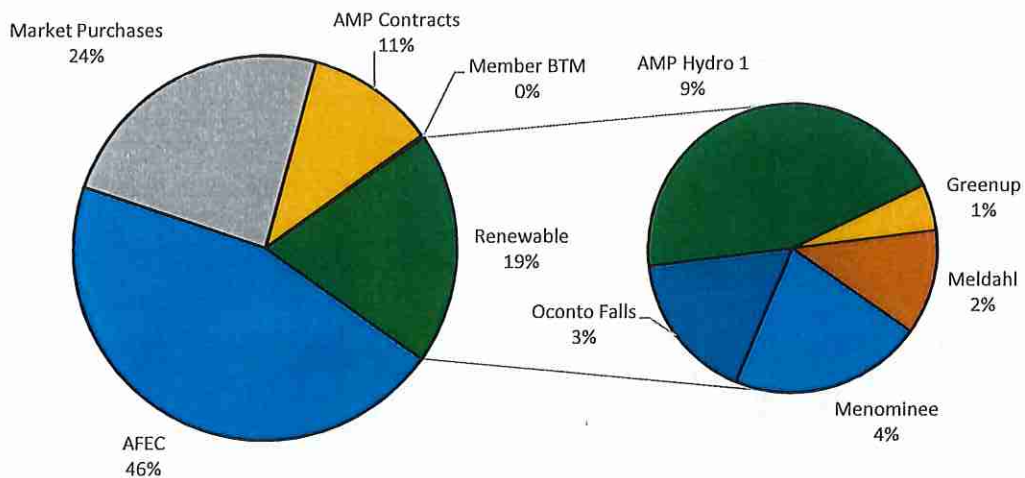
Market Sales: 480 MWh, 4.8% of Total Energy

Fiscal YTD



Market Sales: 1,141 MWh, 1.1% of Total Energy

Prior Fiscal Year



Market Sales: 1,517 MWh, 1.2% of Total Energy

**Prairie State
March-20**

Gross Generation	kWh's	Current Month		Year-To-Date	
		7,715,153		70,740,252	
		Current Month		Year-to-Date	
		\$	\$/Net kWh	\$	\$/Net kWh
Prairie State					
O&M Variable Costs		\$ 96,551.19	0.01251	\$ 907,040.23	0.01282
O&M Fixed Costs		153,932.48	0.01995	\$ 1,033,012.43	0.01460
Capacity		(27,018.33)	(0.00350)	\$ (239,414.38)	(0.00338)
Debt Service		274,524.21	0.03558	\$ 2,437,370.37	0.03446
Total Prairie State		\$ 497,989.55	0.06455	\$ 4,138,008.65	0.05850

Costs Allocated to Members	Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
Prairie State						
DS Percentage	0.00%	83.34%	0.00%	16.66%	0.00%	100.00%
Net kWh	-	6,429,510	-	1,285,643	-	7,715,153
O & M Variable Costs	\$ -	\$ 80,462.02	\$ -	\$ 16,089.17	\$ -	\$ 96,551.19
\$/Net kWh	-	0.01251	-	0.01251	-	0.01251
O & M Fixed Costs	\$ -	\$ 128,281.36	\$ -	\$ 25,651.12	\$ -	\$ 153,932.48
\$/Net kWh	-	0.01995	-	0.01995	-	0.01995
O & M Costs	\$ -	\$ 208,743.38	\$ -	\$ 41,740.29	\$ -	\$ 250,483.67
\$/Net kWh	-	0.03247	-	0.03247	-	0.03247
Capacity	\$ -	\$ (22,516.03)	\$ -	\$ (4,502.30)	\$ -	\$ (27,018.33)
\$/Net kWh	-	(0.00350)	-	(0.00350)	-	(0.00350)
Debt Service	\$ -	\$ 228,777.84	\$ -	\$ 45,746.37	\$ -	\$ 274,524.21
\$/Net kWh	-	0.03558	-	0.03558	-	0.03558
Total Prairie State Costs	\$ -	\$ 415,005.19	\$ -	\$ 82,984.36	\$ -	\$ 497,989.55
\$/Net kWh	-	0.06455	-	0.06455	-	0.06455

**AMP Hydro 1 Project
March-20**

Gross Generation -AMP Hydro 1	kWh's	Current Month		Year-To-Date	
		1,781,443		41,408,654	
		Current Month		Year-to-Date	
		\$	\$/Net kWh	\$	\$/Net kWh
AMP Hydro 1					
O&M Variable Costs		64,131.95	0.03600	1,397,900.78	0.03376
O&M Fixed Costs		(141,541.10)	(0.07945)	(1,325,192.92)	(0.03200)
Capacity		(9,633.66)	(0.00541)	(89,188.54)	(0.00215)
Debt Service		797,452.69	0.44764	7,176,670.48	0.17331
Total AMP Hydro 1		\$ 710,409.89	0.39878	\$ 7,160,189.80	0.17292

Costs Allocated to Members

	Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
AMP Hydro 1 Percentage	5.23%	48.51%	25.37%	20.89%	0.00%	100.00%
Net kWh	93,116	864,117	452,012	372,198	-	1,781,443

AMP Hydro 1

	Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
O & M Variable Costs \$	3,352.18	\$ 31,108.21	\$ 16,272.43	\$ 13,399.13	\$ -	\$ 64,131.95
\$/Net kWh	0.03600	0.03600	0.03600	0.03600	-	0.03600
O&M Fixed Costs \$	(7,398.35)	\$ (68,656.74)	\$ (35,913.73)	\$ (29,572.28)	\$ -	\$ (141,541.10)
\$/Net kWh	(0.07945)	(0.07945)	(0.07945)	(0.07945)	-	(0.07945)
Total O&M Costs \$	(4,046.17)	\$ (37,548.53)	\$ (19,641.30)	\$ (16,173.15)	\$ -	\$ (77,409.15)
\$/Net kWh	(0.04345)	(0.04345)	(0.04345)	(0.04345)	-	(0.04345)
Capacity \$	(503.55)	\$ (4,672.96)	\$ (2,444.38)	\$ (2,012.77)	\$ -	\$ (9,633.66)
\$/Net kWh	(0.00541)	(0.00541)	(0.00541)	(0.00541)	-	(0.00541)
Debt Service \$	41,682.86	\$ 386,816.96	\$ 202,340.52	\$ 166,612.35	\$ -	\$ 797,452.69
\$/Net kWh	0.44764	0.44764	0.44764	0.44764	-	0.44764
AMP Hydro 1 \$	37,133.14	\$ 344,595.48	\$ 180,254.84	\$ 148,426.43	\$ -	\$ 710,409.89
\$/Net kWh	0.39878	0.39878	0.39878	0.39878	-	0.39878

**MISO Market Summary
March-20**

Category	Current Month \$	Year To-Date \$
MISO Invoice Total	1,249,097.14	13,614,287.92
Addback: AMP LMP credit (AFEC/Hydro 1)	(650.35)	(7,643.08)
Addback: PJM Charges from AMP Bill	(1,126.24)	3,021.84
Addback: AFEC LMP credited by AMP	(405,507.34)	(3,427,809.99)
Addback: Contract LMP credited by AMP (PJM)	(144,583.27)	(1,965,090.27)
Addback: Meldahl LMP credited by AMP	(11,897.27)	(274,987.21)
Addback: Solar LMP credited by AMP	(2,635.99)	(30,947.20)
Addback: Greenup LMP credited by AMP	(4,471.97)	(164,228.55)
Addback: Prairie State LMP credited by AMP	(133,318.29)	(1,596,948.71)
Total to Account for	544,906.42	6,149,654.75
Amounts charged to other billing schedules:		
Substation Load Cost Allocated to Market Impact Summary	(1,368,275.32)	(16,137,498.76)
Market Resource Value Allocated to Market Impact Summary	830,368.89	9,472,007.66
Anticipated Meter Reconciliation (\$S5 or \$107)	-	620,704.15
ARR allocated to Transmission Project 1	8,112.07	85,911.18
GFA allocated to Transmission Project 1	-	-
Net MISO Administrative Expenses (Detailed Below)	15,112.06	190,778.97
Administration	4,748.65	\$ 56,396.04
Congestion	-	-
Financial Transmission Losses	(9,760.41)	(182,372.30)
RSG	7,922.94	47,904.38
Schedule 24	1,004.51	9,025.67
RNU	2,580.58	44,778.66
Uninstructed Deviation	-	-
Inadvertant Distribution	1,199.90	1,032.88
FERC/Miscellaneous Charges	746.01	6,625.08
LMR Event Penalty	-	-
FTR	-	-
MISO Deferred	-	-
Ancillary Services Market	3,636.90	36,569.05
AMP/MISO Scheduling Power Adjustment	(13,560.39)	(12,839.24)
MISO Administrative Expenses	(1,481.31)	7,120.22
MISO Capacity Charge-Base Auction	540.55	3,724.66
MISO Capacity UP Hydro Zone 2	2,642.44	23,441.00
MISO Capacity Prairie State Zone 4	5,879.43	52,156.23
MISO Capacity AMP Hydro 1 Zone 6	7,530.95	66,806.82
AMP Bilateral Capacity Charge	84,975.00	718,500.00
AMP Solar Capacity Charge	518.00	4,662.00
AMP Prairie State Capacity Zone 4	819.00	7,371.00
AMP Hydro 1 Capacity Zone 6	1,028.00	9,252.00
MPPA Capacity Charge	-	-
Total Capacity Charges	103,933.37	885,913.71
Total MISO Charges	\$ 102,452.06	\$ 893,033.93

Costs Allocated to Members	Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
MISO Substation Load %	2.92%	66.35%	15.26%	13.37%	2.10%	100.00%
MISO Base and AMP Bi-Lateral Capacity %	6.32%	62.84%	14.39%	11.37%	5.07%	100.00%
MISO/AMP Capacity UP Hydro Zone 2 % (Project 1)	6.50%	40.00%	25.50%	24.00%	4.00%	100.00%
MISO/AMP Capacity Prairie State Zone 4 %	0.00%	83.34%	0.00%	16.66%	0.00%	100.00%
MISO/AMP Capacity AMP Hydro 1 Zone 6 %	5.23%	48.51%	25.37%	20.89%	0.00%	100.00%
AMP Capacity Solar %	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%
Financial Transmission Losses (MISO Substation Load %)	(285.33)	(6,475.56)	(1,489.37)	(1,305.20)	(204.95)	\$ (9,760.41)
Capacity Charges:						
MISO Base Capacity	\$ 34.18	\$ 339.67	\$ 77.80	\$ 61.48	\$ 27.42	\$ 540.55
MISO UP Hydro Capacity Zone 2	\$ 171.76	\$ 1,056.97	\$ 673.82	\$ 634.19	\$ 105.70	\$ 2,642.44
MISO Prairie State Capacity Zone 4	\$ -	\$ 4,899.69	\$ -	\$ 979.74	\$ -	\$ 5,879.43
MISO AMP Hydro 1 Capacity Zone 6	\$ 393.64	\$ 3,653.01	\$ 1,910.85	\$ 1,573.45	\$ -	\$ 7,530.95
AMP Bilateral Capacity Zone 7	\$ 5,372.51	\$ 53,396.69	\$ 12,230.41	\$ 9,664.52	\$ 4,310.87	\$ 84,975.00
AMP Solar Capacity Zone 7	\$ -	\$ 518.00	\$ -	\$ -	\$ -	\$ 518.00
AMP Prairie State Capacity Zone 4	\$ -	\$ 682.52	\$ -	\$ 136.48	\$ -	\$ 819.00
AMP Hydro 1 Capacity Zone 6	\$ 53.73	\$ 498.65	\$ 260.84	\$ 214.78	\$ -	\$ 1,028.00
Total Capacity Charges	\$ 6,025.82	\$ 65,045.20	\$ 15,153.72	\$ 13,264.64	\$ 4,443.99	\$ 103,933.37
Other MISO Expenses (MISO Substation Load %)	\$ 242.02	\$ 5,492.78	\$ 1,263.33	\$ 1,107.11	\$ 173.85	\$ 8,279.10
Net MISO Market Charges (including Losses)	\$ 5,982.51	\$ 64,062.42	\$ 14,927.68	\$ 13,066.55	\$ 4,412.89	\$ 102,452.06
S/Net kWh	\$ 0.00325	\$ 0.00153	\$ 0.00155	\$ 0.00155	\$ 0.00334	\$ 0.00
	5.84%	62.53%	14.57%	12.75%	4.31%	100.00%

MISO Monthly Transmission Split

CONS only-does not apply to Clinton

		Coldwater	Hillsdale	Marhall	Union City	Total	Cost Per MW
CONS Load & HE	3/6/20 HE 11	95,781	17,468	15,077	1,821	130,147	
Loss Factor	3.8739%	3,710	677	584	71	5,042	
		<u>99,491</u>	<u>18,145</u>	<u>15,661</u>	<u>1,892</u>	<u>135,189</u>	
CONS with Losses		-	-	-	-	-	
MISO Adjustment		200	-	154	313	666	
BTM Load		<u>99,691</u>	<u>18,145</u>	<u>15,814</u>	<u>2,206</u>	<u>135,856</u>	
Load Billed		<u>51,979</u>	<u>33,136</u>	<u>31,187</u>	<u>5,198</u>	<u>121,500</u>	
1st 121.5 MW Entitlement		<u>47,712</u>	-	-	-	<u>47,712</u>	
Excess > 121.5 MW Entitlement							
Billing:							
1st Allocation-Entitlement used:							
Actual 121.5 MW Entitlement used		51,979	18,145	15,814	2,206	88,144	
Calculated Load %		<u>58.97%</u>	<u>20.59%</u>	<u>17.94%</u>	<u>2.50%</u>	<u>100.00%</u>	
Actual used Cost Allocation	A	\$ 99,723.21	\$ 34,811.71	\$ 30,340.44	\$ 4,231.69	\$ 169,107.05	\$ 1,918.53
2nd Allocation--121.5 MW less used:							
121.5 MW less Actual Entitlement Used		33,356	-	-	-	33,356	
Excess Calculated Load %		<u>100.00%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>100.00%</u>	
121.5 MW less Actual Used Cost	B	\$ 63,994.45	\$ -	\$ -	\$ -	\$ 63,994.45	\$ 1,918.53
3rd Allocation-Excess usage over 121.5MW:							
Excess over 121.5 MW		14,356	-	-	-	14,356	
Excess Calculated Load %		<u>100.00%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>100.00%</u>	
Excess over 121.5 MW Cost	C	\$ 75,878.09	\$ -	\$ -	\$ -	\$ 75,878.09	\$ 5,285.56
MISO Transmission Charges	A + B + C	<u>\$ 239,595.75</u>	<u>\$ 34,811.71</u>	<u>\$ 30,340.44</u>	<u>\$ 4,231.69</u>	<u>\$ 308,979.58</u>	
Cost Per MW Used		<u>\$ 2,403.39</u>	<u>\$ 1,918.53</u>	<u>\$ 1,918.53</u>	<u>\$ 1,918.53</u>	<u>\$ 2,274.32</u>	

**Substation Summary
March-20**

Substation Expenses	O&M Charges\$	VAR Charges \$	Current Month \$	Year To-Date \$
Clinton	-	-	-	-
Coldwater	-	-	-	-
Hillsdale	146.28	-	146.28	496.85
Marshall	-	-	-	-
Union City	-	-	-	-
Member Direct Expenses	146.28	-	146.28	496.85
Telemetry Expenses	\$ -	-	\$ -	-
Project 1 Misc Revenue	-	-	-	-
Project 1 Substation Expenses	-	-	-	-
Total Substation Costs			<u>\$ 146.28</u>	<u>\$ 496.85</u>

Costs Allocated to Members	Clinton	Coldwater	Hillsdale	Marshall	Union City	Total
Total Energy %	2.92%	66.35%	15.26%	13.37%	2.10%	100.00%
Project 1 %	6.50%	40.00%	25.50%	24.00%	4.00%	100.00%
Member Direct Expenses (above)	\$ -	\$ -	\$ 146.28	\$ -	\$ -	\$ 146.28
Other Costs						
Telemetry based on Total Energy %	-	-	-	-	-	-
Other Project 1 Sub. Rev/Exp on Project 1 %	-	-	-	-	-	-
Total Other Costs	-	-	-	-	-	-
Total Substation Costs	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 146.28</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 146.28</u>
\$/Net kWh						
Actual Percentage	0%	0%	100%	0%	0%	100%

**Member Engine Summary
March-20**

	kWh	Total		
		\$	\$	\$/kWh
Clinton				
Engine 6	-	\$ -	\$ -	-
Clinton Total	-	\$ -	\$ -	-
Coldwater				
AMP Solar BTM	143,793	\$ 2,635.99	\$ 0.018	0.018
Coldwater Total	143,793	\$ 2,635.99	\$ 0.018	0.018
Hillsdale				
Engine 5	-	\$ -	\$ -	-
Engine 6	-	\$ -	\$ -	-
Hillsdale Total	-	\$ -	\$ -	-
Marshall				
Engine 3	-	\$ -	\$ 0.104	0.104
Engine 5	-	\$ -	\$ 0.140	0.140
Engine 6	-	\$ -	\$ 0.089	0.089
Hydro 1	114,095	\$ -	\$ -	-
Hydro 3	-	\$ -	\$ -	-
Marshall Total	114,095	\$ -	\$ -	-
Union City				
Hydro 1	231,760	\$ 15,372.65	\$ 0.066	0.066
Union City Total	231,760	\$ 15,372.65	\$ 0.066	0.066

MINUTES OF THE MICHIGAN SOUTH CENTRAL POWER AGENCY
BOARD OF COMMISSIONERS REGULAR MEETING

March 5, 2020
10:00 a.m.

168 Division 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

Jim Odneal, Coldwater; Chris McArthur, Hillsdale; Ed Rice, Marshall

OTHERS PRESENT

Don Reid, Coldwater Daily Reporter; Pam Sullivan (via telephone), Scott Kiesewetter, and Tom Sillasen, AMP; Harold Jenkins, CBPU; Nicki Luce (Minutes Recorder)

1. CALL TO ORDER:

Chairman Tarkiewicz called the meeting to order at 10:00 a.m.

2. APPROVAL OF AGENDA WITH ANY ADDITIONS:

Moved Commissioner Mackie, supported Commissioner Budd, to approve the agenda with the addition of item 4A. January 10, 2020 Regular Board Meeting. On a voice vote: Ayes: 5, Nays: 0. **MOTION CARRIED.**

3. PUBLIC COMMENTS ON AGENDA ITEMS:

No public comments.

4. APPROVAL OF MINUTES:

Moved Commissioner Mackie, supported Commissioner Mathis, to approve the minutes of the January 10, 2020 Board Meeting. On a voice vote: Ayes: 5, Nays: 0. **MOTION CARRIED.**

Moved Commissioner Cornish, supported Commissioner Mathis, to approve the utilization of the AMP Member Invoice at a time deemed appropriate for conversion by AMP staff. On a voice vote: Ayes: 5, Nays: 0. **MOTION CARRIED.**

E. Discussion on MSCPA Accounting Software

Concerns of the continued use of the current MSCPA accounting software were discussed.

Moved Commissioner Mackie, supported Commissioner Cornish, to approve the transition to QuickBooks, or another similar accounting software, at the beginning of the new fiscal year. On a voice vote: Ayes: 5, Nays: 0. **MOTION CARRIED.**

F. Moore Road Transmission Assets

A discussion took place regarding a letter received from Consumers Energy dated January 28, 2020 identifying maintenance and improvements needed at the Moore Road substation. AMP will explore the possibility of a sale of said assets. No action taken.

8. OTHER BUSINESS:

None.

9. PUBLIC COMMENT ON NON-AGENDA ITEMS:

No public comments.

10. COMMISSIONER COMMENTS AND MEMBER'S MUNICIPALITY UPDATE:

Clinton: Inquired on benefits of participating with AMPT for financing of substation project, T Update, Cost Allocations, By-Law Amendments and the Administrative Review process. Very pleased with AMP and their work, has concerns with MPPA, feels Board needs to move forward and make decisions.

Union City: Working on water main break underneath river; hired two linemen, Jim Fox to retire; firm applied for 17 marijuana licenses.

Coldwater: Fiber project continues, looking to begin connecting residents July 1st; approved construction of lift station and road improvements to include water and wastewater.

Hillsdale: Approved voltage upgrade project; repainting and refurbishing large water tower; small urban grant; FAA grant for airport taxiway; focusing on census.

MINUTES OF THE MICHIGAN SOUTH CENTRAL POWER AGENCY
BOARD OF COMMISSIONERS SPECIAL MEETING

April 24, 2020
12:00 p.m.

via Telephonic Conference

NOTICE OF MEETING

A public notice had been posted in accordance with Open Meetings Act No. 267, Public Acts of Michigan, 1976.

COMMISSIONERS PRESENT

Jeff Budd, Coldwater; David Mackie, Hillsdale; Thomas Tarkiewicz, Marshall; Kevin Cornish, Clinton.

ALTERNATE COMMISSIONERS PRESENT

Ed Rice, Marshall.

OTHERS PRESENT

Don Reid, Coldwater Daily Reporter; Pam Sullivan, MSCPA Acting General Manager; Tom Sillasen and Scott Kiesewetter of AMP; Steve Mann of Miller Canfield.

1. CALL TO ORDER:

Chairman Tarkiewicz called the meeting to order at 12:00 p.m.

2. APPROVAL OF AGENDA WITH ANY ADDITIONS:

Moved Commissioner Mackie, supported Commissioner Cornish, to approve the agenda with the addition of item 5B. Discussion of May Board meeting. On a roll call vote: Ayes: Budd, Cornish, Mackie and Tarkiewicz, Nays: None. **MOTION CARRIED.**

3. APPROVAL OF RESOLUTION ALLOWING REMOTE BOARD MEETINGS

Moved Commissioner Cornish, supported Commissioner Mackie, to approve the resolution establishing rules for remote attendance by Commissioners and members of the public at remote meetings due to the coronavirus pandemic pursuant to executive order 2020-48. On a roll call vote: Ayes: Budd, Cornish, Mackie and Tarkiewicz, Nays: None. **MOTION CARRIED.**

3. PUBLIC COMMENTS ON AGENDA ITEMS:

No public comment.



Community Action Agency

PROMOTING SELF-SUFFICIENCY

BPU Monthly Report – April 2020

Total Number of Households Served = 18

Allocation – \$6,418.89

Revenue – Has not been credited to account

Balance in Account - \$16,669.64

Thank you

Sherry Bernklau
Information and Evaluation Manager
Community Action Agency
Phone: 517-437-3346 ex 3232
Fax: 517-437-3480

• **Jackson**

1214 Greenwood
Jackson, MI 49203
(517) 784-4800
(800) 491-0004
Fax: (517) 784-5188
www.caajlh.org

• **Lenawee**

400 W. South St.
Adrian, MI 49221
(517) 263-7861
(800) 438-1845
Fax: (517) 263-6531
www.caajlh.org

• **Hillsdale**

55 Barnard Street
Hillsdale, MI 49242
(517) 437-3346
(800) 750-9300
Fax: (517) 437-3480
www.caajlh.org

TDD: (800) 649-3777



Consent Agenda

- A. Approval of Bills
 - 1. City Claims of March 5, 2020: \$320,340.85
 - 2. BPU Claims of March 5, 2020: \$735,520.53
 - 3. Payroll of March 5: \$183,435.05
- B. City Council Minutes of February 17, 2020 and March 2, 2020
- C. Finance Minutes of March 9, 2020
- D. Local Advisory Committee Minutes of March 9, 2020
- E. Airport Advisory Committee Minutes of November 19, 2019
- F. Traffic Control Order 2020-04 CAPA Magic Ride/ Pinwheel Glow 5k Run
- G. BPU: LTC Inspection and Preventative Maintenance
- H. Hillsdale College Alley Closure: Centralhallapalooza
- I. 2020 Hillsdale College Facility Use Agreement- Hillsdale Municipal Airport MWCCC Road Race

Motion by Council Member Morrisey, seconded by Council Member Briner to approve the consent agenda as presented.

Roll call:	Mayor Stockford	Aye
	Council Member Stuchell	Aye
	Council Member Vear	Aye
	Council Member Morrisey	Aye
	Council Member Pratt	Aye
	Council Member Sharp	Aye
	Council Member Briner	Aye

Motion passed 7-0.

Communications/Petitions

- A. Day of Service Flyer
- B. Census Information

The items of communications were received for informational purposes only.

Introduction and Adoption of Ordinances/Public Hearings

- A. Public Hearing- USDA Rural Development Community Facilities Grant

Chief Hephner addressed Council on the grant and requested items;

- One (1) 2021 Ford Utility Police Interceptor, fully equipped and marked,
- One (1) Semi rugged laptop computer to be utilized as a mobile data terminal,
- One (1) Wireless gateway device used to connect the data terminal to be considered.

Mayor Stockford opened podium for Public Hearing at 7:14 p.m.

No public comment, Mayor Stockford closed podium at 7:14 p.m.

No action taken.

Old Business

New Business

- A. Ordinance Zoning Amendment Resolution

Zoning Administrator Alan Becker addressed Council and discussed revisions and new language and definitions that the Planning Commission requested.

March 16, 2020

City Council Minutes

Motion by Council Member Briner, seconded by Council Member Stuchell to have City Manager Mackie to explore the means to hold Council meetings by telephone or online/virtual basis through the beginning of May 2020.

By a voice vote, the motion passed unanimously.

Miscellaneous Reports

A. Proclamation – None

B. Appointments: IPMC Board – Dan Poole.

Homeless Task Force – Jessica Harrison, Corey Murray, Chris French, Don Hernandez, Penny Myers, Vicki Lee, Holly Carpenter, Traci Fowler, Jennifer Rose, Jackie Wickham, Caroline Wells, Cheryl Carlson, Penny Swan, Police Chief Scott Hephner/Sergeant Steven Pratt (alternate), Ex officio- Mayor Adam Stockford, City Manager David Mackie.

Motion by Council Member Briner, seconded by Mayor Stockford to approve the presented appointment.

By a voice vote, the motion passed unanimously.

C. Other – None

General Public Comment

Jon Smith, Somerset Center, MI, welcomed everyone to come to the Call to Action meeting at Liberty Hall tomorrow, Tuesday, March 17, 2020.

Mike Prince, 1 Heathcliff Drive, comments on the Coronavirus and paperwork/questions local businesses are asking before they will service patient and the public. He also commented on local churches being closed due to virus, his being one of them. Asked for prayers for the public and all affected.

City Manager's Report

None to report.

Council Comments

Council Member Briner stated that Meal on Wheels are still on for this week.

Mayor Stockford commented on the Coronavirus and business owners that have reached out to him directly and asked if they City would help aid some of their utility costs, etc.


Council Member Briner mentioned that there are avenues and loans available for businesses to help local businesses in this time through the Small Business Association.


Adjournment

Council Member Briner, seconded by Council Member Vear moved to adjourn the meeting.

By a voice vote, the motion passed unanimously.

The meeting adjourned at 8:10p.m.


Adam L. Stockford, Mayor


Katy Rice, City Clerk

Information about lead: If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The City of Hillsdale is responsible for providing high quality drinking water but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you have a lead service line it is recommended that you run your water for at least 5 minutes to flush water from both your home plumbing and the lead service line. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline 1-800-426-4791 or at <http://water.epa.gov/drink/info/lead>.

Infants and children who drink water containing lead in excess of the action level could experience delays in their physical or mental development. Children could show slight deficits in attention span and learning abilities. Adults who drink this water over many years could develop kidney problems or high blood pressure.

Copper is an essential nutrient, but some people who drink water containing copper in excess of the action level over a relatively short amount of time could experience gastrointestinal distress. Some people who drink water containing copper in excess of the action level over many years could suffer liver or kidney damage. People with Wilson's Disease should consult their personal doctor.

Monitoring and Reporting to the Department of Environmental Quality (DEQ) Requirements: The State of Michigan and the U.S. EPA require us to test our water on a regular basis to ensure its safety.

We will update this report annually and will keep you informed of any problems that may occur throughout the year, as they happen. Copies are available at 45 Monroe Street, Hillsdale.

We invite public participation in decisions that affect drinking water quality. The BPU Board meets on the second Tuesday of each month unless otherwise posted. For more information about your water, or the contents of this report, contact Bill Briggs at 517-437-3387. For more information about safe drinking water, visit the U.S. EPA at <http://www.epa.gov/safewater/lead>.

Estimated Number of Service Connections by Service Line Material

A service line includes any section of pipe from the water main to the building plumbing at the first shut-off valve inside the building, or 18 inches inside the building, whichever is shorter.

Any Portion Contains Lead	Contains Galvanized Previously Connected to Lead*	Unknown			Contains neither Lead, nor Galvanized Previously Connected to Lead	Total**
		Likely Contains Lead	Likely Does <u>Not</u> Contain Lead	Material(s) Unknown		
45	90	841	39	1781	54	2840