



AGENDA

REGULAR MEETING

January 9, 2024

7:00 P.M. BPU Board Room

45 Monroe St. Hillsdale, MI

I. CALL TO ORDER

II. APPROVAL OF AGENDA WITH ANY ADDITIONS

III. PUBLIC COMMENTS ON AGENDA ITEMS-Public comment shall be limited to no more than three minutes. Please state your name for the record.

IV. PREVIOUS BOARD MINUTES

- A. Regular Meeting of December 12, 2023

V. REVIEW OF UTILITY BILLS/FINANCIALS:

- A. December 2023 bills in the amount of \$1,019,360.44
- B. November 2023 Finance Report

VI. ACTION ITEMS

- A. Tetra Tech – Hillsdale College Sanitary Sewer Study
- B. John Deere Backhoe Service Agreement
- C. HomeServe USA Corporation Service Line Agreement

VII. DEPARTMENT AND PROJECT REPORTS

- A. Water & Wastewater
- B. Electric Utility

VIII. MISCELLANEOUS

- A. Emergency On-Call Service Holiday City
- B. Hart Solar and Quantum Energy Verbal Update

IX. OPPORTUNITY FOR GENERAL PUBLIC TO ADDRESS THE BOARD

X. BOARD MEMBER ROUNDTABLE

XI. ADJOURNMENT

**Hillsdale Board of Public Utilities
Regular Meeting**

December 12, 2023

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

Board Members Present: Mr. Bob Batt—President
 Mr. Pete Becker
 Mr. Eric Potes

Board Member Absent: Mr. Jeremiah Hodshire
 Mr. Phil McDowell

Others Present: David Mackie, BPU Director; Brandon Janes, Technical Services; Jake Hammel, Electric Superintendent; Kelly LoPresto, BPU Office Manager. Karen Lancaster via telephone.

APPROVAL OF AGENDA WITH ANY ADDITIONS

Mr. Potes, supported by Mr. Becker, moved to approve the agenda as presented. Motion carried unanimously by voice vote.

PUBLIC COMMENT ON AGENDA ITEMS

No public comments.

PREVIOUS BOARD MINUTES

Mr. Becker, supported by Mr. Potes, moved to approve and place on file the Regular Meeting Minutes of November 14, 2023. Motion carried unanimously by voice vote.

REVIEW OF UTILITY BILLS/FINANCIALS

Mr. Becker, supported by Mr. Potes, moved to approve and pay the November 2023 bills in the amount of \$1,418,416.69 taking out \$2,211,053.24. Motion carried unanimously by voice vote.

Ms. Lancaster provided a brief overview of the October 2023 Finance Report.

Mr. Potes, supported by Mr. Becker, moved to approve and place on file the November 2023 Finance Report. Motion carried unanimously by voice vote.

Ms. Lancaster provided a brief overview of the BPU Audit.

Mr. Becker, supported by Mr. Potes, moved to receive and file the audit as presented. Motion carried unanimously by voice vote.

ACTION ITEMS

A. Replace Safety Equipment

BACKGROUND PROVIDED BY: Jake Hammel, Director of Electric

Safety Coordinator, Ken Keasal, applied for a grant through MIOSHA to update all of our lifting equipment, and some of our electrical cover ups. He has received a grant in the amount of \$5000.00 toward this replacement.

Our existing lifting equipment is worn or dated past its safe usable life, and we are short on quantities of our blankets and clips.

RECOMMENDATION:

Staff supports award by the Board for the safety equipment replacement to Power Line Supply in the amount of \$12,678.75 (minus \$5000.00).

Mr. Becker, supported by Mr. Potes, moved to award the contract to Power Line Supply for the safety equipment in the amount of \$12,678.75 (minus \$5000.00)

B. Transmission Line Clearance (West)

BACKGROUND PROVIDED BY: Kaleb Dorweiler, City Forester

Hillsdale City Forester Kaleb Dorweiler solicited bids from vegetation management companies for clearance of approximately 7 miles of transmission line running from the Moore Rd substation west to the power plant.

The project consists of vegetation clearance work to 100' width (50 ft. each side). Tree removal, trimming, and herbicide application to cut stumps for prevention of regrowth is required. Trees along outer boundaries will be trimmed to maintain a clear space around the line for at least a 3-year period. A total of 7 bids were received.

RECOMMENDATION:

Staff supports award by the Board for west transmission line clearance to Asplundh Tree Expert LLC in the amount of \$188,070.

Mr. Potes, supported by Mr. Becker, moved to award the contract to Asplundh Tree Expert LLC for the west transmission line clearance in the amount of \$188,070. Motion carried unanimously by voice.

C. Industrial Sub Switchgear

BACKGROUND PROVIDED BY: Jake Hammel, Director of Electric

This is the second major portion of the Industrial Substation upgrade. This will allow us to get power to our distribution feeders from the 30 MVA transformer we awarded earlier this year, and also provide us with the proper connection of the Power Secure unit at this location. The Engineer's estimate was \$700,000, which did not include an additional breaker for the Power Secure unit. We received two bids for the switchgear, and also obtained an additional estimate for the commissioning.

RECOMMENDATION:

Staff supports award by the Board for the Industrial Substation Switchgear, spare parts, and commissioning (with extended warranty) to Siemens Industry Inc. in the amount of \$839,650.

Mr. Becker, supported by Mr. Potes, moved award to Siemens Industry Inc. in the amount of \$839,650 for the Industrial Substation Switchgear. Motion carried unanimously by voice.

D. EcoSmart Choice Program

BACKGROUND PROVIDED BY: David Mackie, BPU Director

As discussed at the November BPU Board meeting, EcoSmart Choice allows AMP members to offer a voluntary green energy pricing program to their customers at no cost to the local utility. The program is available to residential, commercial and industrial customers to offset (25%, 50%, 75% or 100%) of their electric usage with green energy. Attached is the resolution approving participation in the EcoSmart Choice program and Contract with AMP for program services. The resolution and contract need to be approved by the City Council. Currently there are 14 AMP member communities participating in the program including Coldwater, MI.

RECOMMENDATION:

Approve recommending to City Council the EcoSmart Choice program resolution and Contract with AMP.

Mr. Potes, supported by Mr. Batt, moved to recommend to City Council the EcoSmart Choice program resolution and Contract with AMP. Motion carried unanimously by voice.

E. BPU Strategic Plan 2023-2026

BACKGROUND PROVIDED BY: David Mackie, BPU Director

BPU board members and staff participated in six strategic planning workshop webinars with other Electric Companies and Mr. Steve VanderMeer, Executive Consultant coordinated through the Michigan Municipal Electric Association.

RECOMMENDATION:

Approve recommending the Hillsdale BPU Strategic Plan 2023-2026 as presented.

Mr. Becker, supported by Mr. Potes, moved approve the Hillsdale BPU Strategic Plan 2023-2026 as presented. Motion carried unanimously by voice.

F. Resolution to Amend the Hillsdale Board of Public Utilities Customer Service, Electric, Water, and Sewer Department Rules and Regulations

BACKGROUND PROVIDED BY: David Mackie, BPU Director

As directed by the Hillsdale Board of Public Utilities, a review of the Rules and Regulations has been completed. Staff recognized some changes to the rules that were needed. 2019 was the last update to the rules and regulations.

RECOMMENDATION:

Approve recommending to City Council the Rules & Regulations as amended and resolution.

Mr. Becker, supported by Mr. Potes, moved to recommend to City Council the Rules & Regulations as amended and the resolution. Motion carried unanimously by voice.

DEPARTMENT AND PROJECT REPORTS

Department reports included in the meeting packet for board member review.

MISCELLANEOUS

- A. Michigan PowerSecure BTM Construction Update
- B. Economic Development Partnership of Hillsdale County Director Report

OPPORTUNITY FOR GENERAL PUBLIC TO ADDRESS THE BOARD

No public comment.

BOARD MEMBER ROUNDTABLE

ADJOURNMENT

Mr. Becker, supported by Mr. Potes, moved to adjourn the meeting at 8:29 p.m. The motion carried unanimously by voice vote.

Minutes submitted by Kelly LoPresto, BPU Office Manager _____

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 582 ELECTRIC FUND					
Dept 000.000					
582-000.000-110.000	POLE TOP PIN	POWERLINE SUPPLY	INVENTORY	563.80	107618
582-000.000-110.000	ARM PIN	POWERLINE SUPPLY	INVENTORY	1,987.06	107618
582-000.000-110.000	TERMINATOR ELBOW - 15KV	POWERLINE SUPPLY	INVENTORY	204.92	107618
582-000.000-110.000	GUY ATTACHMENTS AGX-5	POWERLINE SUPPLY	INVENTORY	517.87	107618
582-000.000-110.000	CONDUIT - 2" PVC SCHEDULE 4	POWERLINE SUPPLY	CONDUIT INVENTORY	7,620.40	107618
582-000.000-110.000	CONNECTOR 3/0 TO 350 COPPER	POWERLINE SUPPLY	INVENTORY	141.00	107695
582-000.000-110.000	40 W LED BLVD FIXTURE	POWERLINE SUPPLY	INVENTORY	1,412.36	107695
582-000.000-110.000	SMALL LED	POWERLINE SUPPLY	INVENTORY	1,520.70	107695
582-000.000-110.000	TERMINATOR ELBOW - 15KV	POWERLINE SUPPLY	INVENTORY	146.37	107695
582-000.000-158.000-191006	PHASE 1 UPGRADE ENG AND DESIGN S	S SOE, INC.	PHASE 1 UPGRADE ENG AND DESIGN SERVICES	3,488.00	107702
582-000.000-158.000-201009	4160/13200 50 KVA	T & R ELECTRIC SUPPLY COME	PADMOUNT TRANSFORMERS FOR INVENTORY	3,487.45	107636
582-000.000-202.100	4CCH	BETHEL, DAVID E	UB refund for account: 011577	158.10	107550
582-000.000-202.100	4ENBK1	BURNS, CAITLIN P	UB refund for account: 010408	11.55	107556
582-000.000-202.100	4CCH	CUNNINGHAM, CHARLES E	UB refund for account: 023934	108.00	107563
582-000.000-202.100	4ENBK1	DETTLOFF, DEBBYSUE A	UB refund for account: 018450	109.00	107569
582-000.000-202.100	4CCH	HALL, JUNE E	UB refund for account: 019758	246.72	107580
582-000.000-202.100	4ENBK1	KNOX, NICHOLAS J	UB refund for account: 030238	173.00	107591
582-000.000-202.100	4CCH	MYERS, ALEXIS	UB refund for account: 021229	131.00	107606
582-000.000-202.100	4CCH	PRICE, SHERIE K	UB refund for account: 010800	279.00	107621
582-000.000-202.100	4ENBK1	SCHMITT, MICHAEL F	UB refund for account: 021380	23.00	107628
582-000.000-202.100	4CCH	STUMP, TYLER R	UB refund for account: 013900	86.19	107635
582-000.000-202.100	4CCH	WHEELER, ROBERT P	UB refund for account: 020446	24.00	107651
582-000.000-202.100	4CCH	HILLSDALE COUNTY ISD	UB refund for account: 305626	851.58	107679
582-000.000-202.100	4ENBK1	ISABELL, DOUGLAS W	UB refund for account: 019015	96.68	107680
582-000.000-202.100	4CCH	SCHULTZ, HANNAH M	UB refund for account: 025757	42.00	107699
582-000.000-202.100	6CCH	ST ANTHONY'S CEMETARY	UB refund for account: 013512	24.00	107703
582-000.000-249.100	OPERATION ROUND-UP - NOVEMBER 20	COMMUNITY ACTION AGENCY	OPERATION ROUND-UP - NOVEMBER 2023	2,682.90	107560
582-000.000-249.100	LIEAF-6099 NOVEMBER 2023 P.A. 95	LARA - MI PUBLIC SERVICE (LIEAF-6099 NOVEMBER 2023 P.A. 95	5,344.99	107595
582-000.000-263.000	SALES TAX - NOVEMBER 2023	STATE OF MICHIGAN	SALES TAX - NOVEMBER 2023	28,273.52	635
582-000.000-692.200	SALES TAX - NOVEMBER 2023	STATE OF MICHIGAN	SALES TAX - NOVEMBER 2023	(178.37)	635
Total For Dept 000.000				59,576.79	
Dept 175.000 ADMINISTRATIVE SERVICES					
582-175.000-715.000	DENTAL & VISION - ELECTRIC	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	87.33	733
582-175.000-715.000	DENTAL & VISION - ELECTRIC	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	124.52	733
582-175.000-715.000	DENTAL & VISION - ELECTRIC	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	582.30	733
582-175.000-715.000	HEALTH INSURANCE - ELECTRIC	PLANSOURCE BENEFITS ADMINI	HEALTH INSURANCE - DEC 2023	17,949.14	736
582-175.000-715.000	LIFE INSURANCE - ELECTRIC	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	22.76	738
582-175.000-715.000	LIFE INSURANCE - ELECTRIC	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	191.63	738
582-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	18,891.55	735
582-175.000-721.000	DISABILITY INSURANCE - ELECTRIC	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	39.25	738
582-175.000-721.000	DISABILITY INSURANCE - ELECTRIC	SUN LIFE ASSURANCE COMPAN\	LIFE & DISABILITY INSURANCE	323.41	738
582-175.000-726.000	SPOONS, PLATES, FORKS, CUPS	AMAZON CAPITAL SERVICES, 1	SPOONS, PLATES, FORKS, CUPS	53.20	107542
582-175.000-726.000	SUPPLIES - 45 MONROE STREET	AMAZON CAPITAL SERVICES, 1	SUPPLIES - 45 MONROE STREET	71.09	107542
582-175.000-726.000	COPIES/CONTRACT BILLING - NOV. 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - NOV. 2023	103.38	107564
582-175.000-726.000	KITCHEN ROLL TOWEL, T. PAPER, VE	KSS ENTERPRISES	KITCHEN ROLL TOWEL, T. PAPER, VEHICLE W	87.72	107592
582-175.000-726.000	WATER - OFFICE	RUPERT'S CULLIGAN	WATER FOR OFFICE - 45 MONROE ST	10.50	107627
582-175.000-726.000	PLASTIC FORKS	AMAZON CAPITAL SERVICES, 1	PLASTIC FORKS	20.02	107664
582-175.000-726.000	MONEY MARKER PENS/DETECTS FAKE C	AMAZON CAPITAL SERVICES, 1	MONEY MARKER PENS/DETECTS FAKE COUNTERE	9.98	107664
582-175.000-726.000	COPY PAPER - 45 MONROE STREET	CURRENT OFFICE SOLUTIONS	COPY PAPER - 45 MONROE STREET	67.90	107672
582-175.000-801.000	TELEPHONE - FIBER 45 MONROE STRE	ACD.NET	TELEPHONE - FIBER 45 MONROE STREET	100.00	107540
582-175.000-801.000	COPIES/CONTRACT BILLING - NOV. 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - NOV. 2023	133.98	107564

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 582 ELECTRIC FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
582-175.000-801.000	PRINTING/POSTAGE AND HANDLING OF	DELAWARE SYSTEMS	PRINTING/POSTAGE AND HANDLING OF BILLS	1,252.78	107566
582-175.000-801.000	BPU CLEANING FOR NOVEMBER 2023	EAST 2 WEST ENTERPRISES, I	BPU CLEANING FOR NOVEMBER 2023	130.00	107573
582-175.000-801.000	BPU BOARD MEETING PER DIEM	ERIC POTES	BPU BOARD MEETING PER DIEM-DEC 2023	12.50	107575
582-175.000-801.000	COMMISSION PAID FOR COLLECTIONS	ONLINE INFORMATION SERVICE	COMMISSION PAID FOR COLLECTIONS NOV 202	41.67	107612
582-175.000-801.000	UTILITY EXCHANGE REPORT/WEB ACCE	ONLINE INFORMATION SERVICE	UTILITY EXCHANGE REPORT/WEB ACCESS FEE	43.12	107612
582-175.000-801.000	BPU BOARD MEETING PER DIEM	PETER MICHAEL BECKER	BPU BOARD MEETING PER DIEM- DEC 2023	12.50	107615
582-175.000-801.000	BPU BOARD MEETING PER DIEM	ROBERT J BATT	BPU BOARD MEETING PER DIEM - DEC. 2023	12.50	107625
582-175.000-801.000	AUDIT SERVICES FOR FYE 2023	YEO & YEO PC	AUDIT SERVICES FOR FYE 2023	625.00	107655
582-175.000-801.000	ACCOUNTING SERVICES - NOV 2023	THE WOODHILL GROUP, LLC	ACCOUNTING SERVICES - NOV 2023	2,100.55	107706
582-175.000-801.000	CREDIT CARD PROCESSING FEES - NO	INVOICE CLOUD	CREDIT CARD PROCESSING FEES - NOV 2023	177.49	634
582-175.000-802.000	24" MONITORS HDMI/DP	AMAZON CAPITAL SERVICES, I	24" MONITORS HDMI/DP	99.96	
582-175.000-802.000	ANNUAL VEEAM BACKUP LICENSING	SONIT SYSTEMS, LLC	ANNUAL VEEAM BACKUP LICENSING	270.00	107629
582-175.000-802.000	SONIT NET ADMIN NOVEMBER 2023	SONIT SYSTEMS, LLC	SONIT NET ADMIN NOVEMBER 2023	155.26	107629
582-175.000-802.000	MILSOFT DISSPATCH LICENSE AND UN	MILSOFT	MILSOFT DISSPATCH LICENSE AND UNPLUGGEI	350.00	107644
582-175.000-802.000	IVR POOLED MONTHLY OUTAGE SUBSCR	MILSOFT	IVR POOLED MONTHLY OUTAGE SUBSCRIPTION	251.26	107644
582-175.000-802.000	VIPRE EMAIL AND TRENDMICRO RECUR	SONIT SYSTEMS, LLC	VIPRE EMAIL AND TRENDMICRO RECUR (DEC)	81.81	107701
582-175.000-802.000	AMAZON WEB SERVICES	CARD SERVICES CENTER	B. JANES CREDIT CARD	4.11	749
582-175.000-850.000	TELEPHONE - FIBER 45 MONROE STRE	ACD.NET	TELEPHONE - FIBER 45 MONROE STREET	24.25	107540
582-175.000-850.000	TELEPHONE - POWER PLANT	ACD.NET	TELEPHONE - POWER PLANT	145.47	107540
582-175.000-850.000	ETHERFAX DECEMBER 2023	BSB COMMUNICATIONS INC	ETHERFAX DECEMBER 2023	28.00	107555
582-175.000-850.000	MONTHLY VERIZON BILL - DEC 23	VERIZON WIRELESS	MONTHLY VERIZON BILL - DEC 23	592.03	107645
582-175.000-880.000	COMMUNITY PROMOTION - NOVEMBER 2	MCKIBBIN MEDIA GROUP, INC.	COMMUNITY PROMOTION - NOVEMBER 2023	125.00	107600
582-175.000-880.000	WINTER MICHIGAN PARENT -DEC 2023	SIMPLY HERS MAGAZINE	WINTER MICHIGAN PARENT -DEC 2023	27.50	107700
582-175.000-880.000	COMMUNITY PROMOTION- JAN/FEB 20	SIMPLY HERS MAGAZINE	COMMUNITY PROMOTION- JAN/FEB 2024	27.50	107700
582-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE	64.79	726
582-175.000-920.400	503214966 - 45 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE ST	152.29	730
582-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SET	23.60	739
582-175.000-956.000	INVOICE FOR MPSI FALL SESSION -	APWA MICHIGAN CHAPTER - MI	INVOICE FOR MPSI FALL SESSION - J. HAMM	775.00	107546
582-175.000-956.200	FUEL - CAT GENERATOR TOUR	CARD SERVICES CENTER	J. HAMMEL CREDIT CARD	234.07	749
Total For Dept 175.000 ADMINISTRATIVE SERVICES				46,709.67	
Dept 543.000 PRODUCTION					
582-543.000-726.000	1-1/2"X15' RATCHET TIEDOWN	FAMILY FARM & HOME	1-1/2"X15' RATCHET TIEDOWN	11.98	107577
582-543.000-726.000	SOLVENT CEMENT KIT/ADAPTERS/BUSH	GELZER HJ & SON INC	SOLVENT CEMENT KIT/ADAPTERS/BUSHING	19.56	107579
582-543.000-726.000	WATER DELIVERY SERVICE-201 WATER	HEFFERNAN SOFT WATER SERVI	WATER DELIVERY SERVICE-201 WATERWORKS I	6.90	107582
582-543.000-726.000	M18 F UEL 6 GALLON WET/DRY VACUU	JONESVILLE LUMBER	M18 F UEL 6 GALLON WET/DRY VACUUM	269.00	107588
582-543.000-726.000	WATER COOLER RENTAL - 201 WATERW	HEFFERNAN SOFT WATER SERVI	WATER COOLER RENTAL - 201 WATERWORKS	12.00	107677
582-543.000-726.000	WATER DELIVERY SERVICE-201 WATER	HEFFERNAN SOFT WATER SERVI	WATER DELIVERY SERVICE-201 WATERWORKS	6.90	107677
582-543.000-739.000	MSCPA MEMBER POWER BILLING - NOV	MICHIGAN SOUTH CENTRAL POW	MSCPA MEMBER POWER BILLING - NOV 2023	704,183.53	750
582-543.000-740.000	DRUM/BARRELS	MERLE BOES, INC.	DRUM/BARRELS	5,503.90	107687
582-543.000-740.300	504504154 - 201 WATERWORKS XX -	MICH GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS XX	21.03	745
582-543.000-740.400	504504154 - 201 WATERWORKS XX -	MICH GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS XX	21.03	745
582-543.000-801.000	ENVIRONMENTAL SERVICES	AMERICAN MUNICIPAL POWER,	ENVIRONMENTAL SERVICES	110.00	107666
582-543.000-920.400	504504154 - 201 WATERWORKS - PP	MICH GAS UTILITIES	NATURAL GAS UTILITY - 201 WATERWORKS	1,936.67	744
582-543.000-930.000	25A 120V CONTACTOR	AMERICAN COPPER AND BRASS,	25A 120V CONTACTOR	195.98	107665
582-543.000-930.050	REPAIRS & MAINT. - ENGINE #5	GELZER HJ & SON INC	PLUG TAP/FLAP DISC	25.77	107579
582-543.000-930.050	1 GAL CAL/LIME/RST REMOVER/1 GAL	GELZER HJ & SON INC	1 GAL CAL/LIME/RST REMOVER/1 GAL TANK E	62.98	107579
582-543.000-930.050	2 COURSE ROLO	PERFORMANCE AUTOMOTIVE	2 COURSE ROLO	8.60	107614
582-543.000-930.050	REPAIRS & MAINT. - ENGINE #5	UIS SCADA, INC.	SERVICES RENDER3ED AT POWERHOUSE THROUG	648.00	107641
582-543.000-930.060	REPAIRS & MAINT. - ENGINE #6	UIS SCADA, INC.	SERVICES RENDER3ED AT POWERHOUSE THROUG	648.00	107641
582-543.000-930.060	REPAIRS & MAINT. - ENGINE #6	PERFORMANCE AUTOMOTIVE	HEAT SHIELD	39.53	107694
Total For Dept 543.000 PRODUCTION				713,731.36	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 582 ELECTRIC FUND					
Dept 544.000 DISTRIBUTION					
582-544.000-726.800	9-3/4" LEFT CUT SNIP	GELZER HJ & SON INC	9-3/4" LEFT CUT SNIP	23.79	107579
582-544.000-726.800	GLOW ORANGE PAINT PEN	GELZER HJ & SON INC	GLOW ORANGE PAINT PEN	9.39	107579
582-544.000-726.800	BULK GREEN CUBE TAP	GELZER HJ & SON INC	BULK GREEN CUBE TAP	12.87	107579
582-544.000-726.800	WATER DELIVERY SERVICE-201 WATER	HEFFERNAN SOFT WATER SERV	WATER DELIVERY SERVICE-201 WATERWORKS	9.20	107582
582-544.000-726.800	PRIMARY PEDESTAL MARKERS	POWERLINE SUPPLY	PRIMARY PEDESTAL MARKER	446.15	107618
582-544.000-726.800	COM2374 39" ADJUSTABLE BANDING S	BRONNER'S CHRISTMAS WONDEF	COM2374 39" ADJUSTABLE BANDING STRAPS	214.66	107669
582-544.000-726.800	PLASTIC BUSHING/RGD LOCKNUT	GELZER HJ & SON INC	PLASTIC BUSHING/RGD LOCKNUT	11.66	107676
582-544.000-726.800	METAL WHEEL	GELZER HJ & SON INC	METAL WHEEL	8.37	107676
582-544.000-726.800	FASTENERS & ANCHORS	GELZER HJ & SON INC	FASTENERS & ANCHORS	(3.20)	107676
582-544.000-726.800	OXYGEN	WHITE'S WELDING SERVICE	OXYGEN	21.00	107712
582-544.000-730.000	LADDER - 6FT	AMAZON CAPITAL SERVICES, I	CABLES 3RD FLOOR CH - LADDER ELEC DEPT	251.14	
582-544.000-730.000	MILWAUKEE IMPACT WRENCH	AMAZON CAPITAL SERVICES, I	MILWAUKEE IMPACT WRENCH	394.99	107542
582-544.000-730.000	HD EXTEND LIFE ANTIF	PERFORMANCE AUTOMOTIVE	HD EXTEND LIFE ANTIF	34.98	107614
582-544.000-730.000	DEF FLUID 2.5 GAL	PERFORMANCE AUTOMOTIVE	DEF FLUID 2.5 GAL	20.69	107614
582-544.000-730.000	POLE TAMP H4802-1	POWERLINE SUPPLY	POLE TAMP	2,020.00	107618
582-544.000-730.000	SENSOR, 5 GALLON QLS 1%	TRI COUNTY INT'L TRUCK INC	SENSOR, 5 GALLON QLS 1%	202.03	107639
582-544.000-730.000	WELD/REPAIR CONE HOLDER	WHITE'S WELDING SERVICE	WELD/REPAIR CONE HOLDER	25.00	107652
582-544.000-730.000	RLEAYS	PERFORMANCE AUTOMOTIVE	RLEAYS	50.68	107694
582-544.000-730.000	CIRCUIT TESTER, MINI FUSE	PERFORMANCE AUTOMOTIVE	CIRCUIT TESTER, MINI FUSE	15.55	107694
582-544.000-730.000	BELT ADJUSTABLE BUCK LARGE	POWERLINE SUPPLY	CLIMBING GEAR AND HARNESSSES	2,304.00	107695
582-544.000-730.000	GAFF GAURD	POWERLINE SUPPLY	CLIMBING GEAR AND HARNESSSES	148.00	107695
582-544.000-730.000	PULLER ELBOW 6FT 5327-1	POWERLINE SUPPLY	ELBOW PULLER URD	517.00	107695
582-544.000-730.000	RUBBER BLANKET CLAMPS	POWERLINE SUPPLY	BLANKET CLAMPS	162.00	107695
582-544.000-730.000	HARNESS JOSH 603A8Q25-XL	POWERLINE SUPPLY	CLIMBING GEAR AND HARNESSSES	535.00	107695
582-544.000-740.000	FUEL & LUBRICANTS FOR NOVEMBER 2	WATKINS OIL COMPANY	FUEL & LUBRICANTS FOR NOVEMBER 2023	1,596.71	107659
582-544.000-742.000	CLOTHING - B. JOHNSON	POWERS CLOTHING, INC.	CLOTHING - B. JOHNSON	206.00	107619
582-544.000-801.000	REPLACE CONTROL TRANSFORMER ON F	POSITIVE ELECTRIC LLC	REPLACE CONTROL TRANSFORMER ON FREIGHT	825.00	107616
582-544.000-801.000	GRANT ASSISTANCE FOR MMEA EGLE 4	POWER SYSTEM ENGINEERING,	GRANT ASSISTANCE FOR MMEA EGLE 40101	1,550.00	107617
582-544.000-801.000	NPDES ANNUAL PERMIT FEE, 2024 MI	STATE OF MICHIGAN EGLE	NPDES ANNUAL PERMIT FEE, 2024 MIG250452	150.00	107632
582-544.000-930.000	16-14GA #8 SPADE TERM	AMERICAN COPPER AND BRASS,	16-14GA #8 SPADE TERM	14.44	107656
582-544.000-930.000	4-14AWG INSLU-TAP CONN	AMERICAN COPPER AND BRASS,	4-14AWG INSLU-TAP CONN	64.04	107656
582-544.000-930.000	15A 125V YELLOW PLASTIC/15A 125V	AMERICAN COPPER AND BRASS,	15A 125V YELLOW PLASTIC/15A 125V 2P 3W	47.02	107656
582-544.000-930.000	CONDUIT GASKET/CONDULET COVER/LO	AMERICAN COPPER AND BRASS,	CONDUIT GASKET/CONDULET COVER/LOCKNUT/E	56.90	107665
582-544.000-930.000	14 YELLOW THHN ON 500'/14GA BROW	AMERICAN COPPER AND BRASS,	14 YELLOW THHN ON 500'/14GA BROWN THHN/	132.66	107665
582-544.000-930.000	2/1 1/2 BLK BUSH/1 CLAMP ON W.H.	AMERICAN COPPER AND BRASS,	2/1 1/2 BLK BUSH/1 CLAMP ON W.H./3/4 TC	13.64	107665
582-544.000-930.000	CLAMP/GALV PLUG/GALV BUSHING/SPO	AMERICAN COPPER AND BRASS,	CLAMP/GALV PLUG/GALV BUSHING/SPOOL NYLC	78.57	107665
582-544.000-930.000	BIG GRAY WIRE NUTS SELL	AMERICAN COPPER AND BRASS,	BIG GRAY WIRE NUTS SELL	11.32	107665
582-544.000-930.000	12GA, 2/C W/GRN UF CABLE	AMERICAN COPPER AND BRASS,	12GA, 2/C W/GRN UF CABLE	150.00	107665
582-544.000-930.000	11.1 50LB BLK TIE (100/BAGS)	AMERICAN COPPER AND BRASS,	11.1 50LB BLK TIE (100/BAGS)	8.95	107665
582-544.000-930.000	CONDUIT/COUPLING/PVC STRAP	AMERICAN COPPER AND BRASS,	CONDUIT/COUPLING/PVC STRAP	30.55	107665
582-544.000-930.000	CONDUIT GASKET/CONDULET COVER/MA	AMERICAN COPPER AND BRASS,	CONDUIT GASKET/CONDULET COVER/MALLABLE	45.39	107665
582-544.000-930.000	RED PEPPER PAINT PEN/MASKING TAP	GELZER HJ & SON INC	RED PEPPER PAINT PEN/MASKING TAPE/STENC	25.36	107676
582-544.000-930.000	SAWZALL BLADE	GELZER HJ & SON INC	SAWZALL BLADE	17.99	107676
582-544.000-930.000	METAL SCREWS	GELZER HJ & SON INC	METAL SCREWS	8.99	107676
582-544.000-930.000	UPS PACKAGE	MARKET HOUSE	UPS PACKAGE	18.13	107686
Total For Dept 544.000 DISTRIBUTION				12,486.61	
Total For Fund 582 ELECTRIC FUND				832,504.43	

Fund 590 SEWER FUND

Dept 000.000

590-000.000-158.000-213018	F550 CHASSIS ONLY - 1/2 WATER	LUNGHAMER FORD OF OWOSSO,	WATER/SEWER DUMP TRUCK AS APPROVED BY E	27,612.50	107685
590-000.000-158.000-213018	DUMP BODY INSTALLATION- 1/2 WATE	TRUCK & TRAILER SPECIALTIF	DUMP BOX FOR F550 CHASSIS	15,367.50	107707

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 590 SEWER FUND					
Dept 000.000					
590-000.000-158.000-215006	CDBG SANITARY LIFT STATION DESIG	TETRA TECH, INC	CDBG SANITARY LIFT STATION DESIGN	840.00	107637
590-000.000-158.000-215037	GEARBOX SERIAL # 9TEWQBCU4	APPLIED INDUSTRIAL TECHNOI	AERATOR GEARBOX 1 OF 2- APPROVED BY BOF	9,673.95	107545
590-000.000-158.000-215038	GEARBOX SER # CTKT5VVMR	APPLIED INDUSTRIAL TECHNOI	AERATOR GEARBOX 2 OF 2- APPROVED BY BOF	9,673.96	107545
590-000.000-202.100	SCCH	BETHEL, DAVID E	UB refund for account: 011577	67.30	107550
590-000.000-202.100	SBK1	BURNS, CAITLIN P	UB refund for account: 010408	6.73	107556
590-000.000-202.100	SCCH	HILLSDALE COUNTY ISD	UB refund for account: 305626	706.71	107679
Total For Dept 000.000				63,948.65	
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-715.000	DENTAL & VISION - SEWER	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	43.68	733
590-175.000-715.000	DENTAL & VISION - SEWER	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	284.20	733
590-175.000-715.000	DENTAL & VISION - SEWER	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034	8.38	733
590-175.000-715.000	HEALTH INSURANCE - SEWER	PLANSOURCE BENEFITS ADMINI	HEALTH INSURANCE - DEC 2023	7,243.70	736
590-175.000-715.000	LIFE INSURANCE - SEWER	SUN LIFE ASSURANCE COMPAN	LIFE & DISABILITY INSURANCE	11.35	738
590-175.000-715.000	LIFE INSURANCE - SEWER	SUN LIFE ASSURANCE COMPAN	LIFE & DISABILITY INSURANCE	76.35	738
590-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	3,619.28	735
590-175.000-721.000	DISABILITY INSURANCE - SEWER	SUN LIFE ASSURANCE COMPAN	LIFE & DISABILITY INSURANCE	19.61	738
590-175.000-721.000	DISABILITY INSURANCE - SEWER	SUN LIFE ASSURANCE COMPAN	LIFE & DISABILITY INSURANCE	106.25	738
590-175.000-726.000	SPOONS, PLATES, FORKS, CUPS	AMAZON CAPITAL SERVICES, I	SPOONS, PLATES, FORKS, CUPS	26.59	107542
590-175.000-726.000	SUPPLIES - 45 MONROE STREET	AMAZON CAPITAL SERVICES, I	SUPPLIES - 45 MONROE STREET	35.54	107542
590-175.000-726.000	KITCHEN ROLL TOWEL, T. PAPER, VE	KSS ENTERPRISES	KITCHEN ROLL TOWEL, T. PAPER, VEHICLE W	43.86	107592
590-175.000-726.000	WATER - OFFICE	RUPERT'S CULLIGAN	WATER FOR OFFICE - 45 MONROE ST	5.25	107627
590-175.000-726.000	PLASTIC FORKS	AMAZON CAPITAL SERVICES, I	PLASTIC FORKS	10.00	107664
590-175.000-726.000	MONEY MARKER PENS/DETECTS FAKE C	AMAZON CAPITAL SERVICES, I	MONEY MARKER PENS/DETECTS FAKE COUNTERE	4.98	107664
590-175.000-726.000	COPY PAPER - 45 MONROE STREET	CURRENT OFFICE SOLUTIONS	COPY PAPER - 45 MONROE STREET	33.95	107672
590-175.000-801.000	TELEPHONE - FIBER 45 MONROE STRE	ACD.NET	TELEPHONE - FIBER 45 MONROE STREET	50.00	107540
590-175.000-801.000	COPIES/CONTRACT BILLING - NOV. 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - NOV. 2023	66.98	107564
590-175.000-801.000	PRINTING/POSTAGE AND HANDLING OF	DELAWARE SYSTEMS	PRINTING/POSTAGE AND HANDLING OF BILLS	626.39	107566
590-175.000-801.000	BPU CLEANING FOR NOVEMBER 2023	EAST 2 WEST ENTERPRISES, I	BPU CLEANING FOR NOVEMBER 2023	65.00	107573
590-175.000-801.000	BPU BOARD MEETING PER DIEM	ERIC POTES	BPU BOARD MEETING PER DIEM-DEC 2023	6.25	107575
590-175.000-801.000	COMMISSION PAID FOR COLLECTIONS	ONLINE INFORMATION SERVICE	COMMISSION PAID FOR COLLECTIONS NOV 202	22.83	107612
590-175.000-801.000	UTILITY EXCHANGE REPORT/WEB ACCE	ONLINE INFORMATION SERVICE	UTILITY EXCHANGE REPORT/WEB ACCESS FEE	21.56	107612
590-175.000-801.000	BPU BOARD MEETING PER DIEM	PETER MICHAEL BECKER	BPU BOARD MEETING PER DIEM- DEC 2023	6.25	107615
590-175.000-801.000	BPU BOARD MEETING PER DIEM	ROBERT J BATT	BPU BOARD MEETING PER DIEM - DEC. 2023	6.25	107625
590-175.000-801.000	AUDIT SERVICES FOR FYE 2023	YEO & YEO PC	AUDIT SERVICES FOR FYE 2023	312.50	107655
590-175.000-801.000	ACCOUNTING SERVICES - NOV 2023	THE WOODHILL GROUP, LLC	ACCOUNTING SERVICES - NOV 2023	1,050.28	107706
590-175.000-801.000	CREDIT CARD PROCESSING FEES - NO	INVOICE CLOUD	CREDIT CARD PROCESSING FEES - NOV 2023	88.73	634
590-175.000-802.000	24" MONITORS HDMI/DP	AMAZON CAPITAL SERVICES, I	24" MONITORS HDMI/DP	49.99	
590-175.000-802.000	ANNUAL VEEAM BACKUP LICENSING	SONIT SYSTEMS, LLC	ANNUAL VEEAM BACKUP LICENSING	135.00	107629
590-175.000-802.000	SONIT NET ADMIN NOVEMBER 2023	SONIT SYSTEMS, LLC	SONIT NET ADMIN NOVEMBER 2023	77.62	107629
590-175.000-802.000	MILSOFT DISSPATCH LICENSE AND UN	MILSOFT	MILSOFT DISSPATCH LICENSE AND UNPLUGGEI	175.00	107644
590-175.000-802.000	IVR POOLED MONTHLY OUTAGE SUBSCR	MILSOFT	IVR POOLED MONTHLY OUTAGE SUBSCRIPTION	125.62	107644
590-175.000-802.000	VIPRE EMAIL AND TRENDMICRO RECUR	SONIT SYSTEMS, LLC	VIPRE EMAIL AND TRENDMICRO RECUR (DEC)	40.91	107701
590-175.000-850.000	TELEPHONE - FIBER 45 MONROE STRE	ACD.NET	TELEPHONE - FIBER 45 MONROE STREET	12.12	107540
590-175.000-850.000	TELEPHONE - WWTP-101 W GALLOWAY	ACD.NET	TELEPHONE - WWTP-101 W GALLOWAY	96.98	107540
590-175.000-850.000	ETHERFAX DECEMBER 2023	BSB COMMUNICATIONS INC	ETHERFAX DECEMBER 2023	14.00	107555
590-175.000-850.000	MONTHLY VERIZON BILL - DEC 23	VERIZON WIRELESS	MONTHLY VERIZON BILL - DEC 23	142.86	107645
590-175.000-880.000	COMMUNITY PROMOTION - NOVEMBER 2	MCKIBBIN MEDIA GROUP, INC.	COMMUNITY PROMOTION - NOVEMBER 2023	62.50	107600
590-175.000-880.000	WINTER MICHIGAN PARENT -DEC 2023	SIMPLY HERS MAGAZINE	WINTER MICHIGAN PARENT -DEC 2023	13.75	107700
590-175.000-880.000	COMMUNITY PROMOTION- JAN/FEB 20	SIMPLY HERS MAGAZINE	COMMUNITY PROMOTION- JAN/FEB 2024	13.75	107700
590-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE	32.39	726
590-175.000-920.400	503214966 - 45 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE ST	76.15	730

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 INVOICE ENTRY DATES 12/01/2023 - 12/31/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 590 SEWER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
590-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SEI	11.80	739
590-175.000-956.000	AC ATTENDEE REGISTRATION - J. GI	MICHIGAN RURAL WATER ASSOC	AC ATTENDEE REGISTRATION - J. GIER	375.00	107604
590-175.000-956.000	WWAD CON CONFERENCE	CARD SERVICES CENTER	J. GIER CREDIT CARD	211.42	749
Total For Dept 175.000 ADMINISTRATIVE SERVICES				15,562.85	
Dept 546.000 OPERATIONS					
590-546.000-726.800	GLV COW HYDROFLEC DRIVER TAN L/G	FAMILY FARM & HOME	GLV COW HYDROFLEC DRIVER TAN L/GLV COW	56.22	107675
590-546.000-730.039	TIRES	PARNEY'S CAR CARE, LLC	TIRES	382.22	107613
590-546.000-730.039	AIR FILTER	PERFORMANCE AUTOMOTIVE	AIR FILTER	17.16	107614
590-546.000-730.039	OIL CHANGE --2013 FORD F150 SUPE	PARNEY'S CAR CARE, LLC	OIL CHANGE --2013 FORD F150 SUPER CAB	58.77	107692
590-546.000-920.400	504504154 - 135 BARBER ST	MICH GAS UTILITIES	NATURAL GAS UTILITY - 135 BARBER ST	45.16	731
590-546.000-930.960	2 COUPLING PVC SCH80/2 MIP ADPT.	AMERICAN COPPER AND BRASS,	2 COUPLING PVC SCH80/2 MIP ADPT. PVC SC	41.64	107656
590-546.000-956.000	CEC COURSE - JAN/FEB 2024	BLUE-WATER MANAGEMENT SOLU	CEC COURSE - JAN/FEB 2024	660.00	107552
Total For Dept 546.000 OPERATIONS				1,261.17	
Dept 547.000 TREATMENT					
590-547.000-726.900	ORION ATC PROBE: EPOXY BODY MINI	USABBLUEBOOK	ORION ATC PROBE: EPOXY BODY MINIDIN CON	383.90	107657
590-547.000-726.900	PROPACK AAA 30 PK	GELZER HJ & SON INC	PROPACK AAA 30 PK	29.94	107676
590-547.000-727.500	SUPPLIES - CHLORINE	WATER SOLUTIONS UNLIMITED,	CHLORINE/SULFUR DIOXIDE	2,151.32	107648
590-547.000-727.600	FERROUS CHLORIDE	ALEXANDER CHEMICAL CORPOR	FERROUS CHLORIDE	5,608.79	107662
590-547.000-727.700	SUPPLIES - DIOXIDE	WATER SOLUTIONS UNLIMITED,	CHLORINE/SULFUR DIOXIDE	847.50	107648
590-547.000-740.000	FUEL & LUBRICANTS FOR NOVEMBER 2	WATKINS OIL COMPANY	FUEL & LUBRICANTS FOR NOVEMBER 2023	606.95	107659
590-547.000-801.000	BEF COMPLIANCE SAMPLES	MERIT LABORATORIES	BEF COMPLIANCE SAMPLES	3,419.00	107602
590-547.000-801.000	NPDES ANNUAL PERMIT FEE 2024, HI	STATE OF MICHIGAN EGLE	NPDES ANNUAL PERMIT FEE 2024, HILLSDALE	5,500.00	107632
590-547.000-801.000	BIOSOLIDS LAND APPLICATION FEE 2	STATE OF MICHIGAN EGLE	BIOSOLIDS LAND APPLICATION FEE 2024/DRY	1,144.69	107704
590-547.000-920.400	504756735 - W GALLOWAY GR	MICH GAS UTILITIES	NATURAL GAS UTILITY - W GALLOWAY GR	110.01	727
590-547.000-920.400	504904602 - 101 W GALLOWAY	MICH GAS UTILITIES	NATURAL GAS UTILITY - 101 W GALLOWAY	1,166.23	728
590-547.000-920.400	505161747 - 101 W GALLOWAY MN	MICH GAS UTILITIES	NATURAL GAS UTILITY - 101 W GALLOWAY MN	878.39	732
590-547.000-930.000	SIEMENS 14FUF32AA STARTER	CLARK ELECTRIC INC.	SIEMENS 14FUF32AA STARTER	904.94	107559
590-547.000-930.000	FUEL NOZZLE MANUAL 3/4" SWIVEL/D	FAMILY FARM & HOME	FUEL NOZZLE MANUAL 3/4" SWIVEL/DEWALT 1	141.98	107577
590-547.000-930.000	POLYURETHANE WHEEL WITH BALL BEA	MCMMASTER - CARR	POLYURETHANE WHEEL WITH BALL BEARING	86.98	107601
590-547.000-930.000	BLUE-WHITE TUBE ASSEMBLY FOR A3	USABBLUEBOOK	BLUE-WHITE TUBE ASSEMBLY FOR A3 & M3 PU	227.20	107643
590-547.000-930.000	FENDER WASHER/LOCK NUTS-SS/CRSHE	FAMILY FARM & HOME	FENDER WASHER/LOCK NUTS-SS/CRSHEX CAP E	6.08	107675
590-547.000-930.000	GIANT STORAGE HOOK ZN	FAMILY FARM & HOME	GIANT STORAGE HOOK ZN	31.96	107675
590-547.000-930.000	M MESA BLACK 13/GLV SYNTH LTHR D	FAMILY FARM & HOME	M MESA BLACK 13/GLV SYNTH LTHR DRVR CUE	106.48	107675
590-547.000-930.000	2PK STORAGE HANGER	GELZER HJ & SON INC	2PK STORAGE HANGER	20.58	107676
590-547.000-930.000	7 PATTERN 33" WAND	GELZER HJ & SON INC	7 PATTERN 33" WAND	13.49	107676
590-547.000-930.000	FASTENERS & ANCHORS	GELZER HJ & SON INC	FASTENERS & ANCHORS	6.51	107676
590-547.000-930.000	EXTERNAL SPEED CONTROL	USABBLUEBOOK	EXTERNAL SPEED CONTROL	5,656.00	107708
590-547.000-930.000	TREE SERVICE	WESLEY T WICKHAM	TREE SERVICE	1,500.00	107711
590-547.000-930.900	CM CARTRIDGE FILTER 6GL+/SOFTENE	FAMILY FARM & HOME	CM CARTRIDGE FILTER 6GL+/SOFTENER SALT	54.99	107577
590-547.000-930.900	REPAIRS & MAINT. - LABORATORY	MARKET HOUSE	FLOW METER	45.01	107598
Total For Dept 547.000 TREATMENT				30,648.92	
Total For Fund 590 SEWER FUND				111,421.59	
Fund 591 WATER FUND					
Dept 000.000					
591-000.000-110.000	STREET BOX - 5.5' 1.5" MINNEA	MICHIGAN PIPE & VALVE	INVENTORY	4,557.20	107689
591-000.000-158.000-213002	9" FAN FORCED WIRE ELEMENT HTR	FAMILY FARM & HOME	9" FAN FORCED WIRE ELEMENT HTR	49.98	107577
591-000.000-158.000-213018	F550 CHASSIS ONLY - 1/2 SEWER	LUNGHAMER FORD OF OWOSSO,	WATER/SEWER DUMP TRUCK AS APPROVED BY E	27,612.50	107685
591-000.000-158.000-213018	DUMP BODY INSTALLATION - 1/2 SEW	TRUCK & TRAILER SPECIALTIF	DUMP BOX FOR F550 CHASSIS	15,367.50	107707
591-000.000-202.100	WCCH	BETHEL, DAVID E	UB refund for account: 011577	63.10	107550

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 000.000					
591-000.000-202.100	WBK1	BURNS, CAITLIN P	UB refund for account: 010408	4.72	107556
591-000.000-202.100	WCCH	HILLSDALE COUNTY ISD	UB refund for account: 305626	616.19	107679
Total For Dept 000.000				48,271.19	
Dept 175.000 ADMINISTRATIVE SERVICES					
591-175.000-715.000	DENTAL & VISION - WATER	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		43.68	733
591-175.000-715.000	DENTAL & VISION - WATER	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		184.14	733
591-175.000-715.000	DENTAL & VISION - WATER	BLUE CROSS & BLUE SHIELD (DENTAL & VISION INSURANCE GROUP 0070034		19.61	733
591-175.000-715.000	HEALTH INSURANCE - WATER	PLANSOURCE BENEFITS ADMIN\HEALTH INSURANCE - DEC 2023		6,339.02	736
591-175.000-715.000	LIFE INSURANCE - WATER	SUN LIFE ASSURANCE COMPANY\LIFE & DISABILITY INSURANCE		11.35	738
591-175.000-715.000	LIFE INSURANCE - WATER	SUN LIFE ASSURANCE COMPANY\LIFE & DISABILITY INSURANCE		82.81	738
591-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	3,641.73	735
591-175.000-721.000	DISABILITY INSURANCE - WATER	SUN LIFE ASSURANCE COMPANY\LIFE & DISABILITY INSURANCE		19.61	738
591-175.000-721.000	DISABILITY INSURANCE - WATER	SUN LIFE ASSURANCE COMPANY\LIFE & DISABILITY INSURANCE		115.94	738
591-175.000-726.000	SPOONS, PLATES, FORKS, CUPS	AMAZON CAPITAL SERVICES, 1	SPOONS, PLATES, FORKS, CUPS	26.59	107542
591-175.000-726.000	SUPPLIES - 45 MONROE STREET	AMAZON CAPITAL SERVICES, 1	SUPPLIES - 45 MONROE STREET	35.54	107542
591-175.000-726.000	THREE CHAIRS	CURRENT OFFICE SOLUTIONS	THREE CHAIRS - 101 W GALLOWAY DR	555.00	107564
591-175.000-726.000	COPIES/CONTRACT BILLING - NOV. 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - NOV. 2023	103.38	107564
591-175.000-726.000	KITCHEN ROLL TOWEL, T. PAPER, VE	KSS ENTERPRISES	KITCHEN ROLL TOWEL, T. PAPER, VEHICLE W	43.86	107592
591-175.000-726.000	WATER - OFFICE	RUPERT'S CULLIGAN	WATER FOR OFFICE - 45 MONROE ST	5.25	107627
591-175.000-726.000	PLASTIC FORKS	AMAZON CAPITAL SERVICES, 1	PLASTIC FORKS	10.00	107664
591-175.000-726.000	MONEY MARKER PENS/DETECTS FAKE C	AMAZON CAPITAL SERVICES, 1	MONEY MARKER PENS/DETECTS FAKE COUNTERE	4.99	107664
591-175.000-726.000	COPY PAPER - 45 MONROE STREET	CURRENT OFFICE SOLUTIONS	COPY PAPER - 45 MONROE STREET	33.95	107672
591-175.000-726.000	LED LIGHTS	CARD SERVICES CENTER	J. GIER CREDIT CARD	128.16	749
591-175.000-801.000	TELEPHONE - FIBER 45 MONROE STRE	ACD.NET	TELEPHONE - FIBER 45 MONROE STREET	50.00	107540
591-175.000-801.000	COPIES/CONTRACT BILLING - NOV. 2	CURRENT OFFICE SOLUTIONS	COPIES/CONTRACT BILLING - NOV. 2023	66.98	107564
591-175.000-801.000	PRINTING/POSTAGE AND HANDLING OF	DELAWARE SYSTEMS	PRINTING/POSTAGE AND HANDLING OF BILLS	626.38	107566
591-175.000-801.000	BPU CLEANING FOR NOVEMBER 2023	EAST 2 WEST ENTERPRISES, 1	BPU CLEANING FOR NOVEMBER 2023	65.00	107573
591-175.000-801.000	BPU BOARD MEETING PER DIEM	ERIC POTES	BPU BOARD MEETING PER DIEM-DEC 2023	6.25	107575
591-175.000-801.000	COMMISSION PAID FOR COLLECTIONS	ONLINE INFORMATION SERVICE	COMMISSION PAID FOR COLLECTIONS NOV 202	22.83	107612
591-175.000-801.000	UTILITY EXCHANGE REPORT/WEB ACCE	ONLINE INFORMATION SERVICE	UTILITY EXCHANGE REPORT/WEB ACCESS FEE	21.56	107612
591-175.000-801.000	BPU BOARD MEETING PER DIEM	PETER MICHAEL BECKER	BPU BOARD MEETING PER DIEM- DEC 2023	6.25	107615
591-175.000-801.000	BPU BOARD MEETING PER DIEM	ROBERT J BATT	BPU BOARD MEETING PER DIEM - DEC. 2023	6.25	107625
591-175.000-801.000	AUDIT SERVICES FOR FYE 2023	YEO & YEO PC	AUDIT SERVICES FOR FYE 2023	312.50	107655
591-175.000-801.000	ACCOUNTING SERVICES - NOV 2023	THE WOODHILL GROUP, LLC	ACCOUNTING SERVICES - NOV 2023	1,050.28	107706
591-175.000-801.000	CREDIT CARD PROCESSING FEES - NO	INVOICE CLOUD	CREDIT CARD PROCESSING FEES - NOV 2023	88.73	634
591-175.000-802.000	24" MONITORS HDMI/DP	AMAZON CAPITAL SERVICES, 1	24" MONITORS HDMI/DP	49.99	
591-175.000-802.000	ANNUAL VEEAM BACKUP LICENSING	SONIT SYSTEMS, LLC	ANNUAL VEEAM BACKUP LICENSING	135.00	107629
591-175.000-802.000	SONIT NET ADMIN NOVEMBER 2023	SONIT SYSTEMS, LLC	SONIT NET ADMIN NOVEMBER 2023	77.62	107629
591-175.000-802.000	MILSOFT DISSPATCH LICENSE AND UN	MILSOFT	MILSOFT DISSPATCH LICENSE AND UNPLUGGEI	175.00	107644
591-175.000-802.000	IVR POOLED MONTHLY OUTAGE SUBSCR	MILSOFT	IVR POOLED MONTHLY OUTAGE SUBSCRIPTION	125.62	107644
591-175.000-802.000	VIPE EMAIL AND TRENDMICRO RECUR	SONIT SYSTEMS, LLC	VIPE EMAIL AND TRENDMICRO RECUR (DEC)	40.91	107701
591-175.000-850.000	TELEPHONE - FIBER 45 MONROE STRE	ACD.NET	TELEPHONE - FIBER 45 MONROE STREET	12.12	107540
591-175.000-850.000	TELEPHONE - WTP 401 HILLSDALE ST	ACD.NET	TELEPHONE - WTP 401 HILLSDALE ST	96.98	107540
591-175.000-850.000	ETHERFAX DECEMBER 2023	BSB COMMUNICATIONS INC	ETHERFAX DECEMBER 2023	14.00	107555
591-175.000-850.000	MONTHLY VERIZON BILL - DEC 23	VERIZON WIRELESS	MONTHLY VERIZON BILL - DEC 23	142.86	107645
591-175.000-880.000	COMMUNITY PROMOTION - NOVEMBER 2	MCKIBBIN MEDIA GROUP, INC.	COMMUNITY PROMOTION - NOVEMBER 2023	62.50	107600
591-175.000-880.000	WINTER MICHIGAN PARENT -DEC 2023	SIMPLY HERS MAGAZINE	WINTER MICHIGAN PARENT -DEC 2023	13.75	107700
591-175.000-880.000	COMMUNITY PROMOTION- JAN/FEB 20	SIMPLY HERS MAGAZINE	COMMUNITY PROMOTION- JAN/FEB 2024	13.75	107700
591-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE	32.39	726
591-175.000-920.400	503214966 - 45 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 45 MONROE ST	76.15	730
591-175.000-920.400	504504154 - 37 MONROE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 37 MONROE GEN SET	11.80	739

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 INVOICE ENTRY DATES 12/01/2023 - 12/31/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 175.000 ADMINISTRATIVE SERVICES					
Total For Dept 175.000 ADMINISTRATIVE SERVICES				14,808.06	
Dept 544.000 DISTRIBUTION					
591-544.000-726.800	SUPPLIES - OPERATIONS	BECKER & SCRIVENS	COME A LONG	60.00	107549
591-544.000-726.800	1-1/2"X15' RATCHET TIEDOWN/GORIL	FAMILY FARM & HOME	1-1/2"X15' RATCHET TIEDOWN/GORILLA TAPE	26.97	107577
591-544.000-726.800	50YD BLACK GORILLA TAPE/PROPACK	GELZER HJ & SON INC	50YD BLACK GORILLA TAPE/PROPACK AA 30 F	33.96	107579
591-544.000-726.800	HOT HAND WARMERS HEAT PACK/COLD	AMAZON CAPITAL SERVICES, I	HOT HAND WARMERS HEAT PACK/COLD WEATHEF	330.79	107664
591-544.000-726.800	6CUFT STEEL WHEELBARROW	GELZER HJ & SON INC	6CUFT STEEL WHEELBARROW	159.99	107676
591-544.000-730.039	BATTERY 24 MO 850 CCA	FAMILY FARM & HOME	BATTERY 24 MO 850 CCA	154.99	107577
591-544.000-730.039	TIRES	PARNEY'S CAR CARE, LLC	TIRES	382.22	107613
591-544.000-730.039	WASHER SOLVENT-20	PERFORMANCE AUTOMOTIVE	WASHER SOLVENT-20	9.38	107614
591-544.000-740.000	FUEL & LUBRICANTS FOR NOVEMBER 2	WATKINS OIL COMPANY	FUEL & LUBRICANTS FOR NOVEMBER 2023	606.94	107659
591-544.000-801.000	CROSS CONNECTION CONTROL PROGRAM	HYDROCORP	CROSS CONNECTION CONTROL PROGRAM INSPEC	1,564.50	107586
591-544.000-801.000	TWO YEAR CONTRACT EXTENSION	HYDROCORP	CROSS CONNECTION PROGRAM APPROVED BY BC	1,564.50	107586
591-544.000-930.000	HD DISCHARGE HOSE 3" X 50' M&F Q	USABLUEBOOK	HD DISCHARGE HOSE 3" X 50' M&F QUICK AI	741.63	107643
591-544.000-930.990	1 CTS 250 PSI 300' POLY	AMERICAN COPPER AND BRASS,1	CTS 250 PSI 300' POLY	199.85	107665
591-544.000-930.990	1/2" REGAR/4000 PSI CONCRETE W/L	BECKER & SCRIVENS	1/2" REGAR/4000 PSI CONCRETE W/LIMESTON	99.25	107667
591-544.000-930.990	60LB CONCRETE MIX	GELZER HJ & SON INC	60LB CONCRETE MIX	41.45	107676
Total For Dept 544.000 DISTRIBUTION				5,976.42	
Dept 545.000 PURIFICATION					
591-545.000-727.200	SOD HYPO 12.5% LIQUICHLOR	UNIVAR SOLUTIONS USA INC	SOD HYPO 12.5% LIQUICHLOR	4,934.23	107642
591-545.000-920.400	504558065 - 401 HILLSDALE	MICH GAS UTILITIES	NATURAL GAS UTILITY - 401 HILLSDALE	400.44	729
591-545.000-930.000	2X36 SILVER DOOR BOTTOM	GELZER HJ & SON INC	2X36 SILVER DOOR BOTTOM	13.49	107579
591-545.000-930.000	1/16-1/2 ADJ TAP WRENCH/5/16 BRI	GELZER HJ & SON INC	1/16-1/2 ADJ TAP WRENCH/5/16 BRITE DRII	41.36	107579
591-545.000-930.000	HEAD ASSEMBLY	USABLUEBOOK	HEAD ASSEMBLY	989.23	107643
Total For Dept 545.000 PURIFICATION				6,378.75	
Total For Fund 591 WATER FUND				75,434.42	
Total For All Funds:				1,019,360.44	

--- FUND TOTALS BY VENDOR ---

Fund 582 ELECTRIC FUND		
0027	- GELZER HJ & SON INC	223.53
0035	- CURRENT OFFICE SOLUTIONS	305.26
0081	- MICH GAS UTILITIES	2,219.41
0124	- BRONNER'S CHRISTMAS WONDERLAND	214.66
0164	- MARKET HOUSE	18.13
0255	- KSS ENTERPRISES	87.72
0961	- PERFORMANCE AUTOMOTIVE	170.03
1239	- SUN LIFE ASSURANCE COMPANY	577.05
1299	- EAST 2 WEST ENTERPRISES, INC	130.00
1983	- SIMPLY HERS MAGAZINE	55.00
2013	- BLUE CROSS & BLUE SHIELD OF MI	794.15
2037	- POSITIVE ELECTRIC LLC	825.00
2174	- WHITE'S WELDING SERVICE	46.00
2278	- WATKINS OIL COMPANY	1,596.71
2326	- JONESVILLE LUMBER	269.00
2359	- MERS	18,891.55
2432	- AMERICAN COPPER AND BRASS, LLC	849.46
2645	- POWERS CLOTHING, INC.	206.00
2744	- TRI COUNTY INT'L TRUCK INC	202.03
2831	- VERIZON WIRELESS	592.03
2840	- STATE OF MICHIGAN	28,095.15

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
		3248	- HEFFERNAN SOFT WATER SERVICE	35.00	
		3736	- STATE OF MICHIGAN EGLE	150.00	
		3774	- ROBERT J BATT	12.50	
		5503	- AMAZON CAPITAL SERVICES, INC	900.38	
		5531	- SONIT SYSTEMS, LLC	507.07	
		6472	- THE WOODHILL GROUP, LLC	2,100.55	
		6479	- INVOICE CLOUD	177.49	
		6558	- PLANSOURCE BENEFITS ADMINISTRATION	17,949.14	
		6608	- YEO & YEO PC	625.00	
		6628	- PETER MICHAEL BECKER	12.50	
		6631	- ERIC POTES	12.50	
		6644	- POWER SYSTEM ENGINEERING, INC.	1,550.00	
		ACD	- ACD.NET	269.72	
		AMP	- AMERICAN MUNICIPAL POWER, INC	110.00	
		APWA -MPSI	- APWA MICHIGAN CHAPTER - MPSI	775.00	
		BSB	- BSB COMMUNICATIONS INC	28.00	
		CAA	- COMMUNITY ACTION AGENCY	2,682.90	
		DELA	- DELAWARE SYSTEMS	1,252.78	
		FAMILY	- FAMILY FARM & HOME	11.98	
		LARA	- LARA - MI PUBLIC SERVICE COMMISSION	5,344.99	
		MASTERCARD	- CARD SERVICES CENTER	238.18	
		MERLE BOES	- MERLE BOES, INC.	5,503.90	
		MILSOFT	- MILSOFT	601.26	
		MISC	- MISC VENDOR	2,363.82	
		MMG	- MCKIBBIN MEDIA GROUP, INC.	125.00	
		MSCPA	- MICHIGAN SOUTH CENTRAL POWER AGENCY	704,183.53	
		ONLINE	- ONLINE INFORMATION SERVICES, INC.	84.79	
		POWER	- POWERLINE SUPPLY	20,246.63	
		RUPERT'S	- RUPERT'S CULLIGAN	10.50	
		SSOE	- SSOE, INC.	3,488.00	
		T & R	- T & R ELECTRIC SUPPLY COMPANY INC	3,487.45	
		UIS PROG	- UIS SCADA, INC.	1,296.00	
		TOTAL FUND 582	ELECTRIC FUND	832,504.43	
		Fund 590 SEWER FUND			
		0027	- GELZER HJ & SON INC	70.52	
		0035	- CURRENT OFFICE SOLUTIONS	100.93	
		0081	- MICH GAS UTILITIES	2,320.13	
		0164	- MARKET HOUSE	45.01	
		0255	- KSS ENTERPRISES	43.86	
		0442	- TRUCK & TRAILER SPECIALTIES	15,367.50	
		0961	- PERFORMANCE AUTOMOTIVE	17.16	
		1239	- SUN LIFE ASSURANCE COMPANY	213.56	
		1299	- EAST 2 WEST ENTERPRISES, INC	65.00	
		1983	- SIMPLY HERS MAGAZINE	27.50	
		2013	- BLUE CROSS & BLUE SHIELD OF MI	336.26	
		2278	- WATKINS OIL COMPANY	606.95	
		2359	- MERS	3,619.28	
		2412	- PARNEY'S CAR CARE, LLC	440.99	
		2432	- AMERICAN COPPER AND BRASS, LLC	41.64	
		2526	- TETRA TECH, INC	840.00	
		2831	- VERIZON WIRELESS	142.86	
		3324	- CLARK ELECTRIC INC.	904.94	
		3736	- STATE OF MICHIGAN EGLE	6,644.69	
		3774	- ROBERT J BATT	6.25	
		5503	- AMAZON CAPITAL SERVICES, INC	127.10	
		5531	- SONIT SYSTEMS, LLC	253.53	
		6472	- THE WOODHILL GROUP, LLC	1,050.28	
		6479	- INVOICE CLOUD	88.73	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE

INVOICE ENTRY DATES 12/01/2023 - 12/31/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
		6484	- WATER SOLUTIONS UNLIMITED, IN	2,998.82	
		6558	- PLANSOURCE BENEFITS ADMINISTRATION	7,243.70	
		6608	- YEO & YEO PC	312.50	
		6628	- PETER MICHAEL BECKER	6.25	
		6631	- ERIC POTES	6.25	
		6646	- WESLEY T WICKHAM	1,500.00	
		6647	- BLUE-WATER MANAGEMENT SOLUTIONS	660.00	
		6655	- LUNGHAMER FORD OF OWOSSO, LLC	27,612.50	
		ACD	- ACD.NET	159.10	
		ALEXANDER	- ALEXANDER CHEMICAL CORPORTION	5,608.79	
		APPLIED	- APPLIED INDUSTRIAL TECHNOLOGIES	19,347.91	
		BSB	- BSB COMMUNICATIONS INC	14.00	
		DELA	- DELAWARE SYSTEMS	626.39	
		FAMILY	- FAMILY FARM & HOME	397.71	
		MASTERCARD	- CARD SERVICES CENTER	211.42	
		MCMASTER	- MCMASTER - CARR	86.98	
		MERIT LAB	- MERIT LABORATORIES	3,419.00	
		MILSOFT	- MILSOFT	300.62	
		MISC	- MISC VENDOR	780.74	
		MMG	- MCKIBBIN MEDIA GROUP, INC.	62.50	
		MRWA	- MICHIGAN RURAL WATER ASSOCIATION	375.00	
		ONLINE	- ONLINE INFORMATION SERVICES, INC.	44.39	
		RUPERT'S	- RUPERT'S CULLIGAN	5.25	
		USABLUEBOO	- USABLUEBOOK	6,267.10	
		TOTAL FUND 590	SEWER FUND	111,421.59	
		Fund 591 WATER FUND			
		0027	- GELZER HJ & SON INC	290.25	
		0035	- CURRENT OFFICE SOLUTIONS	759.31	
		0081	- MICH GAS UTILITIES	520.78	
		0255	- KSS ENTERPRISES	43.86	
		0378	- BECKER & SCRIVENS	159.25	
		0442	- TRUCK & TRAILER SPECIALTIES	15,367.50	
		0961	- PERFORMANCE AUTOMOTIVE	9.38	
		1239	- SUN LIFE ASSURANCE COMPANY	229.71	
		1299	- EAST 2 WEST ENTERPRISES, INC	65.00	
		1983	- SIMPLY HERS MAGAZINE	27.50	
		2013	- BLUE CROSS & BLUE SHIELD OF MI	247.43	
		2278	- WATKINS OIL COMPANY	606.94	
		2359	- MERS	3,641.73	
		2412	- PARNEY'S CAR CARE, LLC	382.22	
		2432	- AMERICAN COPPER AND BRASS, LLC	199.85	
		2831	- VERIZON WIRELESS	142.86	
		3774	- ROBERT J BATT	6.25	
		5503	- AMAZON CAPITAL SERVICES, INC	457.90	
		5531	- SONIT SYSTEMS, LLC	253.53	
		6472	- THE WOODHILL GROUP, LLC	1,050.28	
		6479	- INVOICE CLOUD	88.73	
		6558	- PLANSOURCE BENEFITS ADMINISTRATION	6,339.02	
		6608	- YEO & YEO PC	312.50	
		6628	- PETER MICHAEL BECKER	6.25	
		6631	- ERIC POTES	6.25	
		6655	- LUNGHAMER FORD OF OWOSSO, LLC	27,612.50	
		ACD	- ACD.NET	159.10	
		BSB	- BSB COMMUNICATIONS INC	14.00	
		DELA	- DELAWARE SYSTEMS	626.38	
		FAMILY	- FAMILY FARM & HOME	231.94	
		HYDROCORP	- HYDROCORP	3,129.00	
		MASTERCARD	- CARD SERVICES CENTER	128.16	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE

INVOICE ENTRY DATES 12/01/2023 - 12/31/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
		MICH	- MICHIGAN PIPE & VALVE	4,557.20	
		MILSOFT	- MILSOFT	300.62	
		MISC	- MISC VENDOR	684.01	
		MMG	- MCKIBBIN MEDIA GROUP, INC.	62.50	
		ONLINE	- ONLINE INFORMATION SERVICES, INC.	44.39	
		RUPERT'S	- RUPERT'S CULLIGAN	5.25	
		UNIVAR	- UNIVAR SOLUTIONS USA INC	4,934.23	
		USABLUEBOO	- USABLUEBOOK	1,730.86	
		TOTAL FUND 591	WATER FUND	<u>75,434.42</u>	

To: BPU Board
From: Karen Lancaster, Finance Director
Date: 1/9/24
Re: November 2023 Financial Review (unaudited data)

Revenues: As of November, approximately 41% of the 2024 budget year is complete. Electric revenues are in line with the average of the five years shown. Sewer and Water revenues are higher than the average of the last five years due to the rate increase as well as volume increases. For Electric, All Other Revenue Sources has higher interest income due to a higher investable balance as well as increased interest rates, change of investments have increased and billable services for mutual aid are included. For Sewer and Water, All Other Revenue Sources has higher interest income due to a higher investable balance from the bond proceeds as well as increased interest rates, change of investments have increased, billable services have increased and CDBG Grant funds are being received. Rate increases for 2023-24 are 2% for Electric, 5% for Sewer and 10% for Water.

GL NUMBER	DESCRIPTION	BALANCE AS OF 11/30/2019	BALANCE AS OF 11/30/2020	BALANCE AS OF 11/30/2021	BALANCE AS OF 11/30/2022	BALANCE AS OF 11/30/2023	Average	Current YTD Compared to Average
Fund 582 - ELECTRIC FUND								
582-000.000-613.000	RESIDENTIAL SALES	2,017,289	2,140,341	2,162,875	2,124,620	2,233,024	2,135,630	105%
582-000.000-614.000	BUSINESS SALES	586,328	573,810	597,705	647,560	687,110	618,503	111%
582-000.000-615.000	COMMERCIAL SALES	1,482,122	1,374,677	1,454,461	1,412,525	1,469,736	1,438,704	102%
582-000.000-616.000	INDUSTRY SALES	1,405,052	1,451,380	1,361,706	1,501,020	1,534,143	1,450,660	106%
582-000.000-617.000	STREET LIGHT SALES	22,136	22,557	22,022	21,289	21,281	21,857	97%
ALL OTHER REVENUE SOURCES		264,895	197,276	178,277	86,058	253,057	195,912	129%
	Total	5,777,822	5,760,041	5,777,045	5,793,072	6,198,351		
Fund 590 - SEWER FUND								
590-000.000-613.000	RESIDENTIAL SALES	379,059	417,953	433,177	439,155	473,970	428,663	111%
590-000.000-614.000	BUSINESS SALES	73,445	71,212	79,758	93,725	101,003	83,829	120%
590-000.000-615.000	COMMERCIAL SALES	167,354	168,679	194,918	237,034	264,595	206,516	128%
590-000.000-616.000	INDUSTRY SALES	132,164	164,999	179,148	210,651	152,733	167,939	91%
590-000.000-619.000	APARTMENT SALES	145,750	158,337	155,776	172,793	185,467	163,625	113%
ALL OTHER REVENUE SOURCES		36,644	39,082	42,040	71,331	193,705	76,560	253%
	Total	934,415	1,020,260	1,084,817	1,224,689	1,371,474		
Fund 591 - WATER FUND								
591-000.000-613.000	RESIDENTIAL SALES	275,859	309,026	319,638	335,668	378,575	323,753	117%
591-000.000-614.000	BUSINESS SALES	69,668	76,755	75,206	94,411	113,738	85,956	132%
591-000.000-615.000	COMMERCIAL SALES	135,248	147,973	168,761	202,512	237,567	178,412	133%
591-000.000-616.000	INDUSTRY SALES	76,372	96,436	106,804	129,910	99,282	101,761	98%
591-000.000-619.000	APARTMENT SALES	103,684	111,574	110,182	125,946	140,660	118,409	119%
ALL OTHER REVENUE SOURCES		31,821	24,422	25,310	120,328	186,067	77,589	240%
	Total	692,653	766,186	805,901	1,008,776	1,155,889		
Grand Total		7,404,890	7,546,487	7,667,764	8,026,537	8,725,714		

Expenses: In each fund, Administration expenses are higher than normal due to the accounting for insurance premiums. In years prior to 2022-23, the premium was spread out over 12 months using journal entries. For FY23 and FY24, this annual charge is not prorated in order to be more efficient and reduce the number of entries. In Electric, the premium/broker fee was \$53K, and in Sewer and Water, the premium/broker fee was \$19K for each of those funds. Also, for Water and Sewer, there is interest expense for the 2022 bond issue included in Administrative Services.

Sewer Treatment is higher than average due to the rising chemical costs and sewer treatment will continue to be higher than average due to higher depreciation expense as a result of the capitalization of wastewater treatment plant improvements in the fiscal year 2021. Water Distribution is higher than average due to costs associated with the Lead Services of \$163K.

GL NUMBER	DESCRIPTION	BALANCE AS OF 10/31/2019	BALANCE AS OF 10/31/2020	BALANCE AS OF 10/31/2021	BALANCE AS OF 10/31/2022	BALANCE AS OF 10/31/2023	Average	Current YTD Compared to Average
Fund 582 - ELECTRIC FUND								
Dept 175.000 - ADMINISTRATIVE SERVICES		528,359	565,403	507,409	650,535	672,669	584,875	115%
Dept 543.000 - PRODUCTION		3,160,670	3,286,166	3,264,486	3,832,848	3,289,591	3,366,752	98%
Dept 544.000 - DISTRIBUTION		468,330	458,227	735,536	536,683	597,446	559,244	107%
	Total	4,157,359	4,309,796	4,507,431	5,020,065	4,559,705		
Fund 590 - SEWER FUND								
Dept 175.000 - ADMINISTRATIVE SERVICES		198,426	197,709	275,012	294,690	346,270	262,421	132%
Dept 546.000 - OPERATIONS		72,133	59,150	257,142	99,405	71,718	111,910	64%
Dept 547.000 - TREATMENT		161,317	204,502	245,420	279,895	302,735	238,774	127%
	Total	431,876	461,362	777,574	673,990	720,722		
Fund 591 - WATER FUND								
Dept 175.000 - ADMINISTRATIVE SERVICES		132,077	136,353	157,198	195,219	274,389	179,047	153%
Dept 543.000 - PRODUCTION		41,646	29,005	29,386	30,383	24,413	30,967	79%
Dept 544.000 - DISTRIBUTION		150,380	251,844	203,224	253,964	303,826	232,648	131%
Dept 545.000 - PURIFICATION		92,559	105,770	112,454	115,148	115,575	108,301	107%
	Total	416,662	522,971	502,263	594,714	718,203		
Grand Total		5,005,897	5,294,129	5,787,268	6,288,769	5,998,630		

User: tbumpus

DB: Hillsdale

PERIOD ENDING 11/30/2023

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	11/30/2023 (ABNORMAL)	MONTH 11/30/2023 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 582 - ELECTRIC FUND								
Revenues								
Dept 000.000								
582-000.000-593.000	INTERDEPARTMENTAL REVENUE	242,550.00		84,235.61	16,497.12		158,314.39	34.73
582-000.000-613.000	RESIDENTIAL SALES	5,472,553.00		2,233,023.95	391,554.28		3,239,529.05	40.80
582-000.000-614.000	BUSINESS SALES	1,662,296.00		687,109.96	124,381.18		975,186.04	41.33
582-000.000-615.000	COMMERCIAL SALES	3,489,822.00		1,469,736.22	248,120.36		2,020,085.78	42.11
582-000.000-616.000	INDUSTRY SALES	3,480,347.00		1,534,142.65	278,059.52		1,946,204.35	44.08
582-000.000-617.000	STREET LIGHT SALES	69,389.00		21,281.42	4,256.71		48,107.58	30.67
582-000.000-665.000	INTEREST	100,000.00		78,011.28	18,092.33		21,988.72	78.01
582-000.000-669.000	CHANGE IN INVESTMENTS	0.00		77,059.27	86,467.34		(77,059.27)	100.00
582-000.000-673.001	GAIN ON SALE OF PROPERTY	0.00		500.00	500.00		(500.00)	100.00
582-000.000-679.000	LATE CHARGES	45,000.00		23,751.20	3,348.71		21,248.80	52.78
582-000.000-680.000	INVENTORY ADJUSTMENT	0.00		(78,889.01)	(3,624.00)		78,889.01	100.00
582-000.000-687.300	OTHER REFUNDS	0.00		11,242.70	0.00		(11,242.70)	100.00
582-000.000-689.000	CASH OVER & (SHORT)	0.00		(323.00)	(118.81)		323.00	100.00
582-000.000-692.001	OTHER REVENUE - MISC OPERATING	122,770.00		50,796.77	4,102.41		71,973.23	41.38
582-000.000-692.200	OTHER REVENUE - MISC NON-OPERATING	25,000.00		6,672.25	547.84		18,327.75	26.69
Total Dept 000.000		14,709,727.00		6,198,351.27	1,172,184.99		8,511,375.73	42.14
TOTAL REVENUES		14,709,727.00		6,198,351.27	1,172,184.99		8,511,375.73	42.14
Expenditures								
Dept 175.000 - ADMINISTRATIVE SERVICES								
582-175.000-702.000	WAGES	441,494.00		160,483.59	41,168.43		281,010.41	36.35
582-175.000-703.000	OVERTIME PAY	0.00		173.73	0.00		(173.73)	100.00
582-175.000-704.000	SICK TIME PAY	0.00		7,741.75	933.55		(7,741.75)	100.00
582-175.000-705.000	VACATION TIME PAY	0.00		4,393.26	1,216.95		(4,393.26)	100.00
582-175.000-706.000	PERSONAL TIME PAY	0.00		1,147.24	36.11		(1,147.24)	100.00
582-175.000-707.000	LONGEVITY PAY	0.00		7,100.00	7,100.00		(7,100.00)	100.00
582-175.000-710.000	HOLIDAY & OTHER PAY	400.00		3,815.70	1,300.10		(3,415.70)	953.93
582-175.000-714.000	COMPENSATED ABSENCES	0.00		(334.97)	0.00		334.97	100.00
582-175.000-715.000	HEALTH & LIFE INSURANCE	202,082.00		98,129.38	20,675.40		103,952.62	48.56
582-175.000-716.000	RETIREMENT	96,264.00		101,312.15	20,846.67		(5,048.15)	105.24
582-175.000-717.000	WORKERS' COMPENSATION	8,300.00		6,301.70	0.00		1,998.30	75.92
582-175.000-720.000	EMPLOYER'S FICA	33,320.00		13,409.51	3,403.49		19,910.49	40.24
582-175.000-721.000	DISABILITY INSURANCE	5,000.00		1,811.19	383.07		3,188.81	36.22
582-175.000-725.100	MISCELLANEOUS FRINGE EXPENSE	0.00		(131,923.49)	(29,786.10)		131,923.49	100.00
582-175.000-726.000	SUPPLIES	20,000.00		6,991.73	1,611.08		13,008.27	34.96
582-175.000-742.000	CLOTHING / UNIFORMS	0.00		3,736.56	0.00		(3,736.56)	100.00
582-175.000-801.000	CONTRACTUAL SERVICES	100,000.00		53,152.64	8,666.74		46,847.36	53.15
582-175.000-801.200	CONTRACTUAL SERVICES - COMPUTER	14,050.00		0.00	0.00		14,050.00	0.00
582-175.000-802.000	TECHNICAL SERVICES	96,285.00		34,585.06	701.48		61,699.94	35.92
582-175.000-803.000	ENERGY OPTIMIZATION	185,000.00		0.00	0.00		185,000.00	0.00
582-175.000-806.000	LEGAL SERVICES	1,500.00		0.00	0.00		1,500.00	0.00
582-175.000-810.000	DUES & SUBSCRIPTIONS	27,500.00		937.72	0.00		26,562.28	3.41
582-175.000-818.000	INSURANCE	105,000.00		53,136.83	0.00		51,863.17	50.61
582-175.000-820.000	PILOT	790,464.00		356,717.65	62,782.32		433,746.35	45.13
582-175.000-850.000	TELEPHONE	13,537.00		4,088.89	820.44		9,448.11	30.21
582-175.000-880.000	COMMUNITY PROMOTION	5,000.00		1,438.39	304.44		3,561.61	28.77
582-175.000-906.000	SPONSORSHIPS	7,500.00		7,500.00	7,500.00		0.00	100.00
582-175.000-920.400	UTILITIES - GAS	4,000.00		517.14	240.68		3,482.86	12.93
582-175.000-930.000	REPAIRS & MAINTENANCE	10,000.00		721.28	413.44		9,278.72	7.21

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PERIOD ENDING 11/30/2023

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDG USED
		AMENDED BUDGET	NORMAL	11/30/2023 (ABNORMAL)	MONTH 11/30/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL) BALANCE			
Fund 582 - ELECTRIC FUND									
Expenditures									
582-175.000-955.000	MISCELLANEOUS	0.00		50.00		0.00		(50.00)	100.00
582-175.000-955.588	MISC. - CDL LICENSING/TESTING	0.00		799.19		0.00		(799.19)	100.00
582-175.000-956.000	TRAINING & SEMINARS	13,000.00		2,505.42		25.00		10,494.58	19.27
582-175.000-956.200	LODGING & MEALS	2,500.00		3,389.09		529.60		(889.09)	135.56
582-175.000-960.000	BANK FEES	7,000.00		4,068.62		737.38		2,931.38	58.12
582-175.000-963.000	WRITE OFF BAD DEBT(S)	0.00		204.19		75.85		(204.19)	100.00
582-175.000-968.000	DEPRECIATION	0.00		13,684.62		0.00		(13,684.62)	100.00
582-175.000-969.000	INTERDEPARTMENTAL EXPENSE	7,000.00		3,108.50		539.50		3,891.50	44.41
582-175.000-970.000	CAPITAL OUTLAY	33,000.00		0.00		0.00		33,000.00	0.00
Total Dept 175.000 - ADMINISTRATIVE SERVICES		2,229,196.00		824,894.26		152,225.62		1,404,301.74	37.00
Dept 543.000 - PRODUCTION									
582-543.000-702.000	WAGES	215,954.00		37,214.12		4,406.51		178,739.88	17.23
582-543.000-703.000	OVERTIME PAY	0.00		1,265.97		0.00		(1,265.97)	100.00
582-543.000-716.000	RETIREMENT	49,840.00		333.89		55.66		49,506.11	0.67
582-543.000-720.000	EMPLOYER'S FICA	16,520.00		2,689.62		287.95		13,830.38	16.28
582-543.000-725.100	MISCELLANEOUS FRINGE EXPENSE	57,224.00		18,722.16		2,451.02		38,501.84	32.72
582-543.000-726.000	SUPPLIES	4,000.00		1,553.74		85.96		2,446.26	38.84
582-543.000-739.000	PURCHASED POWER	10,287,187.00		3,857,175.78		704,183.53		6,430,011.22	37.49
582-543.000-740.000	FUEL & LUBRICANTS	15,000.00		5,503.90		0.00		9,496.10	36.69
582-543.000-740.100	FUEL OIL - ENGINE #5	15,000.00		16,395.74		0.00		(1,395.74)	109.30
582-543.000-740.200	FUEL OIL - ENGINE #6	15,000.00		10,066.92		0.00		4,933.08	67.11
582-543.000-740.300	NATURAL GAS - ENGINE #5	20,000.00		94.34		18.49		19,905.66	0.47
582-543.000-740.400	NATURAL GAS - ENGINE #6	20,000.00		94.37		18.49		19,905.63	0.47
582-543.000-742.000	CLOTHING / UNIFORMS	2,000.00		0.00		0.00		2,000.00	0.00
582-543.000-771.000	INVENTORY ADJUSTMENT	0.00		(11,487.96)		0.00		11,487.96	100.00
582-543.000-801.000	CONTRACTUAL SERVICES	40,000.00		220.00		0.00		39,780.00	0.55
582-543.000-920.400	UTILITIES - GAS	14,000.00		1,230.92		1,052.64		12,769.08	8.79
582-543.000-930.000	REPAIRS & MAINTENANCE - BLDG	30,000.00		939.24		0.00		29,060.76	3.13
582-543.000-930.050	REPAIRS & MAINT. - ENGINE #5	20,000.00		2,301.89		0.00		17,698.11	11.51
582-543.000-930.060	REPAIRS & MAINT. - ENGINE #6	20,000.00		7,643.18		0.00		12,356.82	38.22
582-543.000-956.000	TRAINING & SEMINARS	1,000.00		0.00		0.00		1,000.00	0.00
582-543.000-968.000	DEPRECIATION	0.00		49,973.93		0.00		(49,973.93)	100.00
582-543.000-969.000	INTERDEPARTMENTAL EXPENSE	40,000.00		8,073.00		2,350.00		31,927.00	20.18
582-543.000-970.000	CAPITAL OUTLAY	50,000.00		0.00		0.00		50,000.00	0.00
Total Dept 543.000 - PRODUCTION		10,932,725.00		4,010,004.75		714,910.25		6,922,720.25	36.68
Dept 544.000 - DISTRIBUTION									
582-544.000-702.000	WAGES	379,134.00		213,812.42		49,185.48		165,321.58	56.39
582-544.000-703.000	OVERTIME PAY	70,000.00		21,167.87		1,604.64		48,832.13	30.24
582-544.000-703.000-215015	OVERTIME PAY - STORM	0.00		342.31		0.00		(342.31)	100.00
582-544.000-705.000	VACATION TIME PAY	0.00		206.00		0.00		(206.00)	100.00
582-544.000-716.000	RETIREMENT	109,824.00		5,566.87		1,286.98		104,257.13	5.07
582-544.000-716.000-215015	RETIREMENT - STORM	0.00		10.62		0.00		(10.62)	100.00
582-544.000-720.000	EMPLOYER'S FICA	28,985.00		16,447.47		3,589.30		12,537.53	56.74
582-544.000-720.000-215015	EMPLOYER'S FICA - STORM	0.00		24.38		0.00		(24.38)	100.00
582-544.000-725.100	MISCELLANEOUS FRINGE EXPENSE	84,070.00		113,259.14		27,335.08		(29,189.14)	134.72
582-544.000-726.800	SUPPLIES - OPERATIONS	30,000.00		22,785.40		3,414.53		7,214.60	75.95
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPLIES	40,000.00		22,271.84		7,016.09		17,728.16	55.68
582-544.000-740.000	FUEL & LUBRICANTS	25,000.00		10,904.41		1,883.90		14,095.59	43.62

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2023	MONTH 11/30/2023	BALANCE	
Fund 582 - ELECTRIC FUND						
Expenditures						
582-544.000-742.000	CLOTHING / UNIFORMS	16,500.00	3,815.92	206.00	12,684.08	23.13
582-544.000-801.000	CONTRACTUAL SERVICES	8,000.00	7,129.79	2,443.79	870.21	89.12
582-544.000-801.300	CONTRACTUAL SERVICES - TREE TRIMMING	250,000.00	246.14	0.00	249,753.86	0.10
582-544.000-930.000	REPAIRS & MAINTENANCE	150,000.00	31,500.25	4,683.74	118,499.75	21.00
582-544.000-930.546	REPAIRS & MAINT. - SUBSTATIONS	97,500.00	23,360.36	1,385.60	74,139.64	23.96
582-544.000-956.000	TRAINING & SEMINARS	23,000.00	7,517.99	114.00	15,482.01	32.69
582-544.000-968.000	DEPRECIATION	0.00	198,780.94	0.00	(198,780.94)	100.00
582-544.000-969.000	INTERDEPARTMENTAL EXPENSE	9,500.00	3,215.00	718.00	6,285.00	33.84
582-544.000-970.000	CAPITAL OUTLAY	2,542,208.00	0.00	0.00	2,542,208.00	0.00
Total Dept 544.000 - DISTRIBUTION		3,863,721.00	702,365.12	104,867.13	3,161,355.88	18.18
TOTAL EXPENDITURES		17,025,642.00	5,537,264.13	972,003.00	11,488,377.87	32.52
Fund 582 - ELECTRIC FUND:						
TOTAL REVENUES		14,709,727.00	6,198,351.27	1,172,184.99	8,511,375.73	42.14
TOTAL EXPENDITURES		17,025,642.00	5,537,264.13	972,003.00	11,488,377.87	32.52
NET OF REVENUES & EXPENDITURES		(2,315,915.00)	661,087.14	200,181.99	(2,977,002.14)	28.55

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PERIOD ENDING 11/30/2023

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	11/30/2023 (ABNORMAL)	MONTH 11/30/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 590 - SEWER FUND									
Revenues									
Dept 000.000									
590-000.000-529.000-215006	FEDERAL GRANT - CDBG PROJECT	1,260,000.00		15,332.34		9,612.34		1,244,667.66	1.22
590-000.000-593.000	INTERDEPARTMENTAL REVENUE	8,400.00		2,791.09		522.84		5,608.91	33.23
590-000.000-613.000	RESIDENTIAL SALES	1,173,037.00		473,969.71		93,357.76		699,067.29	40.41
590-000.000-614.000	BUSINESS SALES	205,871.00		101,003.48		20,300.47		104,867.52	49.06
590-000.000-615.000	COMMERCIAL SALES	480,746.00		264,594.97		54,060.45		216,151.03	55.04
590-000.000-616.000	INDUSTRY SALES	474,220.00		152,732.90		29,719.79		321,487.10	32.21
590-000.000-619.000	APARTMENT SALES	435,789.00		185,467.33		37,363.59		250,321.67	42.56
590-000.000-665.000	INTEREST	50,000.00		87,910.96		18,668.42		(37,910.96)	175.82
590-000.000-669.000	CHANGE IN INVESTMENTS	0.00		12,069.56		2,928.12		(12,069.56)	100.00
590-000.000-673.001	GAIN ON SALE OF PROPERTY	0.00		4,313.00		4,313.00		(4,313.00)	100.00
590-000.000-679.000	LATE CHARGES	7,000.00		5,190.26		774.78		1,809.74	74.15
590-000.000-687.300	OTHER REFUNDS	0.00		4,898.72		0.00		(4,898.72)	100.00
590-000.000-692.001	OTHER REVENUE - MISC OPERATING	16,000.00		6,392.50		1,347.50		9,607.50	39.95
590-000.000-692.200	OTHER REVENUE - MISC NON-OPERATING	40,000.00		54,806.96		10,001.79		(14,806.96)	137.02
Total Dept 000.000		4,151,063.00		1,371,473.78		282,970.85		2,779,589.22	33.04
TOTAL REVENUES		4,151,063.00		1,371,473.78		282,970.85		2,779,589.22	33.04
Expenditures									
Dept 175.000 - ADMINISTRATIVE SERVICES									
590-175.000-702.000	WAGES	238,727.00		75,878.42		18,463.40		162,848.58	31.78
590-175.000-702.100	WAGES - PART TIME	5,426.00		0.00		0.00		5,426.00	0.00
590-175.000-703.000	OVERTIME PAY	0.00		68.01		0.00		(68.01)	100.00
590-175.000-704.000	SICK TIME PAY	0.00		709.76		466.81		(709.76)	100.00
590-175.000-705.000	VACATION TIME PAY	0.00		6,513.17		2,768.55		(6,513.17)	100.00
590-175.000-706.000	PERSONAL TIME PAY	0.00		118.64		18.06		(118.64)	100.00
590-175.000-707.000	LONGEVITY PAY	0.00		840.00		840.00		(840.00)	100.00
590-175.000-710.000	HOLIDAY & OTHER PAY	450.00		2,051.51		660.31		(1,601.51)	455.89
590-175.000-715.000	HEALTH & LIFE INSURANCE	100,527.00		40,854.19		8,141.55		59,672.81	40.64
590-175.000-716.000	RETIREMENT	47,212.00		24,240.72		4,783.21		22,971.28	51.34
590-175.000-717.000	WORKERS' COMPENSATION	2,300.00		2,055.81		0.00		244.19	89.38
590-175.000-720.000	EMPLOYER'S FICA	17,994.00		5,938.12		1,526.46		12,055.88	33.00
590-175.000-721.000	DISABILITY INSURANCE	1,600.00		724.33		145.24		875.67	45.27
590-175.000-725.100	MISCELLANEOUS FRINGE EXPENSE	0.00		(34,775.33)		(7,667.42)		34,775.33	100.00
590-175.000-726.000	SUPPLIES	12,000.00		3,097.97		785.54		8,902.03	25.82
590-175.000-730.039	BPU VEHICLE MAINT/SUPPLIES	3,500.00		0.00		0.00		3,500.00	0.00
590-175.000-742.000	CLOTHING / UNIFORMS	0.00		11.27		0.00		(11.27)	100.00
590-175.000-801.000	CONTRACTUAL SERVICES	40,000.00		23,139.42		4,440.35		16,860.58	57.85
590-175.000-801.070	CONTRACTUAL SERVICES - BOND COSTS	0.00		1,200.00		1,200.00		(1,200.00)	100.00
590-175.000-801.200	CONTRACTUAL SERVICES - COMPUTER	7,025.00		0.00		0.00		7,025.00	0.00
590-175.000-802.000	TECHNICAL SERVICES	38,047.00		18,036.88		353.73		20,010.12	47.41
590-175.000-806.000	LEGAL SERVICES	2,000.00		0.00		0.00		2,000.00	0.00
590-175.000-810.000	DUES & SUBSCRIPTIONS	10,000.00		563.86		0.00		9,436.14	5.64
590-175.000-818.000	INSURANCE	35,500.00		18,655.16		0.00		16,844.84	52.55
590-175.000-820.000	PILOT	152,949.00		70,666.11		14,088.12		82,282.89	46.20
590-175.000-850.000	TELEPHONE	4,219.00		1,415.95		281.31		2,803.05	33.56
590-175.000-880.000	COMMUNITY PROMOTION	2,500.00		719.20		152.22		1,780.80	28.77
590-175.000-906.000	SPONSORSHIPS	3,750.00		3,750.00		3,750.00		0.00	100.00
590-175.000-920.400	UTILITIES - GAS	1,100.00		258.54		120.34		841.46	23.50
590-175.000-930.000	REPAIRS & MAINTENANCE	5,000.00		292.58		96.29		4,707.42	5.85

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DB: Hillsdale

PERIOD ENDING 11/30/2023

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDG USED
		AMENDED BUDGET	NORMAL	11/30/2023 (ABNORMAL)	MONTH 11/30/2023 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)		
Fund 590 - SEWER FUND									
Expenditures									
590-175.000-955.000	MISCELLANEOUS	0.00		25.00		0.00		(25.00)	100.00
590-175.000-955.588	MISC. - CDL LICENSING/TESTING	0.00		110.17		43.00		(110.17)	100.00
590-175.000-956.000	TRAINING & SEMINARS	4,500.00		1,291.17		365.00		3,208.83	28.69
590-175.000-956.200	LODGING & MEALS	200.00		556.99		243.81		(356.99)	278.50
590-175.000-960.000	BANK FEES	2,000.00		652.67		125.44		1,347.33	32.63
590-175.000-963.000	WRITE OFF BAD DEBT(S)	0.00		102.10		37.93		(102.10)	100.00
590-175.000-968.000	DEPRECIATION	0.00		4,134.90		0.00		(4,134.90)	100.00
590-175.000-969.000	INTERDEPARTMENTAL EXPENSE	3,500.00		1,481.75		255.25		2,018.25	42.34
590-175.000-970.000	CAPITAL OUTLAY	16,500.00		0.00		0.00		16,500.00	0.00
590-175.000-993.000	INTEREST EXPENSE	259,927.00		127,375.00		0.00		132,552.00	49.00
Total Dept 175.000 - ADMINISTRATIVE SERVICES		1,018,453.00		402,754.04		56,484.50		615,698.96	39.55
Dept 546.000 - OPERATIONS									
590-546.000-702.000	WAGES	74,347.00		26,766.42		5,455.78		47,580.58	36.00
590-546.000-703.000	OVERTIME PAY	0.00		863.71		0.00		(863.71)	100.00
590-546.000-710.000	HOLIDAY & OTHER PAY	0.00		0.96		0.00		(0.96)	100.00
590-546.000-716.000	RETIREMENT	13,087.00		983.04		172.17		12,103.96	7.51
590-546.000-720.000	EMPLOYER'S FICA	5,678.00		1,974.66		392.02		3,703.34	34.78
590-546.000-725.100	MISCELLANEOUS FRINGE EXPENSE	16,962.00		12,544.88		2,887.97		4,417.12	73.96
590-546.000-726.800	SUPPLIES - OPERATIONS	2,500.00		190.48		8.99		2,309.52	7.62
590-546.000-730.039	BPU VEHICLE MAINT/SUPPLIES	5,750.00		1,634.83		409.19		4,115.17	28.43
590-546.000-742.000	CLOTHING / UNIFORMS	4,250.00		1,154.17		0.00		3,095.83	27.16
590-546.000-801.000	CONTRACTUAL SERVICES	5,000.00		0.00		0.00		5,000.00	0.00
590-546.000-920.400	UTILITIES - GAS	0.00		200.10		45.16		(200.10)	100.00
590-546.000-930.000	REPAIRS & MAINTENANCE	16,000.00		0.00		0.00		16,000.00	0.00
590-546.000-930.950	REPAIRS & MAINT. - LIFT STATIONS	8,500.00		1,226.36		26.36		7,273.64	14.43
590-546.000-930.960	REPAIRS & MAINT. - SEWER MAINS	250,000.00		4,111.29		0.00		245,888.71	1.64
590-546.000-930.970	REPAIRS & MAINT. - MANHOLES	5,000.00		1,353.28		1,026.36		3,646.72	27.07
590-546.000-930.980	REPIARS & MAINT. - SERVICE LINES	1,000.00		0.00		0.00		1,000.00	0.00
590-546.000-956.000	TRAINING & SEMINARS	3,000.00		612.50		0.00		2,387.50	20.42
590-546.000-968.000	DEPRECIATION	0.00		26,734.54		0.00		(26,734.54)	100.00
590-546.000-969.000	INTERDEPARTMENTAL EXPENSE	6,500.00		2,303.00		471.00		4,197.00	35.43
590-546.000-970.000	CAPITAL OUTLAY	3,621,311.00		0.00		0.00		3,621,311.00	0.00
Total Dept 546.000 - OPERATIONS		4,038,885.00		82,654.22		10,895.00		3,956,230.78	2.05
Dept 547.000 - TREATMENT									
590-547.000-702.000	WAGES	128,478.00		47,518.78		8,675.88		80,959.22	36.99
590-547.000-703.000	OVERTIME PAY	0.00		4,188.84		833.88		(4,188.84)	100.00
590-547.000-710.000	HOLIDAY & OTHER PAY	1,050.00		338.10		56.75		711.90	32.20
590-547.000-716.000	RETIREMENT	18,258.00		2,888.56		530.49		15,369.44	15.82
590-547.000-720.000	EMPLOYER'S FICA	9,829.00		3,534.34		650.64		6,294.66	35.96
590-547.000-725.100	MISCELLANEOUS FRINGE EXPENSE	37,948.00		22,807.89		4,779.45		15,140.11	60.10
590-547.000-726.900	SUPPLIES - LABORATORY	34,000.00		26,139.08		2,469.85		7,860.92	76.88
590-547.000-727.500	SUPPLIES - CHLORINE	11,400.00		6,483.96		2,151.32		4,916.04	56.88
590-547.000-727.600	SUPPLIES - FERROUS CHLORIDE	21,000.00		19,522.21		5,608.79		1,477.79	92.96
590-547.000-727.700	SUPPLIES - DIOXIDE	4,000.00		2,777.50		847.50		1,222.50	69.44
590-547.000-727.800	SUPPLIES - MISC. CHEMICALS	1,000.00		62.48		0.00		937.52	6.25
590-547.000-730.039	BPU VEHICLE MAINT/SUPPLIES	3,500.00		117.11		0.00		3,382.89	3.35
590-547.000-740.000	FUEL & LUBRICANTS	7,500.00		4,798.90		606.95		2,701.10	63.99
590-547.000-742.000	CLOTHING / UNIFORMS	2,250.00		0.00		0.00		2,250.00	0.00

PERIOD ENDING 11/30/2023

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2023	MONTH 11/30/2023	BALANCE	
Fund 590 - SEWER FUND						
Expenditures						
590-547.000-801.000	CONTRACTUAL SERVICES	135,000.00	75,148.47	54,551.98	59,851.53	55.67
590-547.000-920.400	UTILITIES - GAS	35,000.00	6,185.44	2,154.63	28,814.56	17.67
590-547.000-930.000	REPAIRS & MAINTENANCE	47,500.00	27,240.51	5,187.74	20,259.49	57.35
590-547.000-930.900	REPAIRS & MAINT. - LABORATORY	25,000.00	4,883.76	8.46	20,116.24	19.54
590-547.000-956.000	TRAINING & SEMINARS	2,500.00	1,105.00	0.00	1,395.00	44.20
590-547.000-968.000	DEPRECIATION	0.00	107,721.10	0.00	(107,721.10)	100.00
590-547.000-969.000	INTERDEPARTMENTAL EXPENSE	90,000.00	34,708.00	6,314.00	55,292.00	38.56
590-547.000-970.000	CAPITAL OUTLAY	268,000.00	0.00	0.00	268,000.00	0.00
Total Dept 547.000 - TREATMENT		883,213.00	398,170.03	95,428.31	485,042.97	45.08
TOTAL EXPENDITURES		5,940,551.00	883,578.29	162,807.81	5,056,972.71	14.87
Fund 590 - SEWER FUND:						
TOTAL REVENUES		4,151,063.00	1,371,473.78	282,970.85	2,779,589.22	33.04
TOTAL EXPENDITURES		5,940,551.00	883,578.29	162,807.81	5,056,972.71	14.87
NET OF REVENUES & EXPENDITURES		(1,789,488.00)	487,895.49	120,163.04	(2,277,383.49)	27.26

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PERIOD ENDING 11/30/2023

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BGD USED
		AMENDED BUDGET	11/30/2023 NORMAL (ABNORMAL)	MONTH 11/30/2023 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 591 - WATER FUND							
Revenues							
Dept 000.000							
591-000.000-529.000-215006	FEDERAL GRANT - CDBG PROJECT	740,000.00	69,264.22	63,544.22	670,735.78		9.36
591-000.000-593.000	INTERDEPARTMENTAL REVENUE	14,000.00	5,133.79	925.90	8,866.21		36.67
591-000.000-613.000	RESIDENTIAL SALES	908,863.00	378,575.28	73,309.36	530,287.72		41.65
591-000.000-614.000	BUSINESS SALES	203,365.00	113,737.67	17,556.37	89,627.33		55.93
591-000.000-615.000	COMMERCIAL SALES	425,268.00	237,567.28	40,588.67	187,700.72		55.86
591-000.000-616.000	INDUSTRY SALES	294,492.00	99,281.56	19,272.99	195,210.44		33.71
591-000.000-619.000	APARTMENT SALES	343,896.00	140,660.13	28,481.21	203,235.87		40.90
591-000.000-665.000	INTEREST	40,000.00	63,929.67	12,983.01	(23,929.67)		159.82
591-000.000-669.000	CHANGE IN INVESTMENTS	0.00	5,108.89	5,732.63	(5,108.89)		100.00
591-000.000-673.001	GAIN ON SALE OF PROPERTY	0.00	4,313.00	4,313.00	(4,313.00)		100.00
591-000.000-679.000	LATE CHARGES	6,800.00	3,922.91	617.75	2,877.09		57.69
591-000.000-687.300	OTHER REFUNDS	0.00	4,679.48	0.00	(4,679.48)		100.00
591-000.000-692.001	OTHER REVENUE - MISC OPERATING	15,000.00	6,392.50	1,347.50	8,607.50		42.62
591-000.000-692.200	OTHER REVENUE - MISC NON-OPERATING	22,000.00	23,322.32	2,947.64	(1,322.32)		106.01
Total Dept 000.000		3,013,684.00	1,155,888.70	271,620.25	1,857,795.30		38.35
TOTAL REVENUES		3,013,684.00	1,155,888.70	271,620.25	1,857,795.30		38.35
Expenditures							
Dept 175.000 - ADMINISTRATIVE SERVICES							
591-175.000-702.000	WAGES	262,585.00	75,859.84	16,764.73	186,725.16		28.89
591-175.000-702.100	WAGES - PART TIME	5,426.00	0.00	0.00	5,426.00		0.00
591-175.000-703.000	OVERTIME PAY	0.00	67.97	0.00	(67.97)		100.00
591-175.000-704.000	SICK TIME PAY	0.00	709.61	466.82	(709.61)		100.00
591-175.000-705.000	VACATION TIME PAY	0.00	6,127.92	797.32	(6,127.92)		100.00
591-175.000-706.000	PERSONAL TIME PAY	0.00	118.63	18.05	(118.63)		100.00
591-175.000-710.000	HOLIDAY & OTHER PAY	450.00	1,606.69	535.83	(1,156.69)		357.04
591-175.000-715.000	HEALTH & LIFE INSURANCE	121,447.00	38,972.20	7,764.66	82,474.80		32.09
591-175.000-716.000	RETIREMENT	48,856.00	24,939.96	4,730.96	23,916.04		51.05
591-175.000-717.000	WORKERS' COMPENSATION	1,950.00	2,810.47	0.00	(860.47)		144.13
591-175.000-720.000	EMPLOYER'S FICA	19,790.00	5,934.51	1,263.18	13,855.49		29.99
591-175.000-721.000	DISABILITY INSURANCE	1,600.00	774.68	157.05	825.32		48.42
591-175.000-725.100	MISCELLANEOUS FRINGE EXPENSE	0.00	(30,820.69)	(5,286.67)	30,820.69		100.00
591-175.000-726.000	SUPPLIES	12,000.00	3,001.46	785.54	8,998.54		25.01
591-175.000-730.039	BPU VEHICLE MAINT/SUPPLIES	3,000.00	0.00	0.00	3,000.00		0.00
591-175.000-742.000	CLOTHING / UNIFORMS	0.00	11.27	0.00	(11.27)		100.00
591-175.000-801.000	CONTRACTUAL SERVICES	46,000.00	23,263.93	4,440.35	22,736.07		50.57
591-175.000-801.200	CONTRACTUAL SERVICES - COMPUTER	7,025.00	0.00	0.00	7,025.00		0.00
591-175.000-802.000	TECHNICAL SERVICES	38,047.00	18,018.89	359.73	20,028.11		47.36
591-175.000-810.000	DUES & SUBSCRIPTIONS	6,500.00	4,311.74	0.00	2,188.26		66.33
591-175.000-818.000	INSURANCE	35,500.00	18,695.16	0.00	16,804.84		52.66
591-175.000-820.000	PILOT	123,681.00	58,189.32	10,752.52	65,491.68		47.05
591-175.000-850.000	TELEPHONE	4,219.00	1,415.94	281.31	2,803.06		33.56
591-175.000-880.000	COMMUNITY PROMOTION	2,500.00	719.19	152.22	1,780.81		28.77
591-175.000-905.000	PUBLISHING / NOTICES	750.00	0.00	0.00	750.00		0.00
591-175.000-906.000	SPONSORSHIPS	3,750.00	3,750.00	3,750.00	0.00		100.00
591-175.000-920.400	UTILITIES - GAS	1,200.00	258.54	120.34	941.46		21.55
591-175.000-930.000	REPAIRS & MAINTENANCE	5,000.00	250.21	96.29	4,749.79		5.00
591-175.000-955.000	MISCELLANEOUS	0.00	25.00	0.00	(25.00)		100.00
591-175.000-955.588	MISC. - CDL LICENSING/TESTING	0.00	110.17	43.00	(110.17)		100.00

PERIOD ENDING 11/30/2023

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	11/30/2023 (NORMAL (ABNORMAL))	MONTH 11/30/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 591 - WATER FUND						
Expenditures						
591-175.000-956.000	TRAINING & SEMINARS	4,000.00	776.19	0.00	3,223.81	19.40
591-175.000-956.200	LODGING & MEALS	0.00	556.98	243.81	(556.98)	100.00
591-175.000-960.000	BANK FEES	1,200.00	577.15	111.55	622.85	48.10
591-175.000-963.000	WRITE OFF BAD DEBT(S)	0.00	102.10	37.93	(102.10)	100.00
591-175.000-968.000	DEPRECIATION	0.00	4,163.78	0.00	(4,163.78)	100.00
591-175.000-969.000	INTERDEPARTMENTAL EXPENSE	3,500.00	1,481.75	255.25	2,018.25	42.34
591-175.000-970.000	CAPITAL OUTLAY	16,500.00	0.00	0.00	16,500.00	0.00
591-175.000-993.000	INTEREST EXPENSE	112,500.00	56,250.00	0.00	56,250.00	50.00
Total Dept 175.000 - ADMINISTRATIVE SERVICES		888,976.00	323,030.56	48,641.77	565,945.44	36.34
Dept 543.000 - PRODUCTION						
591-543.000-702.000	WAGES	0.00	1,103.15	185.00	(1,103.15)	100.00
591-543.000-703.000	OVERTIME PAY	0.00	1,203.95	181.50	(1,203.95)	100.00
591-543.000-710.000	HOLIDAY & OTHER PAY	0.00	15.33	2.53	(15.33)	100.00
591-543.000-716.000	RETIREMENT	0.00	133.40	20.11	(133.40)	100.00
591-543.000-720.000	EMPLOYER'S FICA	0.00	161.25	23.47	(161.25)	100.00
591-543.000-725.100	MISCELLANEOUS FRINGE EXPENSE	0.00	964.95	182.28	(964.95)	100.00
591-543.000-801.000	CONTRACTUAL SERVICES	4,800.00	0.00	0.00	4,800.00	0.00
591-543.000-930.000	REPAIRS & MAINTENANCE	5,600.00	20.16	0.00	5,579.84	0.36
591-543.000-956.000	TRAINING & SEMINARS	2,500.00	2,360.30	0.00	139.70	94.41
591-543.000-968.000	DEPRECIATION	0.00	10,311.70	0.00	(10,311.70)	100.00
591-543.000-969.000	INTERDEPARTMENTAL EXPENSE	30,000.00	10,641.00	1,907.00	19,359.00	35.47
591-543.000-970.000	CAPITAL OUTLAY	97,500.00	0.00	0.00	97,500.00	0.00
Total Dept 543.000 - PRODUCTION		140,400.00	26,915.19	2,501.89	113,484.81	19.17
Dept 544.000 - DISTRIBUTION						
591-544.000-702.000	WAGES	226,849.00	52,352.72	7,623.65	174,496.28	23.08
591-544.000-703.000	OVERTIME PAY	0.00	1,001.64	170.23	(1,001.64)	100.00
591-544.000-710.000	HOLIDAY & OTHER PAY	0.00	4.12	0.00	(4.12)	100.00
591-544.000-716.000	RETIREMENT	48,708.00	2,453.36	319.11	46,254.64	5.04
591-544.000-720.000	EMPLOYER'S FICA	17,345.00	3,841.45	563.28	13,503.55	22.15
591-544.000-725.100	MISCELLANEOUS FRINGE EXPENSE	53,472.00	24,415.74	3,974.49	29,056.26	45.66
591-544.000-726.800	SUPPLIES - OPERATIONS	8,500.00	400.37	172.89	8,099.63	4.71
591-544.000-730.039	BPU VEHICLE MAINT/SUPPLIES	2,800.00	1,013.53	382.22	1,786.47	36.20
591-544.000-740.000	FUEL & LUBRICANTS	5,750.00	4,320.11	606.94	1,429.89	75.13
591-544.000-742.000	CLOTHING / UNIFORMS	3,500.00	1,152.44	0.00	2,347.56	32.93
591-544.000-801.000	CONTRACTUAL SERVICES	37,500.00	7,493.50	1,564.50	30,006.50	19.98
591-544.000-930.000	REPAIRS & MAINTENANCE	75,600.00	3,271.00	0.00	72,329.00	4.33
591-544.000-930.990	REPAIRS & MAINT. - LEAD SERVICES	320,000.00	163,107.36	4,342.44	156,892.64	50.97
591-544.000-956.000	TRAINING & SEMINARS	2,000.00	1,945.00	0.00	55.00	97.25
591-544.000-968.000	DEPRECIATION	0.00	56,955.91	0.00	(56,955.91)	100.00
591-544.000-969.000	INTERDEPARTMENTAL EXPENSE	3,000.00	1,763.00	381.00	1,237.00	58.77
591-544.000-970.000	CAPITAL OUTLAY	3,123,915.00	0.00	0.00	3,123,915.00	0.00
Total Dept 544.000 - DISTRIBUTION		3,928,939.00	325,491.25	20,100.75	3,603,447.75	8.28
Dept 545.000 - PURIFICATION						
591-545.000-702.000	WAGES	55,062.00	13,793.26	1,879.13	41,268.74	25.05
591-545.000-703.000	OVERTIME PAY	0.00	1,876.18	441.12	(1,876.18)	100.00

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PERIOD ENDING 11/30/2023

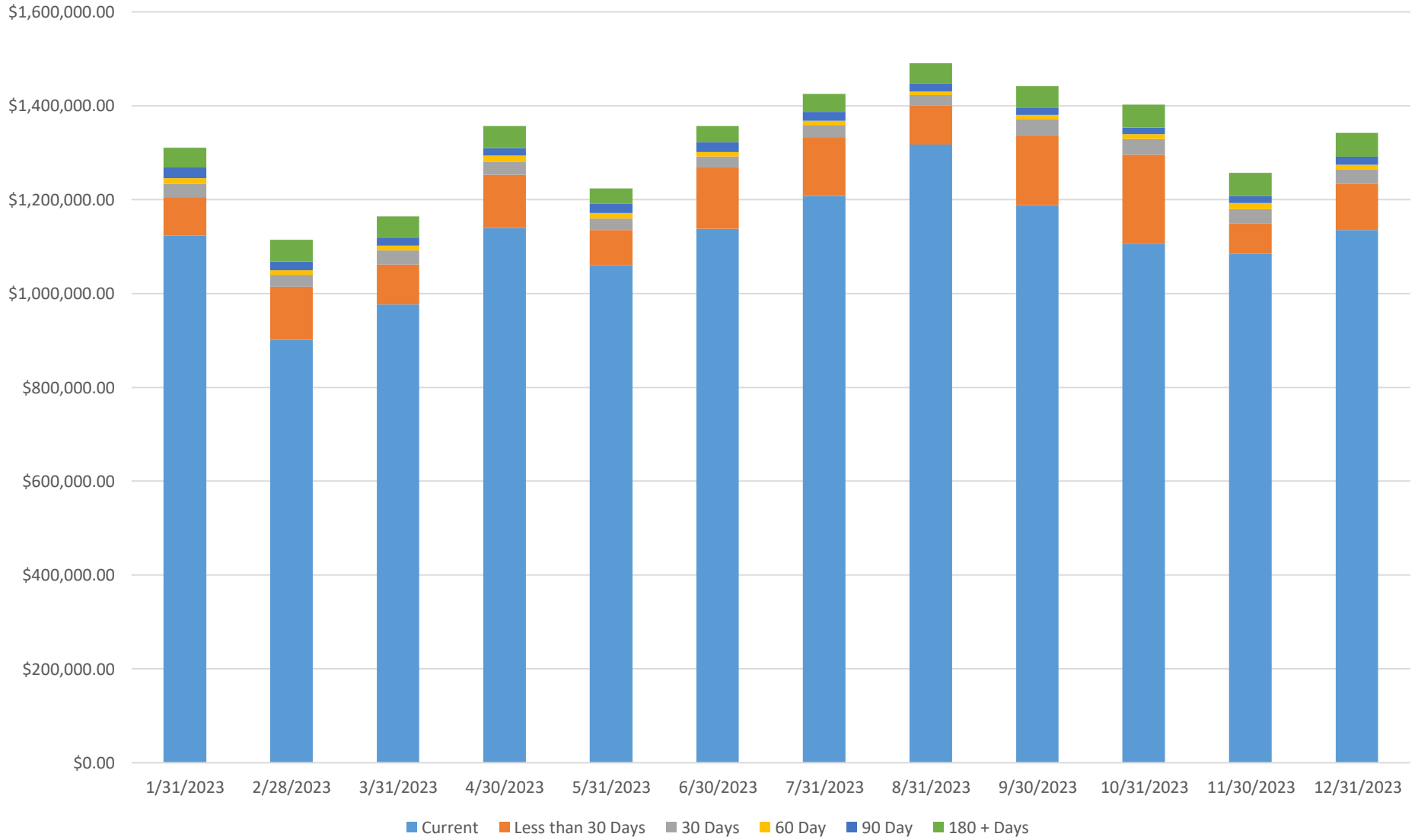
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	11/30/2023 NORMAL (ABNORMAL)	MONTH 11/30/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 591 - WATER FUND						
Expenditures						
591-545.000-710.000	HOLIDAY & OTHER PAY	450.00	112.34	16.91	337.66	24.96
591-545.000-716.000	RETIREMENT	7,825.00	842.05	158.53	6,982.95	10.76
591-545.000-720.000	EMPLOYER'S FICA	4,212.00	1,009.67	140.56	3,202.33	23.97
591-545.000-725.100	MISCELLANEOUS FRINGE EXPENSE	16,263.00	6,959.20	1,129.90	9,303.80	42.79
591-545.000-727.100	SUPPLIES - POTASSIUM PERMANGANATE	20,000.00	0.00	0.00	20,000.00	0.00
591-545.000-727.200	SUPPLIES - SODIUM HYPOCHLORITE	38,000.00	31,089.83	4,798.78	6,910.17	81.82
591-545.000-727.300	SUPPLIES - FLOURIDE	4,500.00	2,110.80	0.00	2,389.20	46.91
591-545.000-727.400	SUPPLIES - PHOSPHATE	18,000.00	6,499.70	0.00	11,500.30	36.11
591-545.000-801.000	CONTRACTUAL SERVICES	2,500.00	0.00	0.00	2,500.00	0.00
591-545.000-920.400	UTILITIES - GAS	3,000.00	681.76	400.44	2,318.24	22.73
591-545.000-930.000	REPAIRS & MAINTENANCE	16,200.00	702.68	0.00	15,497.32	4.34
591-545.000-968.000	DEPRECIATION	0.00	36,582.48	0.00	(36,582.48)	100.00
591-545.000-969.000	INTERDEPARTMENTAL EXPENSE	80,000.00	27,023.00	4,743.00	52,977.00	33.78
591-545.000-970.000	CAPITAL OUTLAY	42,000.00	0.00	0.00	42,000.00	0.00
Total Dept 545.000 - PURIFICATION		308,012.00	129,282.95	13,708.37	178,729.05	41.97
TOTAL EXPENDITURES		5,266,327.00	804,719.95	84,952.78	4,461,607.05	15.28
Fund 591 - WATER FUND:						
TOTAL REVENUES		3,013,684.00	1,155,888.70	271,620.25	1,857,795.30	38.35
TOTAL EXPENDITURES		5,266,327.00	804,719.95	84,952.78	4,461,607.05	15.28
NET OF REVENUES & EXPENDITURES		(2,252,643.00)	351,168.75	186,667.47	(2,603,811.75)	15.59
TOTAL REVENUES - ALL FUNDS		21,874,474.00	8,725,713.75	1,726,776.09	13,148,760.25	39.89
TOTAL EXPENDITURES - ALL FUNDS		28,232,520.00	7,225,562.37	1,219,763.59	21,006,957.63	25.59
NET OF REVENUES & EXPENDITURES		(6,358,046.00)	1,500,151.38	507,012.50	(7,858,197.38)	23.59

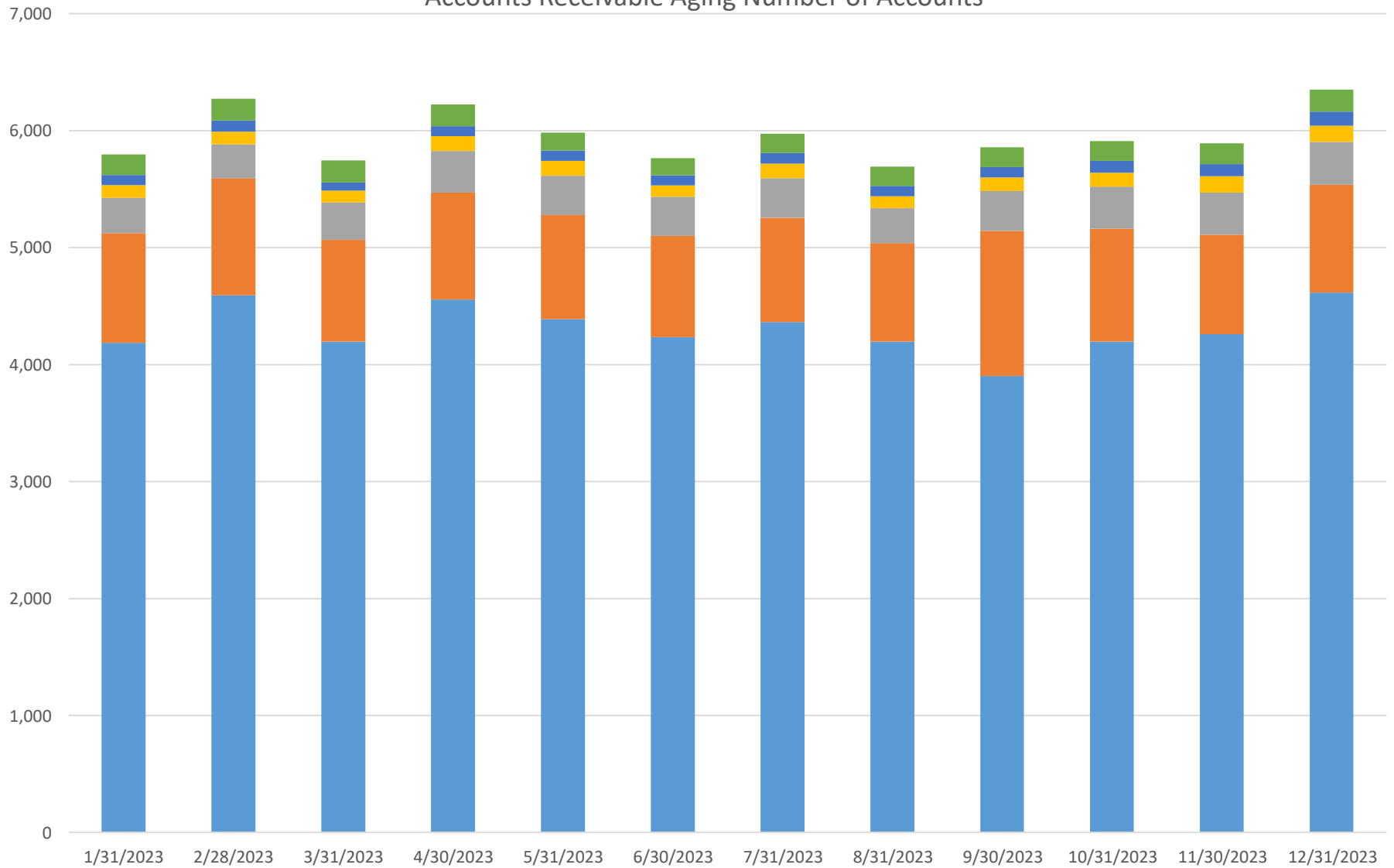
Hillsdale Board of Public Utilities
Accounts Receivable Aging Report
December 31, 2023

	<u>Amount</u>	<u>Number of Accounts</u>
Current	\$1,135,345.16	4616
Less than 30 Days	\$98,466.48	922
30 Days	\$29,827.46	367
60 Day	\$10,192.45	138
90 Day	\$17,395.56	120
180 days up to 1 year	\$27,856.32	105
1 year	\$21,454.82	74
2 years	\$1,827.86	10
Total Accounts Receivable	<u>\$1,342,366.11</u>	<u>6352</u>

Accounts Receivable Aging Amounts



Accounts Receivable Aging Number of Accounts



■ Current ■ Less than 30 Days ■ 30 Days ■ 60 Day ■ 90 Day ■ 180 + Days

**Hillsdale Board of Public Utilities
Capital Projects
Electric Fund (582)
November 30, 2023**

FYE 2023	Project #	Budget	Encumbered	Spent	Balance	Notes
Distribution Automation & Monitoring	191002	50,000.00	-	-	50,000.00	
Voltage Upgrades	191006	-	14,069.31	4,024.74	(18,094.05)	Will budget in FY25
Distribution Expansion & Upgrade	201001	50,000.00	-	179.16	49,820.84	
Substation Equipment Updates	201002	44,638.71	-	712.13	43,926.58	Rollover
Industrial Feeder Construction	201011	586,798.13	19,264.35	-	567,533.78	Rollover
Power Plant Engine Hydronic System Replacment	201012	50,000.00	-	-	50,000.00	
Industrial Substation Construction	215016	2,000,000.00	1,418,716.50	43,825.25	537,458.25	Reclass Transformer down payment to prepaid
Case 580 Super N Extendahoe (50%)	215024	67,208.00	-	73,884.00	(6,676.00)	
BPU Warehouse Roof (50%)	215034	33,000.00	40,360.50	-	(7,360.50)	
Small Bucket Truck (4x4)		275,000.00	-	-	275,000.00	
Backyard Machine	215033	100,000.00	-	76,500.00	23,500.00	
GPS Software & Trimble GPS (50%)		3,250.00	-	-	3,250.00	
AMI Gateway Replacement (50%)		15,000.00	-	-	15,000.00	
Alarm System - Power Plant		12,000.00	-	-	12,000.00	
		<u>3,286,894.84</u>	<u>1,492,410.66</u>	<u>199,125.28</u>	<u>1,595,358.90</u>	

Cash/Investments Availability

Electric Fund (582)

Checking	\$ 1,224,645.21
Huntington Capital Investments	\$ 7,215,649.77
MSCPA Rate Stabilization Fund	\$ 509,909.30
Total Cash/Investments	<u>\$ 8,950,204.28</u>

Reserve Requirement \$ (4,615,116.00)

Cash available for Capital Projects at 11-30-2023 \$ 4,335,088.28

Electric Cash Reserve Requirements:		Based on Rate Study 02/2022
Cash Flow Criteria	Percentage of item to be held as Cash or Cash equivalent	Cash Reserve Required
Operation & Maintenance Less Depreciation Expense	12.3%	\$ 381,823.00
Purchase Power Expense	10.1%	\$ 866,246.00
Historical Rate Base	3.0%	\$ 1,334,717.00
Five Year Capital Improvements - Net of bond proceeds	20.0%	\$ 2,032,330.00
Total Cash Reserve Requirements		\$ 4,615,116.00

**Hillsdale Board of Public Utilities
Capital Projects
Sewer Fund (590)
November 30, 2023**

FYE 2023	Project #	Budget	Encumbered	Spent	Balance	Notes
Sewer Main Improvements	202001	-	18,268.49	256,731.51	(275,000.00)	Rollover
Replace MCC In Influent Bldg	213016	-	20,700.00	-	(20,700.00)	Rollover
Brick Façade Repair - WWTP	213017	58,615.00	-	62,770.00	(4,155.00)	Rollover
Small Dump Truck	213018	104,000.00	101,421.00	-	2,579.00	
2023-7 S.A.D. Project (Westwood)	215005	940,000.00	952,648.89	54,439.03	(67,087.92)	
CDBG Project	215006	420,000.00	2,197,579.24	58,253.14	(1,835,832.38)	
RAS Pumps 1 & 2	215017	26,000.00	-	19,947.00	6,053.00	
Sewer/Water Service Truck	215018	9,002.00	-	20,998.00	(11,996.00)	Rollover
Inlet Building Door Replacement	215019	10,000.00	-	17,000.00	(7,000.00)	
Cat Walk Treads	215020	25,000.00	-	33,108.00	(8,108.00)	
Barber Lift Station Upgrades	215021	170,000.00	-	21,400.00	148,600.00	
Insight Vision Iris Mainline Camera for Van	215023	50,000.00	-	41,600.94	8,399.06	
Case 580 Super N Extendahoe (25%)	215024	40,000.00	-	49,957.50	(9,957.50)	
Chlorine & Sulfur Dioxide Feeders	215025	14,000.00	-	11,620.00	2,380.00	Capitalized
Influent Pump #2	215028	34,000.00	34,530.00	-	(530.00)	
Tertiary Pump #1	215029	30,000.00	30,307.00	-	(307.00)	
Tertiary Pump #4	215030	30,000.00	30,307.00	-	(307.00)	
North Sludge Storage Pump Replacement	215031	35,000.00	-	12,306.72	22,693.28	
BPU Warehouse Roof (25%)	215034	16,500.00	20,180.25	-	(3,680.25)	
Tertiary Building Roof	215035	10,000.00	8,493.00	-	1,507.00	
Inlet Building Roof	215036	-	7,934.00	-	(7,934.00)	
Aerator Gear Box (1 of 4)	215037	10,000.00	-	9,673.95	326.05	
Aerator Gear Box (2 of 4)	215038	10,000.00	-	9,673.96	326.04	
Inline Primary Sludge Grinder Replacement		10,000.00	-	-	10,000.00	
Sludge Rotary Lobe Pumps Replacement		10,000.00	-	-	10,000.00	
1/2 Ton Pickup		20,000.00	-	-	20,000.00	
Enclosed Trailer for Camera		10,000.00	-	-	10,000.00	
New Trailer for Trench Boxes (50%)		10,000.00	-	-	10,000.00	
GPS Software & Trimble GPS (25%)		1,625.00	-	-	1,625.00	
AMI Gateway Replacement (25%)		7,500.00	-	-	7,500.00	
		<u>2,111,242.00</u>	<u>3,422,368.87</u>	<u>679,479.75</u>	<u>(1,990,606.62)</u>	

Cash/Investments Availability

Sewer Fund (590)

Checking	\$ 444,380.79
Huntington/Michigan Class - Debt Service	613,837.79
Huntington - Bond Reserve	615,518.32
Michigan Class Investment	1,116,497.19
Michigan Class Restricted Bond Funds	<u>2,160,573.00</u>
Total Cash/Investments	<u>\$ 4,950,807.09</u>
Reserve Requirement	\$ (1,236,324.00)
Cash available for Capital Projects at 11-30-2023	<u><u>\$ 3,714,483.09</u></u>

Sewer Cash Reserve Requirements:		Based on Rate Study 02/2022
Cash Flow Criteria	Percentage of item to be held as Cash or Cash equivalent	Cash Reserve Required
Operation & Maintenance Less Depreciation Expense	12.30%	\$ 155,100.00
Historical Rate Base	1.00%	\$ 259,726.00
Current Portion of Debt Service Reserve	83.70%	\$ 447,250.00
Five Year Capital Improvements - Net of bond proceeds	20%	\$ 374,248.00
Total Cash Reserve Requirements		<u>\$ 1,236,324.00</u>

**BPU
Capital Projects
Water Fund (591)
November 30, 2023**

FYE 2023	Project #	Budget	Encumbered	Spent	Balance	Notes
AMI Water Meters/Nodes	181005	45,000.00	-	10,469.41	34,530.59	
Well Maintenance	213002	47,500.00	-	1,217.33	46,282.67	
Small Dump Truck	213018	104,000.00	101,421.00	-	2,579.00	
2023-7 S.A.D Project (Westwood)	215005	1,925,000.00	1,242,919.05	294,480.74	387,600.21	
CDBG Project	215006	250,000.00	1,147,355.73	117,038.14	(1,014,393.87)	
Sewer/Water Service Truck	215018	9,002.00	-	20,998.00	(11,996.00)	Rollover
Case 580 Super N Extindahoe (25%)	215024	40,000.00	-	49,957.50	(9,957.50)	
BPU Warehouse Roof (25%)	215034	16,500.00	20,180.25	-	(3,680.25)	
1/2 Ton Pickup		20,000.00			20,000.00	
Engineering for Well Standby Generator		50,000.00	-	-	50,000.00	
New Trailer for Trench Boxes (50%)		10,000.00	-	-	10,000.00	
Pull Behind Compressor		48,000.00	-	-	48,000.00	
Effluent Mag Meter		30,000.00	-	-	30,000.00	
High Service VFD		12,000.00	-	-	12,000.00	
GPS Software & Trimble GPS (25%)		1,625.00	-	-	1,625.00	
AMI Gateway Replacement (25%)		7,500.00	-	-	7,500.00	
		<u>2,616,127.00</u>	<u>2,511,876.03</u>	<u>494,161.12</u>	<u>(389,910.15)</u>	

Cash/Investments Availability

Water FUND (591)

Checking	\$ 298,947.08
Huntington Capital Improvement Investment	478,381.16
Michigan Class Restricted Bond Funds	<u>2,492,971.48</u>
Total Cash/Investments	<u>\$ 3,270,299.72</u>
Reserve Requirement	\$ (1,014,581.00)
Cash available for Capital Projects at 11-30-2023	<u>\$ 2,255,718.72</u>

Water Cash Reserve Requirements:	Based on Rate Study 02/2022	
Cash Flow Criteria	Percentage of item to be held as Cash or Cash equivalent	Cash Reserve Required
Operation & Maintenance Less Depreciation Expense	12.30%	\$ 196,029.00
Historical Rate Base	0.50%	\$ 297,132.00
Five Year Capital Improvements - Net of bond proceeds	20%	\$ 521,420.00
Total Cash Reserve Requirements		<u>\$ 1,014,581.00</u>

Hillsdale BPU Board Agenda Item Summary

Meeting Date: January 9, 2023

Agenda Item: Action Item

SUBJECT: Tetra Tech – Hillsdale College Sanitary Sewer Study

BACKGROUND PROVIDED BY: BPU Director Dave Mackie

Due to the ongoing expansion of the Hillsdale College campus, both the College and the BPU are in agreement that a sanitary sewer study is needed to address the impact of development on the City's current sanitary sewer infrastructure. The attached Tetra Tech proposal identifies both the scope and cost (\$38,500) of the study. Through discussions, the College has agreed to reimburse the BPU for the complete cost of the study, which will need to be approved by budget amendment.

RECOMMENDATION:

Recommend to City Council approving the Tetra Tech sanitary sewer study to be reimbursed by Hillsdale College.



TETRA TECH

October 2, 2023

Mr. Jeff Gier
Mrs. Kris Bauer
City of Hillsdale BPU
45 Monroe Street
Hillsdale, MI 49242

RE: Hillsdale College Sanitary Sewer Plan

Dear Mr. Gier and Mrs. Bauer;

Thank you for meeting with us and Mr. Billington from Hillsdale College on September 25, 2023. We discussed the College's vision to grow and its impact on the City's sanitary sewer system. We have further summarized our understanding of the project below and this letter serves as our proposal to assist the Hillsdale BPU with this important project.

We also understand that much of the project cost will come from the College. As discussed in our meeting, because the work involves planning for the Hillsdale BPU infrastructure, it is advantageous for Tetra Tech to be under contract with Hillsdale BPU so there is no confusion to any party that the best interests of the BPU are being served.

PROJECT UNDERSTANDING

Hillsdale College has ambitious plans to grow in the near and long term. However, these plans continue to evolve and are not yet finalized. Some growth plans discussed at our meeting include:

- Construction or expansion of 3 or 4 academic buildings
- Growth of student population from 1,500 to as many as 2,500 and associated housing
- Expansion of Student Union
- Expansion of hotel
- Potential purchase of additional properties to expand the campus

We understand that the College's architects will plan for sewer service across the College-owned parcels. However, this growth will send additional flows to the BPU's sanitary sewer. In general, the BPU's sanitary sewer flows south to the St. Joseph River Interceptor and then northwest to the WWTP. One pump station east of the intersection of Hillsdale and Barber will be significantly impacted. The additional flow from growth has the potential to impact this pump station and these downstream sewers.

One concept discussed at length at our meeting was constructing a new sewer to flow in a westerly direction from the campus along Galloway which would cross the St. Joseph River and discharge to the wastewater treatment plant (WWTP). This routing would avoid discharging



additional flow to the existing sewers and provide the most flexibility for the College's still developing future plans.

The project requested would evaluate the approximate future needs of the College, identify the impact on the City's sewer infrastructure, identify alternatives to convey the increased flow to treatment, prepare opinions of probable cost for the work, and summarize the work in a report.

The College and BPU wishes to have the analysis completed this fall to guide capital planning schedules that require cost data in winter and spring 2024.

SCOPE OF WORK

Tetra Tech proposes the following scope of work:

1. Attend a kickoff meeting with Hillsdale College and BPU staff to confirm the vision of the project and exchange needed information.
2. Review water consumption records and make projections on what future growth may add to sanitary sewer demand.
3. Evaluate the impact of future growth on the existing sewer system. This step can be complex involving performing sewer flow monitoring and creating computer models. However, we have budgeted to only do a cursory overview as the option to convey College flow in a new sanitary sewer along Galloway will largely avoid the existing BPU sewer system. A pump station improvement will still be needed which will likely include increased pumping capacity and new force main discharge.
4. Conceptually identify the size of a new sanitary sewer along Galloway to the WWTP and a new pump station.
5. Prepare an opinion of cost for the new sewer and pump station.
6. Summarize the above in a brief report (perhaps 10 to 15 pages of text) and the following figures:
 - a. Potential growth areas and assumed flows.
 - b. Conceptual sewer and pump station size and route
7. Attend one meeting with BPU and Hillsdale College to review the draft report. We will finalize the report upon completion of this meeting. We have assumed approximately five (5) hard copies of the report and a PDF will be delivered.

Optional Services:

The following optional services were discussed and can be performed, if authorized:

- a. College Design Meetings – Mr. Billington requested that Tetra Tech be available for periodic meetings with the building design team. We have budgeted for 4, 2-hour meetings onsite (including travel and miscellaneous follow-up tasks).
- b. Flow Monitoring – While the approach above will not likely require flow monitoring, the project team could identify an alternative where additional data would be helpful. This



option would provide the monitoring of flow in two sewers for three months along with a recording rain gauge.

ASSUMPTIONS

- Hillsdale BPU will provide some basic sewer data (likely within a GIS) and WWTP construction records.
- Hillsdale College architects will provide restroom or other growth projections for expanded academic buildings
- Hillsdale College will provide some approximation (or confirmation of assumed growth prepared by Tetra Tech)

SCHEDULE

Tetra Tech is prepared to begin work immediately upon authorization. We project having the draft report within eight (8) weeks of holding the kickoff meeting and receipt of all information.

COMPENSATION

We request a budget of \$38,500 for the work described within excluding the optional services. Work will be performed with our standard hourly rates and this budget will not be exceeded without BPU's prior, written consent. Our Standard Terms and Conditions are attached and considered a part of this proposal.

Optional services will be \$8,000 for the meetings and \$35,000 for the flow monitoring (and related analysis).

EXECUTION

If you agree with this proposal, please sign in the space provided to indicate your acceptance. Tetra Tech is pleased to attend a meeting of the BPU to review this proposal.

Tetra Tech appreciates the opportunity to provide this proposal and continue our long history of service to Hillsdale. We are excited about the project and have the vision and commitment to make this a successful project.

Sincerely;

A handwritten signature in black ink that reads "Brian M. Rubel".

Brian M. Rubel, PE
Sr. Vice President

PROPOSAL ACCEPTED BY _____

TITLE: _____ **DATE:** _____



Tetra Tech of Michigan, PC

Engineering Services Standard Terms & Conditions

Services Consultant will perform services for the Project as set forth in Attachment A and in accordance with these Terms & Conditions. Consultant has developed the Project scope of service, schedule, and compensation based on available information and various assumptions. The Client acknowledges that adjustments to the schedule and compensation may be necessary based on the actual circumstances encountered by Consultant in performing their services. Consultant is authorized to proceed with services upon receipt of an executed Agreement.

Compensation In consideration of the services performed by Consultant, the Client shall pay Consultant in the manner set forth above. The parties acknowledge that terms of compensation are based on an orderly and continuous progress of the Project. Compensation shall be equitably adjusted for delays or extensions of time beyond the control of Consultant. Where total project compensation has been separately identified for various tasks, Consultant may adjust the amounts allocated between tasks as the work progresses so long as the total compensation amount for the project is not exceeded.

Fee Definitions The following fee types shall apply to methods of payment:

- **Salary Cost** is defined as the individual's base salary plus customary and statutory benefits. Statutory benefits shall be as prescribed by law and customary benefits shall be as established by Consultant employment policy.
- **Cost Plus** is defined as the individual's base salary plus actual overhead plus professional fee. Overhead shall include customary and statutory benefits, administrative expense, and non-project operating costs.
- **Lump Sum** is defined as a fixed price amount for the scope of services described.
- **Standard Rates** is defined as individual time multiplied by standard billing rates for that individual.
- **Subcontracted Services** are defined as Project-related services provided by other parties to Consultant.
- **Reimbursable Expenses** are defined as actual expenses incurred in connection with the Project.

Payment Terms Consultant shall submit invoices at least once per month for services performed and Client shall pay the full invoice amount within 30 days of the invoice date. Invoices will be considered correct if not questioned in writing within 10 days of the invoice date. Client payment to Consultant is not contingent on arrangement of project financing or receipt of funds from a third party. In the event the Client disputes the invoice or any portion thereof, the undisputed portion shall be paid to Consultant based on terms of this Agreement. Invoices not in dispute and unpaid after 30 days shall accrue interest at the rate of one and one-half percent per month (or the maximum percentage allowed by law, whichever is the lesser). Invoice payment delayed beyond 60 days shall give Consultant the right to stop work until payments are current. Non-payment beyond 70 days shall be just cause for termination by Consultant.

Additional Services The Client and Consultant acknowledge that additional services may be necessary for the Project to address issues that may not be known at Project initiation or that may be required to address circumstances that were not foreseen. In that event, Consultant shall notify the Client of the need for additional services and the Client shall pay for such additional services in an amount and manner as the parties may subsequently agree.

Site Access The Client shall obtain all necessary approvals for Consultant to access the Project site(s).

Underground Facilities Consultant and/or its authorized subcontractor will conduct research and perform site reconnaissance in an effort to discover the location of existing underground facilities prior to developing boring plans, conducting borings, or undertaking invasive subsurface investigations. Client recognizes that accurate drawings or knowledge of the location of such facilities may not exist, or that research may reveal as-built drawings or other documents that may inaccurately show, or not show, the location of existing underground facilities. In such events, except for the sole negligence, willful misconduct, or practice not conforming to the Standard of Care cited in this Agreement, Client agrees to indemnify and hold Consultant and/or its Subcontractor harmless from any and all property damage, injury, or economic loss arising or allegedly arising from borings or other subsurface penetrations.

Regulated Wastes Client is responsible for the disposal of all regulated wastes generated as a result of services provided under this Agreement. Consultant and Client mutually agree that Consultant assumes no responsibility for the waste or disposal thereof.

Contractor Selection Consultant may make recommendations concerning award of construction contracts and products. The Client acknowledges that the final selection of construction contractors and products is the Client's sole responsibility.

Ownership of Documents Drawings, specifications, reports, programs, manuals, or other documents, including all documents on electronic media, prepared under this Agreement are instruments of service and are, and shall remain, the property of Consultant. Record documents of service shall be based on the printed copy. Consultant will retain all common law, statutory, and other reserved rights, including the copyright thereto. Consultant will furnish documents electronically; however, the Client releases Consultant from any liability that may result from documents used in this form. Consultant shall not be held liable for reuse of documents or modifications thereof by the Client or its representatives for any purpose other than the original intent of this Agreement, without written authorization of and appropriate compensation to Consultant.

Standard of Care Services provided by Consultant under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Consultant makes no warranty or guaranty, either express or implied. Consultant will not be liable for the cost of any omission that adds value to the Project.

Period of Service This Agreement shall remain in force until completion and acceptance of the services or until terminated by mutual agreement. Consultant shall perform the services for the Project in a timely manner consistent with sound professional practice. Consultant will strive to perform its services according to the Project schedule set forth in the provisions for Scope of Work/Fee/Schedule in Attachment A. The services of each task shall be considered complete when deliverables for the task have been presented to the Client. Consultant shall be entitled to an extension of time and compensation adjustment for any delay beyond Consultant control.

Insurance and Liability Consultant shall maintain the following insurance and coverage limits during the period of service. The Client will be named as an additional insured on the Commercial General Liability and Automobile Liability insurance policies.

Worker's Compensation – as required by applicable state statute

Commercial General Liability - \$1,000,000 per occurrence for bodily injury, including death and property damage, and \$2,000,000 in the aggregate

Automobile Liability –\$1,000,000 combined single limit for bodily injury and property damage

Professional Liability (E&O) - \$1,000,000 each claim and in the aggregate

The Client shall make arrangements for Builder's Risk, Protective Liability, Pollution Prevention, and other specific insurance coverage warranted for the Project in amounts appropriate to the Project value and risks. Consultant shall be a named insured on those policies where Consultant may be at risk. The Client shall obtain the counsel of others in setting insurance limits for construction contracts.

Indemnification Consultant shall indemnify and hold harmless the Client and its employees from any liability, settlements, loss, or costs (including reasonable attorneys' fees and costs of defense) to the extent caused solely by the negligent act, error, or omission of Consultant in the performance of services under this Agreement. If such damage results in part by the negligence of another party, Consultant shall be liable only to the extent of Consultant's proportional negligence.

Dispute Resolution The Client and Consultant agree that they shall diligently pursue resolution of all disagreements within 45 days of either party's written notice using a mutually acceptable form of mediated dispute resolution prior to exercising their rights under law. Consultant shall continue to perform services for the Project and the Client shall pay for such services during the dispute resolution process unless the Client issues a written notice to suspend work. Causes of action between the parties to this Agreement shall be deemed to have accrued and the applicable statutes of repose and/or limitation shall commence not later than the date of substantial completion.

Suspension of Work The Client may suspend services performed by Consultant with cause upon fourteen (14) days written notice. Consultant shall submit an invoice for services performed up to the effective date of the work suspension and the Client shall pay Consultant all outstanding invoices within fourteen (14) days. If the work suspension exceeds thirty (30) days from the effective work suspension date, Consultant shall be entitled to renegotiate the Project schedule and the compensation terms for the Project.

Termination The Client or Consultant may terminate services on the Project upon seven (7) days written notice without cause or in the event of substantial failure by the other party to fulfill its obligations of the terms hereunder. Consultant shall submit an invoice for services performed up to the effective date of termination and the Client shall pay Consultant all outstanding invoices, together with all costs arising out of such termination, within fourteen (14) days. The Client may withhold an amount for services that may be in dispute provided that the Client furnishes a written notice of the basis for their dispute and that the amount withheld represents a reasonable value.

Authorized Representative The Project Manager assigned to the Project by Consultant is authorized to make decisions or commitments related to the project on behalf of Consultant. Only authorized representatives of Consultant are authorized to execute contracts and/or work orders on behalf of Consultant. The Client shall designate a representative with similar authority. Email messages between Client and members of the project team shall not be construed as an actual or proposed contractual amendment of the services, compensation or payment terms of the Agreement.

Project Requirements The Client shall confirm the objectives, requirements, constraints, and criteria for the Project at its inception. If the Client has established design standards, they shall be furnished to Consultant at Project inception. Consultant will review the Client design standards and may recommend alternate standards considering the standard of care provision.

Independent Consultant Consultant is and shall be at all times during the term of this Agreement an independent consultant and not an employee or agent of the Client. Consultant shall retain control over the means and methods used in performing Consultant's services and may retain subconsultants to perform certain services as determined by Consultant.

Compliance with Laws Consultant shall perform its services consistent with sound professional practice and endeavor to incorporate laws, regulations, codes, and standards applicable at the time the work is performed. In the event that standards of practice change during the Project, Consultant shall be entitled to additional compensation where additional services are needed to conform to the standard of practice.

Permits and Approvals Consultant will assist the Client in preparing applications and supporting documents for the Client to secure permits and approvals from agencies having jurisdiction over the Project. The Client agrees to pay all application and review fees.

Limitation of Liability In recognition of the relative risks and benefits of the project to both the Client and Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of Consultant and its subconsultants to the Client and to all construction contractors and subcontractors on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of Consultant and its subconsultants to all those named shall not exceed \$50,000 or the amount of Consultant's total fee paid by the Client for services under this Agreement, whichever is the greater. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

Consequential Damages Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the Client nor Consultant, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the Client and Consultant shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project or with this Agreement.

Waiver of Subrogation Consultant shall endeavor to obtain a waiver of subrogation against the Client, if requested in writing by the Client, provided that Consultant will not increase its exposure to risk and Client will pay the cost associated with any premium increase or special fees.

Environmental Matters The Client warrants that they have disclosed all potential hazardous materials that may be encountered on the Project. In the event unknown hazardous materials are encountered, Consultant shall be entitled to additional compensation for appropriate actions to protect the health and safety of its personnel, and for additional services required to comply with applicable laws. The Client shall indemnify Consultant from any claim related to hazardous materials encountered on the Project except for those events caused by negligent acts of Consultant.

Cost Opinions Consultant shall prepare cost opinions for the Project based on historical information that represents the judgment of a qualified professional. The Client and Consultant acknowledge that actual costs may vary from the cost opinions prepared and that Consultant offers no guarantee related to the Project cost.

Contingency Fund The Client acknowledges the potential for changes in the work during construction and the Client agrees to include a contingency fund in the Project budget appropriate to the potential risks and uncertainties associated with the Project. Consultant may offer advice concerning the value of the contingency fund; however, Consultant shall not be liable for additional costs that the Client may incur beyond the contingency fund they select unless such additional cost results from a negligent act, error, or omission related to services performed by Consultant.

Safety Consultant shall be responsible solely for the safety precautions or programs of its employees and no other party.

Information from Other Parties The Client and Consultant acknowledge that Consultant will rely on information furnished by other parties in performing its services under the Project. Consultant shall not be liable for any damages that may be incurred by the Client in the use of third party information.

Force Majeure Consultant shall not be liable for any damages caused by any delay that is beyond Consultant's reasonable control, including but not limited to unavoidable delays that may result from any acts of God, strikes, lockouts, wars, acts of terrorism, riots, acts of governmental authorities, extraordinary weather conditions or other natural catastrophes, or any other cause beyond the reasonable control or contemplation of either party.

Waiver of Rights The failure of either party to enforce any provision of these terms and conditions shall not constitute a waiver of such provision nor diminish the right of either party to the remedies of such provision.

Warranty Consultant warrants that it will deliver services under the Agreement within the standard of care. No other expressed or implied warranty is provided by Consultant.

Severability Any provision of these terms later held to be unenforceable shall be deemed void and all remaining provisions shall continue in full force and effect. In such event, the Client and Consultant will work in good faith to replace an invalid provision with one that is valid with as close to the original meaning as possible.

Survival All obligations arising prior to the termination of this Agreement and all provisions of these terms that allocate responsibility or liability between the Client and Consultant shall survive the completion or termination of services for the Project.

Assignments Neither party shall assign its rights, interests, or obligations under the Agreement without the express written consent of the other party.

Governing Law The terms of Agreement shall be governed by the laws of the state where the services are performed provided that nothing contained herein shall be interpreted in such a manner as to render it unenforceable under the laws of the state in which the Project resides.

Collection Costs In the event that legal action is necessary to enforce the payment provisions of this Agreement if Client fails to make payment within sixty (60) days of the invoice date, Consultant shall be entitled to collect from the Client any judgment or settlement sums due, reasonable attorneys' fees, court costs, and expenses incurred by Consultant in connection therewith and, in addition, the reasonable value of Consultant's time and expenses spent in connection with such collection action, computed at Consultant's prevailing fee schedule and expense policies.

Equal Employment Opportunity Consultant will comply with federal regulations pertaining to Equal Employment Opportunity. Consultant is in compliance with applicable local, state, and federal regulations concerning minority hiring. It is Consultant's policy to ensure that applicants and employees are treated equally without regard to race, creed, sex, color, religion, veteran status, ancestry, citizenship status, national origin, marital status, sexual orientation, or disability. Consultant expressly assures all employees, applicants for employment, and the community of its continuous commitment to equal opportunity and fair employment practices.

Attorney Fees Should there be any suit or action instituted to enforce any right granted in this contract, the substantially prevailing party shall be entitled to recover its costs, disbursements, and reasonable attorney fees from the other party. The party that is awarded a net recovery against the other party shall be deemed the substantially prevailing party unless such other party has previously made a bona fide offer of payment in settlement and the amount of recovery is the same or less than the amount offered in settlement. Reasonable attorney fees may be recovered regardless of the forum in which the dispute is heard, including an appeal.

Third Party Beneficiaries Nothing in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder. The Client agrees to include a provision in all contracts with contractors and other entities involved in this project to carry out the intent of this paragraph.

Lien Rights Consultant may file a lien against the Client's property in the event that the Client does not make payment within the time prescribed in this Agreement. The Client agrees that services by Consultant are considered property improvements and the Client waives the right to any legal defense to the contrary.

Captions The captions herein are for convenience only and are not to be construed as part of this Agreement, nor shall the same be construed as defining or limiting in any way the scope or intent of the provisions hereof.

City of Hillsdale BPU
Agenda Item Summary

MEETING DATE: January 9, 2024

AGENDA ITEM #: New Business

SUBJECT: John Deere Backhoe Service Agreement

BACKGROUND PROVIDED BY STAFF: Jeff Gier, Director of Water and Wastewater

Project Background:

We purchased the new backhoe from AIS in December. This is a three year service agreement where AIS keeps track of the hours on the machine and will alert us of any codes that may pop up. AIS will perform all suggested manufacturer's service to machine through this agreement.

RECOMMENDATION:

Staff supports award by the Board to enter the service agreement with AIS at a total cost of \$6,100.74 for three years.



Agreement between AIS and City of Hillsdale

Professional Service

- Service backed by years of experience, performed by qualified technicians
- Preventative maintenance plans carefully drafted specifically for your machine make and model , utilizing years of product research and knowledge within our organization to pin point potential problems and address them during maintenance to prevent costly down time and unecessary repairs caused by commonly overlooked service items.
- Outer air filters changed at 500hr intervals
- Inner / outer air filters, cabin air filters, and crankcase breather filters changed at 1000hr interval
- Valve adjustments performed at manufacturer recommended intervals
- Protect your machines warranty by having all service records and oil sample results needed for claims accessible at a moments notice.
- Receive a detailed inspection noting any minor or major issues that were found and have the option to schedule follow up repairs

Ease of scheduling

- With a signed agreement on file all machine information and agreement terms are entered into our machine tracking system that is monitored full time by Fleet Solutions personell .
- Direct lines of communication available to set up service , report any issues , request past service documents, or any other inquiries you may have
The Fleet solution team can be reach by Phone (517)-449-8612 or by Email at Fleetsolutions@aisequip.com .

Predictable accounting

- With a signed agreement on file the flate rate prices will be honored for the term of the agreement, and will not be subject to inflation
- All travel , labor , parts , oils and normal top off fluids are all included in flat rate prices.

Customer Responsibilities

- Perform Daily and Weekly maintenance in accordance with the manufacturer’s guidelines.
- Have the machine available for AIS to perform Maintenance at a mutually agreed upon time and location.
- Monitor machine hours and report to AIS when the machine is coming due.
- No additional discounts apply

Machine serial:X06027

Model:320P

Contact Name: Jeff Gier Phone: 517-437-3387 Email:Jgier@hillsdalebpu.com

Term : 3 Year New agreement

Price per machine hour: \$8.13

Year 1 250hr: \$2,033.58

Year 2 500hr: \$2,033.58

Year 3 750hr: \$2,033.58

PURCHASER’S SIGNATURE

AIS REPRESENTATIVE

_____ / _____ Jaccob Lange _____

DATE _____

Quote approved by: _____trb_____

Quote valid without signature until __01/20/2024__

City of Hillsdale BPU
Agenda Item Summary

MEETING DATE: January 9, 2024

AGENDA ITEM #: New Business

SUBJECT: HomeServe USA Corporation Service Line Agreement

BACKGROUND PROVIDED BY STAFF: Jeff Gier, Director of Water and Wastewater

Project Background:

Staff has researched options to offer our water and sewer customers an insurance policy to cover the costs of failed service lines. HomeServe USA Corp. offers customers the option to purchase a service plan as described in the agreement. They handle all marketing and billing at no cost to the BPU. They are recognized through the National League of Cities.

RECOMMENDATION:

Staff supports award by the Board to enter into this agreement with HomeServe USA Corporation for an initial three year term.

Savings Solutions for Aging Infrastructure

NLC Service Line Warranty Program

NLC Service Line
Warranty Program by  HomeServe®

Mike Chambers
mike.chambers@homeserveusa.com
724-678-6075

NLC NATIONAL
LEAGUE
OF CITIES

CITIES STRONG TOGETHER

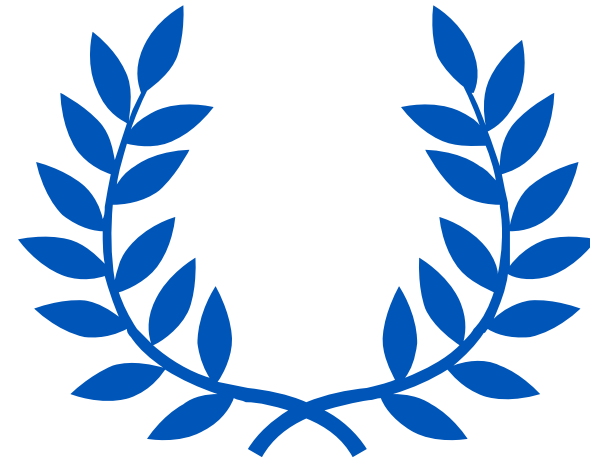
NLC SAVINGS AND SOLUTIONS PROGRAMS

The NLC Service Line Warranty Program is one of seven Savings & Solutions Programs that are offered through corporate partnerships

NLC launched its partnership with Utility Service Partners in 2010, and now there are 1,000+ participating municipalities and utilities



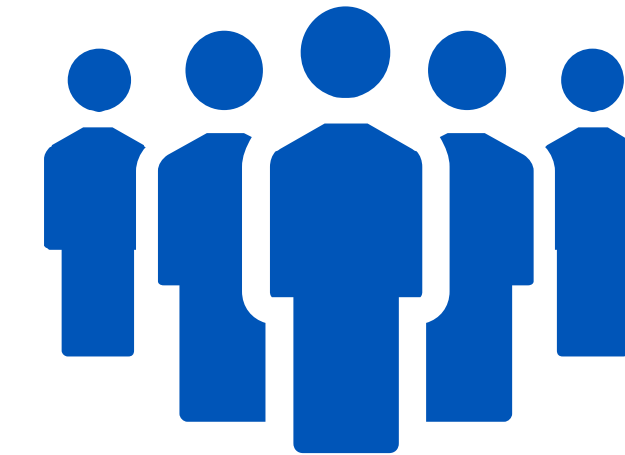
UTILITY SERVICE PARTNERS



EXPERIENCE



REPUTATION



PARTNERSHIP



This award underscores one of the primary reasons the National League of Cities selected USP as a partner and extended our agreement for another five years. The organization's exemplary record of customer service and transparency is what has driven the success of this partnership over the years.

— Clarence Anthony, Executive Director
National League of Cities



AGING INFRASTRUCTURE IS PROBLEMATIC FOR CITIES & HOMEOWNERS



- Lateral lines are subjected to the same elements as public lines -ground shifting, fluctuating temperatures, tree root penetration, corrosion and more
- Failed lines waste thousands of gallons of water and present an environmental hazard
- Common homeowner misconceptions the municipality is responsible for maintenance of the water and sewer lines on their property or repairs are covered by their homeowner's policy

FINANCIAL SHOCK – AN UNPLANNED EXPENSE

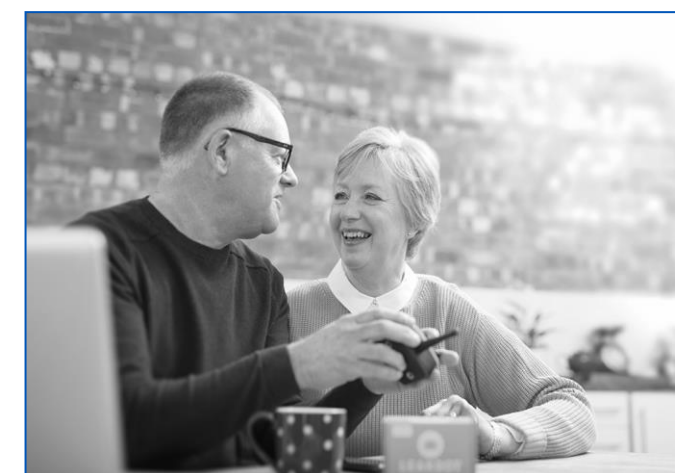
78% of homeowners surveyed believe the utility provider should educate them on repairs and preventative measures



59% of homeowners surveyed have had a home repair emergency in the past year



40% 4 out of 10 Americans can't afford a \$400 emergency expense (and would have to sell something or take out a loan to cover it).*



NLC SERVICE LINE WARRANTY PROGRAM BENEFITS

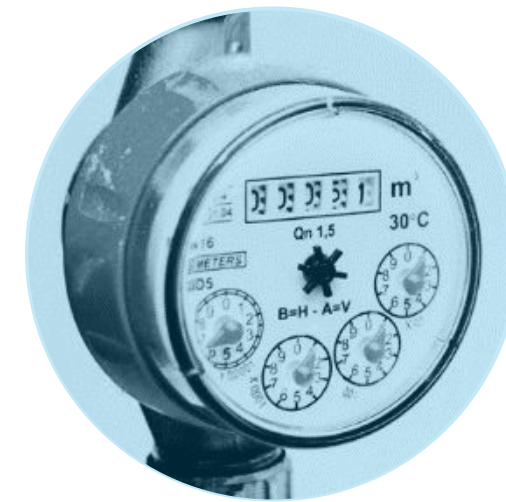


- Only Service Line Program Endorsed by the National League of Cities
- No cost for the Municipality to participate
- Ongoing Revenue Stream for the Municipality
- Educates homeowners about their lateral line responsibilities
- Free Public Awareness Campaign
- Peace of Mind - with one toll-free call a reputable plumber is dispatched
- All repairs performed to code by local licensed contractors
- Contractors undergo rigorous vetting process to ensure quality service

NLC SERVICE LINE WARRANTY PROGRAM AND WHAT IT COVERS



SEWER/SEPTIC LATERAL
COVERAGE



WATER/WELL LINE
COVERAGE

Homeowner repair protection for leaking, clogged or broken water and sewer lines from the point of utility connection to the home exterior

Coverage includes:

- Educating homeowners about their service line responsibilities
- Up to \$8,500 coverage per repair incident
- Includes coverage for thawing of frozen external water lines
- No annual or lifetime limits, deductibles, service fees, forms, or paperwork
- 24/7/365 availability
- Repairs made only by licensed, local contractors
- Affordable rates and multiple payment methods

NLC SERVICE LINE WARRANTY PROGRAM AND WHAT IT COVERS




INTERIOR PLUMBING AND DRAINAGE

Homeowner repair protection for in-home water supply lines and in-home sewer lines and all drain lines connected to the main sewer stack that are broken or leaking inside the home after the point of entry

Coverage includes:

- Up to \$3,000 coverage per repair incident.
- Repair of clogged toilets
- Includes coverage for broken or leaking water, sewer, or drain lines under the slab or basement floor
- No annual or lifetime limits, deductibles, service fees, forms, or paperwork
- 24/7/365 availability
- Repairs made only by licensed, local contractors
- Affordable rates and multiple payment methods

MARKETING APPROACH

- No Public Funds are used in marketing, distribution, or administration of the program.
 - Only market by direct mail, no telemarketing
 - Would never mail without your review and approval of marketing material before each and every campaign
 - Limited mailing campaigns per year
 - Consumer friendly marketing
 - Always voluntary for the homeowner
- 
- Consumers can enroll one of three ways:
 - Calling into our toll free number that is provided on the mailing;
 - Returning the bottom of the letter to us in the self addressed stamped envelope provided
 - Visiting our consumer website www.slwofa.com at any time

SOLUTIONS FOR MUNICIPALITIES AND THEIR HOMEOWNERS



- More than 1,100 municipal and utility partnerships
- Currently serving over 4.5 million customers
- Saved customers over \$520 million in repair costs over the past 3 years
- Consistent customer satisfaction rating of 4.8 out of 5
- 9 of every 10 customers surveyed have recommended the program to friends, family and neighbors



Revenue share and other benefits to city

- Non-tax revenue can be estimated at \$0.50 per product, per month
- Cities utilize funds for important initiatives including:
 - ✓ Infrastructure improvements
 - ✓ Low-income assistance/community charities
 - ✓ Partially offset rate increases
- Saves money for residents that can be re-invested in the local economy
- Reduces calls to the city
- Timely repairs reduce water loss from line breaks

CURRENT MICHIGAN PARTNERS

City of Lathrup Village
City of Roseville
City of Clawson
City of Highland Park
City of Center Line
City of Royal Oak
City of Berkley
City of Pleasant Ridge
City of Ferndale
City of Howell
City of Perry
City of Hazel Park
City of Lincoln Park
Village of Beverly Hills
City of St Clair Shores
City of Huntington Woods
City of Saline
Village of Paw Paw
City of Big Rapids
City of Hamtramck
Village of Kalkaska
Village of St Charles
City of Bangor
City of Burton
City of Keego Harbor
Village of Decatur
City of Rochester



QUESTIONS?

For more information contact:

Mike Chambers

mike.chambers@homeserveusa.com

724-678-6075 (office)

MARKETING AGREEMENT

This MARKETING AGREEMENT (“**Agreement**”) is entered into by and between the City of Hillsdale, Michigan (“**City**”), and Utility Service Partners Private Label, Inc. d/b/a Service Line Warranties of America (“**Company**”), herein collectively referred to singularly as “**Party**” and collectively as the “**Parties**”. This Agreement shall be effective on the last signature date set forth below (“**Effective Date**”).

RECITALS:

WHEREAS, sewer and water line laterals between the mainlines and the connection on residential private property are owned by individual residential property owners residing in the City (“**Property Owner**”); and

WHEREAS, City desires to offer Property Owners the opportunity, but not the obligation, to purchase a service plan and other similar products set forth in Exhibit A or as otherwise agreed in writing from time-to-time by the Parties (each, a “**Product**” and collectively, the “**Products**”); and

WHEREAS, Company, a subsidiary of HomeServe USA Corp., is the administrator of the National League of Cities Service Line Warranty Program and has agreed to make the Products available to Property Owners subject to the terms and conditions contained herein; and

NOW, THEREFORE, in consideration of the foregoing recitals, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and with the intent to be legally bound hereby, the Parties agree as follows:

1. **Purpose.** City hereby grants to Company the right to offer and market the Products to Property Owners subject to the terms and conditions herein.

2. **City Obligations.**

A. Grant of License. City hereby grants to Company a non-exclusive license (“**License**”) to use City's branding (“**Marks**”), on marketing materials in accordance with Exhibit A to be sent to Property Owners from time to time, and to be used in advertising (including on the Company's website), all at Company's sole cost and expense and subject to City's prior review and approval, which will not be unreasonably conditioned, delayed, or withheld. Company's use of the Marks in accordance with this Agreement will not infringe any other party's rights. In the event that City extends a similar license to a competitor of Company during the Term and any Renewal Term of this Agreement, the City shall provide thirty (30) days' notice prior to such grant of license and Company may immediately terminate this Agreement.

B. **Property Owner Data.** If City elects to do so, City may provide Company with Property Owner Data for use by Company in furtherance of the advertisement, marketing, and sale of the Products. Any name, service address, postal address, and any other appropriate or necessary data for Property Owners in City is defined as “**Property Owner Data**”. Property Owners Data shall be and remain City’s property. For any Property Owner Data provided by City to Company, City warrants that Property Owner Data has been and will be collected in compliance with all laws, statutes, treaties, rules, codes, ordinances, regulations, permits, official guidelines, judgments, orders and interpretations (“**Applicable Laws**”); and City is permitted by Applicable Laws and by any applicable privacy policy to provide Property Owner Data to Company and to permit Company to use Property Owner Data for the purposes of this Agreement. A Property Owner who has purchased a Product is a member (“**Member**”) and, following such purchase, all data in Company’s control or possession relating to Members is Company’s property.

3. **Term.** The term of this Agreement (“**Initial Term**”) shall be for three (3) years from the Effective Date. The Agreement will automatically renew for additional one (1) year terms (each a “**Renewal Term**”, and collectively with the Initial Term, the “**Term**”) unless one of the Parties gives the other written notice at least ninety (90) days prior to end of the Initial Term or of a Renewal Term that the Party does not intend to renew this Agreement. In the event that Company is in material breach of this Agreement, the City may terminate this Agreement thirty (30) days after giving written notice to Company of such breach, if said breach is not cured during said thirty (30) day period. Company will be permitted to complete any marketing initiative initiated prior to termination of this Agreement after which time, neither Party will have any further obligations to the other and this Agreement will terminate.

4. **Consideration.** As consideration for such license, Company will pay to City a License Fee of as set forth in Exhibit A (“**License Fee**”) during the Term of this Agreement. The first payment shall be due by January 30th of the year following the conclusion of the first year of the Term. Succeeding License Fee payments shall be made on an annual basis throughout the Term, due and payable on January 30th of the succeeding year. City agrees to provide a completed Form W-9 to Company in order to facilitate proper payment of the License Fee. City will have the right, at its sole expense, to conduct an audit, upon reasonable notice and during normal business hours, of Company's books and records pertaining to any fees due under this Agreement while this Agreement is in effect and for one (1) year after any termination of this Agreement.

5. **Confidentiality.** Each party will treat all non-public, confidential and trade secret information received from the other party as confidential, and such party shall not disclose or use such information in a manner contrary to the purposes of this Agreement. Notwithstanding the foregoing, the City shall not be liable for any disclosure of confidential information that is required to be disclosed under any applicable public records act or under court order. City shall provide notice to Company prior to any such disclosure.

6. **Code Change.** The Parties understand that the pricing of the Products and compensation provided for in this Agreement are based upon the currently applicable City, municipal or similar codes. In the event Company discovers a code change, Company shall have the ability to reassess the pricing of this Agreement.

7. **Indemnification.** Each Party (the “**Indemnifying Party**”) hereby agrees to protect, indemnify, and hold the other Party, its officers, employees, contractors, subcontractors, and agents (collectively or individually, “**Indemnitee**”) harmless from and against any and all third party claims, damages, losses, expenses, suits, actions, decrees, judgments, awards, reasonable attorneys' fees and court costs (individually or collectively, “**Claim**”), which an Indemnitee may suffer or which may be sought against or are recovered or obtainable from an Indemnitee, as a result of or arising out of any breach of this Agreement by the Indemnifying Party, or any negligent or fraudulent act or omission of the Indemnifying Party or its officers, employees, contractors, subcontractors, or agents in the performance of this Agreement; provided that the applicable Indemnitee notifies the Indemnifying Party of any such Claim within a time that does not prejudice the ability of the Indemnifying Party to defend against such Claim. Any Indemnitee hereunder may participate in its, his, or her own defense, but will be responsible for all costs incurred, including reasonable attorneys' fees, in connection with such participation in such defense.

8. **Notice.** Any notice required to be given hereunder shall be deemed to have been given when notice is (i) received by the Party to whom it is directed by personal service, (ii) sent by electronic mail (provided confirmation of receipt is provided by the receiving Party), or (iii) deposited as registered or certified mail, return receipt requested, with the United States Postal Service, addressed as follows:

To: City:
ATTN: Jeff Gier
City of Hillsdale
45 Monroe St.
Hillsdale, MI 49242
Email: jgier@hillsdalebpu.com
Phone: (517) 437-6412

To: Company:
ATTN: Chief Growth Officer
Utility Service Partners Private Label, Inc.
601 Merritt 7, 6th Floor
Norwalk, CT 06851
Phone: (866) 974-4801

9. **Modifications or Amendments/Entire Agreement.** Except for the list of available Products under the Agreement, which may be amended from time to time by the Parties in writing and without signature, any and all of the representations and obligations of the Parties are contained herein, and no modification, waiver or amendment of this Agreement or of any of its conditions or provisions shall be binding upon a Party unless in writing signed by that Party.

10. **Assignment.** Neither Party may assign its rights or delegate its duties under this Agreement without the prior written consent of the other Party unless such assignment or delegation is to an affiliate or to an acquirer of all or substantially all of the assets of the transferor.

11. **Counterparts/Electronic Delivery; No Third Party Beneficiary.** This Agreement may be executed in counterparts, all such counterparts will constitute the same contract and the signature of any Party to any counterpart will be deemed a signature to, and may be appended to, any other counterpart. Executed copies hereof may be delivered by email and upon receipt will be deemed originals and binding upon the Parties hereto, regardless of whether originals are delivered thereafter. Nothing expressed or implied in this Agreement is intended, or should be construed, to confer upon or give any person or entity not a party to this agreement any third- party beneficiary rights, interests, or remedies under or by reason of any term, provision, condition, undertaking, warranty, representation, or agreement contained in this Agreement.

12. **Choice of Law/Attorney Fees.** The Parties shall maintain compliance with all Applicable Laws with respect to its obligations under this Agreement. The governing law shall be the laws of the State of Michigan, without regard to the choice of law principles of the forum state. THE PARTIES HERETO HEREBY KNOWINGLY, VOLUNTARILY, AND INTENTIONALLY WAIVE ANY RIGHT THAT MAY EXIST TO HAVE A TRIAL BY JURY IN RESPECT OF ANY LITIGATION BASED UPON OR ARISING OUT OF, UNDER, OR IN ANY WAY CONNECTED WITH, THIS AGREEMENT.

13. **Incorporation of Recitals and Exhibits.** The above Recitals and Exhibit A attached hereto are incorporated by this reference and expressly made part of this Agreement.

[Signature Page Follows]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the day and year first written below.

CITY OF HILLSDALE

Name:

Title:

Date:

UTILITY SERVICE PARTNERS PRIVATE LABEL, INC.

Name: Michael Backus

Title: Chief Growth Officer

Date:

Exhibit A
NLC Service Line Warranty Program
City of Hillsdale
Term Sheet
January 04, 2024

- I. Initial Term. Three Years.
- II. License Fee. \$0.50 per Product for each month that a Product is in force for a Property Owner (and for which payment is received by Company), aggregated and paid annually, for:
 - A. Use of City logo and name on letterhead, advertising, signature line, and marketing materials.
- III. Products.
 - A. External water service line plan (initially, \$6.49 per month)
 - B. External sewer/septic line plan (initially, \$8.49 per month)
 - C. Interior plumbing and drainage plan (initially, \$9.99 per month)

Pricing does not include taxes. Company may adjust the foregoing Product fees; provided, that any such monthly fee adjustment shall not exceed \$0.50 in any 12-month period. If such adjustment shall exceed \$0.50, both Parties must agree in writing.
- IV. Scope of Coverage.
 - A. External water service line plan:
 - i. Covers Property Owner responsibility: From the curbstop to the external wall of the home.
 - ii. Covers thawing of frozen external water lines.
 - iii. Covers well service lines if applicable.
 - B. External sewer/septic line plan:
 - i. Covers Property Owner responsibility: From the external wall of the home to the sewer main.
 - ii. Covers septic lines if applicable.
 - C. Interior plumbing and drainage plan:
 - i. Covers water supply pipes and drainage pipes within the interior of the home.
- V. Marketing Campaigns. Company shall have the right to conduct up to three campaigns per year (each campaign consists of two mailings) and such other channels as may be mutually agreed. Initially, Company anticipates offering the interior plumbing and drainage plan Product via in-bound phone or web only.

Jeff Gier

Subject: FW: NLC Service Line Program

From: Mike Chambers <Mike.Chambers@homeserveusa.com>
Sent: Wednesday, December 13, 2023 9:02 AM
To: Jeff Gier <jgier@hillsdalebpu.com>
Subject: RE: NLC Service Line Program

Good Morning Jeff,

Thank you for reaching out to me. The pricing language is standard for our agreement. I can let you know that we have not had to raise any of our rates since 2014. If for some reason we would have to raise our rates, we would come to the city first and explain why that needed to be done at which point the city would be able to decide if they wanted to stay in the program or not. No rate increases would ever be completed without your approval.

I will have our team update your address and send you an updated copy.

If you have any further questions, please let me know.

Best regards,

Mike

Mike Chambers
Business Development Director

4000 Town Center Blvd Suite 400
Canonsburg, PA 15317

**NLC Service Line
Warranty Program**
by



SERVLINE

T: 724-678-6075

mike.chambers@homeserveusa.com
www.servicelinepartner.com

Water/Wastewater Director Report

Wastewater Collection and Treatment Report for December 2023

- Treated 31.375 million gallons of wastewater.
- Clean Barber St. lift station.
- Replace digester mixer gear reducer and motor.
- Replace south RAS pump.
- Met with Meijer and Hillsdale County to confirm certificate of occupancy for new store.
- Conference call with Tetra Tech on Barber lift station update. Waiting on data from the College.
- Assist DPS with jetting storm sewer on Oak St.

Water Distribution and Treatment Report for December 2023

- Treated 29.156 million gallons, sold 18.857 million gallons of water.
- Water loss last month at 24%.
- Staff donated their time to participate in light up parade.
- 3 main breaks: Grace/Lynwood, 185 Reading Ave, and River at Wolcott.
- 16 LSL replacements completed, assist as needed.
- Assist Parrish Excavating on water main relocation on Oak St due to storm drain work.
- Inspect water and sewer installations on Hidden Meadows for new duplexes going in.
- Repair leaking service on Reading Ave.

Upcoming projects

- Concord Excavating to start valve replacements January 8th for CDBG.
- General informational meeting January 10th for Westwood Street project.
- Continue verifying materials for service lines (interior only).
- Begin planning for LSL replacements for summer.

Call Outs for December 2023

- One for sewer back up on customer side, one general alarm at WTP.

Water Department Operational Report

2021/2022	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD		FYE 2022
RawWater Pump(MG)	35.949	35.800	35.156	33.966	28.901	29.156							33.155	Avg.	34.593
Treated Water (MG)	29.878	30.525	30.122	28.418	25.259	24.731							28.156	Avg.	30.916
Max. Daily (MG)	1.670	1.357	1.500	1.613	0.994	0.950							1.347	Peak	1.831
Avg. Daily (MG)	0.964	0.985	1.004	0.917	0.842	0.798							0.918	Avg.	1.017
Backwash (MG)	3.828	2.605	1.883	1.465	1.396	1.602							2.130	Avg.	1.612
Water Sold (MG)	25.24	23.87	25.801	23.230	20.388	18.857							22.898	Avg.	21.195
% Treated Sold	84	78	86	82	81	76							81	Avg.	69.0
Water Loss %	16	22	14	18	19	24							19		31.0
Raw Iron (mg/l)	3.65	3.87	3.65	3.59	3.93	4.13							3.80	Avg.	3.71
Finished Iron (mg/l)	0.07	0.06	0.06	0.04	0.05	0.06							0.06	Avg.	0.09
SDWA Stand. (mg/l)	0.30	0.30	0.30	0.30	0.30	0.30								Avg.	
% Removal	98	98	98	99	99	99							99	Avg.	98
Raw Mang. (mg/l)	0.25	0.28	0.28	0.27	0.30	0.29							0.28	Avg.	0.27
Finished Mang. (mg/l)	0.07	0.09	0.08	0.06	0.08	0.08							0.08	Avg.	0.06
SDWA Stand. (mg/l)	0.05	0.05	0.05	0.05	0.05	0.05								Avg.	
% Removal	72	68	71	78	73	72							72	Avg.	78
Chlorine (lb/Mgal)	420.9	468.5	475.8	470.4	476.4	475.3							464.6	Avg.	502.8
Phosphate (lb/Mgal)	29.2	27.8	28.7	27.9	28.9	28.2							28.5	Avg.	37.0
Flouride (lb/Mgal)	10	13.4	13.2	13.4	14.5	14.5							13.2	Avg.	13.4
Pot. Perm.	343	336	325	326	324	306							326.7	Avg.	0.0

Wastewater Department Operations Report

2021/2022	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	%	FYE 2022
Treated (MG)	26.849	29.348	27.532	29.882	28.575	31.375							28.92683	AVG	42.754
Max. Treated (MGD)	1.162	1.058	1.032	1.055	1.060	1.17							1.17	MAX	2.264
Avg. Treated (MGD)	0.895	0.947	0.918	0.964	0.953	0.110							0.797833	AVG	1.388
Precipitation (in)	5.76	2.44	3.17	3.64	1.10	1.76							17.87	TOTAL	48.38
Influent SS (mg/l)	211	196	200	209	212	167							199	AVG	138
Effluent SS (mg/l)	3.3	2.8	2.2	1.4	1.4	1.0							2.0	AVG	1.1
Permit SS (mg/l)	20	20	20	20	20	30									
% Removal	98	99	99	99	99	99							99	AVG	99
Influent CBOD (mg/l)	137	141	142	156	140	168							147	AVG	106
Effluent CBOD (mg/l)	1.88	1.68	1.80	1.84	1.30	1.81							1.7	AVG	1.3
Permit CBOD (mg/l)	4	4	4	4	4	15									
% Removal	99	99	99	99	99	99							99	AVG	99
Inf. Phosphorus (mg/l)	4.1	4.5	4.3	4.5	4.4	4							4.3	AVG	2.9
Eff. Phosphorus (mg/l)	0.7	0.8	0.9	0.7	0.8	0.3							0.70	AVG	0.72
Permit Phosphorus (mg/l)	1	1	1	1	1	1									
% Removal	83	82	79	84	82	93							84	AVG	75
Influent Ammonia (mg/l)	19.6	21.5	25.1	25.1	22	18.6							22.0	AVG	14.1
Effluent Ammonia (mg/l)	0.05	0.04	0.05	0.04	0.02	0.06							0.0	AVG	0.04
Permit Ammonia (mg/l)	0.5	0.5	0.5	0.5	0.5	8.6									
% Removal	100	100	100	100	100	100							100	AVG	100
Effluent Mercury (ng/l)	1.80	NA	NA	1.40	NA	NA							1.60	12 Mo. AVG	0.66
Permit Mercury (ng/l)	2	NA	NA	2	NA	NA									
Sludge - Digest (MG)	0.236	0.224	0.209	0.253	0.228	0.307							1.457	AVG	2.922
Sludge - Land (MG)	0	0	0	0.855	0	0							0.855	TOTAL	0.936
Sludge - Dry Tons	0	0	0	62	0	0							62	TOTAL	78
Ferrous Chlor. (gal/Mgal)	35.7	47.4	55.2	34.0	61.2	18.0							41.9	AVG	29.2
CL2 (lb/Mgal)	20.5	24.5	20.3	20.1	27.3	27.7							23.4	AVG	19.6
SO2 (lb/Mgal)	10.1	10.5	7.8	9.5	9.4	10.00							9.6	AVG	5.8

Operations Report for December 2023

- Safety meeting with AMP
- Mow ROW Hudson RD in Pittsford
- Run URD for cabins at shooting range and at the commons
- URD on S Lk Wilson Rd.
- Change batteries in substations
- Install camera on city hall
- Completed traffic signals and walk and waits at Howell St. and Bacon St. and also McCollum St. and N Howell St.
- Vactor holes for poles on N West St. and on Marion St.
- Remove 3 phase wire from new ball stadium for college to move new transformer to a different location

Incident Report for December 2023

- December had 8 outages
- 1 car vs. pole for 1 customer
- 4 outages effected 55 customers due to squirrels
- 1 caused by burned up jumper that caused 1 customer to lose power
- 2 limbs caused a loss of power 26 customers

Production Report for December 2023

- Monthly substation and building checks
- Cleaned water jacket coolers on engine 5
- Safety meeting with AMP
- Replace contact switch engine 6 oil heater
- Run engine 5 with UIS and Wheeler World to work on issue with shut down from natural gas to diesel

Upcoming Field Projects

- Replace poles on Marion and Ellen St for lift station project
- Work on pole replacements around system
- More URD coming up for Hillsdale College

Electric Utility Report

- Mow more ROW if and when ground conditions allow

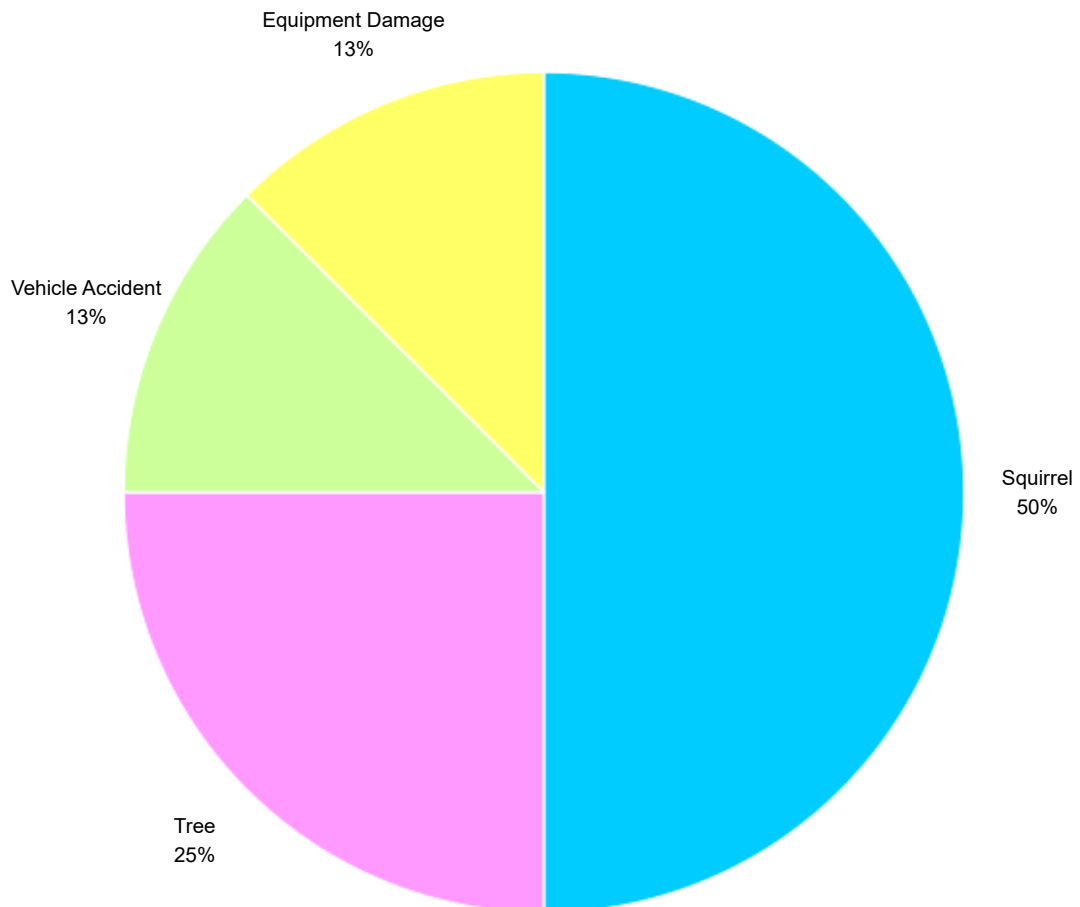
MSCPA Board Meeting

- Coldwater Transmission Purchase Update
- EGLE Response Plan
- Energy & Capacity Discussion - (Closed session)

Causes Pie Chart

Hillsdale Board of Public Utilities

Start Date: 12/01/2023	Substation: -----
End Date: 12/31/2023	Circuit: -----
Top-level Cause: Unscheduled	Report on Outage: <input checked="" type="radio"/> Count <input type="radio"/> Duration <input type="radio"/> Customers Interrupted



Outage Cause	Count
Squirrel	4
Tree	2
Vehicle Accident	1
Equipment Damage	1
Total	8



IEEE Statistics Report

Hillsdale Board of Public Utilities

Start Date

End Date

Remove Major Events?

Top-level Cause

Minimum event duration (in minutes)

Maximum event duration (in minutes)

Substation

Circuit

Exclude Loss of Supply 

 Failure of Greater Transmission
 Loss of Generating Unit

IEEE Results

ASAI (percent)	99.9982%
CAIDI (minutes)	55.06
SAIDI (minutes)	0.754
SAIFI (number of interruptions)	0.0137

Range Results

Event Count	8
APPA Major Event Threshold (minutes)	22.868 ⓘ





MICHIGAN SOUTH CENTRAL POWER AGENCY

168 DIVISION STREET

COLDWATER, MICHIGAN 49036

PHONE (517) 279-6961

FAX (517) 279-6969

INVOICE MONTH: November, 2023

INVOICE DATE: 12/15/2023

DUE DATE: 12/29/2023

TOTAL AMOUNT DUE: \$704,183.53

HILLSDALE BOARD OF PUBLIC UTILITIES

45 MONROE STREET

HILLSDALE, MICHIGAN 49242

ATTN: DAVID MACKIE

MSCPA Member Power Billing - November, 2023

Total Power Charges: \$619,611.63

Transmission / Capacity / Ancillary Services: \$53,387.84

Total Other Charges: \$4,737.10

Total Miscellaneous Charges: \$26,446.97

TOTAL CHARGES \$704,183.53

NOTE: PLEASE SEE ENCLOSED BACKUP FOR ADDITIONAL DETAIL

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

Notes: _____

DETAIL INFORMATION OF POWER CHARGES - November, 2023
Hillsdale

FOR THE MONTH OF:	November, 2023	Total Metered Load kWh:	9,437,224
TIME OF AGENCY PEAK:	11/28/2023 @ H.E. 11:00	AGENCY PEAK kW:	133,907
		MEMBER SHARE OF AGENCY PEAK kW:	17,786
TIME OF MUNICIPAL PEAK:	11/28/2023 @ H.E. 11:00	MUNICIPAL PEAK kW:	17,786
TIME OF TRANSMISSION PEAK (CONS)	11/27/2023 HE 14	AGENCY TRANSMISSION PEAK kW (INC. LOSSES):	134,553
		MEMBER SHARE OF TRANS PEAK kW (INC. LOSSES):	17,992

Hillsdale Resources

Menominee Hydro				
Energy Charge:	\$0.049000	/ kWh *	444,583 kWh =	\$21,784.58
Demand Charge				\$516.64
Subtotal	\$0.050162	/ kWh *	444,583 kWh =	\$22,301.22
Oconto Falls Hydro				
Energy Charge:	\$0.048000	/ kWh *	247,369 kWh =	\$11,873.73
Demand Charge				\$213.44
Subtotal	\$0.048863	/ kWh *	247,369 kWh =	\$12,087.17
AMP Hydro CSW				
Demand Charge:	\$4.116148	/ kW *	3,398 kW =	\$13,986.67
Energy Charge:	-\$0.003781	/ kWh *	1,679,915 kWh =	-\$6,351.79
Capacity Credit:	\$0.987501	/ kW *	-3,398 kW =	-\$3,355.53
REC Credit (Estimate)				-\$17,622.31
Debt Service				\$200,959.63
Rate Levelization				\$14,327.78
Subtotal	\$0.120211	/ kWh *	1,679,915 kWh =	\$201,944.45
AMP Fremont Energy Center				
Demand Charge:	\$4.509436	/ kW *	9,519 kW =	\$42,923.31
Capacity Credit:	\$1.038942	/ kW *	-9,519 kW =	-\$9,889.23
Debt Service				\$46,791.74
Energy Adj for Prior Month				-\$526.57
Subtotal	#DIV/0!	/ kWh *	0 kWh =	\$79,299.25
Meldahl Hydro				
Demand Charge:	\$5.127332	/ kW *	731 kW =	\$3,748.08
Energy Charge:	\$0.001352	/ kWh *	316,366 kWh =	\$427.58
Capacity Credit:	\$0.575458	/ kW *	-731 kW =	-\$420.66
REC Credit (Estimate)				-\$1,898.20
Debt Service				\$25,425.23
Rate Levelization				\$1,463.28
Subtotal	\$0.090861	/ kWh *	316,366 kWh =	\$28,745.32
Settlement of Meldahl Hydro at Meldahl Bus LMP (PJM)				
Energy Charge:	\$0.031230	/ kWh *	-316,366 kWh =	-\$9,880.17
Subtotal	\$0.031230	/ kWh *	-316,366 kWh =	-\$9,880.17
Greenup Hydro				
Demand Charge:	\$7.778559	/ kW *	479 kW =	\$3,725.93
Energy Charge:	\$0.002162	/ kWh *	255,418 kWh =	\$552.11
Capacity Credit:	\$0.620188	/ kW *	-479 kW =	-\$297.07
REC Credit (Estimate)				-\$1,532.51
Debt Service				\$9,883.24
Rate Levelization				\$1,394.13
Subtotal	\$0.053739	/ kWh *	255,418 kWh =	\$13,725.82
Settlement of Greenup Hydro at Greenup Bus LMP (PJM)				
Energy Charge:	\$0.031755	/ kWh *	-255,418 kWh =	-\$8,110.84
Subtotal	\$0.031755	/ kWh *	-255,418 kWh =	-\$8,110.84
Municipal Owned Generation - Diesel (Scheduled)				
Demand Charge:			0 kW	\$0.00
Subtotal	\$0.000000	/ kWh *	0 kWh =	\$0.00
Less Municipal Owned Generation (Scheduled)				
Energy Charge:			0 kWh	\$0.00
Subtotal	\$0.000000	/ kWh *	0 kWh =	\$0.00
Plus Actual Municipal Generation				
Energy Charge:			0 kWh	\$0.00
Subtotal	\$0.000000	/ kWh *	0 kWh =	\$0.00
Generation Deviation from Schedule (RT Sale)				
Energy Charge:			0 kWh	\$0.00
Subtotal	\$0.000000	/ kWh *	0 kWh =	\$0.00
Generation Deviation from Schedule (RT Purch)				
Energy Charge:			0 kWh	\$0.00
Subtotal	\$0.000000	/ kWh *	0 kWh =	\$0.00
MISO Market Power				
On Peak Energy Charge: (M-F HE 08-23 EDT)	\$0.042677	/ kWh *	3,895,511 kWh =	\$166,248.99
Off Peak Energy Charge:	\$0.035727	/ kWh *	3,169,845 kWh =	\$113,250.42
Subtotal	\$0.039559	/ kWh *	7,065,356 kWh =	\$279,499.41
Total Demand Charges:				\$50,421.50
Total Energy Charges:				\$569,190.13
Total Power Charges:			9,437,223.76 kWh	\$619,611.63

TRANSMISSION / CAPACITY / ANCILLARY SERVICES:

DETAIL INFORMATION OF POWER CHARGES - November, 2023
Hillsdale

MISO Transmission Charges (breakdown attached)				\$6,380.51
MISO Capacity Charges (breakdown attached)				\$43,336.96
MISO ancillary services, ARRs and FTRs (breakdown attached)				\$3,670.37
TRANSMISSION / CAPACITY / ANCILLARY SERVICES TOTAL:				\$53,387.84
OTHER CHARGES:				
AMP Dispatch Center Charges:	\$0.000121	/ kWh *	9,437,224 kWh =	\$1,141.45
AMP Service Fee Part A,				
Based on Annual Municipal Sales	\$0.000229	/ kWh *	119,982,000 kWh 1/12 =	\$2,289.66
AMP Service Fee Part B,				
Energy Purchases	\$0.000580	/kWh *	2,251,699 kWh =	\$1,305.99
TOTAL OTHER CHARGES:				\$4,737.10
MISCELLANEOUS CHARGES:				
MSCPA Administration Charges (breakdown attached)				\$11,293.29
Hillsdale ESPP 2023-2025 obligation @ \$1.400 /MWh x 129,888.7 MWh / 12				\$15,153.68
TOTAL MISCELLANEOUS CHARGES:				\$26,446.97
<hr/>				
GRAND TOTAL POWER INVOICE:	\$0.07462 /kWh *		9,437,224 kWh =	\$704,183.53

Hillsdale BPU Board Agenda Item Summary

Meeting Date: January 9, 2023

Agenda Item: Discussion/Communication

SUBJECT: Emergency On-call Service Holiday City

BACKGROUND PROVIDED BY: Electric Superintendent Hammel

The HBPU electric department has been approached by AMP to consider providing after hours emergency services to the Village of Holiday City OH. The contract would be between AMP and the City of Hillsdale BPU. We would not be required to perform routine maintenance. We would only be required to respond to after hours and weekend outages. We would not be required to respond if we had outages on our own system, our customers would always be restored first, in the event that both utilities had outages. The system is very small, approximately 45 electric meters, 30 industrial and about 15 residential. The line crew has gone to Holiday City and surveyed the system. They are open to consideration and have requested that if we choose to enter into an agreement that we have an opt-out after 1 year.

A sample contract is included along with a proposed Scope of Work.

RECOMMENDATION:

Staff recommends further discussion with the BPU Board.



Proposed Scope of Work Distribution Services provided by Hillsdale in Holiday City

- After-hours Emergency outage response
 - AMP will contract with Hillsdale to provide after-hours response services to the Village of Holiday City. AMP will serve as a back-up in the event Hillsdale is unable to provide services, for example due to restoration of its own system.
 - For safety reasons, outages will be restored by at least two individuals.
 - Callouts will be billed at a four-hour minimum.
 - Hillsdale will provide an after-hours number for Holiday City customers to report outages.
 - Hillsdale will respond directly to after-hours outage calls.
 - Any outages occurring during normal business hours will be dispatched to AMP as the primary respondent (through the Circuit Rider agreement) and Hillsdale as the secondary respondent.
 - If neither AMP nor Hillsdale can respond due to other commitments, AMP will seek assistance for outage restoration through the AMP Mutual Aid program.
- Map Build-out

To better aid those responding to after-hours emergency calls, Hillsdale proposes to build-out the existing map to include house numbers and service locations.
- Materials
 - AMP will acquire materials for use in restoration of the Holiday City distribution system.
 - The storage location of those materials still needs to be determined, however, poles will be stored by Hillsdale.

AMP requested clarification on the following items from Holiday City:

- The Village has at least one primary metered customer. Who owns the transformer and wire associated with primary metered customers?
- Can distribution transformers be stored in the village substation and if so, what is the containment in the station?
- The Village has some underground primary and services. Is the underground installed in conduit?
- Requested the Village to provide a list of customer addresses.

DELAWARE DELAWARE MUNICIPAL ELECTRIC CORPORATION INDIANA CANNELTON KENTUCKY BENHAM • BEREA • PADUCAH • PRINCETON • WILLIAMSTOWN
MARYLAND BERLIN MICHIGAN CLINTON • COLDWATER • HILLSDALE • MARSHALL • WYANDOTTE OHIO AMHERST • ARCADIA • ARCANUM • BATAVIA • BEACH CITY • BLANCHESTER
BLOOMDALE • BOWLING GREEN • BRADNER • BREWSTER • BRYAN • CAREY • CELINA • CLEVELAND • CLYDE • COLUMBIANA • COLUMBUS • CUSTAR
CUYAHOGA FALLS • CYGNET • DESHLER • DOVER • EDGERTON • ELOORADO • ELMORE • GALION • GENOA • GEORGETOWN • GLOUSTER • GRAFTON • GREENWICH • HAMILTON
HASKINS • HOLIDAY CITY • HUBBARD • HUDSON • HURON • JACKSON • JACKSON CENTER • LAKEVIEW • LEBANON • LODI • LUCAS • MARSHALLVILLE • MENDON • MILAN • MINSTER
MONROEVILLE • MONTPELIER • NAPOLEON • NEW BREMEN • NEW KNOXVILLE • NEWTON FALLS • NILES • OAK HARBOR • OBERLIN • OHIO CITY • ORRVILLE • PAINESVILLE • PEMBERVILLE
PIONEER • PIQUA • PLYMOUTH • PROSPECT • REPUBLIC • SEVILLE • SHELBY • SHILOH • SOUTH VIENNA • ST. CLAIRSVILLE • ST. MARYS • SYCAMORE • TIPP CITY • TOLEDO
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BLAKELY • CATAWISSA • DUNCANNON • EAST CONEMAUGH • ELLWOOD CITY • EPHRATA • GIRARD • GOLDSBORO • GROVE CITY • HATFIELD • HOOVERVILLE • KUTZTOWN • LANSDALE
LEHIGHTON • LEWISBERRY • MIFFLINBURG • NEW WILMINGTON • PERKASIE • QUAKERTOWN • ROYALTON • SAINT CLAIR • SCHUYLKILL HAVEN • SMETHPORT • SUMMERHILL • WAMPUM
WATSONTOWN • WEATHERLY • ZELENOPLE VIRGINIA BEDFORD • DANVILLE • FRONT ROYAL • MARTINSVILLE • RICHLANDS WEST VIRGINIA NEW MARTINSVILLE • PHILIPPI

THE TOLEDO EDISON COMPANY

NON-REGULATED CONTRACTING SERVICES AGREEMENT

Other providers are available to perform this Work. The regulated electric service received from Toledo Edison will not be impacted in any way regardless of the provider selected to do this Work.

Village of Holiday City, Ohio acting on its own behalf ("Party") located at 13918 County Road M, Holiday City, OH 43543-9785 or as an authorized agent of the Owner who is located 13918 County Road M, Holiday City, OH 43543 (the "Site") and The Toledo Edison Company, an Ohio corporation with its principal address at 76 South Main Street, Akron, Ohio, 44308 ("Toledo Edison"), enter into this Contracting Services Agreement as of December 1, 2016 (collectively "Parties").

In consideration of the mutual promises contained herein, the Parties agree as follows:

- At Party's request and solely for Party's benefit, Toledo Edison shall furnish, as specified in the Work Scope ("Work"), materials and equipment, labor, installation related equipment and/or tools, and miscellaneous expendable job supplies necessary to complete the contracted services at the Site as set forth in the Work Scope and Notes detailed below or attached as Exhibit A and fully incorporated herein by reference.

Work Scope and Notes:

See attached Exhibit A and B

This contract does not include any cost for trenching, backfilling, and / or landscape restoration unless clearly specified above in "Work Scope".

The Work shall be performed in accordance with Toledo Edison's standard practices and quality of workmanship. The Parties shall cooperate, consult and coordinate with each other in the performance of the Work. The Parties agree that Toledo Edison may subcontract for all or any portion of the Work.

- Party shall pay Toledo Edison \$16,005.00, plus applicable tax for performance of the Work described in Exhibit A. Any changes to the Work Scope identified in Exhibit A shall be initiated by written order of the Party and Toledo Edison shall be paid for such additional Work an amount determined, prior to the performance of the additional Work, using either lump sum, unit price, or other agreed upon method of reimbursement.

THE TOLEDO EDISON COMPANY AND PARTY AGREE THE TERMS AND CONDITIONS HERIN SHALL CONSTITUTE THE COMPLETE AND FINAL AGREEMENT BETWEEN THE PARTIES, SUPERSEDING ALL OTHER AGREEMENTS, WRITTEN OR ORAL. THESE TERMS AND CONDITIONS MAY NOT BE MODIFIED HEREAFTER EXCEPT BY WRITTEN AGREEMENT OF TOLEDO EDISON.

THE TOLEDO EDISON COMPANY

By [Signature]
(Signature)

GREG FLACZYNSKI
(Name, Printed)

Title CUSTOMER SUPPORT

12/8/16
(Date)

VILLAGE OF HOLIDAY CITY, OHIO

By [Signature]
(Signature)

GARY L. BAKER
(Name, Printed)

Title VILLAGE ADMINISTRATION

12-2-16
(Date)

Sales & Use Tax Exempt Yes No

Tax Exemption Certificate Yes No

Direct Pay # _____

The quoted price excludes any applicable sales tax. Sales tax will be added unless a tax exemption certificate is provided at the time your order is placed. All sales tax paid by Toledo Edison to its suppliers or subcontractors will be added to this quoted price and included on our invoice.

FOR TOLEDO EDISON'S INTERNAL USE ONLY

CREWS WR NO. 58408889 SAP NOTIF # 742059177 ORDER NO. 15164803

THE TOLEDO EDISON COMPANY GENERAL TERMS AND CONDITIONS

The Toledo Edison Company ("Toledo Edison") and Party agree the terms and conditions herein are incorporated into the Contracting Services Agreement dated December 1, 2016 and together with all referenced attachments and Exhibit A, including cover letter and proposal dated, December 1, 2016 shall constitute the complete and final agreement ("Agreement") between the Parties regarding the subject matter herein, superseding all other agreements written or oral. These terms and conditions may not be modified hereafter except by written agreement of Toledo Edison and Party.

1. **Work.** "Work" is defined herein as set forth in Section 4 or on Exhibit A, which is incorporated herein by reference.
2. **Billing and Payment.** Toledo Edison will invoice Party for the Work performed pursuant to this Agreement. Toledo Edison must receive payment on or before the due date as indicated on the invoice. Failure to comply with these payment terms will result in an assessment of interest, from the due date indicated on the invoice, at one and one-half percent (1½%) per month or the maximum rate of interest allowable by law. Party will incur a charge as permitted for any check returned for non-sufficient funds. Party will be responsible for all costs associated with collection efforts should the account become past due. Toledo Edison has the option to invoice Party for labor, equipment, and materials as costs are incurred by Toledo Edison.
3. **Warranty.** For a period of one hundred eighty (180) days from the date of the contract, Toledo Edison agrees to remedy by repair, replacement, or refund at its sole option, the failure of equipment and materials which is caused by defects in workmanship of Toledo Edison. EXCEPT AS STATED ABOVE, TOLEDO EDISON EXPRESSLY EXCLUDES, AND PARTY HEREBY WAIVES, ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND ANY WARRANTIES ARISING FROM ANY COURSE OF DEALING OR USAGE OF TRADE. Component parts and accessories manufactured by others are not covered by this warranty, and are subject only to the original manufacturer's warranty, if any.
4. **Relationship of Parties.** Except as otherwise expressly provided in this Agreement, Toledo Edison will perform the Work as an independent contractor. Nothing in this Agreement or in the performance of the Work by Toledo Edison shall be construed to create (a) a partnership, joint venture or other joint business arrangement between Toledo Edison and Customer or any of their affiliates, (b) any fiduciary duty owed by Toledo Edison to Customer or any of its affiliates, or (c) a relationship of employer and employee between the parties.
5. **Indemnification.** Party agrees for itself, its successors and assigns, to indemnify, defend, and hold harmless Toledo Edison, its successors, subsidiaries, and affiliates, and their respective agents, employees, successors, assigns, and indemnitees (collectively, the "Indemnified Persons") from all claims, demands, damages, losses, judgments, actions or causes of actions, costs or expenses, (including without limitation, attorneys' fees and litigation expenses) ("Losses") which any of the Indemnified Persons may suffer or incur arising out of, or in any way related to the work performed by Toledo Edison under this Agreement, except to the extent initiated or proximately caused by the negligence or willful misconduct of any of the Indemnified Persons. Party, for itself, its successors and assigns, hereby expressly agrees to waive (but only for the purpose of this indemnity provision) any provision of any workers' compensation act or other similar law whereby Party could preclude its joinder by Toledo Edison as an additional defendant, or avoid liability for damages, contribution, or indemnity in any legal action where Party's employee or employees, heirs, assigns, or anyone otherwise entitled to receive damages by reason of injury or death brings an action at law against any Indemnified Party. If the Party is a General Contractor, it represents and warrants to Toledo Edison that it has the permission to perform the specific work described in this Agreement and that it is the authorized agent of the Owner with authority to enter into this Agreement. Notwithstanding the foregoing, Toledo Edison shall have no responsibility to the Owner, the General Contractor, or any third parties if the Work scope as defined by the General Contractor violates the rights of or causes damage to any third party or government authority.
6. **Limitation of Liability.** Neither Toledo Edison, its affiliated companies, its subcontractors, nor its employees shall be liable for loss of anticipated profits, loss by reason of plant or other facility shutdown, non-operation or increased expense of operation, service interruption, claims of Party or its customers, subcontractors, vendors or suppliers, cost of money, loss of use of capital or revenue arising out of Toledo Edison's work or out of or in connection with Party's use, or inability to use, the facilities, or for any special, incidental or consequential damages of any nature, arising at any time or from any cause whatsoever.
7. **Force Majeure.** Neither party shall be liable to the other for any expenses, loss or damage resulting from delays or prevention of performance arising from causes beyond its reasonable control caused by fire, flood, accident, strike, civil commotion, governmental or military authority, insurrection, riots, embargoes, unavoidable delays in transportation, acts of God, or public enemy.
8. **Ingress/Egress.** The right of ingress or egress to the Site or the location of the Work is hereby granted by Party and Owner to Toledo Edison for the purpose of performing the work contemplated by this Agreement.
9. **Assignment.** This Agreement shall be binding upon and inure to the benefit of the Parties hereto, their successors and assigns. Party, however, shall not assign to any other person or association not affiliated with Party any rights or privileges hereby granted, or authorize any person or association not affiliated with Party the exercise of any rights or privileges herein provided for, without the written consent of Toledo Edison.
10. **Compliance with Law.** Toledo Edison and Party will comply with all applicable Federal, State, and Local statutes, ordinances, rules, and regulations.
11. **Subcontracting.** Toledo Edison may subcontract for the performance of any of its obligations under this Agreement. The Party represents that itself and/or the Owner is not subject to any agreements containing any form of union jurisdictional work division provisions that would in any way delay or prevent Toledo Edison or its subcontractors from performing the work that is the subject matter of this agreement. If any such agreements exist then Party and/or Owner shall either, at the election of Toledo Edison, indemnify it for any losses or costs resulting from the same, or provide Toledo Edison the benefit of its bargain.
12. **Non-Waiver.** The failure of either party to insist or enforce in any instance strict performance of any of the terms hereof or to exercise any of its rights herein shall not be construed as a waiver or relinquishment to any extent of its rights to assert or rely upon such on any future occasion.
13. **Applicable Law and Jurisdiction.** This Agreement shall be governed in all respects by the laws of the State of Ohio and only the Courts of Ohio, or Federal Courts in Ohio shall have jurisdiction.
14. **Parties in Interest.** Nothing in this Agreement is intended to confer any rights or remedies under or by reason of this Agreement on any persons other than the Parties hereto, nor is anything in this Agreement intended to relieve or discharge the obligations or liabilities of any third person or give any third person any right of subrogation or action over or against any party hereto.
15. **Confidentiality.** Party will maintain the confidentiality of all drawings, specifications provided by Toledo Edison under this Agreement ("Confidential Information"). Confidential Information may be disclosed only to those persons who need to know, and only to the extent necessary, in order to carry out the terms of this Agreement. Confidential Information may not be used in any way not specifically allowed under this Agreement, whether or not competitive with the other party, other than as provided herein. For purposes of this Agreement, Confidential Information does not include information which (i) is or becomes generally available to the public without the fault of omission of the Party; (ii) was known to the Party prior to the first disclosure by Toledo Edison, or is independently developed by the Owner; (iii) was received by the Owner without restrictions as to its use from a third party who is lawfully in possession and not restricted as to the use thereof; or, (iv) was independently developed by the Owner through persons who have not had, either directly or indirectly, access to or knowledge of similar information provided by Toledo Edison.
16. **Termination.** If this Agreement is for a term longer than 6 months, it may be terminated by either party at any time upon one hundred twenty (120) days written notice. Any contract commitments, unabsorbed costs and costs associated with labor, equipment and materials realized by Toledo Edison in anticipation of the completion of this Agreement, shall be paid in full by Party upon termination of this Agreement.

Exhibit A to Contracting Services Agreement Work Scope and Notes

Work Scope:

Operation and Maintenance (O&M) Services from January 1, 2017 through December 31, 2017 (year one of a three year O&M agreement with Holiday City, Ohio from 2017 through 2019 submitted in the Toledo Edison proposal on March 18, 2016).

a) Toledo Edison to perform two (2) patrols and visually inspect all above ground facilities on a bi-annual basis with a minimum of four months between inspections unless Holiday City approves otherwise. Toledo Edison shall provide Holiday City a written report detailing what was inspected, conditions, and recommendations for maintenance and repair after completion of the visual inspection.

b) Emergency contact services (contact procedures established and rolled out to Holiday City in 2016) to be maintained by Toledo Edison providing a 24 hour per day, 7 days a week capability to answer and respond to Trouble Calls from Holiday City customers served through the facilities.

c) Toledo Edison substation services personnel to complete standard monthly substation inspections at the new 69 kV Selwyn Drive Substation, as well as a substation battery inspection (one site visit; annually) and a transformer dissolved gas analysis (DGA) testing (one site visit, annually).

Toledo Edison shall provide a continuous monthly log as listed. This log shall be kept at the Holiday City Selwyn Drive Substation control building at all times: i) Maximum Demand (MVA and MW) on each phase of each feeder; ii) Maximum demand (MVA and MW) on each power transformer; iii) Maximum current on each phase of each feeder; iv) Minimum and maximum voltage on each phase of each feeder. The annual battery inspection shall include the following: v) Inspection of electrolyte levels and fill water as necessary; vi) Battery impedance testing; vii) Inspection of battery chargers; adjust and apply equalizing charge when necessary; and viii) clean and inspect as necessary.

The annual substation Power Transformer Dissolved Gas Analysis testing shall be completed for both transformers totaling two. Toledo Edison shall draw the sample and send to laboratory for analysis at Toledo Edison's cost. Toledo Edison shall prepare or have prepared a results report and submit to Holiday City within sixty (60) days of sample being drawn at Toledo Edison's cost.

A monthly written inspection report separate and in addition to the Dissolved Gas Analysis report shall be provided to Holiday City detailing what was inspected, conditions and recommendations for maintenance and repair. The annual battery inspection work, condition and recommendations shall be included in the monthly report that is coincident with when the work was completed

d) All additional and extra repairs, line construction, and substation work associated with trouble calls and requests by Holiday City shall be billed under a separate contract as Emergency Jobbing and Contracting work as Time and Materials.

e) Additional monthly substation inspection work to be completed by Toledo Edison include the following:

Distribution Substation Monthly Inspection

Work Scope: the following inspections are for the 69 kV Selwyn Drive Substation:

Monthly Inspection - (one site visit; monthly)

- ✓ Visually check all bushings and insulators for chips and cracks.
- ✓ Check pressure gauges.
- ✓ Record load readings and counters for each breaker.
- ✓ Check for targets on relay panels and report.
- ✓ Check to see that all indicating lights are working.
- ✓ Check oil levels in transformers.
- ✓ Check temperature gauges and vacuum/pressure gauges on transformers.
- ✓ Check substation lights.
- ✓ Check steel work.
- ✓ Check condition of paint on equipment.
- ✓ Check all equipment grounds and fence grounds.
- ✓ Check condition of substation fencing and gate.
- ✓ Check substation fire extinguisher.
- ✓ Check DC circuits for:
 - 1) Voltage
 - 2) Amperage
 - 3) Grounds
 - 4) Condition of terminals
 - 5) Alarms

A written inspection report shall be prepared and sent to Holiday City monthly. Monthly inspections shall commence upon the written request of the Holiday City Administrator and/or Mayor.

Monthly Substation Inspection Preventive Maintenance

Transformer

Read, record and reset all transformer maximum and indicated top oil temperature and winding hot spot temperatures.
Check oil levels in transformer.
Inspect for oil leaks.
Read and record transformer pressure/vacuum indicators.
Read and record all amp, KVA, and distribution bus voltages.
Read, record, and reset all LTC and regulator maximum raise and lower indicators.
Read and record counter readings.
Read and record regulated voltage output.

Breakers

Visually check all bushings and insulators for chips and cracks.
Read and record all amp readings.
Check pressure gauges.
Record counters.

Substation Yard and Perimeter

Inspect yard for debris, vegetation, etc.
Inspect the fence perimeter for encroachments.
Inspect fence fabric for damage, breaches, or missing tie downs and electrical grounds.
Inspect substation fence and road gate signs to ensure they are intact and legible.
Observe equipment and structure foundations for signs of deterioration.
Observe steel or wood structures for general condition.
Observe that all structure and equipment grounds are intact.

Switchgear / Control Building

Check for targets on relay panels and report.
Check to see that all indicating lights are working.
Check substation lights.
Check steel work.
Check condition of paint on equipment.
Check all equipment grounds and fence grounds.
Check condition of substation fencing and gate.
Check substation fire extinguisher.
Check DC circuits for:
 Voltage
 Amperage
 Grounds
 Condition of terminals
 Alarms

Costing:

The total cost of services is \$16,005.00 annually through 2019.

The total cost of \$16,005.00 will be billed before January 16, 2017 and due upon the terms included in the Toledo Edison Company General Terms and Conditions.

The total annual cost of \$16,005.00 includes the following Routine Services and their respective cost: i) Bi-annual Feeder Inspection - \$2,596.00 annually; ii) Distribution Substation Monthly Inspection - \$8,860.00 annually; iii) Emergency Contact Services - \$2,206.00 annually; iv) Battery Inspection - \$1,468.00 annually; and v) Transformer Dissolved Gas Analysis - \$875.00 annually

Notes:

- i) Any additional items found to be in need of repair will be called to the customer's attention and considered as a separate Toledo Edison Time and Material Jobbing and Contracting project.
- ii) Travel time to and from the job site will be paid as part of the work scope for all men and vehicles/equipment.
- iii) This contract does not include any cost for trenching, backfilling, and / or landscape restoration unless clearly specified above in "Work Scope."
- iv) The Work shall be performed in accordance with Toledo Edison's standard practices and quality of workmanship and Good Utility Practice.
- v) Toledo Edison makes no representations or warranties for continuous service. The Parties acknowledge that service interruptions may occur from time to time in which case Toledo Edison will use every reasonable effort in accordance with Good Utility Practice to restore service in a prompt manner. The expected Toledo Edison average response time from call out to restoration shall be no less than 140 minutes (this is used as a guide).
- vi) Toledo Edison upon written request from the Holiday City Village Administrator or Mayor shall provide Holiday City with a written Scope of Work and Cost Estimate in advance of performing or purchasing any material or equipment to perform such work in addition to the Work Scope outlined under Exhibit A to Contracting Services Agreement Work Scope, Notes, and Substation Inspection Work as a separate Toledo Edison Time and Material Jobbing and Contracting project

2016 Unit Pricing for All Work and Scope Changes (plus any applicable sales tax):

Subcontracted Work – cost plus 25%
Material Purchases – cost plus 25%
Stores/Material – cost plus 75%
Toledo Edison Straight time labor - \$100 per hour
Toledo Edison Overtime labor - \$145 per hour
Toledo Edison Emergency labor - \$175 per hour
Toledo Edison and FirstEnergy Management - \$150 per hour
Toledo Edison and FirstEnergy Emergency Management - \$210 per hour

Toledo Edison Equipment/Vehicle:

Vac truck/Rig - \$500 per hour

Backhoe - \$110 per hour

Bobcat - \$110 per hour

Trencher - \$110 per hour

Battery Trailer - \$90 per hour

Oil Tanker - \$60 per hour

Truck - \$45 per hour

Doble Analyzer - \$20 per hour

Hipotronics Unit - \$25 per hour

Ductor - \$10 per hour

Exhibit B to Contracting Services Agreement

THE TOLEDO EDISON COMPANY

SUBCONTRACTORS AND UNION LOCALS

All site work to be performed by Toledo Edison Union Local 245 personnel and/or Management personnel.