

Mark Halkola, Supervisor  
Traci Sleeman Houle, Clerk  
Christa Gardner, Treasurer  
Aaron Janke, Trustee  
Don Wareham, Trustee



Box 437 • 48545 Main Street  
Dollar Bay, MI 49922  
Phone (906) 482-8578  
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Osceola Township Water Meeting  
Proposed Agenda  
April 14, 2021 6:00 P.M.

1. Call the meeting to order
2. Roll call/attendance
3. Approval of agenda
4. Approval of Minutes
5. Financial Reports
6. Payment of bills
7. Public comment (3 minutes per person)
8. Reports:
  - a. Water operator's: pumpage, repairs/leaks
  - b. Secretary's report
9. Unfinished Business:
  - a.
10. New Business:
  - a.
11. Adjourn

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Osceola Township Water Meeting Minutes  
March 10, 2021 6:00 PM

The regular meeting of the Osceola Township Water Board was called to order by Supervisor Mark Halkola on March 10, 2021, at 6:00 PM via the Zoom platform. Board members present were Mark Halkola, Christa Gardner, Don Wareham, and Aaron Janke. Absent was Traci Houle.

Motion by Wareham, supported by Gardner to approve the agenda. AVIF

Motion by Gardner, supported by Wareham to accept the minutes of the February 10, 2021 meeting. AVIF

Motion by Janke, supported by Wareham to approve the financial reports as presented. AVIF

Motion by Wareham, supported by Gardner for payment of the bills. AVIF

Public Comment: No public comment was given and closed at 6:06 PM.

Reports:

- a. Operator's Report: A written pumpage report for February was submitted. Supervisor Mattfolk gave a verbal report: The bacti tests in both Dollar Bay and Tamarack City were negative. The reads went okay. Has done work for Miss Dig, three meters were changed, price on the quarterly sampling is going to have a significant rate increase.
- b. Secretary's Report: Report not available. Will report at the April Board meeting.

Unfinished Business:

- a. FY20-21 Amended budget, recommendations to the Board: Amendments and FY2021-2020 budget meeting schedule needs to be set. A discussion will need to take place about rate hikes for the upcoming fiscal year.

New Business:

- a. FY21-22 Budget meeting schedule: The tentative meeting schedule was in the Board meeting packet. We are looking at meeting March 16, March 18, and March 22, with the Public Hearing on March 24; or if that date is still needed as a work session, then the Public Hearing will be on March 29. Will be discussed further at the Board meeting.

Public Comment: Cindy Barth asked where the water supervisor was and asked why he cannot be seen. Mr. Halkola informed her of who was attending from the Township Office.

Kristin Lortie asked about the Water Assessment Study, wanting to know who will track it. She also stated that this meeting did not meet the requirements and hopes that the Township will make sure meetings will be posted. Public comment ended at 6:19 PM

A motion was made by Wareham, seconded by Gardner to adjourn at 6:20 PM. AVIF

**Osceola Township-Water Fund**  
**Profit & Loss Budget vs. Actual**  
**April 2020 through March 2021**

	Apr '20 - Mar 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
40-601 · Water Service	164,470.69	192,445.00	-27,974.31	85.5%
40-610 · Water Collected on Taxes	0.00	2,450.00	-2,450.00	0.0%
40-627 · Late Fees	2,972.48	3,100.00	-127.52	95.9%
40-629 · Water Shut Off & On	420.30	1,200.00	-779.70	35.0%
40-665 · Interest on Investments	190.20	300.00	-109.80	63.4%
40-684 · Miscellaneous Revenue	1,660.44	4,955.00	-3,294.56	33.5%
40-700 · Wellhead	0.00	150.00	-150.00	0.0%
40-701 · Hydrants	0.00	3,700.00	-3,700.00	0.0%
40-802 · Hookups	2,500.00	7,500.00	-5,000.00	33.3%
<b>Total Income</b>	<b>172,214.11</b>	<b>215,800.00</b>	<b>-43,585.89</b>	<b>79.8%</b>
<b>Gross Profit</b>	<b>172,214.11</b>	<b>215,800.00</b>	<b>-43,585.89</b>	<b>79.8%</b>
<b>Expense</b>				
701 · Treasurer/Clerk Salary	7,370.00	8,100.00	-730.00	91.0%
702 · Water Supervisor Salary	14,553.00	17,350.00	-2,797.00	83.9%
704 · Water Board Salary	1,600.00	1,800.00	-200.00	88.9%
705 · Secretary Salary	3,294.06	4,700.00	-1,405.94	70.1%
708 · Labor Expense	1,005.00	3,000.00	-1,995.00	33.5%
709 · Payroll Taxes	2,113.93	2,550.00	-436.07	82.9%
710 · Water Sampling	2,201.00	2,800.00	-599.00	78.6%
711 · Insurance Expense	1,670.00	3,600.00	-1,930.00	46.4%
712 · Bond Insurance Expense	0.00	200.00	-200.00	0.0%
727 · Office Rent	1,375.00	1,500.00	-125.00	91.7%
728 · Telephone	1,079.65	1,150.00	-70.35	93.9%
730 · Travel Expense	0.00	0.00	0.00	0.0%
731 · Vehicle Expense	1,447.31	3,000.00	-1,552.69	48.2%
732 · Postage	1,907.71	2,000.00	-92.29	95.4%
740 · Office Supplies	0.00	600.00	-600.00	0.0%
742 · Operating Supplies	1,421.31	9,000.00	-7,578.69	15.8%
745 · Maintenance & Repair	18,354.71	50,250.00	-31,895.29	36.5%
800 · Audit	1,050.00	1,050.00	0.00	100.0%
801 · Engineering, Attorney Fees	0.00	500.00	-500.00	0.0%
802 · Well Head Protection	0.00	250.00	-250.00	0.0%
803 · Water System Improvements	11,985.65	14,000.00	-2,014.35	85.6%
829 · SNB Bonds - principal	43,000.00	43,000.00	0.00	100.0%
830 · SNB Bond Interest	24,460.00	28,000.00	-3,540.00	87.4%
919 · Repair & Replacement Mason	0.00	500.00	-500.00	0.0%
921 · Utilities Expense	9,191.00	10,000.00	-809.00	91.9%
956 · Miscellaneous Expense	424.06	1,200.00	-775.94	35.3%
957 · Training and Conferences	0.00	500.00	-500.00	0.0%
958 · Dues and Memberships	5,124.52	5,200.00	-75.48	98.5%
968 · Depreciation Expense	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>154,627.91</b>	<b>215,800.00</b>	<b>-61,172.09</b>	<b>71.7%</b>
<b>Net Ordinary Income</b>	<b>17,586.20</b>	<b>0.00</b>	<b>17,586.20</b>	<b>100.0%</b>
<b>Net Income</b>	<b>17,586.20</b>	<b>0.00</b>	<b>17,586.20</b>	<b>100.0%</b>

**Osceola Township-Water Fund**  
**Balance Sheet**  
As of March 31, 2021

	Mar 31, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
10-19 · SNB NOW Checking	
10-19-1 · SNB-General Checking	152,131.16
10-19-2 · New Truck Fund	10,500.00
10-19 · SNB NOW Checking - Other	-1,062.74
Total 10-19 · SNB NOW Checking	161,568.42
10-22 · Miner's Bank Money Market	
10-22-1 · New Bond Redemption	71,760.00
10-22-2 · Repair and Replacement	1,946.32
10-22 · Miner's Bank Money Market - Other	424.17
Total 10-22 · Miner's Bank Money Market	74,130.49
Total Checking/Savings	235,698.91
Accounts Receivable	
10-36 · Current Accounts Receivable	-0.20
Total Accounts Receivable	-0.20
Other Current Assets	
10-35 · Water Fund A/R	12,919.66
10-37 · Due from TC Water Dept.	528.40
10-40 · Due from Mason Wastewater Fund	175.00
Total Other Current Assets	13,623.06
Total Current Assets	249,321.77
Fixed Assets	
10-130 · Land	15,500.00
10-141 · Buildings	39,424.36
10-142 · Vehicles	29,500.00
10-144 · Equipment & Machinery	-1.00
10-150 · Fixed Assets - Water Lines	2,547,306.35
10-152 · Fixed Assets-Coast Guard Lines	108,795.02
10-153 · Accumulated Depreciation	-1,548,035.53
Total Fixed Assets	1,192,589.20
<b>TOTAL ASSETS</b>	<b>1,441,910.97</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
20-200 · Accrued interest	12,660.00
20-240 · Due to General Fund	4,669.83
Total Other Current Liabilities	17,329.83
Total Current Liabilities	17,329.83
Long Term Liabilities	
20-300 · Bonds Payable (SNB)	633,000.00
Total Long Term Liabilities	633,000.00
Total Liabilities	650,329.83
Equity	
35-345 · Contributed Capital	432,884.03
35-346 · Contributed Capital-Horner FI	106,400.00
35-390 · Fund Balance	234,710.91
Net Income	17,586.20
Total Equity	791,581.14
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,441,910.97</b>

**Osceola Township-Water Fund**  
**Check Detail**  
 March 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	3880	03/01/2021	Semco Energy		10-19-1 · SNB-...		-75.81
Bill		03/01/2021			921 · Utilities Ex...	-75.81	75.81
TOTAL						-75.81	75.81
Bill Pmt -Check	3881	03/01/2021	UPPCO		10-19-1 · SNB-...		-535.72
Bill		03/01/2021			921 · Utilities Ex...	-535.72	535.72
TOTAL						-535.72	535.72
Bill Pmt -Check	3882	03/01/2021	Visa		10-19-1 · SNB-...		-1,623.33
Bill		03/01/2021			958 · Dues and ...	-1,623.33	1,623.33
TOTAL						-1,623.33	1,623.33
Bill Pmt -Check	3883	03/01/2021	Associated B...		10-19-1 · SNB-...		-470.02
Bill		03/01/2021			731 · Vehicle Ex...	-133.39	133.39
					742 · Operating ...	-199.53	199.53
					742 · Operating ...	-127.17	127.17
					732 · Postage	-9.93	9.93
TOTAL						-470.02	470.02
Bill Pmt -Check	3884	03/08/2021	White Water ...		10-19-1 · SNB-...		-34.00
Bill		03/08/2021			710 · Water Sa...	-34.00	34.00
TOTAL						-34.00	34.00
Bill Pmt -Check	3885	03/17/2021	Robert Mattfolk		10-19-1 · SNB-...		-87.36
Bill		03/17/2021			956 · Miscellane...	-87.36	87.36
TOTAL						-87.36	87.36
Bill Pmt -Check	3886	03/17/2021	g2		10-19-1 · SNB-...		-266.67
Bill		03/17/2021			745 · Maintenanc...	-266.67	266.67
TOTAL						-266.67	266.67
Bill Pmt -Check	3887	03/17/2021	Wuebben Co...		10-19-1 · SNB-...		-350.00
Bill		03/17/2021			803 · Water Syst...	-350.00	350.00
TOTAL						-350.00	350.00
Bill Pmt -Check	3888	03/17/2021	Osceola Twn...		10-19-1 · SNB-...		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	3889	03/22/2021	UPPCO		10-19-1 · SNB-...		-52.68
Bill		03/22/2021			921 · Utilities Ex...	-52.68	52.68
TOTAL						-52.68	52.68

## Osceola Township-Water Fund Check Detail March 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	3890	03/22/2021	Verizon Wirel...		10-19-1 · SNB-...		-47.65
Bill		03/22/2021			728 · Telephone	-47.65	47.65
TOTAL						-47.65	47.65
Bill Pmt -Check	3891	03/22/2021	White Water ...		10-19-1 · SNB-...		-17.00
Bill		03/22/2021			710 · Water Sa...	-17.00	17.00
TOTAL						-17.00	17.00
Bill Pmt -Check	3892	03/25/2021	Waterworks ...		10-19-1 · SNB-...		-800.00
Bill		03/25/2021			745 · Maintenan...	-800.00	800.00
TOTAL						-800.00	800.00
Bill Pmt -Check	3893	03/29/2021	Osceola Twn...		10-19-1 · SNB-...		-8,396.72
Bill		12/31/2020			727 · Office Rent	-125.00	125.00
					709 · Payroll Ta...	-186.15	186.15
					704 · Water Boa...	-50.00	50.00
					704 · Water Boa...	-50.00	50.00
					702 · Water Sup...	-1,323.00	1,323.00
					701 · Treasurer/...	-335.00	335.00
					701 · Treasurer/...	-335.00	335.00
					705 · Secretary ...	-290.25	290.25
					704 · Water Boa...	-50.00	50.00
Bill		01/31/2021			727 · Office Rent	-125.00	125.00
					709 · Payroll Ta...	-179.96	179.96
					704 · Water Boa...	-50.00	50.00
					704 · Water Boa...	-50.00	50.00
					702 · Water Sup...	-1,323.00	1,323.00
					701 · Treasurer/...	-335.00	335.00
					701 · Treasurer/...	-335.00	335.00
					705 · Secretary ...	-209.26	209.26
					704 · Water Boa...	-50.00	50.00
Bill		02/28/2021			727 · Office Rent	-125.00	125.00
					709 · Payroll Ta...	-203.97	203.97
					704 · Water Boa...	-50.00	50.00
					704 · Water Boa...	-50.00	50.00
					702 · Water Sup...	-1,323.00	1,323.00
					701 · Treasurer/...	-335.00	335.00
					701 · Treasurer/...	-335.00	335.00
					705 · Secretary ...	-523.13	523.13
					704 · Water Boa...	-50.00	50.00
TOTAL						-8,396.72	8,396.72

Osceola Township-Water Fund  
Deposit Detail  
March 2021

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Type	Num	Date	Name	Account	Amount
Deposit		03/22/2021		10-19-1 · SNB-Gen...	30,508.13
				10-35 · Water Fund...	-30,508.13
TOTAL					-30,508.13

MONTHLY WELL PUMPAGE

WSSN 1840

MONTH/YEAR 3/21

Day of Month	DAILY PUMPAGE — MILLION GALLONS PER DAY					Daily Total MGD
	Well Number					
1						1310
2						1068
3						1085
4						1084
5						1080
6						1084
7						1292
8						1081
9						1082
10						1294
11						1084
12						1081
13						1081
14						1080
15						1082
16						1293
17						1084
18						1086
19						1085
20						1084
21						1233
22						1083
23						1084
24						1085
25						1086
26						1084
27						1085
28						1258
29						1085
30						1084
31						1085

Remarks:

Monthly Total	2,881
Monthly Maximum	1,310
Monthly Average	1,092
Monthly Minimum	1,073