

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



Box 437 • 48545 Main Street
Dollar Bay, MI 49922
Phone (906) 482-8578
Fax (906) 482-8596

Osceola Township Utility Meeting
Proposed Agenda
September 8, 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. Elm Street Sidewalk Repair Offer
 - b. Elm Street Repair Schedule (between 6th & 5th)
10. New Business:
 - a. Elm Street Resident Property Restoration Requests
11. Public comment (3 minutes per person)
12. Adjourn

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TDD (800) 649-3777

Osceola Township Utility Meeting Minutes
August 11, 2021, at 6:00 p.m.

The regular meeting of the Osceola Township Water Board was called to order by Supervisor Halkola on August 11, 2021, at 6:00 p.m. Board members present were Mark Halkola, Traci Sleeman Houle, Aaron Janke, Don Wareham, and Christa Gardner via teleconference.

Motion by Houle supported by Wareham to approve the agenda. AVIF

Motion by Houle supported by Janke to approve the July 14, 2021, meeting minutes. AVIF

Motion by Wareham, supported by Houle after a brief discussion to accept the financial reports. AVIF

Motion by Houle supported by Wareham after brief discussion on Elm Street for payment of the bills. AVIF

Public Comment: 6:11 p.m. No Public Comment

Reports:

- a. Operator's report: A verbal report by Mr. Mattfolk, and Ron Kokkonen. Meter reads were done on the 1st. BACT T test was negative, second sample was positive, follow up samples were negative. Flushed hydrants found leak on Main Street. Updated report on DNR reroute of ORV/Snowmobile trail. Box culvert at Quincy Creek installation. Road to Mason will be open on August 17, 2021. Approximately 7 residents in Mason still need to hook up to the system. Mr. Janke made mention of the service line placement forms to be filled out for each residence in Mason.
- b. Secretary's report: Written report submitted.

Unfinished business:

- a. Elm Street Update. Restoration and paving left to be completed.

New business:

- a. FY 20-21 Water System Audit, status of. Audit has started

Public Comment: 6:32 p.m. No Public Comment, Mr. Halkola referenced the letter from Mr. Norland and provided an explanation on meters from Core and Main.

Next Water Board Meeting is Wednesday September 8, 2021, at the Osceola Township Boardroom.

Motion by Houle, supported by Janke to adjourn at 6:35 p.m. AVIF

Osceola Township-Water Fund
Profit & Loss Budget vs. Actual
 April through August 2021

	Apr - Aug 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40-601 · Water Service	67,069.26	192,445.00	-125,375.74	34.9%
40-610 · Water Collected on Taxes	0.00	2,450.00	-2,450.00	0.0%
40-627 · Late Fees	1,214.23	3,100.00	-1,885.77	39.2%
40-629 · Water Shut Off & On	125.00	1,200.00	-1,075.00	10.4%
40-665 · Interest on Investments	71.98	300.00	-228.02	24.0%
40-684 · Miscellaneous Revenue	65.06	4,955.00	-4,889.94	1.3%
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	1,086.00	7,500.00	-6,434.00	14.2%
Total Income	<u>69,611.53</u>	<u>215,800.00</u>	<u>-146,188.47</u>	<u>32.3%</u>
Gross Profit	69,611.53	215,800.00	-146,188.47	32.3%
Expense				
701 · Treasurer/Clerk Salary	3,350.00	8,100.00	-4,750.00	41.4%
702 · Water Supervisor Salary	6,615.00	17,350.00	-10,735.00	38.1%
704 · Water Board Salary	700.00	1,800.00	-1,100.00	38.9%
705 · Secretary Salary	1,832.66	4,700.00	-2,867.34	39.0%
708 · Labor Expense	370.00	3,000.00	-2,630.00	12.3%
709 · Payroll Taxes	984.39	2,550.00	-1,565.61	38.6%
710 · Water Sampling	898.00	2,800.00	-1,902.00	32.1%
711 · Insurance Expense	1,309.00	3,600.00	-2,291.00	36.4%
712 · Bond Insurance Expense	0.00	200.00	-200.00	0.0%
727 · Office Rent	625.00	1,500.00	-875.00	41.7%
728 · Telephone	239.00	1,150.00	-911.00	20.8%
730 · Travel Expense	0.00	0.00	0.00	0.0%
731 · Vehicle Expense	1,423.69	3,000.00	-1,576.31	47.5%
732 · Postage	654.73	2,000.00	-1,345.27	32.7%
740 · Office Supplies	0.00	600.00	-600.00	0.0%
742 · Operating Supplies	198.35	9,000.00	-8,801.65	2.2%
745 · Maintenance & Repair	44,118.42	50,250.00	-6,131.58	87.8%
800 · Audit	0.00	1,050.00	-1,050.00	0.0%
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	24,614.46	14,000.00	10,614.46	175.8%
829 · SNB Bonds - principal	43,000.00	43,000.00	0.00	100.0%
830 · SNB Bond Interest	11,800.00	28,000.00	-16,200.00	42.1%
919 · Repair & Replacement Mason	0.00	500.00	-500.00	0.0%
921 · Utilities Expense	3,337.42	10,000.00	-6,662.58	33.4%
956 · Miscellaneous Expense	145.08	1,200.00	-1,054.92	12.1%
957 · Training and Conferences	0.00	500.00	-500.00	0.0%
958 · Dues and Memberships	252.50	5,200.00	-4,947.50	4.9%
968 · Depreciation Expense	0.00	0.00	0.00	0.0%
Total Expense	<u>146,467.70</u>	<u>215,800.00</u>	<u>-69,332.30</u>	<u>67.9%</u>
Net Ordinary Income	<u>-76,856.17</u>	<u>0.00</u>	<u>-76,856.17</u>	<u>100.0%</u>
Net Income	<u><u>-76,856.17</u></u>	<u><u>0.00</u></u>	<u><u>-76,856.17</u></u>	<u><u>100.0%</u></u>

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

	Aug 31, 21
ASSETS	
Current Assets	
Checking/Savings	
10-19 · SNB NOW Checking	
10-19-1 · SNB-General Checking	87,640.47
10-19-2 · New Truck Fund	12,000.00
10-19 · SNB NOW Checking - Other	-1,012.68
Total 10-19 · SNB NOW Checking	98,627.79
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	491.35
Total 10-22 · Miner's Bank Money Market	74,197.67
Total Checking/Savings	172,825.46
Accounts Receivable	
10-36 · Current Accounts Receivable	-0.20
Total Accounts Receivable	-0.20
Other Current Assets	
10-35 · Water Fund A/R	41,080.59
10-37 · Due from TC Water Dept.	468.40
10-40 · Due from Mason Wastewater Fund	175.00
Total Other Current Assets	41,723.99
Total Current Assets	214,549.25
Fixed Assets	
10-130 · Land	15,600.00
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
TOTAL ASSETS	1,407,138.45
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20-202 · Accounts Payable	11,554.62
Total Accounts Payable	11,554.62
Other Current Liabilities	
20-200 · Accrued interest	11,800.00
20-240 · Due to General Fund	4,669.83
Total Other Current Liabilities	16,469.83
Total Current Liabilities	28,024.45
Long Term Liabilities	
20-300 · Bonds Payable (SNB)	590,000.00
Total Long Term Liabilities	590,000.00
Total Liabilities	618,024.45
Equity	
35-345 · Contributed Capital	432,884.03
35-346 · Contributed Capital-Horner FI	106,400.00
35-390 · Fund Balance	325,686.14
Net Income	-76,856.17
Total Equity	789,114.00
TOTAL LIABILITIES & EQUITY	1,407,138.45

Osceola Township-Water Fund
Check Detail
 August 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	3940	08/03/2021	Associated B...		10-19-1 · SNB-...		-688.28
Bill		08/03/2021			731 · Vehicle Ex...	-207.34	207.34
					732 · Postage	-328.50	328.50
					956 · Miscellane...	-30.61	30.61
					742 · Operating ...	-121.83	121.83
TOTAL						-688.28	688.28
Bill Pmt -Check	3941	08/03/2021	UPPCO		10-19-1 · SNB-...		-1,266.62
Bill		08/03/2021			921 · Utilities Ex...	-1,266.62	1,266.62
TOTAL						-1,266.62	1,266.62
Bill Pmt -Check	3942	08/09/2021	Aire Care		10-19-1 · SNB-...		-72.40
Bill		08/09/2021			745 · Maintenanc...	-72.40	72.40
TOTAL						-72.40	72.40
Bill Pmt -Check	3943	08/16/2021	Core & Main ...		10-19-1 · SNB-...		-1,067.58
Bill		08/16/2021			745 · Maintenanc...	-807.00	807.00
					745 · Maintenanc...	-200.54	200.54
					745 · Maintenanc...	-60.04	60.04
TOTAL						-1,067.58	1,067.58
Bill Pmt -Check	3944	08/16/2021	U.S. Postmas...		10-19-1 · SNB-...		-94.15
Bill		08/16/2021			732 · Postage	-94.15	94.15
TOTAL						-94.15	94.15
Bill Pmt -Check	3945	08/16/2021	White Water ...		10-19-1 · SNB-...		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	3946	08/16/2021	Wuebben Co...		10-19-1 · SNB-...		-24,614.46
Bill		08/16/2021			803 · Water Syst...	-24,614.46	24,614.46
TOTAL						-24,614.46	24,614.46
Bill Pmt -Check	3948	08/16/2021	White Water ...		10-19-1 · SNB-...		-34.00
Bill		08/16/2021			710 · Water Sa...	-34.00	34.00
TOTAL						-34.00	34.00
Bill Pmt -Check	3949	08/23/2021	UPPCO		10-19-1 · SNB-...		-30.17
Bill		08/23/2021			921 · Utilities Ex...	-30.17	30.17
TOTAL						-30.17	30.17
Bill Pmt -Check	3950	08/25/2021	Bay Electric Inc		10-19-1 · SNB-...		-70.00
Bill		08/25/2021			745 · Maintenanc...	-70.00	70.00

Osceola Township-Water Fund
Check Detail
August 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
TOTAL						-70.00	70.00
Bill Pmt -Check	3951	08/25/2021	Verizon Wirel...		10-19-1 · SNB-...		-48.33
Bill		08/25/2021			728 · Telephone	-48.33	48.33
TOTAL						-48.33	48.33
Bill Pmt -Check	3952	08/25/2021	White Water ...		10-19-1 · SNB-...		-34.00
Bill		08/25/2021			710 · Water Sa...	-34.00	34.00
TOTAL						-34.00	34.00
Bill Pmt -Check	3953	08/30/2021	Core & Main ...		10-19-1 · SNB-...		-809.05
Bill		08/30/2021			745 · Maintenanc...	-809.05	809.05
TOTAL						-809.05	809.05
Bill Pmt -Check	3954	08/30/2021	White Water ...		10-19-1 · SNB-...		-17.00
Bill		08/30/2021			710 · Water Sa...	-17.00	17.00
TOTAL						-17.00	17.00
Bill Pmt -Check	3955	08/30/2021	Semco Energy		10-19-1 · SNB-...		-24.93
Bill		08/30/2021			921 · Utilities Ex...	-24.93	24.93
TOTAL						-24.93	24.93
Bill Pmt -Check	3956	08/30/2021	Associated B...		10-19-1 · SNB-...		-226.70
Bill		08/30/2021			731 · Vehicle Ex...	-198.67	198.67
					732 · Postage	-9.93	9.93
					745 · Maintenanc...	-18.10	18.10
TOTAL						-226.70	226.70

Osceola Township-Water Fund
Deposit Detail
 August 2021

Type	Num	Date	Name	Account	Amount
Deposit		08/03/2021		10-19-1 · SNB-Gen...	2,081.60
				10-35 · Water Fund...	-2,081.60
TOTAL					-2,081.60
Deposit		08/19/2021		10-19-1 · SNB-Gen...	1,423.08
				10-35 · Water Fund...	-1,423.08
TOTAL					-1,423.08

MONTHLY WELL PUMPAGE

WSSN 1840

MONTH/YEAR 8/21

Day of Month	DAILY PUMPAGE — MILLION GALLONS PER DAY				Well Number	Pumpage		Daily Total MGD
	1	2	3	4		2	3	
1								.0877
2								1.300
3								1.055
4								1.1403
5					5			1.2136
6								.0825
7								.0834
8								.1337
9								.0851
10					10			.0947
11								.0801
12								.0795
13								.0865
14								.1304
15					15			.1013
16								.1068
17								.0941
18								.1146
19								.1642
20					20			.0932
21								.1160
22								.0894
23								.0842
24								.1251
25					25			.0986
26								.0858
27								.0849
28								.0821
29					0369			.1074
30								.1243
31								.0830

Remarks: Flashing hydrant

Monthly Total	3.1909
Monthly Maximum	1.2136
Monthly Average	1.029
Monthly Minimum	.0795



Po Box 678
 Dollar Bay, MI 49922
 (906) 482-7871
 wuebbenconstruction.com

COPY

Proposal

Proposal #:21133
 Date Submitted:08/04/21
 License #:2101164965

Proposal Submitted To:

Osceola Township
 Attn: Mark Halkola
 PO Box 437
 Dollar Bay, MI 49922
 (906) 482-8596

Work Performed at:

Elm Avenue
 Dollar Bay, MI 49922

We propose to supply the materials and labor necessary for the following sidewalk(s) project:

- Prep areas of sidewalk (previously removed for water lines) for new concrete
- Pour concrete to sidewalk sections prepped, broom finished, grooved

\$8,500.00

Eight Thousand Five Hundred Dollars

Wuebben Construction will dispose of all construction materials

Respectfully Submitted: Jed Wuebben

Payment Terms: 50% at the start of the project, and the remainder to be paid upon completion.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order and will become an extra charge over and above estimate. All agreements are contingent upon accidents, significant material price increases, or delays beyond our control.

Proposal Terms: The quotation above is valid for (30) days from the date submitted.

Acceptance of Proposal:

The above prices, specifications and conditions are satisfactory and are hereby accepted You are authorized to do the work as specified, with the payments as outlined above.

Signature: _____

Date: _____

Service and Quality

Licensed and Insured

Dollar Bay Water Fees
2021 - 2022 Fiscal Year

Month	Water Debt	Water	Delq. Tag	NSF	Turn on/off	Late Fees	Miscellaneous	Monthly Total
Apr - May 2021	\$766.78	\$32,785.69	\$0.00	\$0.00	\$25.00	\$639.93	\$10.00	\$34,227.40
Jun - Jul 2021	\$742.82	\$32,773.97	\$0.00	\$0.00	\$100.00	\$574.30	\$0.00	\$34,191.09
Aug - Sept 2021								\$0.00
Oct - Nov 2021								\$0.00
Dec 2021 - Jan 2022								\$0.00
Feb - Mar 2022								\$0.00
Yearly Total	\$1,509.60	\$65,559.66	\$0.00	\$0.00	\$125.00	\$1,214.23	\$10.00	\$68,418.49

Miscellaneous fees: Water vacation, Misc., Hook up fee, New Meter fee, Final read/New owner

COPY

Proposal



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