

**OSCODA TOWNSHIP  
REGULAR BOARD MEETING  
AGENDA & NOTICE  
March 9, 2020 - 6:15 P.M.  
Robert J. Parks Library Conference Room  
6010 N. Skeel Ave  
Oscoda, MI 48750  
(989)739-9581**

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Posted Date: _____
Press Notification Date: _____
Posted by: _____

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**CLOSED SESSION:** to discuss privileged and confidential information dated 3/5/20 concerning MAMA

**OPEN SESSION**

**AGENDA ADDITIONS:**

**PUBLIC COMMENTS:** (Please fill out a comment card and submit to the Superintendent – you have 4 minutes to speak)

**CONSENT AGENDA:**

**Approval of Minutes:**

1. Work Session Meeting Minutes – February 21, 2020
2. Work Session Meeting Minutes – February 21, 2020
3. Regular Meeting Minutes – February 24, 2020

**Finance:**

1. Payment of Bills (Oscoda Township) – Total - \$140,325.31
  - a. Prepaid – March 3, 2020 - \$33,873.18
  - b. Check Run – March 10, 2020 - \$106,452.13
  - c. Drug Forfeiture Trust & Agency

**SUB COMMITTEE REPORTS AND PROJECT UPDATES: (As Available)**

1. Re-Cabling Project and Phone System Upgrade at Township Hall
2. Update on the RAB for March 18<sup>th</sup>, 2020
3. Update from the Zoning Administrator
4. Update on Phase II of the Water Main Extension
5. 2020 Downtown Summit Wednesday April 1<sup>st</sup> 2020 at 6:00pm at the Warrior Pavilion

**REPORTS:**

1. **Superintendent** ----- Schaeffer
  - a. Life and Disability & Short-Term Disability Policy Renewal
  - b. Oscoda Township Fire Department Helmet Purchase
  - c. Oscoda Township Fire Department Rescue Saw Purchase
  - d. Beckett & Raeder Proposal for Form Based Code in the B-2 District
  - e. Request to Advertise for Dust Control RFP
  - f. Request from AuSable Township to Purchase a Retired Police Vehicle
  - g. Township Hall Re-Cabling and Phone Replacement Project
  - h. Placeholder Item for the Sale of Real Property

**RESOLUTIONS AND ORDINANCES:**

- a. Resolution 2020-04: Michigan Department of Natural Resources Trust Fund Grant Application

**OTHER:**

1. AuSable-Oscoda Historical Museum & Society
2. Request for Work Session associated with the Consolidated Municipal Services Center

**PUBLIC COMMENTS:**

**BOARD COMMENTS:**

**INFORMATIONAL:**

1. Consumers Energy Net Zero
2. EGLE Lead Service Line Reminder
3. HSRUA Operating Report for February 2020
4. Alpena Community College Newsletter "What's Next?"
5. Alpena Community College "ACC Talks" June 3<sup>rd</sup> is Roger Wood "HR Challenges for All Sectors"

## Work Session Minutes February 21, 2020

**Call to Order** – The meeting was called to order at 9:01 a.m. at the Robert J. Parks Library located at 6010 North Skeel Avenue, Oscoda Michigan 48750.

**Roll Call** – Board Members Present: Mr. Cummings, Mr. Gayeski, Ms. McGuire, Mr. Nordeen  
Board Members Absent: Mr. Baier, Mr. Palmer, Mr. Weed  
Others Present: Mr. Dickerson, Mr. Schaeffer

**Agenda Additions** – None

**Public Comment** – None

**Discuss February 24, 2020 Board Meeting Packet** – There was general discussion about the fund summary reports, the real estate brokerage RFP, and the recommendation from the Economic Improvement Committee (EIC) concerning the Pine Street and Perimeter Road properties. The recommendation from the Economic Improvement Committee (EIC) concerning the digital marketing proposal contract and the ROWE proposal for the losco Exploration Trail (IET) phase three were also discussed.

**Questions & Answers** – None

**Consider Need for Follow Up/Additional Information** – Mr. Cummings asked how the community development fellowship program had existed for and Mr. Schaeffer indicated that he would find the answer. Mr. Nordeen suggested the possibility of including the sewer fund in the cost allocation for the tarp assembly repair on the dump truck. Mr. Nordeen also asked what about the reasonable expectation for water loss.

**Public Comment** – Greg Schulz re: Community Development Fellowship Program, losco Exploration Trail (IET) bike path, township water meters, fire hydrant plowing, and Downtown Development Authority (DDA) fund balance

**Board and Staff Comments** – Mr. Gayeski re: Fire hydrant plowing; Mr. Cummings re: Re-cabling project and phone system upgrade at township hall, PFAS documentary and movie, and Old Orchard Park internet; Mr. Nordeen re: Old Orchard Park internet; Mr. Schaeffer re: Upcoming trainings

**Adjourn** – The meeting was adjourned at 10:12 a.m.

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Aaron Weed  
Supervisor  
Charter Township of Oscoda

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John Nordeen  
Clerk  
Charter Township of Oscoda

DRAFT

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## Work Session Minutes February 21, 2020

**Call to Order** – The meeting to order at 4:00 p.m. at the Oscoda High School Auditorium located at 3550 East River Road, Oscoda, Michigan 48750.

**Roll Call** – Board Members Present: Mr. Baier, Mr. Cummings, Mr. Gayeski, Ms. McGuire, Mr. Nordeen, Mr. Weed  
Board Members Absent: Mr. Palmer  
Others Present: Mr. Dickerson, Mr. Schaeffer

**Introduction of Michigan Aerospace Manufacturers Association (MAMA)** – Mr. David Dailey, a representative of Greenbush Township and the Oscoda-Wurtsmith Airport Authority, gave an overview of the meeting. Mr. Dailey recognized several individuals in attendance. Finally, Mr. Dailey introduced Gavin Brown, the president of MAMA.

**Update from MAMA** – Mr. Brown presented information regarding the Michigan Launch Initiative and specifically the horizontal launch component of the project.

**Public Comment** – Many members of the audience submitted written questions and Mr. Brown, Mr. Dailey and State Representative Sue Allor provided responses to the questions.

**Adjourn** – The meeting was adjourned at 4:54 p.m.

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Aaron Weed  
Supervisor  
Charter Township of Oscoda

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John Nordeen  
Clerk  
Charter Township of Oscoda

## Regular Board Meeting Minutes February 24, 2020

**Call to Order** – Mr. Weed called the meeting to order at 7:00 p.m. at the Robert J. Parks Library located at 6010 North Skeel Avenue, Oscoda Michigan 48750.

**Pledge of Allegiance** – All said the Pledge of Allegiance.

**Roll Call** – Board Members Present: Mr. Baier, Mr. Cummings, Mr. Gayeski, Ms. McGuire, Mr. Nordeen, Mr. Weed

Board Members Absent: Mr. Palmer

Others Present: Mr. Schaeffer

**Agenda Additions** – Add – Resolutions and Ordinances: 1. Resolution 2020-03: Oscoda Charter Township's Resolution of Support TAP Grant #2020008

**Adoption of Agenda** – Mr. Gayeski supported a motion by Ms. McGuire to approve the agenda.

ALL YEAS

MOTION CARRIED

**Public Comment** – Arnie Leriche re: Restoration Advisory Board (RAB) meeting

**Consent Agenda** – Mr. Cummings supported a motion by Ms. McGuire to accept the consent agenda.

ALL YEAS

MOTION CARRIED

### **Sub Committee Reports and Project Updates**

**Re-Cabling Project and Phone System Upgrade at Township Hall** – Mr. Cummings spoke about the tentative date for the new phone system transition being March 20<sup>th</sup>. Mr. Cummings also spoke about the disaster recovery fiber failover aspect of the service.

**Update on the RAB for March 18th, 2020** – Mr. Cummings spoke about the video broadcast arrangements for the upcoming and past RAB meetings.

### **Update on the Michigan Aerospace Manufacturers Association Horizontal Launch**

– Mr. Schaeffer spoke about the recent work session that was held on Friday, February 21, 2020. Mr. Schaeffer also noted the selection of the horizontal launch component of the launch initiative.

### **Update from ROWE Engineering**

– Rick Freeman from ROWE Engineering presented the board with a monthly report. Mr. Cummings questioned the amount of the match associated with the bike path grant and Mr. Freeman spoke on the topic. Ms. McGuire raised a question about the Old Orchard Park erosion project and Mr. Freeman provided an answer. Mr. Baier questioned the tree removal associated with the bike path and Mr. Freeman and Mr. Schaeffer spoke about it.

### **Update from the Economic Improvement Director**

– Todd Dickerson, the economic improvement director, presented the board with a report update. Mr. Baier questioned local companies' possible association with the potential spaceport. Mr. Nordeen requested an updated implementation matrix.

**Recent PFAS Events** – Mr. Weed spoke about his attendance at the showing of a documentary focusing on PFAS as well as a showing of the movie Dark Waters. Mr. Weed also noted that he attended a PFAS and PBB conference. Mr. Baier asked if there were state public officials also in attendance and Mr. Weed confirmed that there were. Mr. Cummings also noted his work regarding the possibility of showing the documentary focusing on PFAS locally.

## **Superintendent's Report**

**Real Estate Brokerage RFP** – Ms. McGuire supported a motion by Mr. Baier that the economic improvement director publish an RFP for real estate brokerage services for the township-owned properties starting in April of 2020 with the details provided.

ALL YEAS  
MOTION CARRIED

Ms. McGuire asked if a real estate broker was necessary or if Mr. Dickerson could perform the function. Mr. Dickerson addressed Ms. McGuire's question. Mr. Baier and Mr. Cummings asked about the terms of the existing and proposed contracts and Mr. Schaeffer provided clarification. Mr. Baier expressed his support of competition for the service.

**Recommendation from the EIC Concerning Pine St Properties and Perimeter Rd Properties** – Mr. Gayeski supported a motion by Ms. McGuire to remove the specific properties from the listing agreement with Real Estate One.

ALL YEAS  
MOTION CARRIED

**Recommendation from EIC Concerning Digital Marketing Proposal Contract** – Ms. McGuire supported a motion by Mr. Weed to approve the contract with Digital-55 for digital marketing services in the amount not to exceed \$30,800 and approve the clerk and supervisor to execute all related documents.

ALL YEAS  
MOTION CARRIED

Ms. McGuire inquired about method of the advertisement of the RFP and Mr. Dickerson spoke about the details.

**Community Development Fellowship Program** – Mr. Cummings supported a motion by Ms. McGuire to apply for the fellowship program through CEDAM and authorize the clerk and supervisor to execute all the necessary documents.

ALL YEAS  
MOTION CARRIED

Ms. McGuire inquired about the cost and scope of the program and Mr. Schaeffer provided an answer. Mr. Gayeski asked if the term was for one year and Mr. Schaeffer confirmed that it was. Mr. Baier asked about the schedule of payment and Mr. Schaeffer provided clarification.

**Consumers Energy Foundation Pitch Competition “Put Your Town on the Map”** – Mr. Cummings supported a motion by Ms. McGuire to apply for the Consumer’s Energy Foundation pitch competition.

ALL YEAS  
MOTION CARRIED

**Tarp Assembly on the Dump Truck** – Mr. Gayeski supported a motion by Mr. Cummings to approve the tarp assembly in the amount not to exceed \$2,672.50 to Northern Truck Repair with a half distribution across the two accounts.

YEAS – Mr. Baier, Mr. Cummings, Mr. Gayeski, Mr. Nordeen, Mr. Weed  
NAYS – Ms. McGuire  
MOTION CARRIED

Mr. Baier asked for information about how the damage to the truck occurred. Mr. Weed indicated that the information was unknown. Mr. Schaeffer stated that various solutions to avoid similar scenarios in the future had been discussed. There was discussion about the cost allocation.

**ROWE Proposal for IET Phase 3** – Ms. McGuire supported a motion by Mr. Cummings to approve the ROWE proposal for an amount not to exceed \$17,500.

ALL YEAS  
MOTION CARRIED

Mr. Gayeski asked about how long the project had been ongoing. Mr. Weed indicated that work had been ongoing relative to phase three for three years and approximately six for the total project. Mr. Gayeski spoke about the grant match amount and the future



costs of the project. Mr. Cummings spoke about future maintenance of the trail. Mr. Weed spoke about the change in state administration and the grant process. Ms. McGuire, Mr. Baier, and Mr. Nordeen noted their support for the bike path reaching to Old Orchard Park. There was general discussion about the structure of grant applications.

## **Resolutions and Ordinances**

### **Resolution 2020-03: Oscoda Charter Township's Resolution of Support TAP**

**Grant #2020008** – Ms. McGuire supported a motion by Mr. Weed to approve Resolution 2020-03.

ALL YEAS

MOTION CARRIED

**Public Comment** – Robert Tasiore re: RAB meeting and Iosco Exploration Trail bike path

**Board and Staff Comments** – Ms. McGuire re: Taxes; Mr. Nordeen re: Presidential primary election; Mr. Baier re: November general election and township board of trustee positions; Mr. Weed re: Iosco Exploration Trail bike path and Michigan Launch Initiative spaceport

**Adjourn** – Ms. McGuire made a motion to adjourn at 8:34 p.m.

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Aaron Weed  
Supervisor  
Charter Township of Oscoda

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John Nordeen  
Clerk  
Charter Township of Oscoda

GL Number	Vendor	Invoice Desc.	Invoice	Due Date	Amount
Fund 101 GENERAL/UNALLOCATED					
Dept 000					
101-000-126.000	PRINCIPAL LIFE INSURANCE COMPANY	LIFE INSURANCE MARCH 2020	021620	03/05/20	163.20
Total For Dept 000					163.20
Dept 171 SUPERVISOR					
101-171-726.000	VISA	THINK BOOK 14S	LENOVO	03/04/20	1,518.00
Total For Dept 171 SUPERVISOR					1,518.00
Dept 172 SUPERINTENDENT					
101-172-716.000	DELTA DENTAL	DENTAL MARCH 2020	RIS00002654502	03/05/20	131.81
101-172-716.000	VSP	VISION MARCH 2020	808770473	03/05/20	24.35
101-172-717.000	PRINCIPAL LIFE INSURANCE COMPANY	LIFE INSURANCE MARCH 2020	021620	03/05/20	115.40
101-172-853.000	CHARTER COMMUNICATIONS	2/24/20 - 3/23/20	0024387022420	03/12/20	176.63
101-172-933.000	VISA	CENTER CONSOLE FOR DAVE'S CAR	NENNO	03/04/20	366.76
101-172-960.000	VISA	MAMA TRIP, CITIZEN PLANNER ONLINE ERIC SZYM020920 DAVE		03/04/20	358.06
Total For Dept 172 SUPERINTENDENT					1,173.01
Dept 215 CLERK					
101-215-716.000	DELTA DENTAL	DENTAL MARCH 2020	RIS00002654502	03/05/20	263.62
101-215-716.000	VSP	VISION MARCH 2020	808770473	03/05/20	48.70
101-215-717.000	PRINCIPAL LIFE INSURANCE COMPANY	LIFE INSURANCE MARCH 2020	021620	03/05/20	52.70
101-215-853.000	CHARTER COMMUNICATIONS	2/24/20 - 3/23/20	0024387022420	03/12/20	88.32
Total For Dept 215 CLERK					453.34
Dept 247 BOARD OF REVIEW					
101-247-960.000	VISA	BOR TRAINING FEB 6 WEST BRANCH	MTA	03/04/20	282.00
Total For Dept 247 BOARD OF REVIEW					282.00
Dept 253 TREASURER					
101-253-716.000	DELTA DENTAL	DENTAL MARCH 2020	RIS00002654502	03/05/20	140.26
101-253-716.000	VSP	VISION MARCH 2020	808770473	03/05/20	29.58
101-253-717.000	PRINCIPAL LIFE INSURANCE COMPANY	LIFE INSURANCE MARCH 2020	021620	03/05/20	52.70
Total For Dept 253 TREASURER					222.54
Dept 265 TOWNSHIP HALL & GROUNDS					
101-265-716.000	DELTA DENTAL	DENTAL MARCH 2020	RIS00002654502	03/05/20	107.04
101-265-716.000	VSP	VISION MARCH 2020	808770473	03/05/20	23.57
101-265-717.000	PRINCIPAL LIFE INSURANCE COMPANY	LIFE INSURANCE MARCH 2020	021620	03/05/20	52.70
101-265-853.000	CHARTER COMMUNICATIONS	2/17/20 - 3/16/20	0074994021720	03/05/20	153.60
101-265-921.000	CONSUMERS ENERGY	6703 N PERIMETER	203586934067	03/19/20	73.39
101-265-921.000	CONSUMERS ENERGY	415 N LAKE ST	203942896239	03/19/20	25.36
101-265-931.000	NORTHERN TRUCK REPAIR	INSTALL NEW TARP SYSTEM DUMP TRUCK	19135	03/10/20	1,336.25
101-265-974.100	WINDEMULLER	INSTALL NEW RACK IN ATTIC/MEZZANINE PER QUO200368		03/15/20	1,900.00
Total For Dept 265 TOWNSHIP HALL & GROUNDS					3,671.91
Dept 276 CEMETERY					
101-276-921.000	CONSUMERS ENERGY	1356 ADAMS RD	206256604060	03/20/20	25.50
101-276-921.000	CONSUMERS ENERGY	1361 ADAMS	206256604061	03/20/20	100.85
Total For Dept 276 CEMETERY					126.35
Dept 299 UNALLOCATED					
101-299-880.000	ARICM	FULL PAGE AD	2020	03/15/20	500.00
101-299-880.000	CONSUMERS ENERGY	6840 N HURON	201451116099	03/16/20	25.36
101-299-880.000	CONSUMERS ENERGY	104 W DWIGHT ST	206434451486	03/20/20	26.58
101-299-926.000	CONSUMERS ENERGY	5230 N US 23	206701386345	03/19/20	69.81

GL Number	Vendor	Invoice Desc.	Invoice	Due Date	Amount
Fund 101 GENERAL/UNALLOCATED					
Dept 299 UNALLOCATED					
101-299-926.000	CONSUMERS ENERGY	106 N STATE	201273192575	03/19/20	27.93
101-299-926.000	CONSUMERS ENERGY	300 STATE ST SW#2	201273192577	03/19/20	99.90
101-299-926.000	CONSUMERS ENERGY	102 EVERGREEN	203497947884	03/19/20	29.70
101-299-926.000	CONSUMERS ENERGY	100 PACK ST	206701386346	03/19/20	82.84
101-299-926.000	CONSUMERS ENERGY	109 E RIVER RD	201184211667	03/20/20	35.90
101-299-926.000	CONSUMERS ENERGY	105 N LAKE ST	206523434786	03/20/20	40.78
101-299-926.000	CONSUMERS ENERGY	112 W RIVER RD	203141960797	03/19/20	16.44
Total For Dept 299 UNALLOCATED					955.24
Dept 336 FIRE DEPARTMENT					
101-336-931.000	VISA	PRESSURE SWITCH	330114	03/04/20	79.99
Total For Dept 336 FIRE DEPARTMENT					79.99
Dept 722 ZONING & PLANNING					
101-722-716.000	DELTA DENTAL	DENTAL MARCH 2020	RIS00002654502	03/05/20	3.69
101-722-716.000	VSP	VISION MARCH 2020	808770473	03/05/20	(6.01)
101-722-717.000	PRINCIPAL LIFE INSURANCE COMPANY	LIFE INSURANCE MARCH 2020	021620	03/05/20	79.05
101-722-960.000	VISA	MAMA TRIP, CITIZEN PLANNER ONLINE ERIC SZYM020920 DAVE		03/04/20	275.00
Total For Dept 722 ZONING & PLANNING					351.73
Dept 751 PARKS & RECREATION					
101-751-716.000	DELTA DENTAL	DENTAL MARCH 2020	RIS00002654502	03/05/20	70.13
101-751-716.000	VSP	VISION MARCH 2020	808770473	03/05/20	14.79
101-751-717.000	PRINCIPAL LIFE INSURANCE COMPANY	LIFE INSURANCE MARCH 2020	021620	03/05/20	26.35
101-751-761.000	VISA	CHRIS KITCHEN CLOTHING	DUNHAM	03/04/20	74.19
101-751-761.000	VISA	CHRIS KITCHEN CLOTHING	38926	03/04/20	148.00
101-751-761.000	VISA	CHRIS KITCHEN CLOTHING	9373136	03/04/20	132.45
101-751-853.000	CHARTER COMMUNICATIONS	2/17/20 - 3/16/20	0097045021720	03/05/20	109.98
101-751-921.000	CONSUMERS ENERGY	3921 E PERIMETER RD	203586934065	03/19/20	25.36
Total For Dept 751 PARKS & RECREATION					601.25
Dept 753 FOOTE SITE PARK					
101-753-921.000	CONSUMERS ENERGY	1695 E RIVER RD	205366765335	03/20/20	25.36
Total For Dept 753 FOOTE SITE PARK					25.36
Dept 754 KEN RATLIFF PARK					
101-754-921.000	CONSUMERS ENERGY	6330 F41	206701383501	03/18/20	51.03
101-754-921.000	CONSUMERS ENERGY	6288 F41	206701383502	03/18/20	30.37
Total For Dept 754 KEN RATLIFF PARK					81.40
Total For Fund 101 GENERAL/UNALLOCATED					9,705.32
Fund 207 POLICE FUND					
Dept 000					
207-000-716.000	DELTA DENTAL	DENTAL MARCH 2020	RIS00002654502	03/05/20	836.22
207-000-716.000	VSP	VISION MARCH 2020	808770473	03/05/20	160.11
207-000-717.000	PRINCIPAL LIFE INSURANCE COMPANY	LIFE INSURANCE MARCH 2020	021620	03/05/20	184.45
207-000-726.000	VISA	POSTAGE, PLASTIC BAGS, TRAINING, FUEL, HOTEPOL2 VISA FEB20		03/04/20	194.21
207-000-726.000	VISA	BROTHER PA-CD-600CG, THERMAL PAPER, TRAININPOL VISA FEB20		03/04/20	64.64
207-000-751.000	VISA	POSTAGE, PLASTIC BAGS, TRAINING, FUEL, HOTEPOL2 VISA FEB20		03/04/20	27.31
207-000-853.000	VERIZON WIRELESS	1/23/20 - 2/22/20	9848976582	03/14/20	240.06
207-000-931.000	MARK A. DAVID	REMINGTON FOREND TUBE ASSY	63767756	03/15/20	44.54
207-000-933.000	VISA	BROTHER PA-CD-600CG, THERMAL PAPER, TRAININPOL VISA FEB20		03/04/20	45.09
207-000-956.000	VISA	POSTAGE, PLASTIC BAGS, TRAINING, FUEL, HOTEPOL2 VISA FEB20		03/04/20	7.35

GL Number	Vendor	Invoice Desc.	Invoice	Due Date	Amount
Fund 207 POLICE FUND					
Dept 000					
207-000-960.000	VISA	POSTAGE, PLASTIC BAGS, TRAINING, FUEL, HOTEPOL2 VISA FEB20		03/04/20	136.62
207-000-960.000	VISA	BROTHER PA-CD-600CG, THERMAL PAPER, TRAININPOL VISA FEB20		03/04/20	199.00
207-000-960.001	VISA	POSTAGE, PLASTIC BAGS, TRAINING, FUEL, HOTEPOL2 VISA FEB20		03/04/20	400.00
Total For Dept 000					2,539.60
Total For Fund 207 POLICE FUND					2,539.60
Fund 211 POLICE STAFFING FUND					
Dept 000					
211-000-716.000	DELTA DENTAL	DENTAL MARCH 2020	RIS00002654502	03/05/20	201.94
211-000-716.000	VSP	VISION MARCH 2020	808770473	03/05/20	39.14
211-000-717.000	PRINCIPAL LIFE INSURANCE COMPANY	LIFE INSURANCE MARCH 2020	021620	03/05/20	52.70
Total For Dept 000					293.78
Total For Fund 211 POLICE STAFFING FUND					293.78
Fund 236 PROP OPER & MNTNCE					
Dept 266 PROPERTY O & M MAINTENANCE					
236-266-717.000	PRINCIPAL LIFE INSURANCE COMPANY	LIFE INSURANCE MARCH 2020	021620	03/05/20	26.35
236-266-890.000	VISA	MAMA TRIP, CITIZEN PLANNER ONLINE ERIC SZYM020920 DAVE		03/04/20	2,314.34
Total For Dept 266 PROPERTY O & M MAINTENANCE					2,340.69
Dept 269					
236-269-921.000	CONSUMERS ENERGY	4000 SKEEL AVE	203586934070	03/19/20	113.30
Total For Dept 269					113.30
Dept 271 PROPERTY O & M AUNE					
236-271-921.000	CONSUMERS ENERGY	5671 N SKEEL	204209877687	03/19/20	7,475.90
Total For Dept 271 PROPERTY O & M AUNE					7,475.90
Total For Fund 236 PROP OPER & MNTNCE					9,929.89
Fund 271 LIBRARY					
Dept 000					
271-000-716.000	VSP	VISION MARCH 2020	808770473	03/05/20	8.78
271-000-717.000	PRINCIPAL LIFE INSURANCE COMPANY	LIFE INSURANCE MARCH 2020	021620	03/05/20	26.35
271-000-921.000	CONSUMERS ENERGY	6010 N SKEEL	203586934071	03/19/20	472.44
Total For Dept 000					507.57
Total For Fund 271 LIBRARY					507.57
Fund 509 OLD ORCHARD PARK					
Dept 000					
509-000-716.000	DELTA DENTAL	DENTAL MARCH 2020	RIS00002654502	03/05/20	300.53
509-000-716.000	VSP	VISION MARCH 2020	808770473	03/05/20	48.23
509-000-717.000	PRINCIPAL LIFE INSURANCE COMPANY	LIFE INSURANCE MARCH 2020	021620	03/05/20	79.05
509-000-803.000	DISTRICT HEALTH DEPARTMENT #2	CAMPGROUND INSPECTION FEE	04112	03/13/20	770.00
509-000-900.000	VISA	PARKING PERMITS OOP	152637	03/04/20	204.01
509-000-921.000	CONSUMERS ENERGY	835 E RIVER RD	205366765330	03/20/20	180.87
509-000-921.000	CONSUMERS ENERGY	837 E RIVER RD	205366765331	03/20/20	47.10
509-000-921.000	CONSUMERS ENERGY	883 E RIVER RD	205366765332	03/20/20	80.65
509-000-921.000	CONSUMERS ENERGY	889 E RIVER RD	205366765333	03/20/20	162.64
509-000-921.000	CONSUMERS ENERGY	635 W RIVER RD	205366765340	03/20/20	118.03
509-000-921.000	CONSUMERS ENERGY	681 W RIVER RD	205366765341	03/20/20	10.61
509-000-921.000	CONSUMERS ENERGY	791 E RIVER RD	205366765342	03/20/20	47.10

GL Number	Vendor	Invoice Desc.	Invoice	Due Date	Amount
Fund 509 OLD ORCHARD PARK					
Dept 000					
509-000-921.000	CONSUMERS ENERGY	1001 E RIVER RD	205366765334	03/20/20	46.02
509-000-930.000	HOME DEPOT CREDIT SERVICES	PET TRAY LINE, ZEP SHOWER TUB & TILE, NYLON	27600000298273	03/11/20	29.59
509-000-930.000	HOME DEPOT CREDIT SERVICES	SPIN TO LOCK ELECTRONIC	77686687	03/11/20	47.97
509-000-931.000	HOME DEPOT CREDIT SERVICES	PET TRAY LINE, ZEP SHOWER TUB & TILE, NYLON	27600000298273	03/11/20	194.31
509-000-931.000	VISA	SHOP VAC	7805483	03/04/20	59.86
509-000-933.000	APSITIS, AL	VINYL DIE CUT LETTERS	2760005193826	03/15/20	19.70
509-000-956.000	VISA	GROMMET COVER	93731362	03/04/20	7.62
Total For Dept 000					2,453.89
Total For Fund 509 OLD ORCHARD PARK					2,453.89
Fund 590 SEWER					
Dept 000					
590-000-921.100	CONSUMERS ENERGY	4221 PERIMETER	204832817380	03/13/20	1,021.15
590-000-921.100	CONSUMERS ENERGY	5176 HAMILTON	204832817379	03/13/20	821.46
590-000-921.100	CONSUMERS ENERGY	2998 HUNT	204832817378	03/13/20	3,116.72
590-000-921.100	CONSUMERS ENERGY	6363 SWICE RD	203942896240	03/19/20	25.36
590-000-921.100	CONSUMERS ENERGY	4466 MCNICHOL AVE	204209877701	03/19/20	94.89
590-000-921.100	CONSUMERS ENERGY	4367 BUDZIAK	206968235285	03/19/20	52.55
590-000-921.100	CONSUMERS ENERGY	4181 FOREST RD	203942895910	03/19/20	44.85
590-000-921.100	CONSUMERS ENERGY	6197 N HOBEY CT	203586934056	03/19/20	28.06
590-000-921.100	CONSUMERS ENERGY	3525 E HUNT DR	203586934057	03/19/20	28.48
590-000-921.100	CONSUMERS ENERGY	5861 N MISSION	203586934062	03/19/20	38.90
590-000-921.100	CONSUMERS ENERGY	3930 E PERIMETER	203586934066	03/19/20	160.38
590-000-921.100	CONSUMERS ENERGY	6250 N PRIDE RD	203586934069	03/19/20	30.09
590-000-921.100	CONSUMERS ENERGY	4451 F41	204743825131	03/19/20	128.31
590-000-921.100	CONSUMERS ENERGY	3941 BISSONETTE RD	206345498477	03/19/20	185.68
590-000-921.100	CONSUMERS ENERGY	4781 N COLORADO	203319956112	03/19/20	246.41
590-000-921.100	CONSUMERS ENERGY	5621 IDAHO	202252057247	03/19/20	59.60
590-000-921.100	CONSUMERS ENERGY	210 OTTAWA	203141960459	03/19/20	64.72
590-000-921.100	CONSUMERS ENERGY	3782 CREW ST	205010806926	03/19/20	25.36
590-000-921.100	CONSUMERS ENERGY	4877 ERIE ST	202430036187	03/18/20	69.63
590-000-921.100	CONSUMERS ENERGY	421 W MICHIGAN AVE	201629100769	03/20/20	58.51
590-000-921.100	CONSUMERS ENERGY	719 W RIVER RD	201184211670	03/20/20	77.85
590-000-921.100	CONSUMERS ENERGY	4107 E RIVER RD	206167622220	03/20/20	53.64
590-000-921.200	CONSUMERS ENERGY	4499 MCNICHOL	203942896241	03/19/20	318.07
Total For Dept 000					6,750.67
Total For Fund 590 SEWER					6,750.67
Fund 591 WATER					
Dept 000					
591-000-921.000	CONSUMERS ENERGY	6591 F41	201006521371	03/18/20	26.44
591-000-921.000	CONSUMERS ENERGY	3820 E RIVER RD	206167622219	03/20/20	329.77
591-000-931.000	NORTHERN TRUCK REPAIR	INSTALL NEW TARP SYSTEM DUMP TRUCK	19135	03/10/20	1,336.25
Total For Dept 000					1,692.46
Total For Fund 591 WATER					1,692.46

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User: JANEHACKBORNDE  
DB: Oscoda

INVOICE GL DISTRIBUTION REPORT FOR OSCODA TOWNSHIP  
EXP CHECK RUN DATES 03/03/2020 - 03/03/2020  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
BANK CODE: GEN

GL Number	Vendor	Invoice Desc.	Invoice	Due Date	Amount
		Fund Totals:			
		Fund 101 GENERAL/UNALLOCATED			9,705.32
		Fund 207 POLICE FUND			2,539.60
		Fund 211 POLICE STAFFING FUND			293.78
		Fund 236 PROP OPER & MNTNCE			9,929.89
		Fund 271 LIBRARY			507.57
		Fund 509 OLD ORCHARD PARK			2,453.89
		Fund 590 SEWER			6,750.67
		Fund 591 WATER			1,692.46
		Total For All Funds:			<hr/> 33,873.18

GL Number	Vendor	Invoice Desc.	Invoice	Due Date	Amount
Fund 101 GENERAL/UNALLOCATED					
Dept 000					
101-000-222.000	IOSCO COUNTY TREASURER	DNR PILT	02262020	03/31/20	4,343.63
101-000-222.000	IOSCO RESA	DNR PILT	022620	03/31/20	912.30
101-000-222.000	OSCODA AREA SCHOOLS	DNR PILT	022620	03/31/20	1,667.47
101-000-222.000	OSCODA-AUSABLE SENIOR CENTER	DNR PILT	022620	03/31/20	60.16
Total For Dept 000					6,983.56
Dept 171 SUPERVISOR					
101-171-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	48.75
Total For Dept 171 SUPERVISOR					48.75
Dept 172 SUPERINTENDENT					
101-172-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	362.74
Total For Dept 172 SUPERINTENDENT					362.74
Dept 215 CLERK					
101-215-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	257.82
Total For Dept 215 CLERK					257.82
Dept 250 LAKEFRONT DISTRICT					
101-250-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	10.53
Total For Dept 250 LAKEFRONT DISTRICT					10.53
Dept 253 TREASURER					
101-253-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	280.47
101-253-726.000	QUILL CORPORATION	ADDING MACHINE ROLLS, FOLDERS	4912346	03/31/20	52.97
101-253-726.000	QUILL CORPORATION	RUBBER BANDS, STORAGE BOXES	4912559	03/31/20	53.97
101-253-931.000	ALEXANDER BUSINESS MACHINES	QUARTERLY MAINTENANCE AGREEMENT MX-M264	19907	03/18/20	108.00
Total For Dept 253 TREASURER					495.41
Dept 257 ASSESSOR					
101-257-801.100	NORTHERN ASSESSING CONSULTANTS	ASSESSING SERVICES FEBRUARY 2020	9053044	03/31/20	13,375.00
Total For Dept 257 ASSESSOR					13,375.00
Dept 262 ELECTIONS					
101-262-726.000	MICHIGAN ELECTION RESOURCES	BALLOT MARKING INSTRUCTIONS, TWP PARTISAN P11196		03/31/20	154.55
101-262-726.000	PRINTING SYSTEMS	ELECTION FORMS & SUPPLIES	211476	03/31/20	582.61
Total For Dept 262 ELECTIONS					737.16
Dept 265 TOWNSHIP HALL & GROUNDS					
101-265-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	181.87
101-265-726.000	AUSABLE HARDWARE & SURPLUS	WATER NOZZLE, PUSH PINS	2002-093321	03/31/20	6.99
101-265-726.000	AUSABLE HARDWARE & SURPLUS	WIRE ROPE CLAMP	2002-094012	03/31/20	11.96
101-265-726.000	AUSABLE HARDWARE & SURPLUS	SAWHORSE BRACKET	2002-090664	03/31/20	15.98
101-265-726.000	JOHNSON AUTO SUPPLY, INC.	60 SEC EPOXY SYRINGE	825653	03/31/20	7.99
101-265-930.000	AUSABLE HARDWARE & SURPLUS	PUSH BALL VALVE, PUSH TEE	2002-090841	03/31/20	49.47
101-265-930.000	AUSABLE HARDWARE & SURPLUS	FASTENERS	2002-091978	03/31/20	2.89
101-265-931.000	JOHNSON AUTO SUPPLY, INC.	RETURN POWERATED BELT	824472	03/31/20	(25.89)
Total For Dept 265 TOWNSHIP HALL & GROUNDS					251.26
Dept 276 CEMETERY					
101-276-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	159.89
Total For Dept 276 CEMETERY					159.89
Dept 299 UNALLOCATED					
101-299-801.000	MICH BUSINESS & PROFESSIONAL ASSN	COBRA MARCH 2020	32565	03/15/20	30.00

GL Number	Vendor	Invoice Desc.	Invoice	Due Date	Amount
Fund 101 GENERAL/UNALLOCATED					
Dept 299 UNALLOCATED					
101-299-801.200	ACCUNET	APRIL 2020	031020	03/15/20	35.00
101-299-815.200	ALEXANDER BUSINESS MACHINES	MONTHLY SERVICE AGREEMENT MX-M453	19899	03/17/20	155.00
101-299-880.000	MI CTV	BOARD MEETING 2/10 AND 2/24, PEG AND PE CHA	62	03/31/20	3,260.00
101-299-880.000	MI CTV	RECORDING OF MAMA ANNOUNCEMENT 2/21/20	61	03/15/20	850.00
Total For Dept 299 UNALLOCATED					4,330.00
Dept 336 FIRE DEPARTMENT					
101-336-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	273.33
101-336-980.000	DINGES FIRE COMPANY	FIRE BRAKE CLASS A FOAM	04197	03/15/20	481.50
101-336-980.000	DINGES FIRE COMPANY	FIRE BRAKE CLASS A FOAM RETURN	04195	03/15/20	(510.39)
101-336-980.000	DINGES FIRE COMPANY	COMFORT FIT RUBBER BOOTS	05065	03/15/20	160.39
101-336-980.000	DINGES FIRE COMPANY	SCOTCHLITE NUMBERS AND LETTERS, LOOP TAPE	05066	03/15/20	1,111.22
101-336-980.000	DINGES FIRE COMPANY	OVERSIZED GEAR BAG	54986	03/15/20	332.65
Total For Dept 336 FIRE DEPARTMENT					1,848.70
Dept 722 ZONING & PLANNING					
101-722-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	111.02
Total For Dept 722 ZONING & PLANNING					111.02
Dept 751 PARKS & RECREATION					
101-751-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	227.91
101-751-931.000	AUSABLE HARDWARE & SURPLUS	TRAIL REAR LIGHT KIT	2002-090994	03/31/20	59.99
101-751-933.000	AUTO VALUE OSCODA	OIL FILTER	281-1359556	03/31/20	29.56
Total For Dept 751 PARKS & RECREATION					317.46
Dept 753 FOOTE SITE PARK					
101-753-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	75.71
Total For Dept 753 FOOTE SITE PARK					75.71
Dept 754 KEN RATLIFF PARK					
101-754-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	60.67
Total For Dept 754 KEN RATLIFF PARK					60.67
Total For Fund 101 GENERAL/UNALLOCATED					29,425.68
Fund 207 POLICE FUND					
Dept 000					
207-000-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	2,062.94
207-000-726.000	ZBATTERY.COM, INC	PANASONIC LITHIUM CAMERA BATTERY	507557	03/21/20	71.48
207-000-761.000	LIFE'S A STITCH	HEATH CLOTHING ALLOWANCE	022120	03/15/20	30.00
207-000-933.000	DEAN ARBOUR FORD	REPLACE PTU 2016 FORD EXPLORER	290504	03/31/20	1,799.42
207-000-933.000	GO OSCODA MARATHON LLC	BLUE WASHER	761036	03/31/20	12.46
207-000-933.000	SEVAN K, INC	JANUARY CAR WASH	013120	03/31/20	88.00
207-000-933.000	TRANS AUTO GLASS CO INC	NO DRILL MUD FLAPS FRONT AND REAR	F0003048	03/31/20	120.00
207-000-933.000	TRULY YOURS	VEHICLE GRAPHICS TAHOE	012030	03/31/20	495.00
Total For Dept 000					4,679.30
Total For Fund 207 POLICE FUND					4,679.30
Fund 211 POLICE STAFFING FUND					
Dept 000					
211-000-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	377.28
211-000-761.000	LIFE'S A STITCH	4 PATCHES MCNICHOL	022620	03/31/20	20.00
Total For Dept 000					397.28



GL Number	Vendor	Invoice Desc.	Invoice	Due Date	Amount
Fund 211 POLICE STAFFING FUND					
Total For Fund 211 POLICE STAFFING FUND					397.28
Fund 236 PROP OPER & MNTNCE					
Dept 266 PROPERTY O & M MAINTENANCE					
236-266-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	131.78
236-266-726.000	JOHNSON AUTO SUPPLY, INC.	STREAMLIGHT STYLUS	824653	03/31/20	31.99
236-266-801.000	BLACK SWAMP LOCATION SERVICES, LLC	EID FEBRUARY 2020	O-103	03/31/20	9,583.33
236-266-931.000	AUSABLE HARDWARE & SURPLUS	BRS BARREL BOLT, TITANIUM BIT SET	2002-090788	03/31/20	37.58
236-266-931.000	AUSABLE HARDWARE & SURPLUS	MAG NUT DRIVER	2002-093034	03/31/20	7.21
Total For Dept 266 PROPERTY O & M MAINTENANCE					9,791.89
Dept 271 PROPERTY O & M AUNE					
236-271-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	59.57
236-271-802.000	ALERT SERVICES	1ST INSTALLMENT MARCH 2020	031020	03/15/20	1,150.00
236-271-930.000	AUSABLE HARDWARE & SURPLUS	FASTENERS	2002-092128	03/31/20	7.34
Total For Dept 271 PROPERTY O & M AUNE					1,216.91
Total For Fund 236 PROP OPER & MNTNCE					11,008.80
Fund 271 LIBRARY					
Dept 000					
271-000-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	227.52
271-000-802.000	ADT SECURITY SERVICES	ALARM MONITORING 3/01 20 - 8/31/20	030420	03/15/20	383.40
Total For Dept 000					610.92
Total For Fund 271 LIBRARY					610.92
Fund 509 OLD ORCHARD PARK					
Dept 000					
509-000-722.000	MML WORKERS' COMP FUND	4TH INSTALLMENT	6095205	03/15/20	886.20
509-000-751.000	GARY OIL COMPANY	GASOLINE OOP	109702	03/31/20	481.76
509-000-775.000	AMAZON CAPITAL SERVICES	MARBLE SELF ADHESIVE GRAY SOAPSTONE	1DLQ-9HTY-7TJH	03/15/20	74.09
509-000-775.000	AUSABLE HARDWARE & SURPLUS	MINERAL OIL, SANDING BELT, LUMBER	2002-091023	03/30/20	65.69
509-000-775.000	AUSABLE HARDWARE & SURPLUS	CLEAR PAINT	2002-091211	03/31/20	39.99
509-000-801.000	STATE OF MICHIGAN	RENEWAL LICENSE ENDING 4/30/21	FI-106	03/31/20	186.00
509-000-803.000	NM WATER OPERATIONS LLC	COLLECTION FEE/ANALYSIS	20-1	03/15/20	69.00
509-000-853.000	HUGHES NETWORK SYSTEMS LLC	2/18/20 - 3/18/20	B1-355635613	03/19/20	90.94
509-000-922.000	GARY OIL COMPANY	PROPANE OOP	109308	03/31/20	140.96
509-000-922.000	GO OSCODA MARATHON LLC	20# PROPANE	759161	03/31/20	10.71
509-000-930.000	AMAZON CAPITAL SERVICES	FISHING WADERS	1FXT-LYQC-F6TT	03/15/20	107.76
509-000-931.000	ALPENA SUPPLY COMPANY	GATE VALVE BRASS, BOILER DRAIN, GALV TEE	S100226559.001	03/15/20	180.23
509-000-931.000	AUSABLE HARDWARE & SURPLUS	PLYWOOD	2002-091028	03/31/20	21.00
509-000-931.000	AUSABLE HARDWARE & SURPLUS	PLYWOOD	2002-091030	03/31/20	(49.99)
509-000-933.000	JOHNSON AUTO SUPPLY, INC.	KLEANZ, SHOP TOWELS, FUSE HOLDER	824663	03/31/20	74.96
509-000-979.000	AMAZON CAPITAL SERVICES	ADJUSTABLE CHAIR	1FFP-4DCW-7Y6Y	03/27/20	169.00
Total For Dept 000					2,548.30
Total For Fund 509 OLD ORCHARD PARK					2,548.30
Fund 590 SEWER					
Dept 000					
590-000-726.000	QUILL CORPORATION	BROWN ENVELOPES	4909363	03/31/20	12.59
590-000-800.100	F&V OPERATIONS	WATER & WASTEWATER COLLECTION OPERATIONS &	3138	03/31/20	6,931.00
590-000-800.100	F&V OPERATIONS	SERVICES RENDERED MARCH 2020	3156	03/31/20	25,162.84
590-000-930.000	OSCODA SEPTIC TANK SERVICE INC	LIFE STATION, LAKE DIVISION, 25 LIFT STATIO	00797	03/30/20	500.00

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DB: Oscoda

INVOICE GL DISTRIBUTION REPORT FOR OSCODA TOWNSHIP  
EXP CHECK RUN DATES 03/10/2020 - 03/10/2020  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
BANK CODE: GEN

GL Number	Vendor	Invoice Desc.	Invoice	Due Date	Amount
Fund 590 SEWER Dept 000					
		Total For Dept 000			32,606.43
		Total For Fund 590 SEWER			<u>32,606.43</u>
Fund 591 WATER Dept 000 591-000-726.000 591-000-800.100	QUILL CORPORATION F&V OPERATIONS	BROWN ENVELOPES SERVICES RENDERED MARCH 2020	4909363 3156	03/31/20 03/31/20	12.59 25,162.83
		Total For Dept 000			<u>25,175.42</u>
		Total For Fund 591 WATER			<u><u>25,175.42</u></u>

GL Number	Vendor	Invoice Desc.	Invoice	Due Date	Amount
		Fund Totals:			
		Fund 101 GENERAL/UNALLOCATED			29,425.68
		Fund 207 POLICE FUND			4,679.30
		Fund 211 POLICE STAFFING FUND			397.28
		Fund 236 PROP OPER & MNTNCE			11,008.80
		Fund 271 LIBRARY			610.92
		Fund 509 OLD ORCHARD PARK			2,548.30
		Fund 590 SEWER			32,606.43
		Fund 591 WATER			25,175.42
		Total For All Funds:			<hr/> 106,452.13

## Drug Forfeiture Trust & Agency

Chief David has submitted invoices to be paid out of the Trust and Agency account (701) recognized as a custodial account by the Michigan's uniform chart of accounts. Specifically, the drug forfeiture line item. (701-000-285.101)

Drug forfeiture is money obtained from cases involving drug situations and then is forfeited to the Township. This money, by law, can only be used for items to help perpetuate these types of cases.

After speaking with the Auditors (please see attached email) GASB 84 will be implemented with the 2019 Audit, and the dynamics of the Trust and Agency account will be changing moving forward.

Because approval for the invoices will be considered in the consent agenda, please consider this as informational to help understand the process as we move through it.

# PURCHASE ORDER

Oscoda Township  
110 S State St  
Suite 1  
Oscoda MI 48750

NAME OF VENDOR

Michigan Police Equipment

DATE: 02/25/2020

6521 ~~Charlotte~~ Lansing Rd

P.O. # 161

Charlotte, MI 48813

Qty	Description	Charge to Account Number	Total
3	Remington 870 Express mossberg Shotgun	701-000-285-101	1275 <sup>00</sup>



Dave Schaeffer, Superintendent

3/3/20

Date



# PURCHASE ORDER

Oscoda Township  
110 S State St  
Suite 1  
Oscoda MI 48750

NAME OF VENDOR

Target Sports USA

DATE: 2/28/2020

P.O. # 162

Qty	Description	Charge to Account Number	Total
<u>1225</u>	<u>Duty Ammunitions</u>	<u>701-000-285.100</u>	<u>1,139.46</u>

Dave Schaeffer 3/3/20  
Dave Schaeffer, Superintendent Date

**Target Sports USA**

30 Fieldstone Court  
Cheshire, CT 06410 US  
860-426-9886  
sales@targetsportsusa.com

TARGET SPORTS USA

**INVOICE**

BILL TO	SHIP TO	SHIP DATE	02/21/2020	INVOICE	1212
Oscoda Township Police Department	Officer Gerald Soboleski	SHIP VIA	UPS GROUND	DATE	02/21/2020
110 S. State St.	Oscoda Township Police Department	TRACKING#	1Z8872YY03253884	TERMS	Net 30
Suite #2	110 S. State St.		59	DUE DATE	03/22/2020
Oscoda, MI 48750	Suite #2				
	Oscoda, MI 48750				

QTY	DESCRIPTION	RATE	AMOUNT
6	Federal Law Enforcement Tactical 223 Remington Ammo 55 Grain Bonded Soft Point CASE OF 200 LE223T1	189.91	1,139.46
BALANCE DUE			<b>\$1,139.46</b>

701-000-285-101

Drug Forfeiture Fund



## Jaimie Mcguire

---

**To:** Cindy Scott  
**Subject:** RE: Trust & Agency

**From:** Cindy Scott <cynthias@scopc.com>  
**Sent:** Friday, February 28, 2020 12:59 PM  
**To:** Jaimie Mcguire <treasurer@oscodatownshipmi.gov>  
**Subject:** RE: Trust & Agency

Funny you should ask that.... I have a note here that I was going to discuss your T&A accounts with you, John and Dave when I come because GASB 84 has to be implemented with this audit. In reviewing your T&A activity, I did find that you were currently showing Drug Forfeiture as a T&A Account. Numbered Letter 1999-5 requires that it be shown as a separate Special Revenue Fund. So, given that information, you would need to follow your regular purchasing policies for any related purchases.

I plan to go through the rest of the T&A activity and GASB 84 information with the three of you in person, at audit time. I can meet sooner if you guys prefer, but was just trying to keep it easier for everyone. Let me know though.

Have a great weekend!

**Cynthia R. Scott, CPA, CFE**  
Audit Partner ~ Certified Fraud Examiner  
[cynthias@scopc.com](mailto:cynthias@scopc.com)

**Stephenson & Company, P.C.**  
317 W. Houghton Avenue  
West Branch, MI 48661  
(989) 345-0850 Phone  
(989) 312-1101 Cell  
(989) 345-4251 Fax

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Date: March 9, 2020

# Zoning Administrator Update to Board of Trustees

## Finished Tasks

- Put together packets for Planning Commission, Planning Commission Sub Committee, and Zoning Board of appeals including respective public notifications.
- Finished implementation of Form Based Code and Deletion of B-1 Zoning District. Sent information to Municode for codification and publication.
- Completed Citizen Planner Program training through Michigan State University Extension.
- Trainings through Municode including Online Code Hosting, Ordbank, Self-Publishing Software, and Next Platform.
- Closed out 2 Violations.
- Attended Federal Grants and Opportunities Workshop.
- Attended “ACC Talks”
- Received quote from Beckett & Raeder for Form Base Code update in the B-2 Business District
- Zoning Board of Appeals has cancelled its January 20, 2020, February 18, 2020 & March 16, 2020 meetings including respective public notifications.

## Current Tasks

- Reviewing Medical Marihuana Ordinance & Sign Ordinance with Planning Commission Sub Committee.
  - Pursuant to the changes of the Medical Marihuana Act 281 from 2016 through 2018. Which saw a drastic overhaul of Act 281. Eliminating the Marihuana Licensing Board, Marihuana Advisory Panel, and Bureau of Marijuana Regulations. By eliminating these entities, it gave the powers of duty to Marijuana Regulator Agency.
- Continue to work with Municode for a renewal resolution. Contract is automatically renewed in May.
- Work with owner(s), to close out 4 current violations.
- Finish Redevelopment Ready Communities (RRC) Certification.

- Work with Township Economic Improvement Director to put together slides for Guide to Development regarding Rezoning Process, Site Plan Review Process, Special Land Use Process, etc.
- Continue working with Beckett & Raeder to finish B-2 Form Based Code.
- Establish Sub-Committee to review Master Plans Goals found in Chapter 9 to reflect goals of the township. With doing so we will also meet (RRC) requirements.
- Making final edits to Vacant Building Registration Application for Board of Trustee approval. Board of Trustees to set fees by Resolution.

# Charter Township of Oscoda

## Phase 2 Water Main Project (Loud, Woodland, Interlake) Pre-Construction Meeting Agenda

Meeting will be held at the  
Charter Township of Oscoda Office, 110 S. State Street, Oscoda, MI 48750  
March 4, 2020 @ 10:00 a.m.

1. Sign-in Sheet and Introductions:
2. Project Description:

**New Water Main Project** for 6", 8", and 12" water main installation including new water services, pavement repairs, curb and gutter repairs, and turf establishment on Loud, Woodland, and Interlake.

3. Personnel Information:

Contractor: Elmer's Crane and Dozer, Inc.

- Project Manager: Dan LaFleche
- Office: (989) 742-4531  
Cell: (989) 657-2147 Email: [dlafleche@teamelmers.com](mailto:dlafleche@teamelmers.com)
- Project Foreman (on-site):
- 24-hour Emergency Numbers:

Subcontractors:

- Audio/Video Route Survey:
- Temporary Traffic Control Devices:
- Pavement Repairs/HMA:
- Concrete Work:
- Turf Establishment/Landscaping:

4. Project Oversight:

- Project Management: Dean A. Oparka, P.E., cell: (810) 701-8217, [doparka@rowepsc.com](mailto:doparka@rowepsc.com)
- Alternate: Rick A. Freeman, P.E., cell (810) 869-5155, [rfreeman@rowepsc.com](mailto:rfreeman@rowepsc.com)
- Observation: To be Determined (TBD)
- Send all paperwork to Dean Oparka's attention at ROWE Professional Services Company

540 S. Saginaw Street, Suite 200  
Flint, MI 48502  
(810) 341-7500 phone  
(810) 341-7573 fax  
[doparka@rowepsc.com](mailto:doparka@rowepsc.com)

- \*Staking requests shall be sent to ROWE's Corporate office directed to both Dean Oparka and Cole Sorenson via email. ([doparka@rowepsc.com](mailto:doparka@rowepsc.com) & [csorenson@rowepsc.com](mailto:csorenson@rowepsc.com))
- Material Testing: ROWE personnel TBD

**\*Please Note:** Staking requests are to be submitted a minimum of three (3) working days prior to the staking being required.

5. USDA Funding Requirements:
  - Andy Granskog, PE
  
6. Progress Schedule:
  - Contractor has yet to provide a schedule. Prior to construction startup a utility meeting needs to be scheduled.
    - Start Date: Construction may begin as soon as soil erosion is installed and approved.
    - Substantial Completion Date: September 4, 2020
    - Contract fully Complete for Final Payment Date: October 2, 2020
    - Construction Shutdowns for holidays / local events: *May 25<sup>th</sup>, July 4<sup>th</sup>*,
    - Work hours: Monday-Friday – 7 am to 7 pm
    - Audio/Video Survey needs to be completed prior to start of construction.
    - Traffic control should not place any signs within MDOT right-of-way.
  
7. Utilities – Public and Private:
  - MISS DIG (as noted on the construction drawings) – The contractor shall notify Miss Dig and other utilities not on the Miss Dig system at least 3 working days prior to starting work. A memo shall be given to the Project Engineer stating the date of notice and number assigned by Miss Dig.
  
  - ELECTRIC: Consumers Energy  
James Leedy  
(989) 561-4113
  
  - GAS: DTE Energy  
Matthew Logan  
(989) 872-6188
  
  - CABLE: Charter Communications  
Patrick Delisi  
(231) 941-3819
  
  - PHONE: AT&T  
Mike Szymkowiak  
(989) 776-4058
  
  - WATER and SANITARY SEWER: Charter Township of Oscoda  
Doug Moen  
(989) 254-4831
  
- Public notice on start of construction, project updates, and contact information shall be provided to residents and Township staff.

8. Submittals:

- Contractor's Safety Program – Not yet received
- Contractor's Damage Claim Program – Not yet received
- Subcontractor's & Material Suppliers List – Not yet received
- Water Main Materials submittal have been received from the contractor – 2/17/2020

9. Permits:

- EGLE Water Main – Has been obtained
- SESC - Has been obtained
- Railroad – Has been obtained
- ICRC – has been obtained

10. Plans/Specs:

- Contractor shall coordinate with the Township control of the meter pits (supplied by the Township).
- Miscellaneous

11. Payment Applications:

- ROWE will generate the drafts monthly for the contractor to review and sign.
- Cut off day for pay: ROWE will provide dates, typically last Friday of the month.

12. Miscellaneous:

- Contractor staging yard location.
- The contractor is reminded to have written agreement for disposal sites on private property. This agreement must detail what can be dumped, where, and who restoration will be completed by. Both parties should sign and date the agreement. A copy of this document shall be given to the Project Engineer.
- Prompt action regarding soil erosion and sedimentation control along with temporary and/or permanent restoration is expected. This includes installing temporary controls prior to earth disturbances and maintaining all SESC measures throughout the life of the project until acceptance.
- The Contractor is reminded that prior to the beginning of any work (temporary sign placement, contract items, mobilization, etc...) the Engineer shall be notified and approval from the Engineer must be obtained before the commencement of any contract work. Any contract work completed without approval from the Engineer or prior to contract award will not be paid for and all costs for said work shall be borne by the Contractor.
- Progress Meetings: Bi-weekly first meeting will be determined once construction begins
- ROWE will complete or sub-contract testing of concrete and density of subgrade, aggregate base course and HMA pavement.

***Minutes will be distributed ASAP and should be reviewed as soon as copies are received. Please report any discrepancies immediately so necessary corrections can be made.***

**CHARTER TOWNSHIP OF OSCODA**  
**Superintendent's Report**  
**March 9<sup>th</sup> 2020**

**ACTION ITEMS**

**Life and Disability & Short-Term Disability Policy Renewal**

Much like the health care insurance policy renewal being approved by the Board for the first time, the same situation exists for Life and Disability & Short-Term Disability policy renewal. Board members will also note that the same situation exists for the Vision and Dental policy renewal. The Clerk's Office is working with the insurance consultant to align all the insurance policies to renew on January 1<sup>st</sup> of every year. Your packet contains an email dated 2/23/2020 from the insurance consultant as well as the Life and Disability & Short-Term Disability renewal effective 2/1/2020. The Board should note that there are 0% increase associated with the renewals of each of the policies compared to last year. The renewal of the policies requires Township Board approval.

*Motion: Consider approving the Life and Disability Renewal and Short-Term Disability for a total of \$11,612.40 (\$9,781.20 + \$1,831.20) for the policies renewing 2/1/2020 through 1/31/2020.*

**Oscoda Township Fire Department Helmet Purchase**

Your packet contains a Memo from the Fire Chief date 2/21/2020 concerning the purchase of 32 fire helmets from Apollo Fire Equipment for a total not to exceed \$10,970.05. This purchase is in line with the 2020 Capital Improvements Plan (CIP) for the Fire Department and came in significantly less than anticipated. The Board will note that the Fire Chief included the other bids as part of the supporting documentation. This purchase requires Township Board approval.

*Motion: Consider approving the purchase of 32 fire helmets in the amount not to exceed \$10,970.05.*

**Oscoda Township Fire Department Rescue Saw Purchase**

Your packet contains a Memo from the Fire Chief date 2/19/2020 concerning the purchase of a rescue saw for \$829.46. This purchase is below the \$2,000 threshold but the Fire Chief details the specific needs of this purchase for Board Members to understand. The Board will also note that the Fire Chief included the other bids as part of the supporting documentation.

*Motion: Consider approving the purchase of the rescue saw for \$829.46.*

**Beckett & Raeder Proposal for Form Based Code in the B-2 District**

As mentioned by the Zoning Administrator in his update, your packet contains a quote from Beckett & Raeder for \$12,000 to expand Form Based Code into the B-2 District. Your packet also contains a Memo from the Zoning Administrator explaining this request. This is in line with the 2020 Capital Improvements Plan (CIP) and this project has been recommended by the Planning Commission for the Township Board to consider. This requires Township Board approval.

*Motion: Consider approving the proposal from Beckett & Raeder to expand Form Based Code into the B-2 District for \$12,000.*

### **Request to Advertise for Dust Control RFP**

The Township typically contracts for annual dust control to be performed in May and July. Your packet contains the invitation to bid associated with the 2020 Road Dust Control. Based on this proposed RFP, the Township would be accepting bids until Friday March 20<sup>th</sup>, 2020 at noon. This is structured to then be back in front of the Township Board for approval at the next meeting March 23<sup>rd</sup>, 2020. Advertising for the Dust Control RFP requires Township Board approval.

*Action: Approval is being sought for the 2020 Dust Control RFP to be advertised.*

### **Request from AuSable Township to Purchase a Retired Police Vehicle**

Your packet contains an email dated 3/3/2020 from the AuSable Township Superintendent requesting consideration of an offer to purchase a retired police vehicle for \$2,500. The Board should note that only the framework of a deal is what is being proposed at this time. The actual transaction cannot happen until the new police cruiser is delivered at the end of the month. The new police cruiser will need to be retrofitted and put into the active police vehicle rotation prior to this transaction taking place. AuSable Township's request requires Township Board approval.

*Action: Consider approving AuSable Township's request to purchase a retired police vehicle for \$2,500.*

### **Township Hall Re-Cabling and Phone Replacement Project**

The re-cabling and phone replacement at Township Hall is nearing completion. While Trustee Cummings was reconciling the invoices to the project deliverables and budget in order to begin closing the project, he identified a mistake. Somewhere along the way during this project, the custom rack for \$1,900.00 was no longer included in the total budget amount resulting in a net budget shortage of \$1,383.90. Comparing the invoices to the original project scope and subsequent change orders discussed with this Board, ATI and IT Right both completed their work under budget. A small amount of contingency in the budget, plus the invoice shortfall amounts to \$516.10 (\$1,900 - \$1,383.90), lessens the budget shortage to \$1, 383.90. This brings the project total up to \$48,064.82 (\$46,680.92 + \$1,383.90) and requires Township Board approval.

*Action: Consider approving an additional \$1,383.90 from the 2019 budget to complete the Re-Cabling and Phone Replacement Project (to be paid out of General Fund 101-265-974.100 Building Improvements).*

### **Placeholder Item for the Sale of Real Property**

This acts as a placeholder item on the agenda associated with the sale of real property.

Respectfully Submitted,



Dave Schaeffer



## Tammy Kline

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**From:** John Nordeen  
**Sent:** Sunday, February 23, 2020 8:35 PM  
**To:** Dave Schaeffer  
**Cc:** Shelly Kimsel  
**Subject:** Fwd: Life and Disability Presentation  
**Attachments:** image001.png; ATT00001.htm; Oscoda Township 2020 Life and STD.pdf; ATT00002.htm

FYI

Sincerely,

John D. Nordeen  
Oscoda Township Clerk  
989-739-4971

Begin forwarded message:

**From:** Melissa Ramos <mramos@bbcmich.com>  
**Date:** February 23, 2020 at 7:50:43 PM EST  
**To:** John Nordeen <clerk@oscodatownshipmi.gov>, Shelly Kimsel <depclerk@oscodatownshipmi.gov>  
**Subject:** Life and Disability Presentation

Good evening!

I hope you are both doing well!

Attached is the Brown & Brown life and short term disability presentation for the Township's life and STD renewal for your files, as you know Principal provided a rate pass for the Township's 2020 coverage.

I know we discussed the coverage at our renewal meeting and the Principal letter was also sent out, but as a reminder we can bid this coverage out at any time if the Township would like to look at other/additional benefit options.

As always, if you have any questions or concerns, please feel free to contact me. Thank you and I hope you had a wonderful weekend!

*\*\*Please note: Our office has moved. We are now in Suite #2.*

**MELISSA RAMOS**  
MBA, LIC, GBA  
Account Executive  
[mramos@bbcmich.com](mailto:mramos@bbcmich.com)

O (989) 249-5960 | C (989) 860-9449 | F (989) 607-2238



**BENEFITS COMPARISON FOR**  
**Oscoda Township**

For Plans Renewing  
2/1/2020

Melissa Ramos  
Account Executive

**Brown & Brown of Central Michigan**  
1605 Concentric Blvd. Ste #2  
Saginaw, MI 48604

**Presented: January 2020**

## PROPOSAL ASSUMPTIONS

- ▶ The rates and premiums shown are based on the employee lives and volumes contained in the most recent census information and renewal information received.
- ▶ The rates quoted are based on an effective date of **02/01/2020**. Rates will be subject to change after this date and paperwork must be submitted prior to the effective date.
- ▶ To ensure all members are in the carrier's system for confirmation of benefits, forms must be received three weeks prior to effective date.
- ▶ **It is imperative we be informed of any employee or dependent that is hospitalized or otherwise disabled and not actively at work on the effective date of any new contract. Coverage may not be available for these individuals.**
- ▶ **For Marketing Purposes: The rates shown are not guaranteed. Upon enrollment, carriers may require an Employer Medical Questionnaire be completed or Individual Medical Questionnaires be completed. Final rates will be based on the information released on this (these) form(s). The final rates for these plans may vary if the census changes.**
- ▶ **Compensation:** In addition to the commissions or fees received by us for assistance with the placement, servicing, claims handling, or renewal of your insurance coverages, other parties, such as excess and surplus lines brokers, wholesale brokers, reinsurance intermediaries, underwriting managers and similar parties, some of which may be owned in whole or in part by Brown & Brown Inc., may also receive compensation for their role in providing insurance products or services to you pursuant to their separate contracts with insurance or reinsurance carriers. That compensation is derived from your premium payments. Additionally, it is possible that we, or our corporate parents or affiliates, may receive contingent payments or allowances from insurers based on factors which are not client-specific, such as performance and/or size of an overall book of business produced with an insurer. We generally do not know if such a contingent payment will be made by a particular insurer, or the amount of any such contingent payments, until the underwriting year is closed. That compensation is partially derived from your premium dollars, after being combined (or "pooled") with the premium dollars of other insureds that have purchased similar types of coverage. We may also receive invitations to programs sponsored and paid for by insurance carriers to inform brokers regarding their products and services, including possible participation in company-sponsored events such as trips, seminars, and advisory council meetings, based upon the total volume of business placed with the carrier you select. We may, on occasion, receive loans or credit from insurance companies. Additionally, in the ordinary course of our business, we may receive and retain interest on premiums you pay from the date we receive until the date of premiums are remitted to the insurance company or intermediary. In the event we assist with placement and other details of arranging for the financing of your insurance premium, we may also receive a fee from the premium finance company.

Questions and Information Requests. Should you have any questions, or require additional information, please contact your account manager, Melissa Ramos, at 989-399-0458 or [mramos@bbcmich.com](mailto:mramos@bbcmich.com).

*This proposal is for illustrative purposes and is not a complete explanation of the policies. It is intended to provide a brief, general description of the coverages quoted. Please remember that only the insurance policies can give you the actual insuring agreements, limits of coverage, definitions, exclusions, terms and conditions of the insurance shown in this proposal. Upon issue, please read your policy carefully. This presentation is the proprietary work product of Brown & Brown and is not authorized for further use or distribution. Executive summaries and proposals are created by Brown & Brown; neither Brown & Brown nor the carrier will be held responsible for typographical or clerical errors.*

## PROPOSAL ASSUMPTIONS (continued)

- ▶ The analysis of the following plans is a summary. Please refer to the policy certificate for a full list of coverage and exclusions.
- ▶ The rates and benefits in this proposal are based upon underwriting factors which include, but are not limited to, the census provided, the effective date shown, the status of employees/dependents (i.e. actively at work, COBRA, FMLA), final enrollment, etc. If any of the aforementioned changes prior to the proposed effective date, the final provisions, including rates, for these plans may vary or result in the proposed plan to be withdrawn.
- ▶ If you select to change carriers, any existing plans with other carriers should not be cancelled until advised by Brown & Brown .
- ▶ This proposal may not be a complete listing of all available benefit options. Different benefit levels may be available.
- ▶ This presentation is the proprietary work product of Brown & Brown and is not authorized for further use or distribution
- ▶ All insurance carriers have their own operating procedures. A change in carrier could affect certain benefits and coverage.
- ▶ Brown & Brown representatives are available to explain any items presented. It is assumed that the recipients of this proposal will seek an explanation of any items that may be in question.
- ▶ Brown & Brown representatives may from time to time provide guidance regarding certain requirements affecting health plans, including the requirements of federal and state health care reform legislation. Such guidance is based on good-faith interpretation of laws and regulations currently in effect, and is not intended to be a substitute for legal advice. Employers should contact their own legal counsel for advice regarding legal requirements.
- ▶ The network provider/facility lists obtained via paper directories or carrier websites may contain providers and facilities that are no longer participating in the insurance carriers' networks. We cannot be responsible for any changes to the provider/facility listings that are not reflected. To ensure that a specific provider or facility is still participating in the provider's preferred network, we recommend contacting the provider/facility directly.
- ▶ Failure to adhere to provisions of the Affordable Care Act (such as pay-or-play, employer reporting requirements, benefit mandates, etc.) may result in significant fees and penalties to the employer. For a more comprehensive explanation of what fees and penalties may apply to you, you may contact your Brown & Brown representative at any time.
- ▶ You are required to comply with Health Care Reform's Summary of Benefits & Coverage (SBC) distribution guidelines, which include requirements for SBC distribution at the plan renewal date. If an employee must enroll to continue coverage, the SBC must be provided when open enrollment materials are distributed. If enrollment materials are not distributed, employees must receive an SBC by the first day they are eligible to enroll. For insured plans, if coverage continues automatically for the next year, the SBC must be provided at least 30 days before the beginning of the new plan year. If the policy is not issued by that date, the SBC must be provided within seven business days once the information is available. Please refer to the Department of Health & Human Services' (HHS) official guidance for complete details regarding renewal and other SBC distribution guidelines.

*This proposal is for illustrative purposes and is not a complete explanation of the policies. It is intended to provide a brief, general description of the coverages quoted. Please remember that only the insurance policies can give you the actual insuring agreements, limits of coverage, definitions, exclusions, terms and conditions of the insurance shown in this proposal. Upon issue, please read your policy carefully. This presentation is the proprietary work product of Brown & Brown and is not authorized for further use or distribution. Executive summaries and proposals are created by Brown & Brown; neither Brown & Brown nor the carrier will be held responsible for typographical or clerical errors.*

## ACRONYMS AND KEY DEFINITIONS

For the purposes of this proposal, the following acronyms may be used:

### **Type of Plan**

DHMO - Dental Health Maintenance Organization  
HMO - Health Maintenance Organization  
POS - Point of Service  
PPO - Preferred Provider Organization

### **Financial Arrangements**

ASO - Administrative Services Only  
FI - Full Insured  
MP - Minimum Premium  
PSF - Partially Self Funded

### **Self-Funded Policy Terms**

ASL - Aggregate Stop Loss  
ISL - Individual Stop Loss  
MRA - Maximum Reimbursement Aggregate  
SSL - Specific Stop Loss (also known as ISL)

### **Reimbursement / Saving Accounts**

FSA - Flexible Spending Account  
HRA - Health Reimbursement Account  
HSA - Health Savings Account  
MSA - Medical Savings Account

### **Other**

DED - Deductible  
IND - Individual  
FAM - Family  
ER - Emergency Room  
HOSP - Hospital  
IN-NET - In-Network  
MAX - Maximum  
N/A - Not Applicable  
OON - Out-of-Network  
OV - Office Visit  
PCP - Primary Care Physician  
RX - Prescription Drug  
SPEC - Specialist  
EE - Employee Only, ES - Employee + Spouse, EC - Employee + Child(ren), EF - Employee + Family  
Generic- A drug that is no longer covered by patent protection and may be produced and/or distributed by multiple drug companies (usually tier 1).  
Preferred Drugs- Drugs included on a formulary or preferred drug list; for example, a brand name-drug without a generic substitute (usually tier 2).  
Non-preferred Drugs- Drugs not included on a formulary or preferred drug list; for example, a brand-name drug with a generic substitute (usually tier 3).  
Specialty Drugs: Specifically identified types of drugs, such as lifestyle drugs or biologics (usually tier 4).  
Embedded- Once participant meets Individual Deductible, Co-insurance applies to that individual.  
Aggregate- Family Deductible must be met before Co-insurance applies, to all family members.

*This proposal is for illustrative purposes and is not a complete explanation of the policies. It is intended to provide a brief, general description of the coverages quoted. Please remember that only the insurance policies can give you the actual insuring agreements, limits of coverage, definitions, exclusions, terms and conditions of the insurance shown in this proposal. Upon issue, please read your policy carefully. This presentation is the proprietary work product of Brown & Brown and is not authorized for further use or distribution. Executive summaries and proposals are created by Brown & Brown; neither Brown & Brown nor the carrier will be held responsible for typographical or clerical errors.*

## AM BEST RATING GUIDELINES

### General Rating:

These rating classifications reflect BEST's opinion of the relative position of each company in comparison with others, based upon averages within the insurance industry. They are reflective of overall company services and standing within the industry.

<b>A++, A+</b>	Superior	<b>B++, B+</b>	Good	<b>C++, C+</b>	Marginal
<b>A, A-</b>	Excellent	<b>B, B-</b>	Fair	<b>C, C-</b>	Weak

### Financial Size Category:

The financial Size Category is an indication of the size of an Insurer and is based on reported Policyholders' surplus plus conditional or Technical Reserve Funds, such as mandatory securities valuation reserve, other investment and operating contingency funds and/or miscellaneous voluntary reserves in liabilities.

Financial Size Category (in Thousands)			
Class I	Up to	\$1,000	
Class II	\$1,000	to	\$2,000
Class III	\$2,000	to	\$5,000
Class IV	\$5,000	to	\$10,000
Class V	\$10,000	to	\$25,000
Class VI	\$25,000	to	\$50,000
Class VII	\$50,000	to	\$100,000
Class VIII	\$100,000	to	\$250,000
Class IX	\$250,000	to	\$500,000
Class X	\$500,000	to	\$750,000
Class XI	\$750,000	to	\$1,000,000
Class XII	\$1,000,000	to	\$1,250,000
Class XIII	\$1,250,000	to	\$1,500,000
Class XIV	\$1,500,000	to	\$2,000,000
Class XV	\$2,000,000	or	Greater

This information has been provided to you so that consideration is given to the financial condition of our proposed carriers. The financial information disclosed is the most recent available to Brown & Brown of Central Michigan. Brown & Brown does not guarantee financial condition of the insurers listed on the Market Summary.

# HEALTH CARE REFORM NOTICES



As you may know, several of the provisions of the new Health Care Reform law require group health plans to provide certain notices either to particular groups of participants or as part of participant communications. This memorandum summarizes these notice requirements.

The regulatory agencies (the Departments of Labor, Treasury and Health and Human Services) have issued model language for some of the required notices. The model language is also available on the Department of Labor's website, [www.dol.gov/ebsa](http://www.dol.gov/ebsa).

As a general matter, Health Care Reform does not specifically address acceptable delivery methods (except as indicated below) for the required notices. However, it appears that the standard for electronic notice delivery under the Employee Retirement Income Security Act of 1974 ("ERISA") will apply to these required notices (for plans that are subject to ERISA). ERISA generally permits electronic notice delivery to employees with work-related computer access, where computer access is an integral part of their duties. Where computer access is not an integral part of an employee's job duties, or where notice must be provided to a non-employee, ERISA-required notices may not be provided electronically unless the individual consents in advance to the electronic delivery.

## **A. The following notices must be included with this year's annual enrollment materials:**

### ▶ Summary of Benefits and Coverage

Plans and insurance issuers must provide a Summary of Benefits and Coverage (SBC) to participants and beneficiaries. Plans and issuers must start providing the SBC as follows:

- Issuers must provide the SBC to health plans effective Sept. 23, 2012.
- Plans and issuers must provide the SBC to participants and beneficiaries who enroll or re-enroll during an open enrollment period beginning with the first day of the first open enrollment period that begins on or after Sept. 23, 2012.
- For participants who enroll in coverage other than through an open enrollment period (for example, newly eligible individuals and special enrollees), plans and issuers must provide the SBC beginning on the first day of the first plan year that begins on or after Sept. 23, 2012.

### ▶ Summary of Material Changes

Plans and issuers are required to give at least 60 days advance notice of any material modification in plan terms or coverage that are not reflected in the most recent SBC. This notice requirement is limited to material modifications that do not occur in connection with a renewal or reissuance of coverage.

- According to the regulations, a "material modification" includes: (1) an enhancement of covered benefits or services, such as coverage of previously excluded benefits or reduced cost-sharing; (2) a material reduction in covered services or benefits, such as through increased premiums or cost-sharing; or (3) more stringent requirements for receipt of benefits, such as a new referral requirement.
- The material modification notice can be provided in a separate document describing the material modification or through an updated SBC.

### ▶ Summary of Care Management Programs

Participants with self-insured plans, including case management, disease management and wellness and administrative programs to improve patient safety, will need to receive language describing all care management programs. If a company offers fully-insured plans, the administrator will handle this requirement. HHS was required to develop the reporting within 2 years after implementation of PPACA (by 3/23/12), however no such reporting requirements have been issued by HHS at this time.

### ▶ Notice of Automatic Enrollment

The Affordable Care Act (ACA) requires certain large employers that offer health coverage to automatically enroll new employees (and re-enroll current employees) in one of the employer's health plans, subject to any permissible waiting period. This requirement is found in Section 18A of the Fair Labor Standards Act (FLSA), which was created by the ACA. Section 18A further requires adequate notice to employees and the opportunity for an employee to opt out of any coverage in which the employee was automatically enrolled.

\*The DOL originally intended to complete this rulemaking by 2014. In view of the need for coordinated guidance and a smooth implementation process, including an applicability date that gives employers sufficient time to comply, the DOL has concluded that its automatic enrollment guidance will not be ready to take effect by 2014. Accordingly, the DOL stated that, until regulations are issued and become applicable, employers are not required to comply with section 18A.

### ▶ Notice of Exchange Availability

Effective March 1, 2013, all employees and new hires must be informed of the new exchanges. Companies will need to provide a print notice with information about the exchanges and an employee's ability to shop for coverage. The notice should also include eligibility rules for premium credits and the differences between an exchange plan and an employer-sponsored plan. The regulatory agencies should issue guidance on this requirement in the future.

## **B. Other notice requirements scheduled to take effect in 2014 or later:**

### ▶ Final Employer Pay or Play Regulations Issued

•On Feb. 12, 2014, the U.S. Treasury Department published final regulations implementing the Affordable Care Act's (ACA) employer shared responsibility provisions. The ACA imposes a penalty on applicable large employers (ALEs) that do not offer minimum essential coverage to full-time employees and their dependents.

\*Delay for Medium-sized Businesses: The employer shared responsibility provisions apply only to ALEs that have 50 or more full-time employees. However, the final rules delay implementation for medium-sized ALEs, or those with 50 to 99 full-time employees, that are covered by the employer mandate. Applicable ALEs will have an additional year, until 2016, to comply with the pay or play rules. Provisions for Businesses That Offer Coverage to Most, But Not All, Employees in 2015

•The final rule graduates a provision that all ALEs offer coverage to at least 95 percent of their FTEs across two years beginning in 2015.

•Also included in the final rules is a clarification of full-time status for certain groups, including volunteers, educational employees, seasonal employees, students in work-study programs and adjunct faculty.

### ▶ Pre-Existing Condition Exclusion

•A pre-existing condition exclusion is a limitation or exclusion of benefits related to a condition based on the fact that the condition was present before the date of enrollment for the coverage, whether or not any medical advice, diagnosis, care or treatment was recommended or received before that date.

•The ACA rules

prohibit any pre-existing condition from being imposed by group health plans or group health insurance coverage, and extend this protection to individual health insurance coverage. This prohibition generally is effective with respect to plan years beginning on or after Jan. 1, 2014.

### ▶ Final Rules on the 90-day Waiting Period Limit

•The Affordable Care Act (ACA) prohibits group health plans and issuers from applying waiting periods in excess of 90 days for plan years starting Jan. 1, 2014, or later. Among the additions to the final rules are the following:

\*A one-month orientation period is a permitted eligibility condition.

\*Rehired employees may be required to satisfy the waiting period again.

•The one-month maximum is part of a separate proposal expanding on the final rules that allows a reasonable and bona fide employment-based orientation period to be a condition for eligibility.

•The final regulations apply for plan years beginning on or after Jan. 1, 2015. For plan years beginning in 2014, the Departments will consider compliance with either the 2013 proposed regulations or the final regulations to constitute compliance with the 90-day waiting period limit requirement.

### ▶ Reinsurance Fee Changes for 2015

• Beginning in 2014, the Affordable Care Act (ACA) requires a three-year transitional reinsurance program to be established in each state.

• On Nov. 24, the Department of Health and Human Services (HHS) published its 2015 Notice of Benefit and Payment Parameters Proposed Rule, which addresses the reinsurance program. This rule contains the proposed reinsurance payment parameters and reinsurance contribution rate for the 2015 benefit year, as well as certain oversight provisions related to the operation of the transitional reinsurance program.

• First, the proposed rule would exempt certain self-insured, self-administered group health plans from the ACA's reinsurance contribution requirement by redefining a "contributing entity." This change is proposed to be effective for the 2015 and 2016 benefit years and applies to self-insured, self-administered group health plans that do not use a third party administrator for core processing functions.

• Second, HHS announced that the annual contribution rate for 2015 will be \$44 per enrollee per year

• Finally, HHS modified the reinsurance payment schedule, effective for the 2014 benefit year. Under the 2013 rule, contributing entities were required to submit payment within 30 days of receiving an HHS notification of the required reinsurance contribution. The proposed rule would change the collection schedule, requiring payment of reinsurance contributions in two installments—one at the beginning of the calendar year following the benefit year and one at the end of that calendar year. For example, for 2015, the proposed rule would require the newly defined "contributing entities" to pay the \$44 per enrollee in a \$33 allotment in January 2016 and \$11 in the fourth quarter of 2016.

**Please contact your Brown & Brown representative if you have any questions regarding the various notices required under Health Care Reform.**



Oscoda Township  
 Prepared by: Melissa Ramos  
 Effective Date: February 1, 2020



Life/AD&D - All	CURRENT Principal	RENEWAL Principal
<b>Benefit Comparison</b>	<b>Description</b>	<b>Description</b>
<b>Life/AD&amp;D Benefit Amount</b>		
Class 1: Manager or Superintendent	\$80,000	\$80,000
Class 2: Non-Management or Non-Superintendent	\$20,000	\$20,000
Class 3: Retirees with 4 years of service	\$10,000	\$10,000
<b>Age Reduction Schedule</b>	65% @ 70 ; 45% @ 75	65% @ 70 ; 45% @ 75
<b>Guaranteed Issue Amount</b>	\$80,000	\$80,000
Class 1: Manager or Superintendent	\$80,000	\$80,000
Class 2: Non-Management or Non-Superintendent	\$20,000	\$20,000
Class 3: Retirees with 4 years of service	\$10,000	\$10,000
<b>Conversion</b>	Not Included	Not Included
<b>Portability</b>	Not Included	Not Included
<b>Waiver of Premium</b>	Included	Included
<b>Rate Guarantee</b>	1 Year	1 Year
<b>Rates</b>	<b>Rates Table</b>	<b>Rates Table</b>
	<b>Description</b>	<b>Description</b>
	<b>Rate</b>	<b>Rate</b>
	Total Volume	Total Volume
	\$780,000	\$780,000
	Life Rate per \$1,000 of Benefit	Life Rate per \$1,000 of Benefit
	\$1.020	\$1.020
	AD&D Rate per \$1,000 of Benefit	AD&D Rate per \$1,000 of Benefit
	\$0.025	\$0.025
<b>Cost Comparison</b>	<b>CURRENT</b>	<b>RENEWAL</b>
<b>Total Monthly Premium</b>	\$815.10	\$815.10
<b>Total Annualized Premium</b>	\$9,781.20	\$9,781.20
<b>Annual Dollar Change From Current</b>		\$0.00
<b>Percent Change From Current</b>		0%

Volume and Counts are for illustrative purposes only. This proposal is a brief summary of benefits and is not intended to be a complete outline of policy provisions. Rates are subject to final enrollment.

Oscoda Township  
 Prepared by: Melissa Ramos  
 Effective Date: February 1, 2020



**Short Term Disability - All**

**CURRENT**  
Principal

**RENEWAL**  
Principal

Benefit Comparison
Eligibility Definition
Maximum Weekly Benefit
Day Benefits Begin - Accident / Sickness
Benefit Percentage
Basic Weekly Earnings Definition
Rate Guarantee
Participation Requirements

Description	
Class 1: Manager or Superintendent	Class 2: All Other Members
\$15	\$15
1st / 8th	1st / 8th
66.67%	66.67%
Salary	Salary
1 Year	1 Year

Description	
Class 1: Manager or Superintendent	Class 2: All Other Members
\$15	\$15
1st / 8th	1st / 8th
66.67%	66.67%
Salary	Salary
1 Year	1 Year

Rates

Rates Table	
Description	Rate
Weekly Benefit	\$1,400
Rate per \$10 of Benefit	\$1.090

Rates Table	
Description	Rate
Weekly Benefit	\$1,400
Rate per \$10 of Benefit	\$1.090

Cost Comparison
Total Monthly Premium
Total Annualized Premium
Annual Dollar Change From Current
Percent Change From Current

CURRENT
\$152.60
\$1,831.20

RENEWAL
\$152.60
\$1,831.20
\$0.00
0%

Volume and Counts are for illustrative purposes only. This proposal is a brief summary of benefits and is not intended to be a complete outline of policy provisions. Rates are subject to final enrollment.

## Insurance Terms



**Administration:** The amount that the carrier retains in order to cover expenses for administering the plan benefits often referred to as retention.

**Alternative Medicine:** Nontraditional health care treatments, such as chiropractic and acupuncture.

**Ambulatory Care:** Outpatient care services received in a facility (i.e., not in physician's office).

**Billed Premium:** The amount that the carrier has billed the employer during the contract year. Billed premium may be less than the contract premium if a retroactive premium arrangement has been negotiated.

**Cafeteria Plan:** An employee benefit program that offers participants a choice between cash and on or more tax-favored benefits as defined by Internal Revenue Code Sections 125. Typical benefits include health insurance, group term life and dental benefits. See also Flexible Benefit Plan.

**Carve-Outs:** Type of service separately designed and contracted to an exclusive, independent provider by an employer or managed care plan. For example, mental health care and vision coverage are often carve-out services (Due to HCR: Only applies to grandfathered plans).

**Case Management:** The coordination of patient care by a health care professional (e.g., nurse, doctor, social worker) to ensure appropriate care and to reduce costs of providing service.

**Claims Reserve:** The insurers forecast of the claims that have been incurred during the contract period but have not yet been reported. This may include estimates of claims that have been reported but not yet paid. A carrier normally requires reserves of 2 to 3 months of claims. The reserve is determined by the carrier's historical claims run out experience for all its insured and on a case by case basis. Also referred to as Incurred But Not Reported Liability (IBNR).

**COBRA (Consolidated Omnibus Budget Reconciliation Act):** Federal legislation passed in 1995 that requires employers with 20 or more employees to offer continued health insurance coverage to certain employees and their beneficiaries whose group health insurance coverage has been terminated. Group health plans subject to COBRA include: Medical, Dental, Vision, Hearing, Prescription, Drug and Alcohol Treatment Plans, and Alternative Health Plans. In addition, On-Site Medical Services provided by the employer and Free or Discounted Medical Services may also be subject to COBRA continuation of coverage requirements. Employer-provided medical plans can no longer require Medicare to be the primary payer for participants age 70 and over.

**Co-Insurance:** The portion of the cost for care received for which an individual is financially responsible. Usually this is determined by a fixed percentage, as in major medical coverage. Often co-insurance applies after a specific deductible has been met and may be subject to an individual out-of-pocket limit.

**Contract Premium:** The maximum premium payment that the employer is obligated to pay the carrier during the contract period. The contract premium may often be greater than the billed premium.

**Copayment:** A payment made by an enrollee at the time that selected services are rendered and no additional payment is required. Copayments are typically flat amounts, covering such items as office visits, prescriptions, and emergency care.

**Deductible:** The amount a policyholder must pay for health care, as established under the terms of his or her contract, before insurance benefits begin.

**Defined Contribution Health Program:** A system in which each employee is given a fixed dollar amount by their employer to apply to the cost of any health plan offered by that employer. In addition to the employer's "defined contribution," employees may contribute incremental dollars to purchase additional other benefits or plan enhancements. Unlike a "voucher" system, the employer retains its role in the selection and negotiation of terms with the health plans.

**Disease Management:** A comprehensive integrated approach to care designed to influence the progression of disease within select patient populations. In disease management, the emphasis is on prevention, proactive case management, patient education, and population-based interventions. Disease management depends on clients learning to become more accountable for their health and more skillful users of medical care.

**DMO (Dental Maintenance Organization):** A dental plan that enables members to select and receive care from in-network doctors.

**Drug Utilization Review:** An evaluation of prescription drug use and provider prescribing patterns to determine the appropriateness of drug therapy.

**Durable Medical Equipment:** Reusable medical equipment, such as hospital beds and wheelchairs, that can be used by patients either in a hospital or a home setting.

**EAP (Employee Assistance Program):** An employer-sponsored behavioral health program designed to assist in the identification and resolution of a broad range of employee personal concerns that may affect job performance. EAP programs deal with situations such as mental illness, substance abuse, marital problems, family troubles, stress, and domestic violence. The assistance may be provided within the organization or by referral to outside resources.

**EPO (Exclusive Provider Organization):** Employer-funded managed care program which provides coverage only through contracted providers. Technically, many HMOs also can be described as EPOs. **Fee-For-Service (FFS):** The traditional health insurance reimbursement method in which a set fee (e.g., reasonable and customary) is established for each health care service performed. Services are paid for as rendered.

**Flexible Benefit Plan:** A benefit program under Section 125 of the Internal Revenue Code that offers employees a choice between permissible taxable benefits (including cash) and nontaxable health and welfare benefits such as life and health insurance, vacation pay, retirement plans and child care. While a common core of benefits may be required, the employee can determine how his or her remaining benefit dollars are to be allocated for each type of benefit from the total amount allocated by the employer. See also Cafeteria Plan.

**Flexible Spending Account:** A spending arrangement that allows employers and employees to use pretax dollars to pay for certain health care or dependent care expenses not otherwise covered by insurance. Health care FSAs can be used to finance health care expenses, including deductibles and copayments.

**FMLA (Family and Medical Leave Act):** A federal law passed in 1993 that requires companies to provide eligible workers with up to 12 weeks of job-protected unpaid leave each year for certain medical and family situations, such as the birth of a child or the care of an aged parent. Employees are eligible to take FMLA leave if they've worked for their employer for at least 12 months, have worked for at least 1,250 hours over the previous 12 months, and work at a location where the employer has at least 50 workers within 75 miles.

**Formulary:** A formulary is a listing of preferred prescription drugs chosen by a health plan or Pharmacy Benefit Manager for their cost-efficiency. An open formulary covers formulary and non-formulary drugs, but favors prescribing and dispensing patterns for formulary brands. A tiered copay formulary covers formulary and non-formulary drugs, but offers employees a financial incentive to choose a formulary or preferred brand. A closed formulary covers only formulary drugs, with no coverage provided for non-formulary drugs.

**Gatekeeper:** A primary care physician who is charged with directing all care and treatment and determining whether to treat the member or refer to a specialist. Gatekeepers are typical in HMOs, EPOs, and the in-network portion of a POS.

**Gross Paid Claims:** Dollars actually paid out to claimants or providers for services, including claim paid above the specific pooling level.

**HIPAA:** The Health Insurance Portability and Accountability Act of 1996 (HIPAA) was designed to provide portability of health coverage by limiting pre-existing conditions and exclusions in health plans. It requires employers sponsoring a group health plan with two or more employees and their health insurance issuers to provide written certification of prior creditable coverage for every individual covered under the plan.

**HMO (Health Maintenance Organization):** An HMO contracts to provide health services for plan members on a fixed, prepaid, per capita basis. Under the HMO model, members are required to receive all non-emergency care from network providers. HMOs require that only certain providers be used, and often offer co-payments for physicians and prescriptions.

**Incurred Claims:** Claims that have been made but not yet reported. Generally, incurred claims are estimated by the carrier.

**Indemnity:** A health care insurance plan that reimburses policy holders for covered services. There is usually a deductible which must be met before payment starts and a maximum benefit, either annual or lifetime, that the insurer will pay.

**Loss Ratio:** This is the ratio of incurred claims to the net premium. A loss ratio of 100% is the "break-even point", meaning the net premium equaled the claims incurred.

**Managed Care:** A method of providing health care in which the insurer maintains a discounted provider network and medical management to control costs and utilization.

**Medicaid:** A federal program administered by the states to provide low-income individuals with medical benefits.

**Medicare:** Health insurance provided by the federal government for the elderly and disabled. Medicare covers the cost of hospitalization, medical care, and some related services. It is funded primarily by Federal Insurance Contributions Act (FICA) payroll deductions and somewhat by general revenues and is administered by the Health Care Financing Administration.

**Medicare Part A:** The component of Medicare benefits covering inpatient hospital stays, skilled nursing facilities, home health services, and hospice care. Medicare Part A is premium-free for anyone automatically eligible for Medicare. Those not automatically eligible may purchase Medicare Part A coverage for a monthly premium.

**Medicare Part B:** The optional part of Medicare that can be purchased for a monthly premium. Part B covers outpatient costs, such as the cost of physician services, outpatient hospital services, medical equipment, and medical supplies.

**Medicare+Choice:** Also known as Medicare Part C, Medicare+Choice is an expansion of Medicare health plan choices created as part of the Balanced Budget Act of 1997. In addition to fee-for-service Medicare and HMO options, Medicare+Choice, which went into effect in January 1999, enables consumers to choose from preferred provider organizations, provider-sponsored organizations, private fee-for-service, and a medical savings account demonstration project. To participate in the program, health plans and organizations must adhere to a federally prescribed set of policies and standards.

**Medicare Part D:** optional prescription drug coverage, which can be purchased for a monthly premium, for everyone with Medicare. This coverage may help lower prescription drug costs and help protect against higher costs in the future.

**Medigap Supplement:** A private insurance policy that meets federal standards for augmenting Medicare coverage. A supplemental policy pays for most, if not all, Medicare coinsurance amounts and may provide coverage for Medicare deductibles. Some plans pay for services not covered by Medicare, such as outpatient prescription drugs and preventive screenings. Supplemental policies are also referred to as Medicare wrap policies or Medicare supplements.

**MSA (Medical Savings Accounts):** Also called Medical IRAs and Medisave Accounts, MSAs are a health care financing arrangement proposed by the federal government to augment major medical coverage by allowing individuals and their employers to make regular, pre-tax deposits to personal medical accounts that can be used to pay for medical expenditures or health insurance premiums.

**Net Premium:** The dollars available to pay claims after deducting administrative and pooling costs.

**Out of Pocket:** The maximum dollar amount a member is required to pay out of pocket during a year. Until this maximum is met, the plan and the member shares is the cost of covered expenses.

**PBM (Pharmaceutical Benefit Manager):** A managed care organization for prescription drug benefits, using discounted pharmacy networks and utilization management to control costs.

**PCP (Primary Care Provider):** Also referred to as a primary care physician, the PCP is responsible for determining the care a member receives. PCPs act as "gatekeepers" because members must obtain their authorization before seeing a specialist in HMO, POS, and EPO environments.

**PEPM (Per Employee Per Month):** Refers to the cost to cover one employee (and their family) for one month.

**Pre-Existing Condition:** Any condition or complications there of for which you received medical advise, treatment, diagnosis, or for which prescription drugs or medicines have been prescribed or taken, or of which there is a medical record of your awareness of symptoms before the effective date of your coverage.

**Pooled Claims:** Claims paid in excess of a specific pre-determined level. Since these claims are pooled, they are removed from the plan experience.

**Pooling Charge:** A premium charged by the carrier to assume the underwriting risk for claims incurred during the contract period that are in excess of a specified amount.

**POS (Point of Service) Plan:** Also known as open-ended health maintenance organizations, point-of-service plans allow members to use out-of-network providers for covered services but require them to pay a higher share of the cost of treatment-in the form of higher premiums, copayments, and/or deductibles-for doing so. The in-network benefit requires gatekeeper authorization prior to accessing specialist care

**PPO (Preferred Provider Organization):** A group of physicians and/or hospitals which contracts with an employer to provide services to their employees. A PPO differs from a POS by allowing access to in-network specialists without a gatekeeper referral. A PPO allows patients to choose between "preferred" providers, those who have signed a contract with the organization, and non-participating providers. Patients who opt for non-participating providers are required to pay a higher share of their health care costs.

**Premium:** The amount paid for an insurance policy.

**Pre-tax Premium Contribution Account:** A medical savings account that enables participants to make health care premium contributions on a pre-tax basis.

**Prior Authorization:** Procedure used in managed care to control utilization of services by requiring prior review and approval.

**Retention:** The amount that the carrier retains in order to cover expenses for administering the plan benefits often referred to as administration.

**Self-Insurance:** A health care program in which an employer or entity assumes the risk of coverage by funding benefit plans from their own resources, rather than purchasing insurance from a third party.

**Stop Loss:** The dollar level at which claims are “pooled” and thus not charged against a plan’s experience. The plan or employer is responsible for the risk up to the stop loss (pooling level).

**Takeover Provision:** A full takeover of pre-existing conditions is now the law for groups in Florida under 51 lives. Consequently, if an employee is fully covered now, he or she will be fully covered by the new plan. Any employee currently in the pre-existing conditions period will receive credit for any of the period completed under your current plan.

**TEFRA (Tax Equity and Fiscal Responsibility Act):** Requires certain health care providers, through a contract with the Health Care Financing Administration, to provide at least Medicare level benefits for a capitated rate.

**TPA (Third Party Administrator):** An independent organization that administers claims and benefits for a self-insured organization without underwriting the risk.

**Trend Cap:** A pre-established cut-off point defining the maximum amount an employer will pay to an insurer or TPA for increases in premiums or fees from one year to the next.

**UCR (Usual, Customary, and Reasonable):** The average cost of a medical procedure or health service in a given geographic area. Insurers use the rate to determine reimbursement levels for certain covered expenses.

**Underwriting:** An insurer's procedure for analyzing a group or individual applicant to determine whether or not to offer insurance coverage and, if so, at what price. Insurers weigh risk assessment and feasibility based on an applicant's past usage and health-risk factors.

**Usual, Customary and Reasonable (UCR):** The cost associated with health care services that are consistent with the going rate for identical or similar services within that geographic area. It is used to determine the amount to pay health care providers or reimburse policy holders.

**Utilization Management:** A process for assessing the use of resources (including staff, facilities, and services) to determine medical necessity, cost-effectiveness, and conformity to optimal-use criteria.

**Utilization Review:** A formal assessment of a patient's course of treatment to evaluate the appropriateness of care.

## HEALTH AND WELFARE PLANS CHECKLIST OF REPORTING & DISCLOSURE REQUIREMENTS



### Disclosure Requirements

Document	Description	Responsible Party	Included in Important Notices?
1. Summary Plan Description (SPD)	Must provide SPD to participants within 90 days of being covered by the plan. Must provide an updated SPD once every five years from the date of the previous SPD if the plan is modified (or once every ten years if the plan is not modified).	Employer	No
2. Summary of Material Modifications (SMM)	Must provide SMM no later than 210 days after the end of the plan year in which the change is adopted, unless a revised SPD reflecting the modification is distributed.	Employer	No
3. Summary of Benefits and Coverage (SBC)	Must provide to participants and beneficiaries at the time of initial enrollment and annually with open enrollment materials. Must provide to special enrollees within 90 days after special enrollment (i.e., within the time the SPD is required to be provided). Must also provide within seven business days of a request from a participant or beneficiary.	Employer	No
4. Notice of Change to SBC	Must provide advance notice of any material modification in the SBC, at least 60 days prior to the date on which the modification will become effective.	Insurer and Employer	No
5. Notice of Rescission	Must provide advance notice of retroactive termination of coverage due to fraud or intentional misrepresentation of material facts by a participant, at least 30 days before coverage is rescinded.	Employer	No
6. Notice of Exchange (Marketplace) Availability	Must provide notice to all newly hired employees about the availability of the health insurance marketplaces within 14 days of hire.	Employer	Yes
7. Patient Protection Notice	Must provide notice of right to choose a primary care provider, pediatrician or network provider specializing in OB-GYN care (if the plan requires or allows for the designation of a primary care provider). Notice must be included with SPD or other description of benefits.	Insurer	No
8. Women's Health and Cancer Rights Act (WHCRA) Notice	Must provide to participants upon enrollment and annually. Can include the required notice in annual enrollment materials or SPD (if redistributed) each year.	Employer	Yes
9. Children's Health Insurance Program Reauthorization Act ("CHIPRA") Notice	Must provide notice of potential opportunities for premium assistance under state Medicaid or CHIP to all employees annually. Can include the required notice in annual enrollment materials or SPD (if re-distributed) each year.	Employer	Yes
10. Medicare Part D Notice of Creditable or Non-Creditable Coverage	Must provide to all Medicare Part D-eligible participants and beneficiaries annually, prior to the start of the Medicare Part D open enrollment period (i.e., before October 15). Must provide in certain other situations as well.	Employer	No
11. HIPAA Notice of Privacy Practices	Must provide to participants upon enrollment and when there are material changes to the notice. Notice of material changes must generally be provided within 60 days of the change (or in plan's next annual mailing, if posted on website).  Every three years, must notify participants that a Notice of Privacy Practices is available and how to obtain it.	Employer	Yes

This communication is not intended, nor should it be construed, as legal or tax advice. Please contact a legal or tax professional for legal advice, tax treatment and restrictions. Federal and state laws and regulations are subject to change.



**Disclosure Requirements**

Document	Description	Responsible Party	Included in Important Notices?
12. HIPAA Special Enrollment Notices	Must provide to employees eligible to enroll in plan on or before opportunity to enroll.	Employer	Yes
13. Initial COBRA Notice	Must provide to covered employees and spouses within 90 days of when coverage begins.	Employer	No
14. COBRA Election Notice	Employer must notify plan administrator within 30 days of the qualifying event. The plan administrator then has 14 days following receipt of the notice of qualifying event to notify qualified beneficiaries of right to elect COBRA.  Where the employer is also the plan administrator, notice must be provided to qualified beneficiaries no later than 44 days after the qualifying event (or no later than 44 days after the employee provides notice of the qualifying event, in the case of divorce, legal separation or loss of dependent status).	Employer or COBRA TPA	No
15. Notice of Unavailability of COBRA	Employer must notify plan administrator within 30 days of the qualifying event. If plan administrator determines that the individual is not entitled to COBRA, the plan administrator has 14 days following receipt of the notice of qualifying event to notify qualified beneficiaries that COBRA is unavailable.  Where the employer is also the plan administrator, notice of unavailability of COBRA must be provided to qualified beneficiaries no later than 44 days after the qualifying event (or, in the case of divorce, legal separation or loss of dependent status, no later than 44 days after notice of the qualifying event).	Employer or COBRA TPA	No
16. Early Termination of COBRA	If COBRA coverage is terminated earlier than the maximum time period for which COBRA must be made available, must provide notice to qualified beneficiaries as soon as practicable after determination of coverage termination.	Employer or COBRA TPA	No
17. Conversion Notice	Must provide to certain qualified beneficiaries where the plan provides a conversion option.	Employer or COBRA TPA	No
18. Claims Procedure Notice	Must comply with the requirements for internal claims and appeals and external reviews, including timing and content requirements for notices of claim denials.	Insurer	No
19. Participant and Beneficiary Requests for Documents	If a participant or beneficiary makes a written request for a copy of plan documents, including the SPD, SMMs and Form 5500, they must be provided within 30 days of the request.	Employer	No
20. QMCSO Receipt and Determination Notices	Must provide notices of receipt of a proposed order and of determination regarding the order.	Employer	No
21. FMLA	Certain notices relating to health coverage may be required by FMLA for employees on FMLA leave.	Employer	No
22. USERRA	Certain notices relating to health coverage may be required by USERRA for employees performing qualifying military service.	Employer	No
23. GINA	In any lawful request for medical information, should include language specifically directing the individual or health care provider not to provide genetic information.	Employer	No

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**Reporting Requirements**

Document	Description	Responsible Party
Form 5500 (Annual Report)	Must be filed electronically with the DOL each year within seven months after the close of the plan year, or within 9 ½ months with an extension.	Employer
Form W-2 Reporting	Must report the aggregate cost of applicable employer-sponsored coverage on an employee's Form W-2.	Employer
Employer Reporting under Code Sections 6055 and 6056	For a self-insured plan, the employer will be responsible for satisfying the reporting obligations under both Code Section 6055 and 6056. Section 6055 reporting relates to whether the employer's health coverage constitutes "minimum essential coverage" under Health Care Reform. Section 6056 reporting relates to whether the employer's health coverage satisfies the "pay or play" regulations under Health Care Reform. Reporting under both Sections may be completed using a single, combined form.  Reporting is due annually, after the end of the calendar year to which it relates (generally, no later than <b>March 31</b> if filing electronically).	Employer
Medicare Part D Creditable Coverage Disclosure Notice to CMS	Must provide disclosure to the Centers for Medicare & Medicaid Services (CMS) regarding whether the group health plan's prescription drug coverage is, on average, at least as good as standard prescription drug coverage under Medicare Part D.  Filed with CMS electronically 60 days after the beginning of the plan year and, if applicable, within 30 days after termination of plan's prescription drug coverage or change in creditable status of plan.	Employer

**Other Requirements**

Document	Description	Responsible Party
PCORI Fee	Fee to fund the Patient-Centered Outcomes Research Institute (PCORI) for the plan year ending after September 30, 2012 through the plan year ending after September 30, 2019. The plan sponsor of a self-insured group health plan must complete Form 720 and pay the fee directly to the IRS by July 31 of the calendar year that begins after the end of the plan year.	Employer (with assistance from Insurer)

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**April 4, 2018**

We believe that the market and regulatory forces in effect are creating an environment where employer compliance is critical. The Department of Labor (DOL) and their education and enforcement division, the Employee Benefits Security Administration (EBSA), have stated that they will continue the current pattern of investigation and penalties with regard to ERISA violations.

At Brown & Brown of Central Michigan we believe that it is prudent for us to proactively ensure that our clients are in compliance with current regulations.

It is for these reasons that Brown & Brown of Central Michigan is extending to all our health and benefit clients an HR Compliance Package developed and supported by HR Workplace Services.

SERVICE
<b>ERISA Plan Documents</b>
SPD Wrap Document Preparation
Summary of Material Modification (SMM)
Section 125 Plan Document (POP Plan or FSA)
<b>Plan Document Support</b>
Guidance on document access and employee rights
Resolution assistance in the event that your employee benefit plans are reviewed by the Department of Labor
Maintenance of all required records for the mandated period of time
Online storage of plan document(s)
Dedicated customer service
<b>Other Services</b>
Annual ERISA and Health Care Reform (PPACA) Notices
105(h) Non-Discrimination Testing
HIPPA Manual
Form 5500 Annual Filing
Form 5500 Late Filing
Pension Plan Analysis (401k / 403b / 457)

## Detail of Plan Components Contained in the Compliance Package

Compliance Plan Components	Description
1. Summary Plan Description (SPD)	Must provide SPD to participants within 90 days of being covered by the plan. Must provide an updated SPD once every five years from the date of the previous SPD if the plan is modified (or once every ten years if the plan is not modified).
2. Summary of Material Modifications (SMM)	Must provide SMM no later than 210 days after the end of the plan year in which the change is adopted, unless a revised SPD reflecting the modification is distributed. Must provide a copy of the SMM (along with the SPD) to new participants within 90 days of being covered by the plan.
3. Patient Protection Notice	Must provide notice of right to choose a primary care provider, pediatrician or network provider specializing in OB-GYN care (if the plan requires or allows for the designation of a primary care provider). Notice must be included with SPD or other description of benefits.
4. Women's Health and cancer Rights Act (WHCRA) Notice	Must provide to participants <u>upon enrollment</u> and <u>annually</u> . Can include the required notice in annual enrollment materials or SPD (if re-distributed) each year.
5. Children's Health Insurance Program Reauthorization Act ("CHIPRA") Notice	Must provide notice of potential opportunities for premium assistance under state Medicaid or CHIP to all employees annually. Can include the required notice in annual enrollment materials or SPD (if re-distributed) each year.
6. Medicare Part D Notice of Creditable or Non-Creditable Coverage	Must provide to all Medicare Part D-eligible participants and beneficiaries annually, prior to the start of the Medicare Part D open enrollment period (i.e., before October 15). Must provide in certain other situations as well.
7. HIPAA Notice of Privacy Practices	Must provide to participants upon enrollment and when there are material changes to the notice. Notice of material changes must generally be provided within 60 days of the change (or in plan's next annual mailing, if posted on website). Every three years, must notify participants that a Notice of Privacy Practices is available and how to obtain it.
8. Claims Procedure Notices	Must comply with the requirements for internal claims and appeals and external reviews, including timing and content requirements for notices of claim denials
9. QMCSO Receipt and Determination Notices	Must provide notices of receipt of a proposed order and of determination regarding the order.
10. USERRA	Certain notices relating to health coverage may be required by USERRA for employees performing qualifying military service.
11. GINA – Genetic Information Non-discrimination Act	In any lawful request for medical information, should include language specifically directing the individual or health care provider not to provide genetic information.
12. Newborn and Mothers Health Protection Act	Notices relating to hospital length of stay for birth of a child.

Compliance Plan Components	Description
13. Mental Health Parity and Addiction Equity Act	Notices regarding a benefit program that provides both medical and surgical benefits and mental health and/or substance abuse benefits shall not impose any limits on mental health or substance abuse benefits that violate the requirements of ERISA § 712.
14. Wellness Program Disclosure	Notice given by any group health plan offering a wellness program that requires individuals to meet a standard related to a health factor in order to obtain a reward.
15. Form 5500 (Annual Report)	Must be filed electronically with the DOL each year within seven months after the close of the plan year, or within 9 ½ months with an extension. HRWS will prepare the filing, the client must sign and submit the 5500 (which can be done online).
16. 105 (h) and 125 Non-discrimination Testing	Plans must be tested for nondiscrimination as of the last day of the plan year
17. HIPAA Manual	HRWS will prepare a HIPAA manual for the client. The manual will contain; Table of Contents, Main Body of the Manual, Forms for HIPAA administration, links to State Mandated language.

### Our Process

HRWS is interactive with our clients during the entire process information is gathered, documents created and reviewed with the client, final documents are created and sent to the client with copies of all documents stored in our secure cloud storage infrastructure.

### Service Level Commitment

- \* Responding to ERISA communication from clients within 24 hours
- \* Delivering ERISA Documents within 4 weeks of receiving the information required to prepare the document.

### About HRWS:

Founded in 2009, HR Workplace Services (HRWS) is a national Human Resource and Business Consulting firm operating in all 50 states and 18 different countries. We assist companies of all sizes and industries with navigating through the complex nature of today's business challenges.

The HRWS management and advisory team consists of highly experienced, skilled and knowledgeable professionals with skill sets in multiple business disciplines. These include contract law, compensation, training/development, compliance, business development, recruitment/retention, sales strategies and employee relations.

HRWS is looking forward to partnering with you in providing our professional comprehensive services and support all centered on meeting your organizational objectives.

HR Workplace Services, Inc.

480.302.6525

866.691.7757 x25

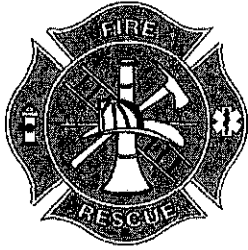
[despenschied@hrworkplaceservices.com](mailto:despenschied@hrworkplaceservices.com)

## ERISA SERVICES & PRICING

SERVICE	HRWS Pricing
<b>ERISA Plan Documents</b>	
SPD Wrap Document Preparation*	\$375.00
* Wrap Document - 1st year set up fee	\$200.00
Summary of Material Modification (SMM)	\$250.00
Section 125 Plan Document (POP Plan or FSA)	\$225.00
Health Reimbursement Account Plan Document	\$275.00
<b>Plan Document Support</b>	
Document retention requirements	Included in Plan Price Above
Guidance on document access and employee rights	Included in Plan Price Above
Resolution assistance in the event that your employee benefit plans are reviewed by the Department of Labor	Included in Plan Price Above
Maintenance of all required records for the mandated period of time	Included in Plan Price Above
Online storage of plan document(s)	Included in Plan Price Above
Record keeping assistance	Included in Plan Price Above
Dedicated customer service	Included in Plan Price Above
<b>Other Services</b>	
Annual ERISA and Health Care Reform (PPACA) Notices	\$250.00
105(h) Non-Discrimination Testing	Quoted by plan
Form 5500 Annual Filing	\$500.00
Comprehensive Compliance Package (2 year commitment)	\$2,400 per year

\* Maximum of 8 plans - additional plans are charged at \$50 per plan. Over 15 plans price is subject to quoting.

# OSCODA TOWNSHIP FIRE DEPARTMENT



*Allan L. MacGregor, Fire Chief*  
110 South State Street  
Oscoda, Michigan 48750  
Phone: 989-739-9112/9113  
Fax: 989-739-1891

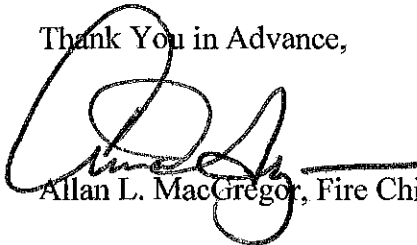
February 21, 2020

To: David Schaeffer, Superintendent  
From: Allan MacGregor, Fire Chief  
Re: Capital Improvement- Equipment Acquisition.

Mr. Schaeffer,

In conjunction with our 2020 Capital Improvement Plan, I have solicited three quotes for 32 Cairns XF1 fire helmets with all needed accessories from vendors. The result of those quotes show that Apollo Fire Equipment out of Romeo Michigan came in as the low bidder at \$10,970.05. I am respectfully recommending that the Township Board accept the low bid amount from Apollo and approve the purchase. All three quotes are attached for your inspection. Please feel free to contact me if you have any questions regarding this issue.

Thank You in Advance,



Allan L. MacGregor, Fire Chief



# QUOTATION

Apollo Fire Equipment Company  
 Apollo Fire Apparatus Repair, Inc.  
 12584 Lakeshore Drive, Romeo, MI 48065  
 Phone: (800) 626-7783 Fax: (586) 752-6907

DATE: 2/4/2020  
 TERMS: 30 days net  
 F.O.B: Oscoda, MI  
 VALID FOR: 90 days  
 LEAD TIME:

QUOTE #:

BILL TO: Oscoda Twp Fire Dept  
 ADDRESS:  
 ATTN: Chief Allen MacGregor

SHIP TO: Oscoda Twp Fire Dept  
 ADDRESS:  
 ATTN: Chief MacGregor

PHONE: FAX: E-MAIL:

QTY	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL
		MSA/Cairns Hemet		
32	GYM111850000-	XF1 Helmet in a Glossy Finish	\$273.00	\$8,736.00
		Clear Faceshield with Interl Visor		
		Available Colors: White, Black, Red or Yellow		
		Options:		
32	GA1484	Lighting Module	\$56.00	\$1,792.00
		Helmet comes with Black Front Plate		
		up-grade to color front plate add \$12.50 x 27		337.50
		up-grade to Black Plate with Decal add \$21.00 x 5		105.00
		Shipping No Charge		
			SUBTOTAL	\$10,528.00

Thank you for the opportunity to quote on your Fire Department needs.

SHIPPING N/C  
 TAX N/A  
 OTHER N/A  
 TOTAL \$10,528.00

Jo Ellen Pavoni, VP Sales & Marketing  
 Cell: (616) 291-6534  
 jpavoni@apollofire.com

10,970.05





Witmer Public Safety Group

104 Independence Way
Coatesville, PA 19320
Phone: (800) 852-6088
MAELENE M (800)852-6088 X1154
mmiller@wpsginc.com

Quote ID: 615909
Date: 02/13/2020
Sales Person: MAELENE M
Customer Id: OSCTOW

Bill To:

ATTN: Chief Allan MacGregor
Oscoda Township Volunteer Fire Dept
110 State Street
Oscoda MI 48750

Phone: (989) 254-3006

E-Mail: amacgregor@ioscocoounty.org

Ship To:

ATTN: Chief Allan MacGregor
Oscoda Township Volunteer Fire Dept
110 State Street
Oscoda MI 48750

CAIRNS XF1 HELMETS & ACCESSORIES

Table with 5 columns: Quantity, Item ID, Description, Unit, Amount. Includes items like MSA-XF1-OV-LM-WG-L and MISC, with descriptions of fire helmets and front plates.

ACCEPTANCE OF QUOTATION

The above prices, specifications, and conditions are satisfactory and are hereby accepted.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Quotation is valid until March 14, 2020

Subtotal: 11,353.28
Freight:
Tax: 0.00
Total: 11,353.28





# FORMAL BID

207 E KIPP RD, SUITE A  
MASON MI 48854

Date	Quote #
2/13/2020	11360

**FOR ALL RETURNED ITEMS CUSTOMER IS  
SUBJECT TO A 20% RE-STOCKING FEE**

<b>BILL TO</b>	<b>Ship To</b>
EAST TAWAS FD PO BOX 672 EAST TAWAS, MI 48730	EAST TAWAS FD CHIEF BILL DECKETT 122 MAIN ST. EAST TAWAS, MI. 48730

<b>SIGNATURE REQUIRED FOR ORDER TO BE PLACED</b>		Rep
SIGNATURE: _____ DATE _____		JOE H

Item	Description	Qty	Rate	Total
GYM1018500000...	MSA XF1 MATTE RED MEDIUM	32	300.305	9,609.76
GA1484	MSA LIGHTING MODULE XF1	32	64.03406	2,049.09
GA1087C	MSA OCULAR VISOR KIT XF1	32	34.79094	1,113.31
GA1150-16	MSA Front plate FIXF black * 27	1	11.46	11.46
GA1150-N2	MSA FP Cairns XF1 CHIEF black * 5	1	14.91	14.91
SHIPPING EXTRA	SHIPPING EXTRA (shipping is estimated, depends on quantity ordered, will not exceed actual cost from the manufacturer)-		0.00	0.00

<b>Subtotal</b>		\$12,798.53
<b>Sales Tax (0.0%)</b>		\$0.00
<b>Total</b>		\$12,798.53

Phone #	Fax #
517-969-3065	517-969-3066

13,156.13

# OSCODA TOWNSHIP FIRE DEPARTMENT



*Allan L. MacGregor, Fire Chief*  
110 South State Street  
Oscoda, Michigan 48750  
Phone: 989-739-9112/9113  
Fax: 989-739-1891

February 19, 2020

To: David Schaeffer: Superintendent  
From: Allan MacGregor, Fire Chief  
Re: Equipment Acquisition

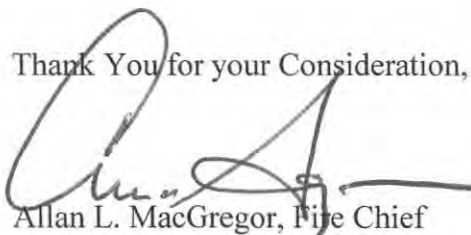
Mr. Schaeffer,

The Oscoda Fire Department recently had a great opportunity to participate in hands on training at Kalitta Air in regards to trying our existing rescue equipment to see its ability to cut into one of the large aircraft they were dismantling at the facility. Our hopes were that our structural saws and Jaws of Life would be adequate in the event we would have to open up the side of one of the aircraft to rescue occupants in the event of a crash. They actually failed badly as they are not designed for that type of metal in conjunction with the design of the aircraft.

What we did learn was that the company that does that dismantling work on a day to day basis uses a specific saw with specific blades on it to easily accomplish the task. I have identified that saw and acquired three quotes in hopes that the Fire Department could obtain one in the event an air disaster would occurred and we were called to assist.

Please see the attached three quotes on a Stihl Brand TS420 CutQuik rescue saw. Low bidder on the item was Gingerich Feed & Implement out of Tawas City with a total amount of \$829.46. I would recommend to the board to go with the low bidder on the item. They have a certified mechanic for Stihl products on site.

Thank You for your Consideration,



Allan L. MacGregor, Fire Chief



# GINGERICH FEED & IMPLEMENTS

102630

50 W. M-55, TAWAS CITY, MI 48763

Feeds - Seeds - Fertilizers - Farm Implements

**989-362-3181 • 800-734-7126**

TERMS: Finance charge of 1-1/2% per mo. added to past due balances, annual rate 18%.

Customer's Order No. \_\_\_\_\_ Date 2-3 20

Name Oscoda Fire Dept.

Address Oscoda

SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RETD.	PAID OUT	LAYAWAY
---------	------	--------	--------	----------	-------------	----------	---------

**QUAN. DESCRIPTION PRICE AMOUNT**

	TS420 Cutoff Saw		1049.95
	less	-	220.49
			<u>829.46</u>
	(Quote Only)		
<small>YOUR ACCOUNT STATED TO DATE. IF IN ERROR, RETURN AT ONCE. CERTIFICATE UNDER AGRICULTURAL PRODUCTS EXEMPTION. THE UNDERSIGNED HEREBY CERTIFIES THAT ALL ITEMS, EXCEPT AS INDICATED HEREON, ARE PURCHASED FOR USE OR CONSUMPTION IN CONNECTION WITH THE PRODUCTION OF HORTICULTURAL OR AGRICULTURAL PRODUCTS AS A BUSINESS ENTERPRISE AND AGREES TO REIMBURSE THE SELLER THE SALES TAX IF USED OR CONSUMED OTHERWISE.</small>			

Received By	TAX	
	TOTAL	

All claims and returned goods MUST be accompanied by this bill.



# QUOTE

## Green Ace Hardware - West Branch

2106 South M-76  
West Branch, MI 48661  
(989) 345-0020

INVOICE #	0
ACCOUNT #	
DATE	17-Feb-20
TIME	09:41
EMPLOYEE	11 - Greg G.
TERMINAL	5
PAGE #	1

**SOLD TO:**

**SHIP TO:**

ITEM	DESCRIPTION	QTY	SALE	U/M	EXT
42380112811	STIHL TS420 CUTQUICK 14	1.00	839.96 1049.95	EACH	839.96 NONTAX
Mgr 11 approved manual discount for 20% discount applied for govt and non-profit use					

I AGREE TO PAY THE ABOVE TOTAL ACCORDING TO THE POSTED TERMS AND CONDITIONS

SIGNATURE \_\_\_\_\_  
Authorized Signer

SUBTOTAL \$	839.96
TAX \$	0.00
<b>TOTAL \$</b>	<b>839.96</b>

Green Ace is proud to honor Veterans!  
Ask about our Veterans Discount

# Fitzpatrick's Hardware

2733 US 23 South  
 Alpena, MI 49707  
 (989)340-2132

## QUOTE

Quote	1394
-------	------



**Sold To:** Oscoda Fire Department  
 101 West River Rd.  
 Oscoda, MI 48750

**Ship To:** Oscoda Fire Department  
 101 West River Rd.  
 Oscoda, MI 48750

(989)254-3006

Date	Cashier	Payment Terms	Purchase Order	Source Document	Customer #
02/13/20	Nathan	NET 10			OSC001

Line	Qty	Item No.	Description	List	Price	Extended
001	1	EA-1 TS420	Stihl TS420 CutQuik Saw w/ 14" Guard	1039.95	949.95	\$949.95

Payment:	Method	Amount
	UnApplied Deposit	
	( None )	

Quoted prices only good for 30 days

	Non Taxable SubTot	949.95
	Taxable SubTotal	0.00
	Sales Tax	0.00
	Total	949.95
	Total Due	949.95

CHARTER TOWNSHIP OF  
OSCODA

Zoning Department

## Memo

To: **Dave Schaeffer**

From: **Eric Szymanski, Zoning Administrator**

Date: March 9, 2020

Re: Beckett & Raeder Form Based Code in B-2 District

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Please be advised that I have attached the Beckett & Raeder Form Base Code update for the B-2 District. That will not include any part of the Master Plan. A resolution/quote to make changes/updates to Chapter 9 will be done at a later time.

The Planning Commission approved \$12,000 from the Capital Improvement plan to be used for Form Base Code update to the B-2 District.

I have also attached a Zoning Administrator Update that contains everything I have been working on since January.



February 21, 2020

**Eric Szymanski**  
Charter Township of Oscoda  
110 E. State Street  
Oscoda, MI 48750



**Regarding: B-2 FBC and Master Plan Update**

Mr. Szymanski,

I appreciate the opportunity to submit for your consideration a proposal to create a B-2 Form Based Code ordinance and update of the Community Master Plan.

**B-2 Form Based Code**

The current district generally extends along State Street (US-23) from Evergreen to the US-23 and F-41 split and then northwest from the railroad tracks to Arrow Street consisting of approximately 205 acres.

Because the Planning Commission has been through FBC training and collaborated on the preparation of the B-1 FBC district there is an economy of scale on this revision. Although the character of the B-2 district along Us-23 and F-41 is different, I am confident that FBC can be prepared over a six-month timeframe. The FBC will use a similar format to the B-1 but will require additional graphics due to the highway commercial configuration of the district(s). The professional fee would be a cost not-to-exceed \$12,000.

**Community Master Plan**

Since the adoption of the Community Master Plan, prepared by Spicer Group, the Township has undertaken a series of strategic plans that alter the framework of the current master plan. I initially thought that the Action Plan/Implementation Chapter could be revised, but the recently adopted ED strategy, branding, and marketing initiative, and downtown strategy need to be integrated into the plan to ensure its alignment. The plan needs to be concise and easy to read. The current plan is 198 pages, with 121 pages dedicated to survey results. As such, I am recommending that we summarize the survey results and existing conditions in tabular and graphic format, include the Township's strategic plan and other initiatives, and focus on the development of an actionable implementation plan.

**Beckett & Raeder, Inc.**  
535 West William, Suite 101  
Ann Arbor, MI 48103

Petoskey Office  
113 Howard St.  
Petoskey, MI 49770

Traverse City Office  
921 West 11th St., Suite 2E  
Traverse City, MI 49684

Toledo  
419.242.3428 ph

734 663.2622 ph  
734 663.6759 fx

231 347.2523 ph  
231 347.2524 fx

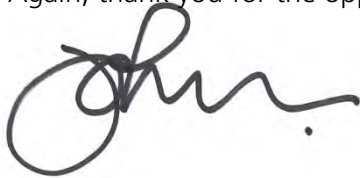
231 933.8400 ph  
231 944.1709 fx

Further, the Township's recent selection as the site for the proposed horizontal launch facility makes it all the more important to ascertain and include the potential economic impact of that development.

As RRC technical advisors, we will incorporate into the master plan the necessary components that are best practices encouraged by the RRC program. The professional fee would be a fee not-to exceed \$22,000 to revise the master plan.

We would prefer to do the FBC and master plan concurrently over the six-month timeframe.

Again, thank you for the opportunity.

A handwritten signature in black ink, appearing to read "John Iacoangeli". The signature is fluid and cursive, with a large initial "J" and "I".

John Iacoangeli, AICP, PCP, LEED AP, CNU-A  
Principal

 *initiative*

# Charter Township of Oscoda

\*\*\*

## Planning Commission Meeting Minutes

March 2, 2020 7PM

Robert J. Parks Library

6010 Skeel Ave, Oscoda, MI 48750

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### 1) CALL TO ORDER

Dan Gary, Chair, called the meeting to order at 7:00PM

### 2) PLEDGE OF ALLIGIANCE

### 3) WELCOME GUEST

### 4) ROLL CALL

**Present** – Mr. Davis, Ms. McDonald, Mr. Tasiar, Ms. Wusterbarth, Mr. Gary, Mr. Palmer

**Absent** – Mr. Schenk

**Quorum** –Mr. Gary determined a quorum present.

### 5) APPROVAL of Meeting Minutes:

**Meeting Minutes – February 3, 2020** – Mr. Davis recommended corrections to the minutes. Ms. Wusterbarth made a motion to approve the minutes as amended. The motion was supported by Mr. Palmer. Roll call vote. All in favor.

**Closed Session Meeting Minutes – February 3, 2020** – Mr. Davis made a motion to approve the closed session minutes. Supported by Ms. McDonald. Roll call vote. All in favor.

### 6) AGENDA – Additions – Beckett & Raeder Proposal for Form Based Code in the B-2 District & updates to the Master Plan.

Mr. Palmer supported a motion made by Mr. Davis to accept the agenda with additions.

Roll call vote. All in favor.

### 7) PUBLIC COMMENT – Mr. Sprys mentioned a state drain which drains the sub division of lake wood shores. The drain goes in-between Mr. Sprys property and Tactical Acquisition Group LLC property and has been continually washing out the beach into Lake Huron. Mr. Sprys asked the Planning Commission what could be done about this and if the township could contact the state. Mr. Gary stated that the Township does not have jurisdiction over the State or County drains. Mr. Schaefer said they would be best to contact the county road commission Fed D. Staruer. Mr. Tasiar recommended Mr. Sprys contact Sue Allor. Ms. Wusterbarth also mentioned contacting your local county commissioner for that area which is Rob Huebel.

### 8) PUBLIC HEARING – N/A

### 9) OLD BUSINESS –

#### a. Case #853 Phoenix Composite Solutions Site Plan

1. Final Site Plan Review to build a 420'Lx100'wx27'H in WI district was presented by Lee Luck with a brief synopsis of additional blueprints and what has been added to them. Mr. Luck stated they had purchased the property from the township with Ms. Richards.
2. Further discussion came up about the water department and the water line on Phoenix Composite Solution property. However, Doug Moen has been off. Mr.

Tasior asked it would be ok if we move the set back to 15ft on the south line and 15ft on the west line. Mr. Luck agreed that this was something they would be willing to do.

3. Mr. Luck also mentioned that they had put up a dumpster site with a privacy fence.
4. Mr. Luck talked with Gary Kellan about the proposed road. With it being a ten-year plan to connect into the back into airport authority. Mr. Tasior stated that even if it is Township owned, they do not have the Authority to approve the proposed road asphalt due to it not being owned by Phoenix Composite Solutions. Mr. Tasior recommended that they work with Board of Trustee for a solution on the proposed road. Mr. Szymanski explained that he had contacted County Road Commission about the proposed road. County Road Commission stated that even if engineered and designed to state and county road standards it would depend on when the County Road Commission Board receives those material to approve the proposed road area as a County Road. Mr. Szymanski also stated that the Air Force deeded property over to the Township in multiple supplements and that a Title search may be best to determine that the Township does own the proposed road area.
- ii. Mr. Tasior made a motion to approve Case #853 Phoenix Composite Solutions to build a new 420'Lx100'Wx27'H on parcel number 066-029-100-07-10 with the setback to be determined by the water line location either as is or as setbacks of fifteen feet to the west and fifteen feet to the South of the property. So, as not to interfere with the access to the water main on the Northeast side of the building and to comply with all other local, county, state, and federal regulation and permits. The progress of any conditions set by the planning commission must be reported by Phoenix Composite Solutions to the Zoning Administrator within six months after completion of construction.
- iii. Roll call vote. All in favor.

## 10) NEW BUSINESS –

- a. Case #004-2020 Tactical Acquisitions Group LLC.
  1. Mr. Szymanski gave an update on Tactical Acquisitions Group LLC. Stating that Tactical Acquisitions Group LLC submitted a Special Land Use Permit for a Site Condo Conversion of five cabins. Mr. Szymanski stated that they had worked to meet the requirements however where not able to do so. With that Tactical Acquisitions Group LLC decided to cancel. However, notification and mailings did go out.
- b. Deletion of Article II on DDA from Code.
  1. It was confirmed that this that this is in the Municipal code book
  - ii. Mr. Gary made a motion to delete Article II on DDA from the Municipal Code book. Supported by Mr. Tasior.
  - iii. Roll call vote. All in favor.
- c. Add overhang to definition
  1. Mr. Szymanski explained that by adding the definition of overhang it re-enforces that when measure setbacks, measurements should be taken from the lot line to the overhang and not the foundation.
  - ii. Mr. Palmer made a motion to add overhang to the definitions and section 4.28. Supported by Ms. McDonald.
    1. Roll call vote. All in favor.
- d. Review of the Vacant Building Application and recommendation to the Board of Trustee.
  1. Mr. Tasior state that its not to punish a business owner. The reason for that is to help get these buildings filled. Mr. Tasior recommendation for fee was maybe twenty-five dollars to offset administrative fees.
  2. Mr. Davis commended the spirt in which its being proposed. Stating that on page one it states common sense, interpretation, and meaning, is to be used in ascertaining same. On page two registration shall take place no later than ninety days after it becomes vacant or not later than 30 days of being notified.
  3. Mr. Palmer stated that the vacancy period goes into effect when approved by the Board of Trustee and that business would not be hit with past year vacancy until the application and fees are established.
  4. Mr. Palmer and Ms. Wusterbarth brought up concerns about the application.
  5. Mr. Szymanski stated that he would rework the application.

- e. Beckett & Raeder quote for Form Based Code in the B-2 district and Master Plan Updates.
  - 1. The Planning Commission discussed the quote from Beckett & Raeder. Form Based Code in the B-2 business district was quoted not to exceed twelve thousand dollars. Mr. Szymanski acknowledged that fifteen thousand is allocated in the Capital Improvement Plan. Beckett & Raeder quote to update the Master Plan came in not to exceed twenty-two thousand.
  - 2. Mr. Davis stated that all we need for Redevelopment Ready Certification is to update chapter seven.
  - 3. Mr. Tasior agreed and state that some of the vast changes coming to Charter Township of Oscoda. It would be best to update the Master Plan Goals to meet (RRC) certification and revisit other parts of the Master Plan in the next few years.
  - 4. Planning Commission members came to agreement that Mr. Szymanski should contact Beckett & Raeder to get a quote on just updating the Master Plan Goals.
- ii. Mr. Tasior made a motion to approve Form Based Code in the B-2 District for not to exceed twelve thousand dollars. Supported by Mr. Davis
- iii. Roll call vote. All in favor.

- 11) PLANNING COMMISSION SUBCOMMITTEE MEMBER COMMENTS** – Mr. Tasior reported the Sub Committee is working on the sign ordinance and implementing it in form based. Update to Medical Marihuana Facility Ordinance & Application Permit. Mr. Tasior spoke about writing multiple articles with American Planning Association (APA) Michigan Chapter to be featured in Michigan Planner. Mr. Tasior is also contemplating taking a position with APA Michigan Chapter.
- 12) ZONING BOARD OF APPEALS MEMBER COMMENTS** – Mr. Schenk was absent. Mr. Szymanski stated that the last Zoning Board of Appeals meeting was canceled.
- 13) REPORT OF BOARD OF TRUSTEES REPRESENTATIVE** – Mr. Palmer reported the on the announcement of Michigan Aerospace Manufacturing Association (MAMA). He stated that Mr. Brown president of MAMA gave a speech at the High School. Mr. Brown announced that the Charter Township of Oscoda has moved on to the next stages for horizontal launch of low-mid orbit satellites. An economic and environmental feasibility study need to be completed.
- 14) REPORT OF THE ECONOMIC IMPROVEMENT COMMITTEE REPRESENTATIVE** – Mr. Tasior mentioned that many township employees will be attending a grant writing course. Mr. Tasior stated that the Economic Improvement Committee is working on a guide to development. This will help streamline development in the Charter Township of Oscoda.
- 15) REPORT OF THE ZONING ADMINISTRATOR** – Mr. Szymanski is currently working on RRC certification. He gave an update on Municode including past and where he sees the future going. Mr. Szymanski will be attending Federal Grants and Opportunities workshop. He has been putting together packets for Planning Commission, Planning Commission Subcommittee and Zoning Board of Appeals including respective public notifications. Mr. Szymanski is also working on Guide to Development. He will be adding process such as, site plan procedures, special land use procedures, and rezoning procedures.

**Declaring no further business, Mr. Gary adjourned the meeting at 9:03 PM.**

\_\_\_\_\_  
Dan Gary - Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Eric Szymanski – Zoning Administrator



Charter Township of Oscoda  
110 South State Street  
Oscoda, Michigan 48750  
Office of Supervisor: (989)739-3211  
Office of Clerk: (989)739-4971  
Office of Treasurer: (989)739-7471  
Office of Superintendent: (989)739-8299  
Fax: (989)739-3344

March 10, 2020

**INVITATION TO BID**  
**OSCODA TOWNSHIP – 2020 ROAD DUST CONTROL**

The Charter Township of Oscoda is now accepting bids for the purchase and application of dust control on Oscoda Township unpaved roads. The following specifications have been identified as most appropriate for meeting our needs.

All vendors are required to submit the information requested and use the attached proposal sheets in submitting bids. Failure to do so may result in disqualification.

**Minimum Specifications/Scope of Work:**

The required scope of work for this solicitation includes provision of all equipment, personnel and materials required to implement the annual Oscoda Township dust control program in May and July of 2020. The specified seasonally early application schedule is intended to encourage price discounts as each vendor may offer. The program constitutes application of dust control near residential structures on all unpaved roads throughout the Township. This program is implemented under direction of a representative from the Township Building and Grounds Department and takes approximately three full business days to complete. The Township is seeking bids on the charge per gallon of application for liquid calcium chloride, 26% processed brine and/or liquidow. Past experience indicates an annual purchase of approximately 80,000 gallons of processed brine is required to meet dust control needs.

The Township may also opt, at its' sole discretion, to add a third application to the program in late August or September. The bid amount(s) quoted shall be applicable if the program is expanded to include a third treatment event.

**Additional Information:**

The Contractor, prior to acceptance of any proposal, shall file with the Township copies of completed certificates of insurance, as evidence that the contractor carries adequate insurance. At a minimum there shall be a general liability coverage of at least one million dollars (\$1,000,000.00), automobile liability of one million dollars (\$1,000,000.00) and workman's compensation liability of five hundred thousand dollars (\$500,000.00). The Township shall be afforded protection against claims for damages to public or private property and injuries or death to persons arising out of and during the performance of the contract.

Proposed application rate for each product bid shall be specified on a per mile basis.

**General Directions:**

All bids must be sealed in envelopes plainly marked "DUST CONTROL". The Charter Township of Oscoda reserves the right to accept or reject any and all bids or any part thereof, to waive any and all bid irregularities, and to award the purchase which is in the best interest of the Charter Township of Oscoda. Bidders are hereby notified that the Charter Township of Oscoda's Purchasing Policy provides for the granting of local preference in purchasing of five percent (5%) or seven-hundred fifty dollars (\$750), whichever is less.

In submitting this bid it is understood that the Charter Township of Oscoda may require a successful proponent to enter into a contract document which must be approved and authorized by the Township Board of Trustees. Any contract would be developed based in part on the information in the invitation to bid, which would be incorporated into the contract by reference. It is anticipated that award of a bid will be considered by the Township Board of Trustees at the March 23, 2020 meeting

Proposals are to remain firm for ninety (90) days.

Sealed proposals will be received by the Charter Township of Oscoda addressed to Dave Schaeffer, Township Superintendent, 110 South State Street Unit 1, Oscoda, Michigan 48750, until 12:00 p.m. on **Friday, March 20, 2020**. Proposals will be opened and read publicly at that time. Separate proposal sheets should be utilized for each product to be bid by each vendor.

Your efforts in responding to this invitation to bid will be greatly appreciated.

Dave Schaeffer  
Township Superintendent

trk

# PROPOSAL

## Oscoda Township - 2020 Road Dust Control Application

(If bidding more than one product please use one sheet per product)

TO: Charter Township of Oscoda, Michigan

We the undersigned, having familiarized ourselves with the specifications regarding the Township's needs hereby propose the following:

\$ \_\_\_\_\_ per gallon

\$ \_\_\_\_\_ estimated cost per mile & proposed  
application rate (\$/gallons per mile)

Description of Product: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

In submitting this proposal, it is understood the right is reserved by the Charter Township of Oscoda to accept or reject any and all bids or any part thereof, to waive any and all bid irregularities, and to award the bid that is in the best interest of the Charter Township of Oscoda. Bidders are hereby notified that the Charter Township of Oscoda's Purchasing Policy provides for the granting of local preference in purchasing of five percent (5%) or seven-hundred fifty dollars (\$750), whichever is less.

This proposal is to remain firm for thirty (30) days.

Dated and signed this \_\_\_\_ day of \_\_\_\_\_, 2020.

Name of Bidder: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Business Address: \_\_\_\_\_

\_\_\_\_\_

Dust Bustin



5245 US Highway 31  
Grawn, MI 49637-9701

Michigan Chloride Sales  
402 W. Jackson Road  
St. Louis, MI 48880

N. Mich. Dust Control  
05916 U.S. 31  
South Charlevoix, MI 49720

R&M Dust Control  
340 Maplewood Road  
Petoskey, MI 49770

Team Services, Inc.  
P.O. Box 1104  
Kalkaska, MI 49646

C & S Dust Control  
P.O. Box 155  
Alpena, MI 49707

Liquid Calc. Chloride Sales  
2715 S. Huron  
Kawkawlin, MI 48631

Eastern Dust Control  
3450 Maple Ridge Rd.  
Standish, MI 48766

Northern Tank Truck Service, Inc.  
10764 Old Highway 27 S.  
Gaylord, MI 49735

## Tammy Kline

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**From:** Leisa Sutton <superintendent@ausabletownship.net>  
**Sent:** Tuesday, March 3, 2020 10:18 AM  
**To:** Dave Schaeffer; Aaron Weed  
**Cc:** Kevin Beliveau  
**Subject:** Retired Police Vehicles

Oscoda Township Board of Trustees,

We are requesting consideration of an offer to purchase a retired police vehicle. AuSable Township has contributed to Police Services for many years. Over all of these years, when it is decided to retire police vehicles, the retired vehicles are cycled through for use by Oscoda Township Staff. AuSable Township is offering \$2,500 for the purchase of the retired vehicle of our choice to be utilized by AuSable Township staff.

Thank you for your consideration,

Leisa Sutton  
Superintendent  
Charter Township of AuSable  
989-739-9169



Charter Township of Oscoda  
110 South State Street  
Oscoda, Michigan 48750  
Office of Supervisor: (989)739-3211  
Office of Clerk: (989)739-4971  
Office of Treasurer: (989)739-7471  
Office of Superintendent: (989)739-8299  
Fax: (989)739-3344

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**CHARTER TOWNSHIP OF OSCODA  
Resolution Regarding:  
Michigan Department of Natural Resources Trust Fund  
GRANT APPLICATION 2020-04**

**Whereas**, Oscoda Township, in cooperation with the Iosco County Trail Committee, recognizes the need for non-motorized pathways across the County, and

**Whereas**, a route from Oscoda to Hale has been discussed and studied for several years by Iosco County, AuSable Township, Oscoda Township, the Huron Manistee National Forest, and other organizations, and

**Whereas**, this trail route is part of the Iron Belle Trail Route, and

**Whereas**, Oscoda Township wishes to further extend the trail for Phase 3, known as the Iosco Exploration Trail (IET), and

**Whereas**, Phase 3 of the IET shall go from the Oscoda Community Schools Complex to Rea Road, and

**Whereas**, this trail extension is consistent with the goals and objectives of Oscoda Township's Five-Year Park and Recreation Master Plan, and

**Whereas**, a public comment session was held on February 20, 2020 to provide an opportunity for citizens to comment on the proposed improvements, and

**Whereas**, the estimated cost for Phase 3 of the project is \$1,784,392 and

**Whereas**, Oscoda Township has made a financial commitment of \$200,000 for the project in matching funds, and

**Whereas**, Iosco County has made a financial commitment of \$100,000 for the project in matching funds, and

**Whereas**, the Iron Belle Trail Foundation has made a financial commitment of \$50,000 for the project in matching funds, and

**Whereas**, the Iron Belle Trail Challenge grant has made a financial commitment of \$110,000 for the project in matching funds, and

**Whereas**, Oscoda Township has a pending grant application to MDOT Transpiration Alternatives Program for \$1,074,392 through the Iosco County Road Commission, which will be part of the matching funds, and

**Whereas**, the match for the project provided by the sources listed above shall equal 83% of the cost of the project, and

**Whereas**, Oscoda Township is committed to maintaining the proposed project, and

**Whereas**, Oscoda Township is requesting through an application to have the Michigan Department of Natural Resources Trust Fund grant application to fund the project with \$300,000 (17%) of the project cost.

**NOW THEREFORE IT BE RESOLVED**, that Oscoda Township hereby authorizes submission of a Michigan Department of Natural Resources Trust Fund grant application for 2020 as described above.

AYES:

NAYS:

Adopted: \_\_\_\_\_

\_\_\_\_\_  
Title

ATTESTED

\_\_\_\_\_  
Witness

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Charter Township of Oscoda, County of Iosco, and State of Michigan, at a meeting held on \_\_\_\_\_, the original of which is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan 1976, including in the case of a special or rescheduled meeting, notice by posting at least eighteen (18) hours prior to the time set for said meeting.

Dated: \_\_\_\_\_

\_\_\_\_\_  
John Nordeen, Township Clerk



**AU SABLE – OSCODA  
HISTORICAL MUSEUM & SOCIETY**

**P. O. Box 679; Oscoda MI 48738**  
*Preserving Yesterday and Today for Tomorrow*

February 27, 2020

Oscoda Township  
110 S. State Street  
Oscoda, MI 48750

Township Board,

The AuSable-Oscoda Historical Museum & Society is requesting the use of the Warrior Pavilion in Ken Radcliff Park on May 3, 2020.

We are a non-profit organization and ID number will be provided if required. The Society only has the Museum since the sale of the rental properties last fall. Dinners, sponsoring poker at the bowling alley and donations are the only sources of income.

On May 3, 2020, we are planning a dinner and auction to raise funds for the many renovations on the Museum and property. It would be appreciated if the township would waive the \$250 charge for the Pavilion.

Every dollar that we earn from this event will help considerably towards renovations inside and out. As you know it is hard to get donations during these times.

Thank you for your consideration,

Mimi McDonald

Events and Fundraising Committee

## Consumers Energy Commits to Net Zero Carbon Emissions, Takes Stand for the Planet

JACKSON, Mich., Feb. 24, 2020 – Consumers Energy today announced a goal to achieve net zero carbon emissions by 2040, the next step in an industry-leading Clean Energy Plan that protects the planet for future generations.

“Consumers Energy is proud to take a stand for Michigan and for the planet. We are committed to take actions that eliminate our carbon footprint and do our part to combat climate change,” said Patti Poppe, Consumers Energy’s president and chief executive officer. “Our Clean Energy Plan already is focused on protecting the planet, and our net zero pledge takes that commitment to the next level.”

Consumers Energy ushered in a new era with its 2019 Clean Energy Plan, a road map to meet Michigan’s energy needs through 2040. The energy provider committed to reduce 90 percent of the carbon emissions it generates by eliminating the use of coal and working with customers to use energy more efficiently. Consumers Energy expects to avoid the need to build three new power plants with customers’ help.

The new net zero goal means Consumers Energy will eliminate the impact of carbon emissions created by the electricity it generates or purchases for customers.

“We don’t have all the answers yet, but our Clean Energy Plan is a great start,” Poppe said. “We have the know-how and the time to continue innovating and creating to solve this problem.”

The company’s Clean Energy Plan provides the foundation. Consumers Energy plans to eliminate coal, boost renewable fuel sources and help customers reduce energy use and waste.

The company also may offset further emissions through strategies such as carbon sequestration, landfill methane capture or large-scale tree planting. And it will continue to explore new technology and policy solutions to reach the net zero goal.

Learn more about Consumers Energy’s Clean Energy Plan at [MICleanEnergy.com](https://www.micleanenergy.com).

“We often say that no one can do everything, but everyone can do something,” Poppe said. “Consumers Energy is proud to do our part to protect the planet with our new goal, and we look forward to working with Michigan residents to help them understand and do their part so we can accomplish great things together.”

Consumers Energy, Michigan's largest energy provider, is the principal subsidiary of CMS Energy (NYSE: CMS), providing natural gas and/or electricity to 6.7 million of the state's 10 million residents in all 68 Lower Peninsula counties.

# # #

Media Contacts: Katie Carey, 517-740-1739, or Brian Wheeler, 517-788-2394  
For more information about Consumers Energy, go to [ConsumersEnergy.com](https://www.consumersenergy.com).

*Check out Consumers Energy on Social Media*



# Going Net Zero

Thousands of Michiganders share our vision to help people, protect the planet and empower prosperity. That's why we're pursuing an ambitious new goal:

**Achieve Net Zero Carbon Emissions by 2040**

## What is net zero?

Reaching “net zero” means eliminating the impact of carbon emissions created by the electricity we generate or purchase for customers.

## Why take on the challenge?

We love Michigan and we're upping our commitment to create a cleaner, leaner energy future. That means transforming how we do business to position our state and company as national leaders in the fight against climate change.

## How do we get there?

We don't have all the answers yet. But our Clean Energy Plan provides a great start.

- We'll eliminate coal, boost renewable fuel sources and help customers reduce energy use and waste.
- We may offset further emissions through strategies such as carbon sequestration, landfill methane capture or large-scale tree planting.
- And we'll continue to explore new technology and policy solutions to reach our net zero goal.

## What's the next step?

We'll keep innovating through our Clean Energy Plan, which provides a road map to meet Michigan's energy needs through 2040.

We're working to make the plan even stronger by 2021 when we provide an update to the Michigan Public Service Commission.



**Visit [MICleanEnergy.com](https://www.mcleanenergy.com)**

Learn how the Clean Energy Plan benefits you — and how you can build a brighter future for Michigan.





GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
ENVIRONMENT, GREAT LAKES, AND ENERGY  
LANSING

**EGLE**

LIESL EICHLER CLARK  
DIRECTOR

TO: Community Water Supply Owners and Operators  
FROM: Drinking Water and Environmental Health Division (DWEHD)  
DATE: February 26, 2020  
SUBJECT: Reminder - Lead Service Line Notification Requirements

The lead and copper provisions of the administrative rules promulgated under the Michigan Safe Drinking Water Act, 1976 PA 399, as amended, were revised in 2018. These revisions include requirements for community water supplies to notify the owners and occupants of premises served by, or presumed to be served by, a lead service line.

Your water supply was required to conduct and submit to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) a Preliminary Distribution System Materials Inventory (PDSMI) by January 1, 2020. This preliminary inventory focused on summarizing service line materials based on existing water supply information. You are receiving this reminder because your PDSMI indicates the presence of lead service lines or service lines of unknown material in your water supply.

**Lead Service Line Notification Requirements**

Rule R 325.11604(c)(v) of the administrative rules states the following:

Within 30 days of determining a service line contains lead or is presumed to contain lead, the supply shall provide the owner and occupant of the premises with a written notification of the service line material content. The notification shall include language encouraging residential customers to have a home plumbing materials evaluation completed. Any time a new water account is opened at a premises that is known or presumed to be served by a lead service line, the water supply shall provide the owner and occupant of the premises with a written notification of the service line material content.

Please see the attached guidance document for direction on who should receive notification, when it must be provided, and required notification content.

Visit [Michigan.gov/LCR](http://Michigan.gov/LCR) for the following guidance on lead service line notification:

- Lead service line notification requirements summary
- Sample lead service line notification letters/templates
- Information on reducing exposure to lead in drinking water

Thank you for your attention to this important matter.

Attachment



**MICHIGAN LEAD AND COPPER RULES**  
**SERVICE LINE MATERIAL NOTIFICATION REQUIREMENTS**

The lead and copper provisions of the administrative rules promulgated under the Michigan Safe Drinking Water Act, 1976 PA 399, as amended, were revised in June 2018. These revisions include requirements for community water supplies to notify the owner(s) and occupants of premises served by a lead service line (LSL) or presumed to be served by an LSL.

**Lead Service Line Notification Requirements**

Rule R 325.11604(c)(v) of the administrative rules states the following:

Within 30 days of determining a service line contains lead or is presumed to contain lead, the supply shall provide the owner and occupant of the premises with a written notification of the service line material content. The notification shall include language encouraging residential customers to have a home plumbing materials evaluation completed. Any time a new water account is opened at a premises that is known or presumed to be served by a lead service line, the water supply shall provide the owner and occupant of the premises with a written notification of the service line material content.

An LSL is a service line in which any portion contains lead. This includes any portion of the service line, including lead goosenecks or pigtails, that is customer owned or water supply owned.

**Who should be notified?**

Notification is REQUIRED for all customers served by a service line characterized as follows:

- The service line is known to contain lead.
- The service line is known to be galvanized previously connected to lead (GPCL).
- The service line material is unknown but presumed or likely to contain lead.

Notification is recommended for customers served by a service line of unknown material for which there is no information to suggest whether the service line does or does not contain lead.

**When should customers be notified?**

Owner(s) and occupants must be notified within 30 days of determining the premises is served by a line that contains lead, GPCL, or is presumed to contain lead. As supplies conduct additional service line identification efforts and/or other activities which determine a building is served by, or presumed to be served by, a lead or GPCL service line, owners and occupants of those premises must be notified within 30 days. In addition, any time a new water account is opened at one of these premises, the owner(s) and occupants must be notified of the service line material.

**What must be included in the notification?**

The notification must inform the owner(s) and occupants that their service line contains, or is presumed to contain, lead or GPCL. The notice must include language encouraging customers to have a home plumbing evaluation to identify potential sources of lead in premise plumbing. It is highly recommended that the notice also include educational information regarding ways the customer can reduce their exposure to lead.

**Where can I get additional information?**

Visit [Michigan.gov/LCR](http://Michigan.gov/LCR) for the following guidance on lead service line notification:

- Service line notification letters/templates
- Information on reducing exposure to lead in drinking water

Submitted to

*Huron Shore Regional Utility  
Authority*



Operating Report for

February 2020



2960 Lucerne Dr., SE Grand Rapids, MI 49546



February 28, 2020

Huron Shore Regional Utility Authority  
247 S. Baldwin Resort Road  
East Tawas, MI 48730

**SUBJECT: HSRUA Monthly Operation and Maintenance Report for February 2020**

Dear Authority Board Members:

Attached please find the Monthly Operation Report for the Huron Shore Water Treatment Facility and the associated distribution system. This report is intended to provide a brief explanation of the activities related to the operation and maintenance of the facility and distribution system. All information and data used to compile this report is available for your review upon request.

The Monthly Operating Report (MOR) submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) included within this report is for the previous month (January 2020), as this document is not always completed at the time of the Authority board meetings. As always, if you have any questions regarding the contents of this report or activities within our operation, please contact us at your convenience.

Sincerely,

**F&V Operations and Resource Management, Inc.**

A handwritten signature in blue ink that reads "Catherine A. Winn".

Catherine A. Winn  
Regional Manager | Associate

247 S. Baldwin Resort Road  
East Tawas, MI 48730  
P: 989.362.0050  
F: 989.362.0222  
[www.fv-operations.com](http://www.fv-operations.com)

# HSRUA Monthly Operations Report

## February 2020

### **WATER TREATMENT PLANT O&M**

February 11 – FVOP staff drained, cleaned and inspected Claricone #2.

February 27 – Alpha Tran Engineering Company corrected the Booster Station chlorine residual readout on the SCADA system and added trending for this value. They also corrected memory issues we were experiencing on the SCADA computer.

### **DISTRIBUTION SYSTEM**

February 8 – Booster Station pump “C” failed to shut down on command via the SCADA system. An FVOP staff member had to go to the Booster Station to manually turn off the pump. Further investigation is needed to determine the cause of the issue.

February 10 – FVOP staff rebuilt a solenoid valve for Booster pump “C” due to a bad diaphragm.

February 24 – FVOP staff temporarily installed a Swan Brand in-line chlorine analyzer at the Booster Station.

February 26 – Booster pump “A” failed to start and was placed out of service until troubleshooting can be performed. This has been a recurring issue.

### **SAFETY, HEALTH AND ENVIRONMENTAL**

The February MOR will be submitted to the DEQ on or before March 10<sup>th</sup>. The water treatment plant was in compliance throughout the month of February 2020.

No accidents or Workmen’s Compensation issues occurred at the water treatment plant or within the Authority’s regional water distribution system during the month of February 2020.

### **MAINTENANCE EXPENDITURES DETAIL**

Maintenance allowance expenditures for the contract year ending April 2020 total \$143,047.82 through February 2020.

# HURON SHORES REGIONAL UTILITY AUTHORITY

## MAINTENANCE ALLOWANCE SPENDING 2019 - 2020

Contract Year 2019-2020: \$	149,000.00
Remaining Fund from 2018-2019: \$	-
Beginning Total: \$	149,000.00
Total Spent: \$	<b>143,047.82</b>
Remaining Fund: \$	<b>5,952.18</b>

# HURON SHORES REGIONAL UTILITY AUTHORITY

## MAINTENANCE 2019 - 2020

Contract Year 2019-2020:	\$ 21,000.00
Remaining Fund from 2018-2019:	\$ -
Beginning Total:	\$ 21,000.00
Total Spent:	\$ <b>24,239.33</b>
Remaining Fund:	\$ <b>(3,239.33)</b>

### April 2019

<b>RS Technical Services</b>	Annual maintenance of chlorine gas regulator	\$	707.95
<b>Johnson Auto Supply</b>	Batteries for WTP generator	\$	621.06
<b>Johnson Auto Supply</b>	Core credit for old generator batteries	\$	(144.00)
<b>Hach Company</b>	Replacement lamp for 2100N Turbidimeter	\$	144.16
<b>Tawas Hardware</b>	Nylon clamp HS totalizer, parts cl2 scale outlet	\$	65.14
<b>Tawas Hardware</b>	Lakewood pump station vent repair	\$	16.42
<b>Otis Elevator</b>	Quarterly service contract (4/1/19 - 6/30/19)	\$	332.16
<b>Amazon.com</b>	UPS replacement batteries	\$	595.52
<b>Avaya</b>	Multi-line phone system maintenance contract	\$	44.44
<b>Total April</b>			<b>\$ 2,382.85</b>

### May 2019

<b>USA Bluebook</b>	Replacement laboratory pipet washer	\$	579.62
<b>Great Lakes Fire &amp; Safety</b>	Replacement fire extinguishers	\$	259.50
<b>Tractor Supply Co.</b>	Parts Cemetery Rd. actuator repair	\$	11.11
<b>Etna Supply Co.</b>	Lincoln Street replacement valve	\$	31.02
<b>Tawas Hardware</b>	Coupling, elbows, Lincoln St. valve replacement	\$	51.22
<b>Tawas Hardware</b>	Hardware replacement high service meter install	\$	52.59
<b>Johnson Auto Supply</b>	Lighted exit sign lamps	\$	15.79
<b>Actuator Specialties</b>	Repair Cemetery Road valve actuator	\$	1,477.25
<b>Gary Ulman Plumbing</b>	RPZ backflow preventor certification	\$	570.00
<b>Avaya</b>	Multi-line phone system maintenance contract	\$	44.44
<b>Johnson Auto Supply</b>	Batteries for booster station generator	\$	680.13
<b>Quality Assurance LLC</b>	Annual calibration of laboratory and chemical scales	\$	462.00
<b>Oudbier Instrument Co.</b>	High service flow meter install & SCADA tie-in	\$	450.00
<b>Total May</b>			<b>\$ 4,684.67</b>

# HURON SHORES REGIONAL UTILITY AUTHORITY

## MAINTENANCE 2019 - 2020

Contract Year 2019-2020:	\$ 21,000.00
Remaining Fund from 2018-2019:	\$ -
Beginning Total:	\$ 21,000.00
Total Spent:	\$ <b>24,239.33</b>
Remaining Fund:	\$ <b>(3,239.33)</b>

### June 2019

<b>Applied Industrial Tech</b>	Replacement sheaves air blower #1	\$	244.90
<b>Tawas Hardware</b>	Sump pump and fittings for Westover meter pit	\$	136.80
<b>Print N Go</b>	Ship chlorine regulator to RS Tech for maintenance	\$	44.10
<b>Bisbee Infrared Services</b>	Annual infrared inspection of motor control centers	\$	167.00
<b>RS Technical Services</b>	Annual on-site chlorine feed system maintenance	\$	680.99
<b>Avaya</b>	Multi-line phone system maintenance contract	\$	44.44
<b>Booth Medical Supply</b>	Replacement autoclave door gasket	\$	146.96
<b>Tawas Hardware</b>	Conduit for Westover meter pit	\$	51.02
<b>Print N Go</b>	Ship low service meters to McCrometer for upgrade	\$	231.50
<b>Galloup Company</b>	Booster A solenoid repair kit	\$	295.31
<b>Galloup Company</b>	Replacement pressure transducer Lake & Division	\$	774.65
<b>Tawas Hardware</b>	Replacement filter for HVAC air handler	\$	16.92
<b>Total June</b>			<b>\$ 2,834.59</b>

### July 2019

<b>VWR Scientific</b>	Annual fluoride probe replacement	\$	1,021.63
<b>Tawas Hardware</b>	Hardware for installing upgraded low service meters	\$	27.74
<b>Galco Industries</b>	Replacement relay and coil for booster pump	\$	33.59
<b>RS Technical Services</b>	Maintenance kits chlorine injectors	\$	875.01
<b>MBA Distributing, Inc.</b>	Repair kits and indicator rod for booster pump	\$	365.78
<b>Tawas Hardware</b>	Low service meters nuts, bolts, screws	\$	8.14
<b>AuSable Hardware</b>	Low service meters pipe fittings	\$	9.04
<b>Tawas Hardware</b>	Low service meters water-tight connectors	\$	21.54
<b>Colvin's Plumbing &amp; Htg</b>	HVAC biannual preventive maintenance	\$	382.00
<b>Otis Elevator</b>	Quarterly service contract (7/1/19 - 9/30/19)	\$	343.08
<b>Avaya</b>	Multi-line phone system maintenance contract	\$	44.44
<b>Amazon.com</b>	Bayonet lamps for MCC indicator lights	\$	29.78
<b>Total July</b>			<b>\$ 3,161.77</b>



# HURON SHORES REGIONAL UTILITY AUTHORITY

## MAINTENANCE 2019 - 2020

Contract Year 2019-2020:	\$ 21,000.00
Remaining Fund from 2018-2019:	\$ -
Beginning Total:	\$ 21,000.00
Total Spent:	\$ <b>24,239.33</b>
Remaining Fund:	\$ <b>(3,239.33)</b>

### August 2019

<b>Fastenal</b>	Hardware Lake & Division hatch cover replacement	\$	51.96
<b>H&amp;P Technologies</b>	Alum pump maintenance kits	\$	547.55
<b>Kennedy Industries</b>	Hardware repair air release valve on transmission main	\$	774.81
<b>AuSable Hardware</b>	Hardware Lake & Division telemetry repair	\$	10.84
<b>AuSable Hardware</b>	Hardware low service meter installs	\$	9.75
<b>Tawas Hardware</b>	Hardware low service meter installs	\$	4.64
<b>Escon Group</b>	Electrical troubleshooting Cemetery Road valve	\$	296.80
<b>Amazon.com</b>	Replacement AVAYA desktop phone	\$	121.85
<b>Galco</b>	Limit switch booster pump A	\$	180.35
<b>Bay United Motors</b>	Capacitors for Cemetery Road valve operator	\$	15.00
<b>Avaya</b>	Multi-line phone system maintenance contract	\$	44.44
<b>Total August</b>			<b>\$ 2,057.99</b>

### September 2019

<b>Tawas Hardware</b>	Repair hardware effluent sample pump	\$	7.72
<b>Tawas Hardware</b>	Baldwin Tower chlorine analyzer install hardware	\$	1.26
<b>Core &amp; Main</b>	Lakewood Tower 10 x 1/8" flange	\$	30.84
<b>HD Supply Co.</b>	Hydrant paint and water main valve markers	\$	348.92
<b>Great Lakes Fire &amp; Safety</b>	Recharge fire extinguisher	\$	36.42
<b>Escon Group</b>	Cemetery Road valve ground rods	\$	891.58
<b>Avaya</b>	Multi-line phone system maintenance contract	\$	44.44
<b>Total September</b>			<b>\$ 1,361.18</b>

### October 2019

<b>Core &amp; Main</b>	10-inch blind flange	\$	189.71
<b>Otis Elevator</b>	Quarterly service contract (10/1/19 - 12/31/19)	\$	343.08
<b>Otis Elevator</b>	State of Michigan required CAT 3 testing	\$	1,885.00
<b>Oudbier Instrument Co.</b>	Lincoln Street pump control switch replacement	\$	787.50
<b>Avaya</b>	Multi-line phone system maintenance contract	\$	44.44
<b>Tawas Hardware</b>	Replacement lamps for water treatment plant	\$	104.94
<b>AuSable Hardware</b>	Lakewood Tower electrical breaker aviation lighting	\$	8.47
<b>RS Technical Services</b>	On-line chlorine analyzer membrane	\$	70.60
<b>Total October</b>			<b>\$ 3,433.74</b>

# HURON SHORES REGIONAL UTILITY AUTHORITY

## MAINTENANCE 2019 - 2020

Contract Year 2019-2020:	\$	21,000.00
Remaining Fund from 2018-2019:	\$	-
Beginning Total:	\$	21,000.00
Total Spent:	\$	<b>24,239.33</b>
Remaining Fund:	\$	<b>(3,239.33)</b>

### November 2019

<b>Lightbulbs.com</b>	Replacement lamps lighted exit signs	\$	20.51
<b>Print N Go</b>	Replacement Facility Warning signs	\$	164.30
<b>Escon Group</b>	Electrical repairs Cemetery Road valve	\$	587.20
<b>Avaya</b>	Multi-line phone system maintenance contract	\$	44.44
<b>Total November</b>			<b>\$ 816.45</b>

### December 2019

<b>Fastenal</b>	Mounting hardware for meter vault heaters	\$	104.95
<b>Tawas Hardware</b>	Mounting hardware for new fluoride pumps	\$	35.71
<b>Tawas Hardware</b>	Mounting hardware for new fluoride pumps	\$	7.55
<b>Alpha Tran Engineering</b>	SCADA system troubleshooting / programming	\$	1,497.46
<b>Otis Elevator</b>	Quarterly service contract (1/1/20 - 3/31/20)	\$	343.08
<b>Galloup</b>	Pressure switch booster pump A	\$	208.87
<b>Avaya</b>	Multi-line phone system maintenance contract	\$	44.44
<b>Total December</b>			<b>\$ 2,242.06</b>

### January 2020

<b>Booth Medical Equip.</b>	Replacement autoclave water pump	\$	131.64
<b>VWR Scientific</b>	Replacement pH probe	\$	478.11
<b>Tawas Hardware</b>	Hardware for repairing booster pump E	\$	38.41
<b>RS Technical Services</b>	Fluoride pump parts	\$	104.85
<b>Avaya</b>	Multi-line phone system maintenance contract	\$	44.44
<b>Total January</b>			<b>\$ 797.45</b>

### February 2020

<b>RS Technical Services</b>	Fluoride pump control parts	\$	466.58
<b>Total February</b>			<b>\$ 466.58</b>

# HURON SHORES REGIONAL UTILITY AUTHORITY

## UTILITIES 2019 - 2020

Contract Year 2019-2020: \$128,000.00  
 Remaining Fund from 2017-2018: \$0.00  
 Beginning Total: \$128,000.00  
 Total Spent: **\$118,808.49**  
 Remaining Fund: **\$9,191.51**

		April 2019	May 2019	June 2019	July 2019	August 2019	September 2019
<b>Charter Communications</b>	Internet service 247 Baldwin Resort Road	\$ 79.99	\$ 79.99	\$ 79.99	\$ 79.99	\$ 79.99	\$ 84.99
<b>Corecomm</b>	Corecomm email service HSRUA	\$ 95.70	\$ -	\$ -	\$ -	\$ -	\$ -
<b>UTMI.net</b>	Land line 247 Baldwin Resort Road	\$ 215.85	\$ 299.84	\$ 215.84	\$ 215.84	\$ 206.19	\$ 206.19
<b>Baldwin Township</b>	Sewer 247 Baldwin Resort Road	\$ 1,386.77	\$ 1,320.48	\$ 1,191.14	\$ 1,227.44	\$ 1,182.13	\$ 1,187.54
<b>Consumers Energy</b>	HSRUA water plant	\$ 5,639.54	\$ 5,594.52	\$ 6,987.40	\$ 7,254.21	\$ 7,089.52	\$ 6,599.54
<b>Consumers Energy</b>	Booster station	\$ 1,559.18	\$ 1,671.68	\$ 1,639.28	\$ 1,899.43	\$ 2,207.78	\$ 2,042.58
<b>Consumers Energy</b>	Lincoln Street	\$ 119.02	\$ 245.96	\$ 422.27	\$ 457.14	\$ 385.30	\$ 400.94
<b>Consumers Energy</b>	Tawas water tower	\$ 46.40	\$ 43.97	\$ 38.80	\$ 39.43	\$ 37.55	\$ 10.27
<b>Consumers Energy</b>	Baldwin water tower	\$ 137.77	\$ 79.36	\$ 38.39	\$ 37.75	\$ 36.74	\$ 3.11
<b>Consumers Energy</b>	Industrial (AuSable) water tower	\$ 51.12	\$ 52.30	\$ 48.18	\$ 35.10	\$ 4.33	\$ 33.43
<b>Consumers Energy</b>	Lakewood Shore water tower	\$ 141.24	\$ 157.25	\$ 193.12	\$ 264.14	\$ 274.98	\$ 115.32
<b>Consumers Energy</b>	South WAFB tower	\$ 26.34	\$ 26.19	\$ 26.20	\$ 26.33	\$ 26.22	\$ (1.63)
<b>Consumers Energy</b>	North WAFB tower	\$ 157.70	\$ 152.68	\$ 151.70	\$ 46.55	\$ 28.13	\$ 0.13
<b>Consumers Energy</b>	Meter pit Cedar Street	\$ 26.99	\$ 25.54	\$ 25.40	\$ 26.21	\$ 25.40	\$ (2.44)
<b>Consumers Energy</b>	Meter pit Bay Street	\$ 25.40	\$ 25.40	\$ 25.40	\$ 25.40	\$ 25.40	\$ (2.44)
<b>Consumers Energy</b>	Meter pit F-41	\$ 25.66	\$ 25.40	\$ 25.40	\$ 25.40	\$ 25.40	\$ (2.44)
<b>Consumers Energy</b>	Meter pit Bissonette	\$ 25.40	\$ 25.40	\$ 25.40	\$ 25.40	\$ 25.40	\$ (2.44)
<b>Consumers Energy</b>	Meter pit Division	\$ 35.64	\$ 31.11	\$ 28.59	\$ 28.13	\$ 0.26	\$ 27.94
<b>Consumers Energy</b>	Meter pit Lake Street	\$ 25.40	\$ 25.40	\$ 25.40	\$ 25.54	\$ 25.66	\$ (2.18)
<b>Consumers Energy</b>	Meter pit Baldwin loop	\$ 70.15	\$ 50.20	\$ 76.89	\$ 82.87	\$ 89.67	\$ 58.31
<b>Consumers Energy</b>	Meter pit Tawas Beach Rd.	\$ 27.93	\$ 28.05	\$ 27.91	\$ 27.79	\$ 28.13	\$ 0.13
<b>Consumers Energy</b>	Meter pit E. Tawas Beach Rd.	\$ 35.56	\$ 25.40	\$ 25.40	\$ 25.40	\$ 25.40	\$ (2.44)
<b>Consumers Energy</b>	Meter pit Cemetery Rd.	\$ 29.00	\$ 29.24	\$ 31.25	\$ 31.37	\$ 31.41	\$ 1.76
<b>Consumers Energy</b>	Meter pit W. River Rd.	\$ 25.40	\$ 25.40	\$ 25.40	\$ 25.40	\$ (2.44)	\$ 25.39
<b>DTE Energy</b>	HSRUA water plant	\$ 848.96	\$ 425.34	\$ 43.18	\$ 41.26	\$ 40.60	\$ 56.37
<b>DTE Energy</b>	Booster station	\$ 50.37	\$ 36.04	\$ 32.81	\$ 32.81	\$ 32.81	\$ 39.09
<b>DTE Energy</b>	Lincoln Street	\$ 51.01	\$ 36.63	\$ 36.08	\$ 36.71	\$ 36.08	\$ 42.96
<b>DTE Energy</b>	Lakewood Shore water tower	\$ 50.37	\$ 36.63	\$ 32.81	\$ 32.81	\$ 32.81	\$ 39.09
		<b>\$ 11,009.86</b>	<b>\$ 10,575.40</b>	<b>\$ 11,519.63</b>	<b>\$ 12,075.85</b>	<b>\$ 12,000.85</b>	<b>\$ 10,959.07</b>

# HURON SHORES REGIONAL UTILITY AUTHORITY

## UTILITIES 2019 - 2020

Contract Year 2019-2020: \$128,000.00  
 Remaining Fund from 2017-2018: \$0.00  
 Beginning Total: \$128,000.00  
 Total Spent: **\$118,808.49**  
 Remaining Fund: **\$9,191.51**

		October 2019	November 2019	December 2019	January 2020	February 2020
<b>Charter Communications</b>	Internet service 247 Baldwin Resort Road	\$ 84.99	\$ 84.99	\$ 84.99	\$ 84.99	
<b>Corecomm</b>	Corecomm email service HSRUA	\$ 113.70	\$ -	\$ -	\$ -	\$ -
<b>UTMI.net</b>	Land line 247 Baldwin Resort Road	\$ 206.19	\$ 206.19	\$ 206.19	\$ 206.19	\$ 206.16
<b>Baldwin Township</b>	Sewer 247 Baldwin Resort Road	\$ 1,153.42	\$ 1,364.83	\$ 1,176.10	\$ 1,239.57	
<b>Consumers Energy</b>	HSRUA water plant	\$ 6,022.82	\$ 5,285.81	\$ 4,596.43	\$ 5,609.24	\$ 5,428.97
<b>Consumers Energy</b>	Booster station	\$ 1,729.72	\$ 1,590.79	\$ 1,661.89	\$ 1,736.76	\$ 1,620.46
<b>Consumers Energy</b>	Lincoln Street	\$ 415.65	\$ 392.35	\$ 129.10	\$ 123.26	\$ 112.56
<b>Consumers Energy</b>	Tawas water tower	\$ 39.30	\$ 38.93	\$ 42.70	\$ 43.36	\$ 40.58
<b>Consumers Energy</b>	Baldwin water tower	\$ 30.89	\$ 32.97	\$ 163.05	\$ 165.42	\$ 145.97
<b>Consumers Energy</b>	Industrial (AuSable) water tower	\$ 34.69	\$ 39.40	\$ 41.03	\$ 39.07	
<b>Consumers Energy</b>	Lakewood Shore water tower	\$ 177.13	\$ 270.31	\$ 204.46	\$ 237.61	\$ 169.33
<b>Consumers Energy</b>	South WAFB tower	\$ 26.19	\$ 26.18	\$ 28.22	\$ 26.33	\$ 26.17
<b>Consumers Energy</b>	North WAFB tower	\$ 28.21	\$ 28.04	\$ 30.21	\$ 29.76	\$ 29.84
<b>Consumers Energy</b>	Meter pit Cedar Street	\$ 25.39	\$ 25.39	\$ 27.44	\$ 25.36	\$ 25.36
<b>Consumers Energy</b>	Meter pit Bay Street	\$ 25.39	\$ 25.39	\$ 27.44	\$ 25.36	\$ 25.36
<b>Consumers Energy</b>	Meter pit F-41	\$ 25.39	\$ 25.39	\$ 27.44	\$ 25.36	\$ 25.36
<b>Consumers Energy</b>	Meter pit Bissonette	\$ 25.39	\$ 25.39	\$ 27.44	\$ 25.36	\$ 25.36
<b>Consumers Energy</b>	Meter pit Division	\$ 27.94	\$ 28.72	\$ 38.62	\$ 38.42	\$ 55.51
<b>Consumers Energy</b>	Meter pit Lake Street	\$ 25.52	\$ 25.65	\$ 27.84	\$ 25.63	\$ 25.63
<b>Consumers Energy</b>	Meter pit Baldwin loop	\$ 92.06	\$ 81.41	\$ 74.90	\$ 79.72	\$ 71.46
<b>Consumers Energy</b>	Meter pit Tawas Beach Rd.	\$ 27.80	\$ 27.92	\$ 30.21	\$ 28.10	\$ 27.79
<b>Consumers Energy</b>	Meter pit E. Tawas Beach Rd.	\$ 25.39	\$ 25.39	\$ 27.44	\$ 25.36	\$ 25.36
<b>Consumers Energy</b>	Meter pit Cemetery Rd.	\$ 30.75	\$ 30.17	\$ 33.89	\$ 30.43	\$ 28.89
<b>Consumers Energy</b>	Meter pit W. River Rd.	\$ 25.39	\$ 27.44	\$ 25.36	\$ 25.36	
<b>DTE Energy</b>	HSRUA water plant	\$ 219.83	\$ 849.37	\$ 908.13	\$ 1,006.71	
<b>DTE Energy</b>	Booster station	\$ -	\$ 68.39	\$ 75.86	\$ 81.83	
<b>DTE Energy</b>	Lincoln Street	\$ -	\$ 115.85	\$ 104.49	\$ 114.16	
<b>DTE Energy</b>	Lakewood Shore water tower	\$ -	\$ 88.96	\$ 75.86	\$ 85.50	
		<b>\$ 10,639.14</b>	<b>\$ 10,831.62</b>	<b>\$ 9,896.73</b>	<b>\$ 11,184.22</b>	<b>\$ 8,116.12</b>

# Huron Shore Regional Utility Authority

Phone (989) 362-0050 Fax (989) 362-0222  
247 Baldwin Resort Road, East Tawas, Michigan 48730



## JANUARY 2020

### WURTSMITH AIR FORCE BASE

#### WAFB FRONT GATE

READ DATE	IN	OUT
1/31/2020	336078	168309
12/31/2019	334343	167670
<b>TOTAL</b>	<b>1,735,000</b>	<b>639,000</b>

#### WAFB BACK GATE

READ DATE	IN	OUT
1/31/2020	776118	89000
12/31/2019	772408	89000
<b>TOTAL</b>	<b>3,710,000</b>	<b>0</b>

#### F-41 ALERT FACILITY

READ DATE	IN	OUT
1/31/2020	96594940	80978609
12/31/2019	95331522	79971502
<b>TOTAL</b>	<b>1,263,418</b>	<b>1,007,107</b>

**TOTAL ON WAFB:** 6,708,418  
**TOTAL OFF WAFB:** 1,646,107  
**TOTAL WAFB USAGE:** 5,062,311

### CHARTER TOWNSHIP OF OSCODA

#### NEW LAKE AND DIVISION

READ DATE	IN	IN	OUT
1/31/2020	831595	57293	0
12/31/2019	815585	55131	0
<b>TOTAL</b>	<b>16,010,000</b>	<b>2,162,000</b>	<b>0</b>

#### OLD LAKE AND DIVISION

READ DATE	IN	OUT
1/31/2020	12867	7903
12/31/2019	12867	7903
<b>TOTAL</b>	<b>0</b>	<b>0</b>

#### RIVER ROAD

READ DATE	IN	OUT
1/31/2020	15246	20000
12/31/2019	15246	20000
<b>TOTAL</b>	<b>0</b>	<b>0</b>

**TOTAL TO OSCODA:** 18,172,000  
**TOTAL BACK TO AuSABLE:** 0  
**TOTAL WAFB USAGE:** 5,062,311  
**TOTAL SILVER SANDS:** 1,805,187  
**TOTAL OSCODA USAGE:** 11,304,502

### AuSABLE TOWNSHIP

#### BOOSTER STATION

READ DATE	IN
1/31/2020	65,759,616
12/31/2019	44,622,608
<b>TOTAL</b>	<b>21,137,008</b>

#### SILVER SANDS

**TOTAL** 1,805,187

#### AUSABLE POINT

**TOTAL** 22,000

**TOTAL BOOSTER STATION:** 21,137,008  
**TOTAL WAFB USAGE:** 5,062,311  
**TOTAL OSCODA USAGE:** 11,304,502  
**TOTAL AUSABLE USAGE:** 4,748,195

**BALDWIN TOWNSHIP**

CEMETERY ROAD			BALDWIN RESORT		TAWAS BEACH CLUB		PONTIAC
READ DATE	IN	OUT	READ DATE	IN	READ DATE	IN	IN
1/31/2020	36105	26462	1/31/2020	8450	1/31/2020	8199	2270
12/31/2019	32927	24846	12/31/2019	8350	12/31/2019	8197	2270
<b>TOTAL</b>	<b>3,178,000</b>	<b>1,616,000</b>	<b>TOTAL</b>	<b>100,000</b>	<b>TOTAL</b>	<b>2,000</b>	<b>0</b>

US-23/EMERY PIT		CROCKER		AuSABLE POINT		BIRCH DRIVE	
READ DATE	IN	READ DATE	IN	READ DATE	IN	READ DATE	IN
1/31/2020	11550	1/31/2020	1495	1/31/2020	4542	1/31/2020	42660
12/31/2019	11430	12/31/2019	1495	12/31/2019	4520	12/31/2019	42495
<b>TOTAL</b>	<b>12,000</b>	<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>22,000</b>	<b>TOTAL</b>	<b>165,000</b>

BALDWIN MASTER METER PIT				
READ DATE	IN	BOOSTER		
1/31/2020	8540	10220	TOTAL TO BALDWIN TOWNSHIP:	
12/31/2019	7555	8534	TOTAL BACK TO EAST TAWAS:	
<b>TOTAL</b>	<b>985,000</b>	<b>1,686,000</b>	TOTAL TO BOOSTER:	
			TOTAL BALDWIN TOWNSHIP USAGE:	

**TAWAS CITY**

WESTOVER			US-23		
READ DATE	IN	OUT	READ DATE	IN	IN
1/31/2020	712059	59612	1/31/2020	94092	213452
12/31/2019	706560	58479	12/31/2019	93614	212472
<b>TOTAL</b>	<b>5,499,000</b>	<b>1,133,000</b>	<b>TOTAL</b>	<b>478,000</b>	<b>980,000</b>

TOTAL TO TAWAS CITY:	6,957,000
TOTAL BACK TO EAST TAWAS:	1,133,000
<b>TOTAL TAWAS CITY USAGE</b>	<b>5,824,000</b>

**CITY OF EAST TAWAS**

EAST TAWAS MASTER		
READ DATE	IN	OUT
1/31/2020	1543000	24298
12/31/2019	1531318	24191
<b>TOTAL</b>	<b>11,682,000</b>	<b>107,000</b>

EAST TAWAS METER NET:	11,575,000
CEMETERY ROAD OUT:	1,562,000
TOTAL TAWAS USAGE:	5,824,000
<b>TOTAL EAST TAWAS USAGE:</b>	<b>7,313,000</b>

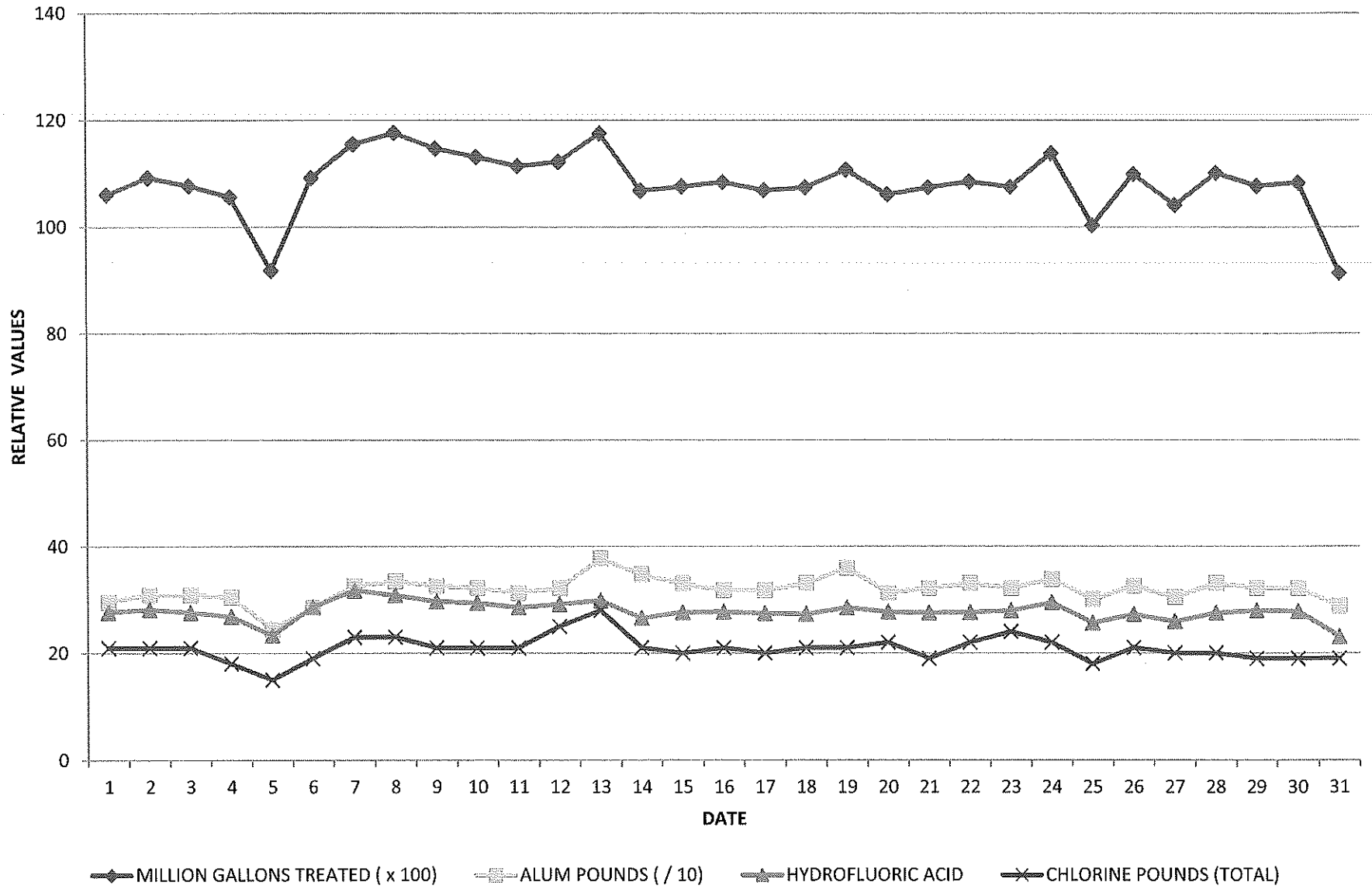
**HSRUA WATER PLANT**

WATER PLANT PRODUCTION	
READ DATE	
1/31/2020	32868.07
12/31/2019	29725.26
<b>TOTAL</b>	<b>31,428,100</b>

TOTAL WATER PLANT PRODUCTION	31,428,100
TOTAL FROM ALL MASTER METERS	35,521,008
TOTAL TO SEWER:	87,034
PLANT USAGE	<b>-4,005,874</b>

	GALLONS	PERCENT
WURTSMITH	5,062,311	14.25%
OSCODA	11,304,502	31.82%
AUSABLE	4,748,195	13.37%
BALDWIN	1,269,000	3.57%
TAWAS	5,824,000	16.40%
EAST TAWAS	7,313,000	20.59%
HSRUA WTP	-4,005,874	-11.28%
<b>TOTAL</b>	<b>35,521,008</b>	<b>100.00%</b>
<b>TOTAL % OF PRODUCTION ACCOUNTED FOR</b>	<b>100.00%</b>	

## TREATED FLOW AND CHEMICAL USAGE JANUARY 2020



**MONTHLY OPERATION REPORT OF  
WATER TREATMENT PLANT**

**Huron Shore Regional Utility Authority**

For the month/year of  
JANUARY 2020

WSSN:3319

County: \_\_\_\_\_  
Iosco

CATHERINE A. WINN  
Certified Operator

F-1  
Water Plant Classification

Catherine A. Winn 2/7/2020  
Signature

Executive Operations Officer  
Title

**Treatment Rate and Filter Data**

1. Treatment Rate, Maximum: 3.77 Million Gallons per Day
2. Treatment Rate, Approved Rated Plant Capacity: 5.4 Million Gallons per Day
3. Average Filter Run: 111.79 Hours
4. Average Filtration Rate: 1.65 Gallons Per Square Ft. per Minute
5. Maximum Filtration Rate: 1.70 Gallons Per Square Ft. per Minute
6. Average Wash Water Use: 1.46% percent of Treated Water

**Chemical Data**

- |   |                                 |                 |
|---|---------------------------------|-----------------|
| 7. Chlorine on hand:                          | <u>5312.5</u> lbs. Est. supply  | <u>254</u> days |
| 8. Alum (Al <sup>3+</sup> ) on hand:          | <u>1773.35</u> lbs. Est. supply | <u>126</u> days |
| 9. Cost of All Chemicals per Million Gallons: |                                 | <u>\$64.14</u>  |
| 10. Total Power Cost per Million Gallons:     |                                 | <u>\$167.23</u> |

**Remarks**

Number of filter confluence samples >0.3 NTU	<u>0</u>
Number of filter confluence samples collected:	<u>181</u>
Percent of filter confluence samples >0.3 NTU	<u>0</u>

**Did any individual filter exceed:**

- |  |           |
|--|-----------|
| 1.0 NTU in two consecutive measurements taken 15 minutes apart?                              | <u>No</u> |
| <b>If yes, attach specific filter(s) information and indicate required follow up status.</b> |           |
| 0.5 NTU in two consecutive measurements taken 15 minutes apart after 4 hours of operation?   | <u>No</u> |
| <b>If yes, attach specific filter(s) information and indicate required follow up status.</b> |           |
| 1.0 NTU in two consecutive measurements taken 15 minutes apart for 3 consecutive months?     | <u>No</u> |
| <b>If yes, attach specific filter(s) information and indicate required follow up status.</b> |           |
| 2.0 NTU in two consecutive measurements taken 15 minutes apart for 2 consecutive months?     | <u>No</u> |
| <b>If yes, attach specific filter(s) information and indicate required follow up status.</b> |           |

Did plant tap disinfectant residual fall below 0.2 ppm during the month? No  
If yes, indicate date(s) and duration on a separate sheet

Was minimum C\*T credit achieved for the entire month? Yes  
If no, indicate on a separate sheet the date(s) not achieved

Was continuous POE chlorine residual monitoring equipment off-line during the month? No  
If yes, indicate date(s) and duration on a separate sheet

Was continuous (every 15 minutes) filter monitoring equipment off-line during the month? No  
if yes, indicate date(s) and duration on a separate sheet.







WSSN: 3319

DATE	PH		Total Hardness Test CaCO <sub>3</sub> mg/L		Total Alkalinity as CaCO <sub>3</sub> mg/l		Non - Carbonate Hardness as CaCO <sub>3</sub> mg/l		Chlorine lbs			Agg. Index
	Raw	Tap	Raw	Tap	Raw	Tap	Raw	Tap	Pre	Inter	Post	
1	7.95	7.30	N/A	N/A	80	74	N/A	N/A	12.00	9.00	N/A	N/A
2	7.86	7.26	96	94	79	71	17	23	14.80	6.20	N/A	10.96
3	7.85	7.24	N/A	N/A	77	69	N/A	N/A	14.30	6.70	N/A	N/A
4	7.87	7.20	N/A	N/A	78	69	N/A	N/A	13.30	4.70	N/A	N/A
5	7.82	7.20	N/A	N/A	76	66	N/A	N/A	8.30	6.70	N/A	N/A
6	7.96	7.21	N/A	N/A	77	67	N/A	N/A	10.90	8.10	N/A	N/A
7	7.93	7.29	N/A	N/A	76	66	N/A	N/A	11.80	11.20	N/A	N/A
8	7.89	7.27	95	93	78	69	17	24	11.90	11.10	N/A	N/A
9	7.86	7.25	N/A	N/A	78	68	N/A	N/A	14.50	6.50	N/A	N/A
10	7.88	7.25	N/A	N/A	78	68	N/A	N/A	11.40	9.60	N/A	N/A
11	7.83	7.23	N/A	N/A	79	70	N/A	N/A	10.90	10.10	N/A	N/A
12	7.87	7.25	N/A	N/A	86	76	N/A	N/A	13.80	11.20	N/A	N/A
13	7.91	7.28	N/A	N/A	88	71	N/A	N/A	16.50	11.50	N/A	N/A
14	7.81	7.26	N/A	N/A	82	80	N/A	N/A	13.20	7.80	N/A	N/A
15	7.85	7.24	96	95	76	69	20	26	13.00	7.00	N/A	10.89
16	7.87	7.24	N/A	N/A	78	68	N/A	N/A	14.10	6.90	N/A	N/A
17	7.88	7.22	N/A	N/A	79	68	N/A	N/A	13.80	6.20	N/A	N/A
18	7.71	7.20	N/A	N/A	78	70	N/A	N/A	13.10	7.90	N/A	N/A
19	7.79	7.26	N/A	N/A	82	68	N/A	N/A	12.40	8.60	N/A	N/A
20	7.76	7.18	N/A	N/A	82	70	N/A	N/A	14.20	7.80	N/A	N/A
21	7.66	7.17	N/A	N/A	77	66	N/A	N/A	11.10	7.90	N/A	N/A
22	7.73	7.17	95	94	79	70	16	24	12.10	9.90	N/A	10.83
23	7.81	7.19	N/A	N/A	76	67	N/A	N/A	12.30	11.70	N/A	N/A
24	7.70	7.16	N/A	N/A	78	70	N/A	N/A	13.20	8.80	N/A	N/A
25	7.71	7.13	N/A	N/A	78	67	N/A	N/A	10.70	7.30	N/A	N/A
26	7.72	7.17	N/A	N/A	79	69	N/A	N/A	12.00	9.00	N/A	N/A
27	7.76	7.21	N/A	N/A	76	69	N/A	N/A	11.80	8.20	N/A	N/A
28	7.73	7.19	N/A	N/A	78	68	N/A	N/A	13.10	6.90	N/A	N/A
29	7.91	7.29	97	96	75	67	22	29	12.70	6.30	N/A	10.92
30	7.81	7.27	N/A	N/A	70	80	N/A	N/A	12.10	6.90	N/A	N/A
31	7.80	7.22	N/A	N/A	88	68	N/A	N/A	11.10	7.90	N/A	N/A
AVG	7.82	7.23	96	94	79	70	18	25				
MAX	7.96	7.30	97	96	88	80	22	29				
MIN	7.66	7.13	95	93	70	66	16	23				
TOTAL									390.40	255.60		

BACTERIOLOGICAL  
AND PHYSICAL  
PARAMETERS

HURON SHORES REGIONAL UTILITY AUTHORITY  
WSSN: 3319

DATE	Coliform Samples			Filter Rate	Treat Rate	Wind Direction	Temp. C	Color		Odor	
	MF Raw	Tap Samples	MF Tap					Raw	Tap	Raw	Tap
1	100mL/ND	1	100mL/ND	1.70	3.77	W	5.40	18	0	DF	ND
2	100mL/ND	1	100mL/ND	1.69	3.74	SW	5.40	5	0	ND	ND
3	100mL/ND	1	100mL/ND	1.56	3.45	NW	5.80	0	0	ND	ND
4	100mL/ND	1	100mL/ND	1.70	3.75	NW	6.00	0	0	ND	ND
5	100mL/ND	1	100mL/ND	1.66	3.67	SW	5.00	0	0	ND	ND
6	100mL/ND	1	100mL/ND	1.69	3.74	W	5.80	3	0	ND	ND
7	100mL/ND	1	100mL/ND	1.67	3.70	SW	5.20	18	0	ND	ND
8	100mL/ND	1	100mL/ND	1.70	3.76	NW	6.00	0	0	ND	ND
9	100mL/ND	1	100mL/ND	1.66	3.67	SE	5.30	1	0	ND	ND
10	100mL/ND	1	100mL/ND	1.69	3.74	SW	5.80	1	0	ND	ND
11	100mL/ND	1	100mL/ND	1.67	3.69	NE	5.60	5	0	ND	ND
12	100mL/ND	1	100mL/ND	1.68	3.71	NW	3.60	42	0	DF	ND
13	100mL/ND	1	100mL/ND	1.70	3.76	NW	3.80	42	0	ND	ND
14	100mL/ND	1	100mL/ND	1.60	3.54	SW	4.30	9	0	ND	ND
15	100mL/ND	1	100mL/ND	1.61	3.56	W	4.90	0	0	ND	ND
16	100mL/ND	1	100mL/ND	1.62	3.59	NW	5.30	0	0	ND	ND
17	100mL/ND	1	100mL/ND	1.66	3.67	SE	5.40	3	0	ND	ND
18	100mL/ND	1	100mL/ND	1.61	3.56	SE	4.40	20	0	ND	ND
19	100mL/ND	1	100mL/ND	1.66	3.66	N	2.80	27	0	ND	ND
20	100mL/ND	1	100mL/ND	1.59	3.51	W	4.50	14	0	ND	ND
21	100mL/ND	1	100mL/ND	1.66	3.68	SW	4.70	9	0	ND	ND
22	100mL/ND	1	100mL/ND	1.62	3.59	SW	4.20	7	0	ND	ND
23	100mL/ND	1	100mL/ND	1.66	3.69	SE	4.30	5	0	ND	ND
24	100mL/ND	1	100mL/ND	1.70	3.77	E	4.10	0	0	ND	ND
25	100mL/ND	1	100mL/ND	1.55	3.44	SW	4.70	1	0	ND	ND
26	100mL/ND	1	100mL/ND	1.70	3.77	W	4.20	18	0	ND	ND
27	100mL/ND	1	100mL/ND	1.67	3.70	NW	4.40	1	0	ND	ND
28	100mL/ND	1	100mL/ND	1.59	3.52	NW	4.60	9	0	ND	ND
29	100mL/ND	1	100mL/ND	1.67	3.69	NW	4.10	11	0	ND	ND
30	100mL/ND	1	100mL/ND	1.68	3.71	S	3.90	1	0	ND	ND
31	100mL/ND	1	100mL/ND	1.47	3.25	SW	4.40	27	0	ND	ND
AVG	0.00	1	0.00	1.65	3.65		4.77	10	0.00		
MAX	0.00	1	0.00	1.70	3.77		6.00	42	0.00		
MIN	0.00	1	0.00	1.47	3.25		2.80	0	0.00		

DATE	Bacteriological Monitoring Stations mg/l																							
	Baldwin		East Tawas		Tawas		AuSable Twp.						Oscoda Twp.											
	Free	Total	Free	Total	Free	Total	Twp. Hall		4420 N US23		Wellman's		3550 E RIVER		Twp. Hall		Health Park		Airport		Pathways C.C.		DPW Garage	
1																								
2					0.80																			
3			0.61	0.70																				
4																								
5																								
6																								
7																								
8	1.05	1.21	0.63	0.72	1.00																			
9															1.07		0.56		0.34		0.74		0.84	
10																								
11																								
12																								
13																								
14																								
15	0.87	1.12	0.77	0.86	0.84																			
16									0.86				0.91											
17																								
18																								
19																								
20																								
21																								
22	0.94	1.02	0.59	0.68	0.96																			
23															0.70		0.61		0.63		0.32		0.79	
24																								
25																								
26																								
27																								
28																								
29	0.81	0.94	0.54	0.63	0.87																			
30																								
31																								

Ave.	0.76	0.88
Max.	1.07	1.21
Min.	0.32	0.63

DISTRIBUTION SAMPLES - BACTERIOLOGICAL SUMMARY

	AuSable Twp.	Baldwin Twp.	East Tawas	Oscoda Twp.	Tawas
Total number of routine distribution samples analyzed	2	4	5	10	5
Total number of positive routine distribution samples	0	0	0	0	0
Total number of routine distribution samples required	2	1	3	8	2

POSITIVE DISTRIBUTION SAMPLES

Check Samples

Date	Monitoring Station	MF Count	MPN Count	Date	Monitoring Station	MF Count	MPN Count

HPC Results for Samples with <0.20 mg/l Free Chlorine

Date	Location	Result

FILTER CONFLUENCE					C*T EVALUATION			Page 7
4 HOUR AVERAGE					HURON SHORES REGIONAL UTILITY AUTHORITY			
DATE	1ST	2ND	3RD	4TH	AVG.	C*T		
1	0.05	0.05	N/A	N/A	0.05	195.48	<b>WORSE CASE SCENARIO:</b> DATE: 1/7/2020 ACTUAL C*T: 167.07 REQUIRED C*T: 31	
2	0.05	0.05	N/A	N/A	0.05	184.69		
3	0.06	0.05	N/A	N/A	0.05	195.79		
4	0.05	0.05	N/A	N/A	0.05	206.89		
5	0.05	0.05	N/A	N/A	0.05	190.22		
6	0.05	0.05	N/A	N/A	0.05	197.99		
7	0.06	0.05	N/A	N/A	0.06	167.07		
8	0.05	0.05	N/A	N/A	0.05	216.90		
9	0.05	0.05	N/A	N/A	0.05	194.87		
10	0.05	0.05	N/A	N/A	0.05	167.06		
11	0.05	0.05	N/A	N/A	0.05	183.32		
12	0.06	0.06	N/A	N/A	0.06	182.22		
13	0.06	0.06	N/A	N/A	0.06	184.06		
14	0.05	0.05	N/A	N/A	0.05	212.16		
15	0.05	0.05	N/A	N/A	0.05	187.94		
16	0.05	0.05	N/A	N/A	0.05	198.11		
17	0.06	0.06	N/A	N/A	0.06	196.48		
18	0.06	0.06	N/A	N/A	0.06	189.29		
19	0.06	0.05	N/A	N/A	0.06	196.73		
20	0.05	0.05	N/A	N/A	0.05	205.75		
21	0.05	0.05	N/A	N/A	0.05	199.67		
22	0.06	0.06	N/A	N/A	0.06	194.50		
23	0.05	0.05	N/A	N/A	0.05	176.40		
24	0.05	0.06	N/A	N/A	0.06	220.63		
25	0.05	0.05	N/A	N/A	0.05	192.01		
26	0.05	0.05	N/A	N/A	0.05	178.32		
27	0.05	0.05	N/A	N/A	0.05	212.33		
28	0.06	0.06	N/A	N/A	0.06	195.29		
29	0.05	0.05	N/A	N/A	0.05	188.70		
30	0.05	0.06	N/A	N/A	0.06	187.40		
31	0.06	0.06	N/A	N/A	0.06	189.95		
<b>AVG.</b>	0.05	0.05			0.05			
<b>MAX</b>	0.06	0.06			0.06			
<b>MIN</b>	0.05	0.05			0.05	167.06		

Enhanced Coagulation/Softening Requirements  
 Supply: Huron Shore  
 WSSN: 03319

Source TOC	Source Water Alkalinity		
	0-60	>60-120	>120
>2.0-4.0	35.0%	25.0%	15.0%
>4.0-8.0	45.0%	35.0%	25.0%
>8.0	50.0%	40.0%	30.0%

Alternative Compliance Criteria (ACC) Rule 6102(1)(b)-(c)  
 - Source or Treated TOC RAA <2.0 OR  
 - Source TOC RAA >4.0 & Alk RAA >60 AND  
 I THM & HAA5 RAA <= 40/30 respectively, OR  
 I THM & HAA5 <=40/30 & only Cl primary disinfectant . And more ACCs.

Month	May Reduce If Either ...											CCR Reporting									
	A	B	C	D	E	F	G	H	I	Source TOC Qty Ave	Treated TOC Qty Ave	1 Yr Treated RAA <1.0	2 Yr Treated RAA <2.0	Compliance with Treatment Technique (TT)	Quarterly %		Annual Average				
	Treated TOC (mg/L)	Source TOC (mg/L)	(1-A/B) x 100	Source Water Alkalinity (mg/L)	Required TOC Removal (%)	G/E Actual Removal Ratio	Credit 1.0 if Paired Sample Source or Treated TOC <2.0	Credit 1.0 if RAA Source or Treated TOC <2.0	Rem'l Ratio Quarterly	Rem'l Ratio RAA			Rule 719e(4)(b)			% Removal (%)	% Removal Required (%)	% Removal (%)	% Removal Required (%)	Min (%)	Max (%)
Jan-19																					
2/7/2019	1.22	1.66	26.506	81	25	1.060	1.060	1.060								27	25	No need to report on CCR this year			
Mar-19									1.080	1.087											
Apr-19																					
5/8/2019	1.36	1.82	25.275	82	25	1.011	1.011	1.011													
Jun-19									1.011	1.080	1.820	1.790	1.380	1.306	1.435	Met ACC	25	25	No need to report on CCR this year		
Jul-19																					
8/28/2019	1.71	1.72	0.581	76	25	0.623	1.000	1.000													
Sep-19									1.000	1.032	1.720	1.830	1.710	1.463	1.474	Met ACC	1	25	No need to report on CCR this year		
Oct-19																					
11/6/2019	1.36	1.86	26.862	77	25	1.075	1.075	1.075													
Dec-19									1.075	1.037	1.860	1.765	1.360	1.413	1.424	Met ACC	27	25	No need to report on CCR this year		
Jan-20																					
2/9/2020					25																
Jul-20									M/R viol	1.029		1.800		1.477	1.406	Met ACC		25	No need to report on CCR this year		
Apr-20					25																
5/8/2020																					
Jun-20									M/R viol	1.036		1.790		1.535	1.382	Met ACC		25	No need to report on CCR this year		
Jul-20																					
8/28/2020					25																
Sep-20									M/R viol	1.075		1.860		1.360	1.442	Met ACC		25	No need to report on CCR this year		
Oct-20																					
11/6/2020					25				#DIV/0!	#DIV/0!											
Dec-20									#DIV/0!	#DIV/0!		#DIV/0!		#DIV/0!	1.413	#DIV/0!	25	#DIV/0!	#DIV/0!	#DIV/0!	

If H <1.0, note that compliance is based on RAA, calculated quarterly, so system might still be in compliance  
 If T <1.0, calculate Treated or Source TOC RAA (based on quarterly averages). If Treated or Source TOC RAA is <2.0, then system in compliance.  
 May reduce if Treated RAA <1.0 for 1 year or <2.0 for 2 years.  
 Revert to monthly if Treated RAA >=2.0

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WO No.	Description	WO Type	Equipment No.	Equipment Description
0000045678	CALIBRATION OF ONLINE TURBIDIMETERS	PM	1720 E TURBIDIMETER	COMBINED FILTER EFF TURBIDIMETER
0000045678	CALIBRATION OF ONLINE TURBIDIMETERS	PM	1720E FILTER #1	FILTER # 1 TURBIDIMETER
0000045678	CALIBRATION OF ONLINE TURBIDIMETERS	PM	1720E FILTER #2	FILTER #2 TURBIDIMETER
0000045678	CALIBRATION OF ONLINE TURBIDIMETERS	PM	1720E FILTER #3	FILTER #3 TURBIDIMETER
0000045678	CALIBRATION OF ONLINE TURBIDIMETERS	PM	1720E FILTER #4	FILTER #4 TURBIDIMETER
0000045678	CALIBRATION OF ONLINE TURBIDIMETERS	PM	1720E FILTER #5	FILTER #5 TURBIDIMETER
0000045678	CALIBRATION OF ONLINE TURBIDIMETERS	PM	1720E FILTER #6	FILTER #6 TURBIDIMETER
0000045713	WEEKLY PM-CLEANING	PM	LAB	LAB AND EQUIPMENT
0000045731	AIR BLOWERS MONTHLY PM	PM	AIR BLOWERS	AIR BLOWERS 1-2
0000045732	WEEKLY PM ON AIR BLOWERS 1&2	PM	AIR BLOWERS	AIR BLOWERS 1-2
0000045733	WEEKLY PM ON AIR HANDLER	PM	AIR HANDLER	AIR HANDLER HEAT & COOLING MIXER/TRANE
0000045734	WEEKLY INSPECTION ON THE PIPING FOR THE ALUM PUMPS	PM	CFPUMPS	LMI CHEMICAL FEED PUMPS (ALUM)
0000045799	MONTHLY PM ON AIR HANDLING UNIT	PM	AIR HANDLER	AIR HANDLER HEAT & COOLING MIXER/TRANE
0000045801	WEEKLY INSPECTION ON THE PIPING FOR THE ALUM PUMPS	PM	CFPUMPS	LMI CHEMICAL FEED PUMPS (ALUM)
0000045802	Weekly Auto Dialer Test	SCH	AUTODIALER	AUTODIALER/SENSAPHOHE
0000045803	MONTHLY STERILIZATION CONFIRMATION	SCH	AUTOCLAVE-1	AUTOCLAVE-1/NAPCO
0000045803	MONTHLY STERILIZATION CONFIRMATION	SCH	AUTOCLAVE-2	AUTOCLAVE-2/NAPCO
0000045804	UPDATE BACTI SAMPLE ACCOUNT FOR HALE HOMESTEAD/ ROSE CITY	SCH	SUMP DRAIN LINE	
0000045808	MONTHLY PM OF WASHWATER PUMP	PM	BACK WASH PUMP	BACK WASH WATER PUMP
0000045809	PULL SAMPLE FROM DEPOLOX3 CLA ANALYZER FOR COMPARISON ON CHART	SCH	CL2 ANALYZER DEPOLOX PLUS	FREE CL2 RESIDUAL ANALYZER W/BARE ELECT
0000045810	WEEKLY PM OF CLARICONES 1-4	PM	CLARICONES	4 WALKER CLARICONES
0000045811	SEMI ANNUAL PM OF AIR COMPRESSOR	PM	AIR COMPRESSOR UNIT	AIR COMPRESSOR/QUINCEY DUPLEX
0000045812	WEEKLY PM OF AIR COMPRESSOR	PM	AIR COMPRESSOR UNIT	AIR COMPRESSOR/QUINCEY DUPLEX
0000045815	MONTHLY INSPECTION of EEBA	SCH	EEBA #1	10 MINUTE EMERGENCY ESCAPE RESPIRATOR
0000045815	MONTHLY INSPECTION of EEBA	SCH	EEBA #2	10 MINUTE EMERGENCY ESCAPE RESPIRATOR
0000045815	MONTHLY INSPECTION of EEBA	SCH	EEBA #3	10 MINUTE EMERGENCY ESCAPE RESPIRATOR
0000045815	MONTHLY INSPECTION of EEBA	SCH	EEBA #4	10 MINUTE EMERGENCY ESCAPE RESPIRATOR
0000045815	MONTHLY INSPECTION of EEBA	SCH	EEBA #5	10 MINUTE EMERGENCY ESCAPE RESPIRATOR
0000045815	MONTHLY INSPECTION of EEBA	SCH	EEBA #6	10 MINUTE EMERGENCY ESCAPE RESPIRATOR
0000045815	MONTHLY INSPECTION of EEBA	SCH	EEBA #7	10 MINUTE EMERGENCY ESCAPE RESPIRATOR
0000045815	MONTHLY INSPECTION of EEBA	SCH	EEBA #8	10 MINUTE EMERGENCY ESCAPE RESPIRATOR
0000045816	MONTHLY TEST ALL EMERGENCY LIGHTS AND EXIT SIGNS	PM	EMERGENCY/EXIT LIGHTS	13 EMERGENCY LIGHTS AND 21 EXIT SIGNS
0000045817	MONTHLY CHK OF VEHICLE FIRE EXTINGUISHERS AND FIRST AID KITS	SCH	PLOW TRUCK	CHEVY 3/4 TON 2500 YEAR 2013
0000045818	MONTHLY CHECK SAFETY RELEIF VALVE	PM	EZ10 TUTTNAUER AUTOCLAVE	EZ10 TUTTNAUER AUTOCLAVE
0000045818	MONTHLY CHECK SAFETY RELEIF VALVE	PM	EZ9 TUTTNAUER AUTOCLAVE	EZ9 TUTTNAUER AUTOCLAVE
0000045819	MONTHLY INSPECTION AND SIGN OFF OF ALL FIRE EXTINGUISHERS	PM	FIRE EXTINGUISHERS	FIRE EXTINGUISHER/HAND HELD
0000045821	WEEKLY GLASSWARE CHECK FOR RESIDUE	SCH	SUMP DRAIN LINE	
0000045822	MONTHLY PM FOR HOT WATER BOILER	PM	HOT WATER BOILER	BOILER
0000045823	QUARTERLY PM ON HIGH SERVICE PUMPS 1-4	PM	HIGH SERVICE PUMPS	ALL HIGH SERVICE PUMPS
0000045824	MONTHLY PM ON HIGH SERVICE PUMPS 1-4	PM	HIGH SERVICE PUMPS	ALL HIGH SERVICE PUMPS
0000045825	WEEKLY WATER SAMPLES FROM DISTRIBUTION SYSTEM	PM	DIST SMPLS	WATER SAMPLES FROM DISTRIBUTION SYSTEM
0000045826	WEEKLY PM-CLEANING	PM	LAB	LAB AND EQUIPMENT
0000045827	WEEKLY LINCOLN STREET PUMPING STATION INSPECTIONS	SCH	LINCOLN ST.	LINCOLN ST. PUMPING STATION
0000045829	MONTHLY PM ON LOW SERVICE PUMPS	PM	LOW SERVICE PUMPS	LOW SERVICE PUMPS 1 THRU 6
0000045830	READING OF ALL MASTER METERS	SCH	METERS	MASTER METERS
0000045831	REVIEW AND MARK ALL NEEDED MISS DIG TICKETS	SCH	HSRUA MAIN	VARIOUS HSRUA MAIN
0000045832	MONTHLY PROBE STORAGE SOLUTION CHANGE	PM	FLUORIDE METER #3	SYMPHONY PH/ISE METER
0000045833	Cleaning of Quanti-Tray Sealer	SCH	Quanti-Tray Sealer	Quanti-tray Sealer
0000045834	EXERCISE ROOF TOP HEATING UNITS	SCH	ROOFTOP HVAC-2	ROOFTOP HVAC UNIT GVH-2/REZNOR
0000045834	EXERCISE ROOF TOP HEATING UNITS	SCH	ROOFTOP HVAC-3	ROOFTOP HVAC UNIT GVH-3/TRANE
0000045834	EXERCISE ROOF TOP HEATING UNITS	SCH	ROOFTOP HVAC-4	ROOFTOP HVAC UNIT GVH-4/TRANE
0000045836	INSPECTION OF VALVE VAULT FOR WATER	PM	V-V#1	VALVE VAULT
0000045836	INSPECTION OF VALVE VAULT FOR WATER	PM	V-V#2	RECYCLE VALVE VAULT



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WO No.	Description	WO Type	Equipment No.	Equipment Description
0000045838	AIR BLOWERS ANNUAL PM	PM	AIR BLOWERS	AIR BLOWERS 1-2
0000045839	WEEKLY PM ON AIR BLOWERS 1&2	PM	AIR BLOWERS	AIR BLOWERS 1-2
0000045840	WEEKLY PM ON AIR HANDLER	PM	AIR HANDLER	AIR HANDLER HEAT & COOLING MIXER/TRANE
0000045841	WEEKLY INSPECTION ON THE PIPING FOR THE ALUM PUMPS	PM	CFPUMPS	LMI CHEMICAL FEED PUMPS (ALUM)
0000045842	Weekly Auto Dialer Test	SCH	AUTODIALER	AUTODIALER/SENSAPHOHE
0000045843	MONTHLY BALANCE CHECK	SCH	SUMP DRAIN LINE	
0000045845	PULL SAMPLE FROM DEPOLOX3 CLA ANALYZER FOR COMPARISON ON CHART	SCH	CL2 ANALYZER DEPOLOX PLUS	FREE CL2 RESIDUAL ANALYZER W/BARE ELECT
0000045846	BI-WEEKLY PM OF CLARICONES 1-4	PM	CLARICONES	4 WALKER CLARICONES
0000045847	WEEKLY PM OF CLARICONES 1-4	PM	CLARICONES	4 WALKER CLARICONES
0000045848	MONTHLY PM OF AIR COMPRESSOR	PM	AIR COMPRESSOR UNIT	AIR COMPRESSOR/QUINCEY DUPLEX
0000045849	WEEKLY PM OF HOT WATER CIRCULATING PUMPS	PM	HOT WATER HEATING PUMPS	HOT WATER CIRCULATION PUMP/TACO
0000045850	ZERO CAL/SPAN CAL OF CL2 ANALYZER DEPOLOX PLUS	SCH	CL2 ANALYZER DEPOLOX PLUS	FREE CL2 RESIDUAL ANALYZER W/BARE ELECT
0000045851	WEEKLY-PM FLUSHING EMERGENCY EYEWASHES AND SHOWERS	PM	EYE WASH & SHOWERS	EMERGENCY EYE WASH & SHOWERS 1 & 2
0000045852	WEEKLY DRAIN AND REPLACE WATER IN AUTOCLAVES	PM	EZ10 TUTTNAUER AUTOCLAVE	EZ10 TUTTNAUER AUTOCLAVE
0000045852	WEEKLY DRAIN AND REPLACE WATER IN AUTOCLAVES	PM	EZ9 TUTTNAUER AUTOCLAVE	EZ9 TUTTNAUER AUTOCLAVE
0000045853	WEEKLY CLEAN AUTOCLAVE AIR JET	PM	EZ10 TUTTNAUER AUTOCLAVE	EZ10 TUTTNAUER AUTOCLAVE
0000045853	WEEKLY CLEAN AUTOCLAVE AIR JET	PM	EZ9 TUTTNAUER AUTOCLAVE	EZ9 TUTTNAUER AUTOCLAVE
0000045854	WEEKLY WIPE DOWN INSIDE OF AUTOCLAVES	PM	EZ10 TUTTNAUER AUTOCLAVE	EZ10 TUTTNAUER AUTOCLAVE
0000045854	WEEKLY WIPE DOWN INSIDE OF AUTOCLAVES	PM	EZ9 TUTTNAUER AUTOCLAVE	EZ9 TUTTNAUER AUTOCLAVE
0000045855	WEEKLY-PM PLANT CLEANING	PM	FACILITY	WATER TREATMENT PLANT
0000045856	RESTOCK FLUORIDE FEED ROOM	SCH	SUMP DRAIN LINE	
0000045857	BI-MONTHLY PROBE CLEANING	PM	SUMP DRAIN LINE	
0000045858	MOPPING AND OR WAXING	SCH	FLOORS	LINOLEUM FLOORING IN PLANT
0000045860	WEEKLY GLASSWARE CHECK FOR RESIDUE	SCH	SUMP DRAIN LINE	
0000045862	MONTHLY DRAIN OFF 1 GALLON OF H2O TO REMOVE SILT/SEDIMENT	PM	WATER HEATER	BRADFORD WHITE 40 GALLON
0000045863	WEEKLY PM-CLEANING	PM	LAB	LAB AND EQUIPMENT
0000045866	LOW SERVICE PUMPS 1 THRU 6 WEEKLY PM	PM	LOW SERVICE PUMPS	LOW SERVICE PUMPS 1 THRU 6
0000045870	REVIEW AND MARK ALL NEEDED MISS DIG TICKETS	SCH	HSRUA MAIN	VARIOUS HSRUA MAIN
0000045871	MOW, TRIM AND SWEEP SIDEWALKS & DOORWAYS	SCH	SUMP DRAIN LINE	
0000045872	SEMI-ANNUAL OIL & PLUG CHANGES ON PORTABLE PUMPS	SCH	PUMP #1 HONDA 1"	DISTRIBUTION STORAGE
0000045874	Monthly Check of Quanti-Tray Sealer	PM	Quanti-Tray Sealer	Quanti-tray Sealer
0000045875	WEEKLY CHECK OF SAMPLE PUMPS 3 THRU 6	PM	SAMPLE PUMPS	SAMPLE PUMPS 3,4,5 AND 6
0000045878	WEEKLY PM ON VACUUM PUMPS 1&2	PM	VACUUM PUMP UNITS	BOTH VACUUM PUMPS
0000045879	CONDENSATION COLLECTION RESIVOIR	SCH	WATER TRAPS	TERMINATION POINT FOR COMPRESSED AIR
0000045882	TRANSFER DAILY REPORTS TO A MONTHLY FOLDER	SCH	-	
0000045884	WEEKLY PM ON AIR HANDLER	PM	AIR HANDLER	AIR HANDLER HEAT & COOLING MIXER/TRANE
0000045885	WEEKLY INSPECTION ON THE PIPING FOR THE ALUM PUMPS	PM	CFPUMPS	LMI CHEMICAL FEED PUMPS (ALUM)
0000045886	Weekly Auto Dialer Test	SCH	AUTODIALER	AUTODIALER/SENSAPHOHE
0000045887	WEEKLY READING, RECORDING, AND MONITORING OF BOOSTER STATION	SCH	BOOSTER STATION	AUSABLE BOOSTER STATION
0000045889	PULL SAMPLE FROM DEPOLOX3 CLA ANALYZER FOR COMPARISON ON CHART	SCH	CL2 ANALYZER DEPOLOX PLUS	FREE CL2 RESIDUAL ANALYZER W/BARE ELECT
0000045890	MONTHLY CHECK OF CHLORINE LEAK DETECTOR	PM	CL2 LEAK DETECTOR (RS TECH)	ACUTECH 35 CL2 GAS DETECTION SYSTEM
0000045891	WEEKLY PM OF CLARICONES 1-4	PM	CLARICONES	4 WALKER CLARICONES
0000045892	WEEKLY PM OF AIR COMPRESSOR	PM	AIR COMPRESSOR UNIT	AIR COMPRESSOR/QUINCEY DUPLEX
0000045893	CALIBRATE CONDUCTIVITY METER	SCH	CONDUCTIVITY METER	CONDUCTIVITY METER
0000045894	WEEKLY PM OF HOT WATER CIRCULATING PUMPS	PM	HOT WATER HEATING PUMPS	HOT WATER CIRCULATION PUMP/TACO
0000045896	MONTHLY CLEANING OF AUTOCLAVE CHAMBER WITH CHAMBER BRITE	PM	EZ10 TUTTNAUER AUTOCLAVE	EZ10 TUTTNAUER AUTOCLAVE
0000045896	MONTHLY CLEANING OF AUTOCLAVE CHAMBER WITH CHAMBER BRITE	PM	EZ9 TUTTNAUER AUTOCLAVE	EZ9 TUTTNAUER AUTOCLAVE
0000045898	FAX WATER SAMPLE REQUISITION TO DEQ	SCH	SUMP DRAIN LINE	
0000045901	WEEKLY GLASSWARE CHECK FOR RESIDUE	SCH	SUMP DRAIN LINE	
0000045902	WEEKLY WATER SAMPLES FROM DISTRIBUTION SYSTEM	PM	DIST SMPLS	WATER SAMPLES FROM DISTRIBUTION SYSTEM
0000045907	WEEKLY LINCOLN STREET PUMPING STATION INSPECTIONS	SCH	LINCOLN ST.	LINCOLN ST. PUMPING STATION
0000045908	WEEKLY INSPECTION, READING, AND RECORDING OF ALL LAKEWOOD ACTIVITIES	SCH	WTLS	LAKEWOOD TOWER
0000045909	READING OF ALL MASTER METERS	SCH	METERS	MASTER METERS

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WO No.	Description	WO Type	Equipment No.	Equipment Description
0000045911	ANNUAL PM ON TURBIDIMETERS	PM	1720 E TURBIDIMETER	COMBINED FILTER EFF TURBIDIMETER
0000045911	ANNUAL PM ON TURBIDIMETERS	PM	1720E FILTER #1	FILTER # 1 TURBIDIMETER
0000045911	ANNUAL PM ON TURBIDIMETERS	PM	1720E FILTER #2	FILTER #2 TURBIDIMETER
0000045911	ANNUAL PM ON TURBIDIMETERS	PM	1720E FILTER #3	FILTER #3 TURBIDIMETER
0000045911	ANNUAL PM ON TURBIDIMETERS	PM	1720E FILTER #4	FILTER #4 TURBIDIMETER
0000045911	ANNUAL PM ON TURBIDIMETERS	PM	1720E FILTER #5	FILTER #5 TURBIDIMETER
0000045911	ANNUAL PM ON TURBIDIMETERS	PM	1720E FILTER #6	FILTER #6 TURBIDIMETER
0000045912	QUARTERLY PM ON ROOF FANS	PM	ROOF FANS	ROOF FANS
0000045913	EXERCISE ROOF TOP HEATING UNITS	SCH	ROOFTOP HVAC-2	ROOFTOP HVAC UNIT GVH-2/REZNOR
0000045913	EXERCISE ROOF TOP HEATING UNITS	SCH	ROOFTOP HVAC-3	ROOFTOP HVAC UNIT GVH-3/TRANE
0000045913	EXERCISE ROOF TOP HEATING UNITS	SCH	ROOFTOP HVAC-4	ROOFTOP HVAC UNIT GVH-4/TRANE
0000045914	WEEKLY CHECK OF SAMPLE PUMPS 3 THRU 6	PM	SAMPLE PUMPS	SAMPLE PUMPS 3,4,5 AND 6
0000045915	Monthly stock culture preperation		SUMP DRAIN LINE	
0000045917	TRANSFER DAILY REPORTS TO A MONTHLY FOLDER	SCH	-	
0000045923	WEEKLY READING, RECORDING, AND MONITORING OF BOOSTER STATION ACT	SCH	BOOSTER STATION	AUSABLE BOOSTER STATION
0000045926	MONTHLY CHECK OF ANALYSER	PM	HACH CL2	HACH CL2 POCKET COLORIMETER
0000045926	MONTHLY CHECK OF ANALYSER	PM	HACH CL2	HACH CL2 POCKET COLORIMETER
0000045936	WEEKLY GLASSWARE CHECK FOR RESIDUE	SCH	SUMP DRAIN LINE	
0000045938	WEEKLY WATER SAMPLES FROM DISTRIBUTION SYSTEM	PM	DIST SMPLS	WATER SAMPLES FROM DISTRIBUTION SYSTEM
0000045941	WEEKLY LINCOLN STREET PUMPING STATION INSPECTIONS	SCH	LINCOLN ST.	LINCOLN ST. PUMPING STATION
0000045951	TRANSFER DAILY REPORTS TO A MONTHLY FOLDER	SCH	-	
0000045737	Weekly Auto Dialer Test	SCH	AUTODIALER	AUTODIALER/SENSAPHOHE
0000045738	Weekly Auto Dialer Test	SCH	AUTODIALER	AUTODIALER/SENSAPHOHE
0000045739	WEEKLY-PM CLEANING OF RESTROOM	PM	BATHROOM	BATHROOM/SHOWER/LOCKER ROOM
0000045742	CALIBRATE LAB BENCH TOP TURBIDIMETER UNIT	SCH	TURBIDIMETER-LABORATORY	LABORATORY TURBIDIMETER
0000045743	PULL SAMPLE FROM DEPOLOX3 CLA ANALYZER FOR COMPARISON ON CHART	SCH	CL2 ANALYZER DEPOLOX PLUS	FREE CL2 RESIDUAL ANALYZER W/BARE ELECT
0000045744	MONTHLY CHECK OF ANALYSER	PM	HACH CL2	HACH CL2 POCKET COLORIMETER
0000045744	MONTHLY CHECK OF ANALYSER	PM	HACH CL2	HACH CL2 POCKET COLORIMETER
0000045747	BI-WEEKLY PM OF CLARICONES 1-4	PM	CLARICONES	4 WALKER CLARICONES
0000045748	WEEKLY PM OF CLARICONES 1-4	PM	CLARICONES	4 WALKER CLARICONES
0000045749	Monthly Colony Count	SCH	SUMP DRAIN LINE	
0000045750	WEEKLY PM OF AIR COMPRESSOR	PM	AIR COMPRESSOR UNIT	AIR COMPRESSOR/QUINCEY DUPLEX
0000045751	WEEKLY PM OF HOT WATER CIRCULATING PUMPS	PM	HOT WATER HEATING PUMPS	HOT WATER CIRCULATION PUMP/TACO
0000045752	WEEKLY-PM FLUSHING EMERGENCY EYEWASHES AND SHOWERS	PM	EYE WASH & SHOWERS	EMERGENCY EYE WASH & SHOWERS 1 & 2
0000045753	WEEKLY DRAIN AND REPLACE WATER IN AUTOCLAVES	PM	EZ10 TUTTNAUER AUTOCLAVE	EZ10 TUTTNAUER AUTOCLAVE
0000045753	WEEKLY DRAIN AND REPLACE WATER IN AUTOCLAVES	PM	EZ9 TUTTNAUER AUTOCLAVE	EZ9 TUTTNAUER AUTOCLAVE
0000045754	WEEKLY CLEAN AUTOCLAVE AIR JET	PM	EZ10 TUTTNAUER AUTOCLAVE	EZ10 TUTTNAUER AUTOCLAVE
0000045754	WEEKLY CLEAN AUTOCLAVE AIR JET	PM	EZ9 TUTTNAUER AUTOCLAVE	EZ9 TUTTNAUER AUTOCLAVE
0000045755	WEEKLY WIPE DOWN INSIDE OF AUTOCLAVES	PM	EZ10 TUTTNAUER AUTOCLAVE	EZ10 TUTTNAUER AUTOCLAVE
0000045755	WEEKLY WIPE DOWN INSIDE OF AUTOCLAVES	PM	EZ9 TUTTNAUER AUTOCLAVE	EZ9 TUTTNAUER AUTOCLAVE
0000045756	WEEKLY-PM PLANT CLEANING	PM	FACILITY	WATER TREATMENT PLANT
0000045757	RESTOCK FLUORIDE FEED ROOM	SCH	SUMP DRAIN LINE	
0000045758	BI-MONTHLY PROBE CLEANING	PM	SUMP DRAIN LINE	
0000045760	WEEKLY GLASSWARE CHECK FOR RESIDUE	SCH	SUMP DRAIN LINE	
0000045761	WEEKLY GLASSWARE CHECK FOR RESIDUE	SCH	SUMP DRAIN LINE	
0000045762	MONTHLY PM ON CHLORINE CYLINDER HOIST	PM	HOIST	CL2 HOIST/WRIGHT
0000045765	MONTHLY PM ON WATER STORAGE TANK	PM	HOT WATER STORAGE TANK	POTABLE HOT WATER STORAGE TANK/LOCHINV
0000045766	Monthly online turbidimeter verification	PM	1720 E TURBIDIMETER	COMBINED FILTER EFF TURBIDIMETER
0000045766	Monthly online turbidimeter verification	PM	1720E FILTER #1	FILTER # 1 TURBIDIMETER
0000045766	Monthly online turbidimeter verification	PM	1720E FILTER #2	FILTER #2 TURBIDIMETER
0000045766	Monthly online turbidimeter verification	PM	1720E FILTER #3	FILTER #3 TURBIDIMETER
0000045766	Monthly online turbidimeter verification	PM	1720E FILTER #4	FILTER #4 TURBIDIMETER
0000045766	Monthly online turbidimeter verification	PM	1720E FILTER #5	FILTER #5 TURBIDIMETER

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WO No.	Description	WO Type	Equipment No.	Equipment Description
0000045766	Monthly online turbidimeter verification	PM	1720E FILTER #6	FILTER #6 TURBIDIMETER
0000045767	WEEKLY PM-CLEANING	PM	LAB	LAB AND EQUIPMENT
0000045768	WEEKLY PM-CLEANING	PM	LAB	LAB AND EQUIPMENT
0000045774	LOW SERVICE PUMPS 1 THRU 6 WEEKLY PM	PM	LOW SERVICE PUMPS	LOW SERVICE PUMPS 1 THRU 6
0000045777	READING OF ALL MASTER METERS	SCH	METERS	MASTER METERS
0000045779	REVIEW AND MARK ALL NEEDED MISS DIG TICKETS	SCH	HSRUA MAIN	VARIOUS HSRUA MAIN
0000045780	REVIEW AND MARK ALL NEEDED MISS DIG TICKETS	SCH	HSRUA MAIN	VARIOUS HSRUA MAIN
0000045781	MOW, TRIM AND SWEEP SIDEWALKS & DOORWAYS	SCH	SUMP DRAIN LINE	
0000045782	Bi MONTHLY ON pH PROBE	PM	PH METER	PH METER/ORION
0000045783	WEEKLY CHECKS ON DIST TRUCK	SCH	PLOW TRUCK	CHEVY 3/4 TON 2500 YEAR 2013
0000045784	ORDER PT. SAMPLES FROM ERA.	SCH	SUMP DRAIN LINE	
0000045787	EXERCISE ROOF TOP HEATING UNITS	SCH	ROOFTOP HVAC-2	ROOFTOP HVAC UNIT GVH-2/REZNOR
0000045787	EXERCISE ROOF TOP HEATING UNITS	SCH	ROOFTOP HVAC-3	ROOFTOP HVAC UNIT GVH-3/TRANE
0000045787	EXERCISE ROOF TOP HEATING UNITS	SCH	ROOFTOP HVAC-4	ROOFTOP HVAC UNIT GVH-4/TRANE
0000045789	CLEAR PATHWAY & CHECK ALL LOCKS @ FENCE EXIT LOCATIONS	SCH	WTP FENCE	
0000045790	WEEKLY CHECK OF SAMPLE PUMPS 3 THRU 6	PM	SAMPLE PUMPS	SAMPLE PUMPS 3,4,5 AND 6
0000045791	Monthly stock culture preperation		SUMP DRAIN LINE	
0000045794	SEMI ANNUAL PM ON VACUUM PUMPS 1&2	PM	VACUUM PUMP UNITS	BOTH VACUUM PUMPS
0000045795	WEEKLY PM ON VACUUM PUMPS 1&2	PM	VACUUM PUMP UNITS	BOTH VACUUM PUMPS
0000045797	WEEKLY PM ON WTP GENERATOR	PM	DIESEL GENERATOR	EMERGENCY GENERATOR/CATERPILLAR 3412
0000045798	TRANSFER DAILY REPORTS TO A MONTHLY FOLDER	SCH	-	
0000045557	QUARTERLY EXERSICING OF ALL BUTTERFLY VALVES	PM	BUTTERFLY VALVES	BUTTERFLY VALVES-ALL
0000045592	MOPPING AND OR WAXING	SCH	FLOORS	LINOLEUM FLOORING IN PLANT
0000045660	QUARTERLY PM OF WASHWATER PUMP	PM	BACK WASH PUMP	BACK WASH WATER PUMP



# ALPENA

COMMUNITY COLLEGE  
OSCODA CAMPUS

## What Next?

**Alpena Community College – Oscoda Campus**  
Monthly Pure Communication Edition



March 9-13, *Spring Break* (Main Campus offices open, Oscoda offices will be closed)

March 23, *Early Registration* OPENS for Summer and Fall 2020 (Returning students only)

March 25, *Orientation/Advising Day*, no classes, offices open for normal hours. Contact your Advisor and make an appointment to get advised. Pro Move: Print out your “Program Evaluation” on WebAdvisor and bring it to your advising meeting.




**VIDEO** is exploding as a medium of training delivery. In fact, 95% of companies use some video for learning, according to the Brandon Hall Group 2015 Video for Learning Pulse Survey.

Source: <http://www.brandonhall.com/blogs/95-of-companies-use-video-for-learning/>

Just Jobs  
**OUTLET**

Recruiting & Hiring in the 21st Century!

Why do you go to school? To get a JOB! Why do you go to college? To get an even better JOB! Take this opportunity to understand the different ways that “Recruiting and Hiring in the 21st Century!” happens.







**Wednesday, March 18, 2020**

**ALPENA**  
COMMUNITY COLLEGE  
OSCODA CAMPUS

**1:00pm – 3:00pm**  
ROOM 213

RSVP by calling 358-7295 or email  
whatnext@alpenacc.edu

Featuring Special Guest Subject Matter Experts

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## Spaceport 101

We would not be following our “What Next?” news piece theme if we did not share access to this special YouTube video captured at last Friday’s Public Meeting at Oscoda Schools on the Space Port initiative . Listen to the developing opportunities discussed for hosting a unique satellite launch facility here at the former Wurtsmith airbase. It is important to understand these foundational steps as we all move forward together!

<https://www.youtube.com/watch?v=002NUuKKM00>

## Wall of Quotes UPDATE

Check out our first monthly “**Best of the Best!**” quote submitted by Hunter Winter from Alcona Schools:

Success is a lousy teacher.  
It seduces smart people into  
thinking they can’t lose.  
- Bill Gates

Have you submitted your quote yet?



Do you follow us on Facebook and Instagram?  
Search “ACC Oscoda Campus”

## Faculty Corner

ACC Oscoda is fortunate to report that we are recruiting additional Adjunct Faculty to help eliminate the “Rural Education Desert” myth. Check out this

**ALPENA**  
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OSCODA CAMPUS

### INSTRUCTOR OPENINGS

Join ACC TEAM OSCODA

Currently in search of Part-Time Instructors for Math, English and Computer Information Systems (CIS)

\$575 per Contact Hour (pay increase after 11th semester)  
Classes average 3 contact hours each (max 8 contact hours per semester)

Qualifications: Master’s Degree with 18 credits in your area of instruction (Higher Learning Commission requirement)

Fall Semester (Aug 31 thru December 17)  
Spring Semester (January thru Mid-May)

For More Details Contact  
the Campus Admin Office  
at 358-7295 or 358-7442

**ALPENA**  
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# ACC TALKS

## 2020 & Beyond

*(Alpena Community College's version of TED Talks for Northern Michigan)*

**TOPIC:** Human Resources (HR) Challenges for All Sectors

**GUEST SPEAKER:** Roger Wood has been a high-level corporate leader for 30+ years! His business experiences have reached not only across the U.S.... but across the globe! Likewise, his responsibilities have included everything from profit & loss management, modernization of facilities, technology advancement and even national/international government and politics. However, managing a company's greatest resource... PEOPLE... was and continues to be a major 21<sup>st</sup> century challenge. Join Roger Wood for a customized ACC TALKS session targeted to those responsible for Human Resources (HR) in Northern Michigan organizations/businesses.

**DATE:** Wednesday, June 3, 2020

**TIME:** Doors open at 5:30pm, presentation from 6:00pm - 7:30pm.

**RSVP:** Please email [whatnext@alpenacc.edu](mailto:whatnext@alpenacc.edu)

\*Note: There is no fee to attend, however only 20 seats are available, so registration is required.

**LOCATION:** Oscoda Campus | Alpena Community College  
5800 Skeel Avenue, Room 213  
Oscoda, MI 48750  
(989) 739-1445



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