



**CITY OF JONESVILLE
COUNCIL AGENDA
FEBRUARY 17, 2021 - 6:30 P.M.**


Pursuant to Section 3a of the Open Meetings Act, Act 267 of 1976, as amended, participation in this meeting will be by Zoom Meeting. The Board, staff and public wishing to participate may do so by logging onto the website or calling the telephone number below. When prompted enter the Meeting ID and Password.

WEB ADDRESS: www.zoom.us
CALL-IN TELEPHONE NUMBERS:
1-312-626-6799 or
1-929-205-6099

MEETING ID: 885 1878 2791
PASSWORD: 101169

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / A MOMENT OF SILENCE**
- 2. APPROVAL OF AGENDA** [ROLL CALL][Action Item]
- 3. PUBLIC COMMENTS / AUDIENCE PRESENTATIONS**
Citizens wanting to address the Council can do so at this time. Persons addressing the Council are requested to give their name and address for the record when called on by the Mayor.
- 4. PRESENTATIONS AND RECOGNITIONS**
 - A. None
- 5. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION**
 - A. None
- 6. REPORTS AND RECOMMENDATIONS**
 - A. Impounded Vehicle Release Fee [ROLL CALL][Action Item]
 - B. Planning Commission Annual Report and Work Plan [ROLL CALL][Action Item]
 - C. FY 2021-22 Budget Calendar [ROLL CALL][Action Item]
 - D. Six-Month Budget Comparison [Discussion Item]
 - E. Demonstration of the Neptune 360 Meter Reading System [Information Item]
- 7. COUNCIL MINUTES**
 - A. Consider minutes of the January 20, 2021 Regular Meeting [ROLL CALL][Action Item]
- 8. ACCOUNTS PAYABLE**
 - A. Accounts Payable for February 2021 totalling \$59,977.02 [ROLL CALL][Action Item]
- 9. DEPARTMENT REPORTS**
 - A. Fire Department Monthly and Annual Report – Chief Adair
 - B. Water/Wastewater Treatment Plant – Superintendent Boyle
 - C. Department of Public Works/Zoning Permit Annual Report – Superintendent Kyser
 - D. Police Department Monthly and Annual Report – Chief Lance
 - E. Cash Report – Finance Director Spahr
 - F. Cemetery – Manager Gray
- 10. ADJOURNMENT**



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: February 12, 2021
Re: Manager Report and Recommendations – February 17, 2021 Council Meeting

6. A. Impounded Vehicle Release Fee [ROLL CALL][Action Item]

As explained in the attached memorandum, Chief Lance is recommending an improved system for the release of vehicles impounded as a result of law enforcement action. He is recommending a nominal administrative fee for the operation of the program of \$20.00. I support the recommendations for the program and associated administrative fee. I recommend that the City Council consider a motion to approve an impounded vehicle release fee in the amount of \$20.00. *Please refer to the attached memorandum from Police Chief Lance.*

6. B. Planning Commission Annual Report and Work Plan [ROLL CALL][Action Item]

At their February 10th meeting, the Planning Commission approved their 2020 Annual Report and adopted a Work Plan for 2021. These documents are provided to the City Council for informational purposes. I recommend a motion to accept the 2020 Annual Report and the 2021 Work Plan, as submitted by the Planning Commission. These documents will be posted on the City website and available through City Hall. *Please refer to the attached Planning Commission 2020 Annual Report and 2021 Work Plan.*

6. C. Fiscal Year 2021-22 Budget Calendar [ROLL CALL][Action Item]

The proposed calendar for the development of the Fiscal Year 2021-2022 Budget is attached. The calendar follows a similar time frame as has been utilized in prior years and will assure adoption of a budget prior to the start of the next fiscal year. Please note the planned special meeting on Wednesday, May 5th; this will assure that a complete draft budget will have been presented to Council prior to May 31st, in accordance with the City Charter. If the draft budget calendar is acceptable to Council, I would recommend a motion to approve it. *Please refer to the draft Fiscal Year 2022-2023 Budget Calendar.*

6. D. Six-Month Budget Comparison [Discussion Item]

The Fiscal Year 2021 six-month budget comparison (July 1, 2020-December 31, 2020) is attached for your review. Overall, we are in compliance with our anticipated budgeted revenue and expenditures. Finance Director Spahr has provided notes on the document regarding the line items that exceed half of the budgeted expense as of December 31st. Additional clarification of any questions can be provided at the meeting. *Please refer to the attached six-month budget comparison summary.*

6. E. Demonstration of the Neptune 360 Meter Reading System [Information Item]

This item is reserved for staff to provide a brief demonstration of the capabilities of the remote meter reading system.

Correspondence:

- Hillsdale County Board of Canvassers Election Certification
- Election Certificates – Mayor Arno, Mayor Pro-Tem Bowman, Council Member Padula, Council Member Penrose
- Charlie Smith water certification
- Lenore Spahr continuing education certificate
- Thank you from the Economic Development Partnership of Hillsdale County
- Thank you from the Jonesville Lions
- Comcast re: change in service
- Master meeting calendar – City boards and commissions

Jonesville Police Department

116 West Chicago Street
Jonesville, Michigan 49250-1106

911 Service

Administration 517 849-2101

FAX 517 849-2520

February 10, 2021

To: Manager Jeff Gray
From: Chief Michael Lance
RE: Implementation of Impounded Vehicle Release Fee

Mr. Gray,

Due to the recent increase in vehicle impoundments and the processing time and resources needed to properly track impounded vehicles, I'm requesting your approval for the police department to assess a \$20.00 fee for release of impounded vehicles.

Procedurally, when the police department impounds a vehicle because it is abandoned, operated on public roadway by suspended/revoked drivers, driven without insurance, or used in the commission of a crime, it is department policy that the vehicle be impounded. When that occurs, a vehicle impoundment form, a vehicle inventory and a computer entry form of impoundment into the Secretary of State computer system must be completed by the officer in charge. This takes considerable time and resources and the fee will help to recoup some of the costs associated with impounded vehicles. Many police departments require a similar fee.

The payment of a vehicle release fee will also serve as a check point to ensure that vehicles released from our impoundment are in compliance with the State of Michigan Motor Vehicle Code i.e., have proper plates, valid proof of ownership and a licensed driver. Upon payment of the fee and proof of compliance by the owner of the vehicle, a receipt will be issued and can then be presented to the towing agency authorizing the vehicle to be released. If approved, I will establish a written policy and procedure for the accounting and collection of the fee.

Should you require any further information or clarification on the aforementioned, I would be happy to answer any questions that you may have.

Thank you for your consideration in this matter.

Regards,

Chief Michael Lance



City of Jonesville Planning Commission 2020 Annual Report

This report is provided in accordance with the Michigan Planning Enabling Act (MPEA), Public Act 33 of 2008. It reports the Commission's operations during the 2020 calendar year and the status of planning activities.

Development Activities

The following development applications were reviewed by the Planning Commission in 2020:

- Site Plan Review for a 22,425 square foot addition to the Martinrea facility located at 260 Gaige Street for storage and improvements to the entrance was approved in March.
- Site Plan Review for an 11,200 square foot warehouse addition and a 1,200 square foot truck dock addition at the Martinrea facility located at 260 Gaige Street was approved in May.
- Site Plan Review for an outdoor patio in the Chicago Street/US-12 sidewalk at Ramshackle Brewing Company located at 209 E. Chicago Street was approved in July.
- Site Plan Review for a new fuel canopy and reconfiguration of the parking and on-site circulation and parking improvements at the Citgo gas station located at 475 E. Chicago Street.
- Special Land Use for commercial storage units at the CR Storage property located at 126 Concord Road

Ordinance Amendments

The Planning Commission has appointed a standing **Ordinance Subcommittee** for the review and recommendation for potential amendments on an as-needed basis. Due to challenges with in-person meetings this year, no amendments were advanced. The planned review of the HC (Highway Commercial) zoning district will be considered in 2021, as conditions permit.

Master Plan

The Planning Commission approved the revised Master Plan at their meeting on January 9, 2019. The City Council subsequently approved the Plan by resolution on January 16, 2019. Per the MPEA, At least every 5 years after adoption of a Master Plan, a Planning Commission shall review the plan and determine whether to commence the procedure to amend or adopt a new plan.

Chapter 5 of the Master Plan includes an implementation plan and identifies priorities to be completed by various City boards and committees. The following highlights several accomplishments to date:

- An environmental site assessment was prepared for **the former Klein Tool Building** by the Michigan Department of Energy, Great Lakes, and Environment (EGLE) in late 2020. The Downtown Development Authority (DDA) had anticipated a contractor's opinion of costs for addressing environmental issues for reuse of the building in the first quarter of 2020, but that work was postponed, due to the COVID-19 pandemic. The DDA has named the redevelopment its top priority and appointed a marketing committee. The effort is being branded the Chicago Street Riverfront Redevelopment.

- The DDA and City have provided financial support for the Michigan Department of Transportation (MDOT) **signal modernization** project Downtown. Following construction and pandemic delays, the project was completed in the fall of 2020.
- Through the development of the FY 2020-21 budget, the DDA has developed priorities for **future capital projects**, including streetscape improvements and the rehabilitation of the south public parking lot behind Saucy Dogs and County National Bank. The DDA has budgeted to begin project engineering during this fiscal year.
- With assistance from the Economic Development Partnership (EDP) of Hillsdale County, the Local Development Finance Authority (LDFA) was able to secure a Site Readiness Grant from the Michigan Economic Development Corporation for the extension of coaxial and fiber **broadband internet in the Jonesville Industrial Park**. The project will assist existing businesses in the park and improve the marketability of vacant land. The project is currently in design, with a construction date to be determined in the near future.
- Conceptual plans have been completed for improvements to facilities at Carl Fast Park and Wright Street Park. Funds have been budgeted this fiscal year to update the 5-year **Recreation Master Plan** so that the City can seek grant funds for improvements.
- Engineering is currently being completed for future improvements to **Maumee Street and West Street**. Underground infrastructure is being evaluated for possible upgrade in conjunction with these projects.
- Joint meetings between the **City's development boards** to review and discuss the Economic Development Strategy were postponed this year, due to complications with scheduling in-person meetings. It is hoped that this process can be resumed later in 2021 or early 2022.

Additional information regarding the updated Master Plan can be found on the City's website at <http://jonesville.org/Boards/PlanningCommission/MasterPlanandEconomicDevelopment.aspx>.

Redevelopment Ready Communities

The Michigan Economic Development Corporation (MEDC) **Redevelopment Ready Communities (RRC) program** is designed to promote effective redevelopment strategies through a set of best practices. In order to engage in the program, interested communities must complete training, a self-evaluation of current practices, and pass a resolution expressing intent to participate in RRC.

The City engaged in the program in 2018 and has been updating practices toward certification. The RRC program has announced that the certification process is being updated and staff anticipates that information about the updates will be available in the first quarter of 2021.

Capital Improvement Planning

The Planning Commission completed a review of near- and long-term infrastructure projects, through the review of the 2020-21 through 2025-26 **Capital Improvement Program (CIP)**. The review included a discussion of the interface of this planning document with the annual budget, including the budget allocations for priorities identified in the Master Plan.

Review of the CIP by the Planning Commission is important to assure that budget objectives are consistent with the long-range plan of the community.



City of Jonesville Planning Commission 2021 Work Plan

The Planning Commission annually develops a proposed work plan to identify its upcoming priorities. The approved plan will be submitted to City Council. The proposed plan, below, is provided in accordance with the Michigan Planning Enabling Act, Public Act 33 of 2008.

The Planning Commission proposed an aggressive work plan for 2020. With complications for in-person meetings, due to the COVID-19 pandemic, attention was focused on timely development reviews. Much of the remainder of the work program has been carried over into 2021.

Priority Goals

- ❖ Ordinance Review and Amendment (as needed)
 - Evaluate small HC (Highway Commercial) zoned properties for amendment to assure long-term viability
 - Consider need for amendments to allow “urban chickens”
 - Evaluate potential/need for social districts
- ❖ Redevelopment Ready Sites
 - Support DDA and Council efforts to market and redevelop Klein Tool
 - Work with willing property owners to identify and market additional priority sites
- ❖ Support the Update of the Recreation Master Plan
 - Consider merits of incorporating into the development Master Plan

As Time Allows Goal

- ❖ Redevelopment Ready Communities Objectives
 - Work with the RRC Planner to understand updates to the RRC program
 - Align City goals with program goals to progress with certification.

Ongoing Activities

- ❖ Timely Development Reviews
- ❖ Economic Development Strategy
 - Annually review the Strategy with other development boards and committees
- ❖ Infrastructure Planning and Development
 - Conduct annual review of Capital Improvements Program for consistency with community development objectives

CITY OF JONESVILLE

2021 – 2022 BUDGET CALENDAR

Friday, February 26, 2021	Distribute budget packages to Department Heads (Finance Director)
Monday, March 22, 2021	Budget requests from Department Heads due to Finance Director
Monday, March 22, 2021	Budget Narratives due to Finance Director by Department Heads
March 29 – April 9, 2021	City Manager/Finance Director meetings with Department Heads
April 12 - 16, 2021	Put together information for Budget Committee (Finance Director)
Wed, April 14, 2021	Schedule special Council meeting for Wednesday, May 5, 2021
April 19 – 29, 2021	Budget Committee Discussions with Manager/Finance Director
Friday, May 1, 2021	Put together budget information for Council meeting (Finance Director)
Wed, May 5, 2021	Special Council Meeting Budget Session covering: <ul style="list-style-type: none">Local StreetsMajor StreetsState HighwayMotor Vehicle Pool
May 6 – 13, 2021	Adjustments based on May 5th session and Budget Committee Recommendations (Finance Director)
Friday, May 14, 2021	Put together budget information for Council meeting (Finance Director)
Wed, May 19, 2021	Regular Council Meeting Budget Session covering: <ul style="list-style-type: none">General FundDDAL DFASewer FundWater FundDebt Service
Wed, May 19, 2021	Set public hearing date for Wednesday, June 16, 2021
May 20 – June 10, 2021	Adjustments based on May 19th session and Budget Committee Recommendations (Finance Director)
Fri, June 11, 2021	Put together budget information for Council meeting (Finance Director)
Wed, June 16, 2021	Regular Council Meeting – Final Budget Discussions (as necessary) Public Hearing – Set budget and ad-valorem mill levy [Resolution(s)]

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 12/31/2020

DESCRIPTION	YTD BALANCE 12/31/2020 NORMAL (ABNORMAL)	2020-21 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 101 - GENERAL FUND				
TOTAL Revenues	1,168,123.92	1,388,797.00	84.11%	Property tax collection
Expenditures				
101-CITY COUNCIL	13,377.97	26,000.00	51.45%	
172-CITY MANAGER	56,524.47	111,990.00	50.47%	
191-ELECTIONS	5,415.77	5,800.00	93.38%	August/November elections
218-GENERAL OFFICE	111,226.77	215,362.00	51.65%	
247-BOARD OF REVIEW	371.07	1,575.00	23.56%	
253-TREASURER	2,614.39	2,900.00	90.15%	Tax Rolls
257-ASSESSOR	10,800.00	22,100.00	48.87%	
258-DATA PROCESSING/COMPUTER DEI	11,004.68	11,725.00	93.86%	New server
265-CITY HALL	15,471.90	46,117.00	33.55%	
276-CEMETERY	32,670.52	70,128.00	46.59%	
285-FREEDOM MEMORIAL	435.88	1,900.00	22.94%	
301-POLICE DEPARTMENT	131,409.83	339,412.42	38.72%	
336-FIRE DEPARTMENT	39,488.32	117,294.00	33.67%	
410-PLANNING & ZONING COMMISSION	4,297.05	11,421.00	37.62%	
441-RADIO TOWER PROPERTY	845.88	0.00		To reclass to JPD/JFD/DPW
442-PARKING LOTS	5,977.32	16,015.00	37.32%	
443-SIDEWALKS	0.00	1,405.00	0.00%	
444-DEPT. OF PUBLIC WORKS	10,268.47	18,120.00	56.67%	
448-STREET LIGHTING	26,057.26	40,000.00	65.14%	Traffic signal project expenses
526-SANITARY LAND FILL	6,646.94	6,290.00	105.67%	Annual clean up in August
751-RECREATION DEPARTMENT	62.05	44,852.50	0.14%	
770-PARKS	10,242.11	14,225.00	72.00%	Wright St park improvements
780-RAIL/TRAIL	2,695.53	6,275.00	42.96%	
858-FRINGE BENEFITS	24,004.16	32,220.00	74.50%	DPW PTO/CARES Act
865-INSURANCE	15,461.00	14,000.00	110.44%	Work Comp/Prop Liab Ins
895-PROMOTIONS	0.00	0.00		
897-OTHER ACTIVITIES	237,095.02	208,000.00	113.99%	Tax revenue to Local Streets
TOTAL Expenditures	774,464.36	1,385,126.92	55.91%	
NET OF REVENUES & EXPENDITURES	393,659.56	3,670.08		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 12/31/2020

DESCRIPTION	YTD BALANCE 12/31/2020 NORMAL (ABNORMAL)	2020-21 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 202 - MAJOR STREETS FUND				
TOTAL Revenues	115,190.30	321,793.00	35.80%	
Expenditures				
451-STREET CONSTRUCTION	6,407.00	83,500.00	7.67%	
465-ROUTINE MAINTENANCE	40,939.82	63,100.00	64.88%	Crack filling
474-TRAFFIC CONTROL	728.27	4,100.00	17.76%	
478-WINTER MAINTENANCE	1,842.92	23,065.00	7.99%	
900-ADMINISTRATION	38,734.50	47,890.50	80.88%	Admin wages/final debt pmt
TOTAL Expenditures	88,652.51	221,655.50	40.00%	
NET OF REVENUES & EXPENDITURES	26,537.79	100,137.50	26.50%	
Fund 203 - LOCAL STREETS FUND				
TOTAL Revenues	273,489.33	292,097.00	93.63%	
Expenditures				
451-STREET CONSTRUCTION	15,362.00	92,000.00	16.70%	
465-ROUTINE MAINTENANCE	45,216.74	67,320.00	67.17%	Crack filling
474-TRAFFIC CONTROL	862.54	2,314.00	37.27%	Traffic lines painted
478-WINTER MAINTENANCE	1,892.48	18,530.00	10.21%	
900-ADMINISTRATION	19,957.00	131,188.00	15.21%	
TOTAL Expenditures	83,290.76	311,352.00	26.75%	
NET OF REVENUES & EXPENDITURES	190,198.57	(19,255.00)	987.79%	
Fund 211 - STATE HIGHWAY FUND				
TOTAL Revenues	8,009.70	35,675.00	22.45%	
Expenditures				
465-ROUTINE MAINTENANCE	4,604.43	12,800.00	35.97%	
474-TRAFFIC CONTROL	473.52	850.00	55.71%	Signage - fire dept
478-WINTER MAINTENANCE	1,335.99	9,300.00	14.37%	
900-ADMINISTRATION	777.41	12,724.00	6.11%	
TOTAL Expenditures	7,191.35	35,674.00	20.16%	
NET OF REVENUES & EXPENDITURES	818.35	1.00		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 12/31/2020

DESCRIPTION	YTD BALANCE 12/31/2020 NORMAL (ABNORMAL)	2020-21 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 247 - LOCAL DEVELOPMENT FINANCE AUTHORITY				
TOTAL Revenues	292,106.33	316,175.00	92.39%	
Expenditures				
729-DEVELOPMENT ACTIVITIES	29,214.57	336,365.00	8.69%	
TOTAL Expenditures	29,214.57	336,365.00	8.69%	
NET OF REVENUES & EXPENDITURES	262,891.76	(20,190.00)		
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY				
TOTAL Revenues	17,103.19	148,000.00	11.56%	
Expenditures				
442-PARKING LOTS	675.21	30,015.00	2.25%	
443-SIDEWALKS	271.20	1,821.00	14.89%	
729-DEVELOPMENT ACTIVITIES	50,032.54	51,911.00	96.38%	Traffic signal project costs
733-DOWNTOWN/STREETSCAPE	11,230.28	29,460.00	38.12%	
895-PROMOTIONS	3,841.20	8,565.00	44.85%	
897-OTHER ACTIVITIES	4,086.00	58,064.00	7.04%	
TOTAL Expenditures	70,136.43	179,836.00	39.00%	
NET OF REVENUES & EXPENDITURES	(53,033.24)	(31,836.00)	166.58%	
Fund 301 - GENERAL DEBT SERVICE FUND				
TOTAL Revenues	44,088.50	162,386.50	27.15%	
Expenditures				
906-MAJOR STREET BOND	35,682.50	35,682.50	100.00%	Final debt payment
907-D.D.A. BOND	4,086.00	58,064.00	7.04%	
908-LOCAL STREET BOND	4,320.00	68,640.00	6.29%	
TOTAL Expenditures	44,088.50	162,386.50	27.15%	
NET OF REVENUES & EXPENDITURES	0.00	0.00		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 12/31/2020

DESCRIPTION	YTD BALANCE 12/31/2020 NORMAL (ABNORMAL)	2020-21 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 590 - SEWER SYSTEM FUND				
TOTAL Revenues	392,537.30	780,000.00	50.33%	
Expenditures				
527-SEWAGE DISPOSAL	388,688.74	1,227,998.26	31.65%	
TOTAL Expenditures	388,688.74	1,227,998.26	31.65%	
NET OF REVENUES & EXPENDITURES	3,848.56	(447,998.26)	-0.86%	
Fund 591 - WATER SUPPLY SYSTEM FUND				
TOTAL Revenues	733,718.69	384,450.00	190.85%	Water Improvement Project
Expenditures				
536-IRON REMOVAL PLANT	502,472.99	390,996.28	128.51%	Water Improvement Project
537-WATER DISTRIBUTION SYSTEM	41,080.47	97,947.00	41.94%	
TOTAL Expenditures	543,553.46	488,943.28	111.17%	
NET OF REVENUES & EXPENDITURES	190,165.23	(104,493.28)		
Fund 661 - MOTOR VEHICLE POOL FUND				
TOTAL Revenues	48,715.35	154,000.00	31.63%	
Expenditures				
270-DPW BUILDING AND GROUNDS	9,123.52	32,475.00	28.09%	
896-MOTOR VEHICLE POOL	59,770.04	555,080.00	10.77%	
TOTAL Expenditures	68,893.56	587,555.00	11.73%	
NET OF REVENUES & EXPENDITURES	(20,178.21)	(433,555.00)	4.65%	
Fund 703 - CURRENT TAX FUND				
TOTAL Revenues	229.07	0.00		Interest earnings
TOTAL Expenditures	0.00	0.00		
NET OF REVENUES & EXPENDITURES	229.07	0.00		
TOTAL REVENUES - ALL FUNDS	3,093,311.68	3,983,373.50	77.66%	
TOTAL EXPENDITURES - ALL FUNDS	2,098,174.24	4,936,892.46	42.50%	
NET OF REVENUES & EXPENDITURES	995,137.44	(953,518.96)	104.36%	

* Includes 6/30/20 budget amendments. Does not include 6/30/20 yr end adjustments.

****Subject to Council Approval****

**JONESVILLE CITY COUNCIL
Minutes of January 20, 2021**

Pursuant to Section 3A of the Open Meetings Act, Act 267 of 1976, as amended, participation in this meeting was by Zoom Meeting. The Council staff and public were allowed to participate.

A meeting of the Jonesville City Council was held on Wednesday, January 20, 2021 via Zoom Meeting. Mayor Gerry Arno called the meeting to order at 6:36 p.m. Council members present via Zoom Meeting were: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula and Andy Penrose.

Also present via Zoom Meeting: Manager Gray, Treasurer Spahr, WWTP Acting Supt. Boyle, Police Chief Lance, Fire Chief Adair, Attorney Lovinger, and Hillsdale County Commissioner Kathy Schmitt.

The Pledge of Allegiance and moment of silence was led by Councilman Andy Penrose.

A motion was made by Andy Penrose and supported by Brenda Guyse to approve the agenda as presented with one addition; 6.E.: Waste Water Treatment Plant Staffing. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

Kathy Schmitt, Hillsdale County Commissioner gave a brief update.

A motion was made by Brenda Guyse and supported by Tim Bowman to approve the recommendation from the Downtown Development Authority (DDA) to appoint Mary Ellen Sattler to fill a vacancy on the board to complete the balance of a term that ends in November 2024. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

George Humphries Jr. made a motion and was supported by Andy Penrose to approve Resolution 2021-01 – Meetings of the Board of Review for 2021. This resolution establishes the meeting dates and times for the Board of Review in March, July and December. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

A motion was made by Tim Bowman and supported by Brenda Guyse to affirm that the Income and Asset Guidelines that were established in 2018 (Resolution 2018-03) will be used in the consideration of property tax exemption requests during 2021. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

Manager Gray announced that through two generous donations from Consumers Energy and third from a private donor, the DDA was able to fund a gift card and gift certificate incentive program that invested \$21,200 in participating businesses in the Downtown in mid-December. At least one card or certificate was purchased from each participating business with buyers generally spreading their purchases to multiple businesses.

A motion was made by Jerry Drake and supported by Brenda Guyse to authorize the creation of a part-time Operator position in the Wastewater Treatment Department to Rick Mahoney with a starting pay of \$25.00 per hour. Hiring Mr. Mahoney would enable the City to maintain the required minimum licensing level on our staff, allowing Mr. Mahoney to complete the required monthly reporting to the state and to assure compliance with State licensing standards. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

Brenda Guyse made a motion and was supported by Tim Bowman to promote Brian Boyle to Water and Wastewater Treatment Plant Superintendent, with a starting pay rate at the G6-6 step on the City's pay scale. Mr. Boyle has a "C" level wastewater license, a D-3 water license, and nearly 40 years of experience with the City. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

A motion was made by George Humphries Jr. and supported by Jerry Drake to approve the minutes of the December 16, 2020 Meeting. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

A motion was made by Andy Penrose and supported by Delesha Padula to approve Accounts Payable for January 2021 in the amount of \$104,196.60. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

Updates were given by Department Heads, Manager Gray and Council.

Mayor Arno adjourned the meeting at 7:36 p.m.

Submitted by:

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor

02/18/2021

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AMERICAN COPPER & BRASS, LLC	JFD - FURNACE REPAIRS	43.87
AT&T	LOCAL/LONG DISTANCE	2,607.80
BAKER, VICKI/B & B CLEANING,	JPD/JFD/CITY HALL CLEANING SERVICES	345.00
BOUND TREE MEDICAL, LLC	JFD - GLOVES	320.28
BRINER OIL CO., INC.	JFD - GASOLINE	19.13
	JFD - GASOLINE	49.41
	MVP - BULK TANK	271.26
	MVP - BULK TANK	180.07
	WWTP - GENERATOR DIESEL	945.00
	MVP - BULK TANK	126.77
		1,591.64
BUTTERS EXCAVATING & LAWN CAFE	CEMETERY MAINT/SEXTON SERVICES	2,975.00
CONSUMERS ENERGY	CEMETERY ELECTRICITY	35.47
	WRIGHT ST PARK ELECTRICITY	31.93
	FAST PARK ELECTRICITY	409.96
	DPW BUILDING ELECTRICITY	333.16
	JFD ELECTRICITY	194.27
	JFD TRAINING ROOM ELECTRICITY	83.34
	EMERGENCY SIREN ELECTRICITY	29.84
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	104.40
	FREEDOM MEMORIAL ELECTRICITY	49.88
	JPD ELECTRICITY	238.08
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	34.89
	WATER TOWER ELECTRICITY	106.65
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.55
	500 IND PKWY SPRINKLER METER ELECTRICITY	32.28
	WWTP ELECTRICITY	5,970.57
	IRON REMOVAL PLANT ELECTRICITY	1,647.91
	DDA BUILDING ELECTRICITY	404.69
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	31.55
	CITY-WIDE LED STREET LIGHT ELECTRICITY	629.98
	CITY-WIDE STREET LIGHT ELECTRICITY	2,050.88
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	785.39
	FREEDOM MEMORIAL ELECTRICITY	45.67
	RADIO TOWER ELECTRICITY	37.29
	WRIGHT ST PARK ELECTRICITY	31.28
	FAST PARK ELECTRICITY	59.45
		13,408.36
CURRENT OFFICE SOLUTIONS	JPD - OFFICE SUPPLIES	15.88
	COPIER MAINTENANCE	55.27
	OFFICE SUPPLIES	61.04
		132.19
DETROIT SALT COMPANY	SALT	2,907.77
D-P EQUIPMENT CO.	MVP - SUPPLIES	129.05
ELHORN ENGINEERING COMPANY	WATER - SUPPLIES	324.00
FASTENAL	MVP - VEHICLE REPAIRS	38.50
	WATER - REPAIRS	3.50
		42.00
FERGUSON WATERWORKS	WATER - NEW METERS	273.99
	WATER - ANNUAL SOFTWARE FEE	5,100.00
	NEW WATER METERS	690.57
		6,064.56
FIRST NATIONAL BANK OMAHA	MEMBERSHIPS/CONFERENCES/SUPPLIES	1,513.27
	MEMBERSHIPS/MME CONFERENCE	114.99
		1,628.26
FOSTER JAMES	UB refund for account: 000184-03	91.18
GREENMARK EQUIPMENT	MVP - VEHICLE REPAIRS	131.24
	MVP - VEHICLE REPAIRS	10.18
	MVP - VEHICLE REPAIRS	6.67
	MVP - VEHICLE REPAIRS	142.02
		290.11
HILLSDALE COUNTY SHERIFF DEPI	JPD - 2021 RANGE FEE	200.00

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM	520.00
I.T. RIGHT	MESSAGE ARCHIVER SUBSCRIPTION RENEWAL - 3 YEARS	1,815.48
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	64.13
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	48.43
	JFD WATER/SEWER	58.97
	JPD WATER/SEWER	48.43
	DPW WATER/SEWER	46.58
	WWTP WATER/SEWER	196.47
	WRIGHT ST PARK WATER/SEWER	36.44
		435.32
KEN STILLWELL FORD-MERCURY,	IJPD - OIL CHANGE/2016 FORD	34.85
	JPD - OIL CHANGE/2019 FORD	34.25
		69.10
LOVINGER & THOMPSON, P.C.	LEGAL SERVICES	260.00
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS SERVICE	211.24
	JPD GAS/HEAT SERVICE	117.48
	JFD GAS/HEAT SERVICE	343.45
	WWTP GAS/HEAT SERVICE	1,882.42
	CITY HALL GAS/HEAT SERVICE	141.17
	DPW GAS/HEAT SERVICE	188.32
	GAS LIGHT SERVICE	56.15
		2,940.23
MICHIGAN RURAL WATER ASSOC.	WASTEWATER OPERATOR SERVICES	935.00
MICHIGAN WATER ENVIRONMENT	ASHUGHES - MEMBERSHIP RENEWAL	77.00
MML WORKERS COMPENSATION	FUNWORK COMP QUARTERLY BILLING	2,223.00
NAPOLEON FEED MILL, INC	CHLORIDE	153.00
PERFORMANCE AUTOMOTIVE	JPD/MVP - SUPPLIES/REPAIRS	282.83
PICKENS PATRICIA	UB refund for account: 001013-06	157.63
POSTMASTER	POSTAGE - WATER/SEWER BILLS	239.67
SHARE CORPORATION	WATER/MVP - GLOVES/PLIERS	173.68
SUNSHINE INVESTMENTS	UB refund for account: 000899-02	198.50
SUPERFLEET MASTERCARD PROGRAM	GASOLINE	572.87
	GASOLINE	603.30
		1,176.17
TOTAL ENERGY SYSTEMS, LLC	WWTP - GENERATOR MAINTENANCE	1,677.97
TRACTOR SUPPLY CREDIT PLAN	DDA - TRASH CAN LINER REPLACEMENT	19.99
TRUCK AND TRAILER SPECIALTIES	MVP - VEHICLE REPAIRS	313.41
UNIFIRST CORPORATION	MVP - SHOP TOWELS	26.22
	WWTP - UNIFORM RENTAL	29.97
	WWTP - UNIFORM RENTAL	29.97
	CITY HALL/JPD FLOOR MATS	29.50
	MVP - SHOP TOWELS	26.22
	WWTP - UNIFORM RENTAL	29.97
	WWTP - UNIFORM RENTAL	29.97
		201.82
UNIQUE PAVING MATERIALS CORP	COLD PATCH	231.28
USA BLUEBOOK	WWTP - REPAIRS	9.95
	WATER/WWTP - SUPPLIES	111.65
	WATER - OPERATING SUPPLIES	24.60
		146.20
USALCO LLC	WWTP - SUPPLIES	4,618.91
UTILITY SERVICE CO, INC	WATER TOWER MAINT CONTRACT	7,431.18
VERIZON WIRELESS	JPD/DPW-CELL PHONES/RADIO TOWER/JPD-MODEMS	292.65
	DPW CELL PHONE	25.00
		317.65
WALMART COMMUNITY/SYNCB	OPERATING SUPPLIES	196.80
	Total:	59,977.02

DATE	TYPE OF CALL	LOCATION	MEMBERS
2-Jan	Wires Down	Carleton/Beck (Fayette)	11
2-Jan	Transformer Fire	1031 West Ball Rd (Fayette)	13
3-Jan	Wires Down	Homer/Ball Rd (Fayette Twp)	10
3-Jan	Vehicle Fire	701 Olds St (City)	10
3-Jan	Wires Down	315 Highland St (City)	12
3-Jan	Assist REU/CPR	8591 Concord Rd(Mutual Aid)	12
6-Jan	Wires Down	213 Reading Ave (City)	9
6-Jan	Meeting	Station (Meeting)	14
13-Jan	PI Accident	3548 Jonesville Rd (Fayette)	13
13-Jan	Training	Station (Training)	11
14-Jan	Wires Down	Wright St / Village Lane (City)	8
15-Jan	PI Accident	Bunn/Bean(Fayette)	9
16-Jan	Assist REU/CPR	114 West Chicago (City)	7
17-Jan	Wires Down	214 Water St (City)	11
19-Jan	Wires Down	4771 Fitzpatrick Rd(Fayette)	10
19-Jan	PI Accident	1230 North Adams (Fayette)	10
22-Jan	Gas Leak	1741 East Hasting Lake Rd (Scipio)	11
23-Jan	Structure Fire	696 Homer Rd(Mutual Aid)	9
25-Jan	Lift Assist	7551 E Chicago (Mutual Aid)	11
26-Jan	PI Accident	Borden/Homer (Scipio)	10
27-Jan	Clean Up	Station(Training)	11
28-Jan	Lift Assist	215 Reading Ave (Mutual Aid)	9

Month	City	Scipio	Fayette	Mutual aid	Training/Meetings	Total
MONTH	CITY	Scipio	Fayette	Mutual aid	Training/Meeting	
JANUARY	5	2	7	5	3	22
FEBRUARY	0	0	0	0	0	0
MARCH	0	0	0	0	0	0
Quarter total						22
APRIL`	0	0	0	0	0	0
MAY	0	0	0	0	0	0
JUNE	0	0	0	0	0	0
Quarter total						0
JULY	0	0	0	0	0	0
AUGUST	0	0	0	0	0	0
SEPTEMBER	0	0	0	0	0	0
Quarter total						0
OCTOBER	0	0	0	0	0	0
NOVEMBER	0	0	0	0	0	0
DECEMBER`	0	0	0	0	0	0
Quarter total						0
YEAR TOTAL						22

MONTHLY OPERATING REPORT

January 2021

SUBMITTED: February 11, 2021

WATER FLOW

MAXIMUM	194,000
MINIMUM	120,000
AVERAGE	163,000
TOTAL	5.059 MG

WASTEWATER FLOW

MAXIMUM	266,700
MINIMUM	214,700
AVERAGE	239,700
TOTAL	7.4316 MG

CALLOUTS: 2-Power Outages

OPERATION & MAINTENANCE

The plant was in compliance with the NPDES permit limitations during the month of January 2021.

Plant Staff is working with Clark Electric concerning the drive mechanism on the number two trickling filter pump.

The City entered into a 5 year agreement with Total Energy Service for maintenance on the generators at the Wastewater Plant and at the Iron Removal Plant.

PFAS analysis was required by Michigan EGLE on the City's drinking water. The samples were taken on January 20, 2021 and submitted to Paragon Laboratories for analysis. None of the PFAS compounds were detected in the samples.

5-Day Biochemical Oxygen Demand

NPDES Permit Limit is a Report Monthly Average

The BOD-5 test tells us how much of the oxygen in the water is being used up or demanded by the waste in the water. High oxygen demand will deplete the oxygen in the receiving water. This will have adverse effects on the quality of life (fish) in the Receiving stream.

Jonesville Monthly Average—2.2 mg/l

Average Percent Removal from the Raw Wastewater—99.0 %

Total Suspended Solids

NPDES Permit Limit is a Report Monthly Average

Suspended solids are very important in controlling the process in the plant. Suspended solids are removed via settling clarifiers and are pumped to the anaerobic digester for treatment. The digested biosolids are applied to farmland at agronomic rates as fertilizer.

Jonesville Monthly Average—1.3 mg/l

Average Percent Removal from the Raw Wastewater—99.0%

Total Phosphorus

NPDES Permit Limit is a Report Monthly Average

Phosphorus is a nutrient that promotes growth. In fact, farmers use phosphorus as a fertilizer on crop lands. Phosphorus is found in many cleaning agents and industrial processes. Excessive phosphorus in wastewater promotes the excessive growth of micro and macro-organisms in the receiving stream. In other words, phosphorus promotes excessive growth of algae and seaweed. These plants demand oxygen from the water and tend to decrease the quality of life in the receiving stream.

Jonesville Monthly Average—0.30 mg/l

Average Percent Removal from the Raw Wastewater—93.8%

Ammonia Nitrogen

NPDES Permit Limit is a Report Daily Maximum

Ammonia Nitrogen is the result of bacterial decomposition of organic nitrogen. Examples Of organic nitrogen include animal and plant protein, amino acids and urea from urine. Ammonia nitrogen is a very unstable form of nitrogen. In wastewater plants ammonia nitrogen is oxidized to form nitrite nitrogen. Further oxidation of nitrite nitrogen will form the stable compound called nitrate nitrogen. This process is called nitrification and occurs in the trickling filter towers. If nitrification does not occur in the treatment plant, it will occur in the receiving stream once again depriving oxygen from the aquatic population. Because of the sensitive nature of the microorganisms involved in the nitrification process, the ammonia nitrogen limits are about the hardest to hit.

Jonesville Monthly Average—0.044mg/l

Average Percent Removal from the Raw Wastewater—99.9%

Jonesville Daily Maximum—0.088 mg/l

Brian Boyle

Jonesville Dept of Public Works
 January 2021
 Monthly Report

	Maintenance	Salt	Sand	Chloride	COLD MIX
STATE HIGHWAYS	5 HRS DT 2 HRS OT	23 Tons	0 Ton	0 Bag	.75 Ton
MAJOR STREETS	7 HRS DT 1 HR OT	24.51 Tons	0 Ton	0 Bag	.125 Ton
LOCAL STREETS	2 HRS DT 8.75 HRS OT	33 Tons	0 Ton	0 Bag	.125 Ton
PARKING LOTS	0 HR DT 2 HRS OT	5.75 Tons	0 Ton	0 Bag	0 Ton
POLICE STATION	.50 HR OT	.50 Ton	0 Ton	0 Bag	
FIRE DEPARTMENT	0 HR OT	.75 Ton	0 Ton	0 Bag	
DPW DEPT	0 HR OT				
LDFA	0 HR OT				
WATER	0 HR DT 0 HR OT		1 Yd		.125 Ton
State Police	.75 HR OT	1.50 Tons	0 Ton	0 Bag	

There were seven call outs.

The 7 call outs & overtime were for plowing & salting.

Snow was hauled off Major and Local Street downtown and out of the Parking Lots.

We have been trimming tree's on the Rail Trail and the Cemetery.

We took down all of the Christmas Decorations.

We pulled fence post along the drive at the Iron Removal Plant so it can be mowed.

We cold patched State, Major and Local Streets.

We have been doing maintenance on the equipment.

Mike Kyser

Jonesville Police Department

116 West Chicago Road
Jonesville, Michigan. 49250

911 Police Service Administration (517) 849-2101

FAX (517) 849-2520

ACTIVITY SUMMARY FOR JANUARY 2021

Total reports written: 59
Criminal Sexual Conduct: 1
Break and Enter: 1
Assault and Battery: 0
Drug Offense: 1
Possession Dangerous Weapon: 1
Damage to Property: 1
Larceny from Building: 0
Larceny from Motor Vehicle: 0
Larceny- Other: 1
Non-Violent Domestic: 1
Retail Fraud: 0
Obscenity: 1
Fraud: 0
Obstructing Justice: 10
Public Roadway Accidents: 2
Private Property Accidents: 6
Driving Law Violations: 9
Other Arrests: 9 (warrants, traffic-DWLS/Revoked, etc.)
Civil Matter/Family Disputes: 6
Medical Emergency: 4
Alarms: 2
Suspicious Situations: 4
Lost and Found Property: 0
General Assistance: 7
Traffic/Moving Violations: 45
Warrants Received from Prosecutor: 5

January Patrol Shift Coverage: 78%

**CITY OF JONESVILLE
CASH BALANCES**

	December-2020	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	37,354.85
General Fund CLASS Acct	101-000-007	1,418,327.10
General Fund Cemetery CLASS Acct	101-000-007.100	93,080.98
General Fund Alloc of Assets CLASS	101-000-007.200	413,502.31
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	24,873.02
Major Streets CLASS Acct	202-000-007	376,809.75
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	4,085.14
Local Streets CLASS Acct	203-000-007	773,658.19
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	11,581.28
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	8,952.57
LDFA Operating CLASS Acct	247-000-007	2,331,946.28
D.D.A.:		
DDA Now Checking	248-000-001	10,816.40
DDA Operating CLASS Acct	248-000-007	121,987.36
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	65,024.54
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	277,244.91
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,219,790.53
WATER FUND:		
Water Receiving Now Checking	591-000-001	70,388.67
Water Receiving CLASS Acct	591-000-007	308,974.20
Water Plant Improvement CLASS Acct	591-000-007.100	384,732.99
Water Bond Reserve CLASS	591-000-007.200	12,231.22
Water RR&I Reserve CLASS	591-000-007.250	10,276.21
Water Tower Maint CLASS Acct	591-000-007.300	52,159.29
Water Maint CLASS Acct	591-000-007.400	32,215.66
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	17,113.86
Equip. Replace CLASS - Police Car	661-000-007.301	6,721.15
Equip. Replace CLASS - Fire Truck	661-000-007.336	214,625.79
Equip. Replace CLASS - DPW Equip	661-000-007.463	101,124.79
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	28,584.94
CURRENT TAX:		
Current Tax Checking	703-000-001	152,268.07
Current Tax Savings Account	703-000-002	254,229.07
PAYROLL FUND CHECKING:		
	750-000-001	6,698.34
GRAND TOTAL		8,841,389.46



**SUNSET VIEW CEMETERY ACTIVITY REPORT
2020 ANNUAL REPORT**

	Lot Sales*	Interments				Foundations Purchased	Burial Rights Transfers	Disinterments
		Adult	Child	Infant	Cremation			
January**	-10	0	0	0	0	0	0	0
February	2	0	0	0	0	0	0	0
March	0	2	0	0	0	1	0	0
April	0	0	0	0	1	1	0	0
May	1	3	0	0	2	4	0	0
June	0	0	0	0	4	4	0	0
July	4	2	0	0	2	1	0	0
August	0	0	0	0	1	4	0	0
September	4	1	0	0	1	7	0	0
October	4	2	0	0	0	4	0	0
November	0	1	0	0	1	0	0	0
December	0	2	0	0	0	0	0	0
2020 Totals	5	13	0	0	12	26	0	0

* Number shows total burial spaces sold; may have been sold in lots of 1, 2, or 4 spaces

** The City purchased 10 unused lots in the Annex during the month of January

2019 COMPARISON

	Lot Sales*	Interments				Foundations Purchased	Burial Rights Transfers	Disinterments
		Adult	Child	Infant	Cremation			
January	0	1	0	0	1	0	0	0
February	2	0	0	0	0	0	0	0
March	1	2	0	0	0	0	0	0
April	6	1	0	0	3	0	0	0
May	8	0	2	0	3	6	0	0
June	2	1	0	0	1	0	0	0
July	2	0	0	0	8	1	0	0
August	2	2	0	0	1	1	0	0
September	0	1	0	0	1	3	0	0
October	0	3	0	0	2	9	0	0
November	0	2	0	0	2	0	0	0
December	0	0	0	0	0	0	0	0
2019 Totals	23	13	2	0	22	20	0	0

* Number shows total burial spaces sold; may have been sold in lots of 1, 2, or 4 spaces



**SUNSET VIEW CEMETERY ACTIVITY REPORT
JANUARY 2021**

	Lot Sales*	Interments				Foundations Purchased	Burial Rights Transfers	Disinterments
		Adult	Child	Infant	Cremation			
January	0	1	0	0	0	0	0	
2021 Totals	0	1	0	0	0	0	0	

* Number shows total burial spaces sold; may have been sold in lots of 1, 2, or 4 spaces

December/January Activities:

- Research database options

February/March Focus:

- Database demonstration
- Pole barn improvements – pending contractor schedule
- Security cameras
- Budget preparation/planning

CITY OF JONESVILLE

CERTIFICATE OF DETERMINATION

STATE OF MICHIGAN)
)SS.
COUNTY OF HILLSDALE)

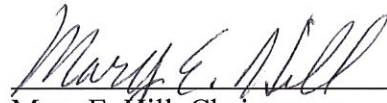
We, the undersigned BOARD OF CANVASSERS for the COUNTY OF HILLSDALE from an examination of the ELECTION RETURNS of the **CITY OF JONESVILLE** received by said BOARD OF CANVASSERS, determine that at the **GENERAL ELECTION** held on **November 3, 2020**, that the that the persons listed on the reverse side of this certificate were duly **ELECTED** to the office set opposite their name.

In witness whereof, we have hereunto set our hands and affixed the **SEAL of the COUNTY OF HILLSDALE** this **sixth** day of **November, 2020**.


Attest:



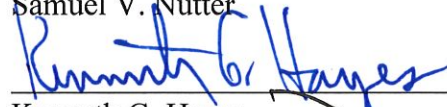
Board of Canvassers:



Mary E. Mill, Chairperson



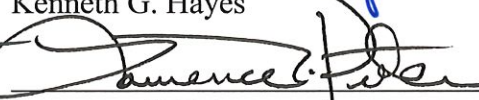
Samuel V. Nutter



Kenneth G. Hayes



Marney M. Kast, County Clerk
Clerk – Board of Canvassers



Lawrence T. Peter

NOVEMBER 3, 2020
GENERAL ELECTION
CITY OF JONESVILLE

MAYOR - ONE (1) POSITION / 2 YEAR TERM		NUMBER OF VOTES WRITTEN IN WORDS	TOTAL VOTES	CHECK IF ELECTED
GERALD E. ARNO	Nonpartisan	Eight hundred nine	809	X
COUNCILPERSON - THREE (3) POSITIONS / 4 YEAR TERM				
TIM BOWMAN	Nonpartisan	Six hundred seventy-six	676	X
DELESHA PADULA	Nonpartisan	Five hundred twelve	512	X
ANDY PENROSE	Nonpartisan	Five hundred thirty-nine	539	X
POLL BOOK TOTAL	1155			
NUMBER OF REGISTERED VOTERS	1695	PERCENTAGE OF VOTERS	68%	



**CERTIFICATE OF ELECTION
STATE OF MICHIGAN**

The **BOARD OF CANVASSERS** of the **COUNTY OF HILLSDALE**
having ascertained and canvassed the votes for the offices in the
CITY OF JONESVILLE,
for the **GENERAL ELECTION**, held on the
third day of November, Two Thousand Twenty.

DO HEREBY CERTIFY and DETERMINE, that

Gerald E. Arno

having received a sufficient number of votes is elected to the

OFFICE of

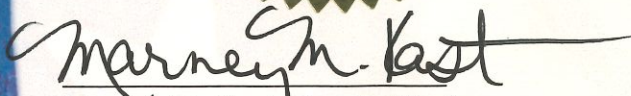
City of Jonesville Mayor

for a Two (2) Year Term.

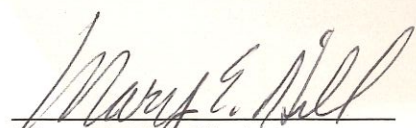
IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the
County of Hillsdale this **sixth day of November, Two Thousand Twenty.**

Attest:



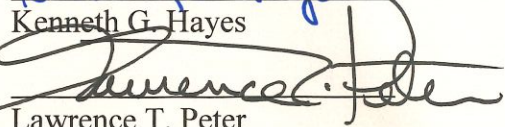

Marney M. Kast, County Clerk
Clerk-Board of Canvassers

Board of Canvassers


Mary E. Hill, Chairperson


Samuel V. Nutter


Kenneth G. Hayes


Lawrence T. Peter



**CERTIFICATE OF ELECTION
STATE OF MICHIGAN**

The **BOARD OF CANVASSERS** of the **COUNTY OF HILLSDALE**
having ascertained and canvassed the votes for the offices in the
CITY OF JONESVILLE,
for the **GENERAL ELECTION**, held on the
third day of November, Two Thousand Twenty.

DO HEREBY CERTIFY and DETERMINE, that

Tim Bowman

having received a sufficient number of votes is elected to the

OFFICE of


City of Jonesville Council Person

for a Four (4) Year Term.

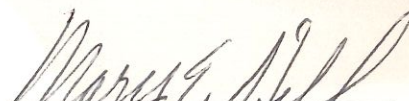
IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the
County of Hillsdale this **sixth day of November, Two Thousand Twenty.**


Attest:

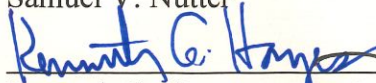


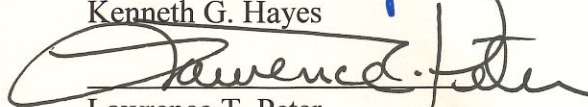

Marney M. Kast, County Clerk
Clerk-Board of Canvassers

Board of Canvassers


Mary E. Hill, Chairperson


Samuel V. Nutter


Kenneth G. Hayes


Lawrence T. Peter



**CERTIFICATE OF ELECTION
STATE OF MICHIGAN**

The **BOARD OF CANVASSERS** of the **COUNTY OF HILLSDALE**
having ascertained and canvassed the votes for the offices in the
CITY OF JONESVILLE,
for the **GENERAL ELECTION**, held on the
third day of November, Two Thousand Twenty.

DO HEREBY CERTIFY and DETERMINE, that

Delesha Padula

having received a sufficient number of votes is elected to the

OFFICE of

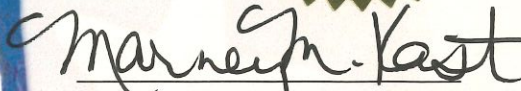
City of Jonesville Council Person

for a Four (4) Year Term.

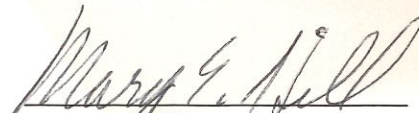
IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the
County of Hillsdale this **sixth day of November, Two Thousand Twenty.**


Attest:

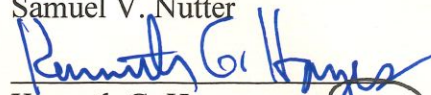


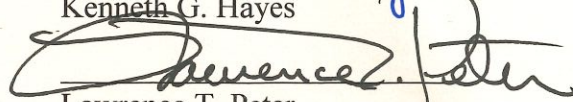

Marney M. Kast, County Clerk
Clerk-Board of Canvassers

Board of Canvassers


Mary E. Hill, Chairperson


Samuel V. Nutter


Kenneth G. Hayes


Lawrence T. Peter



**CERTIFICATE OF ELECTION
STATE OF MICHIGAN**

The **BOARD OF CANVASSERS** of the **COUNTY OF HILLSDALE**
having ascertained and canvassed the votes for the offices in the
CITY OF JONESVILLE,
for the **GENERAL ELECTION**, held on the
third day of November, Two Thousand Twenty.

DO HEREBY CERTIFY and DETERMINE, that

Andy Penrose

having received a sufficient number of votes is elected to the

OFFICE of

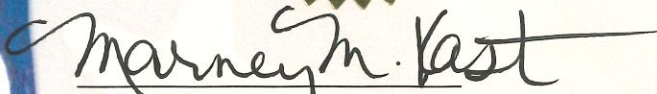
City of Jonesville Council Person

for a Four (4) Year Term.

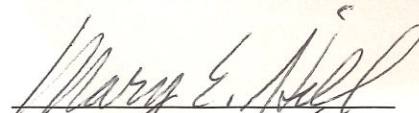
IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the
County of Hillsdale this **sixth day of November, Two Thousand Twenty.**

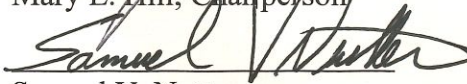
Attest:

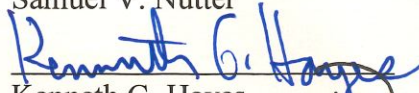


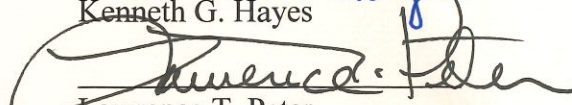

Marney M. Kast, County Clerk
Clerk-Board of Canvassers

Board of Canvassers


Mary E. Hill, Chairperson


Samuel V. Nutter


Kenneth G. Hayes


Lawrence T. Peter

State of Michigan
Department of Environment, Great Lakes, and Energy
Drinking Water and Environmental Health Division

EGL

CERTIFIES

Charles L. Smith Jr

as a

WATERWORKS SYSTEM OPERATOR

Classification(s) Held:

S-3



*Having carefully considered education, professional experience, and established competence,
this Certificate is hereby granted in accordance with
the Michigan Safe Drinking Water Act, 1976 PA 399, as amended.*

7411

Operator I.D. Number

11/04/2020

Issuance Date

01/15/2024

Expiration Date

Authority: Michigan Safe Drinking Water Act, 1976 PA 399, as amended



GRETCHEN WHITMER
GOVERNOR

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



LIESL EICHLER CLARK
DIRECTOR

January 8, 2021

Charles L. Smith Jr 7411
[REDACTED]

Dear Charles L. Smith Jr:

SUBJECT: Notification of Examination Results

Congratulations! We are pleased to notify you that you have passed the written examination(s) for certification as a drinking water operator in Michigan. Your certificate will be mailed separately from this letter.

A score of 70.0 percent has been established as passing. Your score was 92.00 percent in the S-3 classification.

In addition to receiving this letter, we encourage you to visit our website for additional essential documentation and information regarding drinking water operator certification renewal and continuing education credit requirements. Go to Michigan.gov/EGLEOperatorTraining and click on "Certification Renewal Information" under the Renewals tab.

If you have further questions, please contact Ms. Courtney Vincent, Secretary, Technical Support Unit, Community Water Supply Section, Drinking Water and Environmental Health Division, at 517-282-6102; VincentC4@Michigan.gov; or Michigan Department of Environment, Great Lakes, and Energy, P.O. Box 30817, Lansing, Michigan 48909-8311.

Sincerely,

Koren Carpenter, Supervisor
Operator Training and Certification Unit
Community Water Supply Section
Drinking Water and Environmental Health Division

Enclosure

CERTIFICATE *of Attendance*

2021 Governmental GAAP Update Webinar

COMPLETION DATE: 1/19/2021

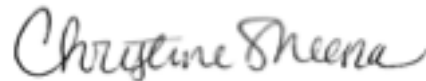
PARTICIPANT: Lenore Spahr

COMPLETION OF THE FOLLOWING CREDITS: 2.0

FIELD OF STUDY: Auditing (Governmental)

DELIVERY METHOD: Group internet based

All credits have been granted based on a 50-minute hour



CHRISTINE SHEENA, Training Manager

Note: Rehmann is not registered with NASBA's National Registry of CPE Sponsors as a provider of CPE. CPE credits should not be claimed for this program in states where the licensing authority requires all CPE credits claimed to be provided by CPE providers registered with the National Registry of CPE sponsors.



Economic Development Partnership Of Hillsdale County

*Creating an environment to support opportunity, growth and
Encouragement to innovate - for all communities, business and citizens.*

Board of Directors

Rick Schaefer, Chair
Jonesville Paper Tube Corp.,

Don Germann, Vice Chair
Hillsdale County National Bank

Vicki Morris, Secretary
Century Bank

Ned Bever
Bever Farms

Kym Blythe
Reading City Manager

John Condon
Hillsdale Terminal

Julie Games
Hillsdale County Commissioner

Jeff Gray
Jonesville City Manager

Bon Griffith
Spring Arbor University

Jeremiah Hodshire
Hillsdale Hospital

Nick Krzeminski
Michigan Gas Utilities

David Mackie
Hillsdale City Manager

Chris McArthur
Hillsdale BPU

Tracy McCullough
The Cardinal Group

Gregory Moore
Consumers Energy

Katrina Mosher
Paragon Metals

Troy Rechl
Hillsdale County ISD

Tony Samon
Community Action Agency

Michigan Works! Southeast

Doug Terry
Litchfield City Manager

Mr. Jeff Gray
City Manager
City of Jonesville
265 E. Chicago Street
Jonesville, MI 49250

January 25, 2021

RECEIVED
JAN 29 2021

BY: _____


The EDP greatly appreciates the investment and opportunity provided by the City of Jonesville and LDFA Board to work with you as economic development and workforce partners. At a time when every expenditure is closely reviewed, your support speaks volumes for the partnership between our organizations.

Your generosity helps to provide capacity so the EDP is a call away when business assistance is needed for expansion, attraction, growth opportunities or if an unfortunate downsizing occurs. Your investment enables us to utilize time to maintain relationships through the changing environments with our partners at the local, state and federal levels.

Through the Michigan Strategic Fund small business grants were provided for each county in Michigan. Jonesville small businesses received a combined total of \$94,400.00 from the Relief fund grant in March and the Restart fund grant in September. This in addition to the City gift card program and contributions from Consumers Energy and private donations hopefully had a positive impact on local businesses in their efforts to remain viable.

We look forward to 2021 and the continued efforts to get the fiber installation underway in the Jonesville Industrial Park and keep momentum moving forward on other projects in Jonesville.

Sincerely,


Susan M. Smith

Jeff Gray

From: Donald Germann <Don.Germann@cnbb.bank>
Sent: Wednesday, January 20, 2021 8:02 AM
To: Jeff Gray; Cindy Means
Subject: Jonesville Lions Club - Thank You

Good morning,

The Jonesville Lions Club would like to thank the City for allowing the Club to use the Carl Fast Park for the Lights of Love display. The project was a great success with the help of a couple local youth groups. The Jonesville Boy Scouts helped with transporting the trees from the local tree farm and attached them to the posts and later removed the trees and the posts. The posts were driven in the ground by the Jonesville FFA. The Jonesville Girls Scouts and parents helped string all of the lights and later removed the lights and many of the sponsored trees decorated by the Lions Club.

We would like to thank Mike and his team for marking the park to ensure our safety and for helping with all of our electrical needs.

Our Club is very proud of our local heritage and continues to support those in need with pride. This project will help provide eye exams and glasses for those in need in addition to other projects and sponsorships.

Thank you again for the partnership and for assisting in the success of the project.

Lion Don Germann



We Serve

Don Germann
Branch Officer
NMLS # 465221



RECEIVED
FEB 03 2021

January 29, 2020

BY: _____

City Manager
City of Jonesville
265 East Chicago Street
Jonesville, MI 49250-1002

Re: Programming Advisory

Dear City Manager:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. As part of that ongoing commitment to keep you informed, we wanted to update you on the following:

- Effective April 13, 2021, Cartoon Network will no longer be available with Digital Starter or Kids and Family. It will be available with the Preferred package. To learn more visit www.xfinity.com/HowItWorks.

Please feel free to contact me at 734-359-2077 if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "John P. Gardner".

John P. Gardner
Director, External Affairs
Comcast, Heartland Region
1401 E. Miller Rd.
Lansing, MI 48911

PUBLIC NOTICE

In compliance with the Open Meetings Act and the City of Jonesville Charter, following are the dates for the regular meetings for Boards and Commissions of the City of Jonesville for 2021. The City of Jonesville will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon 20 days notice to the City of Jonesville. Individuals with disabilities requiring auxiliary aids or services should contact the City of Jonesville by writing, calling or e-mailing the following:

City of Jonesville, 265 E Chicago Street, Jonesville, MI 49250
 (517) 849-2104
 Cindy Means, Clerk
 clerk@jonesville.org
 Website: www.jonesville.org

Meeting location is subject to change, and may be by electronic meeting to mitigate the spread of COVID-19. The meeting location will be shown on each meeting agenda.

CITY COUNCIL	
Meetings are held at 6:30 p.m., the third Wednesday of each month.	
Wednesday	January 20
Wednesday	February 17
Wednesday	March 17
Wednesday	April 21
Wednesday	May 19
Wednesday	June 16
Wednesday	July 21
Wednesday	August 18
Wednesday	September 15
Wednesday	October 20
Wednesday	November 17
Wednesday	December 15

DDA	
Meetings are held at 8:30 a.m., the second Tuesday every other month.	
Tuesday	January 12 Cancelled
Tuesday	January 19 at 4:30
Tuesday	March 9
Tuesday	May 11
Tuesday	July 13
Tuesday	September 14
Tuesday	November 9
<i>*Note change in meeting day</i>	

CEMETERY COMMITTEE	
Meetings are held at 9:00 a.m., the second Wednesday every other month.	
Wednesday	February 10
Wednesday	April 14
Wednesday	June 9
Wednesday	August 11
Wednesday	October 13
Wednesday	December 8

PLANNING COMMISSION	
Meetings are held at 7:00 p.m., the second Wednesday of each month.	
Wednesday	January 13
Wednesday	February 10
Wednesday	March 10
Wednesday	April 14
Wednesday	May 12
Wednesday	June 9
Wednesday	July 14
Wednesday	August 11
Wednesday	September 8
Wednesday	October 13
<u>Wednesday</u>	<u>November 10</u>
Wednesday	December 8

LDFA	
Meetings are held at 8:30 a.m., the third Wednesday every other month.	
Wednesday	February 17
Wednesday	April 21
Wednesday	June 16
Wednesday	August 18
Wednesday	October 20
Wednesday	December 15

ZONING BOARD OF APPEALS	
All meetings are held at 6:00 p.m., the fourth Thursday of each month.	
<u>Thursday</u>	January 28
Thursday	February 25
Thursday	March 25
Thursday	April 22
Thursday	May 27
Thursday	June 24
Thursday	July 22
Thursday	August 26
Thursday	September 23
Thursday	October 28
<u>Monday</u>	<u>November 22</u>
<u>Monday</u>	<u>December 20</u>
<i>*Note change in meeting day</i>	

BOARD OF REVIEW	
Meetings are held on the date and times listed below.	
Monday	March 1 (1:00 p.m.)
Monday	March 15 (9:00 am-9:00 pm)
Wednesday	July 21 (1:00 p.m.)
Friday	December 16 (1:00 p.m.)

