



City of  
Jonesville

265 E. Chicago Street, Jonesville, MI 49250

(517) 849-2104  
(517) 849-9037 Fax  
[www.jonesville.org](http://www.jonesville.org)

**CITY OF JONESVILLE  
CEMETERY COMMITTEE AGENDA  
WEDNESDAY, OCTOBER 12, 2022, 9:00 a.m.  
SUNSET VIEW CEMETERY**

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES**
  - A. April 13, 2022 Meeting
- 4. NEW BUSINESS**
  - A. September Activity Report
  - B. View Cemetery Expansion Area
- 5. OTHER BUSINESS**
- 6. PUBLIC COMMENTS**
- 7. ADJOURNMENT – Next Regular Meeting, December 14, 2022, 9:00 a.m.**

**[Information Item]**  
**[Discussion Item]**

**CITY OF JONESVILLE  
CEMETERY COMMITTEE  
MINUTES of April 13, 2022**

A City of Jonesville Cemetery Committee meeting was held on Wednesday, April 13, 2022 at the Jonesville Police Department, 116 W. Chicago St., Jonesville, MI. Chairman Shea Dow called the meeting to order at 8:30 a.m.

Cemetery Committee members present were: Brenda Guyse, Brenda Rathbun, Les Hutchinson, Charlie Pfau, and Mike Kyser.

Also present: Manager Jeff Gray.

Absent: John Center.

Charlie Pfau led the Pledge of Allegiance and moment of silence.

A motion was made by Brenda Guyse and supported by Les Hutchinson to approve the agenda as presented. All in favor. Absent: John Center. Motion carried.

A motion was made by Brenda Guyse and supported by Brenda Rathbun to approve the minutes of August 11, 2021. All in favor. Absent: John Center. Motion carried.

The March 2022 activity report was presented, providing information related to lot sales, interments, foundations purchased, burial rights transfers and dis-interments.

Manager Gray provided an update regarding the transition from Pontem to BS&A Cemetery Software, adding that the City is currently utilizing other BS&A software applications. He also explained that we will transition to a GIS platform from a map document.

Manager Gray updated the Committee regarding potential Cemetery expansion, adding that he will be attending a Board study session at Jonesville Community Schools at 6:00 p.m. Thursday, April 14, 2022, to discuss a proposal that was submitted to Superintendent Weatherwax and the Jonesville Community School Board. He invited other Committee members to attend the public session.

There was some discussion regarding potential future construction of a columbarium. It was suggested that we address both the Cemetery expansion and columbarium at the same time. This is due to the fact that we will require engineering services for both.

There was some discussion regarding development of the Fiscal Year 2023 Cemetery Budget. A motion was made by Les Hutchinson and supported by Brenda Guyse to carry the Fiscal Year 2022 capital projects forward to the new fiscal year. All in favor. Absent: John Center. Motion carried.

The next scheduled meeting will be Wednesday, June 8, 2022, at 9:00 a.m.

A motion was made by Brenda Guyse and supported by Les Hutchinson to adjourn the meeting at 9:19 a.m. All in favor. Absent: John Center. Motion carried.

Submitted by,


Lenore M. Spahr  
Deputy Clerk



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To: Jonesville Cemetery Committee  
From: Jeffrey M. Gray, City Manager   
Date: October 6, 2022  
Re: Manager Report and Recommendations – April 13, 2022 Committee Meeting

**Please note: We will meet at the Sunset View Cemetery. We'll gather near the pole barn and will view the property that the City traded with the School for the Cemetery expansion.**

**4. A. September Activity Report**

**[Information]**

The September Activity Report is attached. The report details activities through the end of the month.  
*Please refer to the attached Activity Report.*

**4. B. View Cemetery Expansion Area**

**[Discussion]**

The property transfer between the City and the School District has been completed to allow us to expand in the future west of the Annex area. A copy of the Council resolution is attached that includes the property survey. We'll take a look at the area that the City has acquired, as well as the property that was deeded to the schools. Please refer to the attached Council Resolution 2022-07.



**SUNSET VIEW CEMETERY ACTIVITY REPORT  
SEPTEMBER 2022**

	Lot Sales*	Interments				Foundations Purchased	Burial Rights Transfers	Disinterments
		Adult	Child	Infant	Cremation			
January	0	1	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0
March	2	0	0	0	0	1	0	0
April	0	1	0	0	2	1	0	0
May	0	1	0	0	3	1	0	0
June	2	3	0	0	2	1	0	0
July	2	1	0	0	1	3	0	0
August	3	0	0	0	3	4	0	0
September	3	2	0	0	0	2	0	0
<b>2022 Totals</b>	<b>12</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>13</b>	<b>0</b>	<b>0</b>

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

August/September Activities:

- Expansion property acquisition

October/November Focus:

- Fall clean-up

2022-07

CITY OF JONESVILLE  
COUNTY OF HILLSDALE  
STATE OF MICHIGAN

**RESOLUTION – EXCHANGE OF REAL PROPERTY – OAK STREET**

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, and State of Michigan, held at the Jonesville Police Department, 116 W. Chicago Street, in said City on the 20<sup>th</sup> day of July 2022, at 6:30 in the p.m.

**PRESENT:** Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno.

**ABSENT:** None.

The following preamble and resolution were offered by Council Member Brenda Guyse and supported by Council Member Jerry Drake.

**WHEREAS**, the Sunset View Cemetery, owned and operated by the City of Jonesville, currently has a limited number of available burial spaces; and

**WHEREAS**, the City of Jonesville wishes to continue to provide additional burial spaces and interments in the future; and

**WHEREAS**, the City owns land south of the Sunset View Cemetery (identified as “Parcel B” on Attachment 1) that has been determined to be unsuitable for interments; and

**WHEREAS**, Jonesville Community Schools owns land to the west of Sunset View Cemetery (identified as “Parcel A” on said Attachment 1) that is suitable for interments; and

**WHEREAS**, the City of Jonesville and Jonesville Community Schools have determined it to be in the public interest to exchange ownership of Parcel A and Parcel B to allow for the future expansion of Sunset View Cemetery.

**NOW, THEREFORE, BE IT RESOLVED** that the Jonesville City Council does hereby authorize the City Manager to execute a Deed for the transfer of ownership of Parcel B to the Jonesville Community Schools, subject to receipt of a Deed from the Jonesville Community Schools transferring ownership of Parcel A to the City of Jonesville.

**BE IT FURTHER RESOLVED** that said Deeds shall be in a form acceptable to the City Attorney.

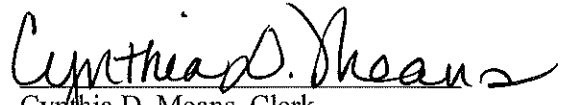
Upon a roll call vote, the following voted:

**AYES:** Members: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno.

**NAYS:** Members: None.

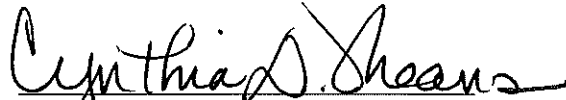
ABSENT: Members: None.

**RESOLUTION DECLARED ADOPTED.**

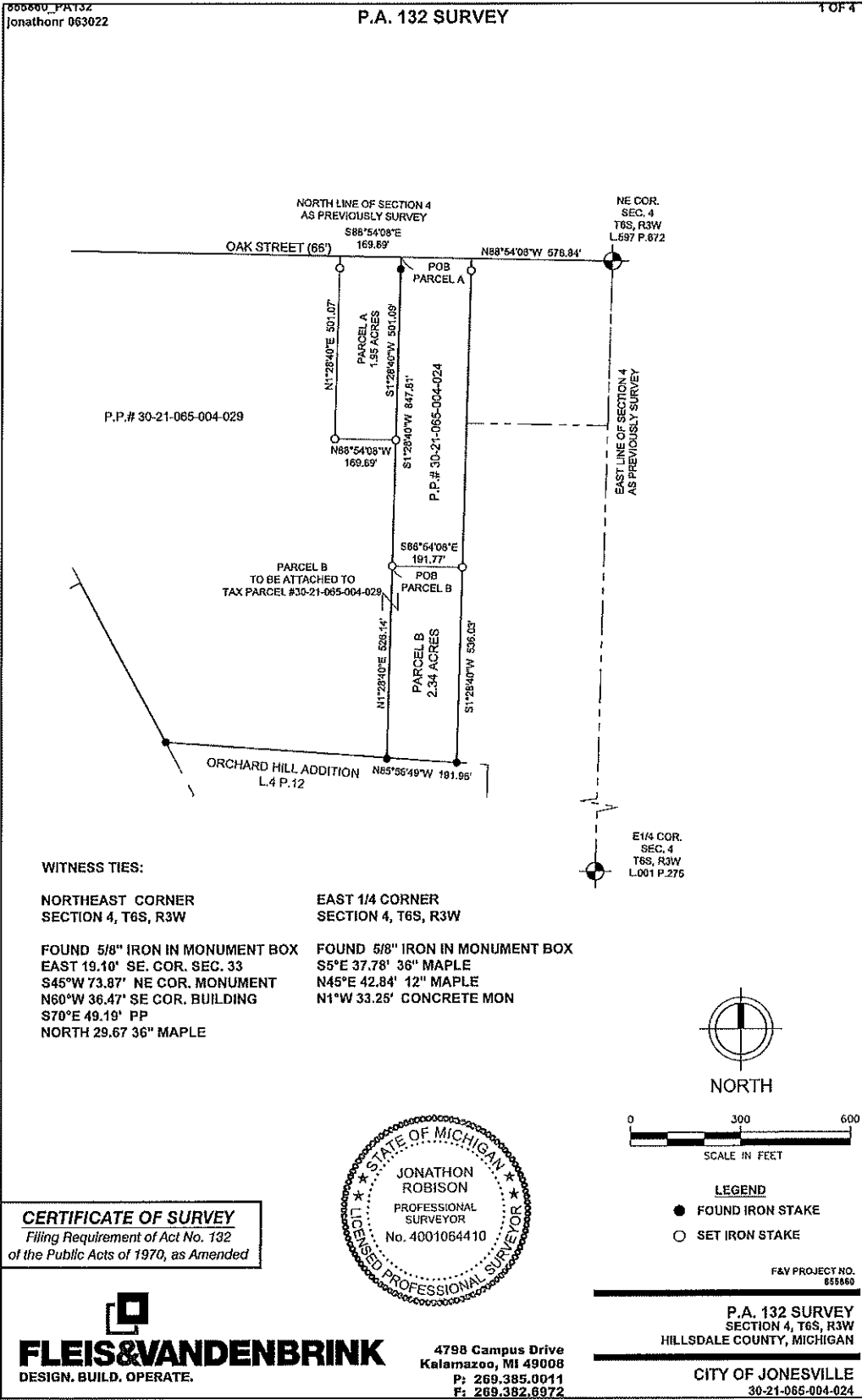
  
Cynthia D. Means, Clerk

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Jonesville, County of Hillsdale and State of Michigan at a regular meeting held on the 20<sup>th</sup> day of July, 2022, and that public notice was given pursuant to Act 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.



  
Cynthia D. Means, Clerk

**Attachment 1**





**PARCEL A DESCRIPTION:**

PART OF THE NORTHEAST 1/4 OF SECTION 4, TOWN 6 SOUTH, RANGE 3 WEST, FAYETTE TOWNSHIP, HILLSDALE COUNTY, MICHIGAN MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
BEGINNING AT A POINT ON THE NORTH LINE OF SAID SECTION 4 AS PREVIOUSLY SURVEYED, WHICH IS N88°54'08"W 578.84 FEET FROM THE NORTHEAST CORNER OF SAID SECTION 4; THENCE S01°28'40"W 501.09 FEET; THENCE N88°54'08"W, PARALLEL WITH SAID NORTH LINE 169.69 FEET; THENCE N01°28'40"E 501.07 FEET TO THE NORTH LINE OF SAID SECTION; THENCE S88°54'08"E, ALONG SAID NORTH LINE 169.69 FEET TO THE POINT OF BEGINNING, CONTAINING 1.95 GROSS ACRES OF LAND, MORE OR LESS, AND BEING SUBJECT TO THAT PART OW USED FOR OAK STREET SO-CALLED, AND ALSO BEING SUBJECT TO ANY RECORDED OR UNRECORDED EASEMENTS OF BENEFIT OR BURDEN.

**PARCEL B DESCRIPTION:**

PART OF THE NORTHEAST 1/4 OF SECTION 4, TOWN 6 SOUTH, RANGE 3 WEST, FAYETTE TOWNSHIP, HILLSDALE COUNTY, MICHIGAN MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
BEGINNING AT A POINT OF WHICH IS N88°54'08"W, ALONG THE NORTH LINE OF SAID SECTION AS PREVIOUSLY SURVEY 578.84 FEET AND S01°28'40"W 847.81 FEET FROM THE NORTHEAST CORNER OF SAID SECTION 4; THENCE S88°54'08"E, PARALLEL WITH SAID NORTH LINE 191.77 FEET ; THENCE S01°28'40"E 536.03 FEET TO THE NORTH LINE OF THE PLAT OF ORCHARD HILL ADDITION OF THE VILLAGE, NOW CITY OF JONESVILLE, AS RECORDED IN THE OFFICE OF REGISTER OF DEEDS IN LIBER 4 OF PLATS ON PAGE 12; THENCE N85°56'49"W ALONG THE NORTH LINE OF SAID PLAT 191.96 FEET; THENCE N01°28'04"E 526.14 FEET TO THE PLACE OF BEGINNING, CONTAINING 2.34 NET ACRES OF LAND, MORE OR LESS, AND BEING SUBJECT TO ANY RECORDED OR UNRECORDED EASEMENTS OF BENEFIT OR BURDEN.

**SURVEYOR'S STATEMENT**

I HEREBY STATE THAT WE HAVE SURVEYED AND MAPPED THE LAND ABOVE PLATTED AND/OR DESCRIBED ON JANUARY 22, 2021 AN THAT ALL OF THE REQUIREMENTS OF P.A. 132 OF 1970 HAVE BEEN MET.

THE RELATIVE POSITIONAL PRECISION OF THE CORNERS IDENTIFIED FOR THIS SURVEY AND SHOWN ON THE MAP ARE WITHIN LIMITS ACCEPTED BY THE PRACTICE OF PROFESSIONAL SURVEYING.

  
JONATHON ROBISON  
JROBISON@FVENG.COM

P.S. 4001064410

6/30/2022  
DATE



**CERTIFICATE OF SURVEY**  
Filing Requirement of Act No. 132  
of the Public Acts of 1970, as Amended



4798 Campus Drive  
Kalamazoo, MI 49008  
P: 269.385.0011  
F: 269.382.6972

F&V PROJECT NO.  
855860

P.A. 132 SURVEY  
SECTION 4, T6S, R3W  
HILLSDALE COUNTY, MICHIGAN

CITY OF JONESVILLE  
30-21-065-004-024