



City of
Jonesville

265 E. Chicago Street, Jonesville, MI 49250

(517) 849-2104
(517) 849-9037 Fax
www.jonesville.org
manager@jonesville.org

**CITY OF JONESVILLE
COUNCIL AGENDA
OCTOBER 7, 2014 - 6:30 P.M.
CITY HALL**

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE/A MOMENT OF SILENCE

2. PRESENTATIONS AND RECOGNITIONS

3. APPROVAL OF AGENDA

4. 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 President.

5. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION

6. REPORTS AND RECOMMENDATIONS

- A. Resolution 2014-15 MDOT Maintenance Contract and Signature Authorization
- B. Barrier-Free Ramp – Fire Department Community Room
- C. Heritage Lane PILOT Ordinance

[ROLL CALL] [Action Item]
[Action Item]
[Informational Item]

7. COUNCIL MINUTES

- A. Consider minutes of September 17, 2014 regular meeting
- B. Consider minutes of September 17, 2014 closed session
- C. Consider minutes of October 1, 2014 special meeting

[Action Item]
[Action Item]
[Action Item]

8. ACCOUNTS PAYABLE

- A. Accounts Payable for October 3, 2014 totalling \$55,913.00

[Action Item]

9. DEPARTMENT REPORTS

- A. Fire Department – Chief Adair
- B. Water/Wastewater Treatment Plant – Superintendent Mahoney
- C. Department of Public Works/Zoning Administrator Report – Superintendent Kyser
- D. Police Department – Chief Lance
- E. Cash Report – Finance Director Spahr


10. ADJOURNMENT



City of Jonesville

265 E. Chicago Street, Jonesville, MI 49250

(517) 849-2104
(517) 849-9037 Fax
www.jonesville.org
manager@jonesville.org

To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: October 3, 2014
Re: Manager Report and Recommendations – October 7, 2014 Council Meeting

6. A. Resolution 2014-15 MDOT Maintenance Contract and Signature Authorization

[ROLL CALL][Action Item]

It is necessary to renew our five-year maintenance contract with the Michigan Department of Transportation (MDOT). The renewed contract (Contract No. 2014-0348) will cover the period from October 1, 2014 through September 30, 2019. I would recommend approval of the resolution to approve the maintenance contract and to authorize the Mayor and City Manager to execute the same. The thirty-five page contract is on file with the Finance Director and may be reviewed in its entirety upon request. *Please refer to the attached Resolution 2014-15 and contract cover letter.*

6. B. Barrier-Free Ramp – Fire Department

[Action Item]

With the designation of the Fire Department Community Room as the City polling location, we have examined the accessibility of that building. It is recommended that we consider placement of a landing and ramp at the rear exit to address an approximately 9-inch step from the door threshold to the sidewalk. Various materials have been considered and it has been determined that a metal ramp bolted to the concrete sidewalk would be the most economical solution. NEFCO has provided the attached quote for steel and aluminum options. Given the installation on grade in a wet location, I concur with the recommendation of DPW Superintendent Kyser that aluminum be considered. I would recommend a motion to authorize the construction of an aluminum ramp in an amount not to exceed \$5,900. *Please refer to the attached quote and photo.*

6. C. Heritage Lane PILOT Ordinance

[Informational Item]

Staff is currently working with MSHDA and the developer of the Heritage Lane project on final required changes to the Payment in Lieu of Taxes (PILOT) ordinance associated with the project. This item is reserved on the agenda so that I can provide a status report of where those changes stand next week.

Correspondence:

- MRWA Continuing Education Credits: Boyle, Kyser, Mahoney
- Michigan Association of Planning Certificate: McLean

2014-15

**CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN**

**RESOLUTION: MICHIGAN DEPARTMENT OF TRANSPORTATION
MAINTENANCE CONTRACT AND SIGNATURE AUTHORIZATION**

Partial minutes of a regular meeting of the Jonesville City Council, County of Hillsdale, Michigan, held in the City Hall in said City on the 7th day of October, 2014 at 6:30 p.m.

PRESENT: Councilpersons:

ABSENT: Councilpersons:

The following preamble and resolution were offered by Councilperson _____ and supported by Councilperson _____.

WHEREAS, the City of Jonesville approves the maintenance contract with the Michigan Department of Transportation from October 1, 2014 through September 30, 2019; and

WHEREAS, the City of Jonesville authorizes the City Mayor, Robert Snow, and the City Manager, Jeff Gray to sign the contract for the City; and

THEREFORE BE IT RESOLVED, that the City of Jonesville does hereby approve the maintenance contract with the Michigan Department of Transportation and authorizes the signing of same.

AYES: Councilpersons:

NAYS: Councilpersons:

ABSENT: Councilpersons:

RESOLUTION DECLARED ADOPTED.

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, State of Michigan, at a regular meeting held on October 7, 2014, and that public notice was given pursuant to Act No. 267, Public Acts of Michigan, 1976, 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, City Clerk



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

KIRK T. STEUDLE
DIRECTOR

July 30, 2014

Village of Jonesville
Ms. Betsy Brooks, Village Clerk
265 E. Chicago St.
Jonesville, MI 49250-1002

RECEIVED
AUG 04 2014

Re: State Trunkline Contract # 2014-0348

BY: _____

Dear Ms. Brooks:

Please find enclosed the original and one copy of the above described contract between the Village of Jonesville and the Michigan Department of Transportation (MDOT). If this contract meets with your approval, please complete the following checklist:

- _____ **Please do not date the contracts.** The contracts will be dated when they are executed. A contract is **not** executed unless it has been signed by all parties. Please fill out **all** sections of the contract as indicated with a tab.
- _____ **Secure necessary signatures on both contracts.**
- _____ **Include a copy of the union agreement, if applicable.**
- _____ **Include a copy of a certificate of insurance (form 428 attached).**
- _____ **Include a certified resolution.** The resolution should specifically name the officials who are authorized to sign the contract.
- _____ **Return both of the contracts, the certified resolution, union agreement, and certificate of insurance to Will Thompson, 4701 W. Michigan Ave., Jackson, MI 49201.** Once completely executed, a copy of the contract will be forwarded to you.

If you have any questions, please contact me at (517) 322-3306.

Sincerely,

Karen Watson

Karen Watson
Contract Administrator

Enclosures

N.E.F.CO.
North East Fabrication Co., Inc.
 113 Deal Parkway
 P.O. Box 231
 Jonesville, MI 49250

QUOTATION

Quote Number: 140712
 Quote Date: Sep 29, 2014
 Page: 1

Att: Mike

Voice: 517-849-8090
 Fax: 517-849-8092

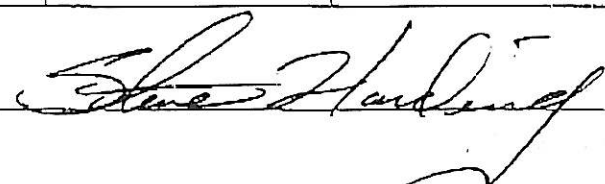
Quoted To:
 Village of Jonesville
 265 E. Chicago Rd.
 Jonesville, MI 49250

 Ph: 849-2104 Fax: 849-9037

Ship To:
 Village of Jonesville
 265 E. Chicago Rd.
 Jonesville, MI 49250

FOB	Good Thru	Payment Terms	Sales Rep
Jonesville	10/29/14	Net 10th of Next Month	SH

Quantity	Item	Description	Unit Price	Amount
1.00	Projects	ALUMINUM Handi-Cap Ramp, 6'x5' platform with one step down straight ahead and a 9 1/2' x 4' wide ramp with hand rails to the right.	5,900.00	5,900.00
		*****OR*****		
1.00	Projects	PAINTED STEEL Handi-Cap Ramp, 6'x5' platform with one step down straight ahead and a 9 1/2' x 4' wide ramp with hand rails to the right.	3,900.00	3,900.00

Quoted By: 

Subtotal	9,800.00
Sales Tax	
Freight	
TOTAL	9,800.00



Fire Department Rear Door

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

**JONESVILLE CITY COUNCIL
Minutes of September 17, 2014**

A meeting of the Jonesville City Council was held on Wednesday, September 17, 2014 at the Jonesville City Hall. Mayor Robert Snow called the meeting to order at 6:30 p.m. Council members present were: Gerry Arno, Tim Bowman, Jerry Drake, Andy Penrose and David Steel. Absent: Ron Hayes

Also present: Manager Gray, Attorney Lovinger, Police Officer Bigelow, Asst. to the Manager McLean, WWTP Supt. Mahoney, DPW Supt. Kyser, Treasurer Spahr and Fire Chief Adair.

Jonesville City Mayor Pro-Tem Gerry Arno led the Pledge of Allegiance.

The agenda was approved with the following additions: 8.E.: Michigan Municipal League – Liability and Property Pool Election of Board of Directors and 9.F.: Consider a closed session pursuant to Section 8(h) of the Open Meetings Act to consider a written legal opinion - Closed Session.

A motion was made by Gerry Arno and supported by Tim Bowman to appoint the following City residents to the Cemetery Committee for a two (2) year term: Shea Dow, Ken Hodge, Les Hutchinson, Mike Kyser, Charlie Pfau, David Steel and Barb Smith. All in favor. Absent: Ron Hayes. Motion carried.

Andy Penrose made a motion and was seconded by Jerry Drake to approve a budget amendment of \$2,200 to allow additional hours be allocated on a short term, temporary basis to employ a Special Projects Coordinator to assist with new services of elections, assessing and cemetery. All in favor. Absent: Ron Hayes. Motion carried.

A motion was made by Gerry Arno to reschedule the October Council meeting for the date of Tuesday, October 7, 2014 at 6:30 p.m. David Steel seconded that motion. All in favor. Absent: Ron Hayes. Motion carried.

A motion was made by David Steel and seconded by Andy Penrose to cast a vote for the Incumbents to serve as Board of Directors of the Michigan Municipal League Liability and Property Pool as presented by the Nominating Committee. All in favor. Absent: Ron Hayes. Motion carried.

A motion was made by Jerry Drake and supported by Tim Bowman to approve the Council minutes of July 30, 2014 with one noted addition (Tim Bowman supported a motion). All in favor. Absent: Ron Hayes. Motion carried.

Tim Bowman made a motion to approve the Special Council minutes of September 3, 2014. The motion was supported by Jerry Drake. All in favor. Absent: Ron Hayes. Motion carried.

A motion was made by David Steel and supported by Andy Penrose to approve the Accounts Payable for September 2014 in the amount of \$57,476.44. All in favor. Absent: Ron Hayes. Motion carried.

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

At 7:22 p.m., a motion was made by Andy Penrose and supported by Jerry Drake to move into closed session in pursuant to Section 8(h) of the Michigan Open Meetings Act, to consider the written opinion of legal counsel for the City of Jonesville. Roll Call Vote: Ayes: Gerry Arno, Tim Bowman, Jerry Drake, Andy Penrose, David Steel and Robert Snow. Nays: None. Absent: Ron Hayes. Motion carried.

The meeting returned to open session at 8:22 p.m.

The regular meeting of the council adjourned at 8:22 p.m. with a motion by Robert Snow and supported by Andy Penrose.

Submitted by:

Cynthia D. Means
Clerk

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

**JONESVILLE CITY COUNCIL
SPECIAL MEETING
Minutes of October 1, 2014**

A special meeting of the Jonesville City Council was held on Wednesday, October 1, 2014 at the Jonesville City Hall. Mayor Robert Snow called the meeting to order at 6:30 p.m. Council members present were: Gerry Arno, Tim Bowman, Jerry Drake, Ron Hayes, Andy Penrose and David Steel. Absent: None

Also present: Manager Gray, Treasurer Spahr, Walter Drake (Fayette Township Supervisor) and Matthew Maneval (HDN).

Mayor Snow led the Pledge of Allegiance.

The agenda was accepted as presented.

A motion was made by Andy Penrose and seconded by Ron Hayes to approve Resolution 2014-16; Approving Agreement Pursuant to MCL 117.14 with Fayette Township. Roll Call Vote: Ayes: Gerry Arno, Tim Bowman, Jerry Drake, Ron Hayes, Andy Penrose, David Steel and Robert Snow. Nays: None. Motion carried.

A motion was made by Jerry Drake and supported by Ron Hayes to adjourn at 6:35 p.m.

Submitted by,

Cynthia D. Means
Clerk

10/03/2014
User: TMCLEAN
DB: Jonesville

CITY OF JONESVILLE
INVOICE APPROVAL LIST
10/03/2014

Page: 1/1

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AT&T	CITY PHONE SERVICE	764.41
BRINER OIL CO., INC.	MVP-BULK TANK	246.21
CEM SUPPLY, INC.	WWTP-CHANNEL MONSTER MOTOR REPAIR	224.18
FIRE SAFETY USA, INC	JVFD-HOSE WASHER	370.00
FIRST NATIONAL BANK OMAHA	MEETING/LUNCHEON	77.89
	OPERATING SUPPLIES/BEAUTIFICATION	555.54
	CONFERENCES/REPAIRS & MAINTENANCE	734.77
		1,368.20
GODFREY BROS., INC.	JVFD-VENT SAW	1,050.00
HAYWARD, WILLIAM	DDA-FALL DISPLAY	175.00
HENNING, DARCY	OFFICE SERVICES-7/31-8/14-9/4-9/18	165.00
JIM'S TRUCK REPAIR	JVFD-TRUCK 561/BRAKES	1,248.00
MICHIGAN GAS UTILITIES	CITY HALL-GAS	36.74
	WWTP-GAS	161.80
	DPW GARAGE-GAS	36.74
	GAS LIGHT	17.94
	IRON REMOVAL PLANT-GAS	36.74
	JVFD-GAS	42.01
	JVPD-GAS	36.74
	DDA BUILDING-GAS	566.79
		935.50
MML LIABILITY & PROPERTY POO	LIABILITY/PROPERTY-INSURANCE RENEWAL	37,613.00
NORTH EAST FABRICATION CO, I	MVP-OPERATING SUPPLIES	19.92
PERRY CORPORATION	COPIER MAINTENANCE	125.77
SPEEDWAY SUPERAMERICA, LLC	GASOLINE	1,540.98
SPICER GROUP, INC	DDA-RAIL/TRAIL DESIGN	5,392.35
STATE OF MICHIGAN	WATER-TESTING	175.00
UNIQUE PAVING MATERIALS CORP	COLD PATCH INVENTORY	123.00
USA BLUEBOOK	WATER-OPERATING SUPPLIES	330.60
	SEWER-OPERATING SUPPLIES	198.69
		529.29
WATKINS, LEVI/DBA WATKINS FE	WRIGHT ST PARK-BALL FIELD FENCE/BACKSTOP LABOR	2,357.19
WENN SEALCOATING & STRIPING,	NORTH PARKING LOT-CRACK FILL & RESTRIPE	1,490.00
	Total:	55,913.00

YEAR SUMMARY 2014

Month	KEV	SHIRLO	P. VETTE	MUTUAL AID	TRAINING/MEETINGS
JANUARY	4	3	4	4	5
FEBRUARY	1	4	1	4	4
MARCH	2	1	2	4	4
QUARTER TOTAL	7	8	7	12	13
APRIL	3	3	5	7	4
MAY	4	2	3	8	6
JUNE	1	2	2	1	2
QUARTER TOTAL	8	7	10	16	12
JULY	4	2	2	3	5
AUGUST	3	2	3	1	5
SEPTEMBER	6	1	3	5	3
QUARTER TOTAL	13	5	8	9	13
OCTOBER					
NOVEMBER					
DECEMBER					
QUARTER TOTAL					
YEAR TOTAL					

Notes:

Jonesville Fire Department Report

September

2014

Date	Type of call	Location	# of members
SEPT-2	2 car P.I	M99/ Us12(city)	10
SEPT-3	1 car rollover	Lk. Wilson rd.(Fayette)	7
SEPT-3	Business meeting	Station(meeting)	14
SEPT-4	Trash fire in ditch(furniture)	Genessee rd./ bunn rd(scipio)	12
SEPT-5	Wires down/ Consumers stand by	Halfmoon Lk. rd./Northadams rd(Fayette)	10
SEPT-15	Transformer fire/ Blown fuse	202 West st. (City)	5
SEPT-16	Fire alarm/CO Alarm/False	418 W. Chicago st.(City)	10
SEPT-17	Gas odor investigation	115 W.Chicago st(City)	8
SEPT-21	Transformer fire	Jonesville rd/Jermaine(City)	9
SEPT-21	Medical assist	3590 Jonesville rd.(Mutual aid)	8
SEPT-23	Lift assist	501 Evans St. (Mutual aid)	4
SEPT-24	Lift assist	462 E. Chicago st. (Mutual aid)	4
SEPT-24	Clean-up	Station(Training)	7
SEPT-24	Structure fire	1380 Mauck rd.(Fayette)	12
SEPT-25	Fire safety program	Head start(Training)	1
SEPT-26	Lift assist	462 E. Chicago st.(Mutual aid)	5
SEPT-26	LZ medical assist	Readind ave.(Mutual aid)	9
SEPT-30	Gas odor investigation	115 W. Chicago st.(City)	5

Notes:

Jonesville Dept of Public Works

September 2014

Monthly Report

	Maintenance	Sand	White Paint	Yellow Paint	COLD MIX
STATE HIGHWAYS	0 HR DT 0 HR OT	0 Ton			0 Ton
MAJOR ROADS	0 HR DT 0 HR OT	0 Ton	0 Gal	0 Gal	0 Ton
LOCAL ROADS	0 HR DT 0 HR OT	0 Ton	0 Gal	0 Gal	0 Ton
PARKING LOTS	0 HR DT 0 HR OT	0 Ton	0 Gal	0 Gal	0 Ton
POLICE STATION	0 HR OT	0 Ton			0
FIRE DEPARTMENT	0 HR OT	0 Ton			0
DPW DEPT	0 HR OT				0
WWTP	0 HR OT				0
WATER	0 HR DT 1 HR OT				
ALLEN	0 HR OT				

There were no call outs.

The over time was to repair a broken water main on Keith Street.

We had water shut offs for non-pay.

All storm drains were cleaned on State, Major & Local Streets.

We had water shut offs for non-pay.

All of the trim around the windows & doors outside at the City Office was painted.

The DDA flower baskets were all taken down off the light pole's.

All of the fire hydrants were inspected and cleaned & we started painting them.

All of the street corner sign post were painted.

One storm drain was repaired on Maumee St. & one in the north parking lot.

I flushed fire hydrants after the water tower was put back in service.

A new propeller was ordered for the leaf vac so it will be ready for the season.

Balcom Construction replaced the siding & two doors on the concession stand building.

Watkins Fence replaced the 6' fence & the back stop fence on the Major League field.

Mike Kyser

Jonesville Police Department

116 West Chicago Road
Jonesville, Michigan. 49250-1106

911 Police Service Administration (517) 849-2101

FAX (517) 849-2520

ACTIVITY SUMMARY FOR SEPTEMBER 2014

Total Incidents: 106 written incident reports.

Non-Aggravated Assault: 1

Break and Enter: 0

Theft from Motor Vehicle: 0

Retail Fraud: 8

Other Larceny: 6

Fraud: 0

Malicious Destruction of Prop: 3

Public Roadway Accidents: 7

Private Property Accidents: 7

OWI and OUID Arrests: 1

Other Arrests: 21 (warrants, etc.)

Domestic Assault: 1

Non Violent Domestic: 3

Controlled Substance Violations: 0

Civil Matter/Family Disputes: 4

Medical Emergency: 24

Alarms: 1

Nuisance Animals: 0

Suspicious Situations: 8

General Assistance: 14

Ordinance Violation: 0

Traffic/Moving Violations: 76

Warrants Received from Prosecutor: 12

Juvenile Petitions: 0

September Patrol Shift Coverage: 100%

OCTOBER FOCUS

Speed Measurement Training Course and Refresher-MCOLES

School Zone Traffic Enforcement



Michigan Association of Planning

Certificate of Completion

This certifies that

Tim McLean

*has successfully completed the Planning and Zoning Essentials training held in
the City of Coldwater, Michigan, on September 24, 2014.*

Amy D. Miller Jordan

Amy D. Miller Jordan, Director of Education

Andrea Brown

Andrea Brown, AICP, Executive Director

Certificate of Completion

**Brian Boyle
Jonesville**

Has attended the

2014 MRWA Annual Outdoor Equipment Expo

as presented by the Michigan Rural Water Association
August 21, 2014

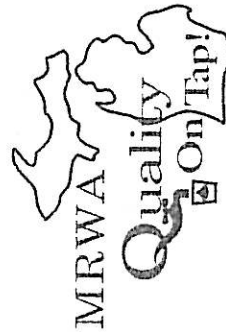
Michigan International Speedway, Brooklyn, MI

Course Code: 1866

CECs: 0.4T: Water & Wastewater

Course Code: 1867

CECs: 0.1 O: Water & Wastewater



Melisa Lincoln

Melisa Lincoln, MRWA Membership & Marketing Director

Certificate of Completion

**Mike Kyser
Jonesville**

Has attended the

2014 MRWA Annual Outdoor Equipment Expo

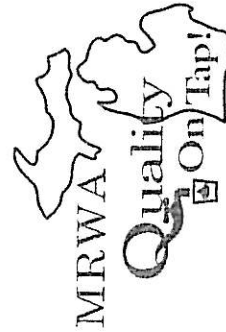
as presented by the Michigan Rural Water Association
August 21, 2014
Michigan International Speedway, Brooklyn, MI

Course Code: 1866

CECs: 0.4T: Water & Wastewater

Course Code: 1867

CECs: 0.1 O: Water & Wastewater



Melisa Lincoln

Melisa Lincoln, MRWA Membership & Marketing Director

Certificate of Completion

**Rick Mahoney
Jonesville**

Has attended the

2014 MRWA Annual Outdoor Equipment Expo

as presented by the Michigan Rural Water Association
August 21, 2014
Michigan International Speedway, Brooklyn, MI

Course Code: 1866

CECs: 0.4T: Water & Wastewater

Course Code: 1867

CECs: 0.1 O: Water & Wastewater

Melisa Lincoln

Melisa Lincoln, MRWA Membership & Marketing Director

