



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
MARCH 24, 2015 - 6:30 P.M.
CITY HALL**

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

2. APPROVAL OF AGENDA

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. Jonesville Citizens of the Year

[ROLL CALL][Action Item]

B. Jonesville Citizenship Awards Committee Policies

[Action Item]

C. Consider Bid Award – 2015 Street Paving Project

[Action Item]

D. Resolution 2015-08 – Poverty Exemption Guidelines

[ROLL CALL][Action Item]

E. City Related Revenues and Expenses Report

[Informational Item]

7. COUNCIL MINUTES

A. Consider minutes of February 18, 2015 regular meeting

[Action Item]

8. ACCOUNTS PAYABLE

A. Accounts Payable for March 2015 totalling \$65,286.29

[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

F. Cemetery – Manager Gray

10. ADJOURNMENT

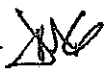


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To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: March 20, 2015
Re: Manager Report and Recommendations – March 24, 2015 Council Meeting

6. A. Jonesville Citizens of the Year

[ROLL CALL][Action Item]

The Citizenship Awards Committee is providing a recommendation to Council for the 2015 Citizenship Awards. That recommendation includes the recognition of three outstanding individuals; two adults and one youth nomination. We are fortunate to have three outstanding examples of citizenship and service to the community. The Citizenship Committee will release the actual nominee names at the meeting. I would recommend that the Council concur with the Committee recommendation through the approval of Resolutions 2015-05, 06, and 07. A motion and roll call vote are necessary to approve the Resolutions. *Please refer to attached Resolutions.*

6. B. Jonesville Citizenship Awards Committee Policies

[Action Item]

The Citizenship Awards Committee is recommending amendments to their policies to update references to "Village" to state "City" and to address the nomination of officers. I recommend a motion to approve the changes, as recommended by the Committee. *Please refer to the attached updated Policies.*

6. C. Consider Bid Award – 2015 Street Paving Project

[Action Item]

Competitive bids have been received from three companies to complete milling and paving of the Industrial Park streets, as well as Clinton St., Hillcrest Ct., Crest Ln. and portions of Liberty St., Franklin St., and Fayette St., as identified in the attached location map. The low bid was received from Michigan Paving and Materials in the amount of \$233,984.88. This is well below the \$267,000 that is budgeted for these projects. The contractor has done considerable quality work for us in the past. Superintendent Kyser and I recommend awarding the bid to Michigan Paving and Materials. Construction is anticipated to take approximately 3 days, weather permitting, and will take place over the weekend to minimize disruption in the Industrial Park. The schedule will be confirmed after the bid award. I have bid documents available for review in City Hall for anyone interested in viewing them. *Please refer to the attached paving map.*

6. D. Resolution 2015-08 – Poverty Exemption Guidelines

[ROLL CALL][Action Item]

City Council is required to adopt Poverty Exemption Guidelines to guide the Assessor and Board of Review may use to determine individuals that are eligible for full or partial exemption from payment of property taxes due to income. The attached guidelines are recommended by Assessor Nick Wheeler and follow Federal poverty guidelines. No exemptions were requested at the March Board of Review, but could be considered in July or December. I recommend a motion to approve the attached Resolution adopting the Poverty Exemption Guidelines. A roll call vote is required on the Resolution. *Please refer to the attached Resolution 2015-08 and Guidelines.*

6. E. City Related Revenues and Expenses Report

[Informational Item]

Finance Director Spahr has prepared the attached report of City related revenues and expenditures for the period of July 2014 through January 2015. The report indicates whether costs and revenues are one-time or ongoing operational expenses. It also indicates the totals relative to the amended budget. All costs are within budget. Finance Director Spahr can provide clarifications, as needed. *Please refer to the attached City Related Revenue and Expenses report.*

RESOLUTION 2015-05

**A RESOLUTION OF THE CITY OF JONESVILLE RECOGNIZING
THE FAITHFUL AND DEDICATED SERVICE OF**

WHEREAS, _____ has faithfully served the Jonesville community through an array of community activities for numerous years; and

WHEREAS, _____ has demonstrated exceptional community involvement, leadership, volunteerism and has been a role model to Jonesville citizens in the demonstration of good moral conduct; and

WHEREAS, the City of Jonesville desires to formally recognize and appropriately honor said dedicated service of _____; and

NOW, THEREFORE BE IT RESOLVED THAT the City of Jonesville hereby recognizes _____ as a **2015 Jonesville Citizen of the Year**.

BE IT FURTHER RESOLVED THAT the City of Jonesville offers _____ its sincere gratitude and offers its best wishes for continued success in all endeavors and its most heartfelt hopes for sustained good health and prosperity.

This resolution was introduced by Councilperson _____ and supported by Councilperson _____.

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 24th day of March, 2015.

Robert E. Snow, Mayor

Lenore M. Spahr, Deputy Clerk

RESOLUTION 2015-06

**A RESOLUTION OF THE CITY OF JONESTOWN RECOGNIZING
THE FAITHFUL AND DEDICATED SERVICE OF**

WHEREAS, _____ has faithfully served the Jonestown community through an array of community activities for numerous years; and

WHEREAS, _____ has demonstrated exceptional community involvement, leadership, volunteerism and has been a role model to Jonestown citizens in the demonstration of good moral conduct; and

WHEREAS, the City of Jonestown desires to formally recognize and appropriately honor said dedicated service of _____; and

NOW, THEREFORE BE IT RESOLVED THAT the City of Jonestown hereby recognizes _____ as a **2015 Jonestown Citizen of the Year**.

BE IT FURTHER RESOLVED THAT the City of Jonestown offers _____ its sincere gratitude and offers its best wishes for continued success in all endeavors and its most heartfelt hopes for sustained good health and prosperity.

This resolution was introduced by Councilperson _____ and supported by Councilperson _____.

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 24th day of March, 2015.

Robert E. Snow, Mayor

Lenore M. Spahr, Deputy Clerk

RESOLUTION 2015-07

**A RESOLUTION OF THE CITY OF JONESVILLE RECOGNIZING
THE FAITHFUL AND DEDICATED SERVICE OF**

WHEREAS, _____ has faithfully served the Jonesville community while a student at Jonesville Community Schools through an array of community activities; and

WHEREAS, _____ has demonstrated exceptional community involvement, leadership, volunteerism and has been a role model to Jonesville students in the demonstration of good moral conduct; and

WHEREAS, the City of Jonesville desires to formally recognize and appropriately honor said dedicated service of _____; and

NOW, THEREFORE BE IT RESOLVED THAT the City of Jonesville hereby recognizes _____ as a **2015 Jonesville Youth Citizen of the Year**.

BE IT FURTHER RESOLVED THAT the City of Jonesville offers _____ its sincere gratitude and offers its best wishes for continued academic success and its most heartfelt hopes for sustained good health and prosperity.

This resolution was introduced by Councilperson _____ and supported by Councilperson _____.

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 24th day of March, 2015.

Robert E. Snow, Mayor

Lenore M. Spahr, Deputy Clerk

POLICIES
THE CITIZENSHIP AWARDS COMMITTEE OF JONESVILLE
JONESVILLE, MICHIGAN
June 17, 2009, and March 24, 2015

1. Name of Committee.

The name of this organization shall be the Citizenship Awards Committee of Jonesville, located in Jonesville, Michigan.

2. Purpose.

The Committee is created by the Jonesville, Michigan, City Council as a standing committee of Council for the purpose of planning and presenting an annual award for distinguished and exemplary citizenship, plus additional awards as may be determined from year to year. It shall be an advisory committee to Council and shall make recommendations to Council for such annual awards and programs.

3. Membership.

The Committee shall be comprised of 5 members appointed by Council. The Chairperson and 2 additional members shall be members of Council. The other members may be members of Council or other citizens of Jonesville. Members shall have three-year terms, except that for the original members 2 shall fill two-year terms and three shall fill three-year terms. As those terms end they shall be replaced with three-year terms. When a term is vacated during its term, Council shall appoint someone to complete the term.

4. Officers.

There shall be a Chairperson, Vice Chairperson and Secretary. The officers shall be elected by the Committee. Their responsibilities and duties shall be those customarily carried by such officers. Their terms shall be two years.

5. Meetings of the Committee.

a) A quorum of three members shall be required for the transaction of business at all meetings of the Committee.

b) Voting shall only be at meetings of the Committee

c) At least one meeting shall be held annually. The Committee shall have as many meetings as necessary to fulfill its responsibilities and duties.

d) Notice of each Committee Meeting shall be given in the manner required by the Open Meetings Act as done for other City Council Committee meetings.

6. Nominations.

Nominations shall be openly solicited with the official Nomination forms and shall be reviewed by the Citizenship Awards Committee. Recommendations shall be made to Council for each award.

7. Annual Award and Presentation.

The Annual Awards shall be selected by the Committee and might be a plaque, a medal, or other appropriate symbol of appreciation and recognition of outstanding citizenship. It shall be presented at a special celebration for this purpose.

8. Rules of Procedure.

All meetings of the Committee shall be conducted in accordance with the most recent edition of Robert's Rules of Order.

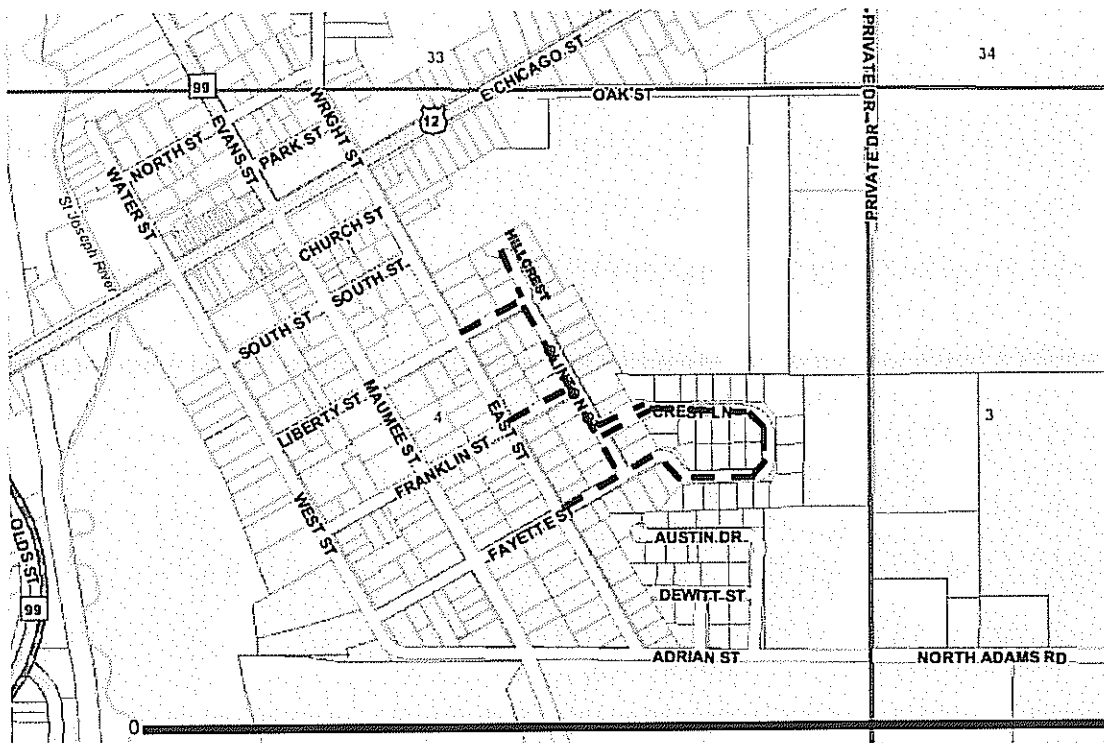
9. Revisions to these Policies.

These policies may be amended by Council at any meeting of Council, provided that the agenda item for that purpose has been included in the advance notices of the Council Meeting at which the amendment is to be considered.

These policies, as amended, were adopted by the Village Council of Jonesville, Michigan, on June 17, 2009,
and amended by action of the Jonesville City Council on March 24, 2015.

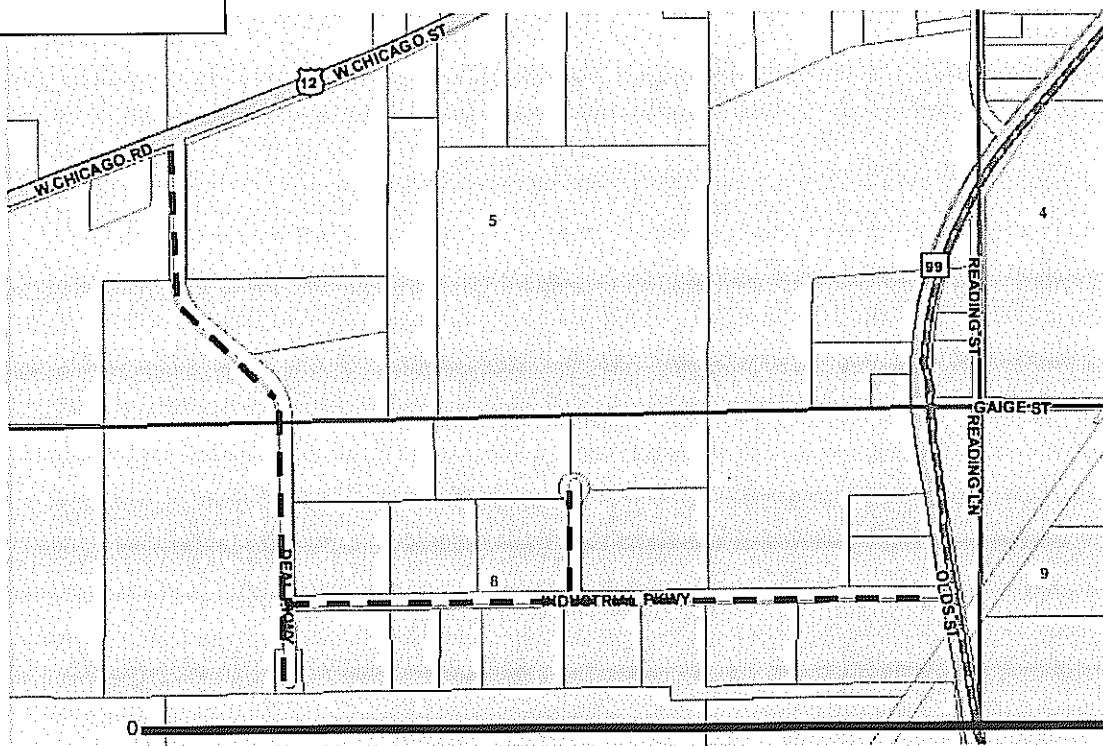
Attested to by Lenore Spahr, Deputy City Clerk, on _____, 2015, _____
(Signature)

Figure 2 – Local Streets



Mill and Pave
(per specs)

Figure 3 – Major Streets



2015-08

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – POVERTY EXEMPTION GUIDELINES

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, State of Michigan, held in the City Hall in said City on the 24th day of March, 2015, at 6:30 p.m.

PRESENT:

ABSENT:

The following resolution was offered by Councilperson _____ and supported by Councilperson _____.

WHEREAS, the adoption of guidelines for poverty exemptions is required of the City Council;
and

WHEREAS, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the City of Jonesville, Hillsdale County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim with the Assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year.
- 3) File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

The following are the federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

Federal Poverty Guidelines for 2015 Assessments

<u>Size of Family/Household</u>	<u>Maximum Total Income</u>
1	\$11,670
2	\$15,730
3	\$19,790
4	\$23,850
5	\$27,910
6	\$31,970
7	\$36,030
8	\$40,090
Additional Person	\$ 4,060

NOW, THEREFORE BE IT HEREBY RESOLVED, that the Assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Assessor and Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

AYES: Council Members:

NAYS: Council Members:

ABSENT: Council Members:

Lenore M. Spahr, Deputy Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Jonesville, County of Hillsdale, Michigan at a Regular Meeting held on the 24th day of March, 2015, and that public notice was given pursuant to Act No. 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.

Lenore M. Spahr, Deputy Clerk

GUIDELINES FOR APPLICANTS REQUESTING POVERTY EXEMPTIONS

Adopted by Jonesville City Council on March 24, 2015

BY LAW, ALL BOARD OF REVIEW MEETINGS AND INFORMATION DISCUSSED ARE OPEN TO THE PUBLIC. EVIDENCE GIVEN TO THE BOARD OF REVIEW OR THE ASSESSOR IS SUBJECT TO THE FREEDOM OF INFORMATION ACT. INFORMATION REQUESTED UNDER THIS ACT MAY BE RELEASED TO THE PUBLIC.

1. All applicants must obtain and fill out the attached application. The application and all requested documents must be given to the local Assessor no later than:

March 2, 2015 for action by the March Board of Review *or*

July 1, 2015 for action by the July Board of Review *or*

December 1, 2015 for action by the December Board of Review

2. Applicants must own and occupy the principal residence for which the exemption is requested. The principal residence exemption (PRE) percentage, as determined by General Property Tax Law 211.7dd, will determine the percentage of property that can be considered for exemption.

"Principal residence" means the 1 place where an owner of the property has his or her true, fixed, and permanent home to which, whenever absent, he or she intends to return and that shall continue as a principal residence until another principal residence is established. Except as otherwise provided in this subdivision, principal residence includes only that portion of a dwelling or unit in a multiple-unit dwelling that is subject to ad valorem taxes and that is owned and occupied by an owner of the dwelling or unit. Principal residence also includes all of an owner's unoccupied property classified as residential that is adjoining or contiguous to the dwelling subject to ad valorem taxes and that is owned and occupied by the owner. Beginning December 31, 2007, principal residence also includes all of an owner's unoccupied property classified as timber-cutover real property under section 34c that is adjoining or contiguous to the dwelling subject to ad valorem taxes and that is owned and occupied by the owner. Contiguity is not broken by boundary between local tax collecting units, a road, a right-of-way, or property purchased or taken under condemnation proceedings by a public utility for power transmission lines if the 2 parcels separated by the purchased or condemned property were a single parcel prior to the sale or condemnation. Except as otherwise provided in this subdivision, principal residence also includes any portion of a dwelling or unit of an owner that is rented or leased to another person as a residence as long as that portion of the dwelling or unit that is rented or leased is less than 50% of the total square footage of living space in that dwelling or unit. Principal residence also includes a life care facility registered under the living care disclosure act, 1976 PA 440, MCL 554.801 to 554.844. Principal residence also includes property owned by a cooperative housing corporation and occupied by tenant stockholders. Property that qualified as a principal residence shall continue to qualify as a principal residence for 3 years after all or any portion of the dwelling or unit included in or constituting the principal residence is rented or leased to another person as a residence if all of the following conditions are satisfied:

- (i) The owner of the dwelling or unit is absent while on active duty in the armed forces of the United States.
- (ii) The dwelling or unit would otherwise qualify as the owner's principal residence.
- (iii) Except as otherwise provided in this subparagraph, the owner files an affidavit with the assessor of the local tax collecting unit on or before May 1 attesting that it is his or her intent to occupy the dwelling or unit as a principal residence upon completion of active duty in the armed forces of the United States. In 2008 only, the owner may file an affidavit under this subparagraph on or before December 31. A copy of an affidavit filed under this subparagraph shall be forwarded to the department of treasury pursuant to a schedule prescribed by the department of treasury.

3. Applicants cannot be considered for exemption if their total household gross income exceeds the following amounts (Federal poverty guidelines for 2015 assessment year):

HOUSEHOLD SIZE	ANNUAL HOUSEHOLD INCOME	MONTHLY HOUSEHOLD INCOME
Household of -1- shall make no more than	\$11,670.00	\$972.50
Household of -2- shall make no more than	\$15,730.00	\$1,310.83
Household of -3- shall make no more than	\$19,790.00	\$1,649.17
Household of -4- shall make no more than	\$23,850.00	\$1,987.50
Household of -5- shall make no more than	\$27,910.00	\$2,325.83
Household of -6- shall make no more than	\$31,970.00	\$2,664.17
Household of -7- shall make no more than	\$36,030.00	\$3,002.50
Household of -8- shall make no more than	\$40,090.00	\$3,340.83
For each additional person add	\$4,060.00	\$338.33

4. Cash assets for the total household may not exceed an amount equal to one month's Gross household income (see above table).
5. Non-cash assets for the total household may not exceed \$5,000. The following assets are excluded from this limit:
- ☒ Applicant's homestead property
 - ☒ Applicant's household personal property
 - ☒ One vehicle used for personal transportation and titled to a member of the household
 - ☒ Applicant's interest in Indian trusts' lands
 - ☒ Assets not accessible by the applicant, co-owner or any member of the applicant's household.
6. All applicants, if approved by the Board of Review, will pay taxes equal to 3.5% of their total household gross income. Applicants over 65, paraplegic, quadriplegic, hemiplegics, or totally and permanently disabled as defined under Social Security Guidelines 42 USC 416, will pay taxes equal to the following percentages:

Total household gross income less than \$3,000	0.0%
Total household gross income \$3,001 to \$4,000	1.0%
Total household gross income \$4,001 to \$5,000	2.0%
Total household gross income \$5,001 to \$6,000	3.0%
Total household gross income greater than \$6,000	3.5%

7. The Board of Review will consider all revenue and non-revenue producing assets of the owner, co-owner, and all members of the household. Any attempt to hide and/or shift income and/or assets to another person, business or corporation shall be grounds for immediate denial.
8. The Board of Review will consider the effect of all Michigan Income Tax Credits the applicant receives or can receive. Credits include Homestead Property Tax Credits, Senior Citizen Prescription Drug Credits and Home Heating Credits.

9. Applications must be filed every year. If granted, exemptions are in effect for the approved year only.
10. Applicants must produce a driver's license or other acceptable identification if asked by the Board of Review. Applicants must also produce a deed, land contract or other proof of property ownership if asked by the Board of Review.
11. The Board of Review, Supervisor and/or Assessor will review applications. The Board may ask applicants or their authorized agents to be physically present to answer questions. *The Township Supervisor does have the authority to veto a poverty exemption granted by the Board of Review.*
12. Applicants or their authorized agents may have to answer questions regarding such subjects as financial affairs, health and/or the status of people living in their home at a meeting that is open to the public.
13. All applications will be evaluated based on data and statements given to the Board by the applicant. The Board can also use information gathered from any other source.
14. The Board of Review shall follow the policy and guidelines established by the Jonesville City Council in granting or denying an exemption.
15. The Board of Review may deviate from the guidelines if it determines there are substantial and compelling reasons. Compelling reasons include, but are not limited to, excessive medical expenses or excessive expenses necessary for the care of elderly or handicapped persons. Reasons will be communicated, in writing, to the applicant.
16. Applicants may be subject to investigation of their entire financial and property records by the Assessor or Board of Review. This would be done to verify information given or statements made to the Board of Review or Assessor in regard to their poverty tax claim.
17. Household income limits are updated each year, using the poverty thresholds established by the Bureau of the Census.
19. Applicants will be sent a written notice of the Board's final decision. An applicant may appeal the Board's decision to the Michigan Tax Tribunal. An assessor may also appeal the Board's decision. Appeals must be filed with the Tribunal within 30 days of the Board's final decision.

DECLARATION OF POVERTY & REQUEST FOR TAX RELIEF APPLICATION

Adopted by Jonesville City Council on March 24, 2015

Property ID Number: 30-____-____-____-____-____-____

Current State Equalized Value: \$____ Current Taxable Value: \$____

Property Address: _____

APPLICANT INFORMATION

IMPORTANT: It is necessary that you fill out this petition as carefully as you can. All questions must be answered. Please have supporting information such as contracts, mortgage receipts, tax receipts, bankbooks, etc. IMMEDIATELY available. An investigator may call at your home to examine your records. NOTE: Any person making a false petition for the purpose of exemption from taxation shall be guilty of the crime of perjury, and shall be punished accordingly.

I (We) hereby appeal to the Board of Review for a reduction of taxable valuation because of inability to contribute fully toward the public charges by reason of POVERTY.

Name of Owner & Co-Owners: _____

Street Address: _____

City: _____ State: _____ Zip: _____ Phone Number: (____) ____-____

Was any person residing in the principal residence not required to file a federal or state income tax return? Yes____ No____

*If Yes and a federal or state income tax return was not filed, each person residing in the principal residence who did not file a federal or state income tax return must submit, along with this application, a signed "**Poverty Exemption Affidavit**" – Form 4988.*

Did you or a co-owner apply for a Michigan Homestead Property Tax Credit? Yes____ No____

If YES, did you receive a refund or tax credit? Credit____ Refund____ Amount: \$____

If NO, reason why: _____

Has a "*Homeowner's Principal Residence Exemption Affidavit*" been filed for this property? Yes____ No____. If Yes, what percent (%) exemption was granted? _____%

Owner:

Are you over 65, paraplegic, quadriplegic, hemiplegics, or totally and permanently disabled as defined under Social Security Guidelines 42 USC 416? Yes____ No____

Co-Owner:

Are you over 65, paraplegic, quadriplegic, hemiplegics, or totally and permanently disabled as defined under Social Security Guidelines 42 USC 416? Yes____ No____

SUBSTANTIAL & COMPELLING REASONS

In the space below list any substantial and compelling reasons you feel the Board should consider during the evaluation of this petition.

GENERAL INFORMATION

How long have you been a resident of the Township/City? _____ Years

What year did you purchase this property? _____

Purchase Price? \$ _____ Down Payment \$ _____ Interest Rate _____ %

Total unpaid balance of mortgage as of December 31, 2014 \$ _____

Mortgage or Contract Holder:

Taxes: Delinquent years _____ Delinquent Amount \$ _____

Are your taxes included in your mortgage payment? Yes _____ No _____

Is your homeowner's insurance payment current? Yes _____ No _____

Is your homeowner's insurance included in your mortgage payment? Yes _____ No _____

Have you made any improvements to the property during the previous two years? Yes _____ No _____

List all persons living in the household (including yourself, attach additional sheets if necessary):

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>Over 18 Yrs. Yes or No?</u>	<u>Source of Income</u>	<u>Monthly Amount</u>
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		

INCOME & ASSETS

SECTION A: Schedule of Family Income

DO NOT INCLUDE THE FOLLOWING:

- ☒ Money received from the sale of property such as stocks, bonds, a house, or a car unless a person is in the business of selling such property.
- ☒ Withdrawals of bank deposits and borrowed money.
- ☒ Tax refunds, gifts, loans, and lump-sum inheritances, one-time insurance payments.
- ☒ Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms.
- ☒ Federal non-cash benefit programs such as Medicare, Medicaid, food stamps, and school lunches.

INCLUDE INCOME OF ALL PERSONS RESIDING IN THE HOME:

1. Salaries, wages, tips & other employee compensation (include strike, sick & sub pay)	\$
2. All dividends & interest (including US., state & municipal bond interest)	
3. Net rent, royalty, business, gambling or lottery income	
4. Annuity & pension benefits; Name of Payer _____	
5. Net farm income	
6. All Capital gains less capital losses	
7. Alimony & other taxable income; Describe _____	
8. Other adjusted income	
9. Social Security, supplemental income (SSI) or railroad retirement benefits	
10. Unemployment compensation & trade readjustment allowance (TRA) benefits	
11. Child Support, Military Family Allotments	
12. College or university scholarships, grants, fellowships and assistant fellowships	
13. Other non-taxable income; Describe _____	
14. Worker's compensation, veteran's disability compensation & pension benefits	
15. ADC, GA or Emergency Assistance benefits	
16. All other public assistance payments (food stamps, fuel assistance, etc.) Describe _____	
17. SUBTOTAL (add lines 1 through 16)	\$
18. Insurance premiums you paid for medical care for yourself and family	
19. TOTAL HOUSEHOLD INCOME (subtract line 18 from line 17)	\$

SECTION B: Investments

On spaces below, list all stocks, bonds, mortgages, land contracts, annuities, US. Savings Bonds or any other investments you, the co-owner or any member of your household has.

Description of Investment	Present Value	Income Earned Last Year
	\$	\$

SECTION C: Real Estate

In the spaces below, list all property owned in full or in part by you, the co-owner or any member of the household (houses, land, cottages, garages, stores, etc.) Do not list the property this application is being applied for.

Address of Property	Owner	Market Value	Taxes	Income
		\$	\$	\$

SECTION D: Life Insurance Policies

In the spaces below, list all the insurance policies held by you the co-owner, or any member of the household.

Insured	Amount of Policy	Amount Paid Monthly	Cash Value of Policy	Name of Beneficiary	Relationship to insured
	\$	\$	\$		

SECTION E: Motor Vehicles

In the spaces below, list all automobiles, motorcycles, trucks, off-the-road vehicles, etc. owned by you, the co-owner or any member of the household.

Make & Model	Year	License Number	Monthly Payment	Balance Owed
			\$	\$

SECTION F: All Other Assets

In the spaces below, list all other assets and their values that are owned or controlled by you, the co-owner or any member of the household. (For example, boats, coin collections, antiques, jewelry, etc.)

Type of Asset	Value	Owner
	\$	

EXPENSES

SECTION A: Debts

In the spaces below, list all outstanding debts that you, the co-owner, or any member of the household may have. Include mortgages, home improvement loans, chattel mortgages, finance company loans, personal loans, credit cards, automobile loans, etc. Do not include the mortgage payments for the property being applied for.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed
			\$	\$	\$

SECTION B: Subsistence Costs

In the spaces below, list the actual monthly household costs where available and estimate the others as closely as possible. You may be asked to verify your estimates with copies of bills and receipts.

1. Land Contract or Mortgage payment for homestead only..... \$ _____
Does this amount include an escrow amount for tax purposes? (Circle one) Yes No
2. Heating..... \$ _____
Did you receive a State of Michigan Home Heating Credit? (Circle one) Yes No
2a. If yes, how much \$ _____ (Enter this figure on Line 9)
3. Electricity..... \$ _____
4. Water, Sewer, Garbage..... \$ _____
5. Food (exclude alcohol beverages, cigarettes, pet food, pop, etc.)..... \$ _____
6. Doctors & Medicine..... \$ _____
Do you have medical insurance? (Circle one) Yes No If yes who is the provider _____
(Be prepared to provide a copy of your policy)
Did you receive a State of Michigan Senior Citizen Prescription Drug Claim Credit? (Circle one) Yes No
a. If yes, how much \$ _____ (Enter this figure on Line 9)
7. Homeowner's Insurance..... \$ _____
8. Total Subsistence Household Expenses..... (Add lines 1 thru 7)..... \$ _____
9. Total Household Credits..... (2a) \$ _____ + (6a) \$ _____ =... \$ _____
10. Net Total Subsistence Household Expenses..... (Subtract line 9 from Line 8)... \$ _____

With this petition you will need to submit last year's copies of the following applicable documents for yourself, the co-owner, and every member of the household.

1. Federal, State and City Income Tax Returns - 1040 or 1040A and any schedules*
2. All W-2 and 1099 forms
3. Michigan Homestead Property Tax Credit Claim MI-1040CR
4. Michigan Home Heating Credit
5. Social Security Benefit Statement Form SSA-1099
6. DSS Year End Total Payments Report
7. Statement from Friend of the Court

***Please Note:** *If any persons residing in the principal residence were not required to file a Federal or State Income Tax Return, each person not required to file a Federal or State Income Tax Return, who did not file a Federal or State Income Tax Return must submit, along with this application, a signed "Poverty Exemption Affidavit"– Form 4988*

NOTE: DO NOT SIGN THIS PETITION UNTIL WITNESSED BY THE ASSESSOR, BOARD OF REVIEW MEMBER, OR NOTARY.

I (We), _____, being duly sworn, depose and state under the penalties for perjury, that the information contained in this petition and my (our) financial condition as above stated is true and correct and to the best of my (our) knowledge and belief.

I (We), the Co -Owner, or any member of the household have no money, income or property other than herein mentioned. I (We) hereby grant permission to review income tax files in order to process this petition.

I (We) authorize the _____ of _____ to obtain and utilize whatever documentation and/or information necessary.

Applicant

Applicant

Subscribed and sworn this _____ day of _____, _____.

Assessor, Board of Review Member, or Notary

CITY OF JONESVILLE
CITY-RELATED REVENUES AND EXPENDITURES
JULY 2014 - JANUARY 2015

FUND	DEPARTMENT	DESCRIPTION	ONE-TIME	ONGOING	TOTAL	BUDGET
GENERAL FUND	REVENUES	DIVISION OF ASSETS	386,547.00			
		CEMETERY FUNDS	87,013.42			
			473,560.42	-	473,560.42	473,560.42
		CEMETERY LOT SALES		1,020.00		3,000.00
		GRAVE OPENINGS/CLOSINGS		1,500.00		5,000.00
		SALE OF DUMP TRUCK/SNOW BLOWER	1,021.00			-
			1,021.00	2,520.00	3,541.00	8,000.00
GENERAL FUND	COUNCIL	LEGAL FEES - ASSET DIV/CEMETERY	2,533.44			7,500.00
		OFFICIAL SEALS ("CITY" OF JONESVILLE)	80.31			500.00
			2,613.75	-	2,613.75	8,000.00
	ELECTIONS	SUPPLIES (REGISTRATION/ID CARDS, ETC)		1,206.73		
		VOTING BOOTHS/SUPPLIES		810.32		
		BALLOT BAG		768.72		
		FIRE SAFE FILE (SPLIT W/CEMETERY)	885.00			
		ELECTION TESTING/WORKERS		1,162.90		
		HANDICAP RAMP	5,900.00			
			6,785.00	3,948.67	10,733.67	16,900.00
	GENERAL OFFICE	RETURN ADDRESS/DEPOSIT STAMPS	41.98			
		AD - PART TIME POSITION	138.40			
			180.38	-	180.38	1,300.00
	ASSESSOR	3 FIRE SAFE FILES	5,310.00			
		SUPPLIES		48.02		
		AD - ASSESSOR RFP		131.30		
		ASSESSING SERVICES (\$1,600/MONTH)		1,600.00		
		ASSESSING SOFTWARE	3,600.00			
			8,910.00	1,779.32	10,689.32	29,550.00
	CEMETERY	CHANGE LOCKS/KEYS MADE	109.64			
		OFFICE SUPPLIES	107.05			
		FIRE SAFE FILE (SPLIT W/ELECTIONS)	885.00			
		TITLE SEARCH	774.00			
		TRASH REMOVAL (FROM BARN)	77.46			
		TAINTED GASOLINE REMOVAL	910.00			
		TITLES - DUMP TRUCK/TRAILER	45.90			
		AD - DUMP TRUCK/SNOW BLOWER BIDS	68.25			
		EQUIPMENT REPAIR	63.49			
		ELECTRICITY (22.60/MONTH)		135.60		
		DPW WAGES/BENEFITS		3,659.89		
		DPW EQUIPMENT RENT		1,876.38		
		SEXTON SERVICES - CEMETERY CARE		6,825.00		
		SEXTON SERVICES - BURIALS		1,350.00		
			3,040.79	13,846.87	16,887.66	41,000.00
STREETS/DPW		"CITY" LIMIT SIGNS	472.05			
		VEHICLES - "CITY" OF JONESVILLE DECALS	375.00			
			847.05	-	847.05	1,000.00

CITY OF JONESVILLE
CITY-RELATED REVENUES AND EXPENDITURES
JULY 2014 - JANUARY 2015

FUND	DEPARTMENT	DESCRIPTION	AMOUNT	BUDGET
GENERAL FUND	REVENUES	DIVISION OF ASSETS	386,547.00	
		CEMETERY FUNDS	87,013.42	
			473,560.42	473,560.42 *
		CEMETERY LOT SALES	1,020.00	3,000.00
		GRAVE OPENINGS/CLOSINGS	1,500.00	5,000.00
		SALE OF DUMP TRUCK/SNOW BLOWER	1,021.00	- *
			3,541.00	8,000.00
GENERAL FUND	COUNCIL	LEGAL FEES - ASSET DIV/CEMETERY	2,533.44	7,500.00 *
		OFFICIAL SEALS ("CITY" OF JONESVILLE)	80.31	500.00
			2,613.75	8,000.00
	ELECTIONS	SUPPLIES (REGISTRATION/ID CARDS, ETC)	1,206.73	
		VOTING BOOTHS/SUPPLIES	810.32	*
		BALLOT BAG	768.72	*
		FIRE SAFE FILE (SPLIT W/CEMETERY)	885.00	*
		ELECTION TESTING/WORKERS	1,162.90	
		HANDICAP RAMP	5,900.00	*
			10,733.67	16,900.00
	GENERAL OFFICE	RETURN ADDRESS/DEPOSIT STAMPS	41.98	*
		AD - PART TIME POSITION	138.40	*
			180.38	1,300.00
	ASSESSOR	3 FIRE SAFE FILES	5,310.00	*
		SUPPLIES	48.02	
		AD - ASSESSOR RFP	131.30	*
		ASSESSING SERVICES (\$1,600/MONTH)	1,600.00	
		ASSESSING SOFTWARE	3,600.00	*
			10,689.32	29,550.00
	CEMETERY	CHANGE LOCKS/KEYS MADE	109.64	*
		OFFICE SUPPLIES	107.05	*
		FIRE SAFE FILE (SPLIT W/ELECTIONS)	885.00	*
		TITLE SEARCH	774.00	*
		TRASH REMOVAL (FROM BARN)	77.46	*
		TAINTED GASOLINE REMOVAL	910.00	*
		TITLES - DUMP TRUCK/TRAILER	45.90	*
		AD - DUMP TRUCK/SNOW BLOWER BIDS	68.25	*
		EQUIPMENT REPAIR	63.49	*
		ELECTRICITY (22.60/MONTH)	135.60	
		DPW WAGES/BENEFITS	3,659.89	
		DPW EQUIPMENT RENT	1,876.38	
		SEXTON SERVICES - CEMETERY CARE	6,825.00	
		SEXTON SERVICES - BURIALS	1,350.00	
			16,887.66	41,000.00
STREETS/DPW		"CITY" LIMIT SIGNS	472.05	*
		VEHICLES - "CITY" OF JONESVILLE DECALS	375.00	*
			847.05	1,000.00

* ONE TIME OR NON-OPERATING REVENUES/EXPENDITURES

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

**JONESVILLE CITY COUNCIL
Minutes of February 18, 2015**

A regular meeting of the Jonesville City Council was held on Wednesday, February 18, 2015 at the Jonesville City Hall. Mayor Pro-Tem Gerry Arno called the meeting to order at 6:30 p.m. Council members present were: Tim Bowman, Jerry Drake, Ron Hayes, Andy Penrose and David Steel. Absent: Robert Snow

Also present: Manager Gray, Treasurer Spahr, WWTP Supt. Mahoney, Fire Chief Adair, Assistant to the Manager McLean, Police Chief Lance, Attorney Lovinger, Jason Dafnis (Hillsdale Daily News), Trinity Bird (Sauk Theatre Executive Director) Charlie CLingerman (Consumers Energy), Don Froncheck (Consumers Energy) and Jon Hall (Consumers Energy).

WWTP Superintendent Rick Mahoney led the Pledge of Allegiance.

The agenda was accepted as presented with the following addition: 4B. Consumers Energy Forestry Presentation.

Trinity Bird, Executive Director of the Sauk Theatre spoke briefly regarding a year in review for the theatre. Mr. Bird provided information of the performances that are scheduled for 2015, the lighting upgrade that is now completed, along with a sound system upgrade. Trinity also stated that the theatre is looking into a façade upgrade along with a project for new seating in the entire theatre. Also to the fact that the theatre received a grant to employ a part time paid staff which was offered to Mr. Bird, who is now the Executive Director of the Sauk Theater.

Jon Hall of Consumers Energy gave a brief presentation regarding the line clearing project that will begin in the City of Jonesville within the next month. All residents and business owners of Jonesville have been notified of the project, trees have been marked for either removal or trimming, and door hangers have been left with customers who are specifically having work done in their yard or right of way.

The Public Hearing for Ordinance No. 211: Cemeteries was opened at 7:10 p.m. No public comments were made. The Public Hearing was closed at 7:11 p.m.

Andy Penrose made a motion and was supported by Jerry Drake to approve Ordinance No. 211 – An Ordinance To Amend The Code Of Ordinances To Add A Chapter For The Ownership, Operation, and Maintenance Of A City Cemetery. Roll Call Vote: Ayes: Gerry Arno, Tim Bowman, Jerry Drake, Ron Hayes, Andy Penrose, and David Steel. Nays: None. Absent: Robert Snow. Motion carried.

A motion was made by Ron Hayes and supported by David Steel to approve Resolution 2015-02 – Cemetery Rules and Regulations and Fees. Roll Call Vote: Ayes: Gerry Arno, Tim Bowman, Jerry Drake, Ron Hayes, Andy Penrose and David Steel. Nays: None. Absent: Robert Snow. Motion carried.

A motion was made by Ron Hayes and supported by Tim Bowman to approve Resolution 2015-03 – Meetings of the Board of Review. Roll Call Vote: Ayes: Gerry Arno, Tim Bowman, Jerry Drake, Ron Hayes, Andy Penrose, and David Steel. Nays: None. Absent: Robert Snow. Motion carried.

David Steel made a motion to approve Resolution 2015-04 – Annual Application to the Michigan Department of Transportation. Ron Hayes supported the motion. Roll Call Vote: Ayes: Gerry Arno, Tim Bowman, Jerry Drake, Ron Hayes, Andy Penrose, and David Steel. Nays: None. Absent: Robert Snow. Motion carried.

A motion was made by Andy Penrose and seconded by Ron Hayes to appoint Annette Sands to fill the vacancy on the Zoning Board of Appeals for a three year term to end in November 2017. This vacancy stems from Dana Kyser being appointed to the Board of Review. Councilman Tim Bowman thanked Dana Kyser for serving on the Zoning Board of Appeals. All in favor. Absent: Robert Snow. Motion carried.

Ron Hayes made a motion and was supported by Jerry Drake to approve the Fiscal Year 2015-16 Budget Calendar. All in favor. Absent: Robert Snow. Motion carried.

A motion was made by Jerry Drake and was seconded by David Steel to accept the 2015 Planning Commission Work Plan which includes updating the Parks and Recreation Master Plan and updates to the Master Plan. They also plan to form an ad-hoc committee for the periodic reviews and update of ordinances. All in favor. Absent: Robert Snow. Motion carried.

A Fiscal Year 2015 six month budget comparison (July 1, 2014 thru December 31, 2014) was provided to council for their review.

Ron Hayes made a motion and was supported by Tim Bowman to approve the Council minutes of January 13, 2015. All in favor. Absent: Robert Snow. Motion carried.

A motion was made by Jerry Drake and supported by Andy Penrose to approve the Accounts Payable for February 2015 in the amount of \$71,795.19. All in favor. Absent: Robert Snow. Motion carried.

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

The meeting was adjourned at 7:57 p.m.

Submitted by,

Cynthia D. Means
Clerk

03/17/2015
User: TMCLEAN
DB: Jonesville

CITY OF JONESVILLE
INVOICE APPROVAL LIST
03/20/2015

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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
A & J COFFEE SERVICE	CITY HALL-OPERATING SUPPLIES	10.55
A'ANDER CHEMICAL CORPORATI	WATER-OPERATING SUPPLIES	1,454.80
	WATER-OPERATING SUPPLIES	(400.00)
		1,054.80
AMERICAN COPPER & BRASS, LLC	JVFD-FURNACE REPAIR	36.30
ARROW UNIFORM RENTAL	UNIFORM RENTAL/OPERATING SUPPLIES	281.69
AT&T	CITY PHONE SERVICE	950.54
	CITY PHONE SERVICE	900.79
		1,851.33
AT&T MOBILITY	WWTP/WATER/JPD-CELL PHONES	140.04
BAKER'S LAWN CARE, LLC	CEMETERY-FEBRUARY SERVICES	2,275.00
	CEMETERY-BURIAL SERVICES	800.00
		3,075.00
BEAVER RESEARCH COMPANY	DPW-OPERATING SUPPLIES	200.75
BRINER OIL CO., INC.	MVP-BULK TANK	535.60
	MVP-BULK TANK	253.48
	DPW-DIESEL	147.03
	MVP-BULK TANK	157.50
	JVFD-GASOLINE	37.85
		1,131.46
BROOKS, JAMIE	CITY HALL-CLEANING SERVICES	100.00
	JVPD-CLEANING SERVICES	100.00
		200.00
CITY OF JONESVILLE	DDA BUILDING-WATER/SEWER	64.42
	DPW GARAGE-WATER/SEWER	42.88
	WRIGHT ST PAVILLION-WATER/SEWER	32.46
	WWTP-WATER/SEWER	445.93
	JVFD-WATER/SEWER	51.95
	CITY HALL-WATER/SEWER	42.88
	JVPD-WATER/SEWER	42.88
		723.40
CLEAR VIEW, B.R. LLC	CITY HALL/JVPD-WINDOW CLEANING	32.00
CONSUMERS ENERGY	CITYWIDE ST LIGHTS	2,522.20
	STREETSCAPE LIGHTS	720.71
	DDA PKG LOT LIGHTS	21.39
	100 DEAL PKWY SPRINKLERS	35.96
	WATER TOWER-ELECTRICITY	65.56
	598 IND PKWY SPRINKLERS	22.61
	WRIGHT ST PAVILLION-ELECTRICITY	24.01
	WWTP-ELECTRICITY	4,660.03
	500 IND PKWY SPRINKLERS	50.30
	DDA BUILDING-ELECTRICITY	835.60
	IRON REMOVAL PLANT-ELECTRICITY	1,768.26
	STREETSCAPE LIGHTS	587.79
	CITYWIDE ST LIGHTS	2,493.14
	DDA PKG LOT LIGHTS	21.09
	WWTP-ELECTRICITY	4,446.75
	500 IND PKWY SPRINKLERS	52.38
	DDA-CHRISTMAS LIGHTS	515.33
	100 DEAL PKWY SPRINKLERS	36.91
	WATER TOWER-ELECTRICITY	82.41
	598 IND PKWY SPRINKLERS	22.61
	WRIGHT ST PAVILLION-ELECTRICITY	23.88
	DPW GARAGE-ELECTRICITY	262.76
	CITY HALL-ELECTRICITY	242.42
	RADIO TOWER-ELECTRICITY	28.31
	JVFD TRUCK BAY-ELECTRICITY	151.80
	JVFD TRAINING RM-ELECTRICITY	82.02
	FIRE SIREN-ELECTRICITY	22.61
	CITY HALL 2ND FLR-ELECTRICITY	22.74
	G.CARL FAST PARK-ELECTRICITY	47.68
	METERED PKG LOT LIGHTS	82.02
	CEMETERY-ELECTRICITY	22.61

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	JVPD-ELECTRICITY	224.30
	20,198.19	
C RYSIDE TROPHIES	COUNCIL-SUPPLIES	110.00
CROUCH ELECTRIC, LLC	CITY HALL-OUTLET UPDATES	475.00
CURRENT OFFICE SOLUTIONS	OFFICE SUPPLIES	18.39
	OFFICE SUPPLIES	3.75
	WATER/SEWER-OFFICE SUPPLIES	50.22
	CITY HALL-CHAIR MAT	101.16
	OFFICE SUPPLIES	15.00
	188.52	
CUTLER-DICKERSON CO.	WATER-PROPANE	7.65
DETROIT SALT COMPANY	ROAD SALT	2,669.33
DMCI BROADBAND, LLC	WWTP/DPW-INTERNET SERVICE	325.20
FIRST NATIONAL BANK OMAHA	CONFERENCES/MEMBERSHIP DUES	1,945.96
	MANAGER-CONFERENCE	252.54
	CONFERENCES/OPERATING SUPPLIES	696.19
	2,894.69	
GALLS	JVPD-UNIFORMS	84.17
	JVPD-UNIFORMS	22.10
	106.27	
GODFREY BROS., INC.	MVP-EQUIPMENT REPAIRS	99.02
GRIFFITHS MECH CONTRACTING,	WWTP-MIXED AIR UNIT REPAIR	353.39
	WWTP-FURNACE REPAIR	374.43
	727.82	
HILLSDALE COUNTY SHERIFF DEP	JVPD-RANGE FEE 2015	100.00
	JVPD-TRAINING	120.00
	220.00	
HILLSDALE COUNTY TREASURER	ASSESSOR AGREEMENT	1,600.00
HILLSDALE DAILY NEWS	BOR-MEETING NOTICE	118.95
	BOR-ORG MEETING NOTICE	68.25
	CEMETERY-ORD #211 HEARING NOTICE	68.25
	CEMETERY-PUBLISH ORD #211	69.25
	BID NOTICE-STREET PAVING	101.35
	426.05	
HYDROCORP, INC	WATER-CROSS CONNECTION PROGRAM	545.00
I.T. RIGHT	SERVER UPGRADE PROJECT	1,859.00
	JVPD-MULTIFUNCTION PRINTER	280.00
	2,139.00	
JACK DOHENY SUPPLIES, INC.	WWTP-SEWER CAMERA REPAIR	736.95
JACKSON COLLEGE EMS/AHA	JVPD-CPR TRAINING	20.00
	JVFD-CPR TRAINING	50.00
	JVFD-CPR TRAINING	40.00
	110.00	
JONESVILLE COMMUNITY SCHOOLS	REC-REGISTRATION/SURVEY COPIES	569.52
JONESVILLE HARDWARE	OPERATING SUPPLIES/REP & MAINT	58.94
MICH ASSOC OF CHIEFS OF POLI	JVPD-CHIEF TRAINING	995.00
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT-GAS	567.84
	WWTP-GAS	4,318.62
	DDA BUILDING-GAS	3,753.90
	JVPD-GAS	235.19
	DPW GARAGE-GAS	505.11
	GAS LIGHT	17.08
	JVFD-GAS	542.12
	CITY HALL-GAS	176.31
	10,116.17	
MILLIPORE CORPORATION	SEWER-OPERATING SUPPLIES	175.89
M WORKERS COMPENSATION FUN	WORKERS COMP-QUARTERLY INVOICE	2,799.00
M IARO, NANCY	REFUND-CEMETERY LOT	400.00
PERFORMANCE AUTOMOTIVE	MVP-REPAIRS & MAINTENANCE	42.67
	MVP-REPAIRS & MAINTENANCE	10.79
	MVP-BELT	23.39
	MVP-BELT	(23.39)

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DB: Jonesville

CITY OF JONESVILLE
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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	MVP-AIR FILTER	51.84
	105.30	
E : CORPORATION	COPIER MAINTENANCE	117.08
POSTMASTER	PRESORT FEE-PERMIT #16	220.00
	POSTAGE-WATER/SEWER	211.20
	431.20	
REPUBLIC WASTE SERVICES	JVPD/JVFD-TRASH SERVICE	59.00
	PARKS/DOWNTOWN-TRASH SERVICE	44.80
	WWTP/DPW/CITY HALL-TRASH SERVICE	90.00
	193.80	
ROE-COMM INC	JVFD-RADIO SUPPLIES	259.14
	JVFD-RADIO REPAIR	190.00
	449.14	
SPEEDWAY SUPERAMERICA, LLC	GASOLINE	688.79
STATE OF MICHIGAN	MAJOR/LOCAL STS-SIGNAL MAINTENANCE	147.85
	MAJOR/LOCAL STS-SIGNAL ENERGY	117.59
	WATER-MAHONEY RENEWAL	95.00
	360.44	
STEWARD ROGER	UB refund for account: 001094-00	67.16
STILLWELL FORD-MERCURY, INC.	JVPD-10 IMPALA REPAIRS	1,865.64
STOCKHOUSE CORPORATION	WATER QUALITY REPORTS PRINTED	196.80
	MCLEAN-BUSINESS CARDS	49.34
	246.14	
USA BLUEBOOK	WATER/SEWER-OPERATING SUPPLIES	908.49
	IRP-FLOURIDE FEED PUMP	648.54
	WATER-SUPPLIES	36.66
	IRON REMOVAL PLANT-REPAIRS & MAINT	351.04
	1,944.73	
V 7ON WIRELESS	DPW-CELL PHONE	25.00
V ART COMMUNITY	OFFICE/OPERATING SUPPLIES	234.46
WESTECH, INC	WWTP-TRICKLING FILTER REPAIRS	906.88
WORKHEALTH	JVPD/DPW-PHYSICAL/DOT PHYSICAL	220.00
	Total:	65,286.29

MONTHLY OPERATING REPORT

February 2015

SUBMITTED: March 6, 2015

WATER FLOW

MAXIMUM	454,000
MINIMUM	199,000
AVERAGE	271,300
TOTAL	7.597 MG

WASTEWATER FLOW

MAXIMUM	270,700
MINIMUM	253,300
AVERAGE	251,100
TOTAL	7.0313 MG

CALLOUTS: One (Radio Communications Failure)

OPERATION & MAINTENANCE

The plant was in compliance with the NPDES permit limitations during the month of February 2015.

Plant Staff attended the Water-Wastewater Joint Expo in Lansing.

The 2015-2016 Budget and Capital Improvement Plan was completed and submitted to City Hall.

The fluoride feed system at the water plant failed. The nut holding the injection mechanism corroded. A new corp. was ordered and installed. The injection mechanism had changed and additional plumbing was required. The pump was also replaced early in March.

A trickling filter guide wire had snapped and was replaced. A problem was noted in the south trickling filter. The issue has not yet been resolved.

All o-rings in the UV disinfection system were changed.

PLANT EFFICIENCY—February 2015

5-Day Biochemical Oxygen Demand

NPDES Permit Limit in February 2015—25 mg/l 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—2.5 mg/l

Average Percent Removal from the Raw Wastewater—98.6%

Total Suspended Solids

NPDES Permit Limit in February 2015—30 mg/l 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—1.2 mg/l

Average Percent Removal from the Raw Wastewater—98.9%

Total Phosphorus

NPDES Permit Limit in February 2015—1 mg/l 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—0.3 mg/l

Average Percent Removal from the Raw Wastewater—93.2%

Ammonia Nitrogen

NPDES Permit Limit in February 2015—Report Only

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—0.304 mg/l

Average Percent Removal from the Raw Wastewater—99.1%

Jonesville Daily Maximum—0.745 mg/l

Rick Mahoney

Jonesville Dept of Public Works

February 2015

Monthly Report

	Maintenance	Salt	Sand	Chloride	COLD MIX
STATE HIGHWAYS	9 HRS DT 10 HRS OT	17.50 Tons	0 Ton	3 Bags	1/4 Ton
MAJOR ROADS	11 HRS DT 11.50 HRS OT	20 Tons	0 Ton	1 Bag	0 Ton
LOCAL ROADS	2 HRS DT 12.50 HRS OT	8.36 Tons	0 Ton	0 Bags	0 Ton
PARKING LOTS	0 HR DT 0 HR OT	4.75 Tons	0 Ton	0 Bags	0 Ton
POLICE STATION	0 HR OT	0 Ton	0 Ton	0 Bags	0
FIRE DEPARTMENT	2 HRS DT	1 Ton	0 Ton	0 Bags	0
DPW DEPT	0 HR OT				0
DDA SIDEWALKS	1 HR OT				0
WATER	8 HRS DT 13.50 HRS OT				
State Police	1/2 HR OT	1/4 Ton	0 Ton	0 Bags	

There were 16 call outs.

11 of call outs were for plowing & salting State, Major, Local Streets & Parking Lots.

The 34 HRS OT was for plowing State, Major & Local Streets.

The call out for the Fire Dept. was for salting do to the Godfrey fire.

The OT on State Police & DDA was to clear snow off the sidewalks.

2 of the call outs on water were for a broken water main on Salem Dr.

2 of the call outs on water were for frozen water meters that froze & broke.

We hauled snow from State, Major & Local Streets and the Parking Lots.

We cold patch State Hyw.

The Sauk Theatre banner was put up in Fast Park.

My guys attended the Joint Expo in Lansing put on by Michigan Water Environment Association.

Mike, Jim & I attended gas line safety class in Jackson.

I have been working with Jeff and Tim on the Local Street Paving bid packet.

Mike Kyser

ZONING REPORT

2014

<u>NAME</u>	<u>ADDRESS</u>		<u>USE</u>	<u>DATE</u>
Dollar Tree	757 Olds Street	Approved	Temporary Banner	2/14/2014
Gordy Bigelow	470 Wright Street	Approved	Storage Building	3/24/2014
Maria Ansett	115 Walnut Street	Approved	Sign	4/7/2014
Delphine Cole	476 Greenbriar	Approved	Fence	4/7/2014
Bill Harwood	315 Wright Street	Approved	Demolition	4/9/2014
Jason Dubour	470 E. Chicago Street	Approved	Fence	4/15/2014
William Hull	509 Evans Street	Approved	Garage/Storage Building	4/15/2014
James Signor	221 Murphy Street	Approved	Fence	4/23/2014
Scott Leising	207 Wright Street	Approved	Fence	4/23/2014
Christopher Lyon	408 Wright Street	Approved	Fence	4/23/2014
Claudia Marsh	121 Pinecrest	Approved	Storage Building/Sidewalk	4/23/2014
David Lipps	303 East Street	Approved	Addition to Garage/Carport	5/15/2014
Charlotte Steer	309 Crestlane	Approved	Fence	5/15/2014
Leighann Happ	308 Wright Street	Approved	Storage Building/Fence	5/19/2014
Larry Ladd	415 Harley Street	Approved	Demolition Building	6/14/2014
David Lipps	303 East Street	Approved	Repave Driveway	6/17/2014
Ted Fox	529 East Street	Approved	Addition to Building/Porch	6/20/2014
William Schroeder	150 Jermaine Street	Approved	Fence	6/30/2014
Carolyn Petrie	327 Grant Street	Approved	Storage Building	7/2/2014
Cortnee Dow	683 Langs Drive	Approved	Addition/House	7/25/2014
John Kafer	217 Murphy Street	Approved	Fence	7/22/2014
Dennis Howard	523 Evans Street	Approved	Addition/House	7/25/2014

Gary Caldwell	434 Evans Street	Approved	Storage Building	8/24/2014
Rockin Tattoo	107 Olds Street, Suite 4	Approved	Sign	8/26/2014
John Lein	205 Maumee Street	Approved	Garage/Driveway	8/26/2014
Orbit Tech	747 Olds Street	Approved	Sign	8/27/2014
John Kafer	217 Murphy Street	Approved	Driveway	8/27/2014
Anthony Johnson	307 Highland	Approved	Rep. Existing Porch Roof	9/15/2014
Julie Heath	305 Clinton Street	Approved	Fence	10/8/2014
Terry Bumpus	420 W. Chicago Street	Approved	Storage Building	10/28/2014
Colleene Kelly	313 Village Lane	Approved	Storage Building	11/13/2014
Sandy Bigelow	408 W. Chicago Street	Approved	Decks (x2)	12/11/2014

Jonesville Police Department

116 West Chicago Road
Jonesville, Michigan. 49250

911 Police Service Administration (517) 849-2101

FAX (517) 849-2520

ACTIVITY SUMMARY FOR FEBRUARY 2015

Total Incidents: 63 written incident reports.

Non-Aggravated Assault: 1

Break and Enter: 0

Theft from Motor Vehicle: 0

Retail Fraud: 2

Other Larceny: 2

Obstructing Police: 1

Malicious Destruction of Prop: 1

Violation of Controlled Substance Act: 0

Public Roadway Accidents: 7

Private Property Accidents: 6

OWI and OUID Arrests: 0

Other Arrests: 8 (warrants, traffic, etc.)

Domestic Assault: 0

Non Violent Domestic: 2

Natural Death: 0

Civil Matter/Family Disputes: 2

Medical Emergency: 8

Alarms: 3

Nuisance Animals: 1

Suspicious Situations: 4

General Assistance: 5

Ordinance Violation: 0

Traffic/Moving Violations: 6

Warrants Received from Prosecutor: 4

Juvenile Petitions: 0

February Patrol Shift Coverage: 87%

MARCH FOCUS

Legal Update

Budget 2015/2016

**CITY OF JONESVILLE
CASH BALANCES**

	February-2015	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	89,736.84
General Fund CLASS Acct	101-000-007	961,235.97
General Fund Cemetery CLASS Acct	101-000-007.100	87,040.51
General Fund Alloc of Assets CLASS	101-000-007.200	386,667.30
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	11,266.16
Major Streets CLASS Acct	202-000-007	5,304.21
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	6,279.65
Local Streets CLASS Acct	203-000-007	651,577.56
Local Streets Bond & Int CLASS	203-000-007.200	8,688.82
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	1,548.18
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	48,950.92
LDFA Operating CLASS Acct	247-000-007	447,013.64
D.D.A.:		
DDA Now Checking	248-000-001	1,677.75
DDA Operating CLASS Acct	248-000-007	232,184.89
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	114,487.44
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Savings Account	590-000-002	73,395.97
Sewer General Purpose CD	590-000-003.100	16,360.48
Sewer Receiving CLASS Acct	590-000-007	52,759.65
Sewer Bond Reserve CLASS Acct	590-000-007.100	35,108.19
Sewer Plant Improv. CLASS Acct	590-000-007.200	721,107.93
Sewer Bond & Interest CLASS	590-000-007.300	16,480.65
WATER FUND:		
Water Receiving Now Checking	591-000-001	46,670.86
Water Receiving CLASS Acct	591-000-007	157,479.87
Water Plant Improvement CLASS Acct	591-000-007.100	50,034.64
Water Tower Maint CLASS Acct	591-000-007.300	80,205.80
Water Meter Repl CLASS Acct	591-000-007.400	45,616.22
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	75,803.43
Equip. Replace CLASS - Police Car	661-000-007.301	33,837.67
Equip. Replace CLASS - Fire Truck	661-000-007.336	261,885.02
Equip. Replace CLASS - Turn Out Gear	661-000-007.337	2,200.11
Equip. Replace CLASS - DPW Equip	661-000-007.463	141,328.79
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	62,433.73
CURRENT TAX CHECKING:		
	703-000-001	7,281.55
PAYROLL FUND CHECKING:		
	750-000-001	515.42
GRAND TOTAL		4,934,175.82



City of
Jonesville

265 E. Chicago Street, Jonesville, MI 49250

(517) 849-2104
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**SUNSET VIEW CEMETERY ACTIVITY REPORT
FEBRUARY 2015**

	Lot Sales*	Interments				Foundations Installed	Burial Rights Transfers	Disinterments
		Adult	Child	Infant	Cremation			
October**	1	3	0	0	2	1	1	0
November	1	1	0	1	0	0	0	0
December	0	0	0	0	0	0	0	0
2014 Totals	2	4	0	1	2	1	1	0
January	1	0	0	0	0	0	0	0
February	-1	2	0	0	0	0	0	0
2015 Totals	0	2	0	0	0	0	0	0

* Each lot reported includes two gravesites

** October is a partial month, beginning at the October 14th transfer of the property to the City

February Activities:

- Software demos
- Cemetery Ordinance approved by Council
- Rules and Regulations approved by Council
- Records review

March Focus:

- Software
- Budgeting