



City of
Jonesville

265 E. Chicago Street • Jonesville • MI 49250

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

**CITY OF JONESVILLE
COUNCIL AGENDA
AUGUST 17, 2016 - 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. Resolution 2016-14 – MDNR Declaration of Restrictions,
Jonesville Rail Trail
- B. Consider Server Replacement
- C. Fiscal Year 2015-16 Budget Amendments

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

7. COUNCIL MINUTES

- A. Consider minutes of the July 20, 2016 regular meeting
- B. Consider minutes of the July 20, 2016 closed session

[Action Item]
[Action Item]

8. ACCOUNTS PAYABLE

- A. Accounts Payable for August 2016 totalling \$86,412.60

[Action Item]

9. DEPARTMENT REPORTS

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

10. ADJOURNMENT



City of Jonesville

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To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: August 12, 2016
Re: Manager Report and Recommendations – August 17, 2016 Council Meeting

**6. A. Resolution 2016-14 – MDNR Declaration of Restrictions,
Jonesville Rail Trail**

[ROLL CALL][Action Item]

The Rail Trail is nearing completion, and we will soon request reimbursement of \$296,000 in expenses through the Michigan Natural Resources Trust Fund Grant. One of the requirements of the Michigan Department of Natural Resources is the execution of Declaration of Restrictions that acknowledge that the City will abide by the terms of our Grant Agreement, including the requirement to maintain the property for conservation or public outdoor recreation, unless otherwise approved by the MDNR and the Michigan Natural Resources Trust Fund Board of Trustees. The attached resolution would approve the Declaration of Restrictions and authorize the City Manager to execute the same. The Declaration is boilerplate language provided by our project designer. A roll call vote is required to approve the resolution. *Please refer to Resolution 2016-14 and the Declaration of Restrictions.*

6. B. Consider Server Replacement

[Action Item]

The City consolidated computer servers approximately two years ago, reducing the total number of servers from three to two. At the time, one new server was purchased, and hardware upgrades were completed on the second older server. Unfortunately, the older server has begun to fail. This server remains critical to our operations, as it houses software and databases for our General Ledger, Assessing, Utility Billing, Accounts Payable, and Cemetery. We have explored cloud based alternatives, but determined that they are more costly than the purchase of a new locally based server. The attached quote from our IT contractor, I.T. Right, includes installation in the amount of \$3,425.

This obviously was an unanticipated expense. A budget amendment is not required at this time, as we have budgeted \$8,000 for the replacement of the copier. However, we know that will be replaced later in this fiscal year. I recommend that Council authorize the purchase of the server in the amount of \$3,425 from available funds. *Please refer to the quote from I.T. Right.*

6. C. Fiscal Year 2015-16 Budget Amendments

[Action Item]

I recommend Council consider a motion to approve the budget amendments as submitted by Finance Director Spahr for FY 2015-16 (Fiscal Year ending June 2016). Brief explanations for the line item adjustments are provided in parentheses following each item. Finance Director Spahr will provide further detail on individual line items as requested. The amendments as a whole represent no net change.

The most significant amendment is \$11,000 in expenses associated with the Rail Trail. The expenses associated with this project have occurred over multiple fiscal years and the proportion anticipated for last year was estimated at the time of the development of the budget. Staff is tracking the expenses over the various fiscal years separately and the overall project remains within the approved budget.

Final year end data will be provided via the audit. A motion is necessary to approve the FY 2015 budget amendments. *Please refer to the attached budget amendment spreadsheet and estimated year-end fund report.*

2016-14

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – DECLARATION OF RESTRICTIONS, JONESVILLE RAIL TRAIL

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 17th day of August, 2016, at 6:30 p.m.

PRESENT:

ABSENT:

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

WHEREAS, the City of Jonesville developed the Jonesville Rail Trail, in part, through a grant of money from the Michigan Natural Resources Trust Fund; and

WHEREAS, as a condition of the grant by the Michigan Department of Natural Resources (MDNR), the City has agreed to impose certain restrictions on the developed portion of the property; and

WHEREAS, among those restrictions is the requirement that the consent of the MDNR and the Michigan Natural Resources Trust Fund Board of Trustees is required prior to the conveyance of rights or interest in the property, or use of the property for uses other than conservation or public outdoor recreation.

NOW THEREFORE, IT IS RESOLVED that the City Council does hereby place the attached Declaration of Restrictions on record, as set forth in the Development Project Agreement (Project Number TF13-037), and authorize the City Manager to execute the same.

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 17th day of August, 2016, 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

Declaration of Restrictions

This Declaration made this 17th day of August, 2016, by the City of Jonesville, a Michigan municipal corporation, 265 E. Chicago Street, Jonesville, Hillsdale County, Michigan (hereafter called City of Jonesville), being the owner of all the property described as:

See Exhibit "A"

herein after referred to as the Property, attached hereto, located in the City of Jonesville, Hillsdale County, Michigan, hereby makes the following Declaration of Restrictions to which the Property may be put.

WITNESSETH:

The Declaration of Restrictions contained herein is based on the following factual recitals:

- A. The CITY OF JONESVILLE developed the Property, in part, through the grant of money from the Michigan Natural Resources Trust Fund.
- B. As a condition of the grant by the DNR, the CITY OF JONESVILLE has agreed to impose certain restrictions on the developed portion of the Property.

NOW, THEREFORE, the City of Jonesville hereby declares that the portion of the property identified as the project area is and shall be held, transferred, sold, conveyed, leased, occupied and used subject to the obligation hereinafter set forth, all of which shall run with the land.

The lands included in this Declaration of Restrictions were developed by the City of Jonesville with funding assistance from the Michigan Natural Resources Trust Fund pursuant to project agreement TF13-037 between the Michigan Department of Natural Resources and the City of Jonesville executed on June 4, 2014.

The project agreement describes certain requirements to ensure the long-term conservation of the property and its use for public outdoor recreation. The City of Jonesville is placing this Declaration of Restrictions on record as confirmation of its obligations as set forth in the project agreement, including the requirement that the consent of the Michigan Department of Natural Resources and the Michigan Natural Resources Trust Fund Board of Trustees is required prior to the conveyance of any rights or interest in the property to another entity, or for the use of the property for purposes other than conservation or public outdoor recreation.

City of Jonesville

By:

Jeffrey M. Gray
City Manager

STATE OF MICHIGAN)
)SS:
COUNTY OF HILLSDALE)

The foregoing instrument was acknowledged before me this _____ day of _____, 2016, by Jeffrey M. Gray.

Notary Public
Hillsdale County, Michigan
My Commission Expires: _____
Acting in Hillsdale County, Michigan

Prepared by:

Tanya M. Moore
Spicer Group, Inc.
230 S. Washington Ave.
Saginaw, MI 48607

Return to:

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

Exhibit A – Legal Description

The project area is divided into three sections, as depicted on the Boundary Map. The legal description for the three sections is as follows:

Section A

The 66-foot wide public right-of-way of Gaige Street, as depicted on the Boundary Map, Section A, plus the following:

DESCRIPTION OF REAL ESTATE

Land in the Village of Jonesville, County of Hillsdale and State of Michigan described as follows, to-wit: The South 20 feet of the North 43 feet, except the West 33 feet of the following described property:

A parcel of land in the Northwest 1/4 of Section 9, Township 6 South, Range 3 West, Fayette Township, Hillsdale County, Michigan described as:

Beginning at the Northwest corner of Section 9; thence South 89°44'28" East, along the North line of the Northwest 1/4 of said Section 9, 583.91 feet; thence South 34°44'28" West 77.30 feet; thence South 55°16'32" East 33.00 feet to the Westerly Right-of-Way line of the New York Central Railway Company; thence South 34°44'28" West, along the Westerly Right-of-Way line of the New York Central Railway Company, 997.43 feet to the West line of the Northwest 1/4 of said Section 9; thence North 00°05'26" East, along the West line of the Northwest 1/4 of said Section 9, 904.19 feet to the point of beginning.

Subject to the Gaige Street Right-of-Way over the Northerly 23.00 feet thereof. ALSO, subject to the Reading Road Right-of-Way over the Westerly 33.00 feet thereof.

Subject to all covenants, easements, restrictions, liens and encumbrances of record this date, if any.

Section B

The Michigan Department of Transportation (MDOT) public right-of-way of Beck Street, as depicted on the Boundary Map, Section B.

Section C

LEGAL DESCRIPTION

That part of the Michigan Department of Transportation Railroad, formerly Penn. Central Railroad, right of way, 100 feet wide, which lies between the Southwesterly right of way line of Beck Street (66'wide) and the Southeasterly line of the Chicago St., over and across the Section 4, Town 6 South, Range 3 West, Hillsdale County said railroad lands recorded in Liber 63 of Deeds, Page 27; Liber 76 of Deeds, Page 240; Liber 63 of Deeds, Page 107; Hillsdale County Records. Also, that part of the Michigan Department of Transportation Railroad, formerly Penn. Central Railroad, right of way, varies wide, which lies between the Northwesterly right of way line of Chicago Street (99'wide) and the Southerly line of the Saint Joseph River, over and across the Section 4, Town 6 South, Range 3 West, and Section 33, Town 5 South, Range 3 West, Fayette Township, Hillsdale County. Said railroad lands recorded in Liber 76 of Deeds, Page 206; Liber 65 of Deeds, Page 27; Liber 71 of Deeds, Page 465; Liber 64 of Deeds, Page 64; and Liber 63 of Deeds, Page 46, Hillsdale County Records. EXCEPT: That part of the Michigan Department of Transportation Railroad right of way, 100 feet wide, as located over and across the Northwest Quarter of Section 4, Town 6 South, Range 3 West, Fayette Township, Hillsdale County, Michigan, as recorded in Liber 1263 of Deeds, Page 972 Hillsdale County Records.

Contains 12.56 acres, more or less.

I.T. RIGHT

**Information Technology Solutions that
Work for Local Government**

5815 East Clark Rd Suite G
Box 160
48808 Bath
United States

Q U O T E

Number ITRQ7085

Date Aug 8, 2016

Sold To

Jonesville, City
Lenore Spahr
265 E. Chicago St.
49250 Jonesville
United States

Phone 517-849-2104
Fax 517-849-9037

Ship To

Jonesville, City
Lenore Spahr
265 E. Chicago St.
49250 Jonesville
United States
517-849-2104
517-849-9037

Phone
Fax

From The Desk Of



mallen

855-487-4448

mallen@itright.com

Terms

P.O. Number

Ship Via

Line	Qty	Description	Unit Price	Ext. Price
1		BSA/Cemetery Server		
2	1	Server Basic: Quad-Core Intel® Xeon® Processor E3-1220v2 3.10GHz 8MB Cache, 16GB RAM, 2x1 Terabyte HD mirror..INTEL XEON E3-1220V2 3.1GHZ 8M 4C SOC1155 69W BOX..KINGSTON KVR1333D3E9S/4G 4G DDR3-1333 ECC UNBUFFERED..INTEGRATED SATA RAID 0, 1,	\$1,485.00	\$1,485.00
3	1	Microsoft Windows Server 2012 Standard 64-bit - License and Media - 2 Processor	\$725.00	\$725.00
4		Optional UPS:		
5	1	APC Backups Pro 1000 (Optional)	\$150.00	\$150.00
6	12	Labor to deliver/install/implement new server	\$135.00	\$1,620.00
7		25% Discounted Labor		-\$405.00

SubTotal	\$3,425.00
Tax	\$0.00
Shipping	\$0.00
Total	\$3,425.00

2015 - 2016 BUDGET AMENDMENTS

June 30, 2016

	CURRENT BUDGET	AMENDED BUDGET	+ OR (-) CHANGE
GENERAL FUND			
EXPENSE			
101 CITY COUNCIL			
801.100 Professional Services - Legal (Over-budgeted)	\$ 5,000	\$ 2,700	\$ 2,300
865 Mileage/Trans/Meals/Lodging (Not used)	\$ 2,000	\$ 1,700	\$ 300
191 ELECTIONS			
740 Operating Supplies (Over-budgeted)	\$ 1,700	\$ 225	\$ 1,475
900 Printing & Publishing (Over-budgeted)	\$ 800	\$ 100	\$ 700
218 GENERAL OFFICE			
702.500 Salaries & Wages - Clerical (Short-staffed 3 months)	\$ 135,000	\$ 132,500	\$ 2,500
715 Employer's Share FICA/Medicare (Short-staffed 3 months)	\$ 11,000	\$ 9,500	\$ 1,500
818 Contractual (Not used)	\$ 2,400	\$ 1,000	\$ 1,400
253 TREASURER			
823 Tax Roll (Under-budgeted)	\$ 1,200	\$ 1,250	\$ (50)
257 ASSESSOR			
727 Office Supplies (Not used)	\$ 500	\$ 100	\$ 400
258 DATA PROCESSING			
930 Repairs & Maint (BS&A Service Contracts/Copier Maint)	\$ 4,000	\$ 5,200	\$ (1,200)
265 CITY HALL			
930 Repairs & Maintenance (Not used)	\$ 3,000	\$ 500	\$ 2,500
975 Additions & Improvements (Not used)	\$ 2,250	\$ -	\$ 2,250
276 CEMETERY			
715 Employer Share - FICA/Medicare (Not budgeted)	\$ -	\$ 600	\$ (600)
716 Health Insurance (Not budgeted)	\$ -	\$ 400	\$ (400)
818.200 Contractual - Burials/Foundations (Under-budgeted)	\$ 11,000	\$ 12,000	\$ (1,000)
900 Printing & Publishing (Ads for equipment sold)	\$ -	\$ 300	\$ (300)
336 FIRE DEPARTMENT			
742 Uniforms/Clothing (Under-budgeted)	\$ 1,500	\$ 100	\$ 1,400
776 Small Tools (Not used)	\$ 1,000	\$ -	\$ 1,000
863 Car-Truck Maintenance (Over-budgeted)	\$ 2,500	\$ 850	\$ 1,650
910 Insurance (Over-budgeted)	\$ 6,300	\$ 5,300	\$ 1,000
960 Training & Conferences (Over-budgeted)	\$ 2,000	\$ 500	\$ 1,500
444 DEPT OF PUBLIC WORKS			
702 Salaries & Wages (Under-budgeted)	\$ 9,500	\$ 9,700	\$ (200)
716 Health Insurance (Under-budgeted)	\$ 1,500	\$ 1,800	\$ (300)
900 Printing & Publishing (Employment ads)	\$ 100	\$ 300	\$ (200)
751 RECREATION			
740 Operating Supplies (Under-budgeted)	\$ 4,000	\$ 5,300	\$ (1,300)
818 Contractual (Umpires)	\$ 8,500	\$ 9,600	\$ (1,100)
818.200 Contractual - Concession Stand Svcs (Under-budgeted)	\$ 1,500	\$ 1,950	\$ (450)
977 Equipment (Purchased from donations)	\$ 500	\$ 3,500	\$ (3,000)
780 RAIL TRAIL			
975 Additions & Improvements (Engineer fees)	\$ 355,000	\$ 366,000	\$ (11,000)
858 FRINGE BENEFITS			
716 Health Insurance (Under-budgeted)	\$ 4,000	\$ 4,625	\$ (625)
718 Disability (Under-budgeted)	\$ 150	\$ 300	\$ (150)
GENERAL FUND CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ -
LOCAL STREETS			
EXPENSE			
465 ROUTINE MAINTENANCE			
723 Dental Insurance (Not used)	\$ 200	\$ 175	\$ 25
900 ADMINISTRATION			
964 Tax Refunds & Rebates (Tax billback from County)	\$ -	\$ 25	\$ (25)
LOCAL ST CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ -

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

**JONESVILLE CITY COUNCIL
Minutes of July 20, 2016**

A meeting of the Jonesville City Council was held on Wednesday, July 20, 2016 at the Jonesville City Hall. Mayor Robert Snow called the meeting to order at 6:30 p.m. Council members present were: Gerry Arno, Jerry Drake, Ron Hayes, Andy Penrose and David Steel. Absent: Tim Bowman

Also present: Manager Gray, Attorney Lovinger, Police Officer Bigelow, WWTP Supt. Mahoney, Treasurer Spahr, and Corey Murray (Hillsdale Daily News).

Mayor Robert Snow led the Pledge of Allegiance.

The agenda was approved with one Addition: Item 10: Consider a Closed Session for the Purpose of Conducting the City Manager's Annual Review. 10. A: Subsequent Action on the Manager's Annual Review. 11: Adjournment.

A motion was made by Jerry Drake and supported by David Steel to approve Pay Request No. 3 from Parrish Excavating for the Rail Trail project in the amount of \$121, 757.38. All in favor. Absent: Tim Bowman. Motion carried.

A motion was made by Gerry Arno and was supported by Ron Hayes to waive the Garage/Yard Sale Permit required for the dates of August 12th thru 14th due to the scheduled US-12 Garage Sale across Michigan weekend event. All in favor. Absent: Tim Bowman. Motion carried.

Jerry Drake made a motion to approve the Council Minutes of June 15, 2016 as presented. Andy Penrose supported the motion. All in favor. Absent: Tim Bowman. Motion carried.

Gerry Arno made a motion and Ron Hayes seconded to approve the Accounts Payable for July 2016 in the amount of \$215,020.97. All in favor. Absent: Tim Bowman. Motion carried.

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

At 7:01 p.m., a motion was made by Andy Penrose and supported by Ron Hayes to move into closed session in accordance with the Michigan Open Meetings Act Section 8a, to consider the evaluation of Manager Jeff Gray per his request. Roll Call Vote: Ayes: Gerry Arno, Jerry Drake, Ron Hayes, Andy Penrose, David Steel and Robert Snow. Nays: None. Absent: Tim Bowman. Motion carried.

The meeting returned to open session at 7:56 p.m.

A motion was made by Jerry Drake and supported by Andy Penrose that the Jonesville City Council completed a comprehensive evaluation for Manager Jeff Gray and determined that Manager Gray received an "Outstanding Performance" with a salary increase of 2%, retroactive to July 1, 2016. All in favor. Absent: Tim Bowman. Motion carried.

The regular meeting of the council adjourned at 8:00 p.m. with a motion made by Andy Penrose and supported by Ron Hayes.

Submitted by,

Cynthia D. Means
Clerk

08/12/2016
User: LSPAHR
DB: Jonesville

CITY OF JONESVILLE
INVOICE APPROVAL LIST
08/18/2016

Page: 1/3

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
A & J COFFEE SERVICE	OPERATING SUPPLIES	47.30
AMERICAN COPPER & BRASS, LLC	WWTP - REPAIRS	25.56
BAKER'S LAWN CARE, LLC	JULY FOUNDATIONS	658.00
	CEMETERY - JULY MOWING/SEXTON SERVICES	2,275.00
		2,933.00
BEAVER RESEARCH COMPANY	WWTP - WEED KILLER/DEGREASER	297.35
	MVP - GREASE	115.00
		412.35
BIOTECH AGRONOMICS, INC.	BIOSOLIDS LAND APPLICATION	8,791.95
BRINER OIL CO., INC.	JFD - GASOLINE	7.56
	JFD - GASOLINE	66.64
	MVP - BULK TANK	224.00
		298.20
BROOKS, JAMIE	CITY HALL/JPD - CLEANING	200.00
BS & A SOFTWARE	ANNUAL SOFTWARE MAINTENANCE	2,599.00
CDW GOVERNMENT, INC.	WWTP - OPERATING SUPPLIES	173.70
CITY OF JONESVILLE	WATER - DDA SPRINKLERS	135.93
	WATER - CITY HALL	43.99
	WATER - WRIGHT ST PARK	45.62
	DDA BLDG - WATER/SEWER	65.53
	100 DEAL PKWY - SPRINKLERS	331.54
	WWTP WATER/SEWER	107.82
	WATER - DRINKING FOUNTAIN	34.44
	DPW BUILDING - WATER/SEWER	43.99
	JPD WATER/SEWER	43.99
	JFD WATER/SEWER	88.42
	500 IND PKWY SPRINKLERS	186.52
	598 IND PKWY SPRINKLERS	212.48
		1,340.27
CLEAR VIEW, B.R. LLC	JPD/JFD WINDOW CLEANING	33.00
CONSUMERS ENERGY	WWTP ELECTRICITY	4,115.82
	LDFA - 500 IND PKWY SPRINKLER ELECTRICITY	33.75
	IRON REMOVAL PLANT ELECTRICITY	1,325.89
	DDA BUILDING ELECTRICITY	341.33
	DDA - CHRISTMAS LIGHTS	591.59
	DDA PARKING LOT LIGHTS	18.98
	CITYWIDE STREET LIGHTS	2,282.73
	DOWNTOWN/PARKING LOT LIGHTS	358.05
	500 IND PKWY SPRINKLER ELECTRICITY	32.77
	WWTP ELECTRICITY	3,886.32
	JPD ELECTRICITY	426.99
	FREEDOM MEMORIAL ELECTRICITY	71.67
	CEMETERY ELECTRICITY	26.48
	DDA PARKING LOT LIGHTS	74.11
	FAST PARK ELECTRICITY	60.55
	CITY HALL SECOND FLOOR ELECTRICITY	22.43
	EMERGENCY SIREN ELECTRICITY	22.71
	JFD TRUCK BAY ELECTRICITY	149.10
	JFD TRAINING ROOM ELECTRICITY	129.83
	RADIO TOWER ELECTRICITY	40.72
	CITY HALL ELECTRICITY	376.29
	DPW BUILDING ELECTRICITY	70.20
	WRIGHT ST PARK ELECTRICITY	24.11
	598 IND PKWY ELECTRICITY	22.85
	WATER TOWER ELECTRICITY	57.47
	100 DEAL PKWY ELECTRICITY	24.95
		14,587.69
CURRENT OFFICE SOLUTIONS	REC - SUPPLIES	151.12
	OFFICE/OPERATING SUPPLIES	325.71
	OFFICE SUPPLIES	69.18
		546.01
DORNBOS SIGN & SAFETY INC	RAIL TRAIL SIGN	42.94

08/12/2016
 User: LSPAHR
 DB: Jonesville

CITY OF JONESVILLE
 INVOICE APPROVAL LIST
 08/18/2016

Page: 2/3

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
FASTENAL	SIGN SUPPLIES	109.26
	RAIL TRAIL - BOLTS FOR SIGN	23.91
		133.17
FIRST NATIONAL BANK OMAHA	MML CONVENTION RESERVATION DEPOSITS	1,712.88
	MML CONVENTION RESERVATION DEPOSITS	1,180.92
		2,893.80
GALLS	JPD - UNIFORMS	357.95
	JPD - UNIFORMS	178.93
		536.88
HILLSDALE COUNTY CENTRAL DIS	JPD - ANNUAL MOBILE SOFTWARE MAINT	222.96
HILLSDALE COUNTY TREASURER	2015 TAX ADMIN FEE BILLBACK	3.42
	2015 TAX ADMIN FEE BILLBACK	6.58
		10.00
HILLSDALE DAILY NEWS	AD - LAB TECH/MAINT WORKER	77.85
	AD - LAB TECH/MAINT TECH	295.00
	AD - ZBA HEARING NOTICE	103.80
		476.65
HILLSDALE HOSPITAL	JFD - TESTING	67.90
HYDROCORP, INC	CROSS CONNECTION PROGRAM	545.00
JONESVILLE BUSINESS ASSOC.	REC - COACH THANK YOU GIFTS	600.00
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	323.93
JONESVILLE LUMBER	CEMETERY REPAIRS	117.36
KENNEDY INDUSTRIES, INC.	WWTP - SUBMERSIBLE PUMP & INSTALLATION	17,005.00
MCLAIN, CLEM	FREEDOM MEMORIAL REPAIRS	401.41
MERIT NETWORK INC	ANNUAL MEMBERSHIP	3,330.00
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS SERVICE	32.54
	JFD GAS SERVICE	213.97
	JPD GAS SERVICE	77.67
	WWTP GAS SERVICE3	487.66
	DPW GAS SERVICE	91.14
	CITY HALL GAS SRVICE	98.32
	GAS LIGHT SERVICE	11.00
		1,012.30
MICHIGAN LAWN & LANDSCAPE	MOWING/WEED CONTROL	2,204.70
	MOWING	2,117.54
		4,322.24
MICHIGAN MUNICIPAL LEAGUE	AD - FIRE TRUCKS/POLICE CAR/DPW TRUCK	127.20
	DA - WWTP POSITION	49.40
		176.60
MICHIGAN POLICE EQUIPMENT CO	JPD - AMMUNITION	315.00
MML WORKERS COMPENSATION FUN	WROK COMP QUARTERLY INVOICE	4,709.00
NORTH EAST FABRICATION CO, I	MTP - DRILL BIT SET	80.00
OASIS CAR WASH	JPD - JUNE CAR WASHES	30.00
	JPD - JULY CAR WASHES	6.00
		36.00
PERRY PROTECH	COPIER REPAIR	516.93
	COPIER REPAIR	136.00
		652.93
POINT RENTAL & SALES	WWTP - REPAIR 3" TRASH PUMP	1,286.94
POSTMASTER	POSTAGE - WATER/SEWER BILLS	282.46
POWERS CLOTHING, INC.	JPD - UNIFORM ALTERATIONS	7.00
REPUBLIC WASTE SERVICES	CITY HALL/WWTP/DPW TRASH REMOVAL	90.00
	JPD/JFD TRASH SERVICE	59.00
	DOWNTOWN/PARKS TRASH SERVICE	89.78
		238.78
SLC METER, LLC	WATER - SUPPLIES	421.35
	WATER SUPPLIES	460.80
		882.15
SPEEDWAY SUPERAMERICA, LLC	GASOLINE	784.40
SPICER GROUP, INC	RAIL TRAIL CONSTRUCTION ADMIN	6,449.50
STILLWELL FORD-MERCURY, INC.	JPD - 16 FORD OIL CHANGE	31.75

08/12/2016
User: LSPAHR
DB: Jonesville

CITY OF JONESVILLE
INVOICE APPROVAL LIST
08/18/2016

Page: 3/3

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
STOCKHOUSE CORPORATION	JPD - ID BADGE	10.00
US BANK	SEWER BOND FEES	500.00
USA BLUEBOOK	WATER - IRON COLORIMETER/SUPPLIES	969.27
	WATER - SUPPLIES	58.98
		1,028.25
USALCO	WWTP - OPERATING SUPPLIES	4,397.00
VERIZON WIRELESS	DPW CELL PHONE	25.00
WALMART COMMUNITY	OPERATING SUPPLIES	108.27
WORKHEALTH	JPD - EMPLOYEE PHYSICAL	191.00
	DPW - EMPLOYEE PHYSICAL	191.00
		382.00
	Total:	86,412.60

YEAR SUMMARY 2016

Month	CITY	SCIPIO	FAYETTE	MUTUAL AID	TRAINING/MEETINGS
JANUARY	2	2	2	0	3
FEBRUARY	10	1	2	2	3
MARCH	3	1	1	1	3
QUARTER TOTAL	15	4	5	3	9
APRIL	2	2	4	3	6
MAY	3	3	1	5	3
JUNE	4	2	1	4	8
QUARTER TOTAL	9	7	6	12	17
JULY	2	2	3	1	1
AUGUST					
SEPTEMBER					
QUARTER TOTAL					
OCTOBER					
NOVEMBER					
DECEMBER					
QUARTER TOTAL					
YEAR TOTAL					

Notes:

Jonesville Fire Department Report

2016

2016

[illegible]

Notes:

MONTHLY OPERATING REPORT

July 2016

SUBMITTED: August 11, 2016

WATER FLOW

MAXIMUM	307,000
MINIMUM	147,000
AVERAGE	245,600
TOTAL	7.613 MG

WASTEWATER FLOW

MAXIMUM	285,700
MINIMUM	232,900
AVERAGE	256,200
TOTAL	7.9415 MG

CALLOUTS: None

OPERATION & MAINTENANCE

The plant was in compliance with the NPDES permit limitations during the month of July 2016.

The trickling filter bubbler system was repaired.

Lagoon invoices totaling \$5,994.00 were prepared and submitted to City Hall.

Second quarter drinking water invoices totaling \$3,620.00 were prepared and submitted to City Hall.

Biotech Agronomics was on site and land injected 178,500 gallons of processed biosolids.

PLANT EFFICIENCY—July 2016

5-Day Biochemical Oxygen Demand

NPDES Permit Limit in July 2016—4 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—3.7 mg/l

Average Percent Removal from the Raw Wastewater—98.4%

Total Suspended Solids

NPDES Permit Limit in July 2016—20 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— 2.6 mg/l

Average Percent Removal from the Raw Wastewater—95.3%

Total Phosphorus

NPDES Permit Limit in July 2016—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—0.4 mg/l

Average Percent Removal from the Raw Wastewater—90.0%

Ammonia Nitrogen

NPDES Permit Limit in July 2016—0.5 mg/l Monthly Average

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—0.329 mg/l

Average Percent Removal from the Raw Wastewater—98.2 %

Jonesville Daily Maximum—0.943 mg/l

Jonesville Dept of Public Works

July 2016

Monthly Report

	Maintenance	Salt	Sand	Chloride	COLD MIX
STATE HIGHWAYS	2 HRS DT 0 HR OT	0 Tons	0	0 Bags	0 Ton
MAJOR ROADS	0 HR DT 0 HR OT	0 Tons	0	0 Bags	0 Ton
LOCAL ROADS	0 HR DT 0 HR OT	0 Tons	0	0 Bags	0 Ton
PARKING LOTS	0 HR DT 0 HR OT	0 Ton	0	0	0 Tons
POLICE STATION	0 HR OT	0	0	0	0
FIRE DEPARTMENT	0 HR DT	0	0	0	0
DPW DEPT	0 HR OT				
DDA SIDEWALKS	0 HR OT				
WATER	0 HR DT 0 HR OT				
State Police	0 HR OT	0 Tons			

There was 1 call out

The call out on State Hyw. was for concrete blocks in the street, corner of M-99 & Olds St.

We finished up maintaining the ball fields this month for the Recreation program.

The Sauk Theatre banner was put up in Fast Park.

We have been watering all of the flowers and tree's and bushes for DDA & Rail Trail.

We have been picking up brush for the weekly Yard Waste Program.

All of the road edges were mowed on State, Major & Local Streets.

The vacant property's at 448 E. Chicago St. & 394 W. Chicago St. were mowed.

Water Meters were read for the month of July.

The Rail Trail was mowed.

The retention pond behind the Fire Station was dug out.

We repaired all of the faucets at the Cemetery & put up non-drinking water sign's.

Kevin Collins was hired as are full time worker.

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 JULY 2016

Total Incidents: 76 written incident reports.

Non-Aggravated Assault: 0

B&E: 1

Larceny: 0

Motor Vehicle Theft: 0

Theft from Motor Vehicle: 0

Domestic Assault: 0

Disorderly Conduct: 1

Operating While Intox: 1

Other Larceny: 2

Fraud: 4

Retail Fraud: 6

Embezzlement: 1

Public Roadway Accidents: 5

Private Property Accidents: 5

Other Arrests: 4 (warrants, traffic, etc.)

Non Violent Domestic: 0

Civil Matter/Family Disputes: 3

Medical Emergency: 10

Alarms: 4

Natural Death: 0

Suspicious Situations: 8

General Assistance: 15

Traffic/Moving Violations: 13

Warrants Received from Prosecutor: 6

Juvenile Petitions: 0

July Patrol Shift Coverage: 94%

AUGUST FOCUS

Prosecutor Training

Heritage Lane Opening

Part-Time Hire Process



City of
Jonesville

265 E. Chicago Street, Jonesville, MI 49250

(517) 849-2104
(517) 849-9037 Fax

www.jonesville.org
manager@jonesville.org

**SUNSET VIEW CEMETERY ACTIVITY REPORT
JULY 2016**

	Lot Sales*	Interments				Foundations Purchased	Burial Rights Transfers	Disinterments
		Adult	Child	Infant	Cremation			
January	2	2	0	0	0	0	0	0
February	2	2	0	0	0	0	0	0
March	2	1	0	0	0	3	0	0
April	0	2	0	0	0	3	0	0
May	6	0	0	0	5	1	0	0
June	2	2	0	0	2	0	0	0
July	0	0	0	0	1	2	0	0
2016 Totals	14	9	0	0	8	9	0	0

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

June/July Activities:

- Budget
- Water spigots
- Tree trimming

August/September Focus:

- Tree pruning and select removal
- Headstone repair