



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
FEBRUARY 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 2016-01 – Meetings of the Board of Review | [ROLL CALL][Action Item] |
| B. Award Bid – Jonesville Rail Trail Construction | [Action Item] |
| C. Resolution 2016-02 – Jonesville Rail Trail Maintenance | [ROLL CALL][Action Item] |
| D. Affirm Election Commission Appointments | [Action Item] |
| E. Planning Commission 2016 Work Plan | [Action Item] |
| F. Six-Month Budget Comparison | [Informational Item] |
| G. Public Water System Operations | [Informational Item] |

7. COUNCIL MINUTES

- | | |
|--|---------------|
| A. Consider minutes of January 6, 2016 regular meeting | [Action Item] |
|--|---------------|

8. ACCOUNTS PAYABLE

- | | |
|--|---------------|
| A. Accounts Payable for February 2016 totalling \$161,149.04 | [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 2015 Annual Report – Chief Lance
- E. Cash Report – Finance Director Spahr
- F. Manager Report


10. ADJOURNMENT



City of Jonesville

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

6. A. Resolution 2016-01 – Meetings of the Board of Review [ROLL CALL][Action Item]

The attached resolution would establish the meeting dates and times for the Board of Review, to occur in City Hall during the first and third weeks of March on the days and times noted. I recommend approval of the resolution. A roll call vote is required. *Please refer to the attached Resolution 2016-01.*

6. B. Award Bid – Jonesville Rail Trail Construction [Action Item]

Sealed bids were opened from eight bidders on the morning of Thursday, February 11th. Our design engineer, the Spicer Group, is currently reviewing the bids received to assure that they are complete and follow the specifications. In addition, some bidders proposed some volunteer bid alternates aimed at reducing the cost of the project. On initial review, it appears that Parrish Construction out of Quincy is the low bidder. Once Spicer has completed its review of the bids, they will compile a complete bid tabulation and recommendation, including action on any appropriate bid alternates. I expect to have that information prior to the meeting on Wednesday for Council's action. While I would not ordinarily place an item on the agenda without information, I appreciate your patience as we review the higher than expected number of bids. We obviously are interested in acting at this time to assure that the project can stay on schedule for a spring construction.

6. C. Resolution 2016-02 – Jonesville Rail Trail Maintenance [ROLL CALL][Action Item]

A portion of the Rail Trail will be built in the Beck Street right-of-way. Beck Street is under the jurisdiction of the Michigan Department of Transportation (MDOT). As a condition of issuing a permit to allow construction of the pathway, MDOT requires that we approve a resolution to state that the City will maintain the pathway in their right-of-way. I recommend approval of the attached resolution, which is based on a template provided by MDOT. A roll call vote is required. *Please refer to the attached Resolution 2016-02.*

6. D. Affirm Election Commission Appointments [Action Item]

In 2014, Council appointed Clerk Cindy Means, Finance Director Lenore Spahr, and City Manager Jeff Gray to serve on the Election Commission, pursuant to Section 4.13 of the City Charter. The Commission appoints Election Inspectors and prescribes election procedure where there is doubt about procedure. It is recommended that Council affirm that the appointments will continue for the March and August primary elections and the November general election in 2016. A motion is necessary to approve the appointments.

6. E. Planning Commission 2016 Work Plan [Action Item]

The Planning Commission has approved the attached work plan for 2016. A priority task is the 5-year review and update of the Master Land Use Plan. The Commission also intends to support implementation of the Recreation Master Plan, and coordination of its activities with other City boards and commissions. The Planning Commission has also appointed an ad-hoc committee to review amendments to the Zoning Ordinance, as time allows. I recommend a motion to receive and approve the Planning Commission 2016 Work Plan. *Please refer to the attached Work Plan.*

6. F. Six-Month Budget Comparison

[Informational Item]

The Fiscal Year 2016 six month budget comparison (July 1, 2015-December 31, 2015) is attached for your review. Overall, we are in compliance with our anticipated budgeted revenue and expenditures. Finance Director Spahr will provide additional clarification as necessary regarding the line items that exceed half of the budgeted expense as of December 31st. *Please refer to the attached six month budget comparison summary.*

6. G. Public Water System Operations

[Informational Item]

With the recent crisis in Flint, there have been some questions regarding the testing and operational protocols that we have in place. This item is reserved for a presentation by staff on the procedures and operations that we have in place that will assure that a similar occurrence will not take place here.

2016-01

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – MEETINGS OF THE BOARD OF REVIEW

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 February, 2016, at 6:30 p.m.

PRESENT:

ABSENT:

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

WHEREAS, Chapter 10 of the Jonesville City Charter provides the minimum meeting requirements of the Board of Review; and

WHEREAS, Section 10.10 of said Charter states that the City Council shall designate the sessions and place of said meetings.

NOW, THEREFORE BE IT HEREBY RESOLVED, that the Board of Review shall convene in City Hall, located at 265 E. Chicago Street, Jonesville, Michigan, for the following sessions:

First Session: commencing on Monday, March 7th at 6:00 p.m. and continuing as much longer as may be necessary for the purpose of considering and correcting the roll.

Second Session: Monday, March 21st, from 3:00 p.m. to 9:00 p.m.; and Tuesday, March 22nd from 9:00 a.m. to 3:00 p.m., and continuing as long as may be necessary for the purpose of hearing appeals of property assessments.

AYES: Council Members:

NAYS: Council Members:

ABSENT: Council Members:

Cynthia D. Means, City 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 February, 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.

Cynthia D. Means, City Clerk

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – JONESVILLE RAIL TRAIL MAINTENANCE

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 February, 2016, at 6:30 p.m.

PRESENT:

ABSENT:

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

WHEREAS, the City of Jonesville intends to construct a 1.4 mile non-motorized pathway along the abandoned North-South Railway corridor in the City, a portion of the Beck Street right-of-way (ROW) and Gaige Street ROW, in accordance with the plans prepared by the Spicer Group dated January, 2016 (Project No. 121243SG2014), also known as the Jonesville Rail Trail; and

WHEREAS, the project is intended to enhance and improve recreational opportunities within the City of Jonesville and provide expanded safe non-motorized transportation facilities for pedestrians, cyclists, and others; and

WHEREAS, the City of Jonesville will be responsible for the operation and maintenance of the non-motorized pathway; and

WHEREAS, the Michigan Department of Transportation (MDOT) has requested confirmation that the City of Jonesville will operate and maintain the portion of the non-motorized pathway that is located in the MDOT ROW of Beck Street.

NOW, THEREFORE BE IT HEREBY RESOLVED, the City of Jonesville will be responsible for the maintenance of the 1.4 mile non-motorized pathway, including the portion located within the MDOT ROW of Beck Street in accordance with the attached Maintenance Plan.

AYES: Council Members: _____

NAYS: Council Members: _____

ABSENT: Council Members: _____

Cynthia D. Means, 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 February, 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.

Cynthia D. Means, Clerk

Jonesville Rail Trail – Proposed Maintenance Plan (Attachment to Resolution 2016-02)

The City of Jonesville will be responsible for the maintenance of the 1.4 mile non-motorized pathway, along the abandoned North-South Railway corridor in the City, a portion of the Beck Street right-of-way (ROW) and Gaige Street ROW, as depicted on the plans prepared by the Spicer Group dated January, 2016 (Project No. 121243SG2014), also known as the Jonesville Rail Trail. Operation and maintenance shall include the portion of the non-motorized pathway located within the MDOT ROW of Beck Street in accordance with the following.

Contact information is:

City of Jonesville
Attn: Jeffrey M. Gray, City Manager
265 E. Chicago Street
Jonesville, MI 49250
(517) 849-2104

The City will perform routine maintenance duties by City of Jonesville DPW staff or qualified contractors, hired by the City of Jonesville.

Maintenance Activities to Include:

- Periodic inspection of the concrete and asphalt surfaces
- Ensure ADA compliance, note cracks and prioritize needed repairs to concrete and asphalt surfaces
- Periodically inspect railroad safety markings
- Brush/clean significant snow or ice accumulation
- Graffiti removal, as needed

2016 Planning Commission Work Program

The Planning Commission is required by statute to submit a proposed work program to its legislative body, the City Council. The proposed work program should outline current objectives of the Planning Commission both short term (2016) and long term projects. These requirements are associated with the Municipal Planning Act, PA 284 of 1931 and PA 33 of 2008 (Planning & Enabling Act).

2016 Planning Commission Primary Objectives:

1. Master Land Use Plan Update
2. Support Recreation Master Plan Implementation
3. Fiscal Year 2015-16 Infrastructure Projects Review-as needed
4. Development Coordination

2016 Planning Commission Secondary Objectives: (as time allows)

1. Ordinance Review:
 - a. Two Family and Transient Dwellings (Air BNB)
 - b. Sign Regulations
 - c. Others as needed

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 12/31/2015

DESCRIPTION	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	2015-16 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 101 - GENERAL FUND				
TOTAL Revenues	752,606.68	1,365,707.63	55.11%	Property taxes
Expenditures				
101-CITY COUNCIL	11,585.22	25,100.00	46.16%	
172-CITY MANAGER	48,697.86	102,200.00	47.65%	
191-ELECTIONS	87.50	7,000.00	1.25%	
218-GENERAL OFFICE	94,151.05	200,515.00	46.95%	
247-BOARD OF REVIEW	242.22	1,000.00	24.22%	
253-TREASURER	2,239.74	2,400.00	93.32%	
257-ASSESSOR	5,536.50	25,500.00	21.71%	
258-DATA PROCESSING/COMPUTER DE	4,343.80	11,025.00	39.40%	Merit/BS&A annual contracts
265-CITY HALL	6,244.54	12,017.00	51.96%	
276-CEMETERY	28,712.61	50,100.00	57.31%	DPW labor/equip-brush pile
301-POLICE DEPARTMENT	148,055.88	317,641.12	46.61%	
336-FIRE DEPARTMENT	36,577.07	124,643.00	29.35%	
410-PLANNING & ZONING COMMISSIO	2,780.07	12,684.00	21.92%	
441-RADIO TOWER PROPERTY	267.08	-		To be reclassified
442-PARKING LOTS	5,088.25	13,775.00	36.94%	
443-SIDEWALKS	11.84	4,780.00	0.25%	
444-DEPT. OF PUBLIC WORKS	8,577.13	17,595.00	48.75%	
448-STREET LIGHTING	15,780.85	36,000.00	43.84%	
526-SANITARY LAND FILL	225.83	5,999.00	3.76%	
751-RECREATION DEPARTMENT	5,804.49	40,965.00	14.17%	
770-PARKS	5,329.15	15,175.00	35.12%	
780-RAIL/TRAIL	2,968.54	360,600.00	0.82%	
858-FRINGE BENEFITS	23,070.61	33,435.00	69.00%	
865-INSURANCE	12,023.00	13,000.00	92.48%	Annual renewal
TOTAL Expenditures	468,400.83	1,433,149.12	32.68%	
NET OF REVENUES & EXPENDITURES	284,205.85	(67,441.49)		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 12/31/2015

DESCRIPTION	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	2015-16 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 202 - MAJOR STREETS FUND				
TOTAL TOTAL Revenues	85,749.67	146,010.00	58.73%	
Expenditures				
465-ROUTINE MAINTENANCE	22,201.11	71,395.00	31.10%	
474-TRAFFIC CONTROL	1,432.36	3,080.00	46.51%	Striping
478-WINTER MAINTENANCE	1,280.24	21,410.00	5.98%	
900-ADMINISTRATION	40,339.00	50,123.25	80.48%	
TOTAL Expenditures	65,252.71	146,008.25	44.69%	
NET OF NET OF REVENUES & EXPENDITURES	20,496.96	1.75		
Fund 203 - LOCAL STREETS FUND				
TOTAL TOTAL Revenues	204,834.31	233,395.41	87.76%	Property taxes
Expenditures				
465-ROUTINE MAINTENANCE	32,648.54	75,620.00	43.17%	
474-TRAFFIC CONTROL	1,069.35	2,864.00	37.34%	
478-WINTER MAINTENANCE	1,312.74	17,855.00	7.35%	
900-ADMINISTRATION	42,302.86	129,569.50	32.65%	
TOTAL Expenditures	77,333.49	225,908.50	34.23%	
NET OF REVENUES & EXPENDITURES	127,500.82	7,486.91		
Fund 211 - STATE HIGHWAY FUND				
TOTAL Revenues	9,487.71	25,851.00	36.70%	
Expenditures				
465-ROUTINE MAINTENANCE	5,694.26	11,650.00	48.88%	Mowing roadsides
474-TRAFFIC CONTROL	835.12	550.00	151.84%	City Limit Sign Installation
478-WINTER MAINTENANCE	1,452.69	10,650.00	13.64%	
900-ADMINISTRATION	940.18	3,000.00	31.34%	
TOTAL Expenditures	8,922.25	25,850.00	34.52%	
NET OF NET OF REVENUES & EXPENDITURES	565.46	1.00		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 12/31/2015

DESCRIPTION	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	2015-16 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 24 Fund 247 - LOCAL DEVELOPMENT FINANCE AUTHORITY				
TOTAL Revenues	270,901.91	309,403.25	87.56%	
Expenditures				
729-DEVELOPMENT ACTIVITIES	27,489.06	238,929.00	11.51%	
TOTAL Expenditures	27,489.06	238,929.00	11.51%	
NET OF REVENUES & EXPENDITURES	243,412.85	70,474.25	345.39%	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY				
TOTAL TOTAL Revenues	93,028.99	132,987.53	69.95%	
Expenditures				
442-PARKING LOTS	661.29	14,975.00	4.42%	
443-SIDEWALKS	384.56	2,371.00	16.22%	
729-DEVELOPMENT ACTIVITIES	15,401.42	35,319.00	43.61%	
733-DOWNTOWN/STREETSCAPE	8,799.24	21,145.00	41.61%	
895-PROMOTIONS	5,201.96	8,715.00	59.69%	Put up/take down decorations
897-OTHER ACTIVITIES	7,885.50	57,271.00	13.77%	
TOTAL Expenditures	38,333.97	139,796.00	27.42%	
NET OF REVENUES & EXPENDITURES	54,695.02	(6,808.47)		
Fund 301 - GENERAL DEBT SERVICE FUND				
TOTAL TOTAL Revenues	51,539.25	159,023.50	32.41%	
Expenditures				
906-MAJOR STREET BOND	33,712.50	36,870.00	91.44%	November principal payment
907-D.D.A. BOND	7,885.50	57,271.00	13.77%	
908-LOCAL STREET BOND	9,941.25	64,882.50	15.32%	
TOTAL Expenditures	51,539.25	159,023.50	32.41%	
NET OF REVENUES & EXPENDITURES	-	-		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 12/31/2015

DESCRIPTION	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	2015-16 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 590 - SEWER SYSTEM FUND				
TOTAL Revenues	366,768.79	727,915.65	50.39%	
Expenditures				
527-SEWAGE DISPOSAL	455,312.40	1,058,625.26	43.01%	
TOTAL Expenditures	455,312.40	1,058,625.26	43.01%	
NET OF REVENUES & EXPENDITURES	(88,543.61)	(330,709.61)	26.77%	
Fund 591 - WATER SUPPLY SYSTEM FUND				
TOTAL Revenues	160,131.69	331,036.12	48.37%	
Expenditures				
536-IRON REMOVAL PLANT	79,496.65	292,620.00	27.17%	
537-WATER DISTRIBUTION SYSTEM	36,030.87	88,480.00	40.72%	
TOTAL Expenditures	115,527.52	381,100.00	30.31%	
NET OF REVENUES & EXPENDITURES	44,604.17	(50,063.88)		
Fund 66 Fund 661 - MOTOR VEHICLE POOL FUND				
TOTAL Revenues	56,948.52	178,000.00	31.99%	
Expenditures				
270-DPW BUILDING AND GROUNDS	7,566.02	21,189.00	35.71%	
896-MOTOR VEHICLE POOL	175,561.71	602,670.00	29.13%	
TOTAL Expenditures	183,127.73	623,859.00	29.35%	
NET OF REVENUES & EXPENDITURES	(126,179.21)	(445,859.00)	28.30%	
Fund 703 - CURRENT TAX FUND				
TOTAL Revenues	67.01	-		Savings account interest
NET OF REVENUES & EXPENDITURES	67.01	-		

****Subject for Council Approval****

**JONESVILLE CITY COUNCIL
Minutes of January 6, 2016**

A meeting of the Jonesville City Council was held on Wednesday, January 6, 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, Tim Bowman, Jerry Drake, Ron Hayes, Andy Penrose and David Steel. Also present: Manager Gray, Attorney Lovinger, Chief Lance, WWTP Supt. Mahoney, Treasurer Spahr, DPW Supt. Kyser and Fire Chief Adair,

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

The agenda was approved as presented.

A motion was made by Andy Penrose and supported by Ron Hayes to approve the agreement with the Jonesville American Legion Post 195 for the Ownership, Operation, and Maintenance of the Jonesville Freedom Memorial, and authorize the City of Manager to execute the same. All in favor. Motion carried.

A motion was made by Jerry Drake and supported by Ron Hayes to approve the agreement with the Jonesville Freedom Memorial Fund Agreement with the Hillsdale County Community Foundation and authorize the City Manager and City Clerk to execute the same. All in favor. Motion carried.

Jerry Drake made a motion and was supported by Ron Hayes approve the Council minutes of December 16, 2015. All in favor. Motion carried.

A motion was made by David Steel and supported by Andy Penrose to approve the Accounts Payable for January 2016 in the amount of \$51,379.57 All in favor. Motion carried.

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

Manager Gray provided a presentation on Trends Forum.

A motion was made by Gerry Arno and supported by Ron Hayes to adjourn at 7:15 p.m. All in favor. Motion carried.

Submitted by:

Cynthia D. Means
Clerk

02/12/2016
User: LSPAHR
DB: Jonesville

CITY OF JONESVILLE
INVOICE APPROVAL LIST
02/18/2016

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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
ALPHA SIGNS	MVP/JPD - CITY DECALS	75.00
AMERICAN COPPER & BRASS, LLC	DDA - STREET LIGHT BULBS	217.64
APOLLO FIRE EQUIPMENT CO.	JFD - BULLOCH/TURN OUT GEAR	2,160.00
ARROW UNIFORM RENTAL	UNIFORM RENTAL	298.87
AT&T	LOCAL/LONG DISTANCE	1,131.66
	CITY PHONE SERVICE	1,001.67
		2,133.33
AT&T MOBILITY	CELL PHONES	139.60
BAKER'S LAWN CARE, LLC	JAN BURIALS	976.40
	CEMETERY - JANUARY SEXTON SERVICES	2,275.00
	CEMETERY - OCT-DEC BURIALS/FOUNDATIONS	1,324.00
		4,575.40
BEAVER RESEARCH COMPANY	WWTP - SUPPLIES	94.75
BIOLOGICAL RESEARCH SOLUTION	WATER - TESTING	25.00
BRINER OIL CO., INC.		44.12
	MVP - BULK TANK	296.56
	MVP - BULK TANK	119.86
	JFD - GASOLINE	29.73
		490.27
BROOKS, BETSY	CEMETERY - DATA ENTRY	346.50
	CEMETERY - DATA ENTRY	539.00
	CEMETERY DATA ENTRY	451.00
		1,336.50
BROOKS, JAMIE	CITY HALL CLEANING	100.00
	JPD CLEANING SERVICES	100.00
		200.00
CITY OF JONESVILLE	DDA BLDG - WATER/SEWER	65.26
	WRIGHT ST PARK PAVILLION - WATER/SEWER	33.74
	JPD - WATER/SEWER	33.23
	JFD - WATER/SEWER	55.67
	WWTP - WATER/SEWER	367.57
	DPW BLDG - WATER/SEWER	43.72
	CITY HALL -- WATER/SEWER	43.72
	DDA BUILDING WATER/SEWER	65.26
	CITY HALL WATER/SEWER	43.72
	WWTP WATER/SEWER	312.48
	DPW BUILDING WATER/SEWER	43.72
	JFD - WATER/SEWER	49.01
	JPD - WATER/SEWER	43.72
	WRIGHT ST PARK WATER/SEWER	33.74
		1,234.56
COMPASS MINERALS AMERICA	SALT	3,212.70
	SALT	3,069.64
		6,282.34
CONSUMERS ENERGY	LDFA - 500 IND PKWY ELECTRICITY	39.64
	LDFA - 100 DEAL PKWY ELECTRICITY	26.98
	WATER TOWER ELECTRICITY	65.22
	LDFA - 598 IND PKWY ELECTRICITY	22.85
	WRIGHT ST PARK ELECTRICITY	24.20
	DPW BUILDING ELECTRICITY	232.83
	CITY HALL ELECTRICITY	213.16
	RADIO TOWER ELECTRICITY	46.84
	JFD ELECTRICITY	137.44
	JFD TRAINING ROOM ELECTRICITY	80.69
	EMERGENCY SIREN ELECTRICITY	22.59
	CITY HALL SECOND FLOOR ELECTRICITY	22.59
	FAST PARK ELECTRICITY	61.36
	DDA - PARKING LOT LIGHTS	92.41
	CEMETERY ELECTRICITY	24.71
	FREEDOM MEMORIAL ELECTRICITY	99.72
	JPD ELECTRICITY	201.30
	WWTP ELECTRICITY	3,576.49

02/12/2016
User: LSPAHR
DB: Jonesville

CITY OF JONESVILLE
INVOICE APPROVAL LIST
02/18/2016

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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	WWTP - ELECTRICITY	4,422.63
	WRIGHT ST PARK PAVILLION ELECTRICITY	24.59
	DPW BUILDING - ELECTRICITY	177.94
	CITY HALL - ELECTRICITY	218.24
	RADIO TOWER - ELECTRICITY	30.32
	JFD - TRUCK BAY ELECTRICITY	153.66
	JFD - TRAINING ROOM ELECTRICITY	94.60
	JFD - EMERGENCY SIREN ELECTRICITY	22.59
	CITY HALL - SECOND FLOOR ELECTRICITY	22.59
	FAST PARK - ELECTRICITY	503.18
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	109.14
	CEMETERY - ELECTRICITY	25.91
	JPD - ELECTRICITY	235.44
	DDA BUILDING - ELECTRICITY	790.36
	IRP - ELECTRICITY	1,459.68
	DDA - PARKING LOT LIGHT	18.49
	CITY-WIDE STREET LIGHTS	2,235.45
	STREETSCAPE LIGHTS	670.16
	LDFA - SPRINKLER ELECTRICITY	33.39
	LDFA - SPRINKLER ELECTRICITY	45.38
	LDFA - SPRINKLER ELECTRICITY	23.13
	WATER TOWER ELECTRICITY	71.79
	DDA - UNMETERED PKG LOT LIGHTS	19.16
	CITY WIDE STREET LIGHTS	2,300.80
	DOWNTOW/PARKING LOT LIGHTS	681.52
	IRON REMOVAL PLANT	1,923.30
	DDA BUILDING ELECTRICITY	1,251.72
	FREEDOM MEMORIAL ELECTRICITY	123.82
		22,680.00
CROUCH ELECTRIC, LLC	DDA - REPAIR ST LT ELECTRIC	224.95
CURRENT OFFICE SOLUTIONS	OFFICE CHAIR/CASH DRAWER	325.21
	OFFICE/REC SUPPLIES	80.00
	ELECTIONS/UTILITY BILLING - SUPPLIES	43.40
	OFFICE SUPPLIES - W2'S & 1099'S	97.32
	JPD - OFFICE SUPPLIES	12.80
	WATER - OFFICE SUPPLIES	2.89
		561.62
CUTLER-DICKERSON CO.	RADIO TOWER - PROPANE	26.07
DH WIRELESS SOLUTIONS	JPD - IN CAR MODEM	736.45
FASTENAL	WWTP - REPAIRS	45.51
FIRST NATIONAL BANK OMAHA	MEMBER RENEWALS/CONFERENCES/SUPPLIES	1,254.62
	DECORATIONS/SUPPLIES/CONFERENCES	731.09
		1,985.71
FLOYD'S RIGGING & MACH MOVER	WWTP - CRANE/CLARIFIER GEAR REDUCER	1,272.00
GODFREY BROS., INC.	MVP - TRUCK MAINTENANCE	38.08
GRAINGER	WWTP - SUPPLIES	235.80
	WWTP - SUPPLIES	50.75
		286.55
HAYES, RON	R2PC MEETING	18.98
HILLS CO CHAMBER OF COMMERCE	DDA - MEMBERSHIP RENEWAL	195.00
HILLSDALE CO ECON DEVEL PART	LDFA - MEMBERSHIP RENEWAL	15,000.00
HILLSDALE COUNTY TREASURER	BOARD OF REVIEW TRAINING	40.00
HILLSDALE DAILY NEWS	AD - ADMIN ASSISTANT	226.65
	BID NOTICE - RAIL TRAIL	190.30
		416.95
HILLSDALE TRANSFER STATION	CITY HALL - SECOND FLOOR CLEANING	46.16
HYDROCORP, INC	WATER - CROSS CONNECTION PROGRAM	545.00
	WATER - CROSS CONNECTION PROGRAM	545.00
		1,090.00
IDEXX DISTRIBUTION CORP.	IRP - SUPPLIES	278.20
INFORMS	ELECTIONS - BAR CODE SCANNER	140.10
INTERACT PUBLIC SAFETY SYSTE	JPD - SOFTWARE MAINTENANCE CONTRACT	2,400.00

02/12/2016
User: LSPAHR
DB: Jonesville

CITY OF JONESVILLE
INVOICE APPROVAL LIST

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02/18/2016

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
JACKSON TRUCK SERVICE, INC.	MVP - SALT SPREADER/TRUCK 5	184.47
JIM EMALA	MVP - PICKUP TOOL BOX	225.00
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	116.34
	SUPPLIES/TOOLS/REPAIRS	234.05
	350.39	
JONESVILLE LUMBER	CITY HALL/DPW - REPAIRS	209.98
	MVP - SUPPLIES	18.62
	228.60	
MICHIGAN GAS UTILITIES	JFD - GAS/HEAT SERVICE	290.62
	JPD - GAS/HEAT SERVICE	97.58
	IRP - GAS/HEAT SERVICE	145.30
	GAS LIGHT SERVICE	10.11
	DPW GAS/HEAT SERVICE	214.83
	DDA BLDG - GAS/HEAT SERVICE	3,041.40
	WWTP - GAS/HEAT SERVICE	1,433.80
	CITY HALL - GAS/HEAT SERVICE	110.32
	5,343.96	
MICHIGAN METER TECHNOLOGY GR	WATER - METER GUN REPAIR	131.25
MICHIGAN MUNICIPAL LEAGUE	AD - ADMINISTRATIVE ASST	65.10
MML WORKERS COMPENSATION FUN	WORK COMP QUARTERLY INVOICE	3,129.00
NORTH EAST FABRICATION CO, I	MVP - GRINDER REPAIR	34.96
	MVP - OPERATING SUPPLIES	19.17
	MVP - OPERATING SUPPLIES	2.16
	MVP - TOOLS	33.16
	MVP - TOOLS	12.00
	MVP - SUPPLIES	11.37
	MVP - TRUCK REPAIRS	24.43
	137.25	
OASIS CAR WASH	JPD - CAR WASHES	30.00
	JPD - JAN CAR WASHES	36.00
	66.00	
PARKER, HAYES & LOVINGER, P.	LEGAL FEES	92.50
PERFORMANCE AUTOMOTIVE	SUPPLIES/TOOLS/REPAIRS	251.56
	MVP - SUPPLIES/REPAIRS	222.40
	473.96	
PERRY CORPORATION	COPIER TONER	104.62
PETTY CASH	PETTY CASH REIMBURSEMENT	194.10
POSTMASTER	ELECTION - STAMPS	224.00
	ELECTION AND W/S BILL POSTAGE	358.53
	582.53	
PRIORITY ONE EMERGENCY, INC	JPD - 16 FORD/PUSH BUMPER	666.00
	JPD - INSTALL IN-CAR MODEM/14 FORD	1,772.50
	2,438.50	
PSI PRINTING SYSTEMS, INC.	VOTER CARDS	74.76
REPUBLIC WASTE SERVICES	DPW/OFFICE/WWTP TRASH SERVICE	90.00
	JPD/JFD TRASH SERVICE	59.00
	PARKS/DOWNTOWN TRASH SERVICE	105.00
	DDA - UNMETERED PKG LOT LIGHTS	19.16
	CITY WIDE STREET LIGHTS	2,300.80
	DOWNTOW/PARKING LOT LIGHTS	681.52
	IRON REMOVAL PLANT	1,923.30
	DDA BUILDING ELECTRICITY	1,251.72
	6,430.50	
RS TECHNICAL SERVICES, INC.	WWTP - FINAL BILL/PLC UPGRADE	300.00
S.L.C. METER, LLC	WATER - SUPPLIES	128.01
SPEEDWAY SUPERAMERICA, LLC	GASOLINE	729.23
	GASOLINE	540.92
	1,270.15	
STATE OF MICHIGAN	MAJOR/LOCAL - SIGNAL ENERGY	125.69
STILLWELL FORD-MERCURY, INC.	MVP - 2016 FORD TRUCK/MUD FLAPS	89.98
	JPD - 2014 FORD/OIL CHANGE/FLUID/FILTER	52.75

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CITY OF JONESVILLE
INVOICE APPROVAL LIST
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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	JPD - 2016 FORD/OIL CHANGE	31.75
	174.48	
STOCKHOUSE CORPORATION	ACCOUNTS PAYABLE CHECKS PRINTED	130.00
	SPAHR - BUSINESS CARDS	52.50
	182.50	
TERRA CONTRACTING, LLC	SEWER CLEANING & TELEVISIONING	39,781.54
UNEMPLOYMENT INSURANCE AGENCY	DPW - UNEMPLOYMENT	3,192.00
USA BLUEBOOK	WWTP - SUPPLIES	81.90
	WWTP - SUPPLIES	386.72
	WWTP - OPERATING SUPPLIES	163.80
	WWTP - OPERATING SUPPLIES	297.08
	CREDIT - DUPLICATE PAYMENT	(51.38)
	WWTP - SUPPLIES	737.26
	WATER - SUPPLIES	33.87
	WWTP - SUPPLIES	327.16
	1,976.41	
USALCO	WWTP - OPERATING SUPPLIES	4,384.38
VERIZON WIRELESS	DPW - CELL PHONE	25.00
	JPD - IN CAR MODEM	42.61
	67.61	
WALMART COMMUNITY	OPERATING/OFFICE SUPPLIES	663.93
WAL-MART STORES, INC.	OPERATING/OFFICE SUPPLIES	336.04
WELLS EQUIPMENT SALES, INC.	MVP - REPAIRS	75.27
	MVP - TRUCK 3 REPAIRS	268.67
	343.94	
WESTECH, INC	WWTP - CLARIFIER GEAR REDUCER	13,727.39
	WWTP - FIELD SERVICE/CLARIFIER GEAR REDUCER	4,215.00
	17,942.39	
WINTER EQUIPMENT CO, INC.	MVP - UNDERBODY BLADES/DUMP TRUCKS	2,119.63
	MVP - BLADE/TRACTOR #1	541.26
	2,660.89	
WITMER PUBLIC SAFETY GROUP,	JFD - HELMET SHIELDS	471.00
WORKHEALTH	JFD - PHYSICAL	150.00
	Total:	161,149.04

YEAR SUMMARY 2015

Month	JEFF	SCHEIDT	PAVETTE	MUTUAL AID	TRAINING/MEETINGS
JANUARY	4	0	2	3	5
FEBRUARY	3	0	2	1	3
MARCH	3	1	3	5	2
QUARTER TOTAL	10	1	7	9	10
APRIL	2	3	3	5	7
MAY	0	4	2	3	5
JUNE	2	1	2	1	8
QUARTER TOTAL	4	8	7	9	20
JULY	3	3	1	4	7
AUGUST	3	1	0	3	5
SEPTEMBER	3	0	0	4	3
QUARTER TOTAL	9	4	1	11	15
OCTOBER	4	0	2	2	3
NOVEMBER	1	0	4	1	6
DECEMBER	2	2	6	2	2
QUARTER TOTAL	7	2	12	5	11
YEAR TOTAL	30	15	27	34	56

Notes:

Jonesville Fire Department Report

December

2015

Date	Type of call	Location	# of members
DEC-2	Business meeting	Station (Meeting)	14
DEC-4	1 Car rollover	Bean rd./ Bunn rd (Fayette)	8
DEC-11	2 car P.I.	Olds st./Gaige(City)	6
DEC-16	Clean-up	Station(Meeting)	9
DEC-24	Tree down	Litchfield/ Milnes(Scipio)	11
DEC-26	1 Car P.I.	Mosherville rd./Pope rd.(Scipio)	15
DEC-28	Smoke investigation	781 Olds st.(City)	10
DEC-28	Tree down W/wires	Ball rd./Milnes(Fayette)	7
DEC-28	Broken power pole	Hillsdale/Ball rd.(Fayette)	6
DEC-28	Tree down	Hillsdale/Ball rd.(Fayette)	11
DEC-29	Power lines down	Hillsdale/ Ball Rd.(Fayette)	9
DEC-29	Fire Alarm/ Structure/ False	3451 Halfmoon Lk. Rd.(Fayette)	9
DEC-30	Structure fire	6371 Mauck Rd.(Mutual aid) sta9	8
DEC-30	Lift Assist	462 E. Chicago(Mutual aid) REU	8

Notes:

YEAR SUMMARY 2016

Month	ACTY	SATPIO	P.VETTE	MUTUAL AID	TRAINING/MEETINGS
JANUARY	2	2	2	0	3
FEBRUARY					
MARCH					
QUARTER TOTAL					
APRIL					
MAY					
JUNE					
QUARTER TOTAL					
JULY					
AUGUST					
SEPTEMBER					
QUARTER TOTAL					
OCTOBER					
NOVEMBER					
DECEMBER					
QUARTER TOTAL					
YEAR TOTAL					

Notes:

Jonesville Fire Department Report

January

2016

[illegible]

Notes:

MONTHLY OPERATING REPORT

December 2015

SUBMITTED: January 22, 2016

WATER FLOW

MAXIMUM	281,000
MINIMUM	116,000
AVERAGE	181,200
TOTAL	5.616 MG

WASTEWATER FLOW

MAXIMUM	277,700
MINIMUM	227,000
AVERAGE	245,700
TOTAL	7.6164 MG

CALLOUTS: Three—Digester Boiler Failure.

OPERATION & MAINTENANCE

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

Performed lagoon analysis for Camden and Merry Lake.

Gen Power was on site to perform semi-annual maintenance on the generators at the water plant and the wastewater plant.

A new electric heater was installed in the chemical room at the water plant. Plant staff can easily remove the heater during the warmer months to lengthen the life of the heater. The fumes from the chemicals in the room will deteriorate metal surfaces.

All lab equipment was calibrated and certified. This is a program that we began last year in order to ensure quality lab results.

Completed and submitted a capital improvement plan for the water system to the MDEQ.

A water line on the trickling filter tower was repaired.

Invoices were prepared for the fall lagoon discharge season. The total amount was \$5,565.00. The spring and fall discharge invoices totaled \$10,650.00.

The lab floor was stripped and polished.

PLANT EFFICIENCY—December 2015

5-Day Biochemical Oxygen Demand

NPDES Permit Limit in December 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—3.7 mg/l

Average Percent Removal from the Raw Wastewater—98.3%

Total Suspended Solids

NPDES Permit Limit in December 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—1.8 mg/l

Average Percent Removal from the Raw Wastewater—97.3%

Total Phosphorus

NPDES Permit Limit in December 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—0.6 mg/l

Average Percent Removal from the Raw Wastewater—88.1%

Ammonia Nitrogen

NPDES Permit Limit in December 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—1.2793 mg/l

Average Percent Removal from the Raw Wastewater—96.4 %

Jonesville Daily Maximum—4.82 mg/l

Rick Mahoney

MONTHLY OPERATING REPORT

January 2016

SUBMITTED: February 09 , 2016

WATER FLOW

MAXIMUM	324,000
MINIMUM	111,000
AVERAGE	206,700
TOTAL	6.409 MG

WASTEWATER FLOW

MAXIMUM	279,800
MINIMUM	247,100
AVERAGE	260,900
TOTAL	8.087 MG

CALLOUTS: None

OPERATION & MAINTENANCE

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

The number 1 final clarifier was put back in to service after the gear reducer was replaced. The job entailed having a crane on site to lift the old reducer off and install the new one. We got really lucky with the weather on this project.

I attended the Wastewater Administrators Conference in Frankenmuth. As usual it was a very informative conference.

Terra Contracting was in town to clean and televise the last section of sanitary sewer between the lumber yard and the Wastewater Treatment Plant. The crew had to wait until the ground had frozen to get their equipment into place. I have not yet been able to review the cd's, however the crew leader said that the line was in very good shape.

PLANT EFFICIENCY—January 2016

5-Day Biochemical Oxygen Demand

NPDES Permit Limit in January 2016—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—5.0 mg/l

Average Percent Removal from the Raw Wastewater—97.7%

Total Suspended Solids

NPDES Permit Limit in January 2016—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—2.4 mg/l

Average Percent Removal from the Raw Wastewater—98.2%

Total Phosphorus

NPDES Permit Limit in January 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—0.6 mg/l

Average Percent Removal from the Raw Wastewater—89.4%

Ammonia Nitrogen

NPDES Permit Limit in January 2016—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—0.661 mg/l

Average Percent Removal from the Raw Wastewater—98.1 %

Jonesville Daily Maximum—2.60 mg/l

Rick Mahoney

Jonesville Dept of Public Works

December 2015

Monthly Report

	Maintenance	Salt	Sand	Chloride	COLD MIX
STATE HIGHWAYS	1 HR DT 1 HR OT	10 Tons	0	0	1/4 Ton
MAJOR ROADS	1 HR DT 1 HR OT	10 Tons	0	0	1/8 Ton
LOCAL ROADS	0 HR DT 1 HR OT	6 Tons	0	0	1/8 Ton
PARKING LOTS	0 HR DT 1 HR OT	1 Tons	0	0	1/4 Ton
POLICE STATION	0 HR OT	0	0	0	0
FIRE DEPARTMENT	0 HR DT	0	0	0	0
DPW DEPT	0 HR OT				0
DDA SIDEWALKS	0 HR OT				
WATER	2 HRS DT 3 HRS OT				
State Police	0 HR OT	1/4 Ton			

There were 2 call outs.

The 1 call out and overtime on State, Major, Local and parking lots was for plowing & salting.

The call out & overtime was to repair a broken water main on Strait Ct. on Christmas day.

Storm drains were cleaned on State, Major & Local Streets

All of State, Major & Local Streets were cold patched.

We finished picking up leaves with the leaf vac.

The leaf vac & box was cleaned and put away

All of the brush was picked up.

9 windows were replaced at the Klien Tools building as they were broke out.

The Grosvenor House Museum & Sauk Theatre banners were put up & taken down.

The second story of the City Hall was cleaned.

The Christmas lights were put on the DDA tree's.

Mike Kyser

Jonesville Dept of Public Works

January 2016

Monthly Report

	Maintenance	Salt	Sand	Chloride	COLD MIX
STATE HIGHWAYS	2 HR DT 0 HR OT	13 Tons	0	2 Bags	1/8 Ton
MAJOR ROADS	2 HR DT 0 HR OT	13 Tons	0	1 Bag	0 Ton
LOCAL ROADS	0 HR DT 1 HR OT	16.73 Tons	0	2 Bags	0 Ton
PARKING LOTS	0 HR DT 1 HR OT	2.75 Tons	0	0	1/8 Ton
POLICE STATION	0 HR OT	0	0	0	0
FIRE DEPARTMENT	0 HR DT	0.25 Tons	0	0	0
DPW DEPT	0 HR OT				0
DDA SIDEWALKS	0 HR OT				
WATER	0 HR DT 0 HR OT				
State Police	1/2 HR OT	1.25 Tons			

There were 2 call outs.

The 2 call outs and overtime on State, Major, Local and parking lots was for plowing & salting.

We hauled snow from Major & Local Streets & parking lots downtown.

Storm drains were cleaned on State, Major & Local Streets

All of State Hyw, was cold patched.

We cut one tree & a large limb that fell at the Cemetery from the wind storm.

Christmas tree's & brush around town was picked up.

Water meters were read for the month.

The front springs were replaced on dump truck #5 as they were broke.

The DDA Christmas lights were taken down.

Crouch Electric replaced the main breaker in the fuse box for the DDA lights as it burned out.

Mike Kyser

ZONING REPORT

2015

<u>NAME</u>	<u>ADDRESS</u>		<u>USE</u>	<u>DATE</u>
Wilma Cain	413 Baker Street	Approved	Deck	2/26/2015
Lucas Martin	405 Wright Street	Approved	Addition/House (2nd Floor)	3/10/2015
Dustin Lawless	414 East Street	Approved	Fence	3/17/2015
Mark Piper	464 Evans Street	Approved	Garage	3/17/2015
Goodwill	767 Olds Street	Approved	Sign/Wall	4/27/2015
CP&T (Hope House)	401 W. Chicago Street	Approved	Roof/Existing Building	4/29/2015
HC Chamber	Various Locations	Approved	Temporary Sign/Banner	5/5/2015
Travis Henson	201 Reading Avenue	Approved	Deck	5/11/2015
Dominic Padula	414 DeWitt Street	Approved	Driveway/Porch	5/19/2015
John Ciaravino	420 Maumee Street	Approved	Pool/Inground	5/19/2015
Jan Marchese	215 W. Chicago Street	Approved	Deck	5/19/2015
Pat Loper	204 Evans Street	Approved	Deck	5/19/2015
Ryan Males	460 Greenbriar	Approved	Deck	5/26/2015
John Ciaravino	416 Maumee Street	Approved	Demolition/House	6/8/2015
Charlie Burton	635 Wright Street	Approved	Handicap Ramp	6/29/2015
Melissa Williams	204 Hillcrest Court	Approved	Fence	8/6/2015
Kyle Rounds	514 Fayette Street	Approved	Driveway	8/12/2015
Eagles	439 Beck Street	Approved	Sign/Wall	8/11/2015
Craig Hall	309 Highland Street	Approved	Demolition/House	9/3/2015
Gerald Sheeley	522 W. Chicago Street	Approved	Garage	9/17/2015
Julie Gordon	410 Seneca Street	Approved	Fence	9/11/2015
Phyllis Clow	314 East Street	Approved	Fence	9/28/2015

<u>NAME</u>	<u>ADDRESS</u>		<u>USE</u>	<u>DATE</u>
Vicki Baker	400 Wright Street	Approved	Fence	10/19/2015
Charles Prasser	502 East Street	Approved	Garage	10/28/2015
Steve Young	126 Jermaine Street	Approved	Storage Building	10/30/2015
Scarlet Sager	120 Walnut Street	Approved	Fence	12/3/2015
Todd Shroats	467 E. Chicago Street	Approved	Fence	12/7/2015

Jonesville Police Department

116 West Chicago Road
Jonesville, Michigan. 49250

911 Police Service Administration (517) 849-2101

FAX (517) 849-2520

ACTIVITY SUMMARY DECEMBER 2015

Total Incidents: 62 written incident reports.

Non-Aggravated Assault: 0

Domestic Assault: 0

Family-Abuse-Neglect: 0

Motor Vehicle Theft: 0

Retail Fraud: 2

Other Larceny: 2

Fraud: 0

Obstructing Justice: 1

Nuisance Animals: 1

Violation of Controlled Substance Act: 2

Malicious Destruction of Prop: 0

OWI: 1

Public Roadway Accidents: 5

Private Property Accidents: 9

Other Arrests: 6 (warrants, traffic, etc.)

Non Violent Domestic: 1

Civil Matter/Family Disputes: 4

Medical Emergency: 6

Alarms: 4

Suspicious Situations: 10

General Assistance: 14

Ordinance Violation: 0

Traffic/Moving Violations: 5

Warrants Received from Prosecutor: 5

Juvenile Petitions: 0

December Patrol Shift Coverage: 99%

JANUARY FOCUS

Vehicle Equipment Installation

Patrol Phone Upgrade

Staff Meeting

Jonesville Police Department

116 West Chicago Road
Jonesville, Michigan. 49250

911 Police Service Administration (517) 849-2101

FAX (517) 849-2520

ACTIVITY SUMMARY JANUARY 2016

Total Incidents: 59 written incident reports.

Non-Aggravated Assault: 1

Domestic Assault: 3

Family-Abuse-Neglect: 0

Motor Vehicle Theft: 0

Retail Fraud: 3

Other Larceny: 1

Fraud: 0

Obstructing Justice: 2

Nuisance Animals: 0

Violation of Controlled Substance Act: 0

Malicious Destruction of Prop: 0

OWI: 0

Public Roadway Accidents: 7

Private Property Accidents: 1

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

Non Violent Domestic: 0

Civil Matter/Family Disputes: 2

Medical Emergency: 6

Alarms: 0

Suspicious Situations: 13

General Assistance: 12

Ordinance Violation: 0

Traffic/Moving Violations: 10

Warrants Received from Prosecutor: 11

Juvenile Petitions: 1

January Patrol Shift Coverage: 96%

FEBRUARY FOCUS

Training- LEIN- Cpl. Young/Datamaster- Ofc. Kuras/ Under 100- Young, Kuras, Cooley, Gardner.

Michigan Assoc. of Chiefs of Police Conference-Chief Lance

2015 YEAR END REPORT FOR JONESVILLE POLICE DEPARTMENT

Hillsdale County Central Dispatch

911 Central Dispatch Calls for Service

In 2015, 1434 emergency and 413 non-emergency calls were reported for a total of 1847.
In 2014, 1790 emergency and 411 non-emergency calls were reported for a total of 2201
In 2013, 1459 emergency and 408 non-emergency calls were reported for a total of 1867.
2015- Months for most calls for service: July, September, and November.

Hillsdale County Prosecutors Office

Warrants Received: 68

Warrants Denied: 2

Juvenile Petitions Received: 4

Juvenile Petitions Denied: 0

Subpoenas Received: 11

Court Notices: 15

EJustice Reporting

See Attached 5 year Uniform Crime Report for Jonesville.

Reported retail frauds were down for 2015 (17) vs. (53) retail frauds in 2014.

Obstruction of Justice arrests were up from (16) in 2014 to (28) in 2015.

Destruction of property reports down in 2015-(11) incidents as compared to (20) in 2014.

IyeTek Accident Reporting

Total Roadway Accidents:

78 roadway accidents were reported in 2015. (9) reported injuries. (0) fatalities.

68 roadway accidents were reported in 2014. (16) reported injuries. (0) fatalities.

75 roadway accident were reported in 2013. (9) reported injuries. (0) fatalities.

Top 4 Crash Locations- Reported crashes at each intersection:

1. Chicago and Olds- 8
2. Olds and Lake Wilson- 7
3. Chicago and Deal-7
4. Olds and Gaige- 6

(4) of the 2015 reported accidents were hit and run accidents

247 Traffic violations were issued in 2015.

Accidents/Non-Traffic: 66 reported in 2015. 26 reported in 2014. 36 reported in 2013.

Most reported location for non-traffic accidents was 701 Olds. (Walmart)

24/7 Shift Coverage: 2015- 12 month average: 95%. 2014-12 month average: 95%

2015 Highest Month-April: 100%.

2015 Lowest Month-February: 87%

2014- Lowest month: January 73%

Hillsdale County Uniform Crime Report

Code	Description	2015	2014	2013	2012	2011
11001	Sexual Penetration (Penis/Vagina - 1st Degree)	0	1	0	0	0
11002	Sexual Penetration (Penis/Vagina - 3rd Degree)	1	0	0	0	0
11004	Sexual Penetration (Oral/Anal - 3rd Degree)	0	0	0	1	1
11005	Sexual Penetration (Object - 1st Degree)	0	0	1	0	0
11007	Sexual Contact Forcible (2nd Degree & Fondle)	0	1	0	0	1
11008	Sexual Contact Forcible (4th Degree)	0	0	0	4	0
12000	Robbery	0	0	1	0	0
13001	Nonaggravated Assault	22	24	11	34	39
13002	Aggravate/Felonious Assault	0	3	2	5	4
13003	Intimidation/Stalking	0	3	5	17	7
22001	Burglary - Forced Entry	3	2	2	5	11
22002	Burglary - Entry Without Force (Intent)	0	0	2	6	0
22003	Burglary - Entry Without Authorization (No Intent)	0	0	1	0	1
23003	Larceny - Theft From Building	1	4	6	1	7
23005	Larceny - Theft From Motor Vehicle	5	3	9	4	5
23006	Larceny - Theft Of Motor Vehicle Parts/Accessories	0	0	1	2	1
23007	Larceny - Other	39	45	25	30	28
24001	Motor Vehicle Theft	1	1	3	1	0
25000	Forgery/Counterfeiting	1	1	0	1	3
26001	Fraud - False Pretense/Swindle/Confidence Game -	2	1	2	2	1
26002	Fraud - Credit Card/Auto Teller	4	4	1	3	3
26003	Fraud - Impersonation	1	2	1	2	1
26005	Fraud - Wire Fraud	0	0	0	0	1
26006	Fraud - Bad Checks	1	8	11	10	9
27000	Embezzlement	0	1	4	0	2
29000	Damage To Property	11	20	9	10	30
30002	Retail Fraud - Theft	17	53	17	6	5
30003	Retail Fraud - Refund/Exchange	0	1	1	0	0
35001	Violation Of Controlled Substance	8	1	7	6	13
35002	Narcotic Equipment Violations	0	0	0	0	2
36001	Sexual Penetration Nonforcible Blood/Affinity (Csc	0	0	0	0	1
36004	Sex Offense - Other	1	1	0	0	0
37000	Obscenity	1	1	2	0	0
38001	Family - Abuse/Neglect Nonviolent	4	1	0	1	0
38002	Family - Nonsupport	0	1	0	2	1
38003	Family - Other	0	2	0	0	0
41002	Liquor Violations - Other	0	1	4	5	8
42000	Drunkenness - Except Ouil	0	0	0	0	1
48000	Obstructing Police	3	3	2	0	4
49000	Escape/Flight	3	1	8	4	2
50000	Obstructing Justice	28	16	9	19	12
52003	Weapons Offense - Other	0	0	0	1	0
53001	Disorderly Conduct	0	1	1	10	3
53002	Public Peace - Other	4	0	2	0	2
54001	Hit & Run Motor Vehicle Accident	4	1	0	0	4
54002	Operating Under The Influence Ouil Or Ould	3	5	5	21	20
54003	Driving Law Violations	2	2	0	6	2
55000	Health And Safety	1	5	2	2	5
57001	Trespass	6	3	0	1	2
63000	Vagrancy	0	1	0	0	0
70000	Juvenile Runaway	0	4	0	1	2
73000	Misc Criminal Offense	0	8	1	0	1

Agency: Jonesville Police Department

Incident Types: Approved Incidents

Code	Description	2015	2014	2013	2012	2011
92003	Walk-Away - Mental Institutions And Hospitals	0	0	0	0	1
92005	Mip Civil Infraction - Possession Of Alcohol/Liquor	0	2	0	1	0
93001	Property Damage Accident/PI	1	0	0	1	0
93003	Civil Traffic Violations	0	0	1	2	4
93006	Traffic Policing	0	0	0	0	1
94007	Telephone Complaints	0	0	0	0	1
98006	Civil Matter / Family Disputes	0	0	0	1	0
98007	Suspicious Situations	0	0	1	0	0
Totals:		178	238	160	228	252

2015 JONESVILLE PUBLIC ROADWAY ACCIDENTS

Intersection	7:00-10:59	11:00-14:59	15:00-18:59	19:00-22:59	23:00-2:59	3:00-6:59	Total
OLDS/LAKE WILSON	1	1	1	3	0	0	6
CHICAGO/OLDS	0	1	2	1	1	0	5
CHICAGO/PINE	0	2	1	1	0	1	5
CHICAGO/DEAL	2	1	0	0	1	0	4
OLDS/GAIGE	1	3	0	0	0	0	4
OLDS/INDUSTRIAL	0	1	1	0	0	1	3
CHICAGO/CONCORD	0	1	1	1	0	0	3
OLDS/CHICAGO	0	1	2	0	0	0	3
CHICAGO/WATER	1	2	0	0	0	0	3
CHICAGO/WEST	0	2	1	0	0	0	3
DEAL/CHICAGO	0	1	0	0	0	1	2
CHICAGO/JERMAINE	2	0	0	0	0	0	2
CHICAGO/MAUMEE	0	1	1	0	0	0	2
OLDS/READING	1	0	0	1	0	0	2
GAIGE/OLDS	0	0	2	0	0	0	2
INDUSTRIAL/OLDS	0	1	1	0	0	0	2
JERMAIN/CHICAGO	1	0	0	0	0	0	1
LAKE WILSON/OLDS	0	1	0	0	0	0	1
M99/GAIGE	1	0	0	0	0	0	1
MAUMEE/ADRIAN	0	0	0	0	0	1	1
MAUMEE/CHICAGO	1	0	0	0	0	0	1
MAUMEE/SOUTH	1	0	0	0	0	0	1
MURPHY/BAKER	0	0	1	0	0	0	1
MURPHY/US 12	0	0	1	0	0	0	1
OLDS/BECK	1	0	0	0	0	0	1
PARKWOOD/WRIGHT	0	0	1	0	0	0	1
READING/OLDS	1	0	0	0	0	0	1
US 12/DEAL	1	0	0	0	0	0	1
US 12/M 99	0	1	0	0	0	0	1
WATER/NORTH	0	1	0	0	0	0	1
WRIGHT/CHICAGO	0	0	0	1	0	0	1
CHICAGO/NOE	1	0	0	0	0	0	1
CHICAGO/OAK	0	1	0	0	0	0	1
CHICAGO/DRAYTON	1	0	0	0	0	0	1
CHICAGO/EAST	0	1	0	0	0	0	1
ADRIAN/EAST	0	1	0	0	0	0	1

Intersection	7:00- 10:59	11:00- 14:59	15:00- 18:59	19:00- 22:59	23:00- 2:59	3:00- 6:59	Total
BECK/GAIGE	0	0	0	1	0	0	1
DEAL/INDUSTRIAL	1	0	0	0	0	0	1
EVANS/WILLOW	0	1	0	0	0	0	1
GAIGE/BECK	0	0	0	1	0	0	1
CHICAGO/WRIGHT	1	0	0	0	0	0	1
CONCORD/SALEM	1	0	0	0	0	0	1
OLDS/ORVILLE	0	0	0	0	0	1	1

**CITY OF JONESVILLE
CASH BALANCES**

	December-2015	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	44,522.44
General Fund CLASS Acct	101-000-007	1,010,392.97
General Fund Cemetery CLASS Acct	101-000-007.100	87,144.55
General Fund Alloc of Assets CLASS	101-000-007.200	387,129.43
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	13,449.07
Major Streets CLASS Acct	202-000-007	41,344.06
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	4,135.99
Local Streets CLASS Acct	203-000-007	532,418.08
Local Streets Bond & Int CLASS	203-000-007.200	8,699.29
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	4,132.10
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	24,140.79
LDFA Operating CLASS Acct	247-000-007	862,431.20
D.D.A.:		
DDA Now Checking	248-000-001	29,544.47
DDA Operating CLASS Acct	248-000-007	280,694.22
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	64,770.11
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer General Purpose CD	590-000-003.100	16,360.48
Sewer Receiving CLASS Acct	590-000-007	114,432.39
Sewer Bond Reserve CLASS Acct	590-000-007.100	35,151.08
Sewer Plant Improv. CLASS Acct	590-000-007.200	731,998.48
Sewer Bond & Interest CLASS	590-000-007.300	16,500.78
WATER FUND:		
Water Receiving Now Checking	591-000-001	69,605.38
Water Receiving CLASS Acct	591-000-007	172,671.74
Water Plant Improvement CLASS Acct	591-000-007.100	113,155.28
Water Tower Maint CLASS Acct	591-000-007.300	41,060.51
Water Maint CLASS Acct	591-000-007.400	45,337.29
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	7,153.49
Equip. Replace CLASS - Police Car	661-000-007.301	43,888.49
Equip. Replace CLASS - Fire Truck	661-000-007.336	198,254.58
Equip. Replace CLASS - Turn Out Gear	661-000-007.337	2,202.79
Equip. Replace CLASS - DPW Equip	661-000-007.463	166,526.82
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	67,514.41
CURRENT TAX:		
Current Tax Checking	703-000-001	301,188.05
Current Tax Savings Account	703-000-002	54,067.01
PAYROLL FUND CHECKING:		
	750-000-001	2,942.63
GRAND TOTAL		5,594,970.45

**CITY OF JONESVILLE
CASH BALANCES**

	January-2016	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	39,643.37
General Fund CLASS Acct	101-000-007	960,673.86
General Fund Cemetery CLASS Acct	101-000-007.100	87,170.04
General Fund Alloc of Assets CLASS	101-000-007.200	387,242.65
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	21,743.45
Major Streets CLASS Acct	202-000-007	46,358.37
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	7,086.48
Local Streets CLASS Acct	203-000-007	527,567.96
Local Streets Bond & Int CLASS	203-000-007.200	8,701.78
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	7,636.14
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	65,113.69
LDFA Operating CLASS Acct	247-000-007	862,678.06
D.D.A.:		
DDA Now Checking	248-000-001	37,145.12
DDA Operating CLASS Acct	248-000-007	280,774.54
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	103,359.65
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer General Purpose CD	590-000-003.100	16,360.48
Sewer Receiving CLASS Acct	590-000-007	114,465.14
Sewer Bond Reserve CLASS Acct	590-000-007.100	35,161.14
Sewer Plant Improv. CLASS Acct	590-000-007.200	732,207.98
Sewer Bond & Interest CLASS	590-000-007.300	16,505.50
WATER FUND:		
Water Receiving Now Checking	591-000-001	79,148.46
Water Receiving CLASS Acct	591-000-007	172,721.16
Water Plant Improvement CLASS Acct	591-000-007.100	113,187.67
Water Tower Maint CLASS Acct	591-000-007.300	41,072.26
Water Maint CLASS Acct	591-000-007.400	45,350.27
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	1,751.64
Equip. Replace CLASS - Police Car	661-000-007.301	43,901.05
Equip. Replace CLASS - Fire Truck	661-000-007.336	198,311.33
Equip. Replace CLASS - Turn Out Gear	661-000-007.337	2,203.42
Equip. Replace CLASS - DPW Equip	661-000-007.463	166,574.49
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	67,533.73
CURRENT TAX:		
Current Tax Checking	703-000-001	43,785.96
Current Tax Savings Account	703-000-002	270,089.19
PAYROLL FUND CHECKING:		
	750-000-001	2,681.12
GRAND TOTAL		5,605,917.15



City of
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**SUNSET VIEW CEMETERY ACTIVITY REPORT
DECEMBER 2015**

	Lot Sales*	Interments				Foundations	Burial Rights	Disinterments
		Adult	Child	Infant	Cremation	Installed	Transfers	
October**	2	3	0	0	2	1	1	0
November	2	1	0	1	0	0	0	0
December	0	0	0	0	0	0	0	0
2014 Totals	4	4	0	1	2	1	1	0
January	2	0	0	0	0	0	0	0
February	-2	2	0	0	0	0	0	0
March	4	3	0	0	1	0	0	0
April	2	1	0	0	3	6	0	0
May	10	3	0	1	1	1	0	0
June	0	0	0	0	2	0	0	0
July	0	3	0	0	0	4	6	0
August	1	1	0	0	0	2	6	0
September	6	1	0	0	1	4	0	0
October	0	2	0	0	0	1	2	0
November	5	0	0	0	0	0	0	0
December	2	1	0	0	0	0	0	0
2015 Totals	30	17	0	1	8	18	14	0

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

** October 2014 is a partial month, beginning at the October 14th transfer of the property to the City

December Activities:

- Software Setup
- Memorial Agreements

January Focus:

- Data Entry
- Meeting Schedule
- Election of Officers



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**SUNSET VIEW CEMETERY ACTIVITY REPORT
JANUARY 2016**

	Lot Sales*	Interments				Foundations	Burial Rights	Disinterments
		Adult	Child	Infant	Cremation	Installed	Transfers	
January	2	2	0	0	0	0	0	0
2016 Totals	2	2	0	0	0	0	0	0

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

January Activities:

- Data Entry

February Focus:

- Data Entry
- Meeting Schedule
- Election of Officers
- Fencerow Clean up