



**CITY OF JONESVILLE
COUNCIL AGENDA
NOVEMBER 9, 2016 - 6:30 P.M.
CITY HALL**

1. CALL TO ORDER / OATH OF OFFICE

- A. Council
- B. Mayor

2. PRESENTATION OF GAVEL

- A. Proclamation – Mayor Robert Snow

3. PLEDGE OF ALLEGIANCE / A MOMENT OF SILENCE

4. APPROVAL OF AGENDA

5. 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.

6. PRESENTATIONS AND RECOGNITIONS

- A. None

7. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION

- A. None

8. REPORTS AND RECOMMENDATIONS

- A. Selection of the Mayor Pro Tem [Action Item]
- B. Receive June 30, 2016 Audit Report - Bailey, Hodshire & Co. P.C. [ROLL CALL][Action Item]
- C. City, Village, and Township Revenue Sharing (CVTRS)
Certification of Accountability and Transparency [Action Item]
- D. Consider Purchase Agreement for 2017 Dump Truck [Action Item]
- E. Accept Resignation – Steve Iles, LDFA
- F. Board and Commission Appointments [Action Item]
- G. Fiscal Year 2016-17 1st Quarter Budget Comparison [Information Item]

9. COUNCIL MINUTES

- A. Consider minutes of the October 19, 2016 regular meeting [Action Item]

10. ACCOUNTS PAYABLE

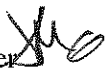
- A. Accounts Payable for November 2016 totalling \$41,274.90 [Action Item]

11. 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

12. ADJOURNMENT



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: November 4, 2016
Re: Manager Report and Recommendations – November 9, 2016 Council Meeting

6. A. Selection of the Mayor Pro Tem [Action Item]

Section 3.6 of the City Charter provides that Council shall hold its organizational meeting at the first regular meeting following the November city election. At that time, Council shall select a Mayor Pro Tem from its members. The Mayor Pro Tem acts in the place of the Mayor in the event of absence or disability to the Mayor, and serves as interim Mayor in the event of a vacancy until the Mayor returns or the vacancy is filled. A motion is necessary to select the Mayor Pro Tem.

6. B. Receive June 30, 2016 Audit Report – Bailey, Hodshire & Co. P.C. [ROLL CALL][Action Item]

Greg Bailey will present the June 30, 2016 Audit Report. Per the opinion noted by Bailey, Hodshire & Co. P.C. in the auditor's report on page 1, *"In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Jonesville, as of June 30, 2016, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended, in accordance with accounting principles generally accepted in the United States of America.* Following the presentation, I would recommend a motion to receive the June 30, 2016 Audit Report as presented. *Please refer to the enclosed Audit Report.*

6. C. City, Village, and Township Revenue Sharing (CVTRS) Certification of Accountability and Transparency [Action Item]

In 2015, the Michigan Legislature established the City, Village, and Township Revenue Sharing (CVTRS) program (a simplified version of the Economic Vitality Incentive Program (EVIP)). These programs replace the statutory revenue sharing program for eligible cities, villages and townships. To qualify for the CVTRS payments, eligible local units must certify and submit to the Department of Treasury by December 1, 2016 that the following have been made available to the public: 1) a citizen's guide to our most recent local finances; 2) a performance dashboard; 3) a debt service report; and 4) a projected budget report of revenues and expenditures comparing the current fiscal year with next fiscal year. Staff will provide an interactive demonstration of these documents and recommends a motion to authorize filing the Certification of Accountability and Transparency with the Department of Treasury. *Note the attached Certification of Accountability and Transparency form, debt service report, and projected budget.*

6. D. Consider Purchase Agreement for 2017 Dump Truck [Action Item]

Superintendent Mike Kyser has obtained the attached price quote for the purchase of a new dump truck. This item was a planned expenditure in the 2016-17 Fiscal Year budget. The quote was obtained from Tri-County International Trucks located in Jackson, Michigan. The quote is provided under MiDEAL pricing, which allows participating units of government to benefit from State contract volume pricing. This can reduce our costs associated with preparation of specifications, advertising bids and negotiating contracts. The quoted price of \$141,236.00 is for a completely outfitted truck and well under the budget of \$164,000. I recommend that Council approve a motion authorizing waiver of the purchasing policy to approve a purchase agreement with Tri County International Trucks at a cost not to exceed \$141,236.00

and authorize the City Manager to execute the same. *Please refer to the attached price quote.* I have detailed vehicle specifications available to those who might want to view them.

6. E. Accept Resignation – Steve Iles, LDFA **[Action Item]**

Steve Iles has submitted the attached notice of his resignation from the LDFA board as a result of leaving employment with Martinrea for another opportunity. I recommend a motion to accept, with regret, the resignation of Steve Iles from the LDFA board. Martinrea has recommended a replacement for Steve's position on the Board. I anticipate that the LDFA will review her application at their next regular meeting and will complete a recommendation for appointment at that time. *Please refer to the attached resignation.*

6. F. Board and Commission Appointments **[Action Item]**

Various Board and Commission appointments are necessary due to the expiration of terms in 2016.

Cemetery Committee: Shea Dow, Charles Pfau, and David Steel – Reappoint to a two-year term through 2018. Ken Hodge, Les Hutchinson, Mike Kyser, and Barbara Smith – Reappoint to a three-year term through 2019.

Citizenship Committee: Tim Bowman and Andy Penrose – Reappoint to a three-year term through September 2019.

Downtown Development Authority: Ron Gow – Reappoint to a four-year term through November 2020.

Local Development Finance Authority: Rick Schaerer and Gary Kies – Reappoint to four-year terms through November 2020; one vacancy.

Planning Commission: Jerry Drake and Mike Venturini – Appoint to a new three-year terms through November 2019.

6. G. Fiscal Year 2016-17 1st Quarter Budget Comparison **[Information Item]**

The Fiscal Year 2015-16 three month budget comparison (July 1, 2016-September 30, 2016) is attached. Where revenues or expenditures exceed the 25% level for the quarter, notes are provided. Overall, revenues and expenditures are tracking as expected. Finance Director Spahr can address any questions or comments at the meeting. *Please refer to the attached Budget Comparison.*

City, Village, and Township Revenue Sharing and County Incentive Program Certification

Issued under authority of 2016 Public Act 268. Filing is mandatory to qualify for payments.

Each city/village/township/county applying for City, Village, and Township Revenue Sharing or County Incentive Program payments must:

1. Certify to the Michigan Department of Treasury (Treasury) that the local unit listed below has produced and made available to the public a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report as required by 2016 Public Act 268. The local unit must include in any mailing of general information to its citizens, the Internet website address or the physical location where all the documents are available for public viewing in the clerk's office.
2. Submit to Treasury a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report.

This certification, along with a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report, **must be received by December 1, 2016**, (or the first day of a payment month) in order to qualify for that month's payment. Postmark dates will not be considered. For questions, call 517-373-2697.

PART 1: LOCAL UNIT INFORMATION			
Local Unit Name City of Jonesville		Local Unit County Name Hillsdale	
Local Unit Code 302015		Contact E-Mail Address manager@jonesville.org	
Contact Name Jeff Gray	Contact Title City Manager	Contact Telephone Number (517) 849-2104	Extension
Website Address, if reports are available online www.jonesville.org		Current Fiscal Year End Date June 30, 2016	
PART 2: CITIZEN'S GUIDE			
Check any of the following that apply:			
<input type="checkbox"/> The local unit has elected to use Treasury's online Citizen's Guide to comply with the legislative requirements. Therefore, a copy of the Citizen's Guide will not be submitted to Treasury.			
<input checked="" type="checkbox"/> The local unit does not have any unfunded pensions or other post employment benefits (OPEB).			
PART 3: CERTIFICATION			
<i>In accordance with 2016 Public Act 268, the undersigned hereby certifies to Treasury that the above mentioned local unit 1) has produced a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report and 2) will include in any mailing of general information to our citizens, the Internet website address or the physical location where all the documents are available for public viewing in the clerk's office. The Citizen's Guide, Performance Dashboard, Debt Service Report, and Projected Budget Report are attached to this signed certification, unless otherwise noted in Part 2.</i>			
Chief Administrative Officer Signature (as defined in MCL 141.422b)		Printed Name of Chief Administrative Officer (as defined in MCL 141.422b) Jeffrey M. Gray	
Title City Manager		Date 11/14/2016	

Completed and signed form (including required attachments) should be e-mailed to: TreasRevenueSharing@michigan.gov
If you are unable to submit via e-mail, fax to 517-335-3298 or mail the completed form and required attachments to:

Michigan Department of Treasury
Office of Revenue and Tax Analysis
PO Box 30722
Lansing MI 48909

TREASURY USE ONLY		
CVTRS/CIP Eligible Y N	Certification Received	Citizen's Guide Received
Performance Dashboard Received	Debt Service Report Received	Projected Budget Report Received
Final Certification	CVTRS/CIP Notes	

Projected Budget Report

Local Government Name: CITY OF JONESVILLE
Local Unit Code: 302015
Current Fiscal Year End Date: 30-Jun-17
Fund Name: GENERAL FUND

REVENUES	Fiscal Year 2017	Percentage Change	Fiscal Year 2018	Assumptions
Property Taxes	\$ 519,636	1 %	\$ 524,832	Stable property values/Two tax collections
Other Taxes	-	- %	-	
State Revenue Sharing	217,737	- %	217,737	Historical trend
Charges for Services	54,845	1 %	55,393	Historical trend
Recreation	43,375	- %	43,375	Based on fees and participation
Income Tax	-	- %	-	
Fines & Fees	21,000	- %	21,000	Historical trend
Licenses & Permits	1,300	- %	1,300	Historical trend
Interest and Rents	17,400	1 %	17,574	Historical trend
Grant Revenues	-	- %	-	
Other Revenues	3,000	- %	3,000	Historical trend
Interfund Transfers (In)	307,610	1 %	220,686.10	South parking lot repairs complete
Total Revenues	\$ 1,185,903		\$ 1,104,898	
EXPENDITURES				
City Council	\$ 25,100	- %	\$ 25,100	Historical trend
City Manager	102,345	- %	102,345	Historical trend
Elections	8,000	- %	8,000	Historical trend
General Office	194,820	- %	194,820	Historical trend
Board of Review	1,500	- %	1,500	Historical trend
Treasurer	2,800	- %	2,800	Historical trend
Assessor	22,100	- %	22,100	Historical trend
Data Processing/Computer Department	19,025	- %	11,025	Copier purchase complete
City Hall	37,017	- %	37,017	Historical trend
Cemetery	51,828	- %	40,328	Cemetery improvements complete
Freedom Memorial	2,400	- %	2,400	Historical trend
Police Department	319,041	- %	319,041	Historical trend
Fire Department	120,229	- %	120,229	Historical trend
Planning & Zoning Commissions	11,876	- %	3,876	Master Plan complete
Parking Lots	115,865	- %	25,865	South parking lot repairs complete
Sidewalks	4,780	- %	4,780	Historical trend
Department of Public Works	17,920	- %	17,920	Historical trend
Street Lighting	36,000	- %	36,000	Historical trend
Sanitary Land Fill	5,799	- %	5,799	Historical trend
Recreation Department	43,415	- %	43,415	Based on participation
Parks	21,825	- %	21,825	Historical trend
Rail Trail	5,000	- %	5,000	Rail/Trail Project

Projected Budget Report

Local Government Name: CITY OF JONESVILLE
Local Unit Code: 302015
Current Fiscal Year End Date: 30-Jun-17
Fund Name: GENERAL FUND

Fringe Benefits	\$	34,250	-	%	\$	34,250	DPW paid time off
Insurance	\$	13,000	-	%	\$	13,000	Historical trend
Total Expenditures	\$	1,215,935			\$	1,098,435	
Net Revenues (Expenditures)	\$	(30,032)			\$	6,463	
Beginning Fund Balance	\$	1,299,197			\$	1,269,165	
Ending Fund Balance	\$	1,269,165			\$	1,275,628	

Debt Service Requirements

Local Government Name: CITY OF JONESVILLE
Local Unit Code: 302015
Current Fiscal Year End Date: 30-Jun-17

LTGO BONDS, SERIES 2010 (MAJOR - MURPHY ST)
Paid through State shared revenue and property taxes
10/14/2010
\$300,000

Years Ending		Principal		Interest		Total
6/30/2017	\$	30,000	\$	5,760	\$	35,760
6/30/2018	\$	30,000	\$	4,650	\$	34,650
6/30/2019	\$	35,000	\$	3,413	\$	38,413
6/30/2020	\$	35,000	\$	2,047	\$	37,047
6/30/2021	\$	35,000	\$	682	\$	35,682
Totals	\$	165,000	\$	16,552	\$	181,552

2008 CAPITAL IMPROVEMENT (LTGO) BONDS (LOCAL - EAST ST)
Paid through State shared revenue and property taxes
6/19/2008
\$700,000

Years Ending		Principal		Interest		Total
6/30/2017	\$	50,000	\$	17,970	\$	67,970
6/30/2018	\$	50,000	\$	15,845	\$	65,845
6/30/2019	\$	55,000	\$	13,645	\$	68,645
6/30/2020	\$	55,000	\$	11,170	\$	66,170
6/30/2021	\$	60,000	\$	8,640	\$	68,640
6/30/2022	\$	60,000	\$	5,820	\$	65,820
6/30/2023	\$	60,000	\$	2,940	\$	62,940
Totals	\$	390,000	\$	76,030	\$	466,030

2012 DOWNTOWN DEVELOPMENT BONDS (LTGO)
Paid through property tax revenue
5/16/2012
\$550,000

Years Ending		Principal		Interest		Total
6/30/2017	\$	43,000	\$	14,459	\$	57,459
6/30/2018	\$	45,000	\$	13,040	\$	58,040
6/30/2019	\$	46,000	\$	11,510	\$	57,510
6/30/2020	\$	48,000	\$	9,900	\$	57,900
6/30/2021	\$	50,000	\$	8,172	\$	58,172
6/30/2022	\$	52,000	\$	6,322	\$	58,322
6/30/2023	\$	54,000	\$	4,346	\$	58,346
6/30/2024	\$	56,000	\$	2,240	\$	58,240
Totals	\$	394,000	\$	69,989	\$	463,989

Debt Service Requirements

Local Government Name: CITY OF JONESVILLE
Local Unit Code: 302015
Current Fiscal Year End Date: 30-Jun-17

VILLAGE (CITY) OF JONESVILLE SEWER REFUNDING BONDS
Paid through service charge revenue
4/14/2014
\$3,485,000

<u>Years Ending</u>		<u>Principal</u>		<u>Interest</u>		<u>Total</u>
6/30/2017	\$	100,000	\$	123,601	\$	223,601
6/30/2018	\$	105,000	\$	121,601	\$	226,601
6/30/2019	\$	110,000	\$	119,501	\$	229,501
6/30/2020	\$	110,000	\$	117,301	\$	227,301
6/30/2021	\$	115,000	\$	114,551	\$	229,551
6/30/2022	\$	115,000	\$	111,101	\$	226,101
6/30/2023	\$	120,000	\$	107,651	\$	227,651
6/30/2024	\$	125,000	\$	102,851	\$	227,851
6/30/2025	\$	125,000	\$	97,851	\$	222,851
6/30/2026	\$	130,000	\$	92,851	\$	222,851
6/30/2027	\$	140,000	\$	87,651	\$	227,651
6/30/2028	\$	145,000	\$	82,051	\$	227,051
6/30/2029	\$	150,000	\$	76,251	\$	226,251
6/30/2030	\$	155,000	\$	70,251	\$	225,251
6/30/2031	\$	160,000	\$	64,051	\$	224,051
6/30/2032	\$	170,000	\$	57,651	\$	227,651
6/30/2033	\$	175,000	\$	50,596	\$	225,596
6/30/2034	\$	185,000	\$	43,334	\$	228,334
6/30/2035	\$	190,000	\$	35,656	\$	225,656
6/30/2036	\$	200,000	\$	27,344	\$	227,344
6/30/2037	\$	210,000	\$	18,594	\$	228,594
6/30/2038	\$	215,000	\$	9,406	\$	224,406
Totals	\$	3,250,000	\$	1,731,700	\$	4,981,700

<u>Description</u>	<u>Price</u>
Total Factory List Price Including Options:	\$119,170.00
Total Goods Purchased:	\$948.10
Total Preparation And Delivery:	\$1,710.00
Total Freight:	\$2,200.00
Total Factory List Price Including Freight:	\$124,028.10
Less Customer Allowance:	(\$39,533.10)
Total Vehicle Price:	\$84,495.00
Total Body/Allied Equipment:	\$56,726.00
Total Sale Price:	\$141,221.00
Total Per Vehicle Sales Price:	\$141,221.00
Total Net Sales Excluding Taxes:	\$141,221.00
Total License, Title:	\$15.00
Net Sales Price:	\$141,236.00

PLEASE REVIEW THIS PROPOSAL VERY CAREFULLY! Your signature below indicates that you accept the specifications and payment terms (listed on page one) contained herein as written and that you are able approve said order specifications and payment terms. Please include this proposal number on all correspondence and purchase orders.

This proposal contains in its entirety our offer to you for this purchase at the given dollar amount. No other offers, spec additions, warranties or other additional items are made or implied. Other additional desired items may be available; contact your local dealer representative for further details.

Approved by Seller:

Accepted by Purchaser:

Salesman 11-1-2016
Official Title and Date

Firm or Business Name

[Signature]
Authorized Signature

Authorized Signature and Date

TRI COUNTY INTL TRUCKS
5701 WYOMING St.
DEARBORN MI 48126 -
(313)584-7090

This proposal is not binding upon the seller without
Seller's Authorized Signature

Official Title and Date

The TOPS FET calculation is an estimate for reference purposes only. The seller or retailer is responsible for calculating and reporting/paying appropriate FET to the IRS.

From: Steve Iles [mailto:steve.iles@martinrea.com]
Sent: Friday, October 07, 2016 8:13 AM
To: Jeff Gray <JGray@jonesville.org>
Subject: RE: LDFA meeting follow-up

Here's the formal note, sorry it took me awhile, it's been a crazy month...today is my last official day!

To the members of the Jonesville LDFA,
It is with mixed emotions that I hereby announce my resignation from the LDFA representing Martinrea Jonesville LLC. I have taken a position with another company in Litchfield. I am proud to say I have served on this board with all of you, and the experience here has encouraged me to become more involved in the TIFA and DDA in Litchfield.

I have made a recommendation for a replacement to the General Manager at Martinrea, and fully expect that person will meet your expectations and will be an asset to the team once confirmed.

Again, thank you for the opportunity to serve, and I look forward to still running into you fine folks around the County.

Sincerely,
Steve Iles

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 09/30/2016

DESCRIPTION	YTD BALANCE 09/30/2016 NORMAL (ABNORMAL)	2016-17 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 101 - GENERAL FUND				
TOTAL Revenues	430,185.32	1,185,902.77	36.27%	Summer tax collection
Expenditures				
101-CITY COUNCIL	8,267.74	25,100.00	32.94%	MML Convention
172-CITY MANAGER	25,594.28	102,345.00	25.01%	
191-ELECTIONS	1,666.28	8,000.00	20.83%	
218-GENERAL OFFICE	46,241.18	194,820.00	23.74%	
247-BOARD OF REVIEW	121.11	1,500.00	8.07%	
253-TREASURER	478.40	2,800.00	17.09%	
257-ASSESSOR	0.00	22,100.00	0.00%	
258-DATA PROCESSING/COMPUTER DE	7,664.93	19,025.00	40.29%	Server/copier purchases
265-CITY HALL	9,393.52	37,017.00	25.38%	
276-CEMETERY	18,526.55	51,828.00	35.75%	Tree/stump removal
285-FREEDOM MEMORIAL	708.06	2,400.00	29.50%	Extra ballasts ordered
301-POLICE DEPARTMENT	75,206.11	319,041.42	23.57%	
336-FIRE DEPARTMENT	24,888.28	120,229.00	20.70%	
410-PLANNING & ZONING COMMISSIOI	1,942.78	11,876.00	16.36%	
441-RADIO TOWER PROPERTY	97.11	0.00		To be reclassified
442-PARKING LOTS	9,413.65	115,865.00	8.12%	
443-SIDEWALKS	0.00	4,780.00	0.00%	
444-DEPT. OF PUBLIC WORKS	3,741.90	17,920.00	20.88%	
448-STREET LIGHTING	7,293.14	36,000.00	20.26%	
526-SANITARY LAND FILL	0.00	5,799.00	0.00%	
751-RECREATION DEPARTMENT	4,860.07	43,415.00	11.19%	
770-PARKS	3,052.78	21,825.00	13.99%	
780-RAIL/TRAIL	47,198.45	5,000.00	943.97%	Construction-to be reversed
858-FRINGE BENEFITS	6,844.02	34,250.00	19.98%	
865-INSURANCE	13,613.00	13,000.00	104.72%	Property/liability - complete
895-PROMOTIONS	0.00	-		
TOTAL Expenditures	316,813.34	1,215,935.42	26.06%	
NET OF REVENUES & EXPENDITURES	113,371.98	(30,032.65)		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 09/30/2016

DESCRIPTION	YTD BALANCE 09/30/2016 NORMAL (ABNORMAL)	2016-17 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 202 - MAJOR STREETS FUND				
TOTAL TOTAL Revenues	49,667.60	251,370.00	19.76%	
Expenditures				
451-STREET CONSTRUCTION	0.00	83,850.00	0.00%	
465-ROUTINE MAINTENANCE	9,065.47	93,167.00	9.73%	
474-TRAFFIC CONTROL	2,554.18	4,950.00	51.60%	Lines painted
478-WINTER MAINTENANCE	0.00	21,865.00	0.00%	
900-ADMINISTRATION	2,597.75	47,801.00	5.43%	
TOTAL Expenditures	14,217.40	251,633.00	5.65%	
NET OF NET OF REVENUES & EXPENDITURES	35,450.20	(263.00)		
Fund 203 - LOCAL STREETS FUND				
TOTAL TOTAL Revenues	140,580.59	242,632.64	57.94%	
Expenditures				
451-STREET CONSTRUCTION	0.00	33,420.00	0.00%	
465-ROUTINE MAINTENANCE	4,862.16	63,720.00	7.63%	
474-TRAFFIC CONTROL	211.94	3,064.00	6.92%	
478-WINTER MAINTENANCE	0.00	17,030.00	0.00%	
900-ADMINISTRATION	15,775.25	198,983.50	7.93%	
TOTAL Expenditures	20,849.35	316,217.50	6.59%	
NET OF REVENUES & EXPENDITURES	119,731.24	(73,584.86)		
Fund 211 - STATE HIGHWAY FUND				
TOTAL Revenues	9,290.28	25,851.00	35.94%	
Expenditures				
465-ROUTINE MAINTENANCE	4,110.71	11,650.00	35.29%	RR crossing/bike path
474-TRAFFIC CONTROL	0.00	550.00	0.00%	
478-WINTER MAINTENANCE	0.00	10,650.00	0.00%	
900-ADMINISTRATION	920.64	3,000.00	30.69%	11% of actual expenses
TOTAL Expenditures	5,031.35	25,850.00	19.46%	
NET OF NET OF REVENUES & EXPENDITURES	4,258.93	1.00		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 09/30/2016

DESCRIPTION	YTD BALANCE 09/30/2016 NORMAL (ABNORMAL)	2016-17 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 24 Fund 247 - LOCAL DEVELOPMENT FINANCE AUTHORITY				
TOTAL Revenues	4,617.81	312,272.29	1.48%	Waiting on tax capture
Expenditures				
729-DEVELOPMENT ACTIVITIES	10,252.52	306,543.00	3.34%	
TOTAL Expenditures	10,252.52	306,543.00	3.34%	
NET OF REVENUES & EXPENDITURES	(5,634.71)	5,729.29		
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY				
TOTAL TOTAL Revenues	373.17	127,370.16	0.29%	Waiting on tax capture
Expenditures				
442-PARKING LOTS	202.89	117,165.00	0.17%	
443-SIDEWALKS	167.63	1,871.00	8.96%	
729-DEVELOPMENT ACTIVITIES	6,973.75	28,133.00	24.79%	
733-DOWNTOWN/STREETSCAPE	7,021.42	20,695.00	33.93%	Watering flowers
895-PROMOTIONS	812.81	7,565.00	10.74%	
897-OTHER ACTIVITIES	0.00	57,271.00	0.00%	
TOTAL Expenditures	15,178.50	232,700.00	6.52%	
NET OF REVENUES & EXPENDITURES	(14,805.33)	(105,329.84)	14.06%	
Fund 301 - GENERAL DEBT SERVICE FUND				
TOTAL TOTAL Revenues	-	159,023.50	0.00%	
Expenditures				
906-MAJOR STREET BOND	0.00	36,870.00	0.00%	
907-D.D.A. BOND	0.00	57,271.00	0.00%	
908-LOCAL STREET BOND	0.00	64,882.50	0.00%	
TOTAL Expenditures	-	159,023.50	0.00%	
NET OF REVENUES & EXPENDITURES	-	-		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 09/30/2016

DESCRIPTION	YTD BALANCE 09/30/2016 NORMAL (ABNORMAL)	2016-17 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 590 - SEWER SYSTEM FUND				
TOTAL Revenues	171,034.75	978,394.00	17.48%	
Expenditures				
527-SEWAGE DISPOSAL	77,299.10	1,207,420.34	6.40%	
TOTAL Expenditures	77,299.10	1,207,420.34	6.40%	
NET OF REVENUES & EXPENDITURES	93,735.65	(229,026.34)		
Fund 591 - WATER SUPPLY SYSTEM FUND				
TOTAL Revenues	85,823.41	323,950.00	26.49%	
Expenditures				
536-IRON REMOVAL PLANT	34,097.85	294,016.00	11.60%	
537-WATER DISTRIBUTION SYSTEM	16,735.03	87,875.00	19.04%	
TOTAL Expenditures	50,832.88	381,891.00	13.31%	
NET OF REVENUES & EXPENDITURES	34,990.53	(57,941.00)		
Fund 66 Fund 661 - MOTOR VEHICLE POOL FUND				
TOTAL Revenues	25,950.28	132,700.00	19.56%	
Expenditures				
270-DPW BUILDING AND GROUNDS	5,216.09	18,288.00	28.52%	Property/liability insurance
896-MOTOR VEHICLE POOL	7,675.09	277,230.00	2.77%	
TOTAL Expenditures	12,891.18	295,518.00	4.36%	
NET OF REVENUES & EXPENDITURES	13,059.10	(162,818.00)		

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

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

A meeting of the Jonesville City Council was held on Wednesday, October 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, Tim Bowman, Jerry Drake, Andy Penrose and David Steel. Absent: Ron Hayes.

Also present: Manager Gray, Attorney Lovinger, Police Chief Lance, WWTP Supt. Mahoney, Fire Chief Adair, DPW Supt. Kyser, Treasurer Spahr, Trinity Bird (Sauk Theatre), Ken Kohs (Jones & Henry Engineering) and Tim McLean.

Mayor Snow led the Pledge of Allegiance and moment of silence.

The agenda was approved as presented.

Tim McLean, former City of Jonesville Assistant to the Manager, spoke briefly praising Mayor Bob Snow on his service to the Jonesville Community over the past numerous years and thanking him for his assistance on various topics while being employed in Jonesville. Mr. McLean feels that Mr. Snow will be missed by many, but also wished Mr. Snow happiness in his new endeavors.

Trinity Bird, Director of the Sauk Theatre, presented to Fire Chief Dean Adair a check in the amount of \$2333.15 for the Jonesville Fire Department Scholarship Fund. Mr. Bird stated that the donation was made possible by numerous sponsors for the production of "The Guys" which was presented at the Sauk Theatre on September 11, 2016. All proceeds were then donated to the Jonesville Fire Department.

A motion was made by David Steel and supported by Andy Penrose to recommend approval of the Proposal for Professional Engineering Services for the Wastewater System Asset Management Plan, and authorization of the City Manager to execute the same, subject to receipt of the grant agreement from MDEQ. Ken Kohs of Jones and Henry Engineering presented a brief overview of the scope of work to be performed. The City of Jonesville will be the recipient of a Stormwater, Asset Management, and Wastewater (SAW) Grant in the amount of \$242,694. All in favor. Absent: Ron Hayes. Motion carried.

Gerry Arno made a motion to extend the service agreement with Baker's Lawn Care for sexton services at the current rate and ground maintenance in the amount of \$3,000 through April 1, 2017. Sexton George Baker announced his retirement effective April 1, 2017. Tim Bowman supported the motion. All in favor. Absent: Ron Hayes. Motion carried.

A motion was made by Jerry Drake and supported by Gerry Arno to approve the continued membership in Region 2 Planning Commission and payment of the fiscal year 2017 dues in the amount of \$609.66. All in favor. Absent: Ron Hayes. Motion carried.

Jerry Drake made a motion to approve the three year Service Agreement with the Hillsdale County Equalization Department with the one noted change from the previous agreement of a \$.05 per parcel for printing of tax bills, selection of Option 2, and authorize the Mayor and Clerk to execute the same. Tim Bowman supported the motion. All in favor. Absent: Ron Hayes. Motion carried.

A motion was made by Gerry Arno and supported by Andy Penrose to approve the Council Minutes of September 21, 2016 as presented. All in favor. Absent: Ron Hayes. Motion carried.

A motion was made by Jerry Drake and supported by David Steel to approve the Accounts Payable for October 2016, in the amount of \$117,655.44. All in favor. Absent: Ron Hayes. Motion carried.

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

Trick-Or-Treat scheduled for October 31, 2016 from 5:30 to 8:00 p.m. Jonesville Fire Department will be open for hot dogs, cider, and chips from 5:00 to 9:00. The Lions Club will be hosting their annual Halloween costume judging contest at 6:00 p.m. at Wright Street Gym in the Jonesville Middle School.

A Retirement Open House to honor Mayor Robert Snow will be held at the City Hall Wednesday, November 9, 2016 from 4:00 p.m. to 6:00 p.m.

The meeting adjourned at 7:41 p.m.

Submitted by,

Cynthia D. Means
Clerk

Robert Snow
Mayor

11/10/2016

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
A & J COFFEE SERVICE	OPERATING SUPPLIES	43.60
ARROW UNIFORM RENTAL	UNIFORM RENTAL	157.40
AT&T	LOCAL/LONG DISTANCE	1,290.72
BAILEY, HODSHIRE & CO, PC	FY2016 AUDIT FINAL BILL	3,450.00
BAKER'S LAWN CARE, LLC	CEMETERY - OCT LAWN CARE/SEXTON DUTIES	2,275.00
BOYLE, BRIAN	SEMINAR MILEAGE	232.20
BRINER OIL CO., INC.	JFD - GASOLINE	177.10
	MVP - BULK TANK	295.75
		472.85
BROOKS, JAMIE	CITY HALL CLEANING	100.00
	POLICE DEPT CLEANING	100.00
		200.00
BS&A SOFTWARE	ASSESSING - ANNUAL SUPPORT FEE	720.00
BURKES AUTO SPECIALIST, LLC	WWTP - TRUCK REPAIR	267.35
CONSUMERS ENERGY	WWTP ELECTRICITY	3,756.16
	DDA BUILDING ELECTRICITY	311.34
	IRON REMVAL PLANT ELECTRICITY	1,162.55
		5,230.05
CURRENT OFFICE SOLUTIONS	LEASED COPIER FINAL BILL - COPY CHARGES	91.31
	ELECTION SUPPLIES	16.35
	OFFICE SUPPLIES	217.92
	OFFICE SUPPLIES	(83.98)
		241.60
DEAN CONCRETE, LLC	NORTH PARKING LOT - CONCRETE REPAIRS	6,480.00
DERMATEC DIRECT	JPD - GLOVES	15.48
FIRST ADVANTAGE LNS OCC.HS,	DPW - CDL SCREENING	120.00
FIRST NATIONAL BANK OMAHA	MEETINGS/CONFERENCES	55.68
HEADWATERS RECREATIONAL AUTH	HEADWATERS REC AUTHORITY FUNDING	750.00
HILLS CO ECON DEVEL PARTNERS	ANNUAL DINNER	400.00
HILLSDALE DAILY NEWS	ZBA HEARING NOTICE	80.25
HILLSDALE TRANSFER STATION	CITY HALL - OLD RECORDS	123.27
HYDROCORP, INC	WATER - CROSS CONNECTION PROGRAM	545.00
JACKSON TRUCK SERVICE, INC.	MVP - DUMP TRUCK BRAKES	99.00
JONESVILLE COMMUNITY SCHOOLS	COPY PAPER	163.16
JONESVILLE LUMBER	PARKS - PAINT SUPPLIES	252.84
JONESVILLE, CITY OF	DPW BUILDING WATER/SEWER	33.43
	WWTP WATER/SEWER	256.52
	DDA - STREETSCAPE SPRINKLERS	123.57
	500 IND PKWY SPRINKLERS	167.16
	WRIGHT ST PARK WATER/SEWER	33.93
	JFD WATER/SEWER	74.00
	JPD WATER/SEWER	43.99
	CITY HALL WATER/SEWER	43.99
		776.59
MCGOWAN ELECTRIC SUPPLY, INC	DDA - STREET LIGHT REPAIRS	201.88
MICHIGAN ELECTION RESOURCES	ELECTION SUPPLIES	68.08
MICHIGAN GAS UTILITIES	IRP GAS SERVICE	37.76
	JPD GAS SERVICE	38.62
	DDA BUILDING GAS SERVICE	500.26
	CITY HALL GAS SERVICE	37.11
	DPW BUILDING GAS SERVICE	38.26
	GAS LIGHT SERVICE	14.26
		666.27
MICHIGAN LAWN & LANDSCAPE	MOWING/LEAF PICK UP	2,485.22
MICHIGAN METER #3650	WATER METERS/SUPPLIES	1,048.10
MILLIPORE CORPORATION	WWTP - SUPPLIES	172.51
MML WORKERS COMPENSATION FUN	WORK COMP QUARTERLY INVOICE	4,709.00
OASIS CAR WASH	JPD - SEPT CAR WASHES	12.00
PARKER, HAYES & LOVINGER, P.	LEGAL FEES	125.00
PERFORMANCE AUTOMOTIVE	MVP - SUPPLIES/REPAIRS	450.42
POSTMASTER	POSTAGE - WATER/SEWER BILLS	365.31
RANDY'S AUTO BODY	JFD - TRUCK 535 REPAIRS	921.26

11/04/2016
User: LSPAHR
DB: Jonesville

CITY OF JONESVILLE
INVOICE APPROVAL LIST
11/10/2016

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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
REGION 2 PLANNING COMMISSION	2017 MEMBERSHIP RENEWAL	609.66
	ANNUAL DINNER	150.00
		759.66
REPUBLIC WASTE SERVICES	DOWNTOWN/PARKS TRASH PICKUP	105.00
	JPD/JFD TRASH SERVICE	59.00
	CITY HALL/WWTP/DPW TRASH SERVICE	90.00
		254.00
SPEEDWAY SUPERAMERICA, LLC	GASOLINE	772.92
STATE OF MICHIGAN	WATER - WSSN RENEWAL FEE	1,278.78
STOCKHOUSE CORPORATION	JFD - BURN PERMITS	138.37
	ELECTION - PARKING SIGNS	105.00
	BUS CARDS - MEANS/KYSER	105.00
	LETTERHEAD	129.40
		477.77
TACKETT & SONS MATERIALS, LL	WATER - REPAIRS	307.44
TRACTOR SUPPLY CREDIT PLAN	WATER/MVP - SUPPLIES/REPAIRS	121.94
USA BLUEBOOK	WWTP SUPPLIES	268.49
	WATER/WWTP - SUPPLIES	187.78
	WWTP - SUPPLIES	568.14
		1,024.41
VERIZON WIRELESS	DPW CELL PHONE	25.00
	CELL PHONES/IN CAR MODEMS	166.60
		191.60
WALMART COMMUNITY	OFFICE/OPERATING SUPPLIES	419.29
	Total:	41,274.90

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	6	0	2	1	3
SEPTEMBER	7	0	2	3	3
QUARTER TOTAL	15	2	7	5	7
OCTOBER	2	0	5	1	5
NOVEMBER					
DECEMBER					
QUARTER TOTAL					
YEAR TOTAL					

Notes:

[Large empty area for notes]

Jonesville Fire Department Report

October 2016

Date	Type of call	Location	# of members
OCT-1	Structure fire	2120 Northadams rd. (Fayette)	13
OCT-1	Rekindel/Structure fire.	2120 Northadams rd. (Fayette)	8
OCT-5	Business Meeting	Station(Meeting)	15
OCT-9	Fire Alarm	113 Deal Parkway(City)	6
OCT-9	Hose Testing	Station(Meeting)	6
OCT-13	Landing Zone	3500 Milnes rd(Mutual aid)REU	11
OCT-14	Fire safety/PR	Williams elementary(Training)	3
OCT-16	Hose testing	Station(Training)	7
OCT-22	Car vs. Tree	Moore rd./Halfmoon Lk.rd.(Fayette)	10
OCT-26	CO Alarm/False	124 Jermaine st.(City)	4
OCT-26	Clean-up	Station(Training)	8
OCT-27	P.I./ Car fire	M-99/ Lk. Wilson (Fayette)	6
OCT-30	P.I. Accident	N. Lk. Wilson rd.(Fayette)	10

Notes:

Jonesville Dept of Public Works
 October 2016
 Monthly Report

	Maintenance	Yellow Paint	White Paint	Pros. Gravel	COLD MIX
STATE HIGHWAYS	0 HR DT 0 HR OT	0	0	0 Ton	0 Ton
MAJOR ROADS	0 HR DT 0 HR OT	0 Gal.	1 Gal.	0 Ton	0 Ton
LOCAL ROADS	0 HR DT 0 HR OT	0 Gal.	0 Gal.	0 Ton	0 Ton
PARKING LOTS	0 HR DT 0 HR OT	0	0	0	0 Ton
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 18 HR OT				
LDFA	0 HR OT		0 Gal.		

There were no call outs

The overtime on water was to repair a broken water main on Maumee Street.
 We have been picking up brush for the weekly Yard Waste Program.
 The Rail Trail was mowed & weed eaten and cleaned for the ribbon cutting.
 The new logo's & DNR signs were installed on the Rail Trail.
 The Wright Street baseball dugouts were power washed for the Rotary to paint.
 Storm drains were cleaned on State, Major & Local Streets.
 Superior Sweeping was in and swept all of the curbed streets.
 Dean Construction replaced 3 sections of stamped concrete in the north parking lot.
 The DDA & LDFA sprinkler systems were winterized.
 The Wright St. bathrooms & recreation building was winterized.

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 OCTOBER 2016

Total Incidents: 76 written incident reports.

Non-Aggravated Assault: 0

B&E: 0

Fraud: 2

Theft from Motor Vehicle: 0

Domestic Assault: 0

Malicious Destruction of Property: 0

Drug Offense: 4

Other Larceny: 1

Nuisance Animals: 1

Retail Fraud: 3

Embezzlement: 0

Public Roadway Accidents: 5

Private Property Accidents: 8

Other Arrests: 7 (warrants, traffic, etc.)

Non Violent Domestic: 0

Civil Matter/Family Disputes: 6

Medical Emergency: 12

Alarms: 2

Juvenile Runaway: 1

Suspicious Situations: 7

General Assistance: 15

Traffic/Moving Violations: 24

Warrants Received from Prosecutor: 8

Juvenile Petitions: 3

October Patrol Shift Coverage: 94%

**CITY OF JONESVILLE
CASH BALANCES**

	October-2016	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	34,184.96
General Fund CLASS Acct	101-000-007	605,380.20
General Fund Cemetery CLASS Acct	101-000-007.100	87,533.55
General Fund Alloc of Assets CLASS	101-000-007.200	388,857.45
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	58,374.87
Major Streets CLASS Acct	202-000-007	81,596.68
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	55,082.60
Local Streets CLASS Acct	203-000-007	539,574.08
Local Streets Bond & Int CLASS	203-000-007.200	8,737.38
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	8,155.49
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	13,037.18
LDFA Operating CLASS Acct	247-000-007	916,409.77
D.D.A.:		
DDA Now Checking	248-000-001	13,747.53
DDA Operating CLASS Acct	248-000-007	240,039.35
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	39,538.02
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	220,276.27
Sewer Bond Reserve CLASS Acct	590-000-007.100	35,303.55
Sewer Plant Improv. CLASS Acct	590-000-007.200	820,186.39
Sewer Bond & Interest CLASS	590-000-007.300	16,572.36
WATER FUND:		
Water Receiving Now Checking	591-000-001	28,305.59
Water Receiving CLASS Acct	591-000-007	250,587.17
Water Plant Improvement CLASS Acct	591-000-007.100	176,797.49
Water Tower Maint CLASS Acct	591-000-007.300	43,950.69
Water Maint CLASS Acct	591-000-007.400	48,897.21
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	25,040.95
Equip. Replace CLASS - Police Car	661-000-007.301	24,478.94
Equip. Replace CLASS - Fire Truck	661-000-007.336	97,049.81
Equip. Replace CLASS - Turn Out Gear	661-000-007.337	2,212.48
Equip. Replace CLASS - DPW Equip	661-000-007.463	192,321.86
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	74,327.68
CURRENT TAX:		
Current Tax Checking	703-000-001	443.22
Current Tax Savings Account	703-000-002	436,085.70
PAYROLL FUND CHECKING:		
	750-000-001	4,244.22
GRAND TOTAL		5,603,701.17