



**CITY OF JONESVILLE
COUNCIL AGENDA
SEPTEMBER 21, 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. Consider Bid Award – 2016 Street Paving Project

[Action Item]

B. Consider Bid Award – Multifunction Printer/Copier

[Action Item]

C. Resolution 2016-15 – Record Retention and Disposal Schedule

[ROLL CALL] [Action Item]

D. Consider Rescheduling November Regular Meeting

[Action Item]

E. Fiscal Year 2015-16 Year End Budget Comparison

[Discussion Item]

7. COUNCIL MINUTES

A. Consider minutes of the August 17, 2016 regular meeting

[Action Item]

8. ACCOUNTS PAYABLE

A. Accounts Payable for September 2016 totalling \$80,661.01

[Action Item]

9. DEPARTMENT REPORTS

A. Fire Department – Chief Adair

B. Water/Wastewater Treatment Plant – Superintendent Mahoney


C. Department of Public Works – Superintendent Kyser

D. Police Department – Chief Lance

E. Cash Report – Finance Director Spahr

10. ADJOURNMENT



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: September 13, 2016
Re: Manager Report and Recommendations – September 21, 2016 Council Meeting

6. A. Consider Bid Award – 2016 Street Paving Project [Action Item]
Competitive bids have been received from four companies to complete milling and paving of portions of Wright Street, Water Street, North Street, Park Street, and West Street, as identified in the attached location map. The low bid was received from Thompson Construction Company, LLC, located in Coldwater, in the amount of \$90,337.60. This is well below the \$117,270 that is budgeted for these projects. The contractor has not previously done work in the City. Superintendent Kyser has reviewed references for the company and I support his recommendation to award the bid to Thompson Construction Company, LLC.

Given the competitive bid for the project, Superintendent Kyser is recommending that we consider moving forward additional street paving that is in the Capital Improvement Plan. Thompson Construction Company has provided a quote to complete milling and surfacing Chatham Drive and Cabot Circle. These two cul-de-sacs are in a deteriorating condition and can be completed for an additional \$18,406.20. I recommend a motion to award the low bid to Thompson Construction Company, LLC in the amount of \$90,337.60 and to approve additional paving in the amount of \$18,406.20. The construction schedule will be confirmed after the bid award. Bid documents are available for review in City Hall for those interested in viewing them. *Please refer to the attached paving map.*

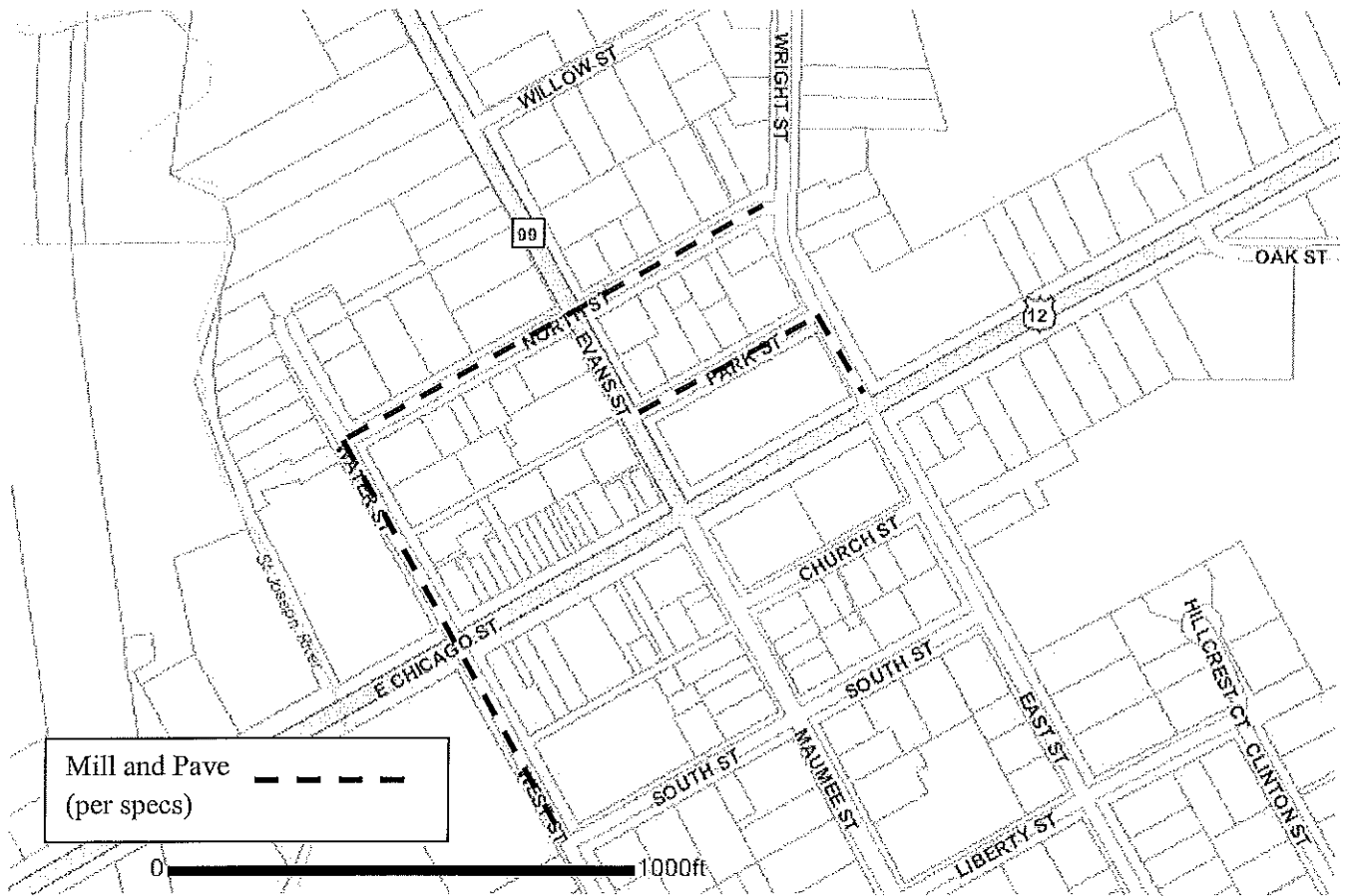
6. B. Consider Bid Award – Multifunction Printer/Copier [Action Item]
The City received six bids for the purchase of a new multifunction printer and copier. I recommend awarding a contract to the low bidder, Current Office Solutions, located in Hillsdale, in the amount of \$5,315.00, less a \$300 credit for rental expenses for the temporary machine that was previously supplied. The bids ranged to a high bid of \$10,895. The original budget for the machine was \$8,000. Bid documents are available for review at City Hall.

6. C. Resolution 2016-15 – Record Retention and Disposal Schedule [ROLL CALL][Action Item]
The Archives of the State of Michigan prepare and the Michigan Municipal League recommends adoption of a retention schedule for all official documents. There have been significant amendments to the schedule since the City last approved a resolution adopting the schedule in 2002. Adoption of the revised schedule will assure that our retention takes place in accordance with the latest recommendations. Due to the size of the schedule, I have not reproduced it for the packet. One is available for review in City Hall and will be available at the Council meeting. Approval of a Resolution requires a roll call vote. *Please refer to the attached Resolution 2016-15.*

6. D. Consider Rescheduling November Regular Meeting [Action Item]
Your consideration in rescheduling the November regular meeting from Wednesday, November 16th to Wednesday, November 9th would be appreciated. A motion is necessary to reschedule the meeting.

6. E. Fiscal Year 2015-16 Year End Budget Comparison [Discussion Item]
The Fiscal Year 2015-16 annual budget comparison (July 1, 2015 - June 30, 2016) is attached for your review. Overall, actual revenues and expenditures to date are in line with budgeted figures. One of the notable variances is that the General Fund revenues do not reflect reimbursement of the MDNR Trust Fund Grant. Those revenues in the amount of \$296,000 will be received in the current fiscal year. Finance Director Spahr will provide additional clarification as necessary. The auditors are currently onsite for field work and will present their audit report at a fall Council meeting. *Please refer to the attached FY 2015-16 budget comparison summary.*

Figure 2 – Detail Map



2016-15

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – RECORD RETENTION AND DISPOSAL SCHEDULE

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 21st day of September, 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 adopt a record retention schedule recommended by the State Archives of Michigan, Michigan Department of State and the Michigan Municipal League which is in compliance with Michigan law MCL 399.5; and

WHEREAS, the City of Jonesville can now dispose and retain its records in accordance to the laws of the State of Michigan; and

NOW, THEREFORE BE IT HEREBY RESOLVED, the City of Jonesville approves the adoption of the State of Michigan Retention and Disposal Schedule for cities, which currently includes General Schedules 1, 8, 11, 18, 23, 24, 26, 28, 30, 31, 32, as may be amended from time to time.

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 21st day of September, 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

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 06/30/2016

DESCRIPTION	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	2015-16 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 101 - GENERAL FUND				
TOTAL Revenues	1,128,686.70	1,365,707.63	82.64%	Rail Trail grant funds not rec'd
Expenditures				
101-CITY COUNCIL	21,574.59	22,500.00	95.89%	
172-CITY MANAGER	100,396.67	101,200.00	99.21%	
191-ELECTIONS	1,808.38	1,825.00	99.09%	
218-GENERAL OFFICE	182,029.81	182,565.00	99.71%	
247-BOARD OF REVIEW	586.98	1,000.00	58.70%	
253-TREASURER	2,424.68	2,450.00	98.97%	
257-ASSESSOR	21,989.24	22,100.00	99.50%	
258-DATA PROCESSING/COMPUTER DE	12,224.02	12,225.00	99.99%	
265-CITY HALL	11,611.49	11,617.00	99.95%	
276-CEMETERY	66,150.32	66,200.00	99.92%	
285-FREEDOM MEMORIAL	647.59	800.00	80.95%	
301-POLICE DEPARTMENT	317,481.50	317,641.12	99.95%	
336-FIRE DEPARTMENT	110,062.41	118,568.00	92.83%	
410-PLANNING & ZONING COMMISSIOI	5,034.95	5,684.00	88.58%	
441-RADIO TOWER PROPERTY	0.00	0.00		
442-PARKING LOTS	12,044.45	13,775.00	87.44%	
443-SIDEWALKS	223.72	1,780.00	12.57%	
444-DEPT. OF PUBLIC WORKS	20,490.38	20,495.00	99.98%	
448-STREET LIGHTING	30,192.36	36,000.00	83.87%	
526-SANITARY LAND FILL	4,307.78	5,999.00	71.81%	
751-RECREATION DEPARTMENT	46,797.75	46,815.00	99.96%	
770-PARKS	11,379.27	15,175.00	74.99%	
780-RAIL/TRAIL	325,016.77	371,600.00	87.46%	
858-FRINGE BENEFITS	41,688.13	41,710.00	99.95%	
865-INSURANCE	10,285.59	13,000.00	79.12%	
895-PROMOTIONS	416.05	425.00	97.89%	
TOTAL Expenditures	1,356,864.88	1,433,149.12	94.68%	
NET OF REVENUES & EXPENDITURES	(228,178.18)	(67,441.49)		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 06/30/2016

DESCRIPTION	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	2015-16 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 202 - MAJOR STREETS FUND				
TOTAL TOTAL Revenues	173,063.79	146,010.00	118.53%	
Expenditures				
465-ROUTINE MAINTENANCE	36,232.69	71,395.00	50.75%	
474-TRAFFIC CONTROL	2,257.49	3,080.00	73.30%	
478-WINTER MAINTENANCE	14,259.95	21,410.00	66.60%	
900-ADMINISTRATION	50,123.00	50,123.25	100.00%	
TOTAL Expenditures	102,873.13	146,008.25	70.46%	
NET OF NET OF REVENUES & EXPENDITURES	70,190.66	1.75		
Fund 203 - LOCAL STREETS FUND				
TOTAL TOTAL Revenues	256,902.05	233,395.41	110.07%	
Expenditures				
465-ROUTINE MAINTENANCE	43,569.26	75,595.00	57.64%	
474-TRAFFIC CONTROL	1,796.74	2,864.00	62.74%	
478-WINTER MAINTENANCE	12,083.98	17,855.00	67.68%	
900-ADMINISTRATION	129,587.61	129,594.50	99.99%	
TOTAL Expenditures	187,037.59	225,908.50	82.79%	
NET OF REVENUES & EXPENDITURES	69,864.46	7,486.91		
Fund 211 - STATE HIGHWAY FUND				
TOTAL Revenues	22,690.56	25,851.00	87.77%	
Expenditures				
465-ROUTINE MAINTENANCE	10,239.48	11,650.00	87.89%	
474-TRAFFIC CONTROL	835.12	900.00	92.79%	
478-WINTER MAINTENANCE	9,032.16	10,650.00	84.81%	
900-ADMINISTRATION	2,248.55	3,000.00	74.95%	
TOTAL Expenditures	22,355.31	26,200.00	85.33%	
NET OF NET OF REVENUES & EXPENDITURES	335.25	(349.00)		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 06/30/2016

DESCRIPTION	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	2015-16 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 24 Fund 247 - LOCAL DEVELOPMENT FINANCE AUTHORITY				
TOTAL Revenues	357,705.91	309,403.25	115.61%	
Expenditures				
729-DEVELOPMENT ACTIVITIES	66,809.53	238,929.00	27.96%	
TOTAL Expenditures	66,809.53	238,929.00	27.96%	
NET OF REVENUES & EXPENDITURES	290,896.38	70,474.25	412.77%	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY				
TOTAL TOTAL Revenues	143,127.02	132,987.53	107.62%	
Expenditures				
442-PARKING LOTS	13,342.47	14,975.00	89.10%	
443-SIDEWALKS	1,073.96	2,371.00	45.30%	
729-DEVELOPMENT ACTIVITIES	30,536.86	35,319.00	86.46%	
733-DOWNTOWN/STREETScape	18,165.62	21,145.00	85.91%	
895-PROMOTIONS	8,254.74	8,715.00	94.72%	
897-OTHER ACTIVITIES	56,771.00	57,271.00	99.13%	
TOTAL Expenditures	128,144.65	139,796.00	91.67%	
NET OF REVENUES & EXPENDITURES	14,982.37	(6,808.47)		
Fund 301 - GENERAL DEBT SERVICE FUND				
TOTAL TOTAL Revenues	158,523.50	159,023.50	99.69%	
Expenditures				
906-MAJOR STREET BOND	36,870.00	36,870.00	100.00%	
907-D.D.A. BOND	56,771.00	57,271.00	99.13%	
908-LOCAL STREET BOND	64,882.50	64,882.50	100.00%	
TOTAL Expenditures	158,523.50	159,023.50	99.69%	
NET OF REVENUES & EXPENDITURES	-	-		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 06/30/2016

DESCRIPTION	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	2015-16 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 590 - SEWER SYSTEM FUND				
TOTAL Revenues	712,004.64	729,965.65	97.54%	
Expenditures				
527-SEWAGE DISPOSAL	773,328.70	1,114,400.26	69.39%	
TOTAL Expenditures	773,328.70	1,114,400.26	69.39%	
NET OF REVENUES & EXPENDITURES	(61,324.06)	(384,434.61)	15.95%	
Fund 591 - WATER SUPPLY SYSTEM FUND				
TOTAL Revenues	318,990.71	331,036.12	96.36%	
Expenditures				
536-IRON REMOVAL PLANT	207,949.92	292,260.00	71.15%	
537-WATER DISTRIBUTION SYSTEM	67,947.50	88,480.00	76.79%	
TOTAL Expenditures	275,897.42	380,740.00	72.46%	
NET OF REVENUES & EXPENDITURES	43,093.29	(49,703.88)		
Fund 66 Fund 661 - MOTOR VEHICLE POOL FUND				
TOTAL Revenues	171,022.79	178,000.00	96.08%	
Expenditures				
270-DPW BUILDING AND GROUNDS	16,809.73	21,189.00	79.33%	
896-MOTOR VEHICLE POOL	114,479.06	460,670.00	24.85%	
TOTAL Expenditures	131,288.79	481,859.00	27.25%	
NET OF REVENUES & EXPENDITURES	39,734.00	(303,859.00)	-13.08%	

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

**JONESVILLE CITY COUNCIL
Minutes of August 17, 2016**

A meeting of the Jonesville City Council was held on Wednesday, August 17, 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, Police Chief Lance, WWTP Supt. Mahoney, Fire Chief Adair, Treasurer Spahr, and Corey Murray (Hillsdale Daily News).

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

The agenda was approved with one Addition – Item 6D: Consider a delegate for the MML Annual Meeting, to be held September 14, 2016, at 1:30 p.m.

A motion was made by David Steel and supported by Andy Penrose to approve Resolution 2016-14 – MDNR Declaration of Restrictions, Jonesville Rail Trail. Manager Gray noted a change in the execution date from June 4, 2014 to June 26, 2014. Roll Call Vote: Ayes: Gerry Arno, Tim Bowman, Jerry Drake, Ron Hayes, Andy Penrose, David Steel and Robert Snow. Nays: None. Motion carried, as amended.

A motion was made by Andy Penrose and supported by Jerry Drake to purchase a new server, at a cost of \$3,425.00, for the BS&A and Cemetery software. All in favor. Motion carried.

A motion was made by Andy Penrose and supported by Ron Hayes to approve the Fiscal Year 2016 Year-end budget amendments. All in favor. Motion carried.

A motion was made by Gerry Arno and supported by David Steel to appoint Ron Hayes as the delegate for the MML Annual Meeting. All in favor. Motion carried.

Jerry Drake made a motion to approve the Council Minutes of July 20, 2016 as presented. Ron Hayes supported the motion. All in favor. Motion carried.

David Steel made a motion to approve the Closed Session Council Minutes of July 20, 2016 as presented. Tim Bowman supported the motion. All in favor. Motion carried.

Gerry Arno made a motion and Jerry Drake seconded to approve the Accounts Payable for August 2016, in the amount of \$86,412.60. All in favor. Motion carried.

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

The meeting adjourned at 7:31 p.m. with a motion made by Andy Penrose and support from David Steel.

Submitted by,

Lenore M. Spahr
Deputy Clerk

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
ADDISON AWNING COMPANY	CITY HALL AWNING	1,990.00
ARNO, VICKY L.	PRIMARY ELECTION WAGES/MILEAGE	220.55
ARROW UNIFORM RENTAL	UNIFORM RENTAL	182.48
ASSOC OF PUB TREAS OF US & C	SPAHR - MEMBERSHIP RENEWAL	145.00
AT&T	LOCAL/LONG DISTANCE	1,274.66
BAKER'S LAWN CARE, LLC	AUGUST LAWN CARE/SEXTON DUTIES	2,275.00
	AUGUST BURIALS/FOUNDATIONS	1,156.40
		3,431.40
BARRETT, JILL ANN	PRIMARY ELECTION WAGES/MILEAGE	104.96
BECKNER MARK	UB refund for account: 000492-04	5.28
BENSCH, TERESA	BS&A TRAINING	93.96
BROOKS, BETSY	PRIMARY ELECTION WAGES/MILEAGE	238.58
BROOKS, JAMIE	CITY HALL CLEANING	100.00
	JPD CLEANING	100.00
		200.00
CARL ALLEN BARNETT/DBA CARL'	ST HWY - TREE/STUMP REMOVAL	800.00
CITY OF JONESVILLE	DDA - STREETSCAPE SPRINKLERS	137.99
	CITY HALL WATER/SEWER	43.99
	DDA - DRINKING FOUNTAIN	34.44
	JFD - WATER & SEWER	75.03
	JPD - WATER & SEWER	43.99
	LDFA - 100 DEAL PKWY SPRINKLERS	196.72
	DPW BUILDING WATER & SEWER	43.99
	WWTP WATER & SEWER	397.89
	LDFA - 500 IND PKWY SPRINKLERS	145.63
	LDFA - 598 IND PKWY SPRINKLERS	174.88
	WRIGHT ST PARK WATER & SEWER	69.77
	DDA BUILDING WATER & SEWER	65.53
		1,429.85
CONSUMERS ENERGY	DDA - UNMETERED PARKING LOT LIGHTS	13.93
	CITY-WIDE STREET LIGHTS	2,302.42
	STREETSCAPE LIGHTS	433.70
	IRON REMOVAL PLANT ELECTRICITY	1,392.60
	DPW BUILDING ELECTRICITY	343.89
	CITY HALL ELECTRICITY	383.26
	JFD TRUCK BAY ELECTRICITY	131.65
	JFD TRAINING ROOM ELECTRICITY	112.77
	FIRE SIREN ELECTRICITY	22.57
	CITY HALL SECOND FLOOR ELECTRICITY	22.57
	FAST PARK ELECTRICITY	69.07
	DDA - METERED PARKING LOT LIGHTS	75.74
	JPD ELECTRICITY	415.46
	LDFA - 598 IND PKWY SPRINKLER ELECTRICITY	22.99
	WATER TOWER ELECTRICITY	57.69
	LDFA - 100 DEAL PKWY SPRINKLER ELECTRICITY	25.48
	500 IND PKWY SPRINKLER ELECTRICITY	33.56
	WWTP ELECTRICITY	3,797.16
	FREEDOM MEMORIAL ELECTRICITY	78.98
	CEMETERY ELECTRICITY	25.22
	DPW BUILDING ELECTRICITY	70.54
	RADIO TOWER ELECTRICITY	32.59
	WRIGHT ST PARK ELECTRICITY	24.67
		9,888.51
CURRENT OFFICE SOLUTIONS	CITY HALL COPIER RENT	75.00
DMCI BROADBAND, LLC	DPW/WWTP INTERNET UPGRADE	111.77
EBERLE LEIGHANN	UB refund for account: 001056-10	24.37
FIRE SAFETY USA, INC	JFD - FOAM	460.00
FIRST NATIONAL BANK OMAHA	WWTP/DPW MEMBERSHIPS/TRAINING	1,327.48
	RAIL TRAIL - MDNR PLAQUE	209.80
		1,537.28
FOSTER'S WILDLIFE CONTROL	FERAL CATS - N PKG LOT	300.00
GENPOWER PRODUCTS, INC.	WWTP - GENERATOR REPAIR	1,361.69

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
GODFREY BROS., INC.	JFD - CHAIN SAW FUEL	48.00
HILLSDALE COUNTY CLERK	PRIMARY ELECTION COSTS	564.05
HILLSDALE DAILY NEWS	SUBSCRIPTION RENEWAL	190.00
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM	545.00
I.T. RIGHT	SERVER UPS	216.00
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	200.04
JONESVILLE LUMBER	SUPPLIES/REPAIRS	287.39
KAST, LISA M.	PRIMARY ELECTION WAGES/MILEAGE	233.07
MICHIGAN GAS UTILITIES	JPD - GAS SERVICE	3.45
	DPW - GAS SERVICE	612.40
	DDA BUILDING - GAS SERVICE	264.11
	GAS LIGHT SERVICE	13.15
	DDA BUILDING - GAS SERVICE	828.56
	1,721.67	
MICHIGAN LAWN & LANDSCAPE	MOWING/WEED MAINTENANCE	2,890.35
MILLER II, ERVIN C	DPW BUILDING - AIR CONDITIONER	45.00
MML LIABILITY & PROPERTY POO	PROPERTY/LIABILITY INS RENEWAL	37,011.00
MUNICIPAL CODE CORPORATION	ONLINE ORDINANCES	550.00
PARAGON LABORATORIES, INC.	WATER - TESTING	181.50
PARKER, HAYES & LOVINGER, P.	LEGAL SERIVCES	85.00
PEERLESS-MIDWEST, INC.	WATER - WELL & PUMP SERVICE	1,180.00
PERFORMANCE AUTOMOTIVE	JFD - LIGHT BULBS/ TRUCK 572	98.90
PETTY CASH	REIMBURSEMENT	208.31
POINT RENTAL & SALES	MVP - OPERATING SUPPLIES	23.22
	MVP - AUTO REPAIRS	3.90
	27.12	
POSTMASTER	POSTAGE - WATER/SEWER BILLS	234.89
POWERS CLOTHING, INC.	DPW - UNIFORMS/JPD - ALTERATIONS	302.50
REPUBLIC WASTE SERVICES	PARKS/DOWNTOWN TRASH SERVICE	105.00
	CITY HALL/DPW/WWTP TRASH SERVICE	90.00
	JPD/JFD TRASH SERVICE	59.00
	254.00	
ROTARY CLUB OF JONESVILLE	GRAY - ANNUAL DUES	500.00
SCHARP, JO ANN	PRIMARY ELECTION WAGES/MILEAGE	227.35
SOUTHERN MICHIGAN SEALCOATIN	TRAFFIC PAINT	255.00
	JPD/JFD - CRACK FILL/SEALCOAT PARKING LOT	1,530.00
	1,785.00	
SPEEDWAY SUPERAMERICA, LLC	GASOLINE	649.91
SPICER GROUP, INC	RAIL TRAIL CONSTRUCTION	1,117.00
STOCKHOUSE CORPORATION	UTILITY BILLS PRINTED	1,036.80
SUPERIOR SWEEPING SERVICE IN	STREET SWEEPING	2,791.92
THE MANOR	UB refund for account: 000930-01	810.04
USA BLUEBOOK	WWTP - OPERATING SUPPLIES	209.26
VERIZON WIRELESS	DPW CELL PHONE	25.00
	CELL PHONES/JPD IN-CAR MODEMS	166.51
	191.51	
WAL-MART STORES, INC.	ELECTION/WWTP SUPPLIES	202.09
WORKHEALTH	JFD - PHYSICALS	191.00
	Total:	80,661.01

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					
QUARTER TOTAL					
OCTOBER					
NOVEMBER					
DECEMBER					
QUARTER TOTAL					
YEAR TOTAL					

Notes:

Jonesville Fire Department Report

August

2016

Date	Type of call	Location	# of members
Aug-1	Grass fire	Railroad track/439 Beck(City)	11
Aug-1	Grass fire	Railroad track/343 Jonesville(City)	11
Aug-1	Broken power pole	108 W Chicago st(City)	10
Aug-3	Business Meeting	Station(Meeting)	13
Aug-19	Fire alarm	460 Adrian st. (City)	3
Aug-19	1 car PDC	Halfmoon Lk. rd/ Ball(Fayette)	8
Aug-21	Fire Alarm/ False	117 West st. (City)	7
Aug-22	Fire Alarm/False	117 West st.(City)	9
Aug-24	Clean-up	Station (Training)	7
Aug-25	Mock air plane crash	Hillsdale airport(Training)	5
Aug-30	Lift assist	1551 E. Chicago (Mutual aid)	4
Aug-31	Power lines down	3159 N. Bunn rd.(Fayette)	10

Notes:

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MONTHLY OPERATING REPORT

August 2016

SUBMITTED: September 8, 2016

WATER FLOW

MAXIMUM	374,000
MINIMUM	150,000
AVERAGE	245,000
TOTAL	7.605 MG

WASTEWATER FLOW

MAXIMUM	335,400
MINIMUM	235,500
AVERAGE	262,900
TOTAL	8.1499 MG

CALLOUTS: Three—Water Plant Issues

OPERATION & MAINTENANCE

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

Maintenance was performed on the 2007 Ford Pickup.

The water system Emergency Response Plan and the Contingency Plan was updated and submitted to the MDEQ.

The service water storage tank was power washed.

\$490.00 was submitted to City Hall for walk in water testing.

PLANT EFFICIENCY—August 2016

5-Day Biochemical Oxygen Demand

NPDES Permit Limit in August 2016—4 mg/l Monthly Average

The BOD-5 test tells us how much of the oxygen in the water is being used up or demanded by the waste in the water. High oxygen demand will deplete the oxygen in the receiving water. This will have adverse effects on the quality of life (fish) in the receiving stream.

Jonesville Monthly Average—3.4 mg/l

Average Percent Removal from the Raw Wastewater—98.5 %

Total Suspended Solids

NPDES Permit Limit in August 2016—20 mg/l Monthly Average

Suspended solids are very important in controlling the process in the plant. Suspended solids are removed via settling clarifiers and are pumped to the anaerobic digester for treatment. The digested biosolids are applied to farmland at agronomic rates as fertilizer.

Jonesville Monthly Average— 2.5 mg/l

Average Percent Removal from the Raw Wastewater—96.0%

Total Phosphorus

NPDES Permit Limit in August 2016—1 mg/l Monthly Average

Phosphorus is a nutrient that promotes growth. In fact, farmers use phosphorus as a fertilizer on crop lands. Phosphorus is found in many cleaning agents and industrial processes. Excessive phosphorus in wastewater promotes the excessive growth of micro and macro-organisms in the receiving stream. In other words, phosphorus promotes excessive growth of algae and seaweed. These plants demand oxygen from the water and tend to decrease the quality of life in the receiving stream.

Jonesville Monthly Average—0.4 mg/l

Average Percent Removal from the Raw Wastewater—86.4%

Ammonia Nitrogen

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

Ammonia Nitrogen is the result of bacterial decomposition of organic nitrogen. Examples of organic nitrogen include animal and plant protein, amino acids and urea from urine. Ammonia nitrogen is a very unstable form of nitrogen. In wastewater plants ammonia nitrogen is oxidized to form nitrite nitrogen. Further oxidation of nitrite nitrogen will form the stable compound called nitrate nitrogen. This process is called nitrification and occurs in the trickling filter towers. If nitrification does not occur in the treatment plant, it will occur in the receiving stream once again depriving oxygen from the aquatic population. Because of the sensitive nature of the microorganisms involved in the nitrification process, the ammonia nitrogen limits are about the hardest to hit.

Jonesville Monthly Average—0.360 mg/l

Average Percent Removal from the Raw Wastewater—98.1 %

Jonesville Daily Maximum—0.883 mg/l

Rick Mahoney

Jonesville Dept of Public Works

August 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.	0 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 Tons
POLICE STATION	0 HR DT 0 HR OT	0	0	0	0
FIRE DEPARTMENT	0 HR DT 0 HR OT	0	0	0	0
DPW DEPT	0 HR DT 0 HR OT				
DDA SIDEWALKS	0 HR DT 0 HR OT				
WATER	0 HR DT 0 HR OT				
State Police	0 HR DT 0 HR OT				

There were no call outs

The Police Department building was power washed.
 We installed 4 State Bowling Champs 2014 signs on are City Limit signs for the school.
 The DDA. Sidewalks were swept downtown.
 Superior Street Sweeping was in and swept all of the curbed streets.
 We have been picking up brush for the weekly Yard Waste Program.
 We have been watering all of the flowers and tree's and bushes for DDA, Parks & Rail Trail.
 We used 7,000 gallons of water between DDA, Parks & the Rail Trail this month.
 The vacant property's at 448 E. Chicago St. & 394 W. Chicago St. were mowed.
 The Rail Trail was mowed & weed eated.
 The water service was deleted at the curb stop at 117 East St. for the school.
 The curb stop at 454 E. Chicago St. was replaced as it was leaking.
 The MIS banner was put up and taken down.
 Wickham Tree Service cut 8 tree's & trimmed several at the Cememtery.
 We started painting cross walks and curbs on Local & Major Streets.

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 AUGUST 2016

Total Incidents: 100 written incident reports.

Non-Aggravated Assault: 1

B&E: 1

Larceny: 0

Motor Vehicle Theft: 1

Theft from Motor Vehicle: 2

Domestic Assault: 2

Malicious Destruction of Property: 4

Drug Offense/Overdose: 2

Other Larceny: 2

Nuisance Animals: 2

Retail Fraud: 4

Embezzlement: 0

Public Roadway Accidents: 0

Private Property Accidents: 10

Other Arrests: 11 (warrants, traffic, etc.)

Non Violent Domestic: 2

Civil Matter/Family Disputes: 5

Medical Emergency: 10

Alarms: 6

Natural Death: 1

Suspicious Situations: 12

General Assistance: 12

Traffic/Moving Violations: 4

Warrants Received from Prosecutor: 14

Juvenile Petitions: 1

August Patrol Shift Coverage: 95%

SEPTEMBER FOCUS

School zone traffic

School lockdown drills

LEIN Policy compliance