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
SEPTEMBER 20, 2017 - 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. Terry Vear, Executive Director Hillsdale County Senior Center
   B. Julie Games, Hillsdale County Commissioner

5. **PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION**
   A. None

6. **REPORTS AND RECOMMENDATIONS**
   A. Resolution 2017-12 – Jerry Russell Trail [ROLL CALL] **[Action Item]**
   B. Sidewalk Repair Policy
      i. Ordinance No. 215 – Set a Public Hearing for October 18, 2017 **[Action Item]**
      ii. Resolution 2017-13 – Waive Property Owner Billing Requirement [ROLL CALL] **[Action Item]**
   C. Michigan Department of Transportation Signal Modernization **[Action Item]**
   D. Fiscal Year 2016-17 Year End Budget Comparison **[Discussion Item]**

7. **COUNCIL MINUTES**
   A. Consider minutes of the August 16, 2017 Regular Meeting **[Action Item]**
   B. Consider minutes of the August 16, 2017 Closed Meeting **[Action Item]**

8. **ACCOUNTS PAYABLE**
   A. Accounts Payable for September 2017 totalling $102,109.15 **[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**

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To: Jonesville City Council
From: Jeffrey M. Gray, City Manager
Date: September 13, 2017
Re: Manager Report and Recommendations – September 20, 2017 Council Meeting

6. A. Resolution 2017-12 – Jerry Russell Trail [ROLL CALL]**[Action Item]**
The attached resolution would name the Jonesville Rail Trail in honor of long-time Department of Public Works Superintendent Claude "Jerry" Russell. A public ceremony to recognize the naming of the trail is planned for Saturday, October 14th at 2:00 p.m. It will be held at the trailhead behind the Police Department, weather permitting. Members of Jerry's family are available to attend. Public invitations will be prepared following approval of the resolution by Council. *Please refer to the attached Resolution 2017-12.*

6. B. Sidewalk Repair Policy
The current Code of Ordinances and adopted Sidewalk Repair and Replacement Funding Policy require that the cost of repairs to existing sidewalks be paid fifty-percent by the adjoining property owner and fifty-percent by the City. During the adoption of the FY 2017-18 budget, sufficient funds were budgeted for the purpose of considering an amendment to this policy so that the City would pay 100% of repair costs, except where sidewalks intersect private driveways and the cost would be split between the City and property owner. The following actions are needed to consider the amendments:

6. B. i. Ordinance No. 215 – Set a Public Hearing for October 18, 2017 **[Action Item]**
The attached copy of Ordinance 215 would amend Section 15.28 of the Code of Ordinances to eliminate the 50/50 cost share requirement. Proposed deletions are shown in ~~strikeout~~ and new language is **bold underlined**. It is necessary to advertise and hold a public hearing prior to action on the amendment. It is recommended that Council schedule a public hearing for the October 18, 2017 regular meeting at 6:30 p.m. in the Jonesville City Hall. *Please refer to the enclosed copy of Ordinance No. 215.*

6. B. ii. Resolution 2017-13 – Waive Property Owner Billing Requirement [ROLL CALL]**[Action Item]**
Along with the Ordinance Amendment, it will be necessary for Council to consider amendments to the enclosed Sidewalk Repair and Replacement Funding Policy in October. The Department of Public Works has room in its schedule to complete some initial repairs this fall. The attached resolution would permit the DPW to complete repairs prior to action on the policies, would waive the property owner charge under current policy (except for sidewalk repairs within driveways). This waiver would allow us to conduct a brief pilot of the proposed changes and consider the outcomes in development of new policy language. Approval of the resolution is recommended and requires a roll call vote. *Please refer to the enclosed copy of the Sidewalk Repair and Replacement Funding Policy and Resolution 2017-13.*

6. C. Michigan Department of Transportation Signal Modernization **[Action Item]**
The Downtown Development Authority (DDA) will hold a special meeting on the morning of September 20th at 7:30 a.m. in City Hall regarding the MDOT planned signal modernization project. MDOT representatives will be present to discuss the project and to answer questions. Part of the discussion will be potential City and DDA costs associated with new signal supports. This item on the agenda is reserved for discussion of the project and any possible action that may be necessary as a result of the DDA special meeting.

6. D. Fiscal Year 2016-17 Year End Budget Comparison [Discussion Item]

The Fiscal Year 2016-17 annual budget comparison (July 1, 2016 - June 30, 2017) is attached for your review. Overall, actual revenues and expenditures are in line with budgeted figures. Finance Director Spahr will provide additional clarification and answer questions, as necessary. The auditors have recently completed their onsite field work, and are anticipated to present their audit report at the October Council meeting. *Please refer to the attached FY 2016-17 budget comparison summary.*

Correspondence:

- Thank you from the Means Family

RESOLUTION 2017-12

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – JERRY RUSSELL TRAIL

WHEREAS, Claude "Jerry" Russell was employed by the Village of Jonesville for 39 years; and

WHEREAS, during his tenure as Department of Public Works Superintendent, Jerry was an outstanding steward of the infrastructure, parks and recreation facilities for the citizens of Jonesville; and

WHEREAS, Jerry was an avid outdoorsman, hunter, conservationist, and navigator of the rivers of Hillsdale County, having kayaked five headwaters to their respective Great Lake; and

WHEREAS, Jerry advocated for the expansion of parks and recreation facilities and the Jonesville Rail Trail represents his legacy to provide outdoor and recreation opportunities for the citizens of Jonesville.

NOW, THEREFORE BE IT RESOLVED THAT the City of Jonesville hereby names the Jonesville Rail Trail the **Jerry Russell Trail** in his honor, with the hope that future generations will come to know of his significant contributions to improve the quality of life of the citizens of Jonesville.

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

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 20th day of September, 2017.

_____
Gerald E. Arno, Mayor

_____
Cynthia D. Means, Clerk

Adopted
6-22-98

Village of Jonesville
Sidewalk Repair and Replacement Funding Policy

June 12, 1998

The Village of Jonesville wishes to adopt a policy which helps to maintain and enhance the condition of pedestrian sidewalks within the Village. This policy's intent is to clarify the Villages role in providing a safe and effective pedestrian system. Furthermore the policy details the methods by which a property owner may receive a financial reimbursement from the Village for sidewalk repairs.

The following are three methods by which sidewalk repairs are likely to take place and the Village's obligation in reimbursing property owners for fifty percent (50%) of their cost.

1) If the property owner is contacted by the Village and informed of the need to repair sidewalks adjacent to their property and if the property owner decides to have the Village repair the sidewalks. The Village will arrange for the replacement of each section of sidewalk that meets the Hazardous Sidewalk Criteria and upon its completion the property owner will receive a bill for 50% of the total cost of the repair. This tax bill will be combined with the Village's regular taxing schedule (currently summer).

2) If the property owner is contacted by the Village and informed of the need to repair sidewalks adjacent to their property and if the property owner decides to hire their own contractor to repair the sidewalks. The property owner must receive and complete a free Sidewalk Replacement Program & Permit form from the Village Hall. The Village will reimburse the property owner for 50% of the cost of repairing only those sections of sidewalk which meet the minimum Hazardous Sidewalk Criteria. The property owner must receive a quoted price for the repairs in writing based on a per lineal foot basis. The Village will not pay more per lineal foot than the Village's most recent bid price.

3) If the property owner contacts the Village and request to repair sidewalks adjacent to their property and has the equipment and ability to conduct such repairs. The property owner must receive and complete a free Sidewalk Replacement Program & Permit form from the Village Hall. The Village will reimburse the property owner for 100% of the cost of the concrete repairing only those sections of sidewalk which meet the minimum Hazardous Sidewalk Criteria. The property owner must receive a quoted price for the concrete in writing based on a per square yard basis.

In order for a property owner to receive reimbursement from the Village for work that was conducted using the above listed formats a free Sidewalk Replacement Program & Permit Form must be received and completed. The Village's Department of Public Works must inspect and approve the sidewalk repair immediately prior to the pouring of the concrete and upon its completion.

CITY OF JONESVILLE
ORDINANCE NO. 215

AN ORDINANCE TO AMEND SECTION 15.28, BROKEN OR DAMAGED SIDEWALKS, OF THE CODE OF ORDINANCES.

THE CITY OF JONESVILLE ORDAINS:

Section 1. **Section 15.28 of the Code of Ordinances, Broken or Damaged Sidewalks, shall be amended to read as follows:**

Sec. 15-28. - Broken or damaged sidewalks.

If a sidewalk is damaged or broken in any manner other than the normal use of a sidewalk by the owner or tenant, then the sidewalk shall be repaired or replaced at the property owner's expense. If a sidewalk is damaged or broken from normal use and wear which meet the minimum hazardous sidewalk criteria, then the ~~entire~~ cost of the repair shall be ~~fifty (50) percent for the village and fifty (50) percent for the property owner~~ **paid subject to the Sidewalk Repair and Replacement Funding Policy, as adopted by resolution of the City Council, and as may be amended from time to time**.

Section 2. **Publication and Effective Date**

This ordinance shall be in force and effect seven (7) days after its publication in a newspaper of general circulation within the City.

YEAS:

NAYS:

ABSENT:

ORDINANCE DECLARED ADOPTED ON _____

_____
Gerald E. Arno, Mayor

_____
Cynthia D. Means, Clerk

CERTIFICATION

I, Cynthia D. Means, being the Clerk of the City of Jonesville, do hereby certify that the foregoing is a true and correct copy of the City of Jonesville Ordinance No. 215, passed on the _____ day of _____, 2017. Further, I certify I caused the same to be published in a newspaper of general circulation within fifteen (15) days after adoption by the City Council of the City of Jonesville, County of Hillsdale and State of Michigan.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this _____ day of _____, 2017.

_____
Cynthia D. Means, Clerk

2017-13

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – SIDEWALK REPAIR BILLING

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 20th day of September 2017, at 6:30 p.m.

PRESENT:

ABSENT:

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

WHEREAS, the City of Jonesville will consider amendments to Section 15.28 of the Code of Ordinances (the "Ordinance") and the Sidewalk Repair and Replacement Funding Policy (the "Policy") at the October 18, 2017 City Council meeting; and

WHEREAS, the changes, if approved, would eliminate some of the requirements for property owners to pay a reimbursement of a portion of sidewalk repair costs; and

WHEREAS, sufficient funds were included in the Fiscal Year 2017-18 budget to implement changes to the Policy and the City wishes to test changes prior to final adoption of an amended Policy.

NOW THEREFORE, IT IS RESOLVED that the City waives the requirement that adjoining property owners reimburse the City for 50% of the costs to repair sidewalks, except those sections of sidewalk that intersect a private driveway; and

IT IS FURTHER RESOLVED that this waiver shall remain in effect until the City Council holds a public hearing to consider permanent changes to the Ordinance and Policy at the October 18, 2017 City Council meeting.

AYES: Members: _____

NAYS: Members: _____

ABSENT: 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 20th day of September, 2017, 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 6/30/2017

DESCRIPTION	YTD BALANCE 6/30/2017 NORMAL (ABNORMAL)	2016-17 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 101 - GENERAL FUND				
TOTAL Revenues	**1,595,089.34**	**1,579,397.00**	**100.99%**	
Expenditures				
101-CITY COUNCIL	21,511.85	25,100.00	85.70%	
172-CITY MANAGER	101,893.52	102,345.00	99.56%	
191-ELECTIONS	4,051.31	8,000.00	50.64%	
218-GENERAL OFFICE	193,074.24	194,820.00	99.10%	
247-BOARD OF REVIEW	737.15	1,500.00	49.14%	
253-TREASURER	2,154.52	2,800.00	76.95%	
257-ASSESSOR	22,083.84	22,100.00	99.93%	
258-DATA PROCESSING/COMPUTER DE	19,508.99	19,775.00	98.65%	
265-CITY HALL	42,554.18	42,817.00	99.39%	
276-CEMETERY	53,424.18	53,603.00	99.67%	
285-FREEDOM MEMORIAL	2,049.14	2,400.00	85.38%	
301-POLICE DEPARTMENT	293,472.26	297,368.80	98.69%	
336-FIRE DEPARTMENT	131,094.90	131,949.00	99.35%	
410-PLANNING & ZONING COMMISSIOI	4,994.86	5,176.00	96.50%	
441-RADIO TOWER PROPERTY	0.00	0.00		
442-PARKING LOTS	24,222.30	32,365.00	74.84%	
443-SIDEWALKS	56.04	1,780.00	3.15%	
444-DEPT. OF PUBLIC WORKS	18,442.22	18,670.00	98.78%	
448-STREET LIGHTING	31,335.60	36,000.00	87.04%	
526-SANITARY LAND FILL	7,387.28	7,799.00	94.72%	
751-RECREATION DEPARTMENT	37,453.37	43,415.00	86.27%	
770-PARKS	12,745.52	14,825.00	85.97%	
780-RAIL/TRAIL	7,963.81	8,075.00	98.62%	
858-FRINGE BENEFITS	30,716.65	34,250.00	89.68%	
865-INSURANCE	16,281.50	16,500.00	98.68%	
895-PROMOTIONS	115.63	125.00	92.50%	
897-OTHER ACTIVITIES	191,730.40	191,750.00	99.99%	
TOTAL Expenditures	**1,271,055.26**	**1,315,307.80**	**96.64%**	
NET OF REVENUES & EXPENDITURES	**324,034.08**	**264,089.20**	**122.70%**	

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 6/30/2017

DESCRIPTION	YTD BALANCE 6/30/2017 NORMAL (ABNORMAL)	2016-17 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 202 - MAJOR STREETS FUND				
TOTAL Revenues	**173,296.78**	**171,010.00**	**101.34%**	
Expenditures				
451-STREET CONSTRUCTION	69,814.80	83,850.00	83.26%	
465-ROUTINE MAINTENANCE	40,994.08	47,400.00	86.49%	
474-TRAFFIC CONTROL	4,020.29	4,950.00	81.22%	
478-WINTER MAINTENANCE	12,510.46	21,865.00	57.22%	
900-ADMINISTRATION	46,691.00	47,801.00	97.68%	
TOTAL Expenditures	**174,030.63**	**205,866.00**	**84.54%**	
NET OF REVENUES & EXPENDITURES	**(733.85)**	**(34,856.00)**	**2.11%**	
Fund 203 - LOCAL STREETS FUND				
TOTAL Revenues	**250,021.51**	**243,400.00**	**102.72%**	
Expenditures				
451-STREET CONSTRUCTION	40,669.95	41,000.00	99.20%	
465-ROUTINE MAINTENANCE	37,144.01	54,620.00	68.00%	
474-TRAFFIC CONTROL	822.06	3,064.00	26.83%	
478-WINTER MAINTENANCE	10,606.84	17,030.00	62.28%	
900-ADMINISTRATION	131,071.00	131,101.00	99.98%	
TOTAL Expenditures	**220,313.86**	**246,815.00**	**89.26%**	
NET OF REVENUES & EXPENDITURES	**29,707.65**	**(3,415.00)**	**869.92%**	
Fund 211 - STATE HIGHWAY FUND				
TOTAL Revenues	**36,434.67**	**36,426.00**	**100.02%**	
Expenditures				
465-ROUTINE MAINTENANCE	23,235.22	24,350.00	95.42%	
474-TRAFFIC CONTROL	138.00	550.00	25.09%	
478-WINTER MAINTENANCE	7,757.64	7,875.00	98.51%	
900-ADMINISTRATION	3,610.57	3,650.00	98.92%	
TOTAL Expenditures	**34,741.43**	**36,425.00**	**95.38%**	
NET OF REVENUES & EXPENDITURES	**1,693.24**	**1.00**		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 6/30/2017

DESCRIPTION	YTD BALANCE 6/30/2017 NORMAL (ABNORMAL)	2016-17 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 247 - LOCAL DEVELOPMENT FINANCE AUTHORITY				
TOTAL Revenues	**307,019.15**	**285,175.00**	**107.66%**	
Expenditures				
729-DEVELOPMENT ACTIVITIES	68,810.31	306,543.00	22.45%	
TOTAL Expenditures	**68,810.31**	**306,543.00**	**22.45%**	
NET OF REVENUES & EXPENDITURES	**238,208.84**	**(21,368.00)**	**1114.79%**	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY				
TOTAL Revenues	**122,734.68**	**127,370.16**	**96.36%**	
Expenditures				
442-PARKING LOTS	25,788.34	27,165.00	94.93%	
443-SIDEWALKS	1,231.05	1,871.00	65.80%	
729-DEVELOPMENT ACTIVITIES	36,658.84	36,833.00	99.53%	
733-DOWNTOWN/STREETSCAPE	19,854.19	20,695.00	95.94%	
895-PROMOTIONS	7,422.79	7,565.00	98.12%	
897-OTHER ACTIVITIES	57,459.00	57,459.00	100.00%	
TOTAL Expenditures	**148,414.21**	**151,588.00**	**97.91%**	
NET OF REVENUES & EXPENDITURES	**(25,679.53)**	**(24,217.84)**	**106.04%**	
Fund 301 - GENERAL DEBT SERVICE FUND				
TOTAL Revenues	**161,189.00**	**161,189.00**	**100.00%**	
Expenditures				
906-MAJOR STREET BOND	35,760.00	35,760.00	100.00%	
907-D.D.A. BOND	57,459.00	57,459.00	100.00%	
908-LOCAL STREET BOND	67,970.00	67,970.00	100.00%	
TOTAL Expenditures	**161,189.00**	**161,189.00**	**100.00%**	
NET OF REVENUES & EXPENDITURES	-	-		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 6/30/2017

DESCRIPTION	YTD BALANCE 6/30/2017 NORMAL (ABNORMAL)	2016-17 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 590 - SEWER SYSTEM FUND				
TOTAL Revenues	**690,273.81**	**737,500.00**	**93.60%**	
Expenditures				
527-SEWAGE DISPOSAL	749,160.06	997,081.26	75.14%	
TOTAL Expenditures	**749,160.06**	**997,081.26**	**75.14%**	
NET OF REVENUES & EXPENDITURES	**(58,886.25)**	**(259,581.26)**	**22.69%**	
Fund 591 - WATER SUPPLY SYSTEM FUND				
TOTAL Revenues	**328,088.91**	**323,950.00**	**101.28%**	
Expenditures				
536-IRON REMOVAL PLANT	196,516.56	297,316.00	66.10%	
537-WATER DISTRIBUTION SYSTEM	62,522.49	89,275.00	70.03%	
TOTAL Expenditures	**259,039.05**	**386,591.00**	**67.01%**	
NET OF REVENUES & EXPENDITURES	**69,049.86**	**(62,641.00)**	**110.23%**	
Fund 661 - MOTOR VEHICLE POOL FUND				
TOTAL Revenues	**121,710.91**	**132,700.00**	**91.72%**	
Expenditures				
270-DPW BUILDING AND GROUNDS	16,028.82	18,288.00	87.65%	
896-MOTOR VEHICLE POOL	110,243.38	275,230.00	40.06%	
TOTAL Expenditures	**126,272.20**	**293,518.00**	**43.02%**	
NET OF REVENUES & EXPENDITURES	**(4,561.29)**	**(160,818.00)**	**2.84%**	
Fund 703 - CURRENT TAX FUND				
TOTAL Revenues	-	-		
TOTAL Expenditures	-	-		
NET OF REVENUES & EXPENDITURES	-	-		
TOTAL REVENUES - ALL FUNDS	**3,785,858.76**	**3,798,117.16**	**99.68%**	
TOTAL EXPENDITURES - ALL FUNDS	**3,213,026.01**	**4,100,924.06**	**78.35%**	
NET OF REVENUES & EXPENDITURES	**572,832.75**	**(302,806.90)**	**189.17%**	

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

JONESVILLE CITY COUNCIL
Minutes of August 16, 2017

A meeting of the Jonesville City Council was held on Wednesday, August 16, 2017 at the Jonesville City Hall. Mayor Gerry Arno called the meeting to order at 6:30 p.m. Council members present were: Tim Bowman, Jerry Drake, Brenda Guyse, Ron Hayes, Andy Penrose and David Steel.

Also present: Manager Gray, Attorney Thompson, Police Chief Lance, WWTP Supt. Mahoney, DPW Supt. Kyser and Treasurer Spahr

Treasurer Lenore Spahr led the Pledge of Allegiance.

The agenda was approved with two (2) Additions – Item 6F: Corrected 2016-17 Budget Amendments and 6G: Authorize Payment – Cemetery Services.

A motion was made by David Steel and supported by Andy Penrose to approve Resolution 2017-11 – New Voting Equipment. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, Ron Hayes, Andy Penrose, David Steel and Gerry Arno. Nays: None. Motion carried.

Jerry Drake made a motion to authorize the expenditure of $3,680 for the unanticipated repair of an electric line in the Sunset View Cemetery. This repair was not included in the current budget. Brenda Guyse supported the motion. All in favor. Motion carried.

A motion as made by David Steel and supported by Jerry Drake to approve payment in the amount of $30,075.00 to Jones and Henry for completed work on the Wastewater Asset Management project. 90% of the expenditures for this project will be reimbursed as a part of the Stormwater, Asset Management, and Wastewater (SAW) Program grant that was issued to the City by the Michigan Department of Environmental Quality (MDEQ). All in favor. Motion carried.

Andy Penrose made a motion and was supported by Brenda Guyse to approve final payment in the amount of $11,048.48 to Thompson Construction LLC for the completion of corrections to the recent milling and pavement of Water Street, West Street, North Street at Evans Street and the easternmost driveway, Chatham and Cabot Circles. All in favor. Motion carried.

A motion was made by Jerry Drake to recommend payment of the invoice in the amount of $81,199.35 to Highway Maintenance and Construction Company for chip and fog seal preventative maintenance completed on several City streets. The motion was supported by Ron Hayes. All in favor. Motion carried.

Ron Hayes made a motion and was supported by Tim Bowman to approve the year end budget amendments as submitted by Finance Director Spahr for Fiscal Year 2016-17. All in favor. Motion carried.

A motion was made by Brenda Guyse to approve payment in the amount of $5,363.20 to Fayette Township for the services of operation of Sunset View Cemetery for the period of August 14, 2014 to October 14, 2014. Payment of the agreement required receipt of a clear title to the Cemetery property, which was accomplished earlier this year. David Steel supported this motion. All in favor. Motion carried.

Brenda Guyse made a motion and was supported by Ron Hayes to approve the Council Minutes of July 19, 2017. All in favor. Motion carried.

Jerry Drake made a motion and Andy Penrose seconded the motion to approve the Accounts Payable for August 2017, in the amount of $174,324.86. All in favor. Motion carried.

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

At 7:22 p.m. a motion was made by David Steel and supported by Andy Penrose to move into closed session in accordance with the Michigan Open Meetings Act Section 8a, to consider the evaluation of Manager Jeff Gray per his request. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, Ron Hayes, Andy Penrose, David Steel and Gerry Arno. Nays: None. Motion carried.

The meeting returned to open session at 7:47 p.m.

A motion was made by David Steel and supported by Andy Penrose that the Jonesville City Council completed a comprehensive evaluation for Manager Jeff Gray and determined that Manager Gray receive an "Outstanding Performance" with a salary increase of 3.3% to $75,000 annually, effective immediately. All in favor. Motion carried.

The regular meeting of the council adjourned at 7:50 p.m. with a motion made by Jerry Drake and supported by Brenda Guyse.

Submitted by,

Cynthia D. Means Clerk	Gerald E. Arno Mayor

Vendor	Description		Amount
A & J COFFEE SERVICE	OPERATING SUPPLIES		39.50
	OPERATING SUPPLIES		4.10
		43.60	
ASSOC OF PUB TREAS OF US & C	MEMBERSHIP RENEWAL/#3416		145.00
AT&T	LOCAL/LONG DISTANCE		1,566.75
BAILEY, HODSHIRE & CO, PC	AUDIT PROGRESS BILLING		3,750.00
BAKER'S LAWN CARE, LLC	CEMETERY - MOWING		2,125.00
	CEMETERY - SEXTON SERVICES		150.00
	CEMETERY - AUGUST BURIALS/FOUNDATIONS		2,061.00
		4,336.00	
BIOTECH AGRONOMICS, INC.	WWTP - BIOSOLIDS ANALYSIS		813.00
BRINER OIL CO., INC.	JFD - GASOLINE		81.57
	MVP - GASOLINE		450.45
		532.02	
BROOKS, JAMIE	CITY HALL CLEANING		100.00
	JPD CLEANING		100.00
		200.00	
CLEAR VIEW, B.R. LLC	CITY HALL/JPD WINDOW CLEANING		33.00
CONSUMERS ENERGY	DDA - PARKING LOT LIGHTS		81.91
	JPD ELECTRICITY		339.76
	JFD - TRUCK BAY ELECTRICITY		176.74
	JFD - TRAINING ROOM ELECTRICITY		78.98
	CITY HALL ELECTRICITY		241.19
	DPW ELECTRICITY		75.24
	598 IN PKWY SPRINKLER METER		23.82
	WATER TOWER ELECTRICITY		68.95
	100 DEAL PKWY SPRINKLER METER		27.15
	WWTP ELECTRICITY		4,348.22
	500 IND PKWY SPRINKLER METER		36.38
	DDA BUILDING ELECTRICITY		372.03
	IRON REMOVAL PLANT ELECTRICITY		1,445.19
		7,315.56	
CURRENT OFFICE SOLUTIONS	DPW - ZONING MAP FRAME		42.99
	DPW - MAP FRAMES		85.98
	COPIER MAINTENANCE		83.36
	OFFICE SUPPLIES		3.25
	WATER/WWTP - BINDERS		11.97
	CITY HALL/JFD - RETURN RECYCLE BINS		(97.46)
		130.09	
DORNBOS SIGN & SAFETY INC	ST HWY - SIGNS		73.53
ELWOOD STAFFING SERVICES, IN	DPW SEASONAL W/E9/3/17		589.60
	DPW SEASONAL W/E 8/13/17		589.60
	DPW SEASONAL W/E 08/20/17		589.60
	DPW SEASONAL W/E 8/27/17		589.60
		2,358.40	
FASTENAL	WWTP - PAINT		19.54
	WWTP - PAINT		(9.77)
	STREETS - PAINT		13.96
		23.73	
FAYETTE TOWNSHIP	CEMETERY SERVICES		5,363.20
FERGUSON WATERWORKS #3386	WATER SUPPLIES		94.60
FIRST NATIONAL BANK OMAHA	CONFERENCE REGISTRATIONS/SUPPLIES		1,833.23
	CITY HALL/JFD - RECYCLE BINS		107.84
		1,941.07	
FOX, STEVEN W.	CEMETERY - BUY BACK LOT 558/6 PLOTS		600.00
GRIFFITHS ERIC	UB refund for account: 000450-82		64.70
	UB refund for account: 000450-20		30.90
		95.60	
GRIFFITHS MECH CONTRACTING,	WWTP - REPAIRS		279.75
HILLSDALE COUNTY TREASURER	JBOR - 2016 ADMIN FEE BILLBACK		9.25
	JBOR - 2016 ADMIN FEE BILLBACK		3.45

Vendor	Description		Amount
		12.70	
HILLSDALE MEDIA GROUP	SUBSCRIPTION RENEWAL		210.00
	AD - DPW MAINT SPECIALIST		442.50
		652.50	
HILLSDALE TRANSFER STATION	DDA - TRASH REMOVAL		43.68
HYDROCORP, INC	WATER - CROSS CONNECTION PROGRAM		545.00
IDEXX DISTRIBUTION CORP.	WATER - SUPPLIES		2,358.78
JONESVILLE HARDWARE	SUPPLIES/REPAIRS		378.20
JONESVILLE LUMBER	SUPPLIES/REPAIRS		131.23
JONESVILLE ROTARY CLUB	GRAY - ANNUAL DUES		500.00
JONESVILLE, CITY OF	LDFA - IND PARK LOT 5		309.23
	DDA - SPRINKLER METERS		179.45
	DDA - DRINKING FOUNTAIN		34.94
	CITY HALL WATER/SEWER		44.66
	DPW WATER/SEWER		44.66
	WWTP WATER/SEWER		395.03
	JPD WATER/SEWER		44.66
	JFD WATER/SEWER		84.27
	WRIGHT ST PARK WATER/SEWER		46.29
		1,183.19	
LOVINGER & THOMPSON, P.C.	LEGAL FEES		85.00
MERIT NETWORK INC	MEMBERSHIP RENEWAL		1,852.99
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS SERVICE		39.95
	WWTP GAS SERVICE		289.39
	DPW GAS SERVICE		37.62
	CITY HALL GAS SERVICE		38.77
	JFD GAS SERVICE		217.38
	JPD GAS SERVICE		52.28
	GAS LIGHT SERVICE		62.41
		737.80	
MICHIGAN LAWN & LANDSCAPE	MOWING SERVICES		2,170.50
MICHIGAN, STATE OF	HUGHES - D LICENSE EXAM APPLICATION		70.00
	HUGHES - D-4 LTD TREATMENT CERT APPLICATION		70.00
		140.00	
MML LIABILITY & PROPERTY POO	PROPERTY/LIABILITY RENEWAL		37,921.00
MML WORKERS COMPENSATION FUN	QUARTERLY WORK COMP INVOICE		4,506.00
NORM'S TIREMAN	MVP - TRUCK 7 TIRE REPAIR		16.00
OASIS CAR WASH	JPD - CAR WASHES		18.00
PARAGON LABORATORIES, INC.	WATER - TESTING		335.00
	WATER - TESTING		203.50
		538.50	
PEERLESS-MIDWEST, INC.	WATER - ANNUAL WELL/PUMP TESTING		1,220.00
PERFORMANCE AUTOMOTIVE	JFD - BATTERY FOR 575/MVP - TRUCK 4 ALTERNATOR		596.93
POINT RENTAL & SALES	MVP - OIL		23.22
	WWTP - FLOOR POLISHING		93.25
		116.47	
POSTMASTER	POSTAGE - WATER/SEWER BILLS		377.14
POWERS KEITH	UB refund for account: 001051-02		2,104.26
PRINTING SYSTEMS, INC.	VOTER MASTER CARDS		48.71
REPUBLIC WASTE SERVICES #249	JPD & JFD TRASH/RAIL TRAIL RECYCLING		223.59
	PARKS/DOWNTOWN TRASH SERVICE		105.00
	OFFICE/WWTP/DPW TRASH SERVICE		90.00
		418.59	
SPEEDWAY SUPERAMERICA, LLC	GASOLINE		759.36
STATE OF MICHIGAN	BONDSTEEL SIGNS		400.12
STOCKHOUSE CORPORATION	RAIL TRAIL SIGNS		265.00
SUPERIOR SWEEPING SERVICE IN	STREET SWEEPING		2,791.92
TRACTOR SUPPLY CREDIT PLAN	SUPPLIES/REPAIRS/TOOLS		140.96
UNIFIRST CORPORATION	WWTP - UNIFORMS		32.21
	WWTP - UNIFORMS		34.85
	WWTP - UNIFORMS		24.71
	MVP - OPERATING SUPPLIES		21.75

Vendor	Description		Amount
	WWTP - UNIFORMS		34.85
	CITY HALL/JPD - FLOOR MATS		46.50
	WWTP - UNIFORMS		32.21
		227.08	
USA BLUEBOOK	WATER/WWTP - SUPPLIES		524.45
	WWTP - REPAIRS		263.83
	WWTP - OPERATING SUPPLIES		44.95
		833.23	
USALCO LLC	WWTP - SUPPLIES		4,384.38
VERIZON WIRELESS	DPW CELL PHONE		25.00
	JPD/DPW/WWTP - CELL PHONES/IN-CAR MODEM		166.51
		191.51	
WALMART COMMUNITY/SYNCB	SUPPLIES/TOOLS		269.22
WESTECH, INC	WWTP - GEAR REDUCER		3,088.36
WORKHEALTH-QUINCY, PLLC	JPD/JFD - EMPLOYEE PHYSICALS		389.94
	Total:	102,109.15	

YEAR SUMMARY 2017

Month	CITY	SCIPIO	FAYETTE	MUTUAL AID	TRAINING/MEETINGS
JANUARY	3	2	5	4	5
FEBRUARY	2	1	3	4	3
MARCH	6	4	4	9	4
QUARTER TOTAL	11	7	12	17	12
APRIL	5	3	4	5	4
MAY	2	2	2	3	3
JUNE	2	1	0	3	5
QUARTER TOTAL	9	6	6	11	12
JULY	1	5	2	2	4
AUGUST	1	0	2	0	3
SEPTEMBER					
QUARTER TOTAL					
OCTOBER					
NOVEMBER					
DECEMBER					
QUARTER TOTAL					
YEAR TOTAL					

Notes:

Jonesville Fire Department Report

August 2017

Date	Type of call	Location	# of members
AUG-8	Illegal burn	4380 W Chicago (Fayette)	6
AUG-9	Odor Investigation	Maumee/ Adarian st, (City)	5
AUG-9	Meeting	Station(Meeting)	12
AUG-19	Training/Pump/ Draft	Station(Training)	4
AUG-23	Clean-up	Station(Training)	8
AUG-25	C.O. Alarm	5265 White rd.(Fayette)	8

Notes:

MONTHLY OPERATING REPORT
August 2017

SUBMITTED: September 11, 2017

WATER FLOW		WASTEWATER FLOW	
MAXIMUM	330,000	MAXIMUM	302,400
MINIMUM	175,000	MINIMUM	249,900
AVERAGE	249,000	AVERAGE	274,400
TOTAL	7.733 MG	TOTAL	8.5056 MG

CALLOUTS: None

OPERATION & MAINTENANCE

The plant was in compliance with the NPDES permit limitations during the month of August 2017.

We met with Jones & Henry concerning the SAW grant. They have been locating sanitary sewer manholes and recording them on GPS. Plant Staff has aided J & H Staff in locating some of the hidden manholes. They have also been doing inventory on wastewater plant equipment and processes. Plant Staff also raised a manhole on Lewis.

Peerless Midwest was on site to perform annual maintenance on the City's water well pumps and high service pumps at the Iron Removal Plant. We have not received the final report at this time.

A new gear reducer was installed on one of the trickling filter drive units. The sidewalls and distribution equipment in the trickling filters was power washed. Plant Staff started cleaning the piping and pressure filters at the wastewater plant. They were beginning to look a little dingy.

One of the air compressors that operate the bubbler level indicating system was repaired. The number two raw sludge pump failed. We are currently waiting on parts.

The laboratory floor was stripped and new sealer was applied.

PLANT EFFICIENCY—August 2017

5-Day Biochemical Oxygen Demand

NPDES Permit Limit in August 2017—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—3.6 mg/l

Average Percent Removal from the Raw Wastewater—98.1 %

Total Suspended Solids

NPDES Permit Limit in August 2017—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— 1.9 mg/l

Average Percent Removal from the Raw Wastewater—97.5%

Total Phosphorus

NPDES Permit Limit in August 2017—1 mg/l Monthly Average

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

Jonesville Monthly Average—0.4 mg/l

Average Percent Removal from the Raw Wastewater—90.1%

Ammonia Nitrogen

NPDES Permit Limit in August 2017—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—0.075 mg/l

Average Percent Removal from the Raw Wastewater—99.6%

Jonesville Daily Maximum—0.17 mg/l

Rick Mahoney

Jonesville Dept of Public Works

August 2017

Monthly Report

	Maintenance	White Paint	Yellow Paint	Pros. Gravel	COLD MIX
STATE HIGHWAYS	0 HR DT 0 HR OT	0 Gal	0 Gal	0 Ton	0 Ton
MAJOR ROADS	0 HR DT 0 HR OT	5 Gal	4.50 Gal	0 Ton	0 Ton
LOCAL ROADS	0 HR DT 0 HR OT	1 Gal	2 Gal	0 Ton	0 Ton
PARKING LOTS	0 HR DT 0 HR OT	0 Gal	0 Gal		0 Ton
POLICE STATION	0 HR OT	0 Gal	0 Gal		
FIRE DEPARTMENT	0 HR OT	0 Ton	0 Gal		
DPW DEPT	0 HR OT				
DDA SIDEWALKS	0 HR OT				
WATER	0 HR DT 0 HR OT				0 Ton
State Police	0 HR OT				

There were no call outs.
We have been doing are weekly Yard Waste Program.
We have been trimming trees in the City Right of Way.
The Parking lots, DDA Street Scape & LDFA landscape was weeded.
We have been watering the DDA flower baskets & trees at the Rail Trail.
The Rail Trail was mowed.
The DPW buildings were power washed.
The curbs & cross walks were painted on Major & Local Streets.
The under ground building at the Cemetery was torn down, top dirt and grass seed was put down.
The boom truck was delivered to Automotive Services for the new box to be installed.
The road edges were mowed on State, Major & Local Streets.
Watkins Fence completed the dumpster enclosure at the Fire & Police Dept.

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 2017

Total reports written: 71
B&E: 0
Assault and Battery: 0
Fraud: 1 (Credit Card)
Theft from Motor Vehicle: 1
Domestic Assault: 0
Malicious Destruction of Property: 1
OWI: 1
Other Larceny: 3
Nuisance Animals: 2
Retail Fraud: 2
Obstructing Police: 2
Public Roadway Accidents: 7
Private Property Accidents: 6
Other Arrests: 9 (warrants, traffic, etc.)
Non Violent Domestic: 1
Civil Matter/Family Disputes: 2
Medical Emergency: 11
Alarms: 0
Suspicious Situations: 10
General Assistance: 8
Traffic/Moving Violations: 8
Ordinance: 1 (Building Code)
Warrants Received from Prosecutor: 6
Lost and Found Property: 3

August Patrol Shift Coverage: 78%

OCTOBER FOCUS

Quarterly State Crime Reporting
Full-Time Posting/Schedule
Halloween Patrol
School Lock Down Drills

CITY OF JONESVILLE
CASH BALANCES

		August-2017	BANK BALANCE
GENERAL FUND:			
	General Fund Now Checking	101-000-001	115,483.66
	General Fund CLASS Acct	101-000-007	745,946.14
	General Fund Cemetery CLASS Acct	101-000-007.100	88,240.09
	General Fund Alloc of Assets CLASS	101-000-007.200	391,996.21
MAJOR STREETS:			
	Major Streets Now Checking	202-000-001	39,414.63
	Major Streets CLASS Acct	202-000-007	71,949.07
LOCAL STREETS:			
	Local Streets Now Checking	203-000-001	35,865.50
	Local Streets CLASS Acct	203-000-007	487,330.38
STATE HIGHWAY:			
	State Highway Now Checking	211-000-001	7,319.27
L.D.F.A.:			
	LDFA Operating Now Checking	247-000-001	12,159.06
	LDFA Operating CLASS Acct	247-000-007	1,150,375.04
D.D.A.:			
	DDA Now Checking	248-000-001	1,156.82
	DDA Operating CLASS Acct	248-000-007	237,504.96
SEWER FUND:			
	Sewer Receiving Now Checking	590-000-001	78,159.24
	Sewer Bond & Interest Checking	590-000-001.300	10.00
	Sewer Receiving CLASS Acct	590-000-007	188,990.93
	Sewer Plant Improv. CLASS Acct	590-000-007.200	911,928.11
WATER FUND:			
	Water Receiving Now Checking	591-000-001	49,170.03
	Water Receiving CLASS Acct	591-000-007	264,516.90
	Water Plant Improvement CLASS Acct	591-000-007.100	241,399.13
	Water Tower Maint CLASS Acct	591-000-007.300	46,868.56
	Water Maint CLASS Acct	591-000-007.400	58,301.97
MOTOR VEHICLE POOL:			
	Motor Vehicle Pool Now Checking	661-000-001	18,827.90
	Equip. Replace CLASS - Police Car	661-000-007.301	34,710.47
	Equip. Replace CLASS - Fire Truck	661-000-007.336	124,933.87
	Equip. Replace CLASS - Turn Out Gear	661-000-007.337	2,230.98
	Equip. Replace CLASS - DPW Equip	661-000-007.463	77,053.62
	Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	80,965.47
CURRENT TAX:			
	Current Tax Checking	703-000-001	354,568.99
	Current Tax Savings Account	703-000-002	22.21
PAYROLL FUND CHECKING:		750-000-001	4,471.76
Lenore\Monthly\Interest and Cash Balances - MMYY.xls		**GRAND TOTAL**	5,921,870.97

❖ WITH GRATITUDE ❖

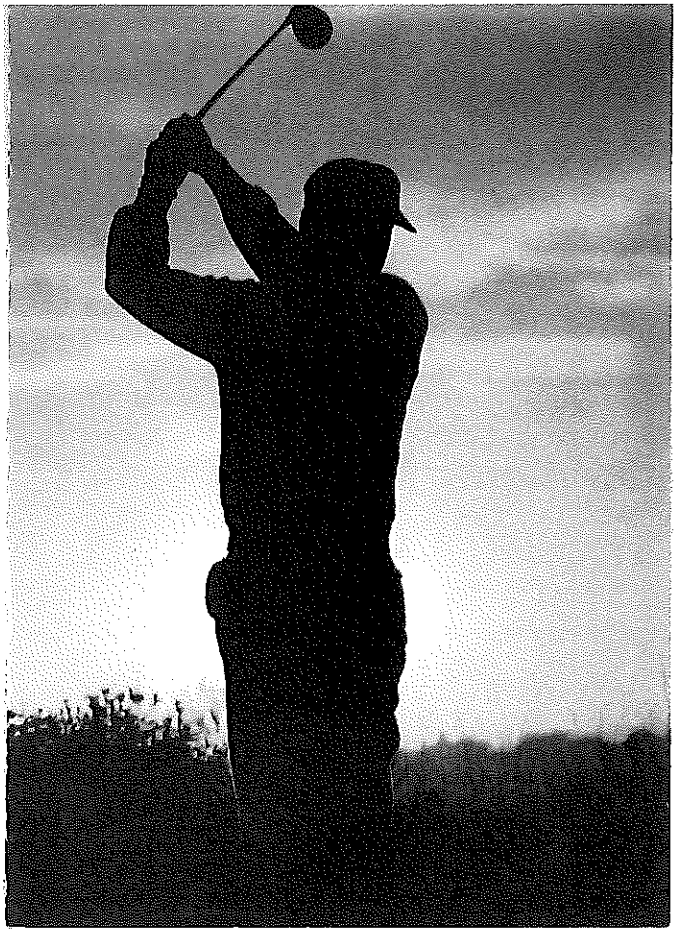
To everyone -

I know just "Thank You" does not feel like enough to say right now to all of you, but right now that's all I have. The Wreath is beautiful, it's hanging in my kitchen. And we purchased a beautiful tree that is now planted in the front yard. I feel blessed to work for the City and the wonderful group of people that help make Jonesville the wonderful place that it is. The out-pouring of love that our family received through this difficult time was amazing, and my "work" family's love and support were right at the top. Thank you for everything

Love - Cindy

Your thoughtfulness
will be warmly remembered.

The Means Family



Thank you for the donation to the American Legion, even though Ray was not a member he was proud of the Group and all the services they provided to Veterans.

Love,
Cindy

Thank you sincerely for sharing our sorrow

Your thoughtfulness is appreciated and will always be remembered

The Means Family