



**CITY OF JONESVILLE  
COUNCIL AGENDA  
JUNE 20, 2018 - 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. Truth in Taxation Public Hearing

B. 1. Fiscal Year 2018-19 Budget Public Hearing

2. Resolution 2018-09 to Adopt July 2018-June 2019 Budget,  
General Appropriations Act and Ad Valorem Mill Levy

[ROLL CALL][Action Item]

**6. REPORTS AND RECOMMENDATIONS**

A. Resolution 2018-10 Utility Billing Rates and Fees

[ROLL CALL][Action Item]

B. Approval of the Fiscal Year 2018-19 Employee Wage Scale

[Action Item]

C. Consider the Fiscal Year 2018-19 to 2023-24 Capital Improvement Plan

[Action Item]

D. Consider Contract Extension – Republic Waste and Recycling

[Action Item]

E. Redevelopment Ready Communities Memorandum of Understanding

[Action Item]

F. Economic Development Strategy

[Action Item]

**7. COUNCIL MINUTES**

A. Consider minutes of the May 16, 2018 regular meeting

[Action Item]

B. Consider minutes of the May 30, 2018 special meeting

[Action Item]

**8. ACCOUNTS PAYABLE**

A. Accounts Payable for June 2018 totalling \$145,446.08

[Action Item]

**9. DEPARTMENT REPORTS**

A. Fire Department – Chief Adair

B. Water/Wastewater Treatment Plant – Superintendent Mahoney

C. Department of Public Works – Superintendent Kyser

D. Police Department – Chief Lance

E. Cash Report – Finance Director Spahr

F. Cemetery Report – Manager Gray

**10. OTHER BUSINESS**

A. City Manager Annual Review and Employment Agreement

**11. ADJOURNMENT**



# City of Jonesville

265 E. Chicago Street • Jonesville • MI 49250

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

To: Jonesville City Council  
From: Jeffrey M. Gray, City Manager  
Date: June 15, 2018  
Re: Manager Report and Recommendations – June 20, 2018 Council Meeting

## **5.A. Truth in Taxation Public Hearing**

The City Council will hold this public hearing for the purpose of hearing comments about maintaining the current 16.388 millage rate. Without the hearing, the millage rate would permanently be adjusted down by 0.2721 mills to 16.1159 mills. If the proposed increase to retain our current millage is not approved, there will be a resulting reduction in operating revenue of 1.69%, or \$13,488 in revenue to the general fund and local streets. In summary, the advertised increase would maintain our current millage rate. *Please refer to the attached hearing notice.*

## **5.B.1 Fiscal Year 2018-19 Budget Public Hearing**

The property tax rate of 16.388 mills (unchanged) proposed to be levied to support the proposed budget is the subject of this hearing. As discussed at the May 30<sup>th</sup> special session, a balanced budget has been presented for consideration. The proposed budget was made available for public view following the special meeting. Fiscal Year 2018-19 Budget highlights and fund summaries have been discussed at the previous two Council meetings and can be presented at the meeting.

## **5.B.2. Resolution 2018-09 to Adopt July 2018-June 2019 Budget, General Appropriations Act and Ad Valorem Tax Levy**

[ROLL CALL][Action Item]

Action item related to the public hearing. The Fiscal Year 2018 Budget Committee is proposing the adoption of a balanced budget for the upcoming fiscal year as outlined with Resolution 2018-09. Line item detail of each respective fund's expenses and revenues are identified in the budget binders. The Budget Committee and staff worked diligently to balance the FY 2018-19 Budget.

With the adoption of this fiscal year budget, we continue our focus on the stewardship of the public's resources. Over the past several years services have been prioritized and adjustments have been made in the face of declining property values and reductions in State shared revenue. In spite of those challenges, the staff has provided services valued by residents and businesses and accomplished the ongoing maintenance of our infrastructure. Although slight increases are anticipated in revenues, the budget remains conservative to assure that necessary services can be provided over the long term.

There is a focus this year on important infrastructure projects. Most notably, water system improvements are planned that will modernize the Iron Removal Plant. Street maintenance remains a priority, and the parks and cemetery will continue to receive needed improvements. I recommend adoption of the Fiscal year 2018-19 Budget as presented by the Budget Committee. A roll call vote is required. *Please refer to the attached Resolution 2018-09 and the Fiscal Year Budget Binders.*

## **6. A. Resolution 2018-10 Utility Billing Rates and Fees**

[ROLL CALL][Action Item]

The Budget Committee is proposing the adoption of the utility billing rates and fees as outlined with Resolution 2018-10. The rate increase is necessary to attain revenue levels to balance the Water and Sewer Enterprise Funds. Pursuant to Chapter 17 of the Code of Ordinances, rates shall be adjusted to reflect the United States Federal Consumer Price Index. The Fiscal Year 2018-19 rate increase is 2.1 percent, consistent with the CPI. The monthly residential base bill (2,000 gallons) will increase by \$0.94. The average monthly residential bill (based on 4,000 gallons of use) will increase a total of \$1.38. These increases are necessary to insure the ongoing maintenance of the water distribution system, future

rehabilitation and maintenance of the Iron Removal Plant, and coverage of costs associated with the 2003 wastewater treatment plant expansion. These proposed rate increases are reflected in the projected revenues in the FY 2018-19 Budget. I recommend adoption of Resolution 2018-10, as recommended by the Budget Committee. *Please refer to the attached Resolution 2018-10.*

**6. B. Approval of the Fiscal Year 2018-19 Employee Wage Scale [Action Item]**

As was noted with the recommended budget, property values have continued to improve after several years of decline. As a result, there will be a slight increase in anticipated operating revenues in Fiscal Year 2017-18 over the current year budget. With those increases, the Budget Committee recommended providing a 2.1% cost of living increase to all full and part time employees. The wage increases would be effective after the start of the fiscal year on July 1, 2018. *Please refer to the proposed Employee Wage Scale in the FY 2018-19 budget binders.*

**6. C. Consider Adoption of the FY 2018-19 to 2023-24 Capital Improvement Plan [Action Item]**

The Capital Improvement Plan that summarizes anticipated major capital projects for the coming fiscal year, along with the following five years. The document is intended to help with annual and long range budgeting processes. The CIP was reviewed by the Planning Commission to assure consistency with long range community planning initiatives at their June 13<sup>th</sup> meeting. I recommend a motion to approve the FY 2018-19 to 2023-24 Capital Improvement Plan. *Please refer to the CIP in your budget binder.*

**6. D. Consider Contract Extension – Republic Waste and Recycling [Action Item]**

The contract with Republic Services for residential and municipal waste and recycling services is due to expire on June 30<sup>th</sup>. Staff is currently reviewing options for a new contract, including extension of the existing contract, soliciting bids for services, and exploring economies of joint bids with other municipalities. Republic Services has offered to extend the current contract, at no increase to residents, through the end of the year. I recommend that Council consider a motion to extend the current contract until December 31, 2018, as proposed in the letter from Republic Services dated June 1, 2018. *Please refer to the enclosed letter.*

**6. E. Redevelopment Ready Communities Memorandum of Understanding [Action Item]**

The City has recently received the attached Memorandum of Understanding with the Michigan Economic Development Corporation (MEDC). Execution of the MOU is the next step in engagement in the Redevelopment Ready Communities program. The MOU describes our commitments for engagement in RRC. I recommend a motion to authorize the City Manager to execute the Memorandum of Understanding. *Please refer to the attached Memorandum of Understanding with the MEDC.*

**6. F. Economic Development Strategy [Action Item]**

On May 8<sup>th</sup>, the Planning Commission held a special meeting with representatives of City Council, the Downtown Development Authority (DDA), Local Development Finance Authority (LDFA), and Zoning Board of Appeals (ZBA). The purpose of the meeting was to discuss development priorities and to develop a shared economic development strategy. A draft strategy was discussed at the meeting and a revised draft was distributed to board members in mid-May, with an opportunity to present any suggested amendments prior to the end of May. No additional comments were received. The Planning Commission adopted the enclosed strategy at their June 13<sup>th</sup> meeting and is recommending that the other boards do the same. I would recommend that Council consider a motion to adopt the document. The adopted document will be incorporated into the Master Plan Update. *Please refer to the attached Economic Development Strategy.*

**10. A. City Manager Annual Review and Employment Agreement [ROLL CALL][Action Item]**

In accordance with Section 8(a) of the Open Meetings Act, a public body may enter into a closed session to consider a periodic personnel evaluation of a public employee. Manager Gray is requesting a closed

session for this purpose. The evaluation is a verbal dialogue between the Council and Manager. It is necessary to take a roll call vote to enter into a closed session. Following the closed session, it is necessary to enter back into open session and to take up a motion indicating the outcome of the Manager's evaluation (i.e. outstanding performance, expected performance, needs improvement) and to consider adoption of an Employment Agreement.

Correspondence:

- Edward Hughes Waterworks System Operator License
- Comcast re: channel lineup change

## **Notice of Public Hearing on Increasing Property Taxes**

The City Council of the City of Jonesville will hold a public hearing on a proposed increase of 0.2721 mills in the operating tax millage rate to be levied in 2018. The hearing will be held on Wednesday, June 20, 2018 at 6:30 p.m. at Jonesville City Hall, 265 E. Chicago St., Jonesville, MI 49250.

The date and location of the meeting to take action on the proposed additional millage will be announced at this public meeting.

If adopted, the proposed additional millage will increase operating revenues from ad valorem property taxes 1.69% over such revenues generated by levies permitted without holding a hearing. If the proposed additional millage rate is not approved, the operating revenue will increase by 1.48% over the preceding year's operating revenue.

The taxing unit publishing this notice, and identified below, has complete authority to establish the number of mills to be levied from within its authorized millage rate.

This notice is published by:

City of Jonesville  
265 E. Chicago St.  
Jonesville, MI 49250  
517-849-2104

**CITY OF JONESVILLE  
NOTICE OF PUBLIC HEARING  
JULY 2018 - JUNE 2019 PROPOSED BUDGET**

**June 20, 2018**

A public hearing on the proposed budget for July 2018 - June 2019 will be held on the 20th day of June, 2018 at 6:30 p.m. at the Jonesville City Hall, 265 E. Chicago St., Jonesville, MI.

**The property tax rate of 16.388 mills (unchanged) proposed to be levied to support the proposed budget will be a subject of this hearing.**

The proposed budget in detail will be available for public review during regular business hours of Monday through Friday 8:00 a.m. until 4:30 p.m. at the City Hall beginning June 18, 2018.

2018-09

**CITY OF JONESVILLE  
COUNTY OF HILLSDALE  
STATE OF MICHIGAN**

**RESOLUTION: TO ADOPT JULY 2018 - JUNE 2019 BUDGET, GENERAL  
APPROPRIATIONS ACT AND AD VALOREM MILL LEVY**

Partial minutes of a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, Michigan, held in the City Hall in said City on the 20th day of June, 2018, at 6:30 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_.

**WHEREAS**, a public hearing was held on the City of Jonesville proposed budget on June 20, 2018 and notice of the hearing was published in a newspaper of general circulation at least six days before the hearing; and

**WHEREAS**, the City of Jonesville is complying with the Truth and Taxation Act, P.A. 5 of 1982, by meeting all requirements of Section 16 of the Uniform Budgeting and Accounting Act as directed by P.A. 42 of 1995; and

**NOW THEREFORE BE IT RESOLVED**, that the attached July 2018 - June 2019 Budget Summary is hereby adopted as the Budget for the City of Jonesville for the period beginning July 1, 2018 and ending June 30, 2019; that the adopted expenditures shall be appropriated to meet the expenses of the several Funds and Activities of the City of Jonesville for July 1, 2018 through June 30, 2019; and that the adopted revenues are hereby budgeted for the purpose of defraying the said expenditures of the City, along with the adopted use of fund balances and retained earnings; and

**BE IT FURTHER RESOLVED**, that the City Council authorizes the City Manager to transfer line item amounts within the budgeted activities; however, Council approval is required to change activity appropriations; and

**BE IT FURTHER RESOLVED**, that the ad valorem mill levy of 11.7057 mills is hereby adopted for the General Fund, and 4.6823 mills is hereby adopted for Streets and shall be deposited in the Local Streets Fund.

**AYES:**

**NAYS:**

**ABSENT:**

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Lenore Spahr, Deputy Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of Jonesville, County of Hillsdale Michigan at a Regular Meeting held on the 20th day of June, 2018, and that public notice was given pursuant to Act No. 267, Public Acts of Michigan, 1976, 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.

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Lenore Spahr, Deputy Clerk



**CITY OF JONESVILLE**  
**2018-2019 FISCAL YEAR BUDGET SUMMARY**  
**Adopted June 20, 2018**

**18-19**

**GENERAL FUND**

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REVENUES

Use of Fund Balance	
Revenues	1,449,998

TOTAL FUNDS AVAILABLE	1,449,998
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EXPENDITURES

101 City Council	38,000
172 City Manager	105,690
191 Elections	5,150
218 General Office	200,013
247 Board of Review	1,500
253 Treasurer	2,900
257 Assessor	22,100
258 Data Processing/Computer Department	16,525
265 City Hall	44,867
276 Cemetery	113,328
285 Freedom Memorial	2,550
301 Police Department	327,774
336 Fire Department	138,295
410 Planning & Zoning Commissions	12,101
441 Radio Tower Property	-
442 Parking Lots	18,515
443 Sidewalks	11,380
444 Department of Public Works	18,370
445 DPW Building & Grounds	-
448 Street Lighting	32,000
526 Sanitary Land Fill	6,290
728 Special Projects Coordinator	-
751 Recreation Department	44,515
770 Parks	24,125
780 Rail/Trail	9,275
858 Fringe Benefits	32,220
862 Employer Share of Social Security	-
865 Insurance	14,000
895 Promotions	-
897 Other Activities	194,800

TOTAL FUND EXPENDITURES	1,436,283
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NET AMOUNT TO FUND BALANCE	13,714
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**CITY OF JONESVILLE**  
**2018-2019 FISCAL YEAR BUDGET SUMMARY**  
**Adopted June 20, 2018**

**18-19**

**MAJOR STREETS**

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REVENUES

Use of Fund Balance	
Revenues	202,917

TOTAL FUNDS AVAILABLE	202,917
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EXPENDITURES

451 Street Construction	-
465 Routine Maintenance	61,000
474 Traffic Control	8,100
478 Winter Maintenance	21,865
897 Other Activities	-
900 Administration	49,563

TOTAL FUND EXPENDITURES	140,528
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NET AMOUNT TO FUND BALANCE	62,390
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**LOCAL STREETS**

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REVENUES

Use of Fund Balance	108,854
Revenues	265,405

TOTAL FUNDS AVAILABLE	374,259
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EXPENDITURES

451 Street Construction	110,000
465 Routine Maintenance	117,120
474 Traffic Control	2,464
478 Winter Maintenance	17,030
900 Administration	127,645
905 Debt Service	-

TOTAL FUND EXPENDITURES	374,259
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NET AMOUNT TO FUND BALANCE	-
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**STATE HIGHWAY**

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REVENUES

Use of Fund Balance	
Revenues	25,851

TOTAL FUNDS AVAILABLE	25,851
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EXPENDITURES

451 Street Construction	-
465 Routine Maintenance	11,650
474 Traffic Control	1,050
478 Winter Maintenance	10,650
900 Administration	2,500

TOTAL FUND EXPENDITURES	25,850
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NET AMOUNT TO FUND BALANCE	1
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**CITY OF JONESVILLE**  
**2018-2019 FISCAL YEAR BUDGET SUMMARY**  
**Adopted June 20, 2018**

18-19

**LOCAL DEVELOPMENT FINANCE AUTHORITY**

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REVENUES		
Use of Fund Balance		
Revenues		266,955
TOTAL FUNDS AVAILABLE		266,955
EXPENDITURES		
729 Development Activities		266,087
731 Industrial Park Phase II		-
TOTAL FUND EXPENDITURES		266,087
NET AMOUNT TO FUND BALANCE		868

**DOWNTOWN DEVELOPMENT AUTHORITY**

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REVENUES		
Use of Fund Balance		22,041
Revenues		126,500
TOTAL FUNDS AVAILABLE		148,541
EXPENDITURES		
442 Parking Lots		19,815
443 Sidewalks - Streetscape		2,421
729 Development Activities		41,170
733 Downtown/Streetscape		19,710
895 Promotions		7,915
897 Other Activities		57,510
TOTAL FUND EXPENDITURES		148,541
NET AMOUNT TO FUND BALANCE		-

**DEBT SERVICE**

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REVENUES		
Use of Fund Balance		-
Revenues		159,568
TOTAL FUND REVENUES		159,568
EXPENDITURES		
906 Michigan Transportation Fund Bond		38,413
907 D.D.A. Streetscape Bond		57,510
908 Local St Cap Improvement Bond		63,645
TOTAL FUND EXPENDITURES		159,568
NET AMOUNT TO FUND BALANCE		-

**CITY OF JONESVILLE**  
**2018-2019 FISCAL YEAR BUDGET SUMMARY**  
**Adopted June 20, 2018**

**18-19**

**SEWER FUND**

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REVENUES	
Use of Fund Balance/Depreciation	266,971
Revenues	<u>813,000</u>
TOTAL FUNDS AVAILABLE	1,079,971
EXPENDITURES	
527 Sewage Disposal	1,079,971
529 Industrial Pretreatment Program	<u>-</u>
TOTAL FUND EXPENDITURES	1,079,971
NET AMOUNT TO FUND BALANCE	0

**WATER FUND**

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REVENUES	
Use of Fund Balance/Depreciation	80,367
Revenues	<u>3,183,250</u>
TOTAL FUNDS AVAILABLE	3,263,617
EXPENDITURES	
536 Iron Removal Plant	2,735,604
537 Water Distribution System	<u>528,013</u>
TOTAL FUND EXPENDITURES	3,263,617
NET AMOUNT TO FUND BALANCE	0

**MOTOR VEHICLE POOL**

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REVENUES	
Use of Fund Balance/Depreciation	89,935
Revenues	<u>161,600</u>
TOTAL FUNDS AVAILABLE	251,535
EXPENDITURES	
270 DPW Building & Grounds	24,185
896 Motor Vehicle Pool	<u>227,350</u>
TOTAL FUND EXPENDITURES	251,535
NET AMOUNT TO FUND BALANCE	0
TOTAL REVENUE/USE OF FUND BALANCE	7,223,212
TOTAL EXPENDITURES	7,146,239
TOTAL ADDITIONS TO/USE OF FUND BALANCE	76,973

**CITY OF JONESVILLE  
UTILITY BILLING RATES & FEES**

**BE IT HEREBY RESOLVED**, that the following water and sewer rates be established effective July 1, 2018.

**WATER CHARGES**

<u>Meter Size (Inches)</u>	<u>Monthly Base Charge (Initial 2,000 Gallons)</u>	<u>Water Maintenance Fee</u>
5/8" or 3/4"	\$ 12.14	\$ 1.66
1"	\$ 30.36	\$ 2.46
1 1/4" or 1 1/2"	\$ 60.72	\$ 4.42
2"	\$ 96.39	\$ 5.40
2" Compound	\$ 96.39	\$12.84
3" Compound	\$194.32	\$18.56
4" Compound	\$303.61	\$24.22

**Commodity Charge** (Over 2,000 Gallons) = \$2.12 per 1,000 Gallons

**Water Tower Maintenance Fee** - \$2.85 per month

**Water Hydrant Rental Fees** (paid by General Fund/Fire Department) - \$25 per hydrant per year

**After Hours Call-in Charge** - \$100

**Water Tap Fee** - \$1,000

**SEWER CHARGE**

<u>Meter Size (Inches)</u>	<u>Monthly Base Charge (Initial 2,000 Gallons)</u>
5/8" or 3/4"	\$ 28.95
1"	\$ 66.60
1 1/4" or 1 1/2"	\$129.41
2"	\$204.78
2" Compound	\$204.78
3"	\$405.86
4"	\$632.00

**Commodity Charge** (Over 2,000 Gallons) = \$8.83 per 1,000 Gallons

**Sewer Tap Fee** - \$2,000

This resolution was introduced by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_. This Resolution declared adopted June 20, 2018 by the following roll call vote:

**YEAS:**

**NAYS:**

**ABSENT:**

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Gerry Arno, Mayor

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Lenore M. Spahr, Deputy Clerk



June 1, 2018

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

Mr. Gray,

Thank you for the opportunity to extend our contract for waste and recycling program with the city which currently expires on June 30, 2018. Per our discussion, Republic will continue to provide services per the current contract and pricing through December 31, 2018. We look forward to working with you during the bidding process and a community agreement with the City of Hillsdale that will provide future benefits for this basic yet essential service to your residents. The pricing shall remain;

95 gallon carts – Curbside: \$11.42 per month  
Single Stream Recycling - \$3.25 per month

You should expect to receive the same superior service and community support you have gotten from Republic over the years.

Respectfully

Bob DeOrsey  
Municipal Services Manager



## **Redevelopment Ready Communities® Joint Memorandum of Understanding**

This Memorandum of Understanding ("MOU") by and between the Michigan Economic Development Corporation ("MEDC"), 300 North Washington Square, Lansing, Michigan and the City of Jonesville ("Community"), 265 East Chicago Street, Jonesville, Michigan 49250, jointly referred to as the "Parties" and individually as the "Party" is effective as of February 12, 2018 ("Effective Date").

The Community is interested in applying to the MEDC under the Redevelopment Ready Communities® Program ("Program") to become certified as a Redevelopment Ready Community ("RRC") and receive assistance from the Program in promoting sites within the Community.

The MEDC is interested in evaluating the Community and making recommendations for the Community to become certified as a RRC under the Program and help market the Community to the public for redevelopment purposes.

Therefore, the above entities have come together in a strategic collaboration to achieve the above stated goals. This collaboration is based on the following understandings:

### **Community Responsibilities**

1. Identifying a primary Program contact who will serve as the lead contact and provide overall technical support for all aspects of this project on behalf of the Community.
2. Provide adequate staff personnel to attend trainings, perform research collection and assessment of current practices of the Community, respond in a timely manner to MEDC questions, and to implement the needed actions to achieve certification of the Program after the evaluation.
3. Provide monthly updates to the Community's elected governing body on status of Program progress.
4. Within fourteen (14) days of receiving the draft Community Baseline Report, provide comments and any additional documentation, and schedule the baseline report presentation for the Community's elected governing body, if necessary.
5. Within thirty (30) days of the Community Baseline Report presentation, provide a resolution adopted by the Community's elected governing body that supports the Community's intent to implement the needed actions to achieve certification, if necessary, to meet the Program best practices.
6. Provide progress reports to the MEDC both pre-certification and post-certification on a quarterly or biannual basis, respectively.
7. Within three hundred sixty-five (365) days, complete implementation of the needed actions to achieve certification, if necessary, to meet the Program best practices. The Community may request additional time to complete implementation, provided at the discretion of the MEDC Program staff.
8. Provide documentation that the Community meets the Program best practices as determined by the MEDC prior to being awarded certification.

### MEDC Responsibilities

1. Provide general training on the Program.
2. Provide general technical support to the primary Program contact of the Community in collecting the information necessary to complete the Program evaluation and implementation of the best practices.
3. Evaluate information collected from the Community and produce a Community Baseline Report.
4. If necessary, make recommendations of steps to meet the best practices as identified by the MEDC.
5. Once the Program evaluation is completed, the MEDC will coordinate with the RRC Advisory Council to receive input on certifying the Community as a RRC.
6. If certified as a RRC, assist the Community in marketing to the public sites packaged as redevelopment ready.
7. Prepare a license agreement between the Community and the MEDC for Community's use of the RRC certification logo.

This MOU sets forth the intent of the Parties only and does not, and is not intended to, impose any binding obligations on the Parties nor shall it be the basis for any legal claims or liabilities by or among the Parties. Any liability of the Parties, whether in contract, tort or under any other legal or equitable theory, arising out of or in connection with this MOU shall be explicitly excluded. Neither Party shall be entitled to claim compensation for any expenses or losses incurred in bad faith if the intention of this MOU cannot be reached entirely or in part.

This MOU constitutes the entire agreement between the Parties hereto. This MOU may be modified, altered, revised, extended or renewed by mutual written consent of all Parties, by the issuance of a written amendment, signed and dated by all the Parties.

This MOU may be signed in multiple copies and in counterparts which, when taken together, shall constitute the executed MOU. Faxed or scanned copies shall be considered an original.

This MOU is effective until the three year anniversary of the date the Community is certified as a RRC, unless terminated earlier. However, either Party may terminate the MOU by providing notice in writing to the other Party thirty (30) days in advance of the termination. Upon the expiration of the Community's certification as a RRC, the Community may elect to apply for recertification and enter in to a new Memorandum of Understanding with the MEDC.

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed by their respective authorized representatives.

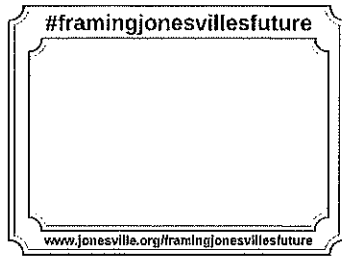
\_\_\_\_\_  
Jeffrey M. Gray, City Manager  
City of Jonesville

\_\_\_\_\_  
Date

\_\_\_\_\_  
Christin Armstrong, Secretary  
Michigan Economic Development Corporation

\_\_\_\_\_  
Date





City of  
Jonesville

## Economic Development Strategy

### Priorities

- ❖ The City is committed to cultivating and supporting the growth of **tax base** and the addition of **quality jobs** through the retention, expansion, and attraction of business and industries.
- ❖ The City values **durable**, quality building **construction** and the **preservation** of existing historic structures that will contribute to the **economic vitality** of the City for decades to come.
- ❖ The City, DDA and LDFA are committed to **investing** in the maintenance and operation of its public **facilities** and **infrastructure** (including streets, sidewalks, water and sanitary sewer, public parking areas, parks and recreational activities) to **support** the operation and **growth** of current and future **businesses and industries**.

### Actions

- ❖ The **boards and commissions** responsible for **development** in the City, including City Council, Planning Commission, Zoning Board of Appeals (ZBA), Downtown Development Authority (DDA), Local Development Finance Authority (LDFA), together with City staff, work **collaboratively** to improve the **economic vitality** of the City.
- ❖ City **staff** is empowered to act as a **liaison** to the development community on behalf of boards and commissions to assure that development decisions are **responsive** and **predictable**.
- ❖ The City will be **responsive** (including, scheduling special meetings, expediting approvals, allocating resources, etc.) as there is significant **competition** in attracting **high quality development**.

### Partners

- ❖ The City is prepared to work with **development partners** like the MEDC (Michigan Economic Development Corporation), Michigan Works, Hillsdale County Economic Development Partnership and others to provide appropriate **incentives** to secure significant levels of **redevelopment/reinvestment**.
- ❖ The City will support the **growth** of entrepreneurs and small businesses, **connecting** them with **services** available through partners, like business plan development, workforce hiring and training resources, networking, etc.
- ❖ The City will collaborate with local **schools** and **training facilities**, **Hillsdale County**, and other area **municipalities** to address workforce and other **needs** expressed by local businesses.

### Future

- ❖ The City and all its development boards will meet **annually** to **review priorities** and **evaluate** if their economic development **efforts** are working.

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

**JONESVILLE CITY COUNCIL  
Minutes of May 16, 2018**

A meeting of the Jonesville City Council was held on Wednesday, May 16, 2018 at the Jonesville City Hall. Mayor Gerry Arno called the meeting to order at 6:30 p.m. Council members present were: Jerry Drake, Brenda Guyse, Delesha Padula, Andy Penrose and David Steel. Absent: Tim Bowman

Also present: Manager Gray, Attorney Lovinger, WWTP Supt. Mahoney, DPW Supt. Kyser, Finance Director/Treasurer Spahr, Police Chief Lance, Asst. Fire Chief Colotti, David Slifka (Executive Director – Reading Emergency Unit) and Bob Wilcox (Fleis and Vandenbrink).

Asst. Fire Chief Jeff Colotti led the Pledge of Allegiance and moment of silence.

The agenda was approved as presented.

David Slifka, Executive Director of Reading Emergency Unit, gave a brief presentation regarding the upcoming millage request and basic information of the service provided to Hillsdale County residents.

The Public Hearing for the request to rezone the property located at 530 W. Chicago Street from MHP (Manufactured Home Park) to R-1 (Residential) was opened at 6:56 p.m. Jerry Drake spoke on behalf of the Planning Commission advising Council that they had done their due diligence and felt that making this change was in best interest of the property as it is no longer owned by Evergreen Estates. The Public Hearing was closed at 6:57 p.m.

A motion was made by Andy Penrose and supported by David Steel to approve the request to rezone the property located at 530 W. Chicago Street from MHP (Manufactured Home Park) to R-1 (Residential) on the following basis: 1) The proposed zoning district is consistent with the Future Land Map in the Master Plan; 2) the proposed district is compatible with the historic use of the property, the existing buildings on the property, and the uses in the vicinity of the site; and 3) the property is non-conforming to the current zoning district and is not sufficient size to be viable for use under the existing zoning district. Roll Call Vote: Ayes: Jerry Drake, Brenda Guise, Delesha Padula, Andy Penrose, David Steel and Gerry Arno. Nays: None. Absent: Tim Bowman. Motion carried.

David Steel made a motion to authorize the City Manager to execute the Engineering Agreement for the Water System Improvement Project, pending review by the City Attorney. Bob Wilcox of Fleis and Vandenbrink answered Council questions regarding the project. The motion was supported by Brenda Guyse. All in favor. Absent: Tim Bowman. Motion carried.

A motion was made by Jerry Drake and supported by Brenda Guyse to schedule a Special Council Meeting for Wednesday, May 30, 2018, 6:30 p.m. at City Hall, for the purpose of

discussing the Fiscal Year 2018-19 budget (General Fund, Sewer Fund, and Water Fund). All in favor. Absent: Tim Bowman. Motion carried.

Andy Penrose made a motion and was supported by David Steel to schedule a Public Hearing for Wednesday, June 20, 2018 at 6:30 p.m. Council will hear comments regarding the proposed Fiscal Year 2018/19 Budget. A Truth in Taxation hearing to maintain the property tax rate of 16.388 mills will also be held. All in favor. Absent: Tim Bowman. Motion carried.

The Fiscal Year 2017/18 Nine Month Budget Review was presented, comparing actual to budgeted amount through March 31, 2018.

A motion was made by Jerry Drake and supported by Brenda Guyse to approve the minutes of April 19, 2018 as presented. All in favor. Absent: Tim Bowman. Motion carried.

A motion was made by David Steel and supported by Andy Penrose to approve the Accounts Payable for May 2018 in the amount of \$60,849.21. All in favor. Absent: Tim Bowman. Motion carried.

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

Mayor Arno adjourned the meeting at 7:34 p.m., prior to going into the Fiscal Year 2018/19 Budget Work Session.

The meeting was reconvened at 7:41 p.m.

Manager Gray discussed the status of the Capital Improvement projects, and gave an overview of the proposed Fiscal Year 2018/19 Capital Improvement Plan. Council reviewed the proposed Fiscal Year 2018/19 budgets for the following funds: Major Streets, Local Streets, State Highway, Debt Service, Motor Vehicle Pool, LDFA and DDA.

Mayor Arno adjourned the meeting at 8:26 p.m.

Submitted by:

Cynthia D. Means  
Clerk

Gerald E. Arno  
Mayor

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

**JONESVILLE CITY COUNCIL  
Minutes of May 30, 2018**

A special meeting of the Jonesville City Council was held on Wednesday, May 30, 2018 at the Jonesville City Hall. Mayor Pro-Tem Tim Bowman called the meeting to order at 6:30 p.m. Council members present were: Jerry Drake, Brenda Guyse, Delesha Padula, Andy Penrose and David Steel. Absent: Gerry Arno

Also present: Manager Gray, WWTP Supt. Mahoney, DPW Supt. Kyser, Police Chief Lance, and Fire Chief Adair.

Mayor Pro-Tem Tim Bowman led the Pledge of Allegiance and moment of silence.

A motion was made by Andy Penrose and supported by Brenda Guyse to approve the agenda as presented. All in favor. Absent: Gerry Arno. Motion carried.

A motion was made by David Steel and supported by Jerry Drake to waive the Park Usage Policy for the Party in the Park, which is scheduled for 7:00 p.m. to 10:00 p.m. on Friday, June 15<sup>th</sup>. All in favor. Absent: Gerry Arno. Motion carried.

Manager Gray presented the Fiscal Year 2019 recommended budget for the General Fund, Sewer Fund, and Water Fund. Also discussed was the Fiscal Year 2019 draft Capital Improvement Program.

A motion was made by Jerry Drake and supported by Delesha Padula to adjourn the meeting at 7:27 p.m. All in favor. Absent: Gerry Arno. Motion carried.

Submitted by:

Lenore M. Spahr  
Deputy Clerk

Tim Bowman  
Mayor Pro-Tem

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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AMERICAN COPPER & BRASS, LLC	CEMETERY - REPAIRS	28.97
	WATER - REPAIRS	342.66
		371.63
ASPHALT RESTORATION, INC.	CRACK SEAL - MAJOR/LOCAL STREETS	12,723.00
ASSOC OF PUB TREAS OF US & C	SPAHR - CPFA CERTIFICATION	200.00
AT&T	LOCAL/LONG DISTANCE	1,695.16
	LOCAL/LONG DISTANCE	1,733.33
	DDA - S PKG LOT ENGINEERING CHARGES	1,145.12
		4,573.61
BECKER & SCRIVENS, INC.	JFD - SIDEWALK REPAIR	906.50
BRINER OIL CO., INC.	MVP - GASOLINE	382.49
	JFD - GASOLINE	78.70
	JFD - GASOLINE	59.11
		520.30
BRINER, NATHAN	CONCESSION STAND SERVICES	125.00
BROOKS, JAMIE	CITY HALL CLEANING SERVICE	100.00
	JPD CLEANING SERVICE	100.00
		200.00
BROWN, KATELYN	CONCESSION STAND SERVICES	100.00
BSN SPORTS, INC	REC - EQUIPMENT/SUPPLIES	1,415.34
BUTTERS EXCAVATING & LAWN CA	CEMETERY SEXTON/MOWING SERVICES	2,341.67
	CEMETERY - FOUNDATIONS	2,432.00
	MAY BURIALS	1,475.00
		6,248.67
CARPENTER, JENAVIEVE	UMPIRE SERVICES	120.00
CHESTNEY PUBLISHING	DDA/JBA - VISITORS GUIDE	390.00
CLEAR VIEW, B.R. LLC	CITY HALL/JPD OUTSIDE WINDOW CLEANING	33.00
CLEMENTS, MADISEN S.	CONCESSION STAND SERVICES	125.00
COAST TO COAST SOLUTIONS	JPD - GLOVES	193.60
CONSUMERS ENERGY	DDA BUILDING ELECTRICITY	312.45
	IRON REMOVAL PLANT ELECTRICITY	1,449.03
	DDA - UNMETERED PARKING LOT LIGHTS	24.99
	CITY-WIDE STREET LIGHTS	2,914.39
	DOWNTOWN/PARKING LOT LIGHTS	414.25
	100 DEAL PKWY SPRINKLER METER	27.52
	598 IND PKWY SPRINKLER METER	24.63
	500 IND PKWY SPRINKLER METER	26.28
	IRON REMOVAL PLANT ELECTRICITY	62.59
	WRIGHT ST PARK ELECTRICITY	27.25
	DPW ELECTRICITY	77.72
	CITY HALL ELECTRICITY	213.49
	RADIO TOWER ELECTRICITY	30.82
	JFD TRUCK BAY ELECTRICITY	199.87
	JFD TRAINING ROOM ELECTRICITY	62.73
	EMERGENCY SIREN ELECTRICITY	25.05
	CITY HALL SECOND FLOOR ELECTRICITY	24.22
	FAST PARK ELECTRICITY	55.99
	DDA - METERED PARKING LOT LIGHTS	79.79
	CEMETERY ELECTRICITY	27.39
	FREEDOM MEMORIAL ELECTRICITY	66.00
	JPD ELECTRICITY	255.44
	WWTP ELECTRICITY	4,568.43
	DDA BUILDING ELECTRICITY	525.57
	IRON REMOVAL PLANT ELECTRICITY	2,027.19
	CITYWIDE STREET LIGHTS	2,916.27
	DDA - UNMETERED PARKING LOT LIGHTS	2.78
	DOWNTOWN/PARKING LOT LIGHTS	482.20
	100 DEAL PKWY SPRINKLER METER	27.75
	500 IND PKWY SPRINKLER METER	26.54
	WATER TOWER ELECTRICITY	92.66
	598 IND PKWY ELECTRICITY	24.53
	WRIGHT ST PARK ELECTRICITY	26.01

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	CEMETERY ELECTRICITY	27.22
	FREEDOM MEMORIAL ELECTRICITY	77.70
	DDA - PARKING LOT LIGHTS	83.27
	JPD ELECTRICITY	177.73
	WWTP ELECTRICITY	4,552.13
	DPW BUILDING ELECTRICITY	125.98
	CITY HALL ELECTRICITY	180.01
	RADIO TOWER ELECTRICITY	30.83
	JFD TRUCK BAY ELECTRICITY	187.33
	JFD TRAINING ROOM ELECTRICITY	70.40
	EMERGENCY SIREN ELECTRICITY	24.80
	CITY HALL SECOND FLOOR ELECTRICITY	24.13
	CARL FAST PARK ELECTRICITY	52.89
	DDA - CHRISTMAS LIGHTS	565.18
		23,301.42
COUNTRYSIDE TROPHIES	JPD - NAME PLATES	16.00
CURRENT OFFICE SOLUTIONS	WWTP - PRINTER TONER	139.00
	CITY HALL/REC - SUPPLIES	205.48
	OFFICE SUPPLIES	21.11
	COPIER MAINTENANCE	99.46
		465.05
DOUBLE A LAWNSCAPING & SUPPL	DDA - MULCH	370.00
	DDA - NORTH PARKING LOT FLOWER BEDS	222.00
		592.00
DUBOIS TRUCKING & EXCAVATING	CEMETERY/PARKING LOT - TOP DIRT	792.00
FERGUSON WATERWORKS	WATER - NEW METERS	1,336.00
	WATER - NEW METERS	12,000.00
	WATER - NEW METERS	1,675.00
	WATER - NEW METERS	13,876.00
		28,887.00
FIRST DUE FIRE SUPPLY	JFD - CHISELS	237.16
FIRST NATIONAL BANK OMAHA	REC SUPPLIES/EQUIPMENT	266.97
	SPAHR/HUGHES/MAHONEY - CONFERENCES	1,605.06
	CONFERENCES/CAR WASHES/ETC	531.55
		2,403.58
FLEIS & VANDENBRINK ENG, INC	WATER - USDA FUNDING APPLICATION	1,692.59
FOUST THOMAS	UB refund for account: 001045-18	124.00
GALLS	JPD - UNIFORMS	239.92
GRIFFITHS MECH CONTRACTING,	WWTP - BOILER REPAIR	1,037.50
HESCO	WWTP - CHECK VALVE REPAIR PARTS	1,203.23
HESS, BRADY	UMPIRE SERVICES	25.00
	UMPIRE SERVICES	50.00
		75.00
HICKORY HILLS NURSERY & LAND	NORTH PARKING LOT FLOWER BEDS	200.00
HILLSDALE MEDIA GROUP	AD - REZONING NOTICE	65.25
	TRUTH IN TAXATION HEARING NOTICE	207.60
	BUDGET/ZBA HEARING NOTICES	195.75
		468.60
HOWELLS MECHANICAL SERVICE I	JPD - A/C REPAIRS	265.00
HYDROCORP, INC	WATER - CROSS CONNECTION PROGRAM	520.00
I.T. RIGHT	REMOTE BACKUP RENEWAL	1,200.00
	SERVICE CONTRACT RENEWAL	4,230.00
	JFD INTERNET ACCESS	450.49
		5,880.49
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	747.51
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	44.66
	JFD WATER/SEWER	132.11
	JPD WATER/SEWER	44.66
	DPW WATER/SEWER	44.66
	WWTP WATER/SEWER	297.72
	WRIGHT ST PARK WATER/SEWER	46.29
		610.10

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KEN STILLWELL FORD-MERCURY,	JPD - CAR KEYS	26.28
	JPD - 14 INTERCEPTOR REPAIRS	516.80
	JPD - OIL CHANGE/16 FORD	52.75
		595.83
LAPEW SANITATION LOVINGER & THOMPSON, P.C.	REC - PORTABLE TOILETS	80.00
	LEGAL FEES	515.50
	LEGAL FEES	75.00
	LEGAL FEES - ANNUAL RETAINER	2,800.00
		3,390.50
M&S CONSTRUCTION & CONCRETE MAINS, JARED	CITY HALL BRICK REPAIR	630.00
	UMPIRE SERVICES	100.00
	UMPIRE SERVICES	225.00
		325.00
MANN, LEWIS MERIT NETWORK INC MICHIGAN GAS UTILITIES	UMPIRE SERVICES	60.00
	ANNUAL MEMBERSHIP RENEWAL	3,498.00
	IRON REMOVAL PLANT GAS SERVICE	114.70
	JFD - GAS/HEAT SERVICE	119.47
	JPD - GAS/HEAT SERVICE	60.48
	WWTP - GAS/HEAT SERVICE	557.31
	DPW - GAS/HEAT SERVICE	76.90
	CITY HALL - GAS/HEAT SERVICE	58.47
	GAS LIGHT SERVICE	54.33
		1,041.66
MICHIGAN LAWN & LANDSCAPE MICHIGAN MUNICIPAL LEAGUE MUNICIPAL SUPPLY CO. NORM'S TIREMAN	MAY MOWING	2,643.96
	MEMBERSHIP RENEWAL	1,771.00
	WATER - SUPPLIES	79.20
	MVP - TIRE REPAIR	19.99
	MVP - BACKHOE REPAIR	64.99
		84.98
PAGE, BRITTANY	REC DIRECTOR ASSISTANT	100.00
	REC DIRECTOR ASSISTANT	100.00
	REC DIRECTOR ASST/UMPIRE SERVICES	175.00
	ASSISTANT REC DIRECTOR	100.00
	ASST REC DIRECTOR/UMPIRE SERVICES	150.00
	REC DIRECTOR ASSISTANT	100.00
		725.00
PERFORMANCE AUTOMOTIVE PETTY CASH POSTMASTER POWERS CLOTHING, INC. REPUBLIC WASTE SERVICES REPUBLIC WASTE SERVICES #249	SUPPLIES/REPAIRS	428.78
	PETTY CASH REIMBURSEMENT	192.09
	POSTAGE - WATER/SEWER BILLS	235.20
	JPD - ALTERATIONS	10.00
	SPRING CLEAN UP	7,902.06
	OFFICE/WWTP/DPW TRASH SERVICE	90.00
	JPD/JFD - TRASH/RAIL TRAIL - RECYCLING	95.00
	DOWNTOWN/PARKS TRASH SERVICE	110.25
	TRASH SVC - OFC/DPW/WWTP	90.00
	TRASH SVC - JPD/JFD/RAIL TRAIL RECYCLING	95.00
	TRASH SVC - PARKS/DOWNTOWN	105.00
		585.25
ROSEWIND GARDENS SAM'S CLUB SHIRT SHACK, LLC SPANGLER, RANDY STATE OF MICHIGAN	NORTH PARKING LOT FLOWER BEDS	730.64
	REC - CONCESSION STAND SUPPLIES	714.75
	REC - UNIFORMS	5,074.00
	REC - MICKEY MANTLE/ONE TEAM	100.00
	SCHOOL BOWLING SIGNS	394.56
	STREETS - TRAFFIC SIGNAL MAINTENANCE	736.39
		1,130.95
STOCKHOUSE CORPORATION SUPERFLEET MASTERCARD PROGRA SUPERIOR SWEEPING SERVICE IN TRACTOR SUPPLY CREDIT PLAN TREMAINE, GERALD/DBA GLT CON	LETTERHEAD	129.40
	GASOLINE	960.94
	STREET SWEEPING	2,791.92
	REC/CEMETERY/WATER - REPAIRS	80.75
	JFD - SIDEWALK REPAIR	1,000.00
	DDA - DOWNTOWN SIDEWALK REPAIR	2,700.00
		3,700.00

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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
UNIFIRST CORPORATION	WWTP - UNIFORM RENTAL	32.44
	DPW - SUPPLIES	27.47
	WWTP - UNIFORM RENTAL	44.20
	DPW - SUPPLIES	27.47
	WWTP - UNIFORM RENTAL	32.44
	CITY HALL - SUPPLIES	48.75
	WWTP - UNIFORMS	32.44
	WWTP - UNIFORMS	32.44
	MVP - SHOP RAGS	20.75
		298.40
USA BLUEBOOK	WWTP - LAB SUPPLIES	769.44
	WWTP - LAB SUPPLIES	512.92
		1,282.36
USALCO LLC	WWTP - OPERATING SUPPLIES	4,495.12
VERIZON WIRELESS	DPW CELL PHONE	25.00
	JPD/DPW/WWTP CELL PHONES/JPD IN-CAR MODEMS	207.04
	JPD/WWTP/DPW-CELL PHONES/JPD IN-CAR MODEM	208.12
		440.16
WALMART COMMUNITY/SYNCE	OFFICE/OPERATING SUPPLIES	267.52
	OPERATING SUPPLIES	426.92
		694.44
WICKHAM, TINA	REC REFUND/EMMA WICKHAM	50.00
WORKHEALTH	JPD - EMPLOYMENT PHYSICALS	389.94
YOUNG, JAMES G	UMPIRE SERVICES	25.00
YOUNG, JAMIE	UMPIRE SERVICES	75.00
	Total:	145,446.08



# YEAR SUMMARY 2018

Month	CITY	SCIPIO	PAYETTE	MUTUAL AID	TRAINING/MEETINGS
JANUARY	6	0	5	6	3
FEBRUARY	2	1	1	3	4
MARCH	3	5	4	3	3
QUARTER TOTAL	11	6	10	12	10
APRIL	11	2	2	6	4
MAY	5	2	3	8	3
JUNE					
QUARTER TOTAL					
JULY					
AUGUST					
SEPTEMBER					
QUARTER TOTAL					
OCTOBER					
NOVEMBER					
DECEMBER					
QUARTER TOTAL					
YEAR TOTAL					

Notes:

# Jonesville Fire Department Report

May 2018

Date	Type of call	Location	# of members
MAY-2	Transformer fire	440 Adrain st. (City)	6
MAY-2	Meeting	Station (Meeting)	15
MAY-2	Wires down	Alley behind Shear Magic(City)	12
MAY-2	Tree down	Cranberry Lk./Homer Rd.(Fayette)	11
MAY-3	Transformer fire	5265 White Rd.(Fayette)	8
MAY-3	Down wire/ cable	403 Maumee st.(City)	7
MAY-5	Down power line/ grass fire	W. litchfield Rd./Concord(Scipio)	5
MAY-5	Lift assist	123 Murphy st.(Mutual aid) REU	4
MAY-8	CPR assist	115 Pine dr.(Mutual aid) REU	5
MAY-9	Structure fire	411 Parkwood dr.Apt. B (City)	7
MAY-9	Vehicle fire	Mosherville rd./Milnes(Mutual aid) 8	8
MAY-11	Structure fire	5400 Dewey Rd.(Mutual aid) 9	9
MAY-12	lift assist	1178 Collard rd.(Mutual aid) REU	4
MAY-12	Lift assist	502 East st. Apt.3(Mutual aid) REU	6
MAY-23	Pool Fill	4200 W. Chicago(Training)	11
MAY-23	Clean-up	Station(Taining)	11
MAY-26	P.I. 1 car	Homer rd./ n of Genesee Rd.(Scipio)	6
MAY-27	Vehicle fire	Marathon station (City)	8
MAY-29	Lift assist	519 East st.(Mutual aid) REU	7
MAY-30	CPR assist	Drake st. apt.A-4(Mutual aid) REU	4
MAY-31	Wires down	Ball rd./ N. Hillsdale(Fayette)	4

# **MONTHLY OPERATING REPORT**

## **May 2018**

**SUBMITTED:**        **June 12, 2018**

### **WATER FLOW**

MAXIMUM	272,000
MINIMUM	136,000
AVERAGE	206,200
TOTAL	6.391 MG

### **WASTEWATER FLOW**

MAXIMUM	580,300
MINIMUM	363,300
AVERAGE	461,000
TOTAL	14.2895 MG

**CALLOUTS:**        **None**

### **OPERATION & MAINTENANCE**

The plant was in compliance with the NPDES permit limitations during the month of May 2018.

All plant maintenance was completed.

Lagoon discharge season concludes at the end of May. Plant Staff performed lab analysis for Reading, Camden, Merry Lake, Lake Diane, Quincy, North Adams, and Litchfield.

The roof on the lab was replaced by Braman roofing. It had been leaking for a year or two and it got bad enough that plant staff couldn't keep up with repairs. The replacement was budgeted during the current fiscal year.

GenPower completed the semi-annual maintenance of the generators at the wastewater plant and the iron removal plant. The trickling filter sideways and distribution system was power washed.

Plant Staff installed a new raw sludge pump in the basement pump room. It is cheaper to replace the pump than it is to rebuild it.

Plant Staff met several times with Michigan Gas and Griffiths Mechanical to try to resolve the gas supply issues at the wastewater plant.

Plant Staff turned in \$900.00 in walk in water testing business .

## **PLANT EFFICIENCY—May 2018**

### **5-Day Biochemical Oxygen Demand**

#### **NPDES Permit Limit in May 2018—25 mg/l Monthly Average**

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

*Jonesville Monthly Average—4.0 mg/l*

*Average Percent Removal from the Raw Wastewater—97.3 %*

### **Total Suspended Solids**

#### **NPDES Permit Limit in May 2018—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— 2.8 mg/l*

*Average Percent Removal from the Raw Wastewater—97.3%*

### **Total Phosphorus**

#### **NPDES Permit Limit in May 2018—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—0.5 mg/l*

*Average Percent Removal from the Raw Wastewater—83.9%*

### **Ammonia Nitrogen**

#### **NPDES Permit Limit in May 2018—Report Only**

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

*Jonesville Monthly Average—0.050 mg/l*

*Average Percent Removal from the Raw Wastewater—97.7%*

*Jonesville Daily Maximum—0.22 mg/l*

# Jonesville Dept of Public Works

## May 2018

### Monthly Report

	Maintenance	Salt	Chloride	Sand	COLD MIX
<b>STATE HIGHWAYS</b>	0 HR DT 0 HR OT	0 Ton	0 Bag	0 Yd.	1/8 Ton
<b>MAJOR ROADS</b>	0 HR DT 0 HR OT	Ton	0 Bag	0 Yd.	0 Ton
<b>LOCAL ROADS</b>	0 HR DT 0 HR OT	0 Ton	0 Bag	0 Yds.	0 Ton
<b>PARKING LOTS</b>	0 HR DT 0 HR OT	Ton	0 Bag	0 Yds.	1/8 Ton
<b>POLICE STATION</b>	0 HR OT	0 Ton	0 Bag	0 Yds.	
<b>FIRE DEPARTMENT</b>	0 HR OT	Ton	0 Bag	0 Yds.	
<b>DPW DEPT</b>	0 HR OT				
<b>Sewer</b>	0 HR OT				
<b>WATER</b>	0 HR DT 0 HR OT			4 Yds.	
<b>Cemetery</b>	0 HR OT			2 Yds.	1/8 Ton

**There were 0 call outs.**

We cold patch State Hyw, South Parking Lot & the Cemetery.

We made one more round of brush pickup with the trucks & tractor.

The Yard Waste Collection started May 7th.

Storm drains were cleaned on State, Major & Local Streets

The bathrooms at the Wright Street Park were cleaned & the water turned on.

We put top dirt & mulch in the flower beds in the North Parking Lot.

Superior Sweeping was in and swept all of the curbed streets.

We removed the sidewalk behind the Fire Station.

GLT Concrete poured new sidewalk at the Fire Station & in front of Shear Magic downtown.

We set up and cleaned up for River Fest.

The pine tree in Fast Park was removed do to a needle diease, a new one will be planted this fall.

We have started mowing road edges this month.

Water meters were read for the month of May.

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 MAY 2018

Total reports written: 79

Assault: 0

Fraud: 1

Larceny: 2

Theft from Motor Vehicle: 0

Domestic Assault: 0

Malicious Destruction of Property: 0

Trespass: 1

Disorderly Conduct Arrest: 1

Lost and Found Property: 2

Retail Fraud: 7

Obstructing Police: 1

Public Roadway Accidents: 4

Private Property Accidents: 1

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

Nuisance Animals: 1

Civil Matter/Family Disputes: 6

Medical Emergency: 20

Alarms: 2

Natural Death Inv: 3

Trespass: 1

Suspicious Situations: 7

General Assistance: 10

Traffic/Moving Violations: 29

Warrants Received from Prosecutor: 11

May Patrol Shift Coverage: 76%

## JUNE FOCUS

Training new hires

Ordinance enforcement

July-August Scheduling

**CITY OF JONESVILLE  
CASH BALANCES**

		May-2018	BANK BALANCE
<b>GENERAL FUND:</b>			
	General Fund Now Checking	101-000-001	36,659.68
	General Fund CLASS Acct	101-000-007	1,002,136.40
	General Fund Cemetery CLASS Acct	101-000-007.100	89,243.91
	General Fund Alloc of Assets CLASS	101-000-007.200	396,455.55
<b>MAJOR STREETS:</b>			
	Major Streets Now Checking	202-000-001	26,145.71
	Major Streets CLASS Acct	202-000-007	112,898.67
<b>LOCAL STREETS:</b>			
	Local Streets Now Checking	203-000-001	7,358.59
	Local Streets CLASS Acct	203-000-007	565,792.02
<b>STATE HIGHWAY:</b>			
	State Highway Now Checking	211-000-001	12,979.00
<b>L.D.F.A.:</b>			
	LDFA Operating Now Checking	247-000-001	35,666.18
	LDFA Operating CLASS Acct	247-000-007	1,387,177.51
<b>D.D.A.:</b>			
	DDA Now Checking	248-000-001	23,139.88
	DDA Operating CLASS Acct	248-000-007	226,943.86
<b>SEWER FUND:</b>			
	Sewer Receiving Now Checking	590-000-001	67,491.51
	Sewer Bond & Interest Checking	590-000-001.300	10.00
	Sewer Receiving CLASS Acct	590-000-007	342,250.58
	Sewer Plant Improv. CLASS Acct	590-000-007.200	922,269.76
<b>WATER FUND:</b>			
	Water Receiving Now Checking	591-000-001	31,256.59
	Water Receiving CLASS Acct	591-000-007	300,080.97
	Water Plant Improvement CLASS Acct	591-000-007.100	244,112.30
	Water Tower Maint CLASS Acct	591-000-007.300	76,646.72
	Water Maint CLASS Acct	591-000-007.400	79,904.83
<b>MOTOR VEHICLE POOL:</b>			
	Motor Vehicle Pool Now Checking	661-000-001	27,411.88
	Equip. Replace CLASS - Police Car	661-000-007.301	35,106.46
	Equip. Replace CLASS - Fire Truck	661-000-007.336	126,359.16
	Equip. Replace CLASS - Turn Out Gear	661-000-007.337	2,256.43
	Equip. Replace CLASS - DPW Equip	661-000-007.463	60,856.35
	Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	81,889.14
<b>CURRENT TAX:</b>			
	Current Tax Checking	703-000-001	16,649.33
	Current Tax Savings Account	703-000-002	0.00
<b>PAYROLL FUND CHECKING:</b>			
		750-000-001	3,294.56
<b>GRAND TOTAL</b>			<b>6,340,443.53</b>



City of  
Jonesville

265 E. Chicago Street, Jonesville, MI 49250

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

**SUNSET VIEW CEMETERY ACTIVITY REPORT  
MAY 2018**

	Lot Sales*	Interments				Foundations Purchased	Burial Rights Transfers	Disinterments
		Adult	Child	Infant	Cremation			
January	0	1	0	0	0	0	0	0
February	0	1	0	0	0	0	0	0
March	2	0	0	0	0	0	0	0
April	0	0	0	0	0	6	0	0
May	10	2	0	0	3	0	0	0
<b>2018 Totals</b>	<b>12</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>0</b>

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

April/May Activities:

- Spring Clean-up
- Retaining Wall Tree Removal
- Decorative Tree Installations

June/July Focus:

- Retaining Wall Planning/Installation



State of Michigan  
Department of Environmental Quality  
Drinking Water & Municipal Assistance Division



CERTIFIES

**Edward P. Hughes**

*as a*

**WATERWORKS SYSTEM OPERATOR**

Classification(s) Held:

**D-4**



*Having carefully considered education, professional experience and established competence, this  
Certificate is hereby granted in accordance with Public Act 399, of 1976,  
The Michigan Safe Drinking Water Act.*

20445

Operator I.D. Number

05/02/2018

Issuance Date

07/15/2021

Expiration Date

Authority: Act 399 P.A. 1976



Mary 24, 2018

RECEIVED  
MAY 29 2018

City Manager  
City of Jonesville  
265 East Chicago Street  
Jonesville, MI 49250-1002

BY: \_\_\_\_\_

RE: Important Information—Channel Lineup Changes

Dear City Manager:

I am contacting you today regarding upcoming programing changes. The changes are as follows and are effective on or about July 1, 2018. Customers are being notified of these changes via bill message.

Tru TV will be available as part of the Digital Starter service. NFL Network will move from Digital Starter to Digital Preferred.

If I can be of any further assistance, please contact me at 517-334-5686.

Sincerely,

John P. Gardner  
Director, External Affairs  
Comcast, Heartland Region  
1401 E. Miller Rd.  
Lansing, MI 48911