




**CITY OF JONESVILLE
COUNCIL AGENDA
SEPTEMBER 24, 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**
- 5. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION**
 - A. United States Department of Agriculture – Rural Development (USDA-RD) Community Facilities Grant – Police Patrol Vehicle
- 6. REPORTS AND RECOMMENDATIONS**
 - A. Consider Lab Equipment Purchase [Action Item]
 - B. Fiscal Year 2017-18 Year End Budget Comparison [Action Item]
 - C. MML Liability and Property Pool Board of Directors Ballot [Action Item]
- 7. COUNCIL MINUTES**
 - A. Consider minutes of the August 15, 2018 Regular Meeting [Action Item]
- 8. ACCOUNTS PAYABLE**
 - A. Accounts Payable for September 2018 totalling \$158,056.38 [Action Item]
- 9. DEPARTMENT REPORTS**
 - A. Fire Department – Chief Adair
 - B. Water/Wastewater Treatment Plant – Superintendent Mahoney
 - C. Department of Public Works – Superintendent Kyser
 - D. Police Department – Chief Lance
 - E. Cash Report – Finance Director Spahr
- 10. ADJOURNMENT**



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: September 19, 2018
Re: Manager Report and Recommendations – September 24, 2018 Council Meeting

5. A. United States Department of Agriculture – Rural Development (USDA-RD) Community Facilities Grant – Police Patrol Vehicle

The purpose of the public hearing is to receive public comments regarding the City's intent to seek grant funding to support the purchase of a new police patrol vehicle. The 2014 vehicle is scheduled for replacement in the current fiscal year. Purchase of a fully outfitted vehicle is estimated at \$34,000. Quotes will be solicited from vehicle and equipment vendors as a part of the application process to be considered at a later date. Grant funds are competitive and typically fund a portion of the purchase price. The public hearing is required by USDA-RD as a part of the grant application process and any comments received will be forwarded to them. No action is required by Council at this time. *Please refer to the attached public hearing notice.*

6. A. Consider Lab Equipment Purchase **[Action Item]**

Wastewater Superintendent Rick Mahoney has received an increasing number of requests for nitrate-nitrite testing on drinking water samples. Currently, our lab lacks the equipment and certification for these tests. The total cost of equipment and certifications is approximately \$6,000. A conservative estimate on the payback of the startup costs is approximately 3 years, but will likely be closer to two years. After the initial payback, there would be nominal costs for supplies and ongoing certification, with the lab generating additional revenue. The purchase is proposed to meet recent customer requests, but was not budgeted; the request is a credit to the lab staff and the level of customer satisfaction with our services. It is anticipated that there will be unused maintenance funds that will offset the cost, without need for use of fund balance. If the purchase were delayed, it would be proposed for the next fiscal year budget. The primary consequence of the delay would be the loss of approximately 9 months of revenue captured this fiscal year to offset the expense. I recommend a motion to approve the necessary expenditures for equipment and certifications to complete nitrate-nitrite testing. *Please refer to the attached correspondence from Superintendent Mahoney.*

6. B. Fiscal Year 2017-18 Year End Budget Comparison **[Action Item]**

The Fiscal Year 2017-18 annual budget comparison (year ending June 30, 2018) is attached for your review. Overall, actual revenues and expenditures are in line with budgeted figures. The primary variations from budget come in the Major Streets fund, where the Jermaine/Jonesville/Adrian streets revenue and expenditures were budgeted. Although the project has been built, project billing is not complete. Also, the Downtown Development Authority budgeted, then postponed, major parking lot reconstruction. Additional clarification and any questions can be provided, 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 2017-18 budget comparison summary.*

6. C. MML Liability and Property Pool Board of Directors Ballot **[Action Item]**

You will recall that the MML Liability and Property Pool is the City's liability insurance provider. Attached is the ballot for the Board of Director's election. Two incumbents are seeing re-election to two available spots. You may write in one or more candidates if you wish. A motion to cast the ballot is necessary. I would recommend that a vote be cast for the two incumbents for re-election to the MML Liability and Property Pool Board of Directors. *Please note the attached candidate profiles.*

Correspondence:

- June 30, 2018 Jonesville Memorial Fund Statement



City of
Jonesville

265 E. Chicago Street • Jonesville • MI 49250

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

NOTICE OF PUBLIC HEARING

The Jonesville City Council will hold a public hearing on Monday, September 24, 2018, at 6:30 p.m. at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, Michigan, for the purpose of hearing comments regarding the purchase of a police vehicle in conjunction with a USDA-Rural Development Community Facilities grant.

Individuals with disabilities requiring auxiliary aids or services should contact the City of Jonesville by writing to the above address or calling 517-849-2104. The City of Jonesville is an Equal Opportunity Employer.

Cindy Means, Clerk
City of Jonesville

To: Jeff Gray

Re: Nitrate and Nitrite Analysis

The WWTP lab has been receiving quite a few requests for Nitrate-Nitrite testing on drinking water. These requests have come from home inspectors and real estate transactions. I have talked with Gregg Lundy, the MDEQ Lab Auditor concerning the upgrade certification needed and the equipment that would be required to perform the analysis. The updated certification would cost \$844.00. Mr. Lundy suggested purchasing a Hach DR 3900 Benchtop Spectrophotometer for the analysis. The cost is approximately \$4,500.00. Associated reagents and glassware are estimated at around \$500.00. The estimated cost to begin analysis is around \$6,000.00. Currently Shelters Home Inspections is dropping off between 20-25 bacteria samples per month. I am anticipating 10-15 nitrate-nitrite samples per month to start. The number will probably pick up during the spring and summer months because every type II public water system is required to perform this analysis on an annual basis. The private labs charge \$15.00 per test. Although there is a significant investment to perform this analysis, I feel that it would be another source of income for the City.

Rick Mahoney
Jonesville WWTP

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 06/30/2018

DESCRIPTION	YTD BALANCE 06/30/2018 NORMAL (ABNORMAL)	2017-18 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 101 - GENERAL FUND				
TOTAL Revenues	1,427,782.88	1,422,958.60	100.34%	
Expenditures				
101-CITY COUNCIL	17,759.02	25,100.00	70.75%	
172-CITY MANAGER	104,523.73	105,690.00	98.90%	
191-ELECTIONS	92.91	100.00	92.91%	
218-GENERAL OFFICE	195,082.39	197,120.00	98.97%	
247-BOARD OF REVIEW	997.86	1,500.00	66.52%	
253-TREASURER	4,984.24	5,000.00	99.68%	
257-ASSESSOR	22,398.48	22,400.00	99.99%	
258-DATA PROCESSING/COMPUTER DE	11,179.33	11,525.00	97.00%	
265-CITY HALL	10,982.92	16,147.00	68.02%	
276-CEMETERY	67,356.17	69,728.00	96.60%	
285-FREEDOM MEMORIAL	1,784.30	2,400.00	74.35%	
301-POLICE DEPARTMENT	293,723.07	324,897.20	90.40%	
336-FIRE DEPARTMENT	110,874.81	138,757.04	79.91%	
410-PLANNING & ZONING COMMISSIOI	11,974.71	21,101.00	56.75%	
441-RADIO TOWER PROPERTY	0.00	0.00		
442-PARKING LOTS	20,107.39	62,515.00	32.16%	
443-SIDEWALKS	428.03	11,380.00	3.76%	
444-DEPT. OF PUBLIC WORKS	24,422.35	24,470.00	99.81%	
448-STREET LIGHTING	33,939.05	34,000.00	99.82%	
526-SANITARY LAND FILL	8,455.05	8,799.00	96.09%	
751-RECREATION DEPARTMENT	33,593.32	45,615.00	73.65%	
770-PARKS	15,629.31	16,025.00	97.53%	
780-RAIL/TRAIL	9,208.66	9,875.00	93.25%	
858-FRINGE BENEFITS	29,132.95	34,250.00	85.06%	
865-INSURANCE	18,561.03	19,000.00	97.69%	
895-PROMOTIONS	49.76	50.00	99.52%	
897-OTHER ACTIVITIES	195,364.18	195,500.00	99.93%	
TOTAL Expenditures	1,242,605.02	1,402,944.24	88.57%	
NET OF REVENUES & EXPENDITURES	185,177.86	20,014.36		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 06/30/2018

DESCRIPTION	YTD BALANCE 06/30/2018 NORMAL (ABNORMAL)	2017-18 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 202 - MAJOR STREETS FUND				
TOTAL Revenues	220,902.37	384,412.00	57.47%	
Expenditures				
451-STREET CONSTRUCTION	2,009.03	242,600.00	0.83%	
465-ROUTINE MAINTENANCE	85,786.97	99,767.00	85.99%	
474-TRAFFIC CONTROL	1,697.67	10,950.00	15.50%	
478-WINTER MAINTENANCE	19,529.25	21,865.00	89.32%	
900-ADMINISTRATION	45,799.00	45,799.00	100.00%	
TOTAL Expenditures	154,821.92	420,981.00	36.78%	
NET OF REVENUES & EXPENDITURES	66,080.45	(36,569.00)	180.70%	
Fund 203 - LOCAL STREETS FUND				
TOTAL Revenues	298,700.39	286,572.00	104.23%	
Expenditures				
451-STREET CONSTRUCTION	0.00	0.00		
465-ROUTINE MAINTENANCE	100,973.18	124,320.00	81.22%	
474-TRAFFIC CONTROL	1,962.76	8,064.00	24.34%	
478-WINTER MAINTENANCE	17,891.57	20,030.00	89.32%	
900-ADMINISTRATION	130,737.65	130,749.00	99.99%	
TOTAL Expenditures	251,565.16	283,163.00	88.84%	
NET OF REVENUES & EXPENDITURES	47,135.23	3,409.00	1382.67%	
Fund 211 - STATE HIGHWAY FUND				
TOTAL Revenues	28,156.13	28,151.00	100.02%	
Expenditures				
465-ROUTINE MAINTENANCE	10,172.50	10,650.00	95.52%	
474-TRAFFIC CONTROL	1,375.02	1,450.00	94.83%	
478-WINTER MAINTENANCE	12,404.88	13,250.00	93.62%	
900-ADMINISTRATION	2,790.19	2,800.00	99.65%	
TOTAL Expenditures	26,742.59	28,150.00	95.00%	
NET OF REVENUES & EXPENDITURES	1,413.54	1.00	141354%	

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 06/30/2018

DESCRIPTION	YTD BALANCE 06/30/2018 NORMAL (ABNORMAL)	2017-18 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 247 - LOCAL DEVELOPMENT FINANCE AUTHORITY				
TOTAL Revenues	322,741.18	305,981.12	105.48%	
Expenditures				
729-DEVELOPMENT ACTIVITIES	64,618.23	305,487.00	21.15%	
TOTAL Expenditures	64,618.23	305,487.00	21.15%	
NET OF REVENUES & EXPENDITURES	258,122.95	494.12	52239%	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY				
TOTAL Revenues	124,449.28	122,627.52	101.49%	
Expenditures				
442-PARKING LOTS	21,340.25	63,815.00	33.44%	
443-SIDEWALKS	4,844.27	6,121.00	79.14%	
729-DEVELOPMENT ACTIVITIES	37,815.11	37,870.00	99.86%	
733-DOWNTOWN/STREETSCAPE	19,388.82	20,045.00	96.73%	
895-PROMOTIONS	11,697.64	11,765.00	99.43%	
897-OTHER ACTIVITIES	58,040.00	58,440.00	99.32%	
TOTAL Expenditures	153,126.09	198,056.00	77.31%	
NET OF REVENUES & EXPENDITURES	(28,676.81)	(75,428.48)	38.02%	
Fund 301 - GENERAL DEBT SERVICE FUND				
TOTAL Revenues	158,535.00	158,935.00	99.75%	
Expenditures				
906-MAJOR STREET BOND	34,650.00	34,650.00	100.00%	
907-D.D.A. BOND	58,040.00	58,440.00	99.32%	
908-LOCAL STREET BOND	65,845.00	65,845.00	100.00%	
TOTAL Expenditures	158,535.00	158,935.00	99.75%	
NET OF REVENUES & EXPENDITURES	-	-		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 06/30/2018

DESCRIPTION	YTD BALANCE 06/30/2018 NORMAL (ABNORMAL)	2017-18 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 590 - SEWER SYSTEM FUND				
TOTAL Revenues	854,365.09	847,567.71	100.80%	
Expenditures				
527-SEWAGE DISPOSAL	825,609.90	1,068,201.26	77.29%	
TOTAL Expenditures	825,609.90	1,068,201.26	77.29%	
NET OF REVENUES & EXPENDITURES	28,755.19	(220,633.55)	13.03%	
Fund 591 - WATER SUPPLY SYSTEM FUND				
TOTAL Revenues	332,534.57	333,686.17	99.65%	
Expenditures				
536-IRON REMOVAL PLANT	223,543.60	281,824.00	79.32%	
537-WATER DISTRIBUTION SYSTEM	66,102.52	105,420.00	62.70%	
TOTAL Expenditures	289,646.12	387,244.00	74.80%	
NET OF REVENUES & EXPENDITURES	42,888.45	(53,557.83)	80.08%	
Fund 661 - MOTOR VEHICLE POOL FUND				
TOTAL Revenues	139,665.60	134,500.00	103.84%	
Expenditures				
270-DPW BUILDING AND GROUNDS	22,096.06	24,189.00	91.35%	
896-MOTOR VEHICLE POOL	126,829.76	127,930.00	99.14%	
TOTAL Expenditures	148,925.82	152,119.00	97.90%	
NET OF REVENUES & EXPENDITURES	(9,260.22)	(17,619.00)	52.56%	
Fund 703 - CURRENT TAX FUND				
TOTAL Revenues	-	-		
TOTAL Expenditures	-	-		
NET OF REVENUES & EXPENDITURES	-	-		
TOTAL REVENUES - ALL FUNDS	3,907,832.49	4,025,391.12	97.08%	
TOTAL EXPENDITURES - ALL FUNDS	3,316,195.85	4,405,280.50	75.28%	
NET OF REVENUES & EXPENDITURES	591,636.64	(379,889.38)	155.74%	

RECEIVED
SEP 12 2018

1675 Green Road
Ann Arbor, MI 48105-2530

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mml.org

BY: _____

to	Members of the MML Liability and Property Pool	from	Michael J. Forster, Pool Administrator
cc	_____	date	September 10, 2018
	_____	subject	2019 Pool Director Election

Dear Pool Member:

Enclosed is your ballot for this year's Board of Directors election. Two (2) incumbent Directors have agreed to seek re-election. You also may write in one or more candidates if you wish.

A brief biographical sketch of each candidate is provided for your review.

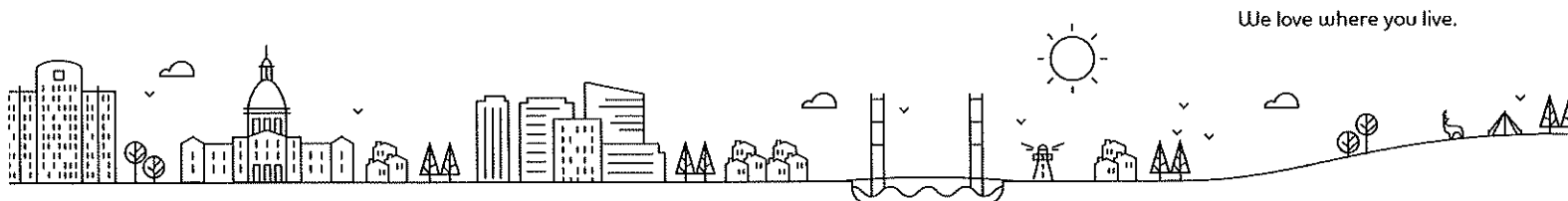
I hope you will affirm the work of the Nominating Committee by returning your completed ballot in the enclosed return envelope, no later than November 9. You may also submit your ballot online by going to www.mml.org. Click on *Insurance*, then *Liability and Property Pool*; the official ballot is located in the left navigation bar under *Online Forms*.

The MML Liability & Property Pool is owned and controlled by its members. Your comments and suggestions on how we can serve you better are very much appreciated. Thank you again for your membership in the Pool, and for participating in the election of your governing board.

Sincerely,



Michael J. Forster
Pool Administrator



THE CANDIDATES
Three-year terms beginning January 1, 2019

Robert Clark, Mayor, City of Monroe



Robert has more than eight years experience as a municipal official, serving as the mayor in the City of Monroe since 2010. He is a member of the Michigan Association of Mayors. Robert retired as Major, Michigan State Police after thirty years of service. He is active in several local civic organizations, including the River Raisin National Battlefield Park Foundation and Monroe County Business Development Corporation. He also serves as First Vice-Chair for the Southeast Michigan Council of Governments (SEMCOG). Robert is seeking re-election to his third term.

Paula Zelenko, Mayor, City of Burton



Paula has more than twenty-one years experience as a municipal official, serving as the mayor in the City of Burton since 2010. She was a member of the Burton city council from 1991 – 2000 and 2008 – 2010. From 2001 – 2006 Paula was the 50th District State Representative. She is active in several local civic organizations. Paula is seeking re-election to her third term.

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

**JONESVILLE CITY COUNCIL
Minutes of August 15, 2018**

A meeting of the Jonesville City Council was held on Wednesday, August 15, 2018 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, Delesha Padula, Andy Penrose and David Steel.

Also present: Manager Gray, Attorney Lovinger, Police Chief Lance, WWTP Supt. Mahoney, DPW Supt. Kyser, Fire Chief Adair, Treasurer Spahr and Alyssa Binkowski (Martinrea-Jonesville).

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

The agenda was approved as presented.

A motion was made by Delesha Padula and supported by Jerry Drake to open the Public Hearing at 6:31 p.m. for the Bugbee Corporation Transfer Commercial Rehabilitation Exemption Certificate #32010-006. This Exemption Certificate was previously issued to Babcock Group, LLC for Olivia's Chop House. Transfer of the certificate for the remainder of the term through December 30, 2021 will allow the business to retain 32 existing jobs. There were no public comments. The Public Hearing closed at 6:33 p.m.

A motion was made by Andy Penrose and supported by David Steel to approve Resolution 2018-11 - Transfer Commercial Rehabilitation Exemption Certificate #2010-006, transferring the exemption certificate from Babcock Group, LLC to Bugbee Corp. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, Delesha Padula, Andy Penrose, David Steel and Gerry Arno. Nays: None. Motion carried.

A motion was made by Brenda Guyse and supported by Tim Bowman to open the Public Hearing at 6:33 p.m. for Martinrea Jonesville LLC PA 198 Industrial Facilities Tax Exemption Application. Martinrea will be making building improvements of over \$1,800,000 for the addition of a paint line and a new 2,500 ton press creating 15 new positions as a result of the project. There were no public comments. The Public Hearing closed at 6:37 p.m.

A motion was made by Tim Bowman and supported by Brenda Guyse to approve Resolution 2018-12 – Approve Martinrea Jonesville LLC PA 198 Industrial Facilities Tax Exemption. The resolution provides for a 50% abatement of real property taxes on the investment for a 12 year term. The City has established a strong pro-business climate and supported the full benefit of Industrial Facility Tax Exemption Certificates allowed by law to local industrial companies. The Certificate is to promote economic growth, increase capital improvement and reduce unemployment. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, Delesha Padula, Andy Penrose, David Steel and Gerry Arno. Nays: None. Motion carried.

Brenda Guyse made a motion to approve the Fiscal Year 2017-18 Budget Amendments as submitted by Finance Director Lenore Spahr for Fiscal Year 2017 – 2018 (Fiscal year ending June 2018). Delesha Padula supported the motion. All in favor. Motion carried.

A motion was made by David Steel and supported by Jerry Drake to reschedule the September 2018 meeting date for Wednesday, September 5, 2018 at 6:30 p.m. due to scheduling conflicts of the Manager and Mayor. All in favor. Motion carried.

Tim Bowman made a motion to delegate Mayor Gerry Arno as its Voting Delegate for the Michigan Municipal League Annual Meeting scheduled for Friday, September 21, 2018 during the MML Annual Conference and Manager Jeff Gray as an alternate delegate. The motion was supported by Brenda Guyse. All in favor. Motion carried.

A motion was made by Jerry Drake and supported by Brenda Guyse to approve the Council Minutes of July 18, 2018. All in favor. Motion carried.

Andy Penrose made a motion and Delesha Padula supported the motion to approve the Accounts Payable for August 2018, in the amount of \$41,442.34. All in favor. Motion carried.

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

Major Arno adjourned the meeting at 7:16 p.m.

Submitted by,

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor

09/20/2018

Vendor	Description	Amount
A & J COFFEE SERVICE	CITY HALL OPERATING SUPPLIES	39.70
AMERICAN COPPER & BRASS, LLC	WATER - NEW METER SUPPLIES	98.01
AT&T	LOCAL/LONG DISTANCE	1,765.18
BECKER & SCRIVENS, INC.	WATER - REPAIRS	59.25
	CEMETERY - BLOCK FOR NEW WALL	1,070.00
		1,129.25
BRINER OIL CO., INC.	JFD - GASOLINE	57.09
	JFD - GASOLINE	69.00
	MVP - BULK TANK REFILL	267.12
	WWTP - GENERATOR GAS	1,879.99
		2,273.20
BROOKS, JAMIE	JPD - CLEANING SERVICE	100.00
	CITY HALL CLEANING SERVICE	100.00
		200.00
BUENTELLO PEST CONTROL	PARKS - BEE ERADICATION	75.00
BUTTERS EXCAVATING & LAWN CA	AUGUST BURIALS/FOUNDATIONS/SEXTON SERVICES	9,234.87
CMP DISTRIBUTORS, INC.	JPD - OPERATING SUPPLIES	485.00
	JPD - OPERATING SUPPLIES	442.70
		927.70
CONSUMERS ENERGY	DOWNTOWN/PARKING LOT LIGHTS	453.95
	CITY-WIDE STREET LIGHTS	2,841.81
	DDA - UNMETERED PARKING LOT LIGHTS	24.24
	LDFA - 500 IND PKWY SPRINKLER METER	26.45
	WWTP ELECTRICITY	4,292.16
	JPD ELECTRICITY	364.63
	FREEDOM MEMORIAL ELECTRICITY	37.03
	CEMETERY ELECTRICITY	29.35
	DDA - METERED PARKING LOT LIGHTS	83.61
	FAST PARK ELECTRICITY	55.62
	CITY HALL SECOND FLOOR ELECTRICITY	25.66
	JFD - EMERGENCY SIREN ELECTRICITY	24.87
	JFD TRAINING ROOM ELECTRICITY	73.89
	JFD TRUCK BAY ELECTRICITY	143.28
	RADIO TOWER ELECTRICITY	30.38
	CITY HALL ELECTRICITY	322.18
	DPW ELECTRICITY	80.86
	WRIGHT ST PARK ELECTRICITY	27.11
	LDFA - 598 IND PKWY SPRINKLER METER	24.61
	WATER TOWER ELECTRICITY	60.10
	LDFA - 100 DEAL PKWY SPRINKLER METER	27.64
	500 IND PKWY SPRINKLER METER ELECTRICITY	26.28
	FREEDOM MEMORIAL ELECTRICITY	36.51
	WWTP ELECTRICITY	4,720.63
	CITY HALL ELECTRICITY	292.87
	JPD ELECTRICITY	389.38
	CEMETERY ELECTRICITY	28.73
	DDA - METERED PARKING LOT LIGHTS	82.15
	FAST PARK ELECTRICITY	48.45
	CITY HALL SECOND FLOOR ELECTRICITY	24.22
	EMERGENCY SIREN ELECTRICITY	24.92
	JFD TRAINING ROOM ELECTRICITY	70.36
	JFD TRUCK BAY ELECTRICITY	154.20
	RADIO TOWER ELECTRICITY	30.95
	DPW ELECTRICITY	76.81
	WRIGHT ST PARK ELECTRICITY	26.41
	598 IND PKWY SPRINKLER ELECTRICITY	24.63
	WATER TOWER ELECTRICITY	63.12
	100 DEAL PKWY SPRINKLER ELECTRICITY	27.37
	DDA BUILDING ELECTRICITY	424.28
	IRON REMOVAL PLANT ELECTRICITY	1,394.67
	DDA BUILDING ELECTRICITY	427.53
	IRON REMOVAL PLANT ELECTRICITY	1,613.06
	DDA - UNMETERED PARKING LOT LIGHTS	24.95

09/20/2018

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	CITYWIDE STREET LIGHTS	2,909.39
	DOWNTOWN/STREETSCAPE LIGHTS	391.32
		22,382.62
CURRENT OFFICE SOLUTIONS	COPIER MAINTENANCE	72.75
	COPIER MAINTENANCE	60.37
		133.12
DRAKE, JERRY	R2PC MEETING	33.25
EXCELL PAVING PLUS	S PARKING LOT - CRACK FILL/SEAL COAT/STRIPE	2,374.00
FERGUSON WATERWORKS	WATER - NEW METER SUPPLIES/TOOLS	132.71
FIDLAR TECHNOLOGIES, INC	JPD - TICKETS PRINTED	695.57
FIRST NATIONAL BANK OMAHA	CEMETERY/WATER/WWTP-TRAINING/ELECTION MEALS	446.39
	MML/MMTA-CONFERENCES/JPD-CAR WASHES	1,132.05
	ELECTION MEALS	30.05
	JPD - PRINTER SUPPLIES	407.94
		2,016.43
FLEIS & VANDENBRINK ENG, INC	WATER - IRP DESIGN	29,530.12
GALLS	JPD - UNIFORMS	287.00
	JPD - UNIFORMS	287.00
		574.00
GINGERICH LESLIE	UB refund for account: 001019-02	40.37
GRIFFITHS MECH CONTRACTING,	JFD - A/C REPAIR	161.00
HILLSDALE COUNTY CLERK	PRIMARY ELECTION COSTS	2,220.65
HILLSDALE COUNTY TREASURER	JBOR TAX BILLBACKS	252.88
HILLSDALE MEDIA GROUP	ZBA HEARING NOTICE/422 HARLEY	65.25
	DAILY NEWS SUBSCRIPTION RENEWAL	210.00
		275.25
HILLSDALE TRANSFER STATION	DDA - TRASH REMOVAL	39.85
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM	520.00
IDEXX DISTRIBUTION CORP.	WATER - PROFICIENCY TEST	260.00
JONES & HENRY ENGINEERS, LTD	WWTP - SAW GRANT/ASSET MGMT PLAN	10,025.00
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	211.89
JONESVILLE LUMBER	JPD/PARKS/STREETS - SUPPLIES/REPAIRS	91.12
JONESVILLE, CITY OF	DDA - DOWNTOWN SPRINKLERS	160.82
	CITY HALL WATER/SEWER	45.60
	DDA - DRINKING FOUNTAIN	35.67
	JFD - WATER/SEWER	127.06
	JPD - WATER/SEWER	45.60
	DPW WATER/SEWER	45.60
	WWTP - WATER/SEWER	175.14
	WRIGHT ST PARK WATER/SEWER	47.26
	REFUND METER CHARGE/SHEELY	122.00
		804.75
KEN STILLWELL FORD-MERCURY,	JPD - OIL CHANGE/14 INTERCEPTOR	42.75
	JPD - OIL CHANGE/16 INTERCEPTOR	42.75
		85.50
LOVINGER & THOMPSON, P.C.	LEGAL FEES	472.00
MAHONEY, RICK	WATER/WWTP - BATTERY BACKUP	95.38
MEANS, CINDY	MILEAGE - CEMETERY CONFERENCE	150.42
	MILEAGE - CLERK MEETING RE: FOIA	30.52
	BS&A UB USER GROUP MEETING	75.21
		256.15
MICH ASSOC OF MUNICIPAL CEME	MEANS - MEMBERSHIP DUES	35.00
	MEANS - CONFERENCE	79.00
		114.00
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT - GAS SERVICE	35.91
	JFD - GAS SERVICE	36.75
	JPD - GAS SERVICE	37.74
	DPW - GAS SERVICE	1.99
	GAS LIGHT SERVICE	57.08
		169.47
MICHIGAN LAWN & LANDSCAPE	MOWING SERIVCES	2,302.28
MICHIGAN PIPE & VALVE	LOCAL ST - REPAIRS	1,043.38

09/20/2018

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
MICREN LLC	UB refund for account: 000117-01	8.42
MML LIABILITY & PROPERTY POO	PROPERTY/LIABILITY INSURANCE RENEWAL	40,105.00
MML WORKERS COMPENSATION FUN	WORK COMP QUARTERLY INVOICE	4,681.00
MOULTON SHAWN & AMY	UB refund for account: 000433-02	15.11
MUNICIPAL CODE CORPORATION	ONLINE CODE OF ORDINANCES	550.00
PERFORMANCE AUTOMOTIVE	MVP - SUPPLIES/REPAIRS	14.78
POSTMASTER	POSTAGE - WATER/SEWER BILLS	235.20
READING, CITY OF	WWTP - VACTOR TRUCK RENTAL	872.00
REPUBLIC WASTE SERVICES #249	JPD/JFD/RAIL TRAIL TRASH/RECYCLING	95.00
	CITY HALL/WWTP/DPW TRASH SERVICE	90.00
	PARKS/DOWNTOWN TRASH SERVICE	105.00
		290.00
SPAHR, LENORE	BS&A FM USER GROUP MEETING	78.48
	MILEAGE - TAX USER GROUP	78.48
		156.96
SPARKS & SONS EXCAVATING, LL	TOP SOIL	420.00
STATE OF MICHIGAN	HUGHES - D3 LTD TREATMENT EXAM APPLICATION	70.00
STOCKHOUSE CORPORATION	RAIL TRAIL DECALS	129.00
SUPERFLEET MASTERCARD PROGRA	GASOLINE	1,196.47
SUPERIOR SWEEPING SERVICE IN	STREET SWEEPING	2,791.92
TAYLOR MICHAEL	UB refund for account: 000144-03	31.92
TRAC TRENCHING & DIRT WORKS,	CATCH BASIN/MANHOLE REPAIRS	3,950.00
TRI STATE EQUIPMENT CO	LOCAL ST - TRENCHER RENTAL	200.00
UNIFIRST CORPORATION	CITY HALL/JPD - FLOOR MATS	48.75
	CITY HALL/JPD - FLOOR MATS	48.75
	WWTP - UNIFORMS	44.20
	WWTP - UNIFORMS	32.44
	MVP - SHOP TOWELS	27.47
	WWTP - UNIFORMS	32.44
	MVP - SHOP TOWELS	27.47
	WWTP - UNIFORMS	32.44
	WWTP - UNIFORMS	44.20
		338.16
USA BLUEBOOK	WWTP - SUPPLIES	727.23
UTILITY SERVICE CO, INC	WATER TOWER MAINT CONTRACT	6,333.33
VERIZON WIRELESS	DPW CELL PHONE	25.00
	CELL PHONES/IN-CAR MODEMS	149.82
		174.82
WALMART COMMUNITY/SYNCB	OPERATING SUPPLIES	373.52
	ELECTION/OPERATING SUPPLIES	135.89
		509.41
WICKHAM'S TREE SERVICE, LLC	CEMETERY - TREE REMOVAL	1,200.00
	Total:	158,056.38

YEAR SUMMARY 2018

Month	CITY	SCIRIO	FAYETTE	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	2	0	3	2	4
QUARTER TOTAL	18	4	8	16	11
JULY	1	1	2	6	5
AUGUST	5	2	3	1	4
SEPTEMBER					
QUARTER TOTAL					
OCTOBER					
NOVEMBER					
DECEMBER					
QUARTER TOTAL					
YEAR TOTAL					

Notes:

MONTHLY OPERATING REPORT

August 2018

SUBMITTED: September 7, 2018

WATER FLOW

MAXIMUM	259,000
MINIMUM	156,000
AVERAGE	198,800
TOTAL	6.164 MG

WASTEWATER FLOW

MAXIMUM	282,800
MINIMUM	247,500
AVERAGE	264,800
TOTAL	8.1151 MG

CALLOUTS: None

OPERATION & MAINTENANCE

The plant was not in compliance with the NPDES permit limitations during the month of August 2018. The flow meter that controls flow during the backwash cycle is not working and is obsolete. We are currently waiting on a replacement. The ammonia violation occurred when the City experienced a power outage. The designated alarm phone line was broken. It has been repaired.

All plant maintenance was completed.

Brian and I attended a Michigan Rural Water Seminar at MIS.

Mike Kyser, Jeff Gray and I sat through a webinar outlining the new lead and copper requirements.

\$520.00 was submitted to City Hall for walk in drinking water analysis.

The service water storage tank was power washed. One of the two service water pumps failed and was removed from service. We are currently awaiting parts.

The tank railings and parking lot bumpers were painted as was the generator fuel tank.

PLANT EFFICIENCY—August 2018

5-Day Biochemical Oxygen Demand

NPDES Permit Limit in August 2018—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—5.2 mg/l

Average Percent Removal from the Raw Wastewater—96.9 %

Total Suspended Solids

NPDES Permit Limit in August 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— 4.2 mg/l

Average Percent Removal from the Raw Wastewater—95.6%

Total Phosphorus

NPDES Permit Limit in August 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—0.8 mg/l

Average Percent Removal from the Raw Wastewater—88.9%

Ammonia Nitrogen

NPDES Permit Limit in August 2018—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—0.464 mg/l

Average Percent Removal from the Raw Wastewater—97.3%

Jonesville Daily Maximum—2.23 mg/lSeptember

Rick Mahoney

Jonesville Dept of Public Works
August 2018
Monthly Report

	Maintenance	White Paint	Yellow Paint	Sand	COLD MIX
STATE HIGHWAYS	0 HR DT 0 HR OT			0 Yd.	0 Ton
MAJOR ROADS	0 HR DT 0 HR OT	0 Gal	0 Gal	0 Yd.	0 Ton
LOCAL ROADS	0 HR DT 0 HR OT	0 Gal	0 Gal	0 Yd.	0 Ton
PARKING LOTS	0 HR DT 0 HR OT	0 Gal	0 Gal	0 Yd.	0 Ton
POLICE STATION	0 HR OT	0 Gal	0 Gal	0 Yd.	
FIRE DEPARTMENT	0 HR OT	0 Gal	0 Gal	0 Yd.	
DPW DEPT	0 HR OT				
Sewer	0 HR OT	0 Gal	0 Gal		
WATER	0 HR DT 0 HR OT			0 Yd.	
Cemetery	0 HR OT			0 Yd.	0 Ton

There were 0 call outs.

The drainage ditch on the corner of Seneca & Murphy Street was cleaned out.
 We have been doing the Yard Waste Collection.
 Storm drains were cleaned on State, Major & Local Streets.
 The yards at 117 & 120 Maumee Street were mowed as they are vacant.
 The Rail Trail was mowed.
 Excell Paving was in and crack filled, sealed and painted the south west DDA parking lot.
 Craig Wickham cut a large tree at the Cemetery as a limb fell out of it and needed to be taken down.
 Trac Trenching was in and repaired 4 sewer manholes and 1 catch basin.
 Superior Sweeping was in and swept all of the curbed streets.
 We installed 230' of 6" storm drain from Dewitt Street to East Street.
 Cross walks were painted on Major & Local Streets.
 We started are water meter replacement program with the new radio read meters.
 We put up 4 new Bowling Championship signs for the School on State Highway.
 The Comet Banners were installed on the DDA light poles.

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 2018

Total reports written: 92
Criminal Sexual Conduct Invest: 1
Domestic Assault: 1
Non-Violent Domestic: 3
Motor Vehicle Theft: 1
Larceny from Building: 1
Larceny: 2
Lost and Found Property: 1
Retail Fraud: 4
Violation Controlled Substance Act: 2
Obstructing Justice: 3
Public Roadway Accidents: 5- (one fatality)
Private Property Accidents: 4
Other Arrests: 9 (warrants, traffic-DWLS/Revoked, etc.)
Natural Death: 1
Attempt Suicide: 1
Civil Matter/Family Disputes: 7
Medical Emergency: 21
Alarms: 1
Nuisance Animals: 2
Trespass: 4
Suspicious Situations: 16
General Assistance: 5
Traffic/Moving Violations: 56
Warrants Received from Prosecutor: 9

August Patrol Shift Coverage: 92 %

**CITY OF JONESVILLE
CASH BALANCES**

	August-2018	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	103,921.55
General Fund CLASS Acct	101-000-007	1,001,896.98
General Fund Cemetery CLASS Acct	101-000-007.100	89,728.33
General Fund Alloc of Assets CLASS	101-000-007.200	398,607.46
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	36,052.13
Major Streets CLASS Acct	202-000-007	158,763.90
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	35,281.59
Local Streets CLASS Acct	203-000-007	598,716.21
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	9,458.63
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	28,471.30
LDFA Operating CLASS Acct	247-000-007	1,394,745.08
D.D.A.:		
DDA Now Checking	248-000-001	6,989.49
DDA Operating CLASS Acct	248-000-007	203,532.74
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	54,224.84
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	394,176.26
Sewer Plant Improv. CLASS Acct	590-000-007.200	927,218.83
WATER FUND:		
Water Receiving Now Checking	591-000-001	47,072.67
Water Receiving CLASS Acct	591-000-007	302,141.62
Water Plant Improvement CLASS Acct	591-000-007.100	308,780.52
Water Tower Maint CLASS Acct	591-000-007.300	50,138.60
Water Maint CLASS Acct	591-000-007.400	43,490.48
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	10,488.53
Equip. Replace CLASS - Police Car	661-000-007.301	45,341.43
Equip. Replace CLASS - Fire Truck	661-000-007.336	154,158.02
Equip. Replace CLASS - Turn Out Gear	661-000-007.337	2,268.18
Equip. Replace CLASS - DPW Equip	661-000-007.463	69,315.55
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	88,346.98
CURRENT TAX:		
Current Tax Checking	703-000-001	283,939.22
Current Tax Savings Account	703-000-002	0.00
PAYROLL FUND CHECKING:		
	750-000-001	7,551.03
GRAND TOTAL		6,854,828.15

Hillsdale County Community Foundation
Fund Activity Statement
Through June 30, 2018

RECEIVED
AUG 24 2018

BY: _____

Jonesville Freedom Memorial Fund

	Year to Date
Beginning Fund Balance:	\$49,849.73
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Revenue	
Investment Income	\$208.45
Total Revenue	\$208.45
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Expenses	
Grants Expense	\$2,049.14
Administrative Fees	\$0.00
Investment Fees	(\$4.70)
Total Expenses	\$2,044.44
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Total Change in Fund Balance	(\$1,835.99)
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Ending Fund Balance:	\$48,013.74

Spendable Balance - Available to Grant (Endowed Funds):

Beginning Balance on 10/1/2017	\$24,504.56
Additions to Spendable Balance	\$0.00
Grants Disbursed through 6/30/2018	(\$2,049.14)
Ending Balance - Available to Grant	\$22,455.42

If you have questions about this statement, please contact us at 517-439-5101.
