



City of  
Jonesville

265 E. Chicago Street, Jonesville, MI 49250

(517) 849-2104  
(517) 849-9037 Fax

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**CITY OF JONESVILLE  
COUNCIL AGENDA  
AUGUST 21, 2019 - 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. Request from David Windle to rezone the property located at 402 E. Chicago Street from HC (Highway Commercial) to R-2 (Residential)

1. Public Hearing

2. Action on Request

[ROLL CALL][Action Item]

B. 1. Public Hearing – Transfer PA 198 Industrial Facilities Tax Exemption Certificates to JT Manufacturing dba Jonesville Tool & Manufacturing Inc.

2. Resolution 2019-19 – Transfer Industrial Facilities Tax Exemption Certificates

[ROLL CALL][Action Item]

**6. REPORTS AND RECOMMENDATIONS**

A. Battery Operated Extraction Equipment Purchase

[Action Item]

B. Fire Department Use of Training Equipment

[Action Item]

C. Automatic Aid Agreements – City of Hillsdale/Litchfield Fire Board

[Action Item]

D. Street and Cemetery Paving Project Bids

[Action Item]

E. USDA Water System Improvement Contract No. 2 – Pay Request No. 1

[Action Item]

F. Resolution 2019-16 – Adopt Local Pavement Warranty Program

[ROLL CALL][Action Item]

G. Resolution 2019-17 – Implement Local Pavement Warranty Program

[ROLL CALL][Action Item]

H. Resolution 2019-18 – Electronic Tablet Device Policy

[ROLL CALL][Action Item]

I. Fiscal Year 2018-19 Budget Amendments

[Action Item]

J. Fiscal Year End 2019 Budget Comparison

[Discussion Item]

**7. COUNCIL MINUTES**

A. Consider minutes of the July 17, 2019 regular meeting

[Action Item]

B. Consider minutes of the July 17, 2019 closed session

[Action Item]

**8. ACCOUNTS PAYABLE**

A. Accounts Payable for August 2019 totalling \$223,259.41

[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 – City Manager Gray

**10. ADJOURNMENT**



To: Jonesville City Council  
From: Jeffrey M. Gray, City Manager   
Date: August 16, 2019  
Re: Manager Report and Recommendations – August 21, 2019 Council Meeting

**5. A. 1. Public Hearing – Rezoning Request for 402 E. Chicago Street**

This is the time reserved on the agenda to hear public comments on the request to rezone the property from HC (Highway Commercial) to R-2 (Residential). The owner intends to use the property as a single-family residence.

**5. A. 2. Action – Rezoning Request for 402 E. Chicago Street** [ROLL CALL][Action Item]

This is the accompanying action item for the Rezoning Request. Following a public hearing at their June 12<sup>th</sup> regular meeting, the Planning Commission acted to recommend that the City Council consider the following motion to approve the rezoning request:

The City Council approve the request to rezone the property located at 402 E. Chicago from HC (Highway Commercial) to R-2 (Residential). The recommendation is made on the following basis:

1. The proposed zoning district is consistent with the Future Land Use Map in the Master Plan.
2. The proposed district is compatible with the uses in the vicinity of the site.
3. The property is non-conforming to the current zoning district and is not of a sufficient size to be viable for use under the existing zoning

There have been no additional public comments received since the Planning Commission public hearing. Based on comments received to date, I recommend a motion to accept the Planning Commission recommendation and approve the rezoning request. A roll call vote is required. *Please refer to the attached copy of the Planning Commission memorandum regarding the request, minutes of the Planning Commission meeting, and the public hearing notice.*

**5. B. 1. Public Hearing – Transfer Industrial Facilities Tax Exemption Certificates #2011-487 and #2014-176 to JT Manufacturing dba Jonesville Tool & Manufacturing, Inc.**

The subject of the hearing is the application from Jonesville Tool & Manufacturing, Inc. to transfer the existing exemption certificates, previously issued to Jonesville Tool & Manufacturing, LLC for both real and personal property at the Jonesville Tool facility. Each certificate provides an abatement of 50% of the taxes on the property investment for a period of 12 years. The transfers would be for the balance of the 12 years remaining on each certificate. Certificate #2011-487 was granted based on \$125,000.00 in new personal property. Certificate #2014-176 was granted for \$811,139.00 in new personal property investments. Notice of the public hearing has been provided, as required by law.

**5. B. 2. Resolution 2019-05 – Transfer Industrial Facilities Tax Exemption Certificates #2006-557 and #2011-486**

[ROLL CALL][Action Item]

This is the action item in conjunction with the public hearing. The City has established a strong pro-business climate. Transfer of the previously approved abatements will support the business operations following the recent sale of this established business. Granting the transfer will not substantially impede the operation of the City or impair the financial soundness of any affected taxing unit. This activity is

intended to promote economic growth, increase capital investment and reduce unemployment. I recommend approval of the attached Resolution 2019-19, transferring the subject exemption certificates. A roll call vote is required. *Please refer to the attached proposed Resolution 2019-19, applications for transfer, and public hearing notice.*

**6. A. Battery Operated Extraction Equipment Purchase [Action Item]**

The purchase of this equipment was included in the recently adopted Capital Improvement Plan. The equipment will replace one set of cutters that is no longer certified for current automobile metals. It is also lighter weight than the equipment that it is replacing and more compact, as it does not require a hydraulic pump or hose to operate. The purchase price of \$21,385.07 is below the \$27,000 budgeted. The Fire Department Auxiliary will present a check to Council in the amount of \$10,692.04 in funds raised to offset costs associated with the equipment. A motion is necessary to approve the purchase. *Please refer to the attached cost estimate.*

**6. B. Agreement – Addison Fire & EMS Training Center [Action Item]**

Chief Adair has provided the attached memorandum recommending the City enter into a one-year agreement to utilize training trailers available from the Addison Fire & EMS Department. The \$1,000 membership for use of the trailers was included in the current fiscal year budget. Details of the equipment available are included in Chief Adair's memo and the Use Agreement. I recommend a motion to enter into the Agreement with Addison Fire & EMS and to authorize Chief Adair to execute the Waiver of Liability. *Please refer to the memorandum from Chief Adair, Use Agreement, and Waiver of Liability.*

**6. C. Automatic Aid Agreements – City of Hillsdale/Litchfield Fire Board [Action Item]**

Attached are agreements between the City of Jonesville and the City of Hillsdale, as well as the City of Jonesville and the Litchfield Fire Board to engage in automatic aid arrangements for structure fires. Automatic aid means that multiple departments would automatically be dispatched in the case of a structure fire in the agreed service areas. These agreements supplement our existing mutual aid agreement that allows for departments to assist when requested by another department. Automatic aid agreements help to save critical minutes in the case of a fire. The Hillsdale agreement would provide for their response to all fires in the Jonesville City limits, and for our department to respond to any fire in the Hillsdale limits and PA 425 area. The Litchfield agreement would provide for their response in our service area north of US-12, including our service to Fayette and Scipio Townships, and our department response to their service area east of M-49/Anderson Road. The agreements have been reviewed by legal counsel. The City of Hillsdale approved the agreement earlier this month. Litchfield approval is anticipated. *Please refer to the agreements with the City of Hillsdale and the Litchfield Fire Board.*

**6. D. Street and Cemetery Paving Project Bids [Action Item]**

Staff opened sealed bids for the paving of Salem Drive, Oak Street and the Cemetery driveways on Wednesday, August 14<sup>th</sup>. Bids were received from two contractors. The low bid was received from Michigan Paving and Materials Company in the \$137,239.75. This bid is significantly below budget. Michigan Paving has completed several projects in the City and Superintendent Kyser has found their previous work to be satisfactory. A firm construction schedule will be determined after the award of the bid. I recommend a motion to award the contract for paving to Michigan Paving and Materials Company in the amount of \$137,239.75.

**6. E. USDA Water System Improvement Contract No. 2 – Pay Request No. 1 [Action Item]**

Attached is the first pay request for the meter upgrades associated with the Water System Improvement project from Ferguson Waterworks. Payment is for costs associated with purchase of meters and transmitting devices. The project designer, Fleis and Vandenbrink, has reviewed and recommends

payment in the amount of \$175,703.55. I recommend a motion to approve the pay request, as stated.  
*Please refer to the application for payment and progress estimate.*

**6. F. Resolution 2019-16 – Adopt Local Pavement Warranty Program [ROLL CALL][Action Item]**

The Michigan Department of Transportation has developed a statewide format for paving projects that include a pavement warranty. This warranty is unlikely to apply to future City projects, as they must include \$2 million or more in pavement related items and use State or Federal funds. However, all communities are required to adopt the program no later than September 18, 2019. The Michigan Municipal League has provided the attached summary that explains the program in greater detail. I recommend a motion to approve Resolution 2019-16 to adopt the statewide warranty program. A roll call vote is required to adopt a resolution. The full content of the warranty program has not been reproduced in the packet, due to file size. It can be provided upon request, or viewed at the link in the MML correspondence. *Please refer to the MML Issue Advisory and Resolution 2019-16.*

**6. G. Resolution 2019-17 – Implement Local Pavement Warranty Program**

**[ROLL CALL][Action Item]**

This item accompanies Item 6. F. and is a second resolution required to implement the warranty program within the City, acknowledging that warranties will be requested on projects of appropriate size and that the City will file required reports with MDOT. I recommend a motion to approve Resolution 2019-17. A roll call vote is required. *Please refer to Resolution 2019-17.*

**6. H. Resolution 2019-18 – Electronic Tablet Device Policy**

**[ROLL CALL][Action Item]**

Attached is a proposed policy that would apply to Council and staff who utilize tablets for Council packets and other City business. The proposed policy has been reviewed by legal counsel. I recommend a motion to approve Resolution 2019-18 and adopt the Policy. A roll call vote is required. *Please refer to Resolution 2019-18.*

**6. I. Fiscal Year 2018-19 Budget Amendments**

**[Action Item]**

I recommend Council consider a motion to approve the budget amendments as submitted by Finance Director Spahr for FY 2018-19 (Fiscal Year ending June 2019). Brief explanations for the line item adjustments are provided in parentheses following each item. Finance Director Spahr will provide further detail on individual line items as requested. Net changes to the respective fund balances are minor and are noted. Final year end data will be provided via the audit. A motion is necessary to approve the FY 2018-19 budget amendments. *Please refer to the attached budget amendment spreadsheet.*

**6. J. Fiscal Year 2018-19 Year End Budget Comparison**

**[Action Item]**

The Fiscal Year 2018-19 annual budget comparison (year ending June 30, 2019) is attached for your review. Overall, actual revenues and expenditures are in line with budgeted figures. Note that expenditures are shown well below budget in the Water Department. The water System Improvement Project was fully budgeted for the previous fiscal year; however, most of the revenue and expenditures will occur in the current year. Additional clarification and any questions can be provided, as necessary. *Please refer to the attached FY 2018-19 budget comparison summary.*

**Correspondence:**

- Certificate of Attendance, 2019 Single Audit Update – Finance Director Spahr
- Jonesville District Library Thank You
- Randy Jung re: Deal Automobile Article
- Comcast (2) re: Service and Channel Changes





To: Jonesville Planning Commission  
From: Jeffrey M. Gray, City Manager  
Date: June 6, 2019  
Re: Manager Report and Recommendations – June 12, 2019 Planning Commission Meeting

**5. A. i. Public Hearing – Rezoning Request for 402 E. Chicago Street**

This is the time reserved on the agenda to hear public comments on the request to rezone the property from HC (Highway Commercial) to R-2 (Residential). The owner intends to use the property as a single family residence.

**5. A. ii. Rezoning Request for 402 E. Chicago Street**

The property is located on southeast corner of Chicago Street and East Street. The property is 5,890.5 square feet in area. It includes a 2,024 square foot building formerly used for commercial purposes that has been converted to a one bedroom dwelling. The property and building layout are illustrated on the attachments.

The property is nonconforming to the minimum standards of the current HC zoning district, which requires a minimum of one acre in lot area, 220 feet of lot width and substantial setbacks. The property is in closer conformance to the requirements of the proposed R-2 residential district, where a minimum lot area of 9,500 square feet and 65 feet of lot width are required. Surrounding properties on the same side of Chicago Street are also zoned R-2 (Residential). Properties to the east are used for residential purposes. The Eagle Funeral Home is located to the south, and the former Grace Episcopal Church (also being converted for a residence) is to the west across East Street. The Middle School is on the north side of Chicago Street.

The property is served with public water and sanitary sewer.

Zoning Map

The property is zoned HC (Highway Commercial). Adjacent properties are zoned R-2 (Residential), below:



### Master Plan

The property is designated for Central Business District (CBD) use on the Future Land Use Map, below:



The text below describes the intent of the CBD designation:

#### Central Business District (CBD)

The purpose of the Central Business District classification is to build a strong and vital downtown. The health and vitality of Downtown Jonesville is critical to the well-being and image of the entire community. Accordingly, mixed use development of the downtown area is encouraged. Physical improvements by themselves will not increase business downtown. However, joined with a strong marketing strategy, an appropriate retail and residential mix, and other considerations, physical improvements can help the downtown effectively compete for consumer dollars. A consolidated effort will be needed by the property owners, the City, and the people of the community to assure the success of downtown. The variety of programs, funding requirements, physical development needs, and personalities dictate the need for cooperation and, where necessary, flexibility

The proposed R-2 zoning district would be considered a less intense district than proposed by the Master Plan, and is consistent with the Medium Density Residential designation planned for adjacent properties. Chapter 4 of the Master Plan provides criteria for evaluating rezoning requests. A copy is attached to this report. In short, the Master Plan suggests that the Planning Commission consider the following:

1. Consistency with the Master Plan
2. Compatibility
3. Capability of being used as already zoned

Development of this property for commercial use is challenging, due to the limited lot size and area available for parking. Unlike other properties in the Downtown, public parking (aside from a small amount of street parking) is more than a block away. Although there are a number of nonresidential uses in the vicinity, most are Special Land Uses that are allowed in the Residential district. Use of the property as a residence would be compatible with the adjacent properties that front on Chicago Street.

When the Future Land Use Map was adopted, the Planning Commission recognized that it was not adopting hard-and-fast lines for land uses, but describing general land use patterns. The proposed zoning district is consistent with the adjoining planned residential district and existing residential zoning, as well as the configuration of adjacent residential properties.

The Planning Commission's action on the request would be a recommendation to City Council. The Council has the final authority to approve or deny a request to amend the Zoning Map. Based on the analysis above, staff would recommend that the Planning Commission consider a motion to recommend that the City Council approve the request to rezone the property located at 402 E. Chicago from HC (Highway Commercial) to R-2 (Residential). The recommendation is made on the following basis:

1. The proposed zoning district is consistent with the Future Land Use Map in the Master Plan.
2. The proposed district is compatible with the uses in the vicinity of the site.
3. The property is non-conforming to the current zoning district and is not of a sufficient size to be viable for use under the existing zoning district.

The Planning Commission should state the basis for its recommendation in the motion. *Please refer to the enclosed application materials, notice of the public hearing, and Master Plan criteria for evaluating rezoning requests.*

#### **7. A. Project Updates**

This section of the agenda is reserved for an update on current and pending projects in the City.

Correspondence:

- City of Hillside re: Notice of Intent to Amend Master Plan



**CITY OF JONESVILLE  
PLANNING COMMISSION  
Minutes of June 12, 2019**

A City of Jonesville Planning Commission meeting was held on Wednesday, June 12, 2019 at the Jonesville City Hall. Chairman Mike Venturini called the meeting to order at 7:00 p.m.

Present: Mike Venturini, Jerry Drake, Christine Bowman, Annette Sands, Charles Crouch, and Jim Ackerson.

Absent: Jim Taipalus

Also present: Manager Jeff Gray, DPW Supt. Mike Kyser, David Windle and Raymond Kachmarchik.

The Pledge of Allegiance was led by Jim Ackerson followed by a moment of silence.

There were no public comments.

A motion was made by Jerry Drake and supported by Christine Bowman to approve the agenda as presented with the following addition: 6A: Review Capital Improvement Plan. All in favor. Absent: Jim Taipalus. Motion carried.

A motion was made by Jerry Drake and supported by Christine Bowman to approve the minutes of February 28, 2019 with one correction. All in favor. Absent: Jim Taipalus. Motion carried.

At 7:02 p.m. the Public Hearing was opened to hear commentary for the Rezoning Request from David Windle, 402 E Chicago Street. Mr. Windle is requesting the zoning be changed from HC (Highway Commercial) zoning district to R-2 (Residential) zoning district. The owner will be making this property his primary residence and has no interest in using it for commercial use. The Public Hearing closed at 7:08 P.M.

A motion was made by Jerry Drake and supported by Christine Bowman to recommend that the City Council approve the request to rezone the property located at 402 E Chicago Street from HC (Highway Commercial) to R-2 (Residential). The recommendation is made on the following basis: The proposed zoning district is consistent with the Future Land use Map in the Master Plan, the proposed district is compatible with the uses in the vicinity of the site and the property is non-conforming to the current zoning district and is not of a sufficient size to be viable for use under the existing zoning district. All in favor. Absent: Jim Taipalus. Motion carried.

Jim Ackerson made a motion to recommend that the Capital Improvement Plan is consistent with community planning initiatives. Annette Sands supported the motion. All in favor. Absent: Jim Taipalus. Motion carried.

Updates were provided by Manager Gray.



The meeting was adjourned at 7:28 p.m.

Submitted by,

Cynthia D. Means  
Clerk



City of  
Jonesville

265 E. Chicago Street • Jonesville • MI 49250

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## CITY OF JONESVILLE

### NOTICE OF PUBLIC HEARING

The Jonesville City Council will hold a Public Hearing at 6:30 P.M., Wednesday, August 21, 2019 at the City Hall, 265 E. Chicago Street, Jonesville, MI 49250, in conjunction with the Council meeting.

The board will meet to consider the following request:

To Rezone the property located at 402 E Chicago Street, Jonesville, MI from HC (Highway Commercial) to R-2 (Single Family Residential). Property ID #30-21-065-004-001.

Attendance at the City Council Hearing is welcomed, but not required. Written comments may be submitted to the Jonesville City Hall, prior to the hearing.

A copy of the application materials can be viewed in the Jonesville City Hall during normal business hours, 8:00 a.m. - 4:30 p.m., Monday thru Friday.

Individuals with disabilities requiring auxiliary aids or services should contact the City of Jonesville by writing or calling the following:

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

2019-19

CITY OF JONESVILLE  
COUNTY OF HILLSDALE  
STATE OF MICHIGAN

**RESOLUTION: TO APPROVE THE TRANSFER OF JONESVILLE TOOL & MANUFACTURING, LLC. INDUSTRIAL FACILITIES TAX (IFT) EXEMPTION CERTIFICATE #2011-487 AND 2014-176 TO JT MANUFACTURING DBA JONESVILLE TOOL & MANUFACTURING, INC.**

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 21<sup>st</sup> day of August, 2019 at 6:30 p.m.

PRESENT:

ABSENT:

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

**WHEREAS**, pursuant to Act 198, of the Michigan Public Acts of 1974, as amended, this council has authority to establish Plant Rehabilitation and Industrial Development Districts within the confines of the geographic boundaries of said City, and;

**WHEREAS**, the City of Jonesville, County of Hillsdale, Michigan did by resolution dated December 11, 1978, establish a Plant Rehabilitation District and did by resolution dated October 12, 1992, establish an Industrial Development District requested by Quincy Industries, Inc., and;

**WHEREAS**, JT Manufacturing dba Jonesville Tool & Manufacturing, Inc. has filed applications for the transfer of several Industrial Facilities Exemption Certificates relative to personal property located within the afore described Plant Rehabilitation District and Industrial Development District, and;

**WHEREAS**, a public hearing was held by this City Council on August 21, 2019, at which time the applicant, the Jonesville City Assessor, affected taxing units and the general public were afforded an opportunity to be heard, and;

**WHEREAS**, certified mail notice of the aforesaid public hearing was duly made to the Jonesville Community Schools, JT Manufacturing dba Jonesville Tool & Manufacturing, Inc., the Hillsdale County Intermediate School District, the Hillsdale County Board of Commissioners, the Jonesville City Assessor and the EDP of Hillsdale County, all as more fully shown by the Affidavit of Mailing which is attached hereto and made a part thereof, and;

**WHEREAS**, the aggregate SEV of real and personal property exempt from ad valorem taxes

within the City of Jonesville, after granting this certificate, will exceed 5% of an amount equal to the sum of the SEV of the unit, plus the SEV of personal and real property thus exempted; and

**WHEREAS**, this Council determines that the granting of the transfer of Industrial Facilities Exemption certificates #2011-487 and 2014-176 will not substantially impede the operation of the City or impair the financial soundness of any affected taxing unit. This determination has been made after carefully considering the aggregate amount of Industrial Facilitate Exemption Certificates previously issued and currently in force, and;

**WHEREAS**, it appears that JT Manufacturing dba Jonesville Tool & Manufacturing, Inc. has complied with all applicable requirements of Act No. 198 of the Michigan Public Acts of 1974, as amended;

**NOW, THEREFORE, BE IT RESOLVED THAT** the application of JT Manufacturing dba Jonesville Tool & Manufacturing, Inc., seeking the transfer of the remaining life of Industrial Facilities Exemption Certificate #2011-487 and 2014-176 from Jonesville Tool & Manufacturing, LLC be, and the same hereby is, approved.

**BE IT FURTHER RESOLVED THAT** this resolution become a permanent part of the minutes of the City Council of the City of Jonesville and that copies hereof be forwarded to all pertinent departments and persons.

**BE IT FURTHER RESOLVED THAT** all resolutions and parts of resolutions insofar as they conflict with this resolution be and the same hereby are rescinded.

AYES:

NAYS:

ABSENT:

**RESOLUTION DECLARED ADOPTED.**

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Cynthia D. Means, Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Jonesville, County of Hillsdale, State of Michigan, at a regular meeting held on August 21, 2019, 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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Cynthia D. Means, Clerk

## Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

**INSTRUCTIONS:** File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-2408.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	Date received by Local Unit
STC Use Only	
Application Number	Date Received by STC

### APPLICANT INFORMATION

All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) <b>JT Manufacturing dba Jonesville Tool &amp; Manufacturing, Inc</b>		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) <b>3540</b>	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) <b>540 Industrial Parkway Jonesville, MI 49250</b>		1d. City/Township/Village (indicate which) <b>City of Jonesville</b>	1e. County <b>Hillsdale</b>
2. Type of Approval Requested <input type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Research and Development (Sec. 2(9)) <input checked="" type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Rehabilitation (Sec. 3(1))		3a. School District where facility is located <b>Jonesville</b>	3b. School Code <b>30030</b>
		4. Amount of years requested for exemption (1-12 Years) <b>12 years</b>	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

Tax abatement Certificate 2011-487 is being transferred from Jonesville Tool and Mfg, LLC to new ownership, JT Manufacturing DBA Jonesville Tool & Manufacturing, Inc.  
Building and equipment are owned.

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	\$125,000.00
6c. Total Project Costs * Round Costs to Nearest Dollar	Personal Property Costs \$125,000.00 Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements			<input type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements	5/31/11	4/1/12	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. ☐ Yes ☒ No

9. No. of existing jobs at this facility that will be retained as a result of this project. <b>2</b>	10. No. of new jobs at this facility expected to create within 2 years of completion. <b>4</b>
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11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	
b. TV of Personal Property (excluding inventory)	
c. Total TV	

12a. Check the type of District the facility is located in:  
☒ Industrial Development District ☐ Plant Rehabilitation District


12b. Date district was established by local government unit (contact local unit) <b>10/4/95</b>	12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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**APPLICANT CERTIFICATION - complete all boxes.**

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.


13a. Preparer Name <b>Susan M. Smith</b>	13b. Telephone Number <b>(517) 437-3200</b>	13c. Fax Number	13d. E-mail Address <b>ssmith@hillsdaleedp.org</b>
14a. Name of Contact Person <b>Jim Parker</b>	14b. Telephone Number <b>(517) 849-2923</b>	14c. Fax Number <b>(517) 849-2504</b>	14d. E-mail Address <b>jim@jonesvilletool.com</b>
▶ 15a. Name of Company Officer (No Authorized Agents) <b>Jim Parker</b>			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number	15d. Date <b>7/25/19</b>
▶ 15e. Mailing Address (Street, City, State, ZIP Code) <b>540 Industrial Parkway Jonesville, MI 49250</b>		15f. Telephone Number <b>(517) 849-2923</b>	15g. E-mail Address <b>jim@jonesvilletool.com</b>

**LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.**

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)		16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: <b>Check or Indicate N/A if Not Applicable</b> <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)	
16a. Documents Required to be on file with the Local Unit <b>Check or Indicate N/A if Not Applicable</b> <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.			
16c. LUCI Code		16d. School Code	
17. Name of Local Government Body		▶ 18. Date of Resolution Approving/Denying this Application	

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk 	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**State Tax Commission**  
**Michigan Department of Treasury**  
**P.O. Box 30471**  
**Lansing, MI 48909-7971**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

<b>STC USE ONLY</b>				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

**Jonesville Tool and Mfg., LLC**  
**Proposed Equipment for IFT**  
**9/16/2011**

<u>Equipment</u>	<u>Cost</u>	<u>Placed in Service</u>	<u>Program</u>
Okuma & Howa Milmac CNC	\$ 40,000.00	5/15/2011	Emerson Climate Control
Kira #KN40VA CNC	38,000.00	5/15/2011	Emerson Climate Control
Tooling/Chucks	5,000.00	5/15/2011	Emerson Climate Control
Possibly another CNC	42,000.00	by 2/15/12	Emerson Climate Control
	<u>\$ 125,000.00</u>		

## Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

**INSTRUCTIONS:** File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-2408.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	▶ Date received by Local Unit
STC Use Only	
▶ Application Number	▶ Date Received by STC

### APPLICANT INFORMATION

All boxes must be completed.

▶ 1a. Company Name (Applicant must be the occupant/operator of the facility) <b>JT Manufacturing dba Jonesville Tool &amp; Manufacturing, Inc</b>		▶ 1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) <b>33299</b>	
▶ 1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) <b>540 Industrial Parkway Jonesville, MI 49250</b>		▶ 1d. City/Township/Village (indicate which) <b>City of Jonesville</b>	▶ 1e. County <b>Hillsdale</b>
▶ 2. Type of Approval Requested <input type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Research and Development (Sec. 2(9)) <input checked="" type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Rehabilitation (Sec. 3(1))		▶ 3a. School District where facility is located <b>Jonesville</b>	▶ 3b. School Code <b>30030</b>
4. Amount of years requested for exemption (1-12 Years) <b>12 years</b>			

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

Tax abatement Certificate 2014-176 is being transferred from Jonesville Tool and Mfg, LLC to new ownership, JT Manufacturing DBA Jonesville Tool & Manufacturing, Inc.  
Building and equipment are owned.

6a. Cost of land and building improvements (excluding cost of land) ..... * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	▶ <u>Real Property Costs</u>
6b. Cost of machinery, equipment, furniture and fixtures ..... * Attach itemized listing with month, day and year of beginning of installation, plus total	▶ <u>\$811,139.00</u>
6c. Total Project Costs ..... * Round Costs to Nearest Dollar	▶ <u>\$811,139.00</u>
	▶ <u>Total of Real &amp; Personal Costs</u>

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements ▶			▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements ▶	<u>2/1/14</u>	<u>3/1/14</u>	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

▶ 8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. ☐ Yes ☒ No

▶ 9. No. of existing jobs at this facility that will be retained as a result of this project. <b>53</b>	▶ 10. No. of new jobs at this facility expected to create within 2 years of completion. <b>3</b>
--	---

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.


a. TV of Real Property (excluding land) .....	
b. TV of Personal Property (excluding inventory) .....	
c. Total TV .....	

▶ 12a. Check the type of District the facility is located in: <input checked="" type="checkbox"/> Industrial Development District <input type="checkbox"/> Plant Rehabilitation District	
▶ 12b. Date district was established by local government unit (contact local unit) <b>10/4/95</b>	▶ 12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**APPLICANT CERTIFICATION - complete all boxes.**

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the Industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name <b>Susan M. Smith</b>	13b. Telephone Number <b>(517) 437-3200</b>	13c. Fax Number	13d. E-mail Address <b>ssmith@hillsdaleedp.org</b>
14a. Name of Contact Person <b>Jim Parker</b>	14b. Telephone Number <b>(517) 849-2923</b>	14c. Fax Number <b>(517) 849-2504</b>	14d. E-mail Address <b>jim@jonesvilletool.com</b>
▶ 15a. Name of Company Officer (No Authorized Agents) <b>Jim Parker</b>			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number	15d. Date <b>7-25-19</b>
▶ 15e. Mailing Address (Street, City, State, ZIP Code) <b>540 Industrial Parkway Jonesville, MI 49250</b>		15f. Telephone Number <b>(517) 849-2923</b>	15g. E-mail Address <b>jim@jonesvilletool.com</b>

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16c. LUCI Code		16d. School Code	
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**State Tax Commission**  
**Michigan Department of Treasury**  
**P.O. Box 30471**  
**Lansing, MI 48909-7971**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

<b>STC USE ONLY</b>				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

**Jonesville Tool and Mfg., LLC**  
**Equipment Purchased**  
**1st Quarter-2014**

<u>Description</u>	<u>Serial No.</u>	<u>Cost</u>	<u>Date In Service</u>
Robodrill D14MIA5-ECO	P138YA379	\$ 95,000.00	3/10/2014
Robodrill D14MIA5-ECO	P139YA414	95,000.00	3/15/2014
Murata MW120G	1527	236,435.00	3/20/2015
Murata MW120G	1528	236,435.00	3/15/2014
Fuji S4 G3100	12533	74,775.00	3/31/2014
Fuji S4 G3100	13138	73,494.00	3/31/2014
		<u>\$ 811,139.00</u>	



CITY OF JONESVILLE  
COUNTY OF HILLSDALE  
STATE OF MICHIGAN

**NOTICE OF HEARING**

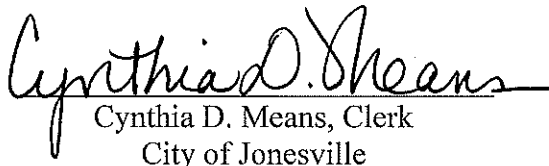
**AUGUST 21, 2019**

**6:30 PM**

**TAKE NOTICE**, that the City Council of the City of Jonesville, Hillsdale County, Michigan, will hold a hearing pursuant to Section 5 (2) of the Plant Rehabilitation and Industrial Development Districts law of 1974, the same being Michigan Public Act 198 of 1974, on the 21<sup>st</sup> day of August, 2019, at 6:30 p.m., in the Council chambers at the City Hall, 265 E. Chicago St., Jonesville, Michigan.

At the hearing the City Council will consider a request from JT Manufacturing, dba Jonesville Tool & Manufacturing, Inc. asking that the remaining terms of existing Industrial Facilities Exemption Certificates No. 2011-487 and No. 2014-176, for its property located at 540 Industrial Drive, which is designated as an Industrial Development District, be transferred from Jonesville Tool & Manufacturing LLC to JT Manufacturing, dba Jonesville Tool & Manufacturing, Inc. Applications have been filed with the City of Jonesville for the tax benefits available pursuant to Michigan Public Acts 198 of 1974, and copies of the applications may be reviewed at the offices of the City of Jonesville during regular business hours at any time prior to the Public Hearing announced hereby.

Act 198 of 1974, pursuant to which this notice is given, provides that the Assessor of the City of Jonesville, the applicant, and a representative of any affected taxing unit with respect to said application shall have an opportunity to be heard before the Jonesville City Council prior to said Council acting upon the aforesaid application.

  
Cynthia D. Means, Clerk  
City of Jonesville

The City of Jonesville will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon a 10-day notice to the City of Jonesville. Individuals with disabilities requiring auxiliary aids or services should contact the City of Jonesville by writing or calling the following:

City of Jonesville  
265 E. Chicago Street  
Jonesville, Michigan 49250  
Telephone: (517) 849-2104



207 E KIPP RD, SUITE A  
MASON MI 48854

AUG 07 2019

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

# Estimate

Date	Quote #
3/13/2019	9453

<b>BILL TO</b>
JONESVILLE FIRE DEPT DEAN ADAIR 114 W CHICAGO ST JONESVILLE, MI 49250

<b>Ship To</b>

<b>Project</b>	
----------------	--

<b>Rep</b>
<b>BDB</b>

Signature \_\_\_\_\_

Item	Description	Qty	Rate	Total
158.052.201	HOLMATRO GCU 5050i EVO 3 CUTTER	1	10,519.88	10,519.88
DISCOUNT	DISCOUNT		-1,500.00	-1,500.00
158.052.205	HOLMATRO GSP 5240 EVO 3 SPREADER	1	10,621.13	10,621.13
DISCOUNT	DISCOUNT		-1,500.00	-1,500.00
150.006.208-DIS...	HOLMATRO BPA285 BATTERY GREENLINE 28V 5.0AH	4	602.44	2,409.76
150.182.209	HOLMATRO BCH 2 CHARGER GREENLINE 120V 28V DC	2	417.15	834.30
SHIPPING EXTRA	SHIPPING EXTRA		0.00	0.00

*Net - CK for Amount of \$ 10,692.54*

SHIPPING ESTIMATE PROVIDED ABOVE - NOT TO EXCEED ACTUAL COST FROM VENDOR			<b>Subtotal</b>	\$21,385.07
THIS ESTIMATE IS VALID UNTIL PROJECT COMPLETION			<b>Sales Tax (0.0%)</b>	\$0.00
<b>Phone #</b>	<b>Fax #</b>	<b>DO NOT PAY FROM THIS ESTIMATE</b>	<b>Estimated Total</b>	\$21,385.07
517-969-3065	517-969-3066			

# Regional Training Center

I would like to recommend that the Jonesville Fire Department enters into a one-year agreement for the ability to use the training equipment listed below. This equipment will provide valuable training for all of the members of the Fire Department.

The training center includes 5 trailers with different training capabilities.

1. MTU is a 53' Enclosed live burn multi training system. It has 3 live fires including rollover/flashover, kitchen fire and sofa fire. It has full RIT training capabilities, a pitched roof ventilation prop, and forcible entry door.
2. Driving Simulator Trailer which contains 2 simulators, 1 fire simulator and 1 Tahoe or smaller vehicle simulator.
3. Car Fire Trailer which contains 1 car fire simulator capable of 5 different fires separately or simultaneously.
4. FLAG or Flammable Liquids and Gas Trailer which contains a propane tank fire prop, natural gas meter fire prop, a split flange prop, and 2 liquid pans.
5. Forcible entry Trailer which contains several different forcible entry props.

The training center has a yearly membership fee of \$1000.00, this covers using the trailers at our fire department and the use of the entire training facility in Addison if we choose.

The only other additional costs will be any materials used for the trainings:

- ) Wood
- ) Propane
- ) Combustible materials
- ) Diesel Fuel to bring the 53' trailer to our department.

Thank You,

Chief Dean Adair

# **ADDISON FIRE & EMS**

## **Training Center Use Agreement**

---

- I. The Addison Fire & EMS Training Center is available to all Fire Departments for a yearly user fee of \$1000.00. The following services are included:
  - i. The use of any two (2) trailers at contracting department during a calendar year. Contracting Dept. shall provide properly licensed driver and a properly trained and Certified Instructor. If Contracting Dept. cannot provide a driver or Certified Instructor, Addison Fire & EMS will provide driver and/or Certified Instructor for additional cost.
  - ii. Unlimited use of trailers at the Addison Fire & EMS Training Center.
  - iii. Unlimited use of Addison Fire & EMS Training Center facilities for Fire Dept. Training.
- A. The following trailers are included in this agreement:
  - a. Fire Blaster MTU
  - b. Drive Simulator
  - c. Forcible Entry
  - d. FLAG Trailer (Flammable Liquid & Gas)
  - e. Car Fire Simulator
- II. All scheduled training must be requested in writing and confirmed through each respective Fire Department's Fire Chief or Training Officer. The Training times and dates shall be confirmed in writing a minimum 30 days prior to the scheduled training date in order to eliminate conflicts in scheduling.
- III. Replenishment of consumable material shall be the responsibility of Contracting Dept. Consumable materials may include but are not limited to: Nitrogen, Propane, OSB (oriented strand board), Diesel Fuel, sheet metal.
- IV. Contracting Department shall furnish fire apparatus for water supply unless otherwise agreed upon prior to date of training.
- V. All parties involved in this agreement shall submit a signed waiver of liability prior to use of training trailers or facilities. Each Agency shall receive a copy of the liability waiver.
- VI. Prior to training all individual participants will submit a signed waiver of liability. Each individual shall receive a copy of the liability waiver.

# **ADDISON FIRE & EMS Training Center Waiver of Liability**

---

Date of Agreement: \_\_\_\_\_

I, \_\_\_\_\_, Chief/Training Officer of \_\_\_\_\_  
Fire Department do hereby waive any liability of injury or death from Addison  
Fire & EMS during use of or participation in the use of the Addison Fire & EMS  
Training Center or Mobile Training Unit trailers or trucks. As a representative  
for \_\_\_\_\_ Fire Department I shall enforce all safety  
regulations as outlined in the Addison Fire & EMS User Agreement and shall  
maintain safe operating procedures during the transport, set-up and tear-down  
and training operations of the Mobile Training Unit. This agreement shall be  
valid for one (1) calendar year from date of signature.

Contracting Department Representative: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Phone: \_\_\_\_\_

Addison Fire & EMS Representative: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Phone: \_\_\_\_\_



**AUTOMATIC AID SERVICE AGREEMENT**  
**BETWEEN THE CITIES OF HILLSDALE AND JONESVILLE**

This agreement is made by and between the City of Hillsdale and the City of Jonesville for the automatic dispatch of each Fire Department to all structure fires.

**SECTION I**

**PURPOSE**

The purpose of this agreement is to ensure that each jurisdiction has a timely response with the necessary personnel and equipment to maintain the highest level of firefighting capabilities for our communities and service area.

**SECTION II**

**SERVICES**

The City of Hillsdale agrees to provide fire personnel and equipment automatically to all structure fires to the entire City of Jonesville along with their coverage area south of US-12. The City of Jonesville agrees to provide fire personnel and equipment automatically to all structure fires to the entire City of Hillsdale.

This agreement does not include Fire Alarms.

All current Mutual Aid Agreements currently in force between the City of Hillsdale and the City of Jonesville shall remain in effect and all reimbursement and other compensation in connection with services provided pursuant to this Agreement shall be pursuant to the terms set forth in said Mutual Aid Agreement.

**SECTION III**

**TERM**

This agreement shall become effective on the date it is signed and will remain in effect until the parties agree to terminate same.

CITY OF HILLSDALE

CITY OF JONESVILLE

\_\_\_\_\_Date:\_\_\_\_\_

\_\_\_\_\_Date:\_\_\_\_\_

David Mackie

Jeffrey M. Gray

City Manager

City Manager

**AUTOMATIC AID SERVICE AGREEMENT**  
**BETWEEN THE CITY OF JONESVILLE AND THE LITCHFIELD FIRE BOARD**

This agreement is made by and between the City of Jonesville and the Litchfield Fire Board for the automatic dispatch of each Fire Department to all structure fires.

**SECTION I**

**PURPOSE**

The purpose of this agreement is to ensure that each jurisdiction has a timely response with the necessary personnel and equipment to maintain the highest level of firefighting capabilities for our communities and service area.

**SECTION II**

**SERVICES**

The service area for this agreement includes the service area for the two Departments that is located east of M-49 (Anderson Road) and north of US-12 (Chicago Street) in Hillsdale County. The City of Jonesville and the Litchfield Fire Board agree to provide fire personnel and equipment automatically to all structure fires in the above-described service area.

This agreement does not include Fire Alarms.

All current Mutual Aid Agreements currently in force between the City of Jonesville and the Litchfield Fire Board shall remain in effect and all reimbursement and other compensation in connection with services provided pursuant to this Agreement shall be pursuant to the terms set forth in said Mutual Aid Agreement.

**SECTION III**

**TERM**

This agreement shall become effective on the date it is signed and will remain in effect until the parties agree to terminate same.

LITCHFIELD FIRE BOARD

CITY OF JONESVILLE

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

O.R. Smith  
President

Jeffrey M. Gray  
City Manager



August 16, 2019

Mr. Mike Kyser  
Department of Public Works Superintendent  
City of Jonesville  
265 E Chicago Street  
Jonesville, MI 49250

RE: USDA Water System Improvements Project  
Contract 2: Water Meters  
Ferguson Waterworks Pay Application No. 1

Dear Mike,

Enclosed please find Application for Payment No. 1 for the referenced project from Ferguson Waterworks, in the amount of \$175,703.55 for work completed through August 16, 2019.

We have reviewed the Application for Payment and recommend the City approve payment to the contractor in the amount specified above.

If you have any questions regarding the Application for Payment, please contact us.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.

A handwritten signature in blue ink, appearing to read "Mike Vander Ploeg", is written over a horizontal line.

Mike Vander Ploeg, P.E.  
Project Engineer

Enclosure

2960 Lucerne Drive SE  
Grand Rapids, MI 49546  
P: 616.977.1000  
F: 616.977.1005

**Contractor's Application for Payment No. 1**

Application Period: 7/1/2019 - 8/16/2019		Application Date: 8/16/2019
To (Owner): City of Jonesville	From (Contractor): Ferguson Waterworks	Via (Engineer): Fleis & VandenBrink
Project: USDA Water System Improvements	Contract: Contract 2: Water Meters	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: 833561

**Application For Payment  
Change Order Summary**

Approved Change Orders			
Number	Additions	Deductions	
1		\$75.50	1. ORIGINAL CONTRACT PRICE..... \$ <u>\$211,879.05</u>
			2. Net change by Change Orders..... \$ <u>-\$75.50</u>
			3. Current Contract Price (Line 1 ± 2)..... \$ <u>\$211,803.55</u>
			4. TOTAL COMPLETED AND STORED TO DATE
			(Column F total on Progress Estimates)..... \$ <u>\$175,703.55</u>
			5. RETAINAGE:
			a. X <u>\$175,703.55</u> Work Completed..... \$ _____
			b. X _____ Stored Material..... \$ _____
			c. Total Retainage (Line 5.a + Line 5.b)..... \$ _____
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ <u>\$175,703.55</u>
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ _____
			8. AMOUNT DUE THIS APPLICATION..... \$ <u>\$175,703.55</u>
			9. BALANCE TO FINISH, PLUS RETAINAGE
			(Column G total on Progress Estimates + Line 5.c above)..... \$ <u>\$36,100.00</u>
TOTALS		\$75.50	
NET CHANGE BY CHANGE ORDERS	- \$75.50		

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:  
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;  
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and  
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor Signature**

By: Matthew Rizzo Date: August 16th, 2019

Payment of: \$ 175,703.55

(Line 8 or other - attach explanation of the other amount)

is recommended by: [Signature] 8/16/2019  
(Engineer) (Date)

Payment of: \$ \_\_\_\_\_  
(Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_  
(Owner) (Date)

Approved by: \_\_\_\_\_  
Funding or Financing Entity (if applicable) (Date)

### Progress Estimate - Unit Price Work

## Contractor's Application

[illegible]



October 25, 2018

RECEIVED  
OCT 29 2018

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

Dear Mr. Jeffrey M. Gray:

As part of the Transportation Funding Package of 2015, the Michigan Legislature created a requirement (MCL 247.662, 247.663) that each local road agency in Michigan adopt a Local Pavement Warranty Program acceptable to the Michigan Department of Transportation (MDOT).

The resulting Michigan Local Agency Pavement Warranty Program is the statewide accepted format that local agencies can use for hot mix asphalt (HMA) and plain jointed concrete paving projects on public roads and streets, if they opt to utilize a warranty on a project. **This Warranty Program must be adopted by every community no later than September 18, 2019, and every community must consider a warranty on each project utilizing any state or federal funding that also includes \$2 million or more in paving-related components. Communities must annually report on projects with \$2 million or more in paving-related items, regardless of whether they implemented a warranty or not.**

To assist with the adoption of the Warranty Program, the League has set up a Local Agency Pavement Warranty Program webpage where you can download all the information necessary to adopt the program. <http://www.mml.org/advocacy/pavement-warranty/>

The overall goal of the Michigan Local Pavement Warranty Program is to have one standardized method for applying pavement warranties on local agency projects, which provides a consistent, quantifiable and transparent program that pavement contractors can recognize and implement.

### Program Components

The Local Pavement Warranty Program, as approved by MDOT, consists of the following documents and they can be found on the League's Local Agency Pavement Warranty Program webpage:

- Special Provisions (Boilerplate, Concrete, HMA, Location and a Pass-Through Warranty Bond)
- Warranty Bond Form and Contract Form
- Guidelines for Local Agency Pavement Warranty Program

The Program was developed over the last 30 months by the Local Agency Pavement Warranty Task Force including representatives of the Michigan Municipal League, County Road Association, MDOT, Federal Highway Administration-Michigan, Michigan's Local Technical Assistance Program (LTAP), municipal road agencies, legal counsels and industry representatives.

We love where you live.



## Timeline for Warranty Policy Adoption

Local Pavement Warranty Program developed by the Task Force **must be adopted by your community on or before September 18, 2019.**

To adopt the Pavement Warranty Program, each community should adopt two separate Resolutions. First, a **Resolution to Adopt a Local Pavement Warranty Program** (*sample template and corresponding documents can be found on the League's webpage*) is needed to adopt the Local Agency Pavement Warranty Program and its accompanying documents. Second, a **Resolution to Implement a Local Pavement Warranty Program** (*sample template can be found on the League's webpage*) that defines the agency's intent to apply the warranty program consistent with the Local Agency Pavement Warranty Guidelines and report annually on each project that includes \$2 million or more in paving-related components *and* includes any state or federal funds.

The goals of the Local Agency Pavement Warranty Program are to meet the legislative mandate to implement it, as well as to standardize review and oversight of pavement warranty projects, and to have a program that is transparent and uniform for private-sector contractors.

To find the sample Resolutions and corresponding documents, please visit the League's Local Agency Pavement Warranty Program webpage. <http://www.mml.org/advocacy/pavement-warranty/>

## Future Warranty Education Programs

The Warranty Task Force has obtained a FHWA grant of \$74,000, which its Education Subcommittee will use to work with the Michigan Local Technical Assistance Program (LTAP) to conduct education and training sessions. Training will be designed for elected/appointed officials, administrators, as well as managers/directors, engineers and engineering technicians in both onsite sessions and online webinars during 2019. The League will work with LTAP to publicize these sessions.

If you have any questions about the Local Pavement Warranty Program, please contact John LaMacchia at (517) 908-0303 or at [jlamacchia@mml.org](mailto:jlamacchia@mml.org).

Sincerely,



Daniel P. Gilmartin  
Executive Director and CEO  
Michigan Municipal League

We love where you live.



2019-16

CITY OF JONESVILLE  
COUNTY OF HILLSDALE  
STATE OF MICHIGAN

**RESOLUTION – TO ADOPT A LOCAL PAVEMENT WARRANTY PROGRAM**

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 21<sup>st</sup> day of August 2019, at 6:30 p.m.

**PRESENT:**

**ABSENT:**

The following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_.

**WHEREAS**, the Michigan Legislature (MCL 247.663) requires each city or village to adopt a Local Agency Pavement Warranty Program that was approved by the Michigan Department of Transportation in 2018;

**WHEREAS**, the Michigan Local Agency Pavement Program was developed by the Local Agency Pavement Warranty Task Force for use by all 533 cities and villages in the format approved by the Michigan Department of Transportation in 2018;

**WHEREAS**, the Michigan Department of Transportation has reviewed and approved the Michigan Local Agency Pavement Warranty Program consisting of Special Provisions (Boilerplate, Concrete, HMA, Location, Pass-Through Warranty Bond) a Warranty Bond Form and Contract Form; and Guidelines for Local Agency Pavement Warranty Programs;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the City hereby adopts the Michigan Local Agency Pavement Warranty Program and accompanying documents in accordance to the requirements of MCL 247.663;

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 21<sup>st</sup> day of August, 2019, 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

2019-17

CITY OF JONESVILLE  
COUNTY OF HILLSDALE  
STATE OF MICHIGAN

**RESOLUTION – TO IMPLEMENT A LOCAL PAVEMENT WARRANTY PROGRAM**

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 21<sup>st</sup> day of August 2019, at 6:30 p.m.

**PRESENT:**

**ABSENT:**

The following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_.

**WHEREAS**, the Michigan Legislature created a requirement (MCL 247.663) as part of the Transportation Funding Package of 2015 that requires each city and village to adopt a Local Agency Pavement Warranty Program that was approved by the Michigan Department of Transportation in 2018;

**WHEREAS**, the City adopted the Michigan Local Agency Pavement Warranty Program on 21<sup>st</sup> of August 2019

**WHEREAS**, the City agrees to consider a local pavement warranty on each project that includes \$2 million or more in paving-related items *and* includes any state or federal funds;

**WHEREAS**, the Local Agency Pavement Warranty Program law requires each city and village to report annually on each project that include \$2 million or more in paving-related items *and* includes any state or federal funds, whether or not a warranty was utilized in the project;

**WHEREAS**, the City agrees to implement the Michigan Local Agency Pavement Warranty Program consistent with the Guidelines for Local Agency Pavement Warranty Program document that was approved by the Michigan Department of Transportation in 2018; and which the City's adopted Implementation Policy defines the City's intent of its pavement warranty program;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the City hereby agrees to implement the Local Agency Pavement Warranty Program and annually report in accordance with the law.

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 21<sup>st</sup> day of August, 2019, 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.

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Cynthia D. Means, Clerk

2019-18

CITY OF JONESVILLE  
COUNTY OF HILLSDALE  
STATE OF MICHIGAN

**RESOLUTION – AMEND POLICY MANUAL TO ADD ELECTRONIC TABLET DEVICE  
POLICY**

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 21<sup>st</sup> day of August 2019, at 6:30 p.m.

**PRESENT:**

**ABSENT:**

The following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_.

**WHEREAS**, the City of Jonesville adopted a Policy Manual, effective on April 1, 2006, and amended as needed from time to time; and

**WHEREAS**, members of City Council and some City staff have been assigned electronic tablet devices to improve the efficiency of delivering Council packets and communicating business information; and

**WHEREAS**, the City has determined it necessary to establish minimum standards and expectations regarding the acceptable use of this important technology tool.

**NOW THEREFORE, IT IS RESOLVED** that the attached Electronic Tablet Device Policy is hereby approved and given immediate effect.

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 21<sup>st</sup> day of August, 2019, 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 POLICY

**Policy:** Amend Policy Manual, Add Electronic Tablet Device Policy

**Adopted by City Council:** \_\_\_\_\_, 2019

**Effective Date:** \_\_\_\_\_, 2019

The City (formerly Village) of Jonesville Policy Manual is hereby amended to add the following Section.

### **ELECTRONIC TABLET DEVICE POLICY**

#### **1. Purpose**

The purpose of this policy is to identify guidelines for the use of electronic tablet technology. This policy establishes a minimum standard that must be upheld and enforced by users of the electronics. This policy constitutes a mutual statement of what are, and are not, appropriate uses for this important technology tool. The explicit privileges and restrictions set forth in this policy do not attempt to cover every situation that may arise in connection with the use of this new form of electronic communication.

#### **2. Receipt of Tablet**

The City will issue a tablet and cover. When fully instituted, the tablet will serve as the sole source for City Council agenda packets. Before being authorized to access and utilize the tablet for internet and e-mail communications, each individual receiving a tablet shall sign this policy.

#### **3. Software**

- A. The software and applications installed by the City must remain on the tablet in usable condition and be readily accessible at all times.
- B. Any software, email messages or files downloaded via the internet into the system may only be used in ways that are consistent with applicable Freedom of Information Act (FOIA) laws, licenses, trademarks or copyrights.
- C. From time to time, the City may add or upgrade software applications. Tablets may be required to be turned in to the City Manager for periodic updating and synching.
- D. Files from sources that may be untrustworthy shall not be downloaded, nor shall files attached to e-mail transmissions be opened and read unless the recipient has knowledge that they originated from a trustworthy source. Downloaded files and attachments may contain viruses or hostile applications that could damage the tablet.
- E. Tablet users will be held accountable for any breaches of security caused by files obtained for non-City business purposes.

- F. If technical difficulties occur or illegal software is discovered, the tablet will be restored to a prior backup point. The City does not accept responsibility for the loss of any software or documents deleted due to a re-format and re-image.

#### **4. Acceptable Use**

- A. The tablet, internet, and e-mail access provided are tools for conducting City business and shall be used primarily for City business-related purposes. Users should not have an expectation of privacy in connection with electronic communications and should use the devices accordingly.
- B. All of the City's computer systems and software, including the tablet, are considered to be public property. All documents, files and e-mail messages created, received, stored in or sent from any tablet are considered public records, subject to disclosure to the public under FOIA.
- C. In order to comply with the Open Meetings Act (OMA), Councilmembers may not use e-mail or other messaging software/applications during the course of any public meeting. Electronic delivery devices make it easier for a violation to occur given that email or text messages to one another could be perceived as an unintentionally serial meeting. If necessary, City staff may occasionally send information electronically to Councilmembers during public meetings as long as the distribution is publicly announced and as long as the item is then distributed to all members. This is intended to be the equivalent of providing a new or corrected paper copy of a document.
- D. Councilmembers should refrain from sending e-mail communications to more than one other Councilmember outside of public meetings to avoid the perception of a closed meeting or deliberation by a quorum in violation of the OMA.
- E. Individuals using the City's electronic communication systems are acting as representatives of the City and any communication that violates applicable laws and regulations is prohibited.
- F. Users expressly waive any right of privacy in anything they create, store, send or receive using the City's tablet equipment, e-mail system or internet access. The contents of electronic communications sent by, between and/or to individuals are covered by FOIA.
- G. The City reserves the right to randomly monitor all electronic communication systems. Incidental and occasional personal use of the City's electronic communication systems via the tablet is acceptable, provided it complies with the following:
  - 1). Does not interfere with the business use of the City.
  - 2). Does not result in an incremental expense for the City.
  - 3). Is not used for any form of advertising, solicitations, promotions or commercial purposes.
  - 4). Is not used to communicate abusive, profane or offensive language.
  - 5). Is not used for criminal activities.
  - 6). Is not used for online gambling websites.
  - 7). Is not used for viewing or distribution of pornographic or sexually-related material.
  - 8). Is not used for viewing or distributing material related to the intolerance of a gender, race, sexual preference, ethnicity or religion.



- 9). Is not used for sending or viewing inappropriate material, as outlined in this policy, through the use of technology (e-mail, text, etc.).
- 10). Is not allowed to be used by anyone other than a Councilmember, City employee or contractor requiring access to this technology.

**5. Repair and Replacement**

Tablets that malfunction or are damaged must be reported immediately to the City Manager. The City will be responsible for making any necessary modifications or repairs. Tablets that have been damaged from misuse, neglect or accidentally damaged, in the judgment of the City Manager and in consultation with the tablet manufacturer, will be repaired by the City with the cost borne by the user. Damage includes, but is not limited to, broken screens, cracked plastic pieces, and inoperability. If the cost to repair the tablet exceeds the cost of purchasing a new device, the user shall pay the full replacement value. If the tablet is lost or is stolen due to the user's own neglect, the user shall pay the full replacement value.

**6. Return of Tablet**

Tablets shall be returned to the City Manager when the individual's employment or term of service has ended.

**ELECTRONIC TABLET DEVICE AGREEMENT**

The undersigned has been provided a copy of the City of Jonesville Electronic Tablet Device Policy and understands its contents fully. I accept and understand the terms of the policy and agree to abide by all terms contained in it.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

**CITY OF JONESVILLE**  
**2018 - 2019 BUDGET AMENDMENTS**  
**June 30, 2019**

		<b>CURRENT BUDGET</b>	<b>AMENDED BUDGET</b>	<b>+ OR (-) CHANGE</b>
<b>GENERAL FUND</b>				
<u>REVENUE</u>				
403	Property Taxes (Under-budgeted)	\$ 681,609	\$ 694,000	\$ 12,391
607	Service Fee - Fire/Townships (Under-budgeted)	\$ 45,000	\$ 50,000	\$ 5,000
665	Interest Earnings (Under-budgeted)	\$ 30,000	\$ 38,000	\$ 8,000
676.303	Contrib from DDA - Pkg Lot M & R (Over-budgeted)	\$ 18,515	\$ 14,000	\$ (4,515)
<u>EXPENSE</u>				
172	CITY MANAGER			
719	Retirement - Employer Portion (Under-budgeted)	\$ 3,650	\$ 3,800	\$ (150)
218	GENERAL OFFICE			
853	Telephone (Under-budgeted)	\$ 3,000	\$ 7,000	\$ (4,000)
276	CEMETERY			
702.050	Salaries & Wages - DPW (Under-budgeted/retaining wall)	\$ 3,000	\$ 10,750	\$ (7,750)
818.100	Contractual - Mowing/Sexton Services (Under-budgeted)	\$ 25,500	\$ 28,000	\$ (2,500)
818.200	Contractual - Burials/Foundations (Under-budgeted)	\$ 21,000	\$ 25,000	\$ (4,000)
975	Additions & Improvements (Retaining wall labor/equipment)	\$ 11,000	\$ 15,750	\$ (4,750)
301	POLICE DEPARTMENT			
702.300	Salaries & Wages - Relief (Over-budgeted)	\$ 55,357	\$ 47,813	\$ 7,544
977	Equipment (Not used)	\$ 3,000	\$ -	\$ 3,000
977.300	Equipment - Computer (Under-budgeted)	\$ 1,500	\$ 2,550	\$ (1,050)
336	FIRE DEPARTMENT			
960	Training & Conferences (Not used)	\$ 2,000	\$ 50	\$ 1,950
967.100	Transfer - Fire Equip/Bldg Reserve (Not used)	\$ 9,000	\$ -	\$ 9,000
977	Equipment - Misc (Not budgeted)	\$ -	\$ 9,000	\$ (9,000)
977.300	Equipment - Computer (Not used)	\$ 9,000	\$ -	\$ 9,000
410	PLANNING & ZONING			
702	Salaries & Wages (Under-budgeted)	\$ 1,500	\$ 1,700	\$ (200)
801	Professional Services (Master Plan/Ordinance Update)	\$ 8,000	\$ 9,000	\$ (1,000)
444	DEPT OF PUBLIC WORKS			
702	Salaries & Wages (Under-budgeted)	\$ 8,000	\$ 9,500	\$ (1,500)
716	Health Insurance (Under-budgeted)	\$ 1,500	\$ 1,750	\$ (250)
975	Additions & Improvements (DPW heater/shop door)	\$ -	\$ 5,350	\$ (5,350)
865	INSURANCE			
910	Insurance (Under-budgeted)	\$ 12,000	\$ 17,000	\$ (5,000)
895	PROMOTIONS			
882	Decorations (City Hall decorations)	\$ 700	\$ 710	\$ (10)
882	Other - Luminate/Celebrate (Not budgeted)	\$ -	\$ 50	\$ (50)
940	Equipment Rent (Not budgeted)	\$ -	\$ 10	\$ (10)
897	OTHER ACTIVITIES			
965.203	Contributions to Local Sts (Property taxes)	\$ 195,500	\$ 200,300	\$ (4,800)
<b>GENERAL FUND CHANGE IN ESTIMATED YEAR END FUND BALANCE</b>				<b>\$ 1</b>
<b>LOCAL STREETS</b>				
<u>REVENUE</u>				
665	Interest Earnings (Under-budgeted)	\$ 6,000	\$ 12,800	\$ 6,800
<u>EXPENSE</u>				
478	WINTER MAINTENANCE			
940	Equipment Rental (Under-budgeted)	\$ 7,000	\$ 8,700	\$ (1,700)
900	ADMINISTRATION			
964	Tax Refunds & Rebates (Not budgeted)	\$ -	\$ 100	\$ (100)
965.301	Contrib to Debt Service (Under-budgeted)	\$ 63,645	\$ 68,645	\$ (5,000)
<b>LOCAL ST CHANGE IN ESTIMATED YEAR END FUND BALANCE</b>				<b>\$ -</b>

**2018 - 2019 BUDGET AMENDMENTS**  
**June 30, 2019**

	<b>CURRENT BUDGET</b>	<b>AMENDED BUDGET</b>	<b>+ OR (-) CHANGE</b>
<b>STATE HIGHWAY</b>			
<u>REVENUE</u>			
677 State Highway Contract Reimb (Under-budgeted)	\$ 25,850	\$ 27,643	\$ 1,793
<u>EXPENSE</u>			
465 ROUTINE MAINTENANCE			
818 Contractual (Under-budgeted)	\$ 3,000	\$ 4,225	\$ (1,225)
940 Equipment Rent (Under-budgeted)	\$ 3,500	\$ 4,400	\$ (900)
474 TRAFFIC CONTROL			
702 Salaries & Wages (Over-budgeted)	\$ 650	\$ 200	\$ 450
740 Operating Supplies (Over-budgeted)	\$ 100	\$ -	\$ 100
940 Equipment Rent (Over-budgeted)	\$ 150	\$ 30	\$ 120
478 WINTER MAINTENANCE			
940 Equipment Rental (Under-budgeted)	\$ 4,000	\$ 5,830	\$ (1,830)
900 ADMINISTRATION			
956 Miscellaneous (Not used)	\$ 950	\$ -	\$ 950
965.101 Contributions to General Fund - Overhead (Under-budgeted)	\$ 2,000	\$ 2,990	\$ (990)
<b>ST HWY CHANGE IN ESTIMATED YEAR END FUND BALANCE</b>			<b>\$ (1,532)</b>
<b>DOWNTOWN DEVELOPMENT AUTHORITY</b>			
<u>EXPENSE</u>			
733 DOWNTOWN/STREETSCAPE			
702 Salaries & Wages (Over-budgeted)	\$ 5,500	\$ 4,700	\$ 800
895 PROMOTIONS			
882 Decorations - Christmas/Banners/Bows (Under-budgeted)	\$ 500	\$ 1,300	\$ (800)
<b>DDA CHANGE IN ESTIMATED YEAR END FUND BALANCE</b>			<b>\$ -</b>
<b>DEBT SERVICE</b>			
<u>REVENUE</u>			
676.203 Contrib from Local St (Under-budgeted)	\$ 63,645	\$ 68,645	\$ 5,000
<u>EXPENSE</u>			
908 LOCAL STREET BOND			
991 Local St Bond Payment Principal (Under-budgeted)	\$ 50,000	\$ 55,000	\$ (5,000)
<b>DDA CHANGE IN ESTIMATED YEAR END FUND BALANCE</b>			<b>\$ -</b>

CITY OF JONESVILLE  
REVENUE AND EXPENDITURE REPORT  
PERIOD ENDING 6/30/2019

DESCRIPTION	YTD BALANCE 6/30/2019 NORMAL (ABNORMAL)	2018-19 AMENDED BUDGET	% BDGT USED	COMMENTS
<b>Fund 101 - GENERAL FUND</b>				
<b>TOTAL Revenues</b>	<b>1,416,136.18</b>	<b>1,414,774.00</b>	<b>100.10%</b>	Didn't receive PPT Reim or ESD
<b>Expenditures</b>				
101-CITY COUNCIL	30,461.24	38,000.00	80.16%	
172-CITY MANAGER	105,748.38	105,840.00	99.91%	
191-ELECTIONS	7,306.31	8,150.00	89.65%	August/November elections
218-GENERAL OFFICE	203,858.25	204,013.00	99.92%	
247-BOARD OF REVIEW	864.95	1,000.00	86.50%	
253-TREASURER	2,932.99	3,200.00	91.66%	Tax bills/tax roll maintenance
257-ASSESSOR	22,087.54	22,100.00	99.94%	
258-DATA PROCESSING/COMPUTER DE	15,717.27	16,525.00	95.11%	
265-CITY HALL	11,850.35	19,367.00	61.19%	
276-CEMETERY	86,254.07	86,328.00	99.91%	
285-FREEDOM MEMORIAL	637.38	1,150.00	55.42%	
301-POLICE DEPARTMENT	316,284.51	318,280.00	99.37%	
336-FIRE DEPARTMENT	111,107.03	118,345.00	93.88%	
410-PLANNING & ZONING COMMISSION	13,272.43	13,301.00	99.79%	Master Plan/Ordinance Update
441-RADIO TOWER PROPERTY	0.00	0.00		
442-PARKING LOTS	14,138.05	18,515.00	76.36%	
443-SIDEWALKS	4,710.42	5,780.00	81.50%	Jermaine/Maumee/East/Wright
444-DEPT. OF PUBLIC WORKS	25,344.08	25,470.00	99.51%	
448-STREET LIGHTING	36,811.42	70,900.00	51.92%	Traffic Signal Project
526-SANITARY LAND FILL	5,054.35	6,290.00	80.36%	
751-RECREATION DEPARTMENT	30,391.93	44,515.00	68.27%	
770-PARKS	16,976.41	21,125.00	80.36%	
780-RAIL/TRAIL	4,421.13	9,275.00	47.67%	
858-FRINGE BENEFITS	30,679.44	31,220.00	98.27%	
865-INSURANCE	16,855.00	17,000.00	99.15%	Annual Work Comp/Prop/Liab
895-PROMOTIONS	764.74	770.00	99.32%	City Hall decorations
897-OTHER ACTIVITIES	207,913.97	208,000.00	99.96%	Tax revenue to Local Streets
<b>TOTAL Expenditures</b>	<b>1,322,443.64</b>	<b>1,414,459.00</b>	<b>93.49%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>93,692.54</b>	<b>315.00</b>		

CITY OF JONESVILLE  
REVENUE AND EXPENDITURE REPORT  
PERIOD ENDING 6/30/2019

DESCRIPTION	YTD BALANCE 6/30/2019 NORMAL (ABNORMAL)	2018-19 AMENDED BUDGET	% BDGT USED	COMMENTS
<b>Fund 202 - MAJOR STREETS FUND</b>				
<b>TOTAL Revenues</b>	<b>255,455.47</b>	<b>210,617.00</b>	<b>121.29%</b>	PA 207 of 2018 Distributions
<b>Expenditures</b>				
451-STREET CONSTRUCTION	0.00	0.00		
465-ROUTINE MAINTENANCE	50,461.37	68,700.00	73.45%	
474-TRAFFIC CONTROL	3,103.05	8,100.00	38.31%	
478-WINTER MAINTENANCE	18,452.57	21,865.00	84.39%	Seasonal/Complete
900-ADMINISTRATION	49,562.50	49,562.50	100.00%	Bond principal payment
<b>TOTAL Expenditures</b>	<b>121,579.49</b>	<b>148,227.50</b>	<b>82.02%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>133,875.98</b>	<b>62,389.50</b>	<b>214.58%</b>	
<b>Fund 203 - LOCAL STREETS FUND</b>				
<b>TOTAL Revenues</b>	<b>293,226.64</b>	<b>272,905.00</b>	<b>107.45%</b>	PA 207 of 2018 Distributions
<b>Expenditures</b>				
451-STREET CONSTRUCTION	0.00	110,000.00	0.00%	
465-ROUTINE MAINTENANCE	49,728.62	117,820.00	42.21%	
474-TRAFFIC CONTROL	474.24	2,464.00	19.25%	
478-WINTER MAINTENANCE	18,642.22	18,730.00	99.53%	Seasonal/Complete
900-ADMINISTRATION	132,698.80	132,745.00	99.97%	
<b>TOTAL Expenditures</b>	<b>201,543.88</b>	<b>381,759.00</b>	<b>52.79%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>91,682.76</b>	<b>(108,854.00)</b>	<b>84.23%</b>	
<b>Fund 211 - STATE HIGHWAY FUND</b>				
<b>TOTAL Revenues</b>	<b>30,134.62</b>	<b>27,644.00</b>	<b>109.01%</b>	
<b>Expenditures</b>				
465-ROUTINE MAINTENANCE	13,406.45	13,425.00	99.86%	
474-TRAFFIC CONTROL	270.09	280.00	96.46%	
478-WINTER MAINTENANCE	12,475.21	12,480.00	99.96%	Seasonal/Complete
900-ADMINISTRATION	2,986.22	2,990.00	99.87%	
<b>TOTAL Expenditures</b>	<b>29,137.97</b>	<b>29,175.00</b>	<b>99.87%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>996.65</b>	<b>(1,531.00)</b>		

CITY OF JONESVILLE  
REVENUE AND EXPENDITURE REPORT  
PERIOD ENDING 6/30/2019

DESCRIPTION	YTD BALANCE 6/30/2019 NORMAL (ABNORMAL)	2018-19 AMENDED BUDGET	% BDGT USED	COMMENTS
<b>Fund 247 - LOCAL DEVELOPMENT FINANCE AUTHORITY</b>				
<b>TOTAL Revenues</b>	<b>391,715.34</b>	<b>266,955.00</b>	<b>146.73%</b>	PPT Reimbursement
<b>Expenditures</b>				
729-DEVELOPMENT ACTIVITIES	57,313.74	266,087.00	21.54%	
<b>TOTAL Expenditures</b>	<b>57,313.74</b>	<b>266,087.00</b>	<b>21.54%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>334,401.60</b>	<b>868.00</b>		
<b>Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY</b>				
<b>TOTAL Revenues</b>	<b>140,526.69</b>	<b>126,500.00</b>	<b>111.09%</b>	PPT Reimbursement
<b>Expenditures</b>				
442-PARKING LOTS	15,400.55	19,815.00	77.72%	
443-SIDEWALKS	911.91	2,421.00	37.67%	
729-DEVELOPMENT ACTIVITIES	8,619.58	41,170.00	20.94%	
733-DOWNTOWN/STREETSCAPE	18,856.28	18,910.00	99.72%	
895-PROMOTIONS	8,668.46	8,715.00	99.47%	Christmas lighting/decorations
897-OTHER ACTIVITIES	57,510.00	57,510.00	100.00%	
<b>TOTAL Expenditures</b>	<b>109,966.78</b>	<b>148,541.00</b>	<b>74.03%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>30,559.91</b>	<b>(22,041.00)</b>	<b>-138.65%</b>	
<b>Fund 301 - GENERAL DEBT SERVICE FUND</b>				
<b>TOTAL Revenues</b>	<b>164,567.50</b>	<b>164,567.50</b>	<b>100.00%</b>	
<b>Expenditures</b>				
906-MAJOR STREET BOND	38,412.50	38,412.50	100.00%	Bond principal payment
907-D.D.A. BOND	57,510.00	57,510.00	100.00%	
908-LOCAL STREET BOND	68,645.00	68,645.00	100.00%	
<b>TOTAL Expenditures</b>	<b>164,567.50</b>	<b>164,567.50</b>	<b>100.00%</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>0.00</b>	<b>0.00</b>		

CITY OF JONESVILLE  
REVENUE AND EXPENDITURE REPORT  
PERIOD ENDING 6/30/2019

DESCRIPTION	YTD BALANCE 6/30/2019 NORMAL (ABNORMAL)	2018-19 AMENDED BUDGET	% BDGT USED	COMMENTS
<b>Fund 590 - SEWER SYSTEM FUND</b>				
TOTAL Revenues	872,738.58	813,000.00	107.35%	
Expenditures				
527-SEWAGE DISPOSAL	848,000.13	1,176,901.26	72.05%	
TOTAL Expenditures	848,000.13	1,176,901.26	72.05%	
NET OF REVENUES & EXPENDITURES	24,738.45	(363,901.26)	-6.80%	
<b>Fund 591 - WATER SUPPLY SYSTEM FUND</b>				
TOTAL Revenues	585,208.45	3,183,250.00	18.38%	
Expenditures				
536-IRON REMOVAL PLANT	472,428.70	2,735,604.00	17.27%	
537-WATER DISTRIBUTION SYSTEM	76,360.58	528,013.00	14.46%	
TOTAL Expenditures	548,789.28	3,263,617.00	16.82%	
NET OF REVENUES & EXPENDITURES	36,419.17	(80,367.00)	45.32%	
<b>Fund 661 - MOTOR VEHICLE POOL FUND</b>				
TOTAL Revenues	166,648.54	161,600.00	103.12%	
Expenditures				
270-DPW BUILDING AND GROUNDS	17,340.54	24,185.00	71.70%	
896-MOTOR VEHICLE POOL	202,242.35	234,130.00	86.38%	Police Car/Small Dump Truck
TOTAL Expenditures	219,582.89	258,315.00	85.01%	
NET OF REVENUES & EXPENDITURES	(52,934.35)	(96,715.00)	54.73%	
<b>Fund 703 - CURRENT TAX FUND</b>				
TOTAL Revenues	0.00	0.00		
TOTAL Expenditures	0.00	0.00		
NET OF REVENUES & EXPENDITURES	0.00	0.00		
TOTAL REVENUES - ALL FUNDS	4,316,358.01	6,641,812.50	64.99%	
TOTAL EXPENDITURES - ALL FUNDS	3,622,925.30	7,251,649.26	49.96%	
NET OF REVENUES & EXPENDITURES	693,432.71	(609,836.76)	113.71%	

**JONESVILLE CITY COUNCIL**  
**Minutes of July 17, 2019**

A meeting of the Jonesville City Council was held on Wednesday, July 17, 2019 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, George Humphries Jr., Delesha Padula, and Andy Penrose.

Also present: Manager Gray, Attorney Lovinger, WWTP Supt. Mahoney, Police Chief Lance, and Robert Eichler.

Councilwoman Padula led the Pledge of Allegiance and moment of silence.

A motion as made by Brenda Guyse and supported by Andy Penrose to add the following item to the agenda: 6H – Quote for Police Department Repairs. All in favor. Motion approved.

Brenda Guyse made a motion to accept the agenda as presented with the noted addition 6H – Quote for Police Department Repairs. The motion was supported by Jerry Drake. All in favor. Motion carried.

Robert Eichler of Scipio Township spoke briefly regarding Hillsdale County Board of Commissioner Tim Shaw of District #5.

A motion was made by Jerry Drake and supported by Delesha Padula to approve the US-12 Garage Sale Permit Variance for the weekend of August 9 – 11, 2019. These sales will not be counted towards each resident's six (6) allowed sales per year. All in favor. Motion carried.

Andy Penrose made a motion to approve Pay Request No. 1 for the Water System Improvement Project from Parrish Excavating Inc. in the amount of \$17,784.00. This request includes a 10% retainage to be paid upon satisfactory completion of the project. All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by Delesha Padula to award a contract for laboratory design services to Century A&E Facilities Design in the amount of \$5,000 and to authorize Manager Gray and Superintendent Mahoney to execute the same. All in favor. Motion carried.

Jerry Drake made a motion and was supported by Brenda Guyse to support the re-election of one (1) incumbent and two (2) appointed candidates for the positions of Michigan Municipal League Workers Compensation Fund Trustees. All in favor. Motion carried.

A motion was made by George Humphries Jr. and supported by Brenda Guyse to accept the proposal from Griffiths Mechanical in the amount of \$8,605.00 for replacement of the laboratory heating and cooling system. All in favor. Motion carried.



A motion was made by Jerry Drake and supported by Brenda Guyse to set a Public Hearing for Wednesday, August 21, 2019 at 6:30 p.m. for the purpose of Rezoning 402 E Chicago St. from HC (Highway Commercial) to R-2 (Residential). All in favor. Motion carried.

Brenda Guyse made a motion to nominate Manager Jeff Gray as the voting delegate for the annual Michigan Municipal League Meeting scheduled for Wednesday, September 25, 2019 during the MML Annual Conference in Detroit. Jerry Drake supported the motion. All in favor. Motion carried.

A motion was made by Andy Penrose and supported by George Humphries Jr. to accept the quote from McNair Construction, LLC in the amount of \$17,950 and to authorize Manager Gray to execute the same. All in favor. Motion carried.

A motion was made by David Steel and supported by Jerry Drake to approve the minutes of May 16, 2018. All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to approve the minutes of June 19, 2019. All in favor. Motion carried.

A motion was made by Andy Penrose and supported by Delesha Padula to approve the Accounts Payable for July 2019 in the amount of \$93,934.38. All in favor. Motion carried.

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

At 7:08 p.m., a motion was made by Brenda Guyse and supported by Jerry Drake 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, George Humphries Jr., Delesha Padula and Andy Penrose. Nays: None. Motion carried.

The meeting returned to open session at 7:17 p.m.

The Personnel Committee recommended recognizing Manager Gray with “Outstanding Performance”, and recommended the following, effective July 1, 2019:

    ) Increase the annual base salary from \$76,000 to \$78,918.85.

A motion was made by Tim Bowman and supported by Andy Penrose to approve the above recommendation of the Personnel Committee. All in favor. Motion carried.

A motion was made by Jerry Drake and supported by Andy Penrose to adjourn the meeting at 7:22 p.m. All in favor. Motion carried.

Submitted by:

Cynthia D. Means  
Clerk

Gerald E. Arno  
Mayor

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AMERICAN COPPER & BRASS, LLC	WATER - REPAIRS	28.97
	WATER SUPPLIES	413.40
		442.37
ARNO, VICKY L.	AUGUST 2019 ELECTION	171.70
ASSOC OF PUB TREAS OF US & CASPAHR	- MEMBERSHIP RENEWAL	145.00
AT&T	LOCAL/LONG DISTANCE	2,135.33
BAKER, VICKI/B & B CLEANING,	CLEANING SERVICES	580.00
BARRETT, JILL ANN	AUGUST 2019 ELECTION	190.72
BIOLOGICAL RESEARCH SOLUTIONS	WATER - TESTING	75.00
BRINER OIL CO., INC.	JFD - GASOLINE	71.17
	MVP - BULK TANK	172.55
		243.72
BS&A SOFTWARE	ANNUAL SERVICE CONTRACTS	2,741.00
BUGBEE CALVIN	UB refund for account: 001056-11	58.42
BUTTERS EXCAVATING & LAWN CARE	CEMETERY - JULY MAINT/BURIALS/FOUNDATIONS	5,264.07
CONSUMERS ENERGY	RADIO TOWER ELECTRICITY	32.22
	DDA BUILDING ELECTRICITY	429.22
	IRON REMOVAL PLANT ELECTRICITY	1,450.11
	DDA - UNMETERED PARKING LOT LIGHTS	25.90
	DOWNTOWN/STREETSCAPE LIGHTS	356.02
	CITY-WIDE STREET LIGHTS	3,002.62
	CEMETERY ELECTRICITY	28.07
	FREEDOM MEMORIAL ELECTRICITY	38.90
	FREEDOM MEMORIAL ELECTRICITY	36.99
	CEMETERY ELECTRICITY	34.41
	FAST PARK ELECTRICITY	47.10
	WRIGHT ST PARK ELECTRICITY	27.72
	JPD ELECTRICITY	387.74
	DDA - METERED PARKING LOT LIGHTS	82.62
	CITY HALL SECOND FLOOR ELECTRICITY	26.22
	JFD - TRAINING ROOM ELECTRICITY	65.54
	JFD - TRUCK BAY ELECTRICITY	141.31
	RADIO TOWER ELECTRICITY	31.68
	CITY HALL ELECTRICITY	310.75
	DPW ELECTRICITY	75.10
	WWTP ELECTRICITY	4,615.26
	500 IND PKWY SPRINKLER METER	27.31
	100 DEAL PKWY SPRINKLER METER	28.40
	WATER TOWER ELECTRICITY	72.50
	598 IND PKWY SPRINKLER METER	25.66
	CITY HALL ELECTRICITY	433.06
	IRON REMOVAL PLANT ELECTRICITY	1,485.13
	DOWNTOWN/STREETSCAPE LIGHTS	404.18
	DDA - UNMETERED PARKING LOT LIGHTS	26.53
	CITY-WIDE STREET LIGHTS	3,063.47
		16,811.74
CURRENT OFFICE SOLUTIONS	OFFICE SUPPLIES	10.87
	WATER/WWTP - COPIER TONER	139.00
	JPD - OFFICE SUPPLIES	12.84
	OFFICE SUPPLIES	24.38
	REC - SUPPLIES	49.95
	NORTH PARKING LOT NOTICE	14.00
	COPIER MAINTENANCE	78.14
		329.18
D-P EQUIPMENT CO.	MVP - VEHICLE REPAIRS	179.25
FASTENAL	STREETS - SUPPLIES	10.31
FIDLAR TECHNOLOGIES, INC	JPD - TICKET STOCK	816.76
FIRST NATIONAL BANK OMAHA	REC - LUGNUTS TICKETS	99.00
	SPAHR - MGFOA MEMBERSHIP RENEWAL	120.00
	REC - CONCESSION STAND SUPPLIES	1,347.37
	JPD CAR WASHES/CONFERENCES	776.06
	EMPL MEETING/COMPENSATION STUDY	54.75

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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	2,397.18	
FLEIS & VANDENBRINK ENG, INC.	WATER IMPROVEMENT PROJECT	5,488.86
GODFREY BROS., INC.	MVP - SUPPLIES	88.37
GRIFFITHS MECH CONTRACTING, IJFD	- AIR CONDITIONING REPAIRS	191.00
	WWTP - BOILER REPAIR	1,223.75
	1,414.75	
HACKER SHIRLEY	UB refund for account: 001002-51	4,370.83
HIGHWAY MAINTENANCE & CONSTRU	LOCAL ST - CHIP/FOG SEALING	63,463.80
	MAJOR/LOCAL STREETS - CHIP/FOG SEALING	47,096.25
	110,560.05	
HILLSDALE COUNTY CENTRAL DIS	JPD - ANNUAL SOFTWARE MAINTENANCE	334.44
HILLSDALE DAILY NEWS	SUBSCRIPTION RENEWAL	210.00
HILLSDALE MEDIA GROUP	REZONING/IFT HEARING NOTICES	152.25
HYDROCORP, INC	WATER - CROSS CONNECTION PROGRAM	520.00
JACK DOHENY SUPPLIES, INC.	WWTP - SEWER CAMERA	6,135.00
	WWTP - GATORCAM DIAGNOSTICS	253.00
	6,388.00	
JONES & HENRY ENGINEERS, LTD	WWTP - SAW GRANT	12,030.00
	WWTP - SAW GRANT	4,010.00
	16,040.00	
JONESVILLE BUSINESS ASSOC.	REC - COACH THANK YOU GIFTS	315.00
JONESVILLE COMMUNITY SCHOOLS	COPY PAPER	352.56
JONESVILLE HARDWARE	REPAIRS/OPERATING SUPPLIES	140.80
JONESVILLE LUMBER	STREETS - REPAIRS	67.09
JONESVILLE, CITY OF	WRIGHT ST PARK WATER/SEWER	49.02
	DPW WATER/SEWER	47.36
	DDA - DRINKING FOUNTAIN	38.71
	JPD WATER/SEWER	47.36
	JFD WATER/SEWER	130.82
	CITY HALL WATER/SEWER	47.36
	WWTP WATER/SEWER	219.73
	580.36	
JWC ENVIRONMENTAL, LLC	WWTP - AUGER MONSTER BRUSH KIT	629.74
KEN STILLWELL FORD-MERCURY, IJPD	- 2016 FORD REPAIRS	786.33
LITCHFIELD - JONESVILLE LANES	REC - FIELD RENTAL	100.00
LOVINGER & THOMPSON, P.C.	LEGAL FEES	75.00
MCNAIR, TOM/DBA MCNAIR CONST	DOWN PAYMENT - JPD REPAIRS	8,975.00
MICHIGAN GAS UTILITIES	CITY HALL GAS SERVICE	24.42
	GAS LIGHT SERVICE	59.61
	IRON REMOVAL PLANT GAS SERVICE	28.02
	JPD GAS SERVICE	20.81
	WWTP GAS SERVICE	548.21
	681.07	
MICHIGAN LAWN & LANDSCAPE	MOWING SERVICES	2,313.54
MICHIGAN PIPE & VALVE	WWTP - REPAIRS	136.38
MML WORKERS COMPENSATION FUN	WORK COMP QUARTERLY INVOICE	3,431.00
MUNICIPAL SUPPLY CO.	WATER - SUPPLIES	242.00
PARAGON LABORATORIES, INC.	WATER - TESTING	75.00
PARRISH EXCAVATING, INC	WATER SYSTEM IMPROVEMENT PROJECT	17,784.00
PERFORMANCE AUTOMOTIVE	MVP - SUPPLIES	45.24
PHAT JAXX AUTOMOTIVE, LLC	MVP - TRUCK 2 REPAIRS	1,248.12
POSTMASTER	POSTAGE - WATER/SEWER BILLS	235.48
POWERS CLOTHING, INC.	JFD - UNIFORMS	75.60
PRINTING SYSTEMS, INC.	VOTER ID CARDS	53.78
SAM'S CLUB	REC - CONCESSION STAND SUPPLIES	54.12
SCHARP, JO ANN	AUGUST 2019 ELECTION	179.22
SHERWIN-WILLIAMS	PAINT	678.70
STATE OF MICHIGAN	TRAFFIC SIGNAL PROJECT/MDOT00211	1,073.00
STOCKHOUSE CORPORATION	REC - NOTE CARDS	37.50
SUPERFLEET MASTERCARD PROGRAM	GASOLINE	1,094.99
UNIFIRST CORPORATION	WWTP - UNIFORMS	37.12
	DPW - SHOP TOWELS	27.47

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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	WWTP - UNIFORMS	37.12
	CITY HALL/JPD - FLOOR MATS	48.75
	WWTP - UNIFORMS	37.12
	WWTP - UNIFORM RENTAL	39.16
	CITY HALL/JPD - FLOOR MATS	48.75
	WWTP - UNIFORM RENTAL	37.12
	MVP - SHOP TOWELS	27.47
		340.08
US BANK	WWTP - AGENT FEES	500.00
USA BLUEBOOK	WWTP - SUPPLIES	60.51
	WWTP - SUPPLIES	856.44
	WWTP - SUPPLIES	137.65
	WWTP - SUPPLIES	69.69
		1,124.29
VERIZON WIRELESS	CELL PHONES/JPD - IN CAR MODEMS	177.13
	DPW CELL PHONE	25.00
	JPD/WWTP/DPW - CELL PHONES/JPD IN=CAR MODEMS	176.58
		378.71
WALMART COMMUNITY/SYNCB	CONCESSION STAND/OPERATING SUPPLIES	1,220.51
	OPERATING SUPPLIES	75.90
		1,296.41
	Total:	223,259.41

2019

## MONTHLY REPORT

Month	City	Scipio	Fayette	Mutual aid	Training/Meetings
<b>MONTH</b>	<b>CITY</b>	<b>Scipio</b>	<b>Fayette</b>	<b>Mutual aid</b>	<b>Training/Meeting</b>
<b>JANUARY</b>	2	1	4	4	3
<b>FEBRUARY</b>	3	1	2	6	2
<b>MARCH</b>	2	2	2	3	3
<b>Quarter total</b>	7	4	8	13	8
<b>APRIL</b>	2	1	4	0	3
<b>MAY</b>	2	2	9	0	6
<b>JUNE</b>	5	0	0	1	10
<b>Quarter total</b>	9	3	13	1	19
<b>JULY</b>	2	0	6	0	4
<b>AUGUST</b>					
<b>SEPTEMBER</b>					
<b>Quarter total</b>					
<b>OCTOBER</b>					
<b>NOVEMBER</b>					
<b>DECEMBER</b>					
<b>Quarter total</b>					
<b>YEAR TOTAL</b>					

## MONTHLY REPORT

DATE	TYPE OF CALL	LOCATION	MEMBERS
1-Jul	Structure fire	3461 N Hillsdale rd.(Fayette)	10
2-Jul	Wires down	Bean/ Wise rd.(Fayette)	8
2-Jul	Meeting	Station(Meeting)	11
2-Jul	Sparking wires	Fayette/ West st.(City)	11
3-Jul	2 Car P.I.	Us-12/ Bunn Rd.(Fayette)	11
3-Jul	1 Car Vs Tree P.I	Mauck/ N. Hillsdale Rd.(Fayette)	9
5-Jul	Lift assist	3490 Jonesville Rd.(Fayette)	8
10-Jul	Extrication Training	Station(Training)	11
20-Jul	Pool Fill	3551 Cronk Rd.(Training)	3
24-Jul	Clean-Up	Station(Meeting)	13
29-Jul	Structure fire	4799 Fitzpatrick Rd.(Fayette)	9
29-Jul	Car vs Pedestrian/call off	201 W. Chicago st.(City)	7

# **MONTHLY OPERATING REPORT**

## **July 2019**

**SUBMITTED: August 7, 2019**

### **WATER FLOW**

MAXIMUM	309,000
MINIMUM	114,000
AVERAGE	227,600
TOTAL	7.056 MG

### **WASTEWATER FLOW**

MAXIMUM	362,300
MINIMUM	278,300
AVERAGE	323,700
TOTAL	10.0362 MG

**CALLOUTS: Two ( Trickling Filter Pump Station Problem)**

### **OPERATION & MAINTENANCE**

The plant was in compliance with the NPDES permit limitations during the month of May 2019.

All plant maintenance was completed.

The second quarter drinking water invoices were prepared and submitted to City Hall. The total amount invoiced was \$2,480.00. The annual total is \$4,580.00.

Annual water samples were collected and shipped off to Paragon Labs for analysis. This analysis is required by the MEGLE.

We used the Vactor to clean the pressure filter backwash tank, the inlet works, and the trickling filter channel.

The concrete around the grit building was power washed.

Plant Staff helped the DPW repair a water main leak. We used the Vactor to hydro excavate the water line.

A six inch check valve in the trickling filter pump station broke at the flange. It was removed and a blind flange was installed so that the pump station could be put back in service. The project took two days and the plant experienced a minor upset. It was not enough to violate the NPDES permit. RS Technical was brought in to reprogram the PLC to operate the station while we are awaiting a check valve replacement. The six inch plug valve was also removed during the process and it was rebuilt.

Peerless-Midwest installed the new number two water well pump. Some modifications were done to the piping to make it work.

## **PLANT EFFICIENCY—July 2019**

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

#### **NPDES Permit Limit in July 2019—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—3.7 mg/l*

*Average Percent Removal from the Raw Wastewater—97.1 %*

### **Total Suspended Solids**

#### **NPDES Permit Limit in July 2019—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—2.0 mg/l*

*Average Percent Removal from the Raw Wastewater—98.7%*

### **Total Phosphorus**

#### **NPDES Permit Limit in July 2019—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—0.3 mg/l*

*Average Percent Removal from the Raw Wastewater—93.5%*

### **Ammonia Nitrogen**

#### **NPDES Permit Limit in July 2019—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—0.277 mg/l*

*Average Percent Removal from the Raw Wastewater—98.0%*

*Jonesville Daily Maximum—1.36 mg/l*

Rick Mahoney



# Jonesville Dept of Public Works

## July 2019

### Monthly Report

	Maintenance	Yellow Paint	White Paint	Top Dirt	COLD MIX
<b>STATE HIGHWAYS</b>	2 HRS DT 0 HR OT			0 Yd.	1/8 Ton
<b>MAJOR ROADS</b>	0 HR DT 0 HR OT			0 Yd.	0 Ton
<b>LOCAL ROADS</b>	0 HR DT 0 HR OT			0 Yd.	1/8 Ton
<b>PARKING LOTS</b>	0 HR DT 0 HR OT			0 Yd.	Ton
<b>POLICE STATION</b>	0 HR OT			0 Yd.	
<b>FIRE DEPARTMENT</b>	0 HR OT			0 Yd.	
<b>DPW DEPT</b>	0 HR OT				
<b>LDFA</b>	2 HRS DT				
<b>WATER</b>	0 HR DT 0 HR OT			0 Yd.	0 Ton
<b>Cemetery</b>				0 Yd.	0 Ton

**There were 2 call outs.**

The 2 call outs were for concrete popped on M-99 & tree branch fell on Deal Parkway from wind storm.

State and Local Streets were cold patched.

Highway Maintenance Co. was in and chip & fog sealed 16 streets and the south parking lot alley.

We have been doing the weekly Yard Waste Collection.

We change out the curb stop valves at 315 Evans & 210 North Streets as they were broke.

We have been watering the DDA flower pots & north parking lot flowers & the Rail Trail tree's.

The new American Flag banners were put up on the DDA light poles downtown.

Storm drains were cleaned on State, Major and Local Streets.

We cleaned up a large branch that fell in the Cemetery from a wind storm.

Water meters were read for the month of July.

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 JULY 2019

Total reports written: 74  
Assault and Battery: 2  
Domestic Assault: 1  
UDAA: 0  
Theft from Motor Vehicle: 1  
Larceny: 2  
Non Violent Domestic: 0  
Malicious Destruction of Property: 1  
Natural Death: 1  
Lost and Found Property: 2  
Retail Fraud: 8  
Driving Law Violations (MISD): 4  
Public Roadway Accidents: 4  
Private Property Accidents: 4  
Other Arrests: 8 (warrants, traffic-DWLS/Revoked, etc.)  
Nuisance Animals: 1  
Civil Matter/Family Disputes: 1  
Medical Emergency: 11  
Alarms: 3  
Suspicious Situations: 14  
General Assistance: 12  
Traffic/Moving Violations: 13  
Warrants Received from Prosecutor: 8  
July Patrol Shift Coverage: 72%

## AUGUST FOCUS

LEIN Audit  
Traffic Enforcement- Back to school

**CITY OF JONESVILLE  
CASH BALANCES**

	June-2019	BANK BALANCE
<b>GENERAL FUND:</b>		
General Fund Now Checking	101-000-001	48,755.23
General Fund CLASS Acct	101-000-007	1,032,431.68
General Fund Cemetery CLASS Acct	101-000-007.100	91,511.98
General Fund Alloc of Assets CLASS	101-000-007.200	406,530.94
<b>MAJOR STREETS:</b>		
Major Streets Now Checking	202-000-001	41,522.78
Major Streets CLASS Acct	202-000-007	197,617.58
<b>LOCAL STREETS:</b>		
Local Streets Now Checking	203-000-001	20,045.34
Local Streets CLASS Acct	203-000-007	627,132.95
<b>STATE HIGHWAY:</b>		
State Highway Now Checking	211-000-001	7,791.55
<b>L.D.F.A.:</b>		
LDFA Operating Now Checking	247-000-001	15,284.75
LDFA Operating CLASS Acct	247-000-007	1,738,170.54
<b>D.D.A.:</b>		
DDA Now Checking	248-000-001	5,008.63
DDA Operating CLASS Acct	248-000-007	191,373.11
<b>SEWER FUND:</b>		
Sewer Receiving Now Checking	590-000-001	33,528.26
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	247,095.46
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,115,789.04
<b>WATER FUND:</b>		
Water Receiving Now Checking	591-000-001	31,254.38
Water Receiving CLASS Acct	591-000-007	295,512.52
Water Plant Improvement CLASS Acct	591-000-007.100	378,231.83
Water Tower Maint CLASS Acct	591-000-007.300	51,174.61
Water Maint CLASS Acct	591-000-007.400	31,671.24
<b>MOTOR VEHICLE POOL:</b>		
Motor Vehicle Pool Now Checking	661-000-001	1,042.49
Equip. Replace CLASS - Police Car	661-000-007.301	26,369.30
Equip. Replace CLASS - Fire Truck	661-000-007.336	184,430.48
Equip. Replace CLASS - Turn Out Gear	661-000-007.337	0.00
Equip. Replace CLASS - DPW Equip	661-000-007.463	69,893.37
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	20,229.26
<b>CURRENT TAX:</b>		
Current Tax Checking	703-000-001	10.00
Current Tax Savings Account	703-000-002	0.00
<b>PAYROLL FUND CHECKING:</b>		
	750-000-001	16,136.98
<b>GRAND TOTAL</b>		<b>6,925,556.28</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  
JULY 2019**

	Lot Sales*	Interments				Foundations Purchased	Burial Rights Transfers	Disinterments
		Adult	Child	Infant	Cremation			
January	0	1	0	0	1	0	0	0
February	2	0	0	0	0	0	0	0
March	1	2	0	0	0	0	0	0
April	6	1	0	0	3	0	0	0
May	8	0	2	0	3	6	0	0
June	2	1	0	0	1	0	0	0
July	2	0	0	0	8	1	0	0
<b>2019 Totals</b>	<b>21</b>	<b>5</b>	<b>2</b>	<b>0</b>	<b>16</b>	<b>7</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

June/July Activities:

- Pavement Project Planning

August/September Focus:

- Driveway Paving

# CERTIFICATE *of Attendance*

## 2019 Single Audit Update

COMPLETION DATE: July 23, 2019

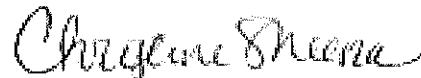
PARTICIPANT: Lenore Spahr

COMPLETION OF THE FOLLOWING CREDITS: 2 CPE

FIELD OF STUDY: Governmental Accounting & Auditing

DELIVERY METHOD: Group Internet Based

**All credits have been granted based on a 50-minute hour**



CHRISTINE SHEENA, Training Manager

Note: Rehmann is not registered with NASBA's National Registry of CPE Sponsors as a provider of CPE. CPE credits should not be claimed for this program in states where the licensing authority requires all CPE credits claimed to be provided by CPE providers registered with the National Registry of CPE sponsors.



*Thank you*

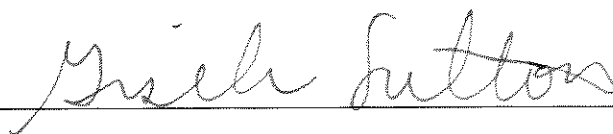


August 8, 2019

Dear Council Members,

This note is to express the sincere appreciation on behalf of the Jonesville District Library for your permission to use the Wright Street Park. We also appreciate your continued cooperation with our library programs.

Thankfully yours,

A handwritten signature in cursive script, reading "Gracie Sutton", written over a horizontal line.

Children's Librarian



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Specializing in  
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Randy & Yvette Jung

1101 Ivanhoe \* Sturgis, MI 49091 \* 269-651-2804  
RandyJung@charter.net



J

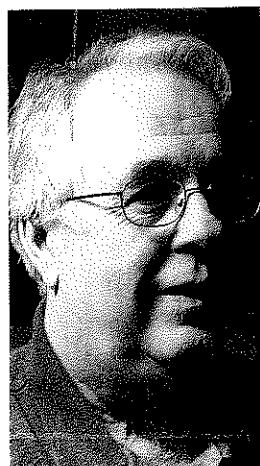
7/25/19

Hi!

I stopped into your office today to see the DEAL Auto in your window after reading the enclosed editorial in HENNING'S CLASSIC CAR Magazine's current issue. I thought you folks might want a copy of it!

Randy Jung  
Sturgis, Mich.





It was  
a small  
company that  
produced  
cars for just  
four years,  
more than 100  
years ago.

## What's the Deal?

Recently I was going through my large collection of automobile and truck advertisements, sorting out ones I want to keep and ones I want to give away. (My office is getting a little too cluttered.) There were so many great ads — American Austin, Duesenberg, Packard, Auburn, Studebaker, Hudson, and dozens more — it's quite a bunch. At one point, I came across the ad shown here. "What's a Deal?" I thought to myself. It's a brand I'd actually never heard of.

Well, the ad itself answered my question. A Deal, it says, is a car that “solves the problem for many who want a good, serviceable car at a moderate price.” (That’s pretty much everybody in the world, right?) Then, thanks to the *Standard Catalog of American Cars 1805-1942*, I was able to find out more about the car and the company that built it.

The Deal automobile was the product of the Deal Motor Vehicle Company of Jonesville, Michigan. Like many auto manufacturers, Deal started out in the 1800s in the horse-drawn-vehicle business. Founded by Jacob J. Deal as the Deal Buggy Company, it was later renamed the J.J. Deal and Son Carriage Factory after son George joined the firm. In 1890, young George installed a gasoline motor into one of the firm's buggies for use as his personal car, though it's believed that over the next couple of years he may have motorized a few more to sell as trucks to some of his wagon and buggy customers. (Apparently, the company initially referred to its motorized vehicle as the Autobuggy.) In 1908, the firm was formally organized as a motor vehicle manufacturer and introduced its first automobile for general consumption.

That car was the handsome Deal Model S — a sturdy four-passenger runabout powered by a 30-horsepower four-cylinder. As was common back then, the engine was cast “en-block” and used a simple splash lubricating system. Like some other cars of that time, including the soon-to-debut Ford Model T, the Deal used a two-speed planetary transmission. At 102 inches, the Deal’s wheelbase was 2 inches longer than the Model Ts.

When it was introduced, the Deal carried a

[illegible]

base price of \$550. As far as I'm able to determine, the only model offered from 1908 to 1910 was the Model S runabout. However, in 1911, Deal dropped the S and offered two new models—a Model C five-passenger runabout and the Model R five-passenger Touring. The Model C, described as a "pleasure and business car," rode a 102-inch wheelbase, the same as the S, while the Model R boasted a 104-inch wheelbase. Both were powered by the 30-hp four-cylinder used in the S. The Model C's base price was \$900, with the top, windshield, and speedometer costing an extra \$100—the usual practice for that era. The Model R Touring was reportedly priced at \$1,250.

Deal had a well-earned reputation for building wagons, buggies, and automobiles of very high quality. However, although the Deal automobiles were well received by the public, production ended with the 1911 models. Why? Because, in November 1908, George Deal passed away quite unexpectedly from meningitis. The family carried on with car production through 1911, but George had been the spark plug behind that part of the business – when he passed on, it was only a matter of time before the car business would also die.

You're probably thinking, as I did, that it's unlikely that any Deals have survived. After all, it was a small company that produced cars for just four years, more than 100 years ago. In such cases, it would be unlikely that an example would survive, limiting us to viewing period advertisements of the car, like the one pictured here. There is at least one Deal still around, however, on public display in — you guessed it — Jonesville, Michigan. Just go to the city offices and you can get a close-up look. The city also offers a neat booklet about the car and company. They're rightly proud of their heritage.

It's been said that over the years some 2,700 automobile companies have come and gone in the U.S. Some of them became large businesses for a while and some, like the Deal, remained small, mostly regionally known brands. To me at least, all of them are missed. ☹

OLDSMOBILE A-BODIES

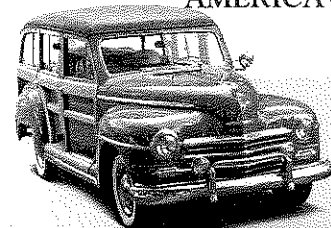
HEMMINGS

BMW 503 COUPE

# CLASSIC CAR

AMERICA'S DEFINITIVE COLLECTOR-CAR MAGAZINE

SEPTEMBER 2019 #180



**STYLISH WOODIE**  
1947 PLYMOUTH



**LUXURY TRANSPORT**  
JEEP GRAND WAGONEER

NEARLY FORGOTTEN FLAGSHIP

## 1954 CHEVROLET BEL AIR



GROUND-UP  
REBUILD OF  
A **1968**  
**PONTIAC**  
**LE MANS**



**PLUS**

1922 GRAY  
1953 PEGASO  
1960 SUSSITA



**THE  
ELEGANCE  
AT HERSEY**



June 24, 2019

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

RECEIVED  
JUN 26 2019

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

Re: TiVo Customers: Accessing Xfinity On Demand App

Dear City Manager:

We are committed to keeping you updated about actions that may affect our customers. To that end, and as a courtesy in the event you receive questions, we are letting you know that as of June 25, 2019, the Xfinity On Demand app will no longer be available on TiVo devices.

In close consultation with TiVo, we made the decision to remove the Xfinity On Demand app from TiVo devices because the platform that permits those entitlements utilizes outdated technology that can no longer be updated and is therefore susceptible to security breaches. Both Xfinity and TiVo have notified affected customers of this equipment issue.

Please feel free to contact me at 517-334-5686 if you have any questions or issues.

Sincerely,

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



June 11, 2019

RECEIVED  
JUN 17 2019

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. Customers are being notified of these changes via bill message.

Turner Classic Movies is now available on the Digital Starter tier. Also, effective June 18, 2019, Afro channel will be available on our Preferred tier.

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