



City of
Jonesville

265 E. Chicago Street, Jonesville, MI 49250

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

**CITY OF JONESVILLE
COUNCIL AGENDA
OCTOBER 16, 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. Proclamation – Jonesville Lumber

5. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION

A. Ordinance No. 218 to Amend the Zoning Ordinance related to Projections into Yards and Electronic Changeable Copy Signs

1. Public Hearing

2. Subsequent Action on the Ordinance Amendment

[ROLL CALL][Action Item]

B. Ordinance No. 219 to Adopt Recodification of the City of Jonesville Code

1. Public Hearing

2. Subsequent Action on the Ordinance Amendment

[ROLL CALL][Action Item]

6. REPORTS AND RECOMMENDATIONS

A. Region 2 Planning Commission FY 2020 Membership

[Action Item]

B. Water System Improvement Project – Contract No. 2 Pay Request

[Action Item]

7. COUNCIL MINUTES

A. Consider minutes of the September 18, 2019 Regular Meeting

[Action Item]

8. ACCOUNTS PAYABLE

A. Accounts Payable for October 2019 totalling \$55,297.92

[Action Item]

9. DEPARTMENT REPORTS

A. Fire Department – Chief Adair

B. Water/Wastewater Treatment Plant – Superintendent Mahoney

C. Department of Public Works – Superintendent Kyser

D. Police Department – Chief Lance

E. Cash Report – Finance Director Spahr

F. Cemetery Report – Manager Gray

10. ADJOURNMENT



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: October 11, 2019
Re: Manager Report and Recommendations – October 16, 2019 Council Meeting

5. A. Public Hearing and Subsequent Action – Ordinance No. 218 [ROLL CALL][Action Item]

This is the time reserved on the agenda for the purpose of receiving public comments on the proposed Ordinance No. 218, which would allow covered porches and decks on residential buildings to extend up to 10 feet into front or rear setbacks. The amendment would also provide regulations to allow electronic changeable copy signs.

Currently, the porches or decks that are covered by a roof, but open on the sides to meet the required setbacks. This amendment would address variances that have been approved in recent months by the Zoning Board of Appeals to allow such porches.

The amendment would also amend sign regulations to allow for electronic message signs. These are sign boards that display images and text on electronic boards, often using LED technology. The advantage of these signs is that the message can change, increasing the advertising that can take place in a fixed space. Currently, these signs are not permitted in the City under the Zoning Ordinance. The recommended language would address brightness, length of display, and prohibition of moving or flashing copy.

As this is an amendment to the Zoning Ordinance, the Planning Commission held a public hearing on the proposed amendment at their September 11, 2019 regular meeting. No comments were received regarding the proposed amendment. Following the hearing, the Planning Commission acted to recommend that the City Council approve Ordinance No. 218.

Following receipt of comments at the public hearing, Council may act on the proposed Ordinance. A roll call vote is required. I recommend a motion to approve the proposed Ordinance No. 218. *Please refer to the attached Ordinance No. 218, the excerpt of draft minutes of the September 11th regular meeting, and public notice.*

5. B. Public Hearing and Subsequent Action – Ordinance No. 219 [ROLL CALL][Action Item]

Ordinance No. 219 would enact a newly recodified City of Jonesville Code. The recodification would update all references to Village to City, to reflect City incorporation. The new Code would also incorporate the approved City Charter, as well as all ordinance amendments that have been approved since the last general codification. The Code is reorganized, as well. A complete copy of the updated Code is available in City Hall for review and inspection. I recommend a motion to approve Ordinance No. 219. A roll call vote is required on an ordinance amendment. *Please refer to the attached Ordinance No. 219 and public notice.*

6. A. Region 2 Planning Commission FY 2020 Membership [Action Item]

The annual renewal of our membership in the Region 2 Planning Commission (R2PC) is attached. The organization provides assistance in all manner of planning and zoning matters and issues. Two-thirds of our dues payment is available to us to compensate for services provided and will be eligible for use to offset costs of planning services. The dues rate of \$609.66 remains unchanged from the last several years.

Council Member Jerry Drake represents the City on the R2PC board. I recommend a motion to approve continued membership in R2PC and payment of the fiscal year 2020 dues. *Please refer to the attached dues request.*

6. B. Water System Improvement Project – Contract No. 2 Pay Request [Action Item]

Attached is the second pay request for the meter upgrades associated with the Water System Improvement project from Ferguson Waterworks. Payment is for costs associated with installation of the antenna on the water tower. The project designer, Fleis and Vandenbrink, has reviewed and recommends payment in the amount of \$27,075.00. The balance of the project will include software installation and staff training, which will take place after HydroCorp installs new meters this Fall. I recommend a motion to approve the pay request, as stated. *Please refer to the application for payment and progress estimate.*

Correspondence:

- Notice of Public Act 57 Informational Meetings
- Michigan Municipal League: Elected Officials Training



PROCLAMATION

The City of Jonesville wishes to
formally recognize and appropriately honor

Jonesville Lumber

for more than a century of service to the citizens of Jonesville.

For 100 years and five generations, the Graves family
has contributed to the growth and development of this city,
as well as the county, region, the State of Michigan,
and communities in surrounding states.

While accomplishing this notable milestone, you have provided
consistent, quality service to your customers
and demonstrated innovation in your industry.

On behalf of the people of the City of Jonesville,
the Jonesville City Council
hereby expresses its congratulations for your accomplishments
and offers its best wishes for
your continued success and prosperity.

JONESVILLE CITY COUNCIL

Gerald Arno, Mayor

**CITY OF JONESVILLE
ORDINANCE NO. 218**

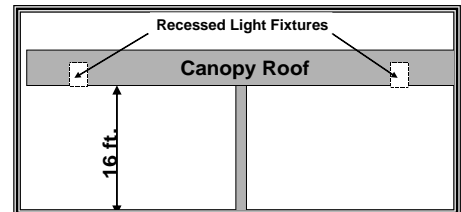
AN ORDINANCE TO AMEND THE ZONING ORDINANCE TO MODIFY
REGULATIONS ASSOCIATED WITH PROJECTIONS INTO YARDS; AND
TO ALLOW ELECTRONIC CHANGEABLE COPY SIGNS.

THE CITY OF JONESVILLE ORDAINS:

Section 1. **Amend Section 2.15 “Projections Into Yards” to read as follows:**

SECTION 2.15 PROJECTIONS INTO YARDS

- A. Architectural elements attached to and necessary to the integrity of the building, or the health or safety of the occupants, such as ramps for the disabled, cornices, eaves, gutters, chimneys, pilasters, unenclosed steps, fire escapes, and similar features shall be permitted to encroach upon the minimum setback requirements of this Ordinance, provided such projection into a required front or rear yard area is no closer than ten (10) feet from a street right-of-way line or rear lot line. No encroachment shall be permitted into the side setback of the lot.
- B. Terraces, patios, porches, and decks shall be permitted to encroach upon the minimum yard area and setback requirements of this Ordinance provided that they:
1. are attached to the main building; and
 2. may be covered with a roof supported by a column or columns that extends no more than 10 feet into the front or rear yard; and
 3. may be enclosed by a railing that shall not exceed forty-eight (48) inches in height and shall be at least 50% open; and
 4. are located no closer than ten (10) feet from a street right-of-way line or rear lot line; and
 5. do not encroach into the side setback of the lot.
- C. Canopy Roofs.
1. Canopy roofs, such as those for gas pump islands accessory to automobile service stations and other uses, drive-in restaurants, banks, and other similar uses shall be permitted to encroach into any required yard, provided that a minimum setback of twelve (12) feet is maintained from any property line.
 2. The height of the canopy roof shall not exceed sixteen (16) feet and be open on all sides.
 3. The colors and design of the canopy shall be compatible with the main building.



4. Lighting and signs on or within the canopy shall comply with the requirements of this Ordinance. Lights, including lenses and other portions of the lighting fixture, used for canopies shall be completely recessed in the canopy structure and shall not extend below the underside surface of the canopy, except that such fixtures may be surface mounted, provided that the fixtures are designed and constructed to achieve the same effect as the flush mounted fixture.

Section 2. Amend Section 19.02(J), Definition of “Changeable Copy Sign” to read as follows:

- J. Changeable copy sign: Any sign designed to allow the immediate and frequent change of copy by manual or electronic means.

Section 3. Amend Section 19.04, “General Sign Provisions,” Subsection K. to read as follows:

- K. All ground, freestanding and pylon signs may include changeable copy signs.

Section 4. Amend Section 19.04, “General Sign Provisions,” to add Subsection O., as follows:

- O. Changeable Copy Sign: Any sign, or portion of a sign, that uses electronic changeable copy shall comply with all of the following:
 1. Such signs shall have static displays. Video, animation, or special effects such as scrolling or moving copy or images, flashing, oscillating, and bursting shall not be permitted.
 2. The static image shall not change more than once every 8 seconds.
 3. The illumination level of the sign shall not exceed 0.3 footcandles over ambient light, measured at a distance equaling the square root of the product of the sign area multiplied by 100. The distance shall be rounded to the nearest whole number.
 - a. The sign shall be equipped with a sensor or other device that automatically determines the ambient illumination and is programmed to automatically dim according to ambient light conditions.
 4. The owner shall supply certification from the manufacturer or installer of the sign that the sign is programmed to meet the illumination levels, static times and image requirements stated in this ordinance. Further, the owner shall submit a signed letter certifying that they will comply with these standards in the operation of the sign.
 5. Verification of illumination levels, if necessary, shall be done utilizing the recommended practices described in the publication: *Night-time Brightness Level Recommendations for On-Premise Electronic Message Centers*, Updated August 2016 and produced by the International Sign Association.

Section 5. Publication and Effective Date

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

YEAS:

NAYS:

ABSENT:

ORDINANCE DECLARED ADOPTED ON _____, 2019

Gerald E. Arno, Mayor

Cynthia D. Means, Clerk

CERTIFICATION

I, Cynthia D. Means, being the Clerk of the City of Jonesville, do hereby certify that the foregoing is a true and correct copy of the City of Jonesville Ordinance No. 218, passed on the _____ day of _____, 201____. Further, I certify I caused the same to be published in a newspaper of general circulation within fifteen (15) days after adoption by the City Council of the City of Jonesville, County of Hillsdale and State of Michigan.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this _____ day of _____, 201____.

Cynthia D. Means, Clerk

**CITY OF JONESVILLE
PLANNING COMMISSION
Minutes of September 11, 2019**

A City of Jonesville Planning Commission meeting was held on Wednesday, September 11, 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, Jim Ackerson and Charles Crouch.

Absent: Jim Taipalus.

Also present: Manager Jeff Gray

The Pledge of Allegiance was led by Jerry Drake followed by a moment of silence.

There were no public comments.

A motion was made by Christine Bowman and supported by Jerry Drake to approve the agenda as presented. All in favor. Absent: Jim Taipalus. Motion carried.

A motion was made by Charles Crouch and supported by Annette Sands to approve the minutes of August 14, 2019. All in favor. Absent: Jim Taipalus. Motion carried.

The Public Hearing was opened at 7:02 p.m. There was no public comment. The Public Hearing was closed at 7:02 p.m.

After a brief discussion, a motion was made by Christine Bowman and supported by Jim Ackerson to recommend that the City Council approve the proposed Ordinance No. 218 which would allow an amendment to the Zoning Ordinance to permit covered porches, decks and patios to extend up to 10 feet in to the required front yard setback and to adjust sign regulations to allow for electronic message signs. Roll Call Vote: Ayes: Jerry Drake, Jim Ackerson, Christine Bowman, Charles Crouch, Annette Sands and Michael Venturini. Nays: None. Absent: Jim Taipalus. Motion carried.

Updates were provided by Manager Gray on the following topics; Klein Tool Building, Biggby Coffee, Traffic Signals on US-12, Spangler's vacant building, Water Project Flyer, Smart Meters being installed, along with project updates to the Iron Removal Plant.

The meeting was adjourned at 7:22 p.m.

Submitted by,

Cynthia D. Means
Clerk



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CITY OF JONESVILLE

NOTICE OF PUBLIC HEARING

The Jonesville City Council will hold a public hearing on Wednesday, October 16, 2019 at 6:30 p.m. at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, Michigan, for the purpose of hearing comments on Ordinance #218, an amendment to the Zoning Ordinance that would modify regulations associated with Projections into Yards; and to allow Electronic Changeable Copy Signs. Copies of the proposed ordinance are available at City Hall or online at www.jonesville.org. Please submit written comments to City Hall, 265 E. Chicago Street, Jonesville, MI 49250 or via email to clerk@jonesville.org no later than October 15, 2019.

Individuals with disabilities requiring auxiliary aids or services should contact the City of Jonesville in writing at the above addresses or by calling (517) 849-2104.

Cynthia D. Means, Clerk
City of Jonesville

**CITY OF JONESVILLE
ORDINANCE NO. 219**

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF JONESVILLE, MICHIGAN; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

THE CITY OF JONESVILLE ORDAINS:

Section 1. **Short Title.** This ordinance shall be known as the "City of Jonesville Code adopting ordinance" and may be so cited.

Section 2. **Adoption of Code.** The Code entitled the "City of Jonesville Code" and also known as "Code of Ordinances, City of Jonesville, Michigan," published by Municipal Code Corporation, consisting of chapters 1 through 36, each inclusive, is adopted.

Section 3. **Repealer.** All ordinances of a general and permanent nature enacted on or before October 16, 2019, and not included in the Code or recognized and continued in force by reference therein, are repealed.

Section 4. **Prior Ordinances not Revived.** The repeal provided for in section 3 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 5. **Penalty.** Unless another penalty is expressly provided, every person convicted of a violation of any provision of the Code or any ordinance, rule or regulation adopted or issued in the pursuance thereof shall be punished by a fine of not more than \$500.00 or imprisonment for not more than 90 days, or both. Each act of violation and each day upon which any such violation shall occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the City may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

Section 6. **Code Additions or Amendments.** Additions or amendments to the Code when passed in such form as to indicate the intention of the City to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

Section 7. **Later Ordinances.** Ordinances adopted after October 16, 2019 that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

Section 8. **Publication and Effective Date.** This Ordinance shall become effective on the date of publication in a newspaper of general circulation.

YEAS:

NAYS:

ABSENT:

ORDINANCE DECLARED ADOPTED ON _____.

Gerald E. Arno, Mayor

Cynthia D. Means, Clerk

CERTIFICATION

I, Cynthia D. Means, being the Clerk of the City of Jonesville, do hereby certify that the foregoing is a true and correct copy of the City of Jonesville Ordinance No. 219, passed on the _____ day of _____, 2019. Further, I certify I caused the same to be published in a newspaper of general circulation within fifteen (15) days after adoption by the City Council of the City of Jonesville, County of Hillsdale and State of Michigan.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this _____ day of _____, 2019.

Cynthia D. Means, Clerk



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CITY OF JONESVILLE

NOTICE OF PUBLIC HEARING

The Jonesville City Council will hold a public hearing on Wednesday, October 16, 2019 at 6:30 p.m. at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, Michigan, for the purpose of hearing comments on Ordinance #219, recodified City of Jonesville Code. The recodified code will update Village references to City, and will incorporate the approved City Charter and all ordinance amendments that have been approved since the last general codification. A complete copy of the updated Code is available for review in City Hall during regular business hours, 8:00A.M. to 4:30 P.M., Monday thru Friday. Please submit written comments to City Hall, 265 E. Chicago Street, Jonesville, MI 49250 or via email to clerk@jonesville.org no later than October 15, 2019.

Individuals with disabilities requiring auxiliary aids or services should contact the City of Jonesville in writing at the above addresses or by calling (517) 849-2104.

Cynthia D. Means, Clerk
City of Jonesville

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

RECEIVED
OCT 04 2019
BY: _____

September 25, 2019

Ms. Cindy Means, Clerk
City of Jonesville
265 E. Chicago Street
Jonesville, MI 49250

Dear Ms. Means,

I would like to take this opportunity to thank you for your membership in the Region 2 Planning Commission (R2PC) over this past fiscal year (October 2018 - September 2019). The R2PC, one of fourteen multi-county regional commissions covering the state of Michigan, is a voluntary association of local governments which provides a wide range of planning services to our member communities. These services include, but are not limited to, the preparation of land use/master plans; parks and recreations plans; zoning ordinances, zoning recommendations, and site plan reviews; and grant application assistance. Our staff also conducts area-wide planning activities such as preparing population and demographic analyses; coordinating state and federal transportation planning programs; preparing economic development plans and studies; as well as providing professional staff assistance to local boards and commissions.

Your continued support and participation has enabled the Region 2 Planning Commission to maintain the technical expertise required to assist local governments address both current and future planning issues and decisions. Dues for membership remain at the same level they have been for the past several years, \$0.27 per capita, applied to population based upon the 2010 U.S. Census. While a portion of the dues are used for area-wide planning activities, two-thirds of the dues are returned to your community in the form of direct services provided by R2PC staff. Membership also entitles your community to representation on the Region 2 Board of Commissioners and provides you the opportunity to participate in the decisions that govern our area-wide planning activities.

The staff of the Region 2 Planning Commission is available to discuss our planning services and how we can best assist your community in the new fiscal year. If you have any questions regarding your membership or the services the R2PC can provide, please call me at (517) 768-6706 or visit our website at www.region2planning.com.

Sincerely,



Steven M. Duke
Executive Director

Enclosure



Region 2 Planning Commission

120 W. Michigan Avenue
Jackson, MI 49201

Invoice

DATE: September 25, 2019

INVOICE NO.: HC - 24

FOR: FY 2020 Membership
Dues

RECEIVED
OCT 04 2019

BY: _____

Cindy Means, Clerk
City of Jonesville
265 East Chicago Street
Jonesville, MI 49250-1002

DESCRIPTION	AMOUNT
FY 2020 Membership Dues Based on the 2010 Census Population of 2,258 Membership Dues are calculated on \$.27 per capita	\$ 609.66
TOTAL	\$ 609.66

Make all checks payable to the Region 2 Planning Commission.
If you have any questions concerning this invoice, please contact
Jill Liogghio, Bookkeeper at 517.768.6701 or email to jliogghio@mijackson.org

Thank you.



October 8, 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. 2

Dear Mike,

Enclosed please find Application for Payment No. 2 for the referenced project from Ferguson Waterworks, in the amount of \$27,075.00 for work completed through October 1, 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,

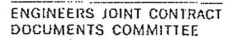
FLEIS & VANDENBRINK ENGINEERING, INC.

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



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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
2		\$116.23
TOTALS		\$191.73

NET CHANGE BY
CHANGE ORDERS

- \$191.73

1. ORIGINAL CONTRACT PRICE.....	\$	\$211,879.05
2. Net change by Change Orders.....	\$	-\$191.73
3. Current Contract Price (Line 1 ± 2).....	\$	\$211,687.32
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$	\$204,087.32
5. RETAINAGE:		
a. 5% X \$28,500.00 Work Completed.....	\$	\$1,425.00
b. X \$175,587.32 Stored Material.....	\$	
c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$1,425.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$202,662.32
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	\$175,587.32
8. AMOUNT DUE THIS APPLICATION.....	\$	\$27,075.00
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$	\$9,025.00

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.

By: 	Date:
---	-------

Payment of: \$ 2,000.00
(Line 8 or other - attach explanation of the other amount)

is recommended by: [Signature] (Engineer) 10/8/20 (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]

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

**JONESVILLE CITY COUNCIL
Minutes of September 18, 2019**

A meeting of the Jonesville City Council was held on Wednesday, September 18, 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 Thompson, WWTP Supt. Mahoney, Police Chief Lance, DPW Supt. Kyser, Treasurer Spahr, Fire Chief Adair, Lisa Adair and Patrick Denning.

Councilman Humphries led the Pledge of Allegiance and moment of silence.

A motion as made by Brenda Guyse and supported by Jerry Drake to approve the agenda as presented. All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by Delesha Padula to approve the Public Act 116 Application for Farmland Agreement from P&D Farms LLC. The owners, Patrick and Doug Denning, will enter into an agreement with the State of Michigan that the property would remain in agricultural use for a minimum of 10 years and in return the owners would receive certain income tax credits and exemption from local special assessments during the term of the agreement. The subject property is 32.4 acres and located on the west side of Olds Street, south of the Jonesville Industrial Park. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

Brenda Guyse made a motion to approve the Water System Improvement Project Contract No. 1 Pay Request in the amount of \$74,187.00. This pay request is for costs associated with shop drawings and contractor mobilization and is in accordance with the bid for the project. The motion was supported by Delesha Padula. All in favor. Motion carried.

A motion was made by Jerry Drake and supported by George Humphries Jr. to set a Public Hearing for Ordinance No. 218 for the October 16, 2019 City Council meeting to be held at 6:30 p.m. at the Jonesville City Hall. Ordinance No. 218 will amend the Zoning Ordinance to allow covered porches to extend up to 10 feet into a front or rear yard setback and to amend sign regulations to allow for electronic message signs. All in favor. Motion carried.

Brenda Guyse made a motion to set a Public Hearing for Ordinance No. 219 for the October 16, 2019 City Council meeting to be held at 6:30 p.m. at the Jonesville City Hall. Ordinance No. 219 would enact a newly recodified City of Jonesville Code. The Code will update all references of Village to City, to reflect City incorporation. The motion was supported by Tim Bowman. All in favor. Motion carried.

A motion was made by Andy Penrose and supported by Delesha Padula to cast a vote for the incumbent (Jan Stegeman, Mayor, City of Menominee) for re-election to the MML Liability and Property Pool Board of Directors. All in favor. Motion carried.

The Jonesville Freedom Memorial Fund Activity Statement from the Hillsdale County Community Foundation was provided to Council showing an investment return of 9.8% year-to-date. Reimbursement of incurred expenses during fiscal year 2018-19 is also reflected on the statement.

Brenda Guyse made a motion and was supported by Jerry Drake to approve the minutes of August 21, 2019. All in favor. Motion carried.

A motion was made by Andy Penrose and supported by Delesha Padula to approve the Accounts Payable for September 2019 in the amount of \$127,542.85. All in favor. Motion carried.

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

The meeting was adjourned at 7:07 p.m.

Submitted by:

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
ADDISON FIRE & EMS	FIRE TRAINING AGREEMENT	1,000.00
APOLLO FIRE EQUIPMENT CO.	JFD - SCBA CYLINDERS	9,260.00
BAKER, VICKI/B & B CLEANING,	SEPTEMBER CLEANING SERVICES	545.00
BRINER OIL CO., INC.	MVP - BULK TANK	206.85
	JFD - GASOLINE	80.20
		287.05
BUTTERS EXCAVATING & LAWN CAF	SEPTEMBER CEMETERY MAINT/BURIALS	2,891.67
CENTURY A & E FACILITIES DESI	WWTP - LAB DESIGN	537.50
CLEAR VIEW WINDOW CLEANING	CITY HALL/JPD OUTSIDE WINDOW CLEANING	33.00
CMP DISTRIBUTORS, INC.	JPD - SUPPLIES	530.20
	JPD - UNIFORMS	175.75
	JPD - SUPPLIES	(250.00)
		455.95
CONSUMERS ENERGY	CEMETERY ELECTRICITY	29.68
	FREEDOM MEMORIAL ELECTRICITY	40.06
	JFD - TRUCK BAY ELECTRICITY	138.66
	JFD - TRAINING ROOM ELECTRICITY	62.21
	EMERGENCY SIREN ELECTRICITY	24.30
	CITY HALL SECOND FLOOR ELECTRICITY	24.44
	FAST PARK ELECTRICITY	51.08
	DDA - METERED PARKING LOT LIGHTS	88.85
	JPD ELECTRICITY	258.89
	RADIO TOWER ELECTRICITY	31.70
	CITY HALL ELECTRICITY	224.34
	DPW ELECTRICITY	83.36
	WRIGHT ST PARK ELECTRICITY	27.94
	WWTP ELECTRICITY	4,447.10
		5,532.61
CSZ SERVICES, LLC	ASSESSING SERVICES	5,400.00
CURRENT OFFICE SOLUTIONS	COPIER MAINTENANCE	68.93
DRAKE, JERRY	R2PC MEETING	35.38
FIRST ADVANTAGE OCC HEALTH SV	DPW - CDL TESTING	100.00
FLEIS & VANDENBRINK ENG, INC.	WATER IMPROVEMENT PROJECT	4,113.25
GALLS	JPD - UNIFORMS	486.96
GRAINGER	WWTP - REPAIRS	274.11
	WWTP - REPAIRS	135.30
		409.41
GREENMARK EQUIPMENT	MVP - SUPPLIES	90.76
	MVP - REPAIRS	47.42
		138.18
HAMMERSMITH EQUIPMENT COMPANY	WATER - SUPPLIES	149.00
HILLSDALE CO FIREFIGHTERS ASS	JFD - ROSE/FIRE TRAINING	380.00
HILLSDALE MEDIA GROUP	PUBLIC HEARING NOTICES - ORD 218 & 219	130.50
HUGHES, ED	CDL LICENSE	60.00
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM	520.00
JACKSON, CITY OF	JFD - 7 USED PAGERS	175.00
JONES & HENRY ENGINEERS, LTD	SAW GRANT	2,005.00
JONESVILLE HARDWARE	OPERATING SUPPLIES	235.70
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	47.36
	DDA - DRINKING FOUNTAIN	38.71
	JFD WATER/SEWER	49.26
	JPD WATER/SEWER	47.36
	MVP - WATER/SEWER	47.36
	WWTP WATER/SEWER	96.45
	WRIGHT ST PARK WATER/SEWER	49.02
		375.52
KEN STILLWELL FORD-MERCURY, I	JPD - 19 FORD/OIL CHANGE	52.75
LOVINGER & THOMPSON, P.C.	LEGAL FEES	120.00
MEANS, CINDY	REC/BS&A TRAINING	183.28
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS SERVICE	23.26
	WWTP GAS SERVICE	72.41
	CITY HALL GAS SERVICE	40.95

10/10/2019
User: LSPAHR
DB: Jonesville

CITY OF JONESVILLE
INVOICE APPROVAL LIST
10/17/2019

Page: 2/2

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	GAS LIGHT SERVICE	61.91
	JPD GAS SERVICE	36.35
		234.88
MICHIGAN LAWN & LANDSCAPE	MOWING SERVICES	2,762.56
MY-LOR, INC	JFD - SUPPLIES	143.00
PARRISH EXCAVATING, INC	BORING FOR NEW WATER SERVICE	840.00
PERFORMANCE AUTOMOTIVE	MVP - REPAIRS	271.98
POINT RENTAL & SALES	MVP - OPERATING SUPPLIES	17.95
	MVP - OPERATING SUPPLIES	22.95
	MVP - OPERATING SUPPLIES	5.99
	MVP - VEHICLE REPAIRS	8.31
		55.20
POSTMASTER	POSTAGE - WATER/SEWER BILLS	235.20
POWERS CLOTHING, INC.	WATER - SHIPPING CHARGES	20.44
REGION 2 PLANNING COMMISSION	MEMBERSHIP RENEWAL	609.66
ROTARY CLUB OF JONESVILLE	GRAY - ANNUAL DUES	500.00
SOUTHERN MICHIGAN SEALCOATING	WRIGHT ST PARKING LOT - SEALCOAT/STRIPE	470.00
SOUTHERN MICHIGAN SEALCOATING	SEALCOAT/STRIPE NORTH PARKING LOT	4,000.00
SPAHR, LENORE	BS&A TRAINING	56.85
SUPERFLEET MASTERCARD PROGRAM	GASOLINE	807.60
UNIFIRST CORPORATION	CITY HALL/JPD FLOOR MATS	29.50
	WWTP - UNIFORM RENTAL	36.79
	WWTP - UNIFORMS	37.12
	MVP - SHOP TOWELS	27.47
	WWTP - UNIFORM RENTAL	37.12
	WWTP - UNIFORM RENTAL	39.32
	MVP - SHOP TOWELS	26.22
	WWTP - UNIFORM RENTAL	69.67
		303.21
USA BLUEBOOK	WWTP - SUPPLIES	600.85
UTILITY SERVICE CO, INC	WATER TOWER MAINT CONTRACT	7,431.18
VERIZON WIRELESS	JPD/DPW-CELL PHONES/JPD IN-CAR MODEMS	178.67
	DPW CELL PHONE	25.00
		203.67
WORKHEALTH	DPW - DOT PHYSICAL	70.00
	Total:	55,297.92

2019

MONTHLY REPORT

Month	City	Scipio	Fayette	Mutual aid	Training/Meetings
MONTH	CITY	Scipio	Fayette	Mutual aid	Training/Meeting
JANUARY	2	1	4	4	3
FEBRUARY	3	1	2	6	2
MARCH	2	2	2	3	3
Quarter total	7	4	8	13	8
APRIL`	2	1	4	0	3
MAY	2	2	9	0	6
JUNE	5	0	0	1	10
Quarter total	9	3	13	1	19
JULY	2	0	6	0	4
AUGUST	2	1	1	6	3
SEPTEMBER	6	2	1	5	3
Quarter total	10	3	8	11	10
OCTOBER					
NOVEMBER					
DECEMBER`					
Quarter total					
YEAR TOTAL					

DATE	TYPE OF CALL	LOCATION	MEMBERS
2-Sep	Lift assist	2771 E. Chicago(Mutual aid)REU	5
3-Sep	Lift assist	1551 E. Chicago(Mutual aid)REU	9
3-Sep	Grass fire	Concord/Litchfield Rd.(Scipio)	11
4-Sep	Lift assist	1551 E. Chicago(Mutual aid)REU	4
4-Sep	Smoke Investigation	Jonesville Golf course(City)	3
4-Sep	Lift assist	1551 E. Chicago(Mutual aid)REU	4
4-Sep	Meeting	Station(Meeting)	14
6-Sep	Vehicle fire	475 E. Chicago St.(City)	7
6-Sep	Lift assist	1551 E. Chicago(Mutual aid)REU	7
11-Sep	Consumers power training	Station(Training)	12
13-Sep	1 car rollover	Moore/at railroad tracks(Fayette)	11
15-Sep	Structure fire	121 Drayton St.(City)	13
20-Sep	Tractor Fire/ Hay bailor	Reading ave/Olds st. field(City)	9
21-Sep	Fire alarm	260 Gaiage St.(City)	9
25-Sep	Clean-up	Station(Training)	12
27-Sep	3 Car P.I.(Unfound)	Us-12/ Milnes Rd(Scipio)	9
30-Sep	Fire Alarm/false	470 Salem Dr.(City)	7

MONTHLY OPERATING REPORT

SEPTEMBER 2019

SUBMITTED: October 9, 2019

WATER FLOW

MAXIMUM	259,000
MINIMUM	141,000
AVERAGE	196,100
TOTAL	5.903 MG

WASTEWATER FLOW

MAXIMUM	313,200
MINIMUM	255,500
AVERAGE	2754,900
TOTAL	8.2770 MG

CALLOUTS: **None**

OPERATION & MAINTENANCE

The plant was not in compliance with the NPDES permit limitations during the month of September 2019. The biochemical oxygen demand limit was violated. The thirty day average limit is 4 mg/l. The plant averaged 5 mg/l. This may have been due to temperature fluctuations during the month.

All plant maintenance was completed.

The 80 foot antenna at the wastewater plant that will be used for communications was installed by DMCI. The new antenna on the water tower was also installed.

Plant Staff met with a representative from Century A/E concerning the design of the wastewater and water laboratory.

Radiological water samples were collected and sent in for analysis. These are required every nine years.

Lagoon discharge season started on October 1, 2019. Plant Staff performed pre-discharge analysis for Reading, Litchfield, and Camden.

Third quarter 2019 drinking water invoices were completed and submitted to City Hall. The third quarter total was \$2,720.00. The annual invoiced total for the first three quarters was \$7,300.00. Walk in business totaled \$577.00 for the month of September.

The Michigan Department of Environment, Great Lakes, and Energy conducted a sanitary survey on the City water system. It was concluded that the water plant was in need of improvements.

5-Day Biochemical Oxygen Demand

NPDES Permit Limit in September 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—5 mg/l

Average Percent Removal from the Raw Wastewater—96.4 %

Total Suspended Solids

NPDES Permit Limit in September 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—1.7 mg/l

Average Percent Removal from the Raw Wastewater—98.8%

Total Phosphorus

NPDES Permit Limit in September 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—0.4 mg/l

Average Percent Removal from the Raw Wastewater—92.2%

Ammonia Nitrogen

NPDES Permit Limit in September 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—0.5 mg/l

Average Percent Removal from the Raw Wastewater—97.4%

Jonesville Daily Maximum—1.97 mg/l

Rick Mahoney

Jonesville Dept of Public Works

September 2019

Monthly Report

	Maintenance	Salt	Sand	Top Dirt	COLD MIX
STATE HIGHWAYS	0 HR DT 0 HR OT	0 Ton	0 Yd.	0 Yd.	0 Ton
MAJOR ROADS	0 HR DT 0 HR OT	0 Ton	0 Yd.	0 Yd.	0 Ton
LOCAL ROADS	0 HR DT 0 HR OT	0 Ton	0 Yd.	0 Yd.	0 Ton
PARKING LOTS	0 HR DT 0 HR OT	0 Ton	0 Yd.	0 Yd.	0 Ton
POLICE STATION	0 HR OT	0 Ton	0 Yd.	0 Yd.	
FIRE DEPARTMENT	0 HR OT	0 Ton	0 Yd.	0 Yd.	
DPW DEPT	0 HR OT				
LDFA	0 HR DT				
WATER	2 HRS DT 0 HR OT		4 Yds.	6 Yds.	0 Ton
Cemetery		0 Ton	0 Yd.	0 Yd.	0 Ton

There was one call out.

The call out was for repairing a water main leak from the MDOT street light project.

We have been doing the weekly Yard Waste Collection.

We installed a new water service at 204 West Street.

We installed a new water service at the school gym on Concord Rd.

Tree limbs were trimmed on the Rail Trail.

Water meters were read for the month of September.

We have been trimming trees around town.

Southern Michigan Sealcoating sealed & painted the N. parking lot & Wright St. parking lot.

The Rail Trail was mowed.

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 SEPTEMBER 2019

Total reports written: 80
Theft from Motor Vehicle: 1
Assault and Battery: 4
UDAA: 1
Fraud: 1
Larceny: 3
Weapons Offense: 1
Non Violent Domestic: 5
Malicious Destruction of Property: 0
Natural Death: 1
Retail Fraud: 9
Driving Law Violations (MISD): 3
Public Roadway Accidents: 8
Private Property Accidents: 4
Obstructing Justice: 2
Other Arrests: 5 (warrants, traffic-DWLS/Revoked, etc.)
Nuisance Animals: 1
Civil Matter/Family Disputes: 4
Medical Emergency: 7
Alarms: 3
Trespass: 0
Suspicious Situations: 10
General Assistance: 11
Traffic/Moving Violations: 21
Warrants Received from Prosecutor: 7
September Patrol Shift Coverage: 65%

OCTOBER FOCUS

Church Safety Plan/IACP Conference
Police Officer Posting

Homecoming Parade
Halloween Patrol



City of
Jonesville

265 E. Chicago Street, Jonesville, MI 49250

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

NOTICE OF PUBLIC ACT 57 INFORMATIONAL MEETINGS

DOWNTOWN DEVELOPMENT AUTHORITY LOCAL DEVELOPMENT AUTHORITY

PLEASE TAKE NOTICE that the City of Jonesville Downtown Development Authority (DDA) and Local Development Finance Authority (LDFA) will hold Informational Meetings, pursuant to Public Act 57 of 2018.

The first meeting will be a joint meeting of the DDA and LDFA, held on Monday, October 21, 2019 at 6:30 p.m. in the Jonesville Police Department Conference Room, located at 116 W. Chicago Street, Jonesville, MI 49250. A quorum of the City Council, Planning Commission, and Zoning Board of Appeals may also be in attendance at this meeting.

The second Informational Meeting of the DDA will be held just prior to their Regular Meeting at 7:30 a.m. on Tuesday, November 12, 2019. The Regular Meeting of the DDA will commence immediately following the Informational Meeting. The meeting will be held at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, MI 49250.

The second Informational Meeting of the LDFA will be held just prior to their Regular Meeting at 7:45 a.m. on Wednesday, December 18, 2019. The Regular Meeting of the LDFA will commence immediately following the Informational Meeting. The meeting will be held at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, MI 49250.

Individuals with disabilities requiring auxiliary aids or services should contact the City of Jonesville in writing at 265 E. Chicago Street, Jonesville, MI 49250 or by calling (517) 849-2104.

Respectfully,

Cynthia D. Means, Clerk



michigan municipal league

1675 Green Road
Ann Arbor, MI 48105-2530

RECEIVED
OCT 10 2019
734.662.3246
800.653.2483
734.662.8083
mml.org

BY: _____

Dear Mr. Jeffrey M. Gray:

Many communities will soon be holding local elections and welcoming new officials to their team. To help these new officials get off to the best start, the League is offering a specialized training entitled "You Won! Now What?"

The course covers core topics that will help educate first-time elected officials, as well as seasoned officials, on basic functions such as:

- Overview of basic local government
- Roles and responsibilities of local elected officials
- Open Meetings Act (OMA)
- Freedom of Information Act (FOIA)
- Government finance
- Panel discussion with seasoned elected officials
- League services

The course will be held in a variety of locations across the state:

- Nov. 19 – Sterling Heights
- Dec. 3 – Grayling
- Dec. 11 – Lansing
- Jan. 14 – Walker
- Jan. 23 – Ann Arbor

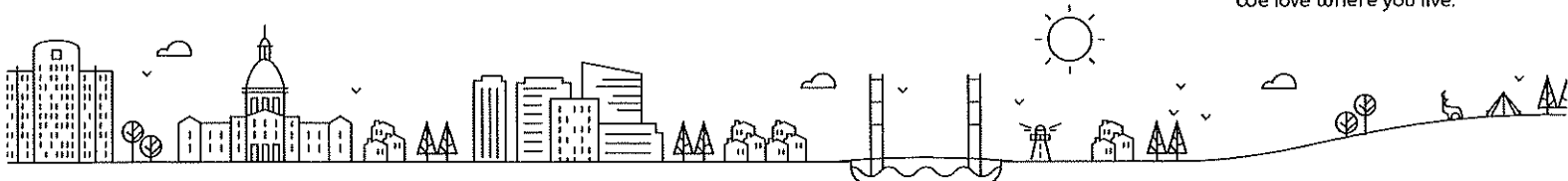
Please share this information with any newly elected officials in your community. To register, please visit www.mml.org or complete the registration form on the back of the enclosed flier.

We hope to see your newly elected officials at an upcoming training!

Sincerely,

Kelly Warren
Director, Membership & Affiliate Engagement

We love where you live.



You Won! Now What? Elected Officials Training

Cost: League Member: \$100; League Nonmember Government, \$165

Name of Municipality or Firm

Billing Address/State/Zip:

Phone #:

Fax #:

Please choose training location ☐ Sterling Heights ☐ Grayling ☐ Lansing ☐ Walker ☐ Ann Arbor

Name	Title	Email
1		
2		
3		
4		

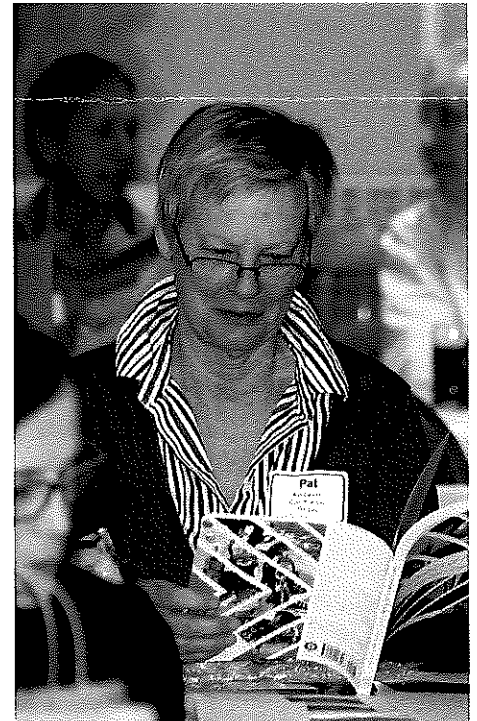
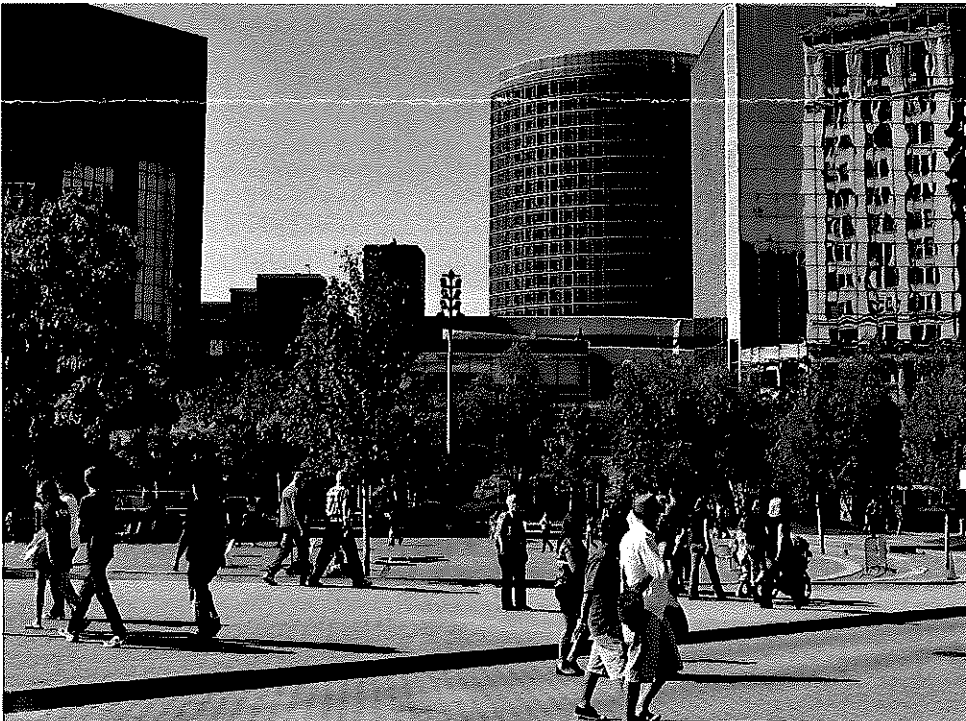
Payment Info: Cost: \$ _____ x Quantity: _____ = Total Due: \$ _____

Cancellation Policy

All cancellations must be submitted in writing either by fax, 734-669-4223 or email, registration@mml.org. No refunds will be given for cancellation requests received after (4 business days before event). For a full list of registration policies, please visit www.mml.org, then click on training/events.

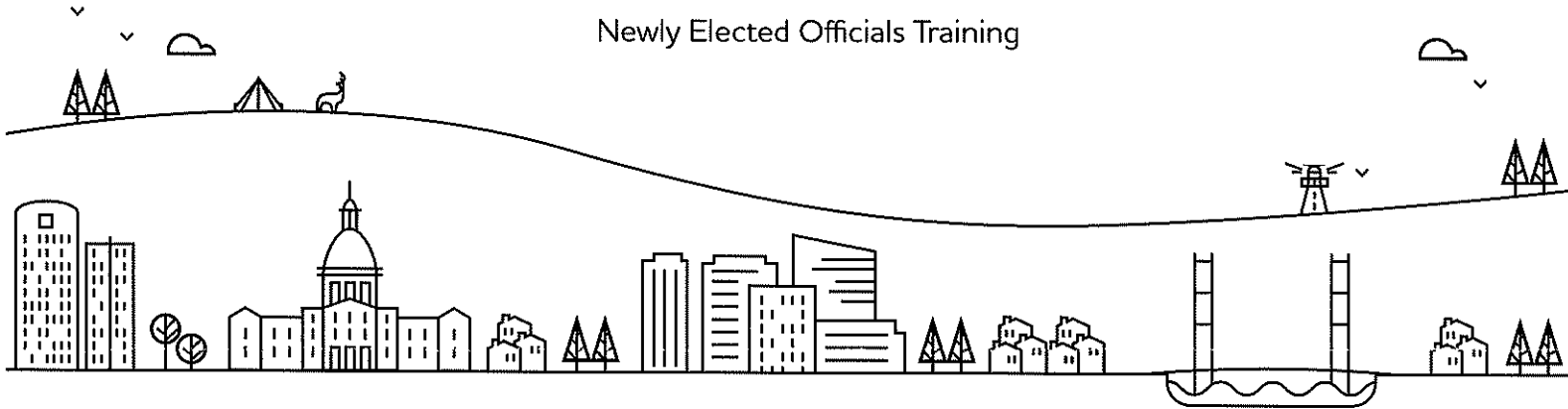
To Register

1. If paying by credit card, register online by visiting www.mml.org. On the home page located on the right hand side under "My League," click on "View and Register for Events."
2. If paying by check, please mail this form along with a check payable to the Michigan Municipal League, P.O. Box 7409, Ann Arbor, MI 48107-7409.



You Won! Now What?

Newly Elected Officials Training



This newly elected officials training consists of core topics that will help educate first-time elected officials, as well as seasoned officials, on the basic functions they will need to know in their roles as public leaders. Topics include: introduction to League services; an overview of basic local government; roles and responsibilities of elected officials; Open Meetings Act (OMA); Freedom of Information Act (FOIA); lobbying 101; and a panel discussion with seasoned elected officials.

NOV
19, 2019

Sterling
Heights, MI

DEC
3, 2019

Grayling, MI

DEC
11, 2019

Lansing, MI

JAN
14, 2020

Walker, MI

JAN
23, 2020

Ann Arbor, MI

COST PER PERSON
League Member, \$100

League Nonmember
Government, \$165

ABOUT THE SPEAKERS
League Staff & Experienced
Elected Officials

AGENDA
Check-in & light dinner 5:30 pm
Begin 6:00 pm
Adjourn 9:15 pm

**EDUCATION CREDITS
APPROVED FOR THIS
PROGRAM**
3 EOA