



**CITY OF JONESVILLE
COUNCIL AGENDA
APRIL 15, 2020 - 6:30 P.M.**

Pursuant to Governor Whitmer's Executive Order 2020-15, participation in this meeting will be by Telephone Conference. The Council, staff and public wishing to participate may do so by calling the following telephone number and, when prompted, enter the Conference Code:

**DIAL-IN TELEPHONE CONFERENCE NUMBER: 1-313-209-3070
CONFERENCE CODE: 372482**

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / A MOMENT OF SILENCE**
- 2. RULES FOR CONDUCT OF MEETINGS**
 - A. Resolution 2020-09 – Rules for Participation in Remote Meetings [ROLL CALL][Action Item]
- 3. APPROVAL OF AGENDA** [ROLL CALL][Action Item]
- 4. 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.
- 5. PRESENTATIONS AND RECOGNITIONS**
 - A. None.
- 6. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION**
 - A. None
- 7. REPORTS AND RECOMMENDATIONS**
 - A. Resolution 2020-10 – Affirming Emergency Directives – COVID-19 [ROLL CALL][Action Item]
 - B. Resolution 2020-11 – Suspend Delinquent Water/Sewer Fees [ROLL CALL][Action Item]
 - C. Recreation Baseball and Softball Season [ROLL CALL][Action Item]
 - D. Water System Improvement Project – Contract No. 1 Pay Request [ROLL CALL][Action Item]
 - E. Schedule a Special Meeting – FY 2020-21 Budget [ROLL CALL][Action Item]
- 8. COUNCIL MINUTES**
 - A. Consider minutes of the March 18, 2020 Regular Meeting [ROLL CALL][Action Item]
- 9. ACCOUNTS PAYABLE**
 - A. Accounts Payable for April 2020 totalling \$64,370.39 [ROLL CALL][Action Item]
- 10. 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 – Manager Gray

11. ADJOURNMENT



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: April 9, 2020
Re: Manager Report and Recommendations – April 15, 2020 Council Meeting

2. A. Resolution 2020-09 – Rules for Participation in Remote Meetings [ROLL CALL][Action Item]

Due to the COVID-19 pandemic and the risks to public health associated with assembly in large groups, the Governor has issued Executive Order 2020-15 allowing temporary authorization for participation in public meetings. The order permits local governments to conduct public meetings through the use of telephone or video conferencing technology. The attached resolution would provide rules of conduct for such meetings by City Council and other public bodies of the City. The current order is in effect through 11:59 p.m. on Wednesday, April 15th. The resolution would remain in effect until that date, or later if the order is extended by the Governor. The April 15th meeting will be conducted by telephone conference under these rules. Only the City Manager and Clerk will be permitted to be present at City Hall during the meeting. Please see the separate attachment for information on connecting to the call. The order requires all actions taken by telephone conference to be conducted by roll call vote. Please refer to the attached *Resolution 2020-09*.

6. A. Resolution 2020-10 – Affirming Emergency Directives – COVID-19 [ROLL CALL][Action Item]

Following the declaration of a state of emergency by Governor Whitmer, the City Manager has acted in consultation with City Staff, the Mayor and Council to implement certain directives to comply with the Governor's Executive Orders and to protect the health, safety and welfare of our employees and the public. The attached resolution would affirm the actions to date and provides the conditions that the Manager may continue to take those actions necessary to address public health concerns related to the COVID-19 pandemic and to comply with State and Federal directives. Please note that the Governor's Executive Order 2020-21 to Stay Home, Stay Safe is set to expire at 11:59 p.m. on Monday, April 13th, as of the writing of this report. It is anticipated that the order may be extended or amended for additional time prior to the Council meeting on Wednesday night. A roll call vote is required to act on the resolution. *Please refer to Resolution 2020-10.*

6. B. Resolution 2020-11 – Suspend Delinquent Water/Sewer Fees [ROLL CALL][Action Item]

Various Executive Orders have been issued to help halt the spread of COVID-19 that have also impacted the ability of businesses in the City to remain open to the public and for residents to maintain regular employment. Continued utility billing is necessary to assure that we can operate and provide drinking water and sanitary sewer services. In conversation with Mayor and Mayor Pro Tem, it was suggested that the Council discuss the option of suspending the practice of charging late fees on bills for a defined period. The attached resolution would impact bills that were issued in March and are late at this time, as well as those issued in April and May. These bills would be for services used in February, March and April. A motion and roll call vote are necessary to act on the resolution. *Please refer to Resolution 2020-11.*

6. C. Recreation Baseball and Softball Season [ROLL CALL][Action Item]

Due to current public health risks associated with the COVID-19 pandemic and Governor Whitmer's Executive Order 2020-21 to Stay Home and Stay Safe, staff has suspended the acceptance of recreation season registrations and all other activities associated with preparing for the ball season. It is difficult to

anticipate, at this time, whether there will be a safe time this spring and summer to conduct the season. In addition, economic conditions are, obviously, not ideal for asking businesses to provide sponsorships or for families to pay for registration. It is recommended that Council consider cancelling the recreational ball season for 2020. Recreation Director Means is compensated for her ball season responsibilities on a prorated basis through the year. If the season is cancelled, it is recommended that the Recreation compensation be suspended for the balance of the calendar year; Mrs. Means has been made aware of this recommendation. A motion and roll call vote are required to take action regarding the season.

6. D. Water System Improvement Project – Contract No. 1 Pay Request [ROLL CALL][Action Item]

Attached is the eighth pay request for the Iron Removal Plant improvements from Parrish Excavating, Inc. Payment is for costs associated with work completed and equipment purchased to date and is in accordance with the bid for the project. Work this period includes the controls and operation of one water filter, and restoration of service to the second well. The request includes a 10% retainage, which will be paid upon satisfactory completion of the project. The project designer, Fleis and Vandenbrink, has reviewed and recommends payment in the amount of \$200,731.99. I recommend a motion to approve the pay request, as stated. *Please refer to the application for payment and progress estimate.*

6. E. Schedule a Special Meeting – FY 2020-21 Budget

[ROLL CALL][Action Item]

Due to the challenges of completing the Fiscal Year budget while meeting social distancing best practices, I recommend that the Special Meeting for the budget be scheduled for Wednesday, May 27, 2020 at 6:30 p.m. at City Hall or by remote means, if still required or advisable. This date is later than the May 6th date originally anticipated in the budget calendar; no special meeting is anticipated for that night at this time.

Correspondence:

- Certificate of Completion – Spahr Remote Work Webinar

2020-09

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – RULES FOR PARTICIPATION IN REMOTE MEETINGS

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, and State of Michigan, held in the City Hall in said City on the 15th day of April 2020, at 6:30 in the p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Council Member _____ and supported by Council Member _____.

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death and it is caused by a new strain of virus that has not previously identified in humans and can easily spread from person to person; and

WHEREAS, President Donald Trump has declared a National Emergency, State of Michigan Governor Gretchen Whitmer has declared a state of emergency, and Hilldale County Board of Commissioners Mark Wiley has issued a Declaration of Local Emergency as a result of the COVID-19 outbreak; and

WHEREAS, on March 23, 2020, Governor Whitmer issued Executive Order 2020-21 which suspends all in-person government activities that are not necessary to sustain or protect life; orders individuals living in the State of Michigan to stay at home; and prohibits public and private gatherings of any number of people occurring among persons not part of a single household; and

WHEREAS, on March 18, 2020, Governor Whitmer issued Executive Order 2020-15 which temporarily suspends certain rules and procedures relating to physical presence of members at meetings and hearings of public bodies so as to enable public bodies to continue to conduct public business during the COVID-19 emergency and so as to enable the general public to continue to participate in government decision making without unduly compromising public health, safety, and welfare; and

WHEREAS, to allow the City Council and all other City boards, commissions, and committees (hereinafter referred to collectively as “Public Bodies”) to continue to conduct public business, and to allow the public to attend meetings of the Public Bodies remotely, consistent with and in compliance with Executive Order 2020-15, the Jonesville City Council desires to establish rules to authorize and allow its members and those of other Public Bodies, and members of the public to attend meetings of the Public Bodies by telephone or other electronic means as set forth in this Resolution;

NOW, THEREFORE, BE IT RESOLVED that the Jonesville City Council immediately authorizes its members, members of other Public Bodies, and members of the public to attend all meetings of Public Bodies by telephone or other electronic means and establishes rules as follows:

A. NOTICE OF MEETINGS:

1. For every meeting to be held remotely pursuant to this Resolution, the City Clerk shall post on the homepage of the City’s website in a conspicuous location either the following information or a link to the following information and also in the

window of Jonesville City Hall at 265 E. Chicago Street, Jonesville, MI, the following:

- a. An explanation of the reason why the public body is meeting electronically.
- b. Detailed procedures by which the public may participate in the meeting electronically, including a telephone number, internet address, or both.
- c. Procedures by which persons may contact members of the public body to provide input or ask questions on any business that will come before the public body at the meeting.
- d. Procedures by which persons with disabilities may participate in the meeting.

B. CONDUCT OF THE MEETING:

1. The telephone or other electronic technology utilized for the remote meeting shall permit the members of the Public Body in attendance to hear and be heard by the other members of the Public Body in attendance, and shall permit the participants from the general public to hear the members of the Public Body and be heard by the members of the Public Body and the other participants during a public comment period.
2. A member's remote attendance shall be considered attendance for the purpose of establishing a quorum.
3. Any vote by a member participating remotely pursuant to this resolution shall be counted in the total number of votes for any matter and shall not be held invalid for the reason that it was cast by a member remotely.
4. If any member is participating remotely, all votes on any matter shall be taken by roll call vote.
5. For closed sessions conducted under this policy, each member and authorized attendee of the closed session shall not allow anyone else to hear or view the closed session. All members and authorized attendees of the closed session shall affirm, before the closed session begins, that they are in compliance with this subsection.
6. Emails, texting, or other forms of electronic communication by or between members during the meeting shall not be allowed.

C. ATTENDANCE BY MEMBERS OF THE PUBLIC:

1. Immediately after calling the meeting to order, the City Clerk or other designated facilitator shall ensure that the dial-in number or other means of conducting the meeting remotely is working. If the dial-in number or other means of conducting the meeting remotely is not working, the meeting shall be immediately adjourned by the chair of the meeting without any decision or deliberation on any matter.
2. If any member of the public is attending remotely, each member of the public shall be provided an opportunity to provide public comment during a public comment portion of the agenda pursuant to the rules of the Public Body on public comment. Such opportunity shall be given by the City Clerk or designated facilitator asking each individual who is attending the meeting by telephone other electronic means they have any public comment. If the member of the public is attending by a remote means that provides a "raise your hand" or other similar

tool, then the City Clerk or designated facilitator shall only call on those members of the public who have access to and have used the tool.

- 3. If any member of the public is attending, and a closed session is called by the Public Body as permitted by the Open Meetings Act, a separate call-in number or other electronic means of remotely participating shall be available for the Public Body to utilize for the closed session that is not available to the public. The City Clerk shall clearly state at what point in the agenda the closed session will occur, the projected length of the closed session, and that the public will not be able to hear the Public Body or provide comment during the closed session. The Public Body shall return to the public meeting following closed session to adjourn the meeting or take other action as necessary.

BE IT FURTHER RESOLVED that this Resolution is intended to establish rules for and authorize participation by remote access by members of City of Jonesville Public Bodies and attendance by remote access by members of the public in the interest of the public health, safety, and welfare during the COVID-19 outbreak while preserving meaningful access to meetings and communication for Public Body members and members of the public, including members of the press and other news media; and

BE IT FURTHER RESOLVED that in the event of a conflict between this Resolution and the Rules of the City Council or other Public Body, the terms of this Resolution shall control; and

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately and shall remain in effect until April 15, 2020 at 11:59 pm or for so long as Executive Order 2020-15 is in effect, whichever is longer.

Upon a roll call vote, the following voted:

AYES: Members:

NAYS: Members:

ABSENT: Members:

RESOLUTION DECLARED ADOPTED.

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 and State of Michigan at a regular meeting held on the 15th day of April, 2020, and that public notice was given pursuant to Act 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

2020-10

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – AFFIRM EMERGENCY DIRECTIVES

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, and State of Michigan, held in the City Hall in said City on the 15th day of April 2020, at 6:30 in the p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Council Member _____ and supported by Council Member _____.

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death and it is caused by a new strain of virus that has not previously identified in humans and can easily spread from person to person; and

WHEREAS, State of Michigan Governor Gretchen Whitmer has declared a state of emergency to harness resources across the state to slow the spread of the virus including, but not limited to, prohibiting large assemblages and events and ordering the closure of all K-12 school buildings (Executive Order 2020-11), authorizing remote participation in public meetings and hearings (Executive Order 2020-15), closing or limiting the operation of public business such as theaters, bars, casinos and restaurants (Executive Order 2020-20), suspending activities that are not necessary to sustain or protect life (Executive Order 2020-21), and restoring water service to occupied residences (Executive Order 2020-28); and

WHEREAS, COVID-19 has had a negative economic impact on the citizens and businesses of the City and will continue to do so for weeks or months to come; and

WHEREAS, the City Council has determined it is in the best interests of the health, safety and welfare of the City to provide for the continued essential operations of the City and to take actions authorized under the Emergency Management Act, Act 390 of 1976 (the "Act") and in compliance with Executive Orders issued by the Governor in response to the COVID-19 pandemic.

NOW, THEREFORE, BE IT RESOLVED that the Jonesville City Council affirms the following actions and directives initiated by the City Manager to minimize the spread of COVID-19 in the City of Jonesville:

- A. No work orders or appointments shall be scheduled for inspection inside of homes and businesses in the City related to sewer or water utility issues, except in the case of emergency or to prevent risk to life or property.
- B. No water services will be shut off due to nonpayment of water bills. Previously shut off services to unoccupied dwellings and other buildings are not affected by this directive.
- C. All City buildings are closed to the public. Staff remains on site during business hours and business may be conducted by phone, email and the City's website.
- D. Spring yard waste and brush pickup is postponed during the duration of Executive Order 2020-21.
- E. The spring bulk trash clean-up is postponed during the duration of Executive Order 2020-21.
- F. Zoning permits will only be issued for essential work needed to provide safe shelter during

- the duration of Executive Order 2020-21.
- G. Campfire permits shall not be issued until the expiration of Executive Order 2020-21 or May 9, 2020, which ever date is later, provided that conditions are deemed safe for such fires at that time by the Fire Chief.
 - H. Pursuant to Executive Order 2020-21, the number of City employees present on premises shall be limited to no more than is strictly necessary to perform the business's or operation's critical infrastructure functions, with remote work practiced to the fullest extent possible. Department schedules shall be subject to approval of the City Manager.
 - I. Employees working on premises shall maintain social distancing and other mitigation measures directed in Executive Order 2020-21.

BE IT FURTHER RESOLVED that during this State of Emergency and until further action by the City Council, the City Manager may impose, modify, or authorize exceptions to, any existing City policy or established practice as necessary to respond to the COVID-19 pandemic, including but not limited to strategies to reduce transmission among staff, protect people at higher risk for adverse health complications, and to provide and maintain essential and necessary governmental operations and services while minimizing the spread of the virus and the possible negative impacts to City residents. These powers include, but are not limited to, restricting access to facilities, reassigning employment duties, acquiring new software, authorizing work from remote locations, compensating staff for work or being available to work, as well as making necessary and reasonable emergency expenditures to acquire necessary facilities or supplies. The City Manager shall regularly advise the City Council of all such actions taken and the City Council retains control to reverse or modify any such measures taken by the City Manager; and

BE IT FURTHER RESOLVED that this resolution shall continue until the termination of the State of Emergency under section 3 of Executive Order 2020-4 or by further resolution of the City Council; and

BE IT FURTHER RESOLVED that any resolution inconsistent with this Resolution is hereby repealed, but only to the extent necessary to give this resolution full force and effect. Upon a roll call vote, the following voted:

AYES: Members:

NAYS: Members:

ABSENT: Members:

RESOLUTION DECLARED ADOPTED.

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 and State of Michigan at a regular meeting held on the 15th day of April, 2020, and that public notice was given pursuant to Act 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

2020-11

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – SUSPEND DELINQUENT WATER AND SEWER ACCOUNT FEES

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, and State of Michigan, held in the City Hall in said City on the 15th day of April 2020, at 6:30 in the p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Council Member _____ and supported by Council Member _____.

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death and it is caused by a new strain of virus that has not previously identified in humans and can easily spread from person to person; and

WHEREAS, State of Michigan Governor Gretchen Whitmer has declared a state of emergency to harness resources across the state to slow the spread of the virus including, but not limited to, prohibiting large assemblages and events and ordering the closure of all K-12 school buildings (Executive Order 2020-11), authorizing remote participation in public meetings and hearings (Executive Order 2020-15), closing or limiting the operation of public business such as theaters, bars, casinos and restaurants (Executive Order 2020-20), suspending activities that are not necessary to sustain or protect life (Executive Order 2020-21), and restoring water service to occupied residences (Executive Order 2020-28); and

WHEREAS, COVID-19 has had a negative economic impact on the citizens and businesses of the City and will continue to do so for weeks or months to come; and

WHEREAS, Sections 34-99(b) and 34-134(b) of the Code of Ordinances authorize City Council to set rates and charges for public water usage and public sewer usage, respectively, by resolution.

NOW, THEREFORE, BE IT RESOLVED that the Jonesville City Council does hereby suspend the addition of delinquent charges to water and/or sewer accounts for unpaid balances on bills issued during the months of March, April and May of 2020 for water and sewer usage during February, March and April of 2020.

Upon a roll call vote, the following voted:

AYES: Members:

NAYS: Members:

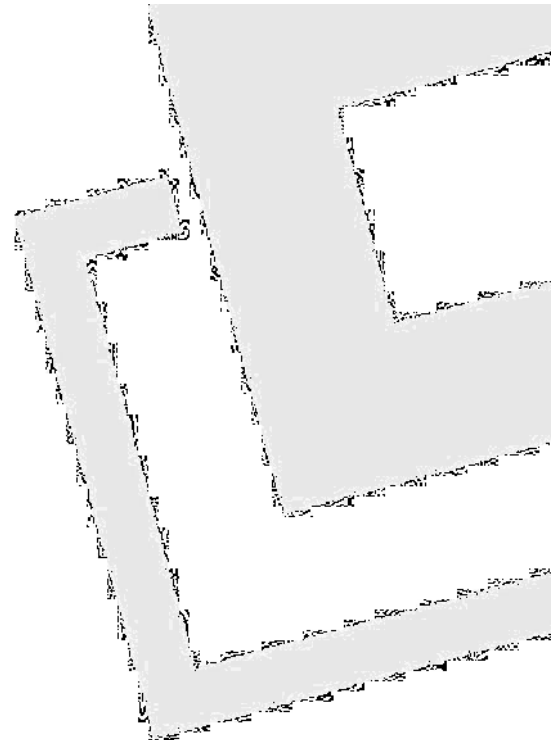
ABSENT: Members:

RESOLUTION DECLARED ADOPTED.

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 and State of Michigan at a regular meeting held on the 15th day of April, 2020, and that public notice was given pursuant to Act 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



April 6, 2020

Mr. Rick Mahoney
Water and Wastewater Superintendent
City of Jonesville
265 E Chicago Street
Jonesville, MI 49250

RE: USDA Water System Improvements Project
Contract 1: Water Treatment Plant Improvements
Parrish Excavating, Inc. Pay Application No. 8

Dear Rick,

Enclosed please find Application for Payment No. 8 for the referenced project from Parrish Excavating, Inc., in the amount of \$200,731.99 for work completed through March 2020.

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 located below the typed name.

Mike Vander Ploeg, P.E.
Project Engineer

Enclosure

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


Application Period: February 26, 2020 - March 25, 2020		Application Date: 3/25/2020
To (Owner): City of Jonesville	From (Contractor): Parrish Excavating, Inc.	Via (Engineer): Fleis & Vandenbrink
Project: USDA Water System Improvements Project	Contract: Mark Diamond	
Owner's Contract No.:	Contractor's Project No.: 19-074	Engineer's Project No.: 833560

**Application For Payment
Change Order Summary**

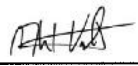
Approved Change Orders				
Number	Additions	Deductions		
CO #1		\$41,908.00	1. ORIGINAL CONTRACT PRICE.....	\$ \$1,920,128.00
CO#2	\$2,283.57		2. Net change by Change Orders.....	\$ -\$16,728.26
CO#3	\$22,896.17		3. Current Contract Price (Line 1 ± 2).....	\$ \$1,903,399.74
			4. TOTAL COMPLETED AND STORED TO DATE	
			(Column F on Progress Estimate).....	\$ \$1,473,765.77
			5. RETAINAGE:	
			a. X 10% Work Completed.....	\$ \$147,376.58
			b. X Stored Material.....	\$
			c. Total Retainage (Line 5a + Line 5b).....	\$ \$147,376.58
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$ \$1,326,389.19
TOTALS	\$25,179.74	\$41,908.00	7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ \$1,125,657.20
NET CHANGE BY CHANGE ORDERS	-\$16,728.26		8. AMOUNT DUE THIS APPLICATION.....	\$ \$200,731.99
			9. BALANCE TO FINISH, PLUS RETAINAGE	
			(Column G on Progress Estimate + Line 5 above).....	\$ \$577,010.55

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (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 Work covered by prior Applications for Payment; (2) title of 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 Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By:  Date: 3/23/2020

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

is recommended by:  _____
(Engineer) (Date)

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

is approved by: _____
(Owner) (Date)

Approved by: _____
Funding Agency (if applicable) (Date)

	A	B	C	D	E	F	G	H	I	J	K	L
1	Progress Estimate - Lump Sum Work										Contractor's Application	
2												
3	For (Contract): City of Jonesville - Water System Improvements Project, Contract 1					#19-074		Application Number: 8				
4												
5	Application Period: 02/26/20 - 3/25/20					Application Date: 3/25/2020						
6												
7												
8												
9			Work Completed				E	F		G		
10	A		B	C		D	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)		
11	Specification Section No.	Description		Scheduled Value (\$)	From Previous Application (C+D)	This Period						
12	Div. 01	Mobilization		\$43,950.00	\$30,765.00	\$2,198.00		\$32,963.00	75.0%	\$10,987.00		
13	Div. 01	Bonds & Insurance		\$19,760.00	\$19,760.00			\$19,760.00	100.0%			
14	Div. 01	General Conditions		\$89,600.00	\$62,720.00	\$4,480.00		\$67,200.00	75.0%	\$22,400.00		
15	Div. 02	Bldg/M/E/Demolition		\$104,360.00	\$93,924.00	\$2,321.00		\$96,245.00	92.2%	\$8,115.00		
16	Div. 03	Site Concrete		\$15,937.00	\$6,937.00			\$6,937.00	43.5%	\$9,000.00		
17	Div. 04	Masonry		\$19,100.00						\$19,100.00		
18	Div. 06	General Trades		\$19,326.00						\$19,326.00		
19	Div. 07	Roofing & Sheet Metal		\$38,187.00	\$38,187.00			\$38,187.00	100.0%			
20	Div. 08	Openings		\$49,750.00		\$22,000.00		\$22,000.00	44.2%	\$27,750.00		
21	Div. 09	Finishes		\$49,086.00	\$23,500.00	\$11,720.00		\$35,220.00	71.8%	\$13,866.00		
22	Div. 10	Specialties		\$2,800.00						\$2,800.00		
23	Div. 22 & 23	Building Plumbing & HVAC		\$27,800.00	\$25,280.00			\$25,280.00	90.9%	\$2,520.00		
24	Div. 26	Building Electrical		\$59,978.00	\$58,190.39	\$1,787.61		\$59,978.00	100.0%			
25	Div. 26	Electrical Equipment		\$89,978.00	\$89,978.00			\$89,978.00	100.0%			
26	Div.31	SESC		\$5,000.00	\$5,000.00			\$5,000.00	100.0%			
27	Div. 31	Earthwork		\$76,220.00	\$36,220.00			\$36,220.00	47.5%	\$40,000.00		
28	Div. 32	Asphalt Paving		\$11,000.00						\$11,000.00		
29	Div. 32	Restoration		\$5,000.00						\$5,000.00		
30	Div. 33	Yard Piping		\$97,000.00	\$97,000.00			\$97,000.00	100.0%			
32	Div. 40	Process Piping & Valves		\$434,290.00	\$244,640.00	\$26,436.00		\$271,076.00	62.4%	\$163,214.00		
33	Div. 40	Instrumentation		\$74,044.00	\$74,044.00			\$74,044.00	100.0%			
34	Div. 43	Chemical Feed Equipment		\$37,718.00	\$36,626.00			\$36,626.00	97.1%	\$1,092.00		
35	Div. 46	Iron Removal Vessels		\$404,800.00	\$221,770.00	\$142,560.00		\$364,330.00	90.0%	\$40,470.00		
36	Div. 46	Well Modifications		\$58,836.00	\$58,836.00			\$58,836.00	100.0%			
37	Div. 46	Well Evaluation & Rehab		\$2,000.00	\$2,000.00			\$2,000.00	100.0%			
38	Electrical Allow.	Electrical Service Allowance		\$30,000.00	\$20,654.00			\$20,654.00	68.8%	\$9,346.00		
39	Gas Allow.	Gas Service Allowance		\$5,000.00	\$1,121.06			\$1,121.06	22.4%	\$3,878.94		
40	OSI Allow.	Owner System Integrator Allowance		\$55,000.00	\$27,618.96	\$9,532.94		\$37,151.90	67.5%	\$17,848.10		
41	Comm. Allow.	Communication Service Allowance		\$12,000.00	\$10,079.07			\$10,079.07	84.0%	\$1,920.93		
42	Alt #3	Deductible Alt. 3, High Service Pump No. 1		(\$17,392.00)	(\$17,392.00)			(\$17,392.00)	100.0%			
43	CO #1	Change Order No 1		(\$41,908.00)	(\$41,908.00)			(\$41,908.00)	100.0%			
44	CO #2	Change Order No 2		\$2,283.57	\$2,283.57			\$2,283.57	100.0%			
45	CO #3	Change Order No 3		\$22,896.17	\$22,896.17			\$22,896.17	100.0%			
46												
47												
48												
49												
50												
51												
52	Totals			\$1,903,399.74	\$1,250,730.22	\$223,035.55		\$1,473,765.77		\$429,633.97		

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

JONESVILLE CITY COUNCIL

March 18, 2020

A meeting of the Jonesville City Council was held on Wednesday, March 18, 2020 at the Jonesville City Hall. Mayor Pro-Tem Tim Bowman called the meeting to order at 6:30 p.m. Council members present were: Brenda Guyse, George Humphries Jr., and Delesha Padula.

Also present: Manager Gray, Police Chief Lance and Fire Chief Adair.

The Pledge of Allegiance was recited and a moment of silence was held.

A motion was made by Brenda Guyse and supported by Delesha Padula to approve Clerk Means to take minutes via phone. All in favor. Absent: Gerry Arno, Jerry Drake and Andy Penrose. Motion carried.

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

A motion was made by Delesha Padula and supported by Brenda Guyse to table the Resolutions for Citizen of the Year for a future date due to the Coronavirus (COVID-19). All in favor. Absent: Gerry Arno, Jerry Drake and Andy Penrose. Motion carried.

Delesha Padula made a motion to approve a three-year contract for Cemetery Sexton Services with Butters Excavating and Lawn Care with a proposed increase in the annual charge for mowing and leaf services to \$28,500, along with an increase in an adult burial to \$400. The Cemetery Committee recommends approval of a three-year contract beginning April 1, 2020. George Humphries supported the motion. All in favor. Absent: Gerry Arno, Jerry Drake and Andy Penrose. Motion carried.

A motion was made by Brenda Guyse and supported by Delesha Padula to approve the amended Cemetery Fee Schedule, changing the adult burial fee from \$425 to \$450. All in favor. Absent: Gerry Arno, Jerry Drake and Andy Penrose. Motion carried.

After a brief discussion regarding new radios for the department from Fire Chief Adair, a motion was made by Brenda Guyse and supported by George Humphries Jr. to approve the purchase of 15 radios and accessories from Adrian Communications in the amount of \$14,553, minus a rebate of \$1,275. All in favor. Absent: Gerry Arno, Jerry Drake and Andy Penrose. Motion carried.

George Humphries Jr. made a motion and was supported by Delesha Padula to approve Resolution 20-06 and 20-07; Citywide Streetlight Contracts with Consumers Energy. Resolution 20-06 will approve a contract for the non-LED lights and Resolution 20-07 will approve a contract for LED lights. All in favor. Roll Call Vote: Ayes: Brenda Guyse, George

Humphries Jr., Delesha Padula and Tim Bowman. Nays: None. Absent: Gerry Arno, Jerry Drake and Andy Penrose. Motion carried.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to approve a two-year extension for the Contract for Mowing Services for the same rates. Michigan Lawn and Landscape has provided mowing and weed control services on several public properties for several years. All in favor. Absent: Gerry Arno, Jerry Drake, and Andy Penrose. Motion carried.

A motion was made by Delesha Padula and supported by Brenda Guyse to approve Water System Improvement Project – Contract No. 1 Pay Request in the amount of \$279,460.87. Work this period includes the demolition of one filter tank and the painting and installation of one new replacement filter tank and filter media. All in favor. Absent: Gerry Arno, Jerry Drake and Andy Penrose. Motion carried.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to approve Resolution 2020-08 – Fire Insurance Escrow. This resolution will establish a fire insurance escrow account and to authorize the City Manager to register with the State of Michigan. Roll Call Vote: Ayes: Brenda Guyse, George Humphries Jr., Delesha Padula and Tim Bowman. Nays: None. Absent: Gerry Arno, Jerry Drake and Andy Penrose. Motion carried.

George Humphries Jr. made a motion and was supported by Brenda Guyse to approve the Council minutes of February 5, 2020. All in favor. Absent: Gerry Arno, Jerry Drake and Andy Penrose. Motion carried.

A motion was made by Delesha Padula and supported by George Humphries Jr. to approve the accounts Payable for March 2020 in the amount of \$137,812.43. All in favor. Absent: Gerry Arno, Jerry Drake and Andy Penrose. Motion carried.

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

The meeting was adjourned at 7:18 p.m.

Submitted by,

Cynthia D. Means
Clerk

Tim Bowman
Mayor Pro-Tem

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
ALPHA PRODUCTIONS	WATER/WWTP - AUTOCLAVE REPAIR	1,538.84
AMERICAN WATER WORKS ASSOC.	MEMBER #02751427 RENEWAL	350.00
AQUA-LINE, INC.	WATER - LEAK DETECTION SERVICE	1,030.20
	WATER - LEAK DETECTION SERVICE	1,353.60
		2,383.80
AT&T	LOCAL/LONG DISTANCE	2,291.38
BAKER, VICKI/B & B CLEANING,	JPD/JFD/CITY HALL CLEANING	545.00
BARRETT, JILL ANN	MARCH 2020 ELECTION	261.48
BUTTERS EXCAVATING & LAWN CAF	CEMETERY SEXTON/MAINTENANCE SERVICES	3,391.67
CMP DISTRIBUTORS, INC.	JPD - EQUIPMENT	897.00
CONSUMERS ENERGY	JPD ELECTRICITY	180.70
	EMERGENCY SIREN ELECTRICITY	25.90
	JFD TRAINING ROOM ELECTRICITY	73.94
	JFD TRUCK BAY ELECTRICITY	164.21
	CITY-WIDE STREET LIGHTS	2,092.42
	CIY-WIDE LED STREET LIGHTS	482.09
	DOWNTOWN/PARKING LOT LIGHT ELECTRICITY	585.91
	METERED PARKING LOT LIGHT ELECTRICITY	85.50
	UNMETERED PARKING LOT LIGHT ELECTRICITY	26.14
	DPW BUILDING ELECTRICITY	178.75
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	29.40
	598 IND PKWY SPRINKLER METER ELECTRICITY	25.77
	WATER TOWER ELECTRICITY	86.85
	CITY HALL ELECTRICITY	183.01
	CITY HALL SECOND FLOOR ELECTRICITY	25.36
	DDA BUILDING ELECTRICITY	427.96
	IRON REMOVAL PLANT ELECTRICITY	2,233.90
	CEMETERY ELECTRICITY	29.54
	FREEDOM MEMORIAL ELECTRICITY	39.66
	FAST PARK ELECTRICITY	47.57
	RADIO TOWER ELECTRICITY	39.75
	WRIGHT ST PARK ELECTRICITY	27.24
	DOWNTOWN/STREETSCAPE LIGHTS	629.56
	CITY-WIDE LED LIGHTS	491.28
	DDA - UNMETERED PARKING LOT LIGHTS	26.17
	CITY-WIDE STREETLIGHTS	1,478.07
	LDFA - 100 DEAL PKWY SPRINKLER METER ELECTRICITY	30.23
	WATER TOWER ELECTRICITY	104.36
	LDFA - 598 IND PKWY SPRINKLER METER ELECTRICITY	25.77
		9,877.01
CSZ SERVICES, LLC	ASSESSING SUPPLIES	215.63
	ASSESSOR SERVICES	5,400.00
		5,615.63
FIRST NATIONAL BANK OMAHA	CONFERENCES/ENVELOPES/ETC	3,459.98
FLEIS & VANDENBRINK ENG, INC.	WATER SYSTEM IMPROVEMENTS	20,192.97
FLINT, MARCIA J	MARCH 2020 ELECTION	226.56
GALLS	JPD - UNIFORMS	464.85
HILLSDALE COUNTY TREASURER	2020 DOG LICENSES	685.00
HILLSDALE MEDIA GROUP	REC - TIP OFF ADVERTISING	100.00
	REC - HILLSDALE DAILY NEWS ADVERTISING	200.00
		300.00
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM	520.00
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	47.36
	DPW WATER/SEWER	47.36
	WWTP WATER/SEWER	150.48
	JPD WATER/SEWER	47.36
	JFD WATER/SEWER	59.20
	WRIGHT ST PARK WATER/SEWER	35.67
		387.43
LOVINGER & THOMPSON, P.C.	LEGAL FEES	619.75
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS SERVICE	234.64
	POLICE DEPT GAS/HEAT SERVICE	120.27

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	FIRE DEPT GAS/HEAT SERVICE	301.52
	CITY HALL GAS/HEAT SERVICE	125.32
	WWTP GAS/HEAT SERVICE	2,215.14
	DPW GAS/HEAT SERVICE	200.40
	GAS LIGHT SERVICE	54.65
		3,251.94
NORM'S TIREMAN	MVP - TRACTOR 1/TRACTOR 2 TIRES	1,893.22
PERFORMANCE AUTOMOTIVE	WWTP/MVP - SUPPLIES/TOOLS/REPAIRS	591.12
POSTMASTER	POSTAGE - WATER/SEWER BILLS	243.39
	METER POSTCARDS/STAMPS	466.60
		709.99
POWERS CLOTHING, INC.	WWTP - SHIPPING/DOHENY RETURN	23.00
SCHARP, JO ANN	MARCH 2020 ELECTION	238.63
STATE OF MICHIGAN	DDA - TRAFFIC SIGNAL PROJECT	2,677.56
STOCKHOUSE CORPORATION	WATER/SEWER - METER READ CARDS	89.40
UNIFIRST CORPORATION	MVP - SHOP TOWELS	26.22
	WWTP - UNIFORMS	36.79
	CITY HALL/JPD FLOOR MATS	29.50
	WWTP - UNIFORMS	36.79
	WWTP - UNIFORMS	36.79
		166.09
USA BLUEBOOK	WATER - SUPPLIES	96.62
VERIZON WIRELESS	JPD/DPW-CELL PHONES/JPD IN-CAR MODEMS	247.53
	DPW - CELL PHONE	25.00
		272.53
WALMART COMMUNITY/SYNCB	OFFICE/OPERATING SUPPLIES	42.44
WARNER PUBLISHING CO	REC - HOMER INDEX ADVERTISING	157.50
WATER ENVIRONMENT FEDERATION	MAHONEY - MEMBERSHIP RENEWAL	152.00
	Total:	64,370.39

DATE	TYPE OF CALL	LOCATION	MEMBERS
4-Mar	Meeting	Station (Meeting)	15
8-Mar	Grass Fire	1760 E Mosherville Rd (Mutual Aid) Litchfield	12
8-Mar	Grass Fire	1411 W. Hastings Lake (Scipio)	12
10-Mar	Lift Assist	10340 Milnes Rd (Mutual Aid) REU	9
11-Mar	Training	Station (Training)	10
15-Mar	Vehicle Fire	701 Olds St/Wallamrt (City)	11
16-Mar	Assist CPR	312 South St (Mutual Aid) REU	9
18-Mar	Lift Assist	148 Jermain St. (Mutual Aid) REU	9
19-Mar	Fire Alarm/False	260 Gage St. (City)	9
28-Mar	Citizens Assist	NA(City)	2
28-Mar	Structure Fire	Anderson Rd SpeedRack (Mutual Aid)Litchfield	13
29-Mar	Power Lines	7028 Concord Rd (City)	9
30-Mar	C.O Alarm	202 Hillcrest Ct (City)	11

Month	City	Scipio	Fayette	Mutual aid	Training/Meetings	Total
MONTH	CITY	Scipio	Fayette	Mutual aid	Training/Meeting	
JANUARY	6	3	1	3	3	16
FEBRUARY	5	0	2	8	3	18
MARCH	5	1	0	5	2	13
Quarter total						47
APRIL`						0
MAY						0
JUNE						0
Quarter total						0
JULY						0
AUGUST						0
SEPTEMBER						0
Quarter total						0
OCTOBER						0
NOVEMBER						0
DECEMBER`						0
Quarter total						0
YEAR TOTAL						47

MONTHLY OPERATING REPORT

March 2020

SUBMITTED: April 8, 2020

WATER FLOW

MAXIMUM	250,000
MINIMUM	120,000
AVERAGE	172,100
TOTAL	5.336 MG

WASTEWATER FLOW

MAXIMUM	430,200
MINIMUM	348,400
AVERAGE	386,400
TOTAL	11.9778 MG

CALLOUTS: 3-Power Outage

OPERATION & MAINTENANCE

The plant was in compliance with the NPDES permit limitations during the month of March 2020.

All plant maintenance was completed.

Lagoon analysis began for Camden, Reading, and Merry Lake, North Adams, & Litchfield.

February and March walk in water analysis was completed totaling \$680.00.

IRON REMOVAL PLANT PROGRESS

The first new filter was installed and all the air operated valves used during operation and backwash were installed and finetuned. The filter is now in operation and has been operating properly. Michigan EGLE was on site for a site inspection of the new system.

5-Day Biochemical Oxygen Demand

NPDES Permit Limit in March 2020—20 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—2.6 mg/l

Average Percent Removal from the Raw Wastewater—97.7 %

Total Suspended Solids

NPDES Permit Limit in March 2020—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—1.8 mg/l

Average Percent Removal from the Raw Wastewater—97.9%

Total Phosphorus

NPDES Permit Limit in March 2020—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—90.6%

Ammonia Nitrogen

NPDES Permit Limit in March 2020—7.0 mg/l Daily Maximum

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—0.164 mg/l

Average Percent Removal from the Raw Wastewater—98.4%

Jonesville Daily Maximum—0.48 mg/l

Rick Mahoney

Jonesville Dept of Public Works

March 2020

Monthly Report

	Maintenance	Salt	Top Dirt	Sand	COLD MIX
STATE HIGHWAYS	0 HR DT 0 HR OT	0 Ton	0 Yd.	0 Yd.	.625 Ton
MAJOR STREETS	0 HR DT 0 HR OT	0 Ton	0 Yd.	0 Yd.	.38 Ton
LOCAL STREETS	0 HR DT 0 HR OT	0 Ton	4.50 Yds.	0 Yd.	.25 Ton
PARKING LOTS	0 HR DT 0 HR OT	0 Ton			0 Ton
POLICE STATION	0 HR OT	0 Ton			
FIRE DEPARTMENT	0 HR OT	0 Ton			
DPW DEPT	0 HR OT				
LDFA	0 HR OT				
WATER	0 HR DT 0 HR OT		3 Yds.	6 Yds.	0 Ton
State Police	0 HR OT	0 Ton			

There were no call outs.

We cold patched state, Major and Local Street.

We cleaned storm drains on State, Major and Local Streets.

We have started our spring maintenance on are equipment.

A new water pump was installed in the vac-truck.

The carpets were cleaned before the election at the Fire Station.

All of the sites we had broken water mains & services were cleaned up & top dirt put in.

The DDA benches were repaired and cleaned.

The Rail Trail was swept.

We graded the road edges on State, Major and Local Streets.

We changed a curb stop at 312 Strait Ct. as it was leaking.

I have been working on my budget.

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 MARCH 2020

Total reports written: 99

Assault and Battery: 1

Domestic Assault: 1

Non-Violent Domestic: 2

Theft from Motor Vehicle: 13

Fraud: 0

Larceny: 4

Malicious Destruction of Prop: 1

Retail Fraud: 9

Obstructing Justice: 4

Family Neglect NV: 2

Public Roadway Accidents: 5

Private Property Accidents: 1

Other Arrests: 5 (warrants, traffic-DWLS/Revoked, etc.)

Civil Matter/Family Disputes: 2

Medical Emergency: 7

Alarms: 2

Natural Death: 1

Nuisance Animals: 1

Trespass: 2

Suspicious Situations: 13

General Assistance: 19

Traffic/Moving Violations: 14

Warrants Received from Prosecutor: 8

March Patrol Shift Coverage: 68%

**CITY OF JONESVILLE
CASH BALANCES**

	February-2020	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	46,457.24
General Fund CLASS Acct	101-000-007	1,283,584.89
General Fund Cemetery CLASS Acct	101-000-007.100	92,722.29
General Fund Alloc of Assets CLASS	101-000-007.200	411,908.81
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	58,882.12
Major Streets CLASS Acct	202-000-007	240,690.71
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	6,543.04
Local Streets CLASS Acct	203-000-007	665,922.42
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	10,283.66
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	12,481.94
LDFA Operating CLASS Acct	247-000-007	2,003,089.83
D.D.A.:		
DDA Now Checking	248-000-001	8,916.03
DDA Operating CLASS Acct	248-000-007	163,772.97
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	118,674.57
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	250,772.32
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,130,707.78
WATER FUND:		
Water Receiving Now Checking	591-000-001	47,572.47
Water Receiving CLASS Acct	591-000-007	329,749.07
Water Plant Improvement CLASS Acct	591-000-007.100	383,281.23
Water Tower Maint CLASS Acct	591-000-007.300	51,857.23
Water Maint CLASS Acct	591-000-007.400	32,094.07
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	18,369.86
Equip. Replace CLASS - Police Car	661-000-007.301	26,723.27
Equip. Replace CLASS - Fire Truck	661-000-007.336	186,906.13
Equip. Replace CLASS - DPW Equip	661-000-007.463	70,831.56
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	20,500.79
CURRENT TAX:		
Current Tax Checking	703-000-001	70,481.02
Current Tax Savings Account	703-000-002	553,414.17
PAYROLL FUND CHECKING:		
	750-000-001	8,475.36
GRAND TOTAL		8,305,676.85



**SUNSET VIEW CEMETERY ACTIVITY REPORT
JANUARY 2020**

	Lot Sales*	Interments				Foundations Purchased	Burial Rights Transfers	Disinterments
		Adult	Child	Infant	Cremation			
January**	-10	0	0	0	0	0	0	0
February	2	0	0	0	0	0	0	0
March	0	2	0	0	0	0	0	0
2020 Totals	-8	2	0	0	0	0	0	0

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

** The City purchased 10 unused lots in the Annex during the month of January

February/March Activities:

- Sexton Services Contract
- Relocate water well equipment

April/May Focus:

- Spring maintenance

Certificate of Attendance

The Center for Technology & Training

Certifies that

LENORE SPAHR

completed 1.5 hours of instruction during the

**Keeping Your Agency Connected at a Distance:
A Webinar on Remote Work Tools on April 1, 2020**



Timothy Colling, P.E., Ph.D, Director
Center for Technology & Training



Center for
Technology & Training

Ilichian Technological University • Department of Civil & Environmental Engineering



**Michigan's
Local Technical
Assistance Program**