



**CITY OF JONESVILLE
COUNCIL AGENDA
AUGUST 19, 2020 - 6:30 P.M.
WRIGHT STREET PARK, 416 WRIGHT STREET**

The Council intends to meet at Wright Street Park, 416 Wright Street, Jonesville, MI 49250 and the public is welcome to attend. Please bring a lawn chair and plan to practice appropriate social distancing. Masks are required where distance cannot be maintained.

In the event of inclement weather, participation in the meeting will be held by Zoom Meeting pursuant to Governor Whitmer's Executive Order 2020-154. The Board, staff and public wishing to participate may do so by visiting the web address on a computer or electronic device or by calling the following telephone number. When prompted enter the Meeting ID and Password.

WEB ADDRESS: www.zoom.us
CALL-IN TELEPHONE NUMBERS:

1-312-626-6799 or
1-929-205-6099

MEETING ID: 893 2086 5302
PASSWORD: 526894

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / A MOMENT OF SILENCE**
- 2. APPROVAL OF AGENDA** [ROLL CALL][Action Item]
- 3. PUBLIC COMMENTS / AUDIENCE PRESENTATIONS**
Citizens wanting to address the Council can do so at this time. Persons addressing the Council are requested to give their name and address for the record when called on by the Mayor.
- 4. PRESENTATIONS AND RECOGNITIONS**
 - A. None
- 5. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION**
 - A. United States Department of Agriculture-Rural Development (USDA-RD) Community Facilities Grant – Fire and DPW Vehicles
- 6. REPORTS AND RECOMMENDATIONS**
 - A. Consider Appointment – Planning Commission Vacancy [Action Item]
 - B. Water System Improvement Project – Contract No. 1 Pay Requests [Action Item]
 - C. Affirm Street Preventative Maintenance [Action Item]
 - D. Fiscal Year 2019-20 Budget Amendments [Action Item]
 - E. Fiscal Year End 2020 Budget Comparison [Discussion Item]
- 7. COUNCIL MINUTES**
 - A. Consider minutes of the July 15, 2020 Regular Meeting [ROLL CALL][Action Item]

8. ACCOUNTS PAYABLE

- A. Accounts Payable for July 2020 totalling \$129,394.82

[ROLL CALL][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 Activity Report – City Manager

10. OTHER BUSINESS

- A. City Manager Annual Review

11. ADJOURNMENT



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: August 14, 2020
Re: Manager Report and Recommendations – August 19, 2020 Council Meeting

PLEASE NOTE that we intend to meet at **Wright Street Park**. Staff will provide tables and chairs for Council and staff. The public is welcome to attend and is encouraged to bring a lawn chair. Social distancing will be observed and masks are required where distancing cannot be maintained.

In the event of inclement weather, the meeting will be held by Zoom meeting. If a Zoom meeting is necessary, we intend to provide notice around 3:00 p.m. on the afternoon of August 19th.

5. A. United States Department of Agriculture – Rural Development (USDA-RD) Community Facilities Grant – DPW and Fire Vehicles

The purpose of the public hearing is to receive public comments regarding the City's intent to seek grant funding to support the purchase of a new dump truck and fire tanker. The vehicles are scheduled for replacement in the current fiscal year. Purchase of the vehicles is estimated at approximately \$150,000 and \$200,000, respectively. Quotes will be solicited from vehicle and equipment vendors as a part of the application process to be considered at a later date. Grant funds are competitive and typically fund a portion of the purchase price. The public hearing is required by USDA-RD as a part of the grant application process and any comments received will be forwarded to them. No action is required by Council at this time. *Please refer to the attached public hearing notice.*

6. A. Consider Appointment – Planning Commission Vacancy [Action Item]

The Planning Commission received two applications from qualified applicants to fill a vacancy on the Planning Commission. Following a brief interview with each candidate and a difficult deliberation, the Planning Commission voted to recommend Olivia Stemen. If appointed, Ms. Stemen would serve the balance of the three-year term through November of 2022 and would be eligible for reappointment.

Ms. Thompson has agreed to allow the City to keep her application active so that she could be considered if another vacancy opens in the future. *Please refer to the application materials from Olivia Stemen and Kayla Thompson.*

6. B. Water System Improvement Project – Contract No. 1 Pay Requests [Action Item]

Attached are the final pay requests for the Iron Removal Plant improvements from Parrish Excavating, Inc. Payment No. 12 is in the amount of \$28,541 for the final work completed on site. Payment No. 13 is in the amount of \$191,415.63 and represents the 10% retainage that has been held on the project. The final project cost came in approximately \$6,000 below the original construction bid. Staff is satisfied with the work on the project. The project designer, Fleis and Vandenbrink, has reviewed and recommends the final payments. I recommend a motion to approve the pay requests, as stated. *Please refer to the applications for payment and progress estimates.*

6. C. Affirm Street Preventative Maintenance **[Action Item]**

The City had originally budgeted and planned to complete crack sealing of the City's streets, with a portion completed in fiscal year 2019-20 and the remainder in 2020-21. The contractor had planned to mobilize once near the change in fiscal years to complete all of the work over the course of several days. Unfortunately, the schedule was affected by COVID and the contractor was not able to complete the work until the week of August 10th. The total project cost will not exceed the total budgeted in the two fiscal years, but the total expenditure will take place in the current fiscal year. Of course, staff would not ordinarily spend in this order, but authorized the contractor to proceed in order to take advantage of their availability. I respectfully request Council consider a motion to affirm staff's authorization to complete all of the work in the current fiscal year.

6. D. Fiscal Year 2019-20 Budget Amendments **[Action Item]**

I recommend Council consider a motion to approve the budget amendments as submitted by Finance Director Spahr for FY 2019-20 (Fiscal Year ending June 2020). Brief explanations for the line item adjustments are provided in parentheses following each item. The most significant amendments are to the General Fund, where \$32,700 of fund balance will be used. This is primarily due to unexpected expenditures for repairs to the Police Department and new Fire Department radios, that Council previously approved. Finance Director Spahr will provide further detail on individual line items as requested. Net changes to the respective fund balances are noted, as well. A motion is necessary to approve the FY 2019-20 budget amendments. *Please refer to the attached budget amendment and fund balance spreadsheets.*

6. E. Fiscal Year 2019-20 Year End Budget Comparison **[Discussion Item]**

The Fiscal Year 2019-20 annual budget comparison is attached for your review. Overall, actual revenues and expenditures are in line with budgeted figures. Note that the proposed budget amendments are reflected in the comparison, but year-end adjustments are not yet included. Final year end data will be provided via the audit. Additional clarification and any questions can be provided, as necessary. *Please refer to the attached FY 2019-20 budget comparison summary.*

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

In accordance with Section 8(a) of the Open Meetings Act, a public body may enter into a closed session to consider a periodic personnel evaluation of a public employee. Manager Gray is requesting a closed session for this purpose. The evaluation is a verbal dialogue between the Council and Manager. It is necessary to take a roll call vote to enter into a closed session. Following the closed session, it is necessary to enter back into open session and to take up a motion indicating the outcome of the Manager's evaluation (i.e. outstanding performance, expected performance, needs improvement).

Correspondence:

- Jason Snyder re: Golf Cart Ordinance
- Continuing Education: Finance Director Spahr
- MML re: Workers Compensation Fund Ballot



City of
Jonesville

265 E. Chicago Street • Jonesville • MI 49250

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

CITY OF JONESVILLE

NOTICE OF PUBLIC HEARING

The Jonesville City Council will hold a public hearing on Wednesday, August 19, 2020, at 6:30 p.m. at the Wright Street Park, 416 Wright Street, Jonesville, MI. In the case of inclement weather, please check www.jonesville.org for updates. The public hearing is for the purpose of hearing comments regarding the purchase of a dump truck and/or a fire truck in conjunction with a USDA-Rural Development Community Facilities grant.

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

Cindy Means, Clerk
City of Jonesville

RECEIVED
JUL 21 2020

**JONESVILLE CITY BOARDS & COMMITTEE
APPLICATION FOR APPOINTMENT**

BY: _____

Board or Committee to which appointment is desired. (If more than one, please list in order of preference.)

Planning Commission

1. Name Olivia A. Stamen 2. Occupation Community Relations Officer

3. Employer Hillsdale County Comm. Foundation 4. Email address o.stamen@aboutthccf.org

5. Home Address 206 Onille St. Jonesville 49250
Street City Zip

6. Home Telephone (517) 877-0500 7. Business Phone (517) 439-5101

8. Length of residency in Jonesville 19 years

9. List other community organizations/commissions that you are a member.

The Great Start Collaborative

MACES (Multi Agency Collaborative for Emergency Services)

Census-Complete Count Committee

10. Please indicate below the background or experience you have that will be of value if you are appointed. Also, indicate any reasons for desiring to serve on the requested board or committee.

(Please continue on reverse side if needed and be sure to sign and date. Please attach resume or other pertinent information if so desired.)

Please see attached letter of interest.

Thank you!

July 16, 2020
Date of Application

Olivia Stamen
Signature

PLEASE RETURN THIS APPLICATION TO: City of Jonesville
265 E. Chicago Street
Jonesville, MI 49250
Phone: 517-849-2104
Fax: 517-849-9037

July 16, 2020

Dear City of Jonesville:

I am interested in being a member of the City of Jonesville Planning Commission and ask that you consider me for your current open seat. I am no stranger to the town having been born and raised in Jonesville my whole life and recently returned after a six-year stint of being away at school.

As an interested member of our community, I would like to volunteer my time, skills, and talents to assist in planning the future of our town. I am the chairman of the Multi Agency Collaborative in Emergency Services (MACES), a member of the Census-Complete Count Committee, and I attend many of the Great Start Collaborative meetings. Equally as solid is my background higher education with under a year left to obtain my Master of Business Administration and I also have a Bachelor of Science in Organizational Administration.

What has piqued my interest in seeking appointment to the Planning Commission is my deep desire to serve the town. It is my home. My recent experience with working at the Hillsdale County Community Foundation and the knowledge of the town that I have gained being a resident of the community for almost 20 years has cemented my resolve to be an active participant. These experiences have provided me the opportunity to better understand the challenges of managing our growth, improving our infrastructure, and further developing our community.

I respectfully request your support in being appointed to the Jonesville Planning Commission.

Thank you for your consideration.

Sincerely,



Olivia A. Stemen

Planning Commission References for Olivia Stemen:

Sharon Bisher: Hillsdale County Community Foundation CEO/President

Email: s.bisher@abouthccf.org

Phone: 517-439-5101

Susan Stout: Hillsdale County Community Foundation Director of Community Programs

Email: s.stout@abouthccf.org

Phone: 517-439-5101

Hannah Jordan: Domestic Harmony Executive Director

Email: Hannah.g.jordan10@gmail.com

Phone: 517-240-1214

OLIVIA STEMEN

Jonesville, MI • (517)877-0500 • olivia_n@hotmail.com

Education

-Hillsdale County Leadership: Current, Expected Graduation Date: 10/20
HCCF/Spring Arbor University/EDP – Michindoh Conference Center

- Concentration: Leadership

-Master of Business Administration: Current, Expected Graduation Date: 04/21
Central Michigan University – Global Campus

- Concentration: Marketing

-Bachelor of Science:

Central Michigan University - Mount Pleasant, MI

- Concentration: Organizational Administration and Psychology

Work History

Community Relations Officer

10/2019- Current

Hillsdale County Community Foundation – Hillsdale, MI

- Create authentic relationships with non-profit organizations and community members to ensure the community's engagement in network and partner activity
- Implementing community outreach programs
- Organizing events for awareness and fundraising
- Work with our board members and staff leaders to coordinate and execute long-term fundraising initiatives.
- Carry an assigned portfolio of priority grants
- Respond to inquiries from nonprofit organizations regarding the Foundations' grant-making guidelines and Requests for Proposals
- Consult with nonprofit organizations regarding specific grant proposals to ensure that the proposal meets Foundation guidelines and/or initiative requirements, and is a well-formulated request
- Provide assistance to grant seekers and grant recipients organizations, as necessary, to direct them to other resources for organizational development, funding, program ideas, etc. including making general presentations to groups of nonprofit organizations

Social Media Manager

08/2019- Current

The Olde Farmhouse Barn & Pistachios Catering – Marshall, MI

- Work closely with the marketing team to develop social media campaigns that help to achieve corporate marketing goals

Finance and Marketing Intern

1/2019-2/2019

Oaklawn Hospital, Director of Finance: Dough Martin – Marshall, MI

- Prepare and modify documents including correspondence, reports, drafts, memos and emails
- Research and evaluate competitor marketing and digital content
- Contribute to the creation of mock-ups, email campaigns, and social media content
- Attend budget meetings
- Updating Performance Dashboards – Profitability, wRVUs, Patient Satisfaction, Time to Third Next Available, Time of Service Collection Rate, Denials, Days in Accounts Receivable, Denials Per Gross Charges
- Expense Reporting
- Assist recruiter in going through eligible applicants for open positions
- Provide general administrative and clerical support including data entry, mailing, scanning and faxing

Ophthalmic Technician

10/2016 to 05/2018

South Michigan Ophthalmology: Shannon Martin, MD – Marshall, MI

- Operated ophthalmic equipment for patient eye examinations and prepared patients for examinations and surgeries.
- Explained pre- and post-operative procedures to patients and carefully reviewed surgical plans.
- Measured and recorded visual acuity and color vision testing.
- Performed lensometry and slit-lamp examinations.
- Instilled anesthetic drops and assisted in laser treatments and minor procedures.
- Took and recorded patients' temperature, pulse and blood pressure.
- Experience with Electronic Medical Records

Volunteer Community Organization Involvement

- The Great Start Collaborative
- MACES (Multi Agency Collaborative for Emergency Services)
- Census-Complete Count Committee

**JONESVILLE CITY BOARDS & COMMITTEE
APPLICATION FOR APPOINTMENT**

Board or Committee to which appointment is desired. (If more than one, please list in order of preference.)

Planning Commission

1. Name Kayla Thompson **2. Occupation** Attorney

3. Employer Hillsdale College **4. Email address** kaylamthompson1@gmail.com

5. Home Address 730 Wright Street, Jonesville, MI 49250

6. Home Telephone 517-610-3897 **7. Business Phone** 517-607-2302

8. Length of residency in Jonesville 8 months

9. List other community organizations/commissions that you are a member.

University of Michigan Club of Hillsdale County, Board Member

10. Please indicate below the background or experience you have that will be of value if you are appointed. Also, indicate any reasons for desiring to serve on the requested board or committee.

(Please continue on reverse side if needed and be sure to sign and date. Please attach resume or other pertinent information if so desired.)

As a new resident of Jonesville with prior residential history in similar community sizes,

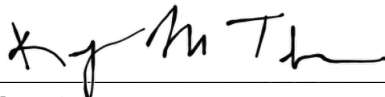
I believe my experience and vision could be beneficial to the growth and success of

the City of Jonesville. I was formerly a member of Rotary for 3 years and take pride in

giving back to my community.

08/01/2020

Date of Application



Signature

PLEASE RETURN THIS APPLICATION TO: City of Jonesville
265 E. Chicago Street
Jonesville, MI 49250
Phone: 517-849-2104
Fax: 517-849-9037



August 12, 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. 12 and 13

Dear Rick,

Enclosed please find Application for Payment No. 12 and 13 for the referenced project from Parrish Excavating, Inc. Application for Payment No. 12, in the amount of \$28,541.70, includes work completed through July 2020. Application for Payment No. 13, in the amount of \$191,415.63, includes the entire amount held as retainage for the project.

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

If you have any questions regarding either 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 light blue horizontal line.

Mike Vander Ploeg, P.E.
Project Engineer

Enclosure

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

Contractor's Application for Payment No.

TWELVE


Application Period: June 26, 2020 - July 25, 2020		Application Date: 7/25/2020
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.....	\$ -\$5,971.73
CO#3	\$22,896.17		3. Current Contract Price (Line 1 - 2).....	\$ \$1,914,156.27
CO#4	\$9,544.50		4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate).....	\$ \$1,914,156.27
CO#5	\$1,212.03		5. RETAINAGE:	
			a. X 10% Work Completed.....	\$ \$191,415.63
			b. X Stored Material.....	\$
			c. Total Retainage (Line 5a + Line 5b).....	\$ \$191,415.63
TOTALS	\$35,936.27	\$41,908.00	6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$ \$1,722,740.64
NET CHANGE BY CHANGE ORDERS	-\$5,971.73		7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ \$1,694,198.94
			8. AMOUNT DUE THIS APPLICATION.....	\$ \$28,541.70
			9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....	\$ \$191,415.63

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: 7/27/20

Payment of: \$ 28,541.70
(Line 8 or other - attach explanation of the other amount)

is recommended by: _____ 8/12/2020
(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						
Progress Estimate - Lump Sum Work										Contractor's Application							
3	For (Contract): City of Jonesville - Water System Improvements Project, Contract 1 #19-074					Application Number: 12											
5	Application Period: 06/26/20 - 7/25/20					Application Date: 7/25/2020											
			Work Completed		E		F		G								
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)		
10	Specification Section No.	Description		Scheduled Value (\$)		From Previous Application (C+D)		This Period									
12	Div. 01	Mobilization		\$43,950.00		\$43,950.00						\$43,950.00		100.0%			
13	Div. 01	Bonds & Insurance		\$19,760.00		\$19,760.00						\$19,760.00		100.0%			
14	Div. 01	General Conditions		\$89,600.00		\$89,600.00						\$89,600.00		100.0%			
15	Div. 02	Bldg/M/E/Demolition		\$104,360.00		\$104,360.00						\$104,360.00		100.0%			
16	Div. 03	Site Concrete		\$15,937.00		\$15,937.00						\$15,937.00		100.0%			
17	Div. 04	Masonry		\$19,100.00		\$19,100.00						\$19,100.00		100.0%			
18	Div. 06	General Trades		\$19,326.00		\$17,393.00		\$1,933.00				\$19,326.00		100.0%			
19	Div. 07	Roofing & Sheet Metal		\$38,187.00		\$38,187.00						\$38,187.00		100.0%			
20	Div. 08	Openings		\$49,750.00		\$49,750.00						\$49,750.00		100.0%			
21	Div. 09	Finishes		\$49,086.00		\$46,632.00		\$2,454.00				\$49,086.00		100.0%			
22	Div. 10	Specialties		\$2,800.00		\$1,400.00		\$1,400.00				\$2,800.00		100.0%			
23	Div. 22 & 23	Building Plumbing & HVAC		\$27,800.00		\$27,800.00						\$27,800.00		100.0%			
24	Div. 26	Building Electrical		\$59,978.00		\$59,978.00						\$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		\$76,220.00						\$76,220.00		100.0%			
28	Div. 32	Asphalt Paving		\$11,000.00		\$11,000.00						\$11,000.00		100.0%			
29	Div. 32	Restoration		\$5,000.00		\$2,500.00		\$2,500.00				\$5,000.00		100.0%			
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		\$434,290.00						\$434,290.00		100.0%			
33	Div. 40	Instrumentation		\$74,044.00		\$74,044.00						\$74,044.00		100.0%			
34	Div. 43	Chemical Feed Equipment		\$37,718.00		\$37,718.00						\$37,718.00		100.0%			
35	Div. 46	Iron Removal Vessels		\$404,800.00		\$404,800.00						\$404,800.00		100.0%			
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		\$9,346.00				\$30,000.00		100.0%			
39	Gas Allow.	Gas Service Allowance		\$5,000.00		\$1,121.06		\$3,878.94				\$5,000.00		100.0%			
40	OSI Allow.	Owner System Integrator Allowance		\$55,000.00		\$47,931.90		\$7,068.10				\$55,000.00		100.0%			
41	Comm. Allow.	Communication Service Allowance		\$12,000.00		\$10,079.07		\$1,920.93				\$12,000.00		100.0%			
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	CO #4	Change Order No 4		\$9,544.50		\$9,544.50						\$9,544.50		100.0%			
47	CO #5	Change Order No 5		\$1,212.03				\$1,212.03				\$1,212.03		100.0%			
48																	
49																	
50																	
51																	
52	Totals			\$1,914,156.27		\$1,882,443.27		\$31,713.00				\$1,914,156.27					

RS TECHNICAL SERVICES, INC.

Invoice

**695 Lincoln Lake Avenue
Lowell MI 49331
PH 616-897-7041 FAX 616-897-3015**

Date	Invoice #
7/23/2020	21566

Bill To
PARRISH EXCAVATING ATTN ACCOUNTS PAYABLE 65 COLE STREET QUINCY MI 49082 mark.diamond@parrish-excavating.com

Ship To
Jonesville WTP

P.O. Number	Terms	Rep	S.O. No.	Ship	Via	F.O.B.
19074-9	Net 30	RDP	14878	7/23/2020	RSTS TRUCK	Lowell, MI

Quantity	Item Code	Description	Price Each	Amount
16	SSH	JULY SERVICE HOURS: WWTP PLC & HMI programming for remote monitoring of Water System including outputs to WWTP alarm dialer for Water System alarm call outs.	110.00	1,760.00
1	FSD	JULY FIELD SERVICE HOURS, TRAVEL TIME & MILEAGE: add modules to WWTP PLC & alarm dialer, wire, program PLC & Dialer for new Water System alarms on site.	1,600.00	1,600.00
	MISC	JULY CONTINGENCY	461.30	461.30
10	SSH	JULY SHOP SERVICE HOURS: PLC & HMI programming to monitor up to twenty (20) data points from new Filter system. These may be alarms, flows, pressures, etc. and can be logged or trigger alarm call outs from new SCADA System.	110.00	1,100.00
<p>RSTS' July work included: wire & program new WWTP PLC output module and alarm dialer input module for Water System alarms, install & startup new WWTP SCADA Computers, add new Water SCADA System programming to new WWTP SCADA Computers, program WTP chemical metering pump controls, program & test WTP Pressure Control mode.</p>				

Please note---A finance charge of 1.5% per month will be assessed on all overdue invoices.

Sales Tax (6.0%) \$0.00

Total \$4,921.30

Contractor's Application for Payment No. THIRTEEN

Application Period: June 26, 2020 - July 25, 2020	Application Date: 7/25/2020	RETAINAGE
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
CO#2	\$2,283.57	
CO#3	\$22,896.17	
CO#4	\$9,544.50	
CO#5	\$1,212.03	
TOTALS	\$35,936.27	\$41,908.00
NET CHANGE BY CHANGE ORDERS	-\$5,971.73	

1. ORIGINAL CONTRACT PRICE.....	\$ 1,920,128.00
2. Net change by Change Orders.....	\$ -5,971.73
3. Current Contract Price (Line 1 - 2).....	\$ 1,914,156.27
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate).....	\$ 1,914,156.27
5. RETAINAGE:	
a. X Work Completed.....	\$
b. X Stored Material.....	\$
c. Total Retainage (Line 5a + Line 5b).....	\$
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$ 1,914,156.27
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 1,722,740.64
8. AMOUNT DUE THIS APPLICATION.....	\$ 191,415.63
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....	\$

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: 7/27/20

Payment of: \$ 191,415.63
(Line 8 or other - attach explanation of the other amount)

is recommended by: _____ 8/12/2020
(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)

Progress Estimate - Lump Sum Work										Contractor's Application			
3	For (Contract): City of Jonesville - Water System Improvements Project, Contract 1					#19-074		Application Number: 13 RETAINAGE					
5	Application Period: 06/26/20 - 7/25/20					Application Date: 7/25/2020							
8	A		B	Work Completed		E	F		G				
10	Specification Section No.	Description	Scheduled Value (\$)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)				
12	Div. 01	Mobilization	\$43,950.00	\$43,950.00			\$43,950.00	100.0%					
13	Div. 01	Bonds & Insurance	\$19,760.00	\$19,760.00			\$19,760.00	100.0%					
14	Div. 01	General Conditions	\$89,600.00	\$89,600.00			\$89,600.00	100.0%					
15	Div. 02	Bldg/M/E/Demolition	\$104,360.00	\$104,360.00			\$104,360.00	100.0%					
16	Div. 03	Site Concrete	\$15,937.00	\$15,937.00			\$15,937.00	100.0%					
17	Div. 04	Masonry	\$19,100.00	\$19,100.00			\$19,100.00	100.0%					
18	Div. 06	General Trades	\$19,326.00	\$19,326.00			\$19,326.00	100.0%					
19	Div. 07	Roofing & Sheet Metal	\$38,187.00	\$38,187.00			\$38,187.00	100.0%					
20	Div. 08	Openings	\$49,750.00	\$49,750.00			\$49,750.00	100.0%					
21	Div. 09	Finishes	\$49,086.00	\$49,086.00			\$49,086.00	100.0%					
22	Div. 10	Specialties	\$2,800.00	\$2,800.00			\$2,800.00	100.0%					
23	Div. 22 & 23	Building Plumbing & HVAC	\$27,800.00	\$27,800.00			\$27,800.00	100.0%					
24	Div. 26	Building Electrical	\$59,978.00	\$59,978.00			\$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	\$76,220.00			\$76,220.00	100.0%					
28	Div. 32	Asphalt Paving	\$11,000.00	\$11,000.00			\$11,000.00	100.0%					
29	Div. 32	Restoration	\$5,000.00	\$5,000.00			\$5,000.00	100.0%					
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	\$434,290.00			\$434,290.00	100.0%					
33	Div. 40	Instrumentation	\$74,044.00	\$74,044.00			\$74,044.00	100.0%					
34	Div. 43	Chemical Feed Equipment	\$37,718.00	\$37,718.00			\$37,718.00	100.0%					
35	Div. 46	Iron Removal Vessels	\$404,800.00	\$404,800.00			\$404,800.00	100.0%					
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	\$30,000.00			\$30,000.00	100.0%					
39	Gas Allow.	Gas Service Allowance	\$5,000.00	\$5,000.00			\$5,000.00	100.0%					
40	OSI Allow.	Owner System Integrator Allowance	\$55,000.00	\$55,000.00			\$55,000.00	100.0%					
41	Comm. Allow.	Communication Service Allowance	\$12,000.00	\$12,000.00			\$12,000.00	100.0%					
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	CO #4	Change Order No 4	\$9,544.50	\$9,544.50			\$9,544.50	100.0%					
47	CO #5	Change Order No 5	\$1,212.03	\$1,212.03			\$1,212.03	100.0%					
48													
49													
50													
51													
52	Totals		\$1,914,156.27	\$1,914,156.27			\$1,914,156.27						

CITY OF JONESVILLE
2019 - 2020 BUDGET AMENDMENTS
June 30, 2020

	CURRENT BUDGET	AMENDED BUDGET	+ OR (-) CHANGE
GENERAL FUND			
<u>EXPENSE</u>			
172 CITY MANAGER			
702 Salaries & Wages (Under-budgeted)	\$ 76,000	\$ 79,000	\$ (3,000)
191 ELECTIONS			
818 Contractual (Over-budgeted)	\$ 2,000	\$ 700	\$ 1,300
977 Equipment (Not budgeted)	\$ -	\$ 1,650	\$ (1,650)
253 TREASURER			
964 Tax Refunds and Rebates (Tax billbacks)	\$ -	\$ 14,000	\$ (14,000)
257 ASSESSOR			
727 Office Supplies (Under-budgeted)	\$ 500	\$ 600	\$ (100)
258 DATA PROCESSING			
930 Repairs & Maintenance	\$ 4,000	\$ 4,700	\$ (700)
977.200 Equipment - Hardware (Over-budgeted)	\$ 10,500	\$ 5,850	\$ 4,650
265 CITY HALL			
975 Additions & Improvements (Carry forward to FY20/21)	\$ 15,500	\$ -	\$ 15,500
276 CEMETERY			
818.100 Contractual - Mowing/Sexton Services (Under-budgeted)	\$ 25,500	\$ 28,000	\$ (2,500)
818.200 Contractual - Burials/Foundations (Under-budgeted)	\$ 9,000	\$ 18,000	\$ (9,000)
301 POLICE DEPARTMENT			
702.300 Salaries & Wages - Relief (Over-budgeted)	\$ 48,000	\$ 15,000	\$ 33,000
975 Additions & Improvements (Window/wall repairs)	\$ -	\$ 19,000	\$ (19,000)
977 Equipment (Under-budgeted)	\$ 3,000	\$ 3,100	\$ (100)
977.300 Equipment - Computer (Not budgeted)	\$ -	\$ 1,850	\$ (1,850)
336 FIRE DEPARTMENT			
967.100 Transfer - Fire Equip/Bldg Reserve (Not used)	\$ 9,000	\$ -	\$ 9,000
977 Equipment - Misc (Jaws/SCBA Cylinders)	\$ 9,000	\$ 31,000	\$ (22,000)
977.100 Equipment - Radios (Under-budgeted)	\$ 1,500	\$ 13,500	\$ (12,000)
977.200 Equipment - Hose & Appliances (Not used)	\$ 27,400	\$ -	\$ 27,400
410 PLANNING & ZONING			
702 Salaries & Wages (Under-budgeted)	\$ 1,500	\$ 2,200	\$ (700)
801 Professional Services (Ordinance Update)	\$ 1,000	\$ 3,000	\$ (2,000)
444 DEPT OF PUBLIC WORKS			
702 Salaries & Wages (Under-budgeted)	\$ 8,000	\$ 20,000	\$ (12,000)
715 Employers Share - FICA/Medicare (Under-budgeted)	\$ 1,000	\$ 2,000	\$ (1,000)
716 Health Insurance (Under-budgeted)	\$ 1,500	\$ 3,300	\$ (1,800)
719 Retirement - Employer Portion (Under-budgeted)	\$ 600	\$ 1,300	\$ (700)
780 RAIL TRAIL			
716 Health Insurance (Under-budgeted)	\$ 200	\$ 300	\$ (100)
858 FRINGE BENEFITS			
702 Salaries & Wages (Under-budgeted)	\$ 24,000	\$ 28,350	\$ (4,350)
897 OTHER ACTIVITIES			
965.203 Contributions to MVP - DPW Reserve (Not budgeted)	\$ -	\$ 15,000	\$ (15,000)
GENERAL FUND CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ (32,700)

2019 - 2020 BUDGET AMENDMENTS
June 30, 2020

	CURRENT BUDGET	AMENDED BUDGET	+ OR (-) CHANGE
<u>LOCAL STREETS</u>			
<u>EXPENSE</u>			
900 ADMINISTRATION			
964 Tax Refunds & Rebates (Not budgeted)	\$ -	\$ 3,210	\$ (3,210)
LOCAL ST CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ (3,210)
<u>STATE HIGHWAY</u>			
<u>REVENUE</u>			
677 State Highway Contract Reimb (Under-budgeted)	\$ 25,850	\$ 35,674	\$ 9,824
<u>EXPENSE</u>			
465 ROUTINE MAINTENANCE			
702 Salaries & Wages (Under-budgeted)	\$ 3,000	\$ 3,700	\$ (700)
940 Equipment Rent (Under-budgeted)	\$ 3,500	\$ 4,400	\$ (900)
474 TRAFFIC CONTROL			
702 Salaries & Wages (Over-budgeted)	\$ 650	\$ 549	\$ 101
478 WINTER MAINTENANCE			
702 Salaries & Wages (Over-budgeted)	\$ 3,000	\$ 1,000	\$ 2,000
900 ADMINISTRATION			
956 Miscellaneous (Under-budgeted)	\$ 950	\$ 2,475	\$ (1,525)
965.101 Contributions to General Fund - Overhead (Under-budgeted)	\$ 2,000	\$ 10,800	\$ (8,800)
ST HWY CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ -
<u>DOWNTOWN DEVELOPMENT AUTHORITY</u>			
<u>EXPENSE</u>			
443 SIDEWALKS			
702 Salaries & Wages (Under-budgeted)	\$ 600	\$ 900	\$ (300)
DDA CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ (300)
<u>SEWER FUND</u>			
<u>EXPENSE</u>			
527 SEWAGE DISPOSAL			
818 Contractual (Over-budgeted)	\$ 18,400	\$ 17,300	\$ 1,100
975 Add & Impr (Over-budgeted HVAC/Check valve)	\$ 15,000	\$ 9,950	\$ 5,050
977 Equipment (Sewer Camera)	\$ -	\$ 6,150	\$ (6,150)
SEWER CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ -
<u>WATER FUND</u>			
<u>REVENUE</u>			
694 Other Income (Under-budgeted)	\$ 10,000	\$ 15,000	\$ 5,000
<u>EXPENSE</u>			
536 IRON REMOVAL PLANT			
801.200 Prof Services - Water Impr Project (Move budget)	\$ 244,770	\$ -	\$ 244,770
975 Add & Impr (Add prof svc budget)	\$ 1,920,128	\$ 2,164,898	\$ (244,770)
537 WATER DISTRIBUTION SYSTEM			
702 Salaries & Wages (Under-budgeted)	\$ 30,000	\$ 35,000	\$ (5,000)
818 Contractual (Move water meter installation budget)	\$ 67,600	\$ 9,600	\$ 58,000
975.400 Add & Impr - New Meters (Add water meter install budget)	\$ 211,880	\$ 269,880	\$ (58,000)
SEWER CHANGE IN ESTIMATED YEAR END FUND BALANCE			\$ -

CITY OF JONESVILLE
2019/20 ESTIMATED YEAR END FUND BALANCES

	GEN FD	MAJOR	LOCAL	STATE	L.D.F.A.	D.D.A.	DEBT SVC	SEWER	WATER	M.V.P.
18/19 EOY Fund Balance	\$1,634,065	\$273,878	\$596,621	\$12,351	\$1,849,231	\$195,181	\$0	\$1,217,814	\$773,387	\$308,087
Budgeted 19/20 Revenue	\$1,485,435	\$223,265	\$286,385	\$25,851	\$328,175	\$149,500	\$161,118	\$803,300	\$2,957,745	\$211,000
Budgeted 19/20 Expenses	(\$1,487,751)	(\$152,860)	(\$362,226)	(\$25,850)	(\$252,210)	(\$207,950)	(\$161,118)	(\$1,017,635)	(\$2,977,718)	(\$331,877)
	\$1,631,749	\$344,284	\$520,780	\$12,352	\$1,925,196	\$136,731	\$0	\$1,003,479	\$753,414	\$187,210
Plus Depreciation								\$269,000	\$73,000	\$69,000
Amendments										
6/30/2020	(\$32,700)	\$0	(\$3,210)	\$0	\$0	(\$300)	\$0	\$0	\$0	\$0
Fund Bal Before Res	\$1,599,049	\$344,284	\$517,570	\$12,352	\$1,925,196	\$136,431	\$0	\$1,272,479	\$826,414	\$256,210
Park Reserve	(\$54,700)									
Expansion Reserve					(\$240,000)					
Special Projects Reserve					(\$200,000)					
Infrastructure Impr. Reserve					(\$240,000)					
Revolving Loan Fund						(\$25,000)				
Est 19/20 EOY Fund Balance	\$1,544,349	\$344,284	\$517,570	\$12,352	\$1,245,196	\$111,431	\$0	\$1,272,479	\$826,414	\$256,210

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 06/30/2020

DESCRIPTION	YTD BALANCE 06/30/2020 NORMAL (ABNORMAL)	2019-20 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 101 - GENERAL FUND				
TOTAL Revenues	1,415,665.29	1,485,435.37	95.30%	Property tax collection
Expenditures				
101-CITY COUNCIL	16,027.14	24,500.00	65.42%	
172-CITY MANAGER	109,551.07	110,690.00	98.97%	
191-ELECTIONS	3,164.30	3,800.00	83.27%	
218-GENERAL OFFICE	200,390.23	210,318.00	95.28%	
247-BOARD OF REVIEW	858.91	1,575.00	54.53%	
253-TREASURER	16,792.88	16,900.00	99.37%	Tax bills/roll maintenance
257-ASSESSOR	22,197.13	22,200.00	99.99%	
258-DATA PROCESSING/COMPUTER DEI	12,270.06	18,275.00	67.14%	
265-CITY HALL	10,968.40	15,367.00	71.38%	
276-CEMETERY	111,877.89	113,328.00	98.72%	Mill/fill Cemetery Drive
285-FREEDOM MEMORIAL	609.44	1,950.00	31.25%	
301-POLICE DEPARTMENT	306,631.98	316,506.00	96.88%	
336-FIRE DEPARTMENT	153,507.92	153,853.00	99.78%	
410-PLANNING & ZONING COMMISSION	7,228.64	7,801.00	92.66%	Ordinance recodification
441-RADIO TOWER PROPERTY	0.00	0.00		
442-PARKING LOTS	16,690.28	18,415.00	90.63%	Crackfill/sealcoat/stripe N pkg
443-SIDEWALKS	305.01	1,405.00	21.71%	
444-DEPT. OF PUBLIC WORKS	33,614.08	33,870.00	99.24%	
448-STREET LIGHTING	33,337.15	104,473.00	31.91%	
526-SANITARY LAND FILL	202.84	6,290.00	3.22%	
751-RECREATION DEPARTMENT	6,488.37	44,715.00	14.51%	
770-PARKS	13,013.74	14,525.00	89.60%	
780-RAIL/TRAIL	6,041.36	6,125.00	98.63%	
858-FRINGE BENEFITS	36,477.72	36,570.00	99.75%	
865-INSURANCE	10,403.66	14,000.00	74.31%	Annual Property & Liability Ins
895-PROMOTIONS	0.00	0.00		
897-OTHER ACTIVITIES	218,939.75	223,000.00	98.18%	Tax revenue to Local Streets
TOTAL Expenditures	1,347,589.95	1,520,451.00	88.63%	
NET OF REVENUES & EXPENDITURES	68,075.34	(35,015.63)		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 06/30/2020

DESCRIPTION	YTD BALANCE 06/30/2020 NORMAL (ABNORMAL)	2019-20 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 202 - MAJOR STREETS FUND				
TOTAL Revenues	238,665.10	223,265.00	106.90%	
Expenditures				
451-STREET CONSTRUCTION	0.00	0.00		
465-ROUTINE MAINTENANCE	44,236.03	78,100.00	56.64%	
474-TRAFFIC CONTROL	2,342.41	3,400.00	68.89%	Traffic line painting
478-WINTER MAINTENANCE	13,296.91	22,565.00	58.93%	
900-ADMINISTRATION	48,794.50	48,794.50	100.00%	Bond principal payment
TOTAL Expenditures	108,669.85	152,859.50	71.09%	
NET OF REVENUES & EXPENDITURES	129,995.25	70,405.50	184.64%	
Fund 203 - LOCAL STREETS FUND				
TOTAL Revenues	288,568.51	286,385.00	100.76%	
Expenditures				
451-STREET CONSTRUCTION	81,105.52	112,770.00	71.92%	Mill/Fill Salem & Oak
465-ROUTINE MAINTENANCE	71,747.32	100,705.00	71.25%	Chip/fog seal Salem & Oak
474-TRAFFIC CONTROL	1,273.88	2,214.00	57.54%	
478-WINTER MAINTENANCE	13,889.27	18,030.00	77.03%	
900-ADMINISTRATION	131,714.35	131,717.00	100.00%	
TOTAL Expenditures	299,730.34	365,436.00	82.02%	
NET OF REVENUES & EXPENDITURES	(11,161.83)	(79,051.00)	-14.12%	
Fund 211 - STATE HIGHWAY FUND				
TOTAL Revenues	25,076.18	35,675.00	70.29%	
Expenditures				
465-ROUTINE MAINTENANCE	12,522.40	12,900.00	97.07%	
474-TRAFFIC CONTROL	572.89	849.00	67.48%	
478-WINTER MAINTENANCE	8,291.44	8,650.00	95.85%	
900-ADMINISTRATION	2,447.98	13,275.00	18.44%	
TOTAL Expenditures	23,834.71	35,674.00	66.81%	
NET OF REVENUES & EXPENDITURES	1,241.47	1.00		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 06/30/2020

DESCRIPTION	YTD BALANCE 06/30/2020 NORMAL (ABNORMAL)	2019-20 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 247 - LOCAL DEVELOPMENT FINANCE AUTHORITY				
TOTAL Revenues	406,465.03	328,175.00	123.86%	
Expenditures				
729-DEVELOPMENT ACTIVITIES	80,241.80	252,210.00	31.82%	
TOTAL Expenditures	80,241.80	252,210.00	31.82%	
NET OF REVENUES & EXPENDITURES	326,223.23	75,965.00	429.44%	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY				
TOTAL Revenues	144,407.82	149,500.00	96.59%	
Expenditures				
442-PARKING LOTS	17,345.38	19,915.00	87.10%	
443-SIDEWALKS	2,039.37	2,121.00	96.15%	
729-DEVELOPMENT ACTIVITIES	54,708.51	99,789.00	54.82%	
733-DOWNTOWN/STREETSCAPE	16,468.60	19,960.00	82.51%	
895-PROMOTIONS	6,418.63	8,565.00	74.94%	
897-OTHER ACTIVITIES	57,900.00	57,900.00	100.00%	
TOTAL Expenditures	154,880.49	208,250.00	74.37%	
NET OF REVENUES & EXPENDITURES	(10,472.67)	(58,750.00)	17.83%	
Fund 301 - GENERAL DEBT SERVICE FUND				
TOTAL Revenues	161,117.50	161,117.50	100.00%	
Expenditures				
906-MAJOR STREET BOND	37,047.50	37,047.50	100.00%	Bond prinicipal payment
907-D.D.A. BOND	57,900.00	57,900.00	100.00%	
908-LOCAL STREET BOND	66,170.00	66,170.00	100.00%	
TOTAL Expenditures	161,117.50	161,117.50	100.00%	
NET OF REVENUES & EXPENDITURES	0.00	0.00		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 06/30/2020

DESCRIPTION	YTD BALANCE 06/30/2020 NORMAL (ABNORMAL)	2019-20 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 590 - SEWER SYSTEM FUND				
TOTAL Revenues	817,860.64	803,300.00	101.81%	
Expenditures				
527-SEWAGE DISPOSAL	622,697.82	1,017,635.26	61.19%	
TOTAL Expenditures	622,697.82	1,017,635.26	61.19%	
NET OF REVENUES & EXPENDITURES	195,162.82	(214,335.26)	-91.05%	
Fund 591 - WATER SUPPLY SYSTEM FUND				
TOTAL Revenues	2,363,863.64	2,962,745.00	79.79%	
Expenditures				
536-IRON REMOVAL PLANT	2,082,777.42	2,610,369.00	79.79%	Water Improvement Project
537-WATER DISTRIBUTION SYSTEM	371,681.41	372,349.00	99.82%	Water Improvement Project
TOTAL Expenditures	2,454,458.83	2,982,718.00	82.29%	
NET OF REVENUES & EXPENDITURES	(90,595.19)	(19,973.00)		
Fund 661 - MOTOR VEHICLE POOL FUND				
TOTAL Revenues	148,209.62	211,000.00	70.24%	
Expenditures				
270-DPW BUILDING AND GROUNDS	20,330.12	21,947.00	92.63%	
896-MOTOR VEHICLE POOL	48,392.60	309,930.00	15.61%	
TOTAL Expenditures	68,722.72	331,877.00	20.71%	
NET OF REVENUES & EXPENDITURES	79,486.90	(120,877.00)	-65.76%	
Fund 703 - CURRENT TAX FUND				
TOTAL Revenues	0.00	0.00		
TOTAL Expenditures	0.00	0.00		
NET OF REVENUES & EXPENDITURES	0.00	0.00		
TOTAL REVENUES - ALL FUNDS	6,009,899.33	6,646,597.87	90.42%	
TOTAL EXPENDITURES - ALL FUNDS	5,321,944.01	7,028,228.26	75.72%	
NET OF REVENUES & EXPENDITURES	687,955.32	(381,630.39)	180.27%	

* Includes 6/30/20 budget amendments. Does not include 6/30/20 yr end adjustments.

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

**JONESVILLE CITY COUNCIL
Minutes of July 15, 2020**

Pursuant to Governor Whitmer's Executive Order 2020-129, participation in this meeting was by video Conference. The Council, staff and public were allowed to participate.

A meeting of the Jonesville City Council was held on Wednesday, July 15, 2020 via Zoom Meeting. Mayor Gerry Arno called the meeting to order at 6:38 p.m. Council members present via Zoom Meeting were: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula and Andy Penrose.

Also present via Zoom Meeting: Manager Gray, Treasurer Spahr, WWTP Supt. Mahoney, Police Chief Lance, Fire Chief Adair, Attorney Lovinger, Zack Bigelow (Ramshackle Brewing Company), Kathleen Schmitt (candidate for HC Board of Commissioners 2nd District) and Megan Stiverson (candidate for District Court Judge).

A motion was made by Tim Bowman and supported by Brenda Guyse to approve the agenda as presented with one addition, 4. C.: Megan Stiverson – Candidate for District Court Judge. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

Megan Stiverson, Candidate for District Court Judge, gave a brief presentation.

Kathleen Schmitt, Candidate for Hillsdale County Board of Commissioners 2nd District, gave a brief presentation.

A motion was made by Brenda Guyse and supported by Delesha Padula to approve Resolution 2020-15 – Ramshackle Brewing Company Sidewalk Café. Zack Bigelow, owner of Ramshackle Brewing Company, is proposing to place 4 chairs and 2 tables in the outdoor service area which will be portioned off with theatre style rope and poles. Access to the fenced in area will have to be from the inside the building, allowing entrance only from the rear building door. When allowed, there will be a maximum of 3 tables and 4 chairs in the cordoned area. Roll Call Vote: Ayes: Tim Bowman, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Abstain: Jerry Drake. Motion carried.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to approve the Water System Improvement Project – Contract No. 1 Pay Request in the amount of \$107,230.50. Payment is for costs associated with work completed and equipment purchased to date and is in accordance with the bid for the project. Supt. Mahoney gave an update on the project. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

Andy Penrose made a motion and was supported by Jerry Drake to suspend the purchasing policy and to purchase the Police Patrol Vehicle from the local vendor. The proposed vehicle is a 2021 Ford Police Interceptor Utility at a cost of \$34,113.24. Roll call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

The current Fiscal Year 2019-20 nine-month budget comparison (July 1, 2019 through March 31, 2020) was provided to council for their review.

A motion was made by Brenda Guyse and supported by George Humphries Jr. to approve the Council Minutes of June 17, 2020. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

Andy Penrose made a motion and was supported by Jerry Drake to approve Accounts Payable for June 2020 totaling \$76,471.64. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

Manager Gray reported to Council that the purchasers of Wal-Mart property have appealed their tax assessment to the Michigan Tax Tribunal. If they are successful with their appeal, DDA revenues may be significantly impacted. Manager Gray and Finance Director Spahr will be meeting with the City's Assessor later this month to discuss further.

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

Mayor Arno adjourned the meeting at 7:35 p.m.

Submitted by:

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
APOLLO FIRE EQUIPMENT CO.	JFD - SCBA/GAS DETECTOR TESTING/REPAIR	1,549.50
ARNO, VICKY L.	AUGUST 2020 ELECTION	215.45
ASSOC OF PUB TREAS OF US & CA	SPAHR - MEMBERSHIP RENEWAL	159.00
AT&T	LOCAL/LONG DISTANCE	2,216.86
BAKER, VICKI/B & B CLEANING,	JPD/JFD/CITY HALL CLEANING SERVICE	520.00
BARRETT, JILL ANN	AUGUST 2020 ELECTION	250.48
BREEDING, MARGUERITE	AUGUST 2020 ELECTION	181.75
BRINER OIL CO., INC.	MVP - BULK TANK	123.48
	JFD - GASOLINE	36.63
	JFD - GASOLINE	20.30
		180.41
BS&A SOFTWARE	SOFTWARE SUPPORT FEES	2,795.00
BUTTERS EXCAVATING & LAWN CA	CEMETERY SEXTON/BURIAL SERVICES	3,675.00
CALLIGAN RYAN	UB refund for account: 001077-04	137.45
CENTURY A & E FACILITIES DESI	WWTP - LAB DESIGN	4,089.75
CLAUS, DANIEL/DBA SOUTHERN MIC	RACK FILL/SEALCOAT/STRIPE S PARKING LOT EAST SIDE	2,150.00
CMP DISTRIBUTORS, INC.	JPD - EQUIPMENT	539.25
CONDON JIM	UB refund for account: 000690-02	150.93
CONSUMERS ENERGY	WWTP ELECTRICITY	4,839.68
	500 IND PKWY SPRINKLER METER ELECTRICITY	27.25
	IRON REMOVAL PLANT ELECTRICITY	1,514.07
	DDA BUILDING ELECTRICITY	426.91
	FREEDOM MEMORIAL ELECTRICITY	40.99
	CEMETERY ELECTRICITY	38.05
	WRIGHT ST PARK ELECTRICITY	30.72
	FAST PARK ELECTRICITY	48.32
	100 DEAL PKWY ELECTRICITY	32.06
	598 IND PKWY ELECTRICITY	29.26
	RADIO TOWER ELECTRICITY	37.79
	CITY HALL ELECTRICITY	365.55
	JFD - EMERGENCY SIREN ELECTRICITY	29.66
	JFD TRAINING ROOM ELECTRICITY	92.96
	JFD TRUCK BAY ELECTRICITY	137.46
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	81.23
	CITY HALL SECOND FLOOR ELECTRICITY	28.86
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	394.57
	CITY-WIDE STREET LIGHT ELECTRICITY	2,048.48
	CITY-WIDE LED LIGHT ELECTRICITY	456.64
	JPD ELECTRICITY	414.99
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	26.20
	DPW ELECTRICITY	94.42
	WATER TOWER ELECTRICITY	87.10
	500 IND PKWY SPRINKLER METER ELECTRICITY	31.12
	WWTP ELECTRICITY	4,988.50
		16,342.84
CROUCH ELECTRIC, LLC	CEMETERY - MOVE ELECTRIC SERVICE	1,324.17
CSZ SERVICES, LLC	ASSESSING SERVICES	5,400.00
CURRENT OFFICE SOLUTIONS	CITY HALL SUPPLIES	132.83
	COPIER MAINTENANCE	61.29
		194.12
DAVISON, JENNIFER	REFUND FIRE STATION RENT	75.00
DORNBOS SIGN & SAFETY INC	STREETS - SIGNS	502.37
	STREETS - SIGNS	496.60
		998.97
FIRST DUE FIRE SUPPLY	JFD - JAWS PUMP/CARB REPAIR	185.29
FIRST NATIONAL BANK OMAHA	CITY HALL REPAIRS	85.53
	SPAHR - MGFOA MEMBERSHIP RENEWAL	120.00
	VIDEO CONF/TRAINING/SUPPLIES	1,468.59
	MEETINGS/VIDEO CONFERENCING	170.68
		1,844.80
FLEIS & VANDENBRINK ENG, INC.	WATER IMPROVEMENT PROJECT	19,575.56
	WATER IMPROVEMENT PROJECT	28,201.92

<u>Vendor</u>	<u>Description</u>		<u>Amount</u>
		47,777.48	
FLINT, MARCIA J	AUGUST 2020 ELECTION		215.56
G & G GLASS, INC.	ELECTION - SNEEZE GUARDS		375.00
GALLS	JPD - UNIFORMS		167.95
GERKEN MATERIALS	WATER - REPAIRS		834.93
HILLSDALE COUNTY CENTRAL DIS	JPD - ANNUAL SOFTWARE MAINTENANCE		334.44
HILLSDALE MEDIA GROUP	JULY BOARD OF REVIEW NOTICE		53.70
HYDROCORP, INC	WATER - CROSS CONNECTION PROGRAM		520.00
JONESVILLE HARDWARE	SUPPLIES/REPAIRS		690.71
JONESVILLE LUMBER	SUPPLIES/REPAIRS		352.35
JONESVILLE, CITY OF	CITY HALL WATER/SEWER		48.43
	JFD WATER/SEWER		184.40
	JPD WATER/SEWER		48.43
	DPW WATER/SEWER		48.43
	WWTP WATER/SEWER		178.65
	WRIGHT ST PARK WATER/SEWER		50.09
		558.43	
MICHIGAN DOWNTOWN ASSOCIATION	DDA - MEMBERSHIP RENEWAL		200.00
MICHIGAN GAS UTILITIES	GAS LIGHT SERVICE		54.20
MICHIGAN LAWN & LANDSCAPE	MOWING/WEED CONTROL		2,350.23
MUNICIPAL CODE CORPORATION	ONLINE CODE OF ORDINANCES		550.00
MUNICIPAL SUPPLY CO.	WATER TOWER VALVE		3,119.88
NORM'S TIRE & SERVICE	WWTP - TIRES/VACTOR TRUCK		711.63
NORTH EAST FABRICATION CO, INC	CITY HALL - SUPPLIES		8.29
NSI LAB SOLUTIONS	WATER - TESTING		125.00
PARAGON LABORATORIES, INC.	WWTP - TESTING		164.00
	WATER - TESTING		608.00
		772.00	
PERFORMANCE AUTOMOTIVE	SUPPLIES/REPAIRS		231.79
POSTMASTER	POSTAGE - WATER/SEWER BILLS		237.69
RS TECHNICAL SERVICES, INC.	WWTP - DIGESTER BLDG PLC REPLACEMENT		2,321.90
SCHARP, JO ANN	AUGUST 2020 ELECTION		227.40
SLC METER, LLC	WATER - REPAIRS		577.52
	WATER - REPAIRS		988.34
		1,565.86	
SLOVACEK, QUINTON B/DBA CLEAF	CITY HALL/JPD OUTSIDE WINDOW CLEANING		33.00
SPECTRUM PRINTERS, INC	ELECTION SUPPLIES		290.69
SUPERFLEET MASTERCARD PROGRAM	GASOLINE		622.20
TRACTOR SUPPLY CREDIT PLAN	SUPPLIES/REPAIRS		16.09
UNIFIRST CORPORATION	WWTP - UNIFORM RENTAL		36.79
	MVP - SHOP TOWELS		26.22
	WWTP - UNIFORM RENTAL		36.79
	WWTP - UNIFORM RENTAL		36.79
	MVP - SHOP TOWELS		26.22
	WWTP - UNIFORM RENTAL		36.79
	WWTP - UNIFORM RENTAL		36.79
	CITY HALL/JPD FLOOR MATS		29.50
		265.89	
US BANK	WWTP - BOND AGENT FEES		500.00
USA BLUEBOOK	WATER/WWTP - SUPPLIES		1,004.90
	WWTP - OPERATING SUPPLIES		65.70
	WWTP - OPERATING SUPPLIES		279.43
	WATER/WWTP - SUPPLIES		65.88
	WWTP - OPERATING SUPPLIES		707.18
		2,123.09	
USALCO LLC	WWTP - OPERATING SUPPLIES		4,602.33
UTILITY SERVICE CO, INC	WATER TOWER MAINT CONTRACT		7,431.18
VERIZON WIRELESS	JPD/DPW-CELL PHONES/JPD IN-CAR MODEMS		250.72
	DPW CELL PHONE		25.00
	JPD/DPW-CELL PHONES/JPD IN-CAR MODEMS		248.52
		524.24	
WALMART COMMUNITY/SYNCB	OPERATING SUPPLIES		230.66

08/14/2020
User: LSPAHR
DB: Jonesville

CITY OF JONESVILLE
INVOICE APPROVAL LIST
08/20/2020

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	OFFICE/OPERATING SUPPLIES	123.83
		354.49
WESTECH, INC	WWTP - TRICKLING FILTER CYCLO REDUCER	2,904.21
WORKHEALTH QUINCY	PRE-EMPLOYMENT PHYSICAL	194.97
	Total:	129,394.82

DATE	TYPE OF CALL	LOCATION	MEMBERS
3-Jun	Lift Assist	511 Crest Lane (Mutual Aid) REU	5
3-Jun	Meeting	Station (Meeting)	14
4-Jun	2 Car PI	Hillsdale RD Cross-Mauck/Moore (Fayette)	9
9-Jun	Lost Power Traffic Control	City Of Jonesville (City)	10
10-Jun	Wires Down	Wright St/Park St (City)	12
11-Jun	1 Car PI	Bean Rd (Fayette)	7
12-Jun	Lift Assist	148 Jermaine St (Mutual Aid) REU	6
12-Jun	Lift Assist	148 Jermaine St (Mutual Aid) REU	7
13-Jun	Pool Fill	Cronk RD (Training)	3
16-Jun	2 Car PI	US12/Maumee (City)	7
18-Jun	Hose Training	Station (Training)	2
23-Jun	CO Alarm	2167 Blackmer Dr (Fayette)	11
24-Jun	Structure Fire	221 Orville St (City)	9
24-Jun	Clean Up	Station (Training)	8
25-Jun	2 Car PI	US12/McDonalds (City)	7
25-Jun	1 Car PI/Disregard	W. Chicago/Olds St (City)	6
25-Jun	1 Car PI	480 Olds St (City)	10
27-Jun	Lines Down	Mauck Rd/Halfmoon Lake Rd (Fayette)	7
29-Jun	2 Car PI	Ball Rd/ Homer Rd (Fayette)	8
30-Jun	Training	Station (Training)	11

2020

MONTHLY REPORT

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	16	4	3	16	8	47
APRIL	4	0	2	3	1	10
MAY	3	1	1	2	1	8
JUNE	7	0	5	3	5	20
Quarter total	14	1	8	8	7	38
JULY	4	1	0	2	3	10
AUGUST						0
SEPTEMBER						0
Quarter total	4	1	0	2	3	10
OCTOBER						0
NOVEMBER						0
DECEMBER`						0
Quarter total	0	0	0	0	0	0
YEAR TOTAL	34	6	11	26	18	95

July 2020

JFD
MONTHLY REPORT

DATE	TYPE OF CALL	LOCATION	MEMBERS
1-Jul	Meeting	Station(Meeting)	14
2-Jul	Vehicle Fire/Disregard	701 Olds Street(City)	4
5-Jul	Structure Fire	504 Drake Street(City)	9
8-Jul	Training	Station(Training)	9
18-Jul	Lift Assist	215 West St.(Mutual Aid) REU	5
18-Jul	Hose Test/Training	Rowe Rd (City)	2
19-Jul	2 Car PI	Milnes/12 (Scipio)	6
22-Jul	Clean Up	Station(Training)	8
31-Jul	Lift Assist	516 E Chicago St (Mutual Aid) REU	8
31-Jul	2 Car PI	US12/Maumee (City)	9

MONTHLY OPERATING REPORT

July 2020

SUBMITTED: **August 5, 2020**

WATER FLOW

MAXIMUM 419,000
MINIMUM 0
AVERAGE 210,800
TOTAL 6.536 MG

WASTEWATER FLOW

MAXIMUM 376,500
MINIMUM 271,200
AVERAGE 324,200
TOTAL 10.0493 MG

(0 flow caused by electrical panel malfunction)

CALLOUTS: **None**

OPERATION & MAINTENANCE

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

All plant maintenance was completed.

The raw water wet well was cleaned and the plant water storage tank was cleaned.

The Vector was sent to Camden twice to clean lift stations.

The number one well house was painted and signs installed.

A representative of MEGLE made a compliance inspection at the Wastewater Plant. Several minor quality control deficiencies were noted and corrected.

A total of 92 drinking water bacteria tests and 17 nitrate and/or nitrite tests were performed.

Second quarter drinking water invoices totaling \$2,500.00 were submitted to City Hall. Another \$1,320.00 in walk in business was also submitted to City Hall.

IRON REMOVAL PLANT PROGRESS

Punch list items were completed by the various subcontractors.

USDA made an inspection after substantial completion was achieved. They will make one more inspection for final completion.

PLC programming was completed and some backwash issues were ironed out. The facility is currently operating correctly.

5-Day Biochemical Oxygen Demand

NPDES Permit Limit in July 2020—4 mg/l Monthly Average

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

Jonesville Monthly Average—3.4 mg/l

Average Percent Removal from the Raw Wastewater—98.2 %

Total Suspended Solids

NPDES Permit Limit in July 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—3.4 mg/l

Average Percent Removal from the Raw Wastewater—96.1%

Total Phosphorus

NPDES Permit Limit in July 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—0.50 mg/l

Average Percent Removal from the Raw Wastewater—88.4%

Ammonia Nitrogen

NPDES Permit Limit in July 2020—0.5 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—0.086 mg/l

Average Percent Removal from the Raw Wastewater—99.5%

Jonesville Daily Maximum—0.34 mg/l

Rick Mahoney

Jonesville Dept of Public Works

July 2020

Monthly Report

	Maintenance	White Paint	Yellow Paint	Pros. Gravel	COLD MIX
STATE HIGHWAYS	0 HR DT 0 HR OT			0 Ton	0 Ton
MAJOR STREETS	0 HR DT 0 HR OT	0 Gal	0 Gal	0 Ton	0 Ton
LOCAL STREETS	2 HR DT 0 HR OT	0 Gal	0 Gal	0 Ton	0 Ton
PARKING LOTS	0 HR DT 0 HR OT	0 Gal	0 Gal		0 Ton
POLICE STATION	0 HR OT	0 Gal	0 Gal		
FIRE DEPARTMENT	0 HR OT	0 Gal	0 Gal		
DPW DEPT	0 HR OT				
LDFA	0 HR OT				
WATER	0 HR DT 0 HR OT			0 Ton	0 Ton
State Police	0 HR OT				

There was one call out.

The call out was for a tree that fell on Adrian Street from a residents property.

We have been doing the Yard Waste Collection Program.

The Rail Trail was mowed.

We been watering the DDA water pots downtown.

The DDA sprinkler system has been repaired that MDOT contractors bored through.

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

The back of the annex at the Cemetery was mowed.

The bathrooms at the Wright Street Park were painted inside.

We black topped all of the spots we had broken water mains and a service's.

Southern Michigan Sealcoating crack filled, sealed and painted the parking lot behind the Post Office.

Mike Kyser

Jonesville Police Department

116 West Chicago Road
Jonesville, Michigan. 49250

911 Police Service Administration (517) 849-2101

FAX (517) 849-2520

ACTIVITY SUMMARY FOR JULY 2020

Total reports written: 56

Domestic Assault: 1

Fraud: 0

UDAA: 0

Abandoned Vehicle: 0

Larceny: 1

Non-violent Domestic: 0

Malicious Destruction of Property: 0

Lost and Found Property: 1

Retail Fraud: 9

Obstruction Justice: 1

Driving Law Violations (MISD): 2

Public Roadway Accidents: 4

Private Property Accidents: 5

Other Arrests: 8 (warrants, traffic-DWLS/Revoked, etc.)

Nuisance Animals: 1

Civil Matter/Family Disputes: 6

Medical Emergency: 9

Alarms: 1

Suspicious Situations: 2

General Assistance: 12

Traffic/Moving Violations: 61

Juvenile Petition: 0

Warrants Received from Prosecutor: 8

July Patrol Shift Coverage: 66%

**CITY OF JONESVILLE
CASH BALANCES**

	June-2020	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	36,083.93
General Fund CLASS Acct	101-000-007	1,060,091.93
General Fund Cemetery CLASS Acct	101-000-007.100	93,012.83
General Fund Alloc of Assets CLASS	101-000-007.200	413,199.55
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	26,183.21
Major Streets CLASS Acct	202-000-007	331,545.83
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	16,190.26
Local Streets CLASS Acct	203-000-007	566,192.53
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	8,883.06
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	3,009.42
LDFA Operating CLASS Acct	247-000-007	2,075,356.39
D.D.A.:		
DDA Now Checking	248-000-001	3,921.32
DDA Operating CLASS Acct	248-000-007	196,237.50
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	21,873.38
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	326,977.34
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,218,884.87
WATER FUND:		
Water Receiving Now Checking	591-000-001	27,084.71
Water Receiving CLASS Acct	591-000-007	358,728.55
Water Plant Improvement CLASS Acct	591-000-007.100	384,443.62
Water Bond Reserve CLASS	591-000-007.200	12,222.02
Water RR&I Reserve CLASS	591-000-007.250	10,268.49
Water Tower Maint CLASS Acct	591-000-007.300	52,120.06
Water Maint CLASS Acct	591-000-007.400	32,191.42
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	1,848.64
Equip. Replace CLASS - Police Car	661-000-007.301	40,806.28
Equip. Replace CLASS - Fire Truck	661-000-007.336	214,465.89
Equip. Replace CLASS - DPW Equip	661-000-007.463	101,049.46
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	28,563.65
CURRENT TAX:		
Current Tax Checking	703-000-001	10.00
Current Tax Savings Account	703-000-002	0.00
PAYROLL FUND CHECKING:		
	750-000-001	8,733.98
GRAND TOTAL		7,670,190.12



**SUNSET VIEW CEMETERY ACTIVITY REPORT
JULY 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	1	0	0
April	0	0	0	0	1	1	0	0
May	1	3	0	0	2	4	0	0
June	0	0	0	0	4	4	0	0
July	4	2	0	0	2	1	0	0
2020 Totals	-3	7	0	0	9	11	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

June/July Activities:

- Complete electric service change

August/September Focus:

- Demolish block storage building
- Plan pole building update project

Wednesday August 12th, 2020

Jason Snyder
679 Langs Drive
Jonesville, MI 49250

To the Jonesville City Council:

I wish to write this letter so that the members of the Jonesville City Council may take into consideration adopting a golf cart friendly ordinance for the city that aligns with Michigan Vehicle Code Act 300 of 1949, section 257.657a. I have provided a copy of the complete section for your review.

As of this date, the state has made allowances for the operation of golf carts on city streets while meeting certain criteria. Hillsdale County has also adopted a similar ORV friendly ordinance for county roads. I feel that as different modes of alternative transportation, including golf carts, become more popular, it would serve the city well to discuss and review the potential of allowing them within city limits.

Alternative transportation offers many advantages over traditional passenger vehicles for a rural city such as Jonesville. One advantage for golf carts is the decreased footprint. As golf cart ownership increases and becomes more accepted, less burden is placed on current city parking lots. Typically, two golf carts could occupy a single passenger vehicle space. This could prove valuable during high volumes of traffic for the city that includes: plays at the Sauk Theatre, Riverfest weekend and the annual US12 Garage Sale.

In addition to the reduced burden of parking spaces, there is also a reduced impact on the environment. Most late model golf carts are equipped with modern fuel injection, making them very fuel efficient and more eco friendly when compared to a short drive made by even a highly fuel efficient vehicle. All electric golf carts further reduce the carbon footprint subjected to the atmosphere by emitting zero emissions.

Golf carts are also more user-friendly for disabled or mobility challenged individuals. They are easier to get in and out of than traditional vehicles, with a seat height slightly higher than a sedan, but lower than an SUV. This makes golf carts a good choice for seniors who may have trouble entering or exiting a traditional passenger vehicle.

Benefits are not limited to residents. Many local businesses impacted by the Coronavirus restrictions could use golf carts to deliver food, or supplies to residents in town. The ever evolving crisis for the food industry has forced them to get creative on how they supply their product to the public, as evidenced by the special resolution sought by Ramshackle Brewing Company just last month. Businesses could be forced to become more mobile as this trying time continues. Low cost transportation alternatives could be just what they need to keep the business profitable and enhance their offerings in the future.

Finally, these small, fuel efficient or even electric golf carts would be a significant reduction in wear and tear of city streets. A golf cart weighs a fraction of what a typical passenger sedan does. Modern sedans range from 3,000 pounds to 3,500 pounds while a golf cart is typically in the 700 to 900 pound range, all

Wednesday August 12th, 2020

while maintaining a similar passenger capacity. For every golf cart being used within the city, it effectively replaces a passenger car or truck for the same trip. This alone could prove to have tremendous long term financial advantages for the City of Jonesville in the form of savings on road maintenance and upkeep.

Steps can be taken to increase visibility of golf carts all while mitigating the safety risk while sharing the roadway. Some examples include: slow moving vehicle signs, headlights, taillights, bumper mounted flags or a combination thereof. All would do a satisfactory job of alerting drivers of full size passenger vehicles to the presence of a non-traditional mode of transport on the roadway. Also, golf carts are forbidden from being used on streets ½ hour before sunset and ½ hour after sunrise all in the interest in visibility. The use of on-board mirrors within the golf cart would alert operators to traffic behind them, which would help them share the road responsibly. Collision risk is further diminished by allowing golf carts only on roads with a speed limit of 30 miles per hour or less. Responsible driving will be the key to occupant safety while operating a golf cart on a city street, as is true with any vehicle. With the implementation of these safety precautions, golf carts would be at no more risk of accidents on our roads than pedestrians or bicyclists are when no sidewalk is available.

I believe that if the City Council were to adopt a golf cart friendly ordinance, it would offer all residents a more affordable, more environmentally conscious alternative mode of transport within the city. This combined with the fact that by doing so, the city would assume little to no financial impact while potentially creating savings in the form of reduced maintenance and upkeep costs of city infrastructure, makes for a very attractive endeavor. In addition to the benefits of residents, businesses looking to maximize profitability with sinking attendance could use this as an opportunity to offer a limited delivery service without a large overhead of a vehicle purchase or upkeep. Many villages and cities similar to Jonesville have already adopted golf cart friendly ordinances including the village of Quincy, the village of Union City, and the city of Morenci.

Let's give residents a choice on how they may safely travel within our community, all while being mindful of the environment and creating a potential savings for city coffers. Enacting a fair and responsible golf cart ordinance is the right choice that would benefit not only the residents, but the City of Jonesville as well.

Respectfully submitted,

Jason Snyder

Attached Michigan Vehicle Code Act 300 of 1949, Section 257.657a

MICHIGAN VEHICLE CODE (EXCERPT)
Act 300 of 1949

257.657a Operation of golf cart on village, city, or township streets or state trunk line highway.

Sec. 657a. (1) A village or city having a population of fewer than 30,000 individuals based upon the 2010 decennial census may by resolution allow the operation of golf carts on the streets of that village or city, subject to the requirements of this section. A township having a population of fewer than 30,000 individuals based upon the 2010 decennial census may by resolution, unless disapproved by the county board of commissioners under subsection (3), allow the operation of golf carts on the streets of that township, subject to the requirements of this section.

(2) If a village, city, or township allows the operation of golf carts on the streets of that village, city, or township, that village, city, or township may require those golf carts and the operators of those golf carts to be recorded on a list maintained by that village, city, or township. A village, city, or township shall not charge a fee for listing golf carts or the operators of those golf carts.

(3) A county board of commissioners may, by resolution, disapprove the operation of golf carts on the streets of a township located within that county if the county board of commissioners conducts a hearing and determines that 1 or more of the following apply:

(a) The operation of golf carts on the streets of that township would cause significant environmental damage.

(b) The operation of golf carts on the streets of that township would cause a significant concern of public safety.

(4) The county board of commissioners shall provide public notice of a hearing under subsection (3) at least 45 days before the hearing is conducted. The county board of commissioners shall also provide written notice of a hearing under subsection (3) to the township at least 45 days before the hearing is conducted.

(5) A person shall not operate a golf cart on any street unless he or she is at least 16 years old and is licensed to operate a motor vehicle.

(6) The operator of a golf cart shall comply with the signal requirements of section 648 that apply to the operation of a vehicle.

(7) A person operating a golf cart upon a roadway shall ride as near to the right side of the roadway as practicable, exercising due care when passing a standing vehicle or a vehicle proceeding in the same direction.

(8) Except as otherwise provided in subsection (9), a person shall not operate a golf cart on a state trunk line highway. This subsection does not prohibit a person from crossing a state trunk line highway when operating a golf cart on a street of a village, city, or township, using the most direct line of crossing.

(9) The legislative body of a local unit of government may request the state transportation department to authorize the local unit of government to adopt an ordinance authorizing the operation of golf carts on a state trunk line highway, other than an interstate highway, located within the local unit of government. The request shall describe how the authorization would meet the requirements of subsection (10). The state transportation department shall solicit comment on the request from the local units of government where the state trunk line highway is located. The state transportation department shall consider comments received on the request before making a decision on the request. The state transportation department shall grant the request in whole or in part or deny the request not more than 60 days after the request is received. If the state transportation department grants a request in whole or in part under this subsection, the local unit of government that submitted the request may adopt an ordinance authorizing the operation of golf carts on the state trunk line highway that was the subject of the request. A county may submit a request for authorization under this subsection on behalf of 1 or more local units of government located within that county if requested by those local units of government.

(10) The state transportation department shall authorize operation of a golf cart under subsection (9) only on a state trunk line highway that is not an interstate highway within a local unit of government that has already adopted an ordinance under subsection (1), that serves as a connector between portions of the local unit of government that only connect through the state trunk line highway, and that meets 1 or more of the following requirements:

(a) Provides access to tourist attractions, food service establishments, fuel, motels, or other services.

(b) Serves as a connector between 2 segments of the same county road that run along discontinuous town lines.

(c) Includes a bridge or culvert that allows a golf cart to cross a river, stream, wetland, or gully that is not crossed by a street or county road on which golf carts are authorized to operate under an ordinance adopted as

provided in subsection (1).

(11) The state transportation department may permanently or temporarily close a state trunk line highway to the operation of golf carts otherwise authorized under subsection (9) after written notice to the clerk of the local unit of government that requested the authorization under subsection (9). The notice shall be in writing and sent by first-class United States mail or personally delivered not less than 30 days before the adoption of the rule or order closing the state trunk line highway. The notice shall set forth specific reasons for the closure. The state transportation department is not required to develop a plan for an alternate route for a state trunk line highway that it has temporarily closed to the operation of golf carts.

(12) Where a usable and designated path for golf carts is provided adjacent to a highway or street, a person operating a golf cart may, by local ordinance, be required to use that path.

(13) A person operating a golf cart shall not pass between lines of traffic, but may pass on the left of traffic moving in his or her direction in the case of a 2-way street or on the left or right of traffic in the case of a 1-way street, in an unoccupied lane.

(14) A golf cart shall not be operated on a sidewalk constructed for the use of pedestrians.

(15) A golf cart shall be operated at a speed not to exceed 15 miles per hour and shall not be operated on a state trunk line highway or a highway or street with a speed limit of more than 30 miles per hour except to cross that state trunk line highway or highway or street. A village, city, or township may, by resolution, designate roads or classifications of roads for use by golf carts under this subsection.

(16) A golf cart shall not be operated on a state trunk line highway or the streets of a city, village, or township during the time period from 1/2 hour before sunset to 1/2 hour after sunrise.

(17) A person operating a golf cart or who is a passenger in a golf cart is not required to wear a crash helmet.

(18) A person operating a golf cart on a state trunk line highway shall ride as near to the right side of the roadway as practicable.

(19) This section does not apply to a police officer in the performance of his or her official duties.

(20) A golf cart operated on a street of a village, city, or township under this section is not required to be registered under this act for purposes of section 3101 of the insurance code of 1956, 1956 PA 218, MCL 500.3101.

(21) As used in this section, "golf cart" means a vehicle designed for transportation while playing the game of golf. A village, city, or township may require a golf cart registered within its jurisdiction to meet any or all of the following vehicle safety requirements of a low-speed vehicle for approval under this section:

(a) At least 2 headlamps that comply with section 685.

(b) At least 1 tail lamp that complies with section 686.

(c) At least 1 stop lamp and 1 lamp or mechanical signal device that comply with sections 697 and 697b.

(d) At least 1 red reflector on each side of the golf cart as far to the rear as practicable and 1 red reflector on the rear of the golf cart as required for low-speed vehicles by 49 CFR 571.500.

(e) One exterior mirror mounted on the driver's side of the golf cart and either 1 exterior mirror mounted on the passenger side of the golf cart or 1 interior mirror as required for low-speed vehicles by 49 CFR 571.500.

(f) Brakes and a parking brake that comply with section 704.

(g) A horn that complies with section 706.

(h) A windshield that complies with section 708a.

(i) A manufacturer's identification number permanently affixed to the frame of the golf cart.

(j) Safety belts that comply with section 710a and that are used as required by section 710e.

(k) The crash helmet requirements applicable to low-speed vehicles under section 658b.

History: Add. 2014, Act 491, Imd. Eff. Jan. 13, 2015;—Am. 2018, Act 139, Eff. Aug. 8, 2018.

CERTIFICATE *of Attendance*

2020 Single Audit Update Webinar

COMPLETION DATE: 7/21/2020

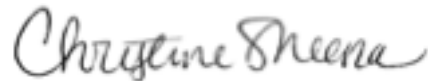
PARTICIPANT: Lenore Spahr

COMPLETION OF THE FOLLOWING CREDITS: 2.0

FIELD OF STUDY: Auditing (Governmental)

DELIVERY METHOD: Group internet based

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



CHRISTINE SHEENA, Training Manager

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



michigan municipal league
Workers' Compensation Fund

RECEIVED
JUL 13 2020

BY: _____

To: Members of the MML Workers' Compensation Fund
From: Michael J. Forster, Fund Administrator
Date: June 29, 2020
Subject: Fund Trustee Election

Dear Fund Member:

Two (2) Trustees have agreed to seek election to the MML Workers' Compensation Fund Board of Trustees. You may also write in one or more candidates if you wish.

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

I hope you will affirm the work of the Nominating Committee by returning your completed ballot in the enclosed return envelope, no later than August 13. You may also submit your ballot online by going to www.mml.org. Click on *Insurance*, then *Workers' Compensation Fund*; the link to the ballot form is in the yellow banner.

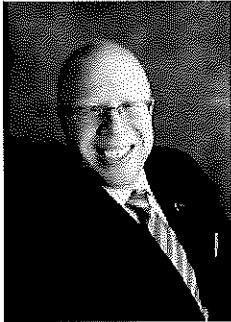
Thank you for your membership in the Worker's Compensation Fund, and for participating in the election of your governing board.

Sincerely,

Michael J. Forster

Fund Administrator

THE CANDIDATES
Four-year terms beginning October 1, 2020



Marlon Brown, Mayor Pro Tem, City of Mason

Marlon Brown was first elected to the Mason City Council in 2012 and presently serves as mayor pro tem. He serves on the Elected Officials Academy Advisory Board and previously served on the MML Board of Trustees. In addition to his role on the city council, Brown has served as chairperson of the Mason Sesquicentennial Steering Committee, vice chair of the Mason Planning Commission, vice chair of the Mason Historic District Commission, and secretary of the Ingham County Economic Development Corporation board of directors. He is involved with several community organizations including the Mason Orchestral Society and the Mason Area Chamber of Commerce. Brown works for the State of Michigan as the Director of Policy and Legislative Affairs for the Department of Licensing and Regulatory Affairs (LARA). He earned a BS in political science from American University, a master of public administration from the University of Delaware, and is currently pursuing a doctorate in public administration at Valdosta State University. Moreover, he is an alumnus of the Michigan Political Leadership Program at Michigan State University. Marlon is seeking election to his first term.



Penny Hill, Assistant City Manager, Traverse City

Penny has been a municipal government official since 1988, serving at various times as Clerk, Treasurer, and Manager. She currently serves as Traverse City's Assistant Manager. Penny is an active member of the Michigan Municipal League, having served on its Board of Directors, and as Vice-Chairperson of Region 6. Penny is also an active member of the Michigan Municipal Executives (formerly Michigan Local Government Manager's Association), serving as its President in 2013. She is a member of the Board of Directors for the Grand Traverse Regional Community Foundation. Penny is seeking election to her first term.