



**CITY OF JONESVILLE
COUNCIL AGENDA
JUNE 17, 2020 - 6:30 P.M.**

Pursuant to Governor Whitmer's Executive Order 2020-75, participation in this meeting will be by video teleconference. The Council, staff and public wishing to participate may do so by visiting the web address on a computer or smart-device, or calling the 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: 870 6166 1394
PASSWORD: 200617**

- 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. Truth in Taxation Public Hearing
 - B. 1. Fiscal Year 2020-21 Budget Public Hearing
 2. Resolution 2020-12 to Adopt July 2020-June 2021 Budget, General Appropriations Act and Ad Valorem Mill Levy [ROLL CALL][Action Item]
- 6. REPORTS AND RECOMMENDATIONS**
 - A. Resolution 2020-13 Utility Billing Rates and Fees [ROLL CALL][Action Item]
 - B. Consider the Fiscal Year 2020-21 to 2025-26 Capital Improvement Plan [ROLL CALL][Action Item]
 - C. Approval of the Fiscal Year 2020-21 Employee Wage Scale [ROLL CALL][Action Item]
 - D. City Facility Use – COVID-19 [ROLL CALL][Action Item]
 - E. Water System Improvement Project – Contract No. 1 Pay Request [ROLL CALL][Action Item]
 - F. Consider Temporary Amendments to Vacation Policy [ROLL CALL][Action Item]
 - G. Resolution 2020-14 Reschedule July Board of Review [ROLL CALL][Action Item]
- 7. COUNCIL MINUTES**
 - A. Consider minutes of the May 20, 2020 Regular Meeting [ROLL CALL][Action Item]
 - B. Consider minutes of the May 27, 2020 Special Meeting [ROLL CALL][Action Item]

8. ACCOUNTS PAYABLE

A. Accounts Payable for May 2020 totalling \$92,177.49

[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 Report – Manager Gray

10. ADJOURNMENT



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: June 12, 2020
Re: Manager Report and Recommendations – June 17, 2020 Council Meeting

5.A. Truth in Taxation Public Hearing

The City Council will hold this public hearing for the purpose of hearing comments about maintaining the current 16.388 millage rate. Without the hearing, the millage rate would permanently be adjusted down by 0.5277 mills to 15.8603 mills. If the proposed increase to retain our current millage is not approved, there will be a resulting reduction in operating revenue of 3.33%, or \$27,895 in revenue to the general fund and local streets. In summary, the advertised increase would maintain our current millage rate. *Please refer to the attached hearing notice.*

5.B.1 Fiscal Year 2020-21 Budget Public Hearing

The property tax rate of 16.388 mills (unchanged) proposed to be levied to support the proposed budget is the subject of this hearing. As discussed at the May 27th special session, a balanced budget has been presented for consideration. The proposed budget was made available for public view following the special meeting. Fiscal Year 2020-21 Budget highlights and fund summaries have been discussed at the previous two Council meetings and can be presented at the meeting.

**5.B.2. Resolution 2020-12 to Adopt July 2020-June 2021 Budget,
General Appropriations Act and Ad Valorem Tax Levy**

[ROLL CALL][Action Item]

Action item related to the public hearing. The Fiscal Year 2020 Budget Committee is proposing the adoption of a balanced budget for the upcoming fiscal year as outlined with Resolution 2020-12. Note that line item detail of each respective fund's expenses and revenues are identified in the complete operating budget; the budget, Capital Improvement Plan, and Employee Wage Scale are being sent via separate email. The complete operating budget can also be viewed on the City website. The Budget Committee and Department Heads worked diligently to balance the FY 2020-21 Budget.

With the adoption of this fiscal year budget, we continue our focus on the stewardship of the public's resources. The budget proposes continued maintenance of streets and other public infrastructure. Not only would essential services be provided, but valued services like leaf and brush pickup are fully funded in the proposed budget. It should be noted that the near- and long-term impacts of the COVID-19 outbreak are difficult to predict at the time of adoption of the budget. State-shared revenues, which depend on use tax collections, have been conservatively budgeted. Budget adjustments and/or the delay of planned capital projects have been considered during the development of the budget. These adjustments may be implemented as needed by City Council during the fiscal year to address unanticipated economic impacts associated with the health crisis. I recommend adoption of the Fiscal year 2020-21 Budget as presented by the Budget Committee. A roll call vote is required. *Please refer to the attached Resolution 2020-12, estimated FY 2020-21 Fund Balances, and the Budget Hearing Notice.*

6. A. Resolution 2020-13 Utility Billing Rates and Fees

[ROLL CALL][Action Item]

The Budget Committee is proposing the adoption of the utility billing rates and fees as outlined in the attached resolution. The rate increase is necessary to attain revenue levels to balance the Water and Sewer Enterprise Funds. Pursuant to Chapter 34 of the Code of Ordinances, rates shall be adjusted to

reflect the United States Federal Consumer Price Index. The Fiscal Year 2020-21 rate increase for water is 2.25 percent; the increase for sewer is 2.6 percent. The net increase is consistent with the CPI of 2.3%, and reflects the projected schedule of increases from the 2019 rate studies. The monthly residential base bill (2,000 gallons) will increase by \$1.07. The average monthly residential bill (based on 4,000 gallons of use) will increase a total of \$1.63. These increases are necessary to insure the ongoing maintenance of the water distribution system, future rehabilitation and maintenance of the Iron Removal Plant, and coverage of costs associated with the operation and maintenance of the wastewater treatment plant and sewage collection system. These proposed rate increases are reflected in the projected revenues in the FY 2020-21 Budget. I recommend adoption of Resolution 2020-13, as recommended by the Budget Committee. *Please refer to the attached Resolution 2020-13.*

6. B. Consider Adoption of the FY 2020-21 to 2025-26 Capital Improvement Plan [Action Item]

The Capital Improvement Plan that summarizes anticipated major capital projects for the coming fiscal year, along with the following five years. The document is a companion to the annual operating budget and is intended to help with long range budgeting. The plan has been reviewed by the Budget Committee and recommended for approval and was reviewed in the prior budget work sessions. I recommend a motion to approve the FY 2020-21 to 2025-26 Capital Improvement Plan. *Please refer to the CIP provided with the full operating budget.*

6. C. Approval of the Fiscal Year 2020-21 Employee Wage Scale [Action Item]

The City adopted a new wage scale for all full-time employees in 2019 to aid with employee retention and recruitment. This was the first update to the scale in over a decade. The budget reflects, as recommended by the City Council Budget Committee, an increase of 2.3% to match the December 2019 Consumer Price Index to the wage scale to remain competitive in employee compensation. Employees would also be eligible to move to the next step in the wage scale. The proposed wage increases are reflected in the budget presented under item 5.B. of this agenda. The wage increases would be effective after the start of the fiscal year on July 1, 2020. *Please refer to the proposed Employee Wage Scale provided with the full operating budget.*

6. D. City Facility Use – COVID-19 [Action Item]

This item is reserved for discussion of the use of City facilities, including parks, pavilions, and the Fire Department meeting room, in light of COVID-19 and social distancing guidelines. Staff has been communicating with our liability insurance provider and legal counsel on appropriate procedures. Staff has also been discussing the upcoming US-12 Heritage Trail Garage Sale with representatives of the American Legion. The Legion is currently discussing whether it intends to pursue this event this year. I expect to have additional information for the Council to consider at the meeting for the development of procedure, if this event does proceed.

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

Attached is the tenth 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 installation and instrumentation of the second filter, and door and window replacement. 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 \$156,820.95. I recommend a motion to approve the pay request, as stated. *Please refer to the application for payment and progress estimate.*

6. F. Consider Temporary Amendments to Vacation Policy [ROLL CALL][Action Item]

The current vacation policy allows full-time employees to accrue vacation time monthly at a rate that increases with years of service to the City. Employees are limited in the total hours that they may accrue.

Due to the COVID-19 outbreak, several employees have cancelled or modified vacations and are near or over the limits of their accrual and will be through July 1. Although policy allows the City Manager to waive the accrual limit for a period of 90 days, the current conditions apply to all employees and are likely to last beyond 90 days; a uniform policy would be preferable. Each Department is currently attempting to manage the leave banks, with employees taking a few days off as the schedule permits over different weeks. I recommend the following temporary policy:

Full-time employees may accrue vacation time that exceeds their maximum accrual through December 31, 2020, provided the following conditions are met:

- a. The total vacation accrual may not exceed 80 hours more than the employee's normal annual accrual.
- b. Employees shall not be permitted to carry more hours than their normal annual accrual after December 31, 2020.

6. G. Resolution 2020-14 Reschedule July Board of Review [ROLL CALL][Action Item]

Council previously established Board of Review meeting dates by resolution. It is necessary to reschedule the July meeting so that it will take place on Monday, July 20th at 1:00 p.m. The meeting location is also being moved to the Police Department Conference Room, so that appropriate social distancing can be accomplished. By Charter, the meeting date must be established by resolution. *Please refer to Resolution 2020-14.*

Correspondence:

- Michigan Department of EGLE re: Rick Mahoney Certifications

Notice of a Public Hearing on Increasing Property Taxes

The city council of the City of Jonesville will hold a public hearing on the proposed increase of 0.5277 mills in the operating tax millage rate to be levied in 2020.

The hearing will be held on Wednesday, June 17, 2020 at 6:30 p.m. at via teleconference: www.zoom.us, ID #87061661394, PASSWORD: 200617 or (929) 205-6099 or (313) 626-6799.

The date and location of the meeting to take action on the proposed additional millage will be announced at this public meeting.

If adopted, the proposed additional millage will increase operating revenues from ad valorem property taxes 3.33% over such revenues generated by levies permitted without holding a hearing. If the proposed additional millage rate is not approved the operating revenue will increase by -0.16% over the preceding year's operating revenue.

The taxing unit publishing this notice, and identified below, has complete authority to establish the number of mills to be levied from within its authorized millage rate.

This notice published by:

**City of Jonesville
265 E. Chicago Street
Jonesville, MI 49250
(517) 849-2104**

2020-12

**CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN**

**RESOLUTION: TO ADOPT JULY 2020 - JUNE 2021 BUDGET, GENERAL
APPROPRIATIONS ACT AND AD VALOREM MILL LEVY**

Partial minutes of a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, Michigan, held in the City Hall in said City on the 17th day of June, 2020, at 6:30 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Councilperson _____ and supported by Councilperson _____.

WHEREAS, a public hearing was held on the City of Jonesville proposed budget on June 17, 2020 and notice of the hearing was published in a newspaper of general circulation at least six days before the hearing; and

WHEREAS, the City of Jonesville is complying with the Truth and Taxation Act, P.A. 5 of 1982, by meeting all requirements of Section 16 of the Uniform Budgeting and Accounting Act as directed by P.A. 42 of 1995; and

NOW THEREFORE BE IT RESOLVED, that the attached July 2020 - June 2021 Budget Summary is hereby adopted as the Budget for the City of Jonesville for the period beginning July 1, 2020 and ending June 30, 2021; that the adopted expenditures shall be appropriated to meet the expenses of the several Funds and Activities of the City of Jonesville for July 1, 2020 through June 30, 2021; and that the adopted revenues are hereby budgeted for the purpose of defraying the said expenditures of the City, along with the adopted use of fund balances and retained earnings; and

BE IT FURTHER RESOLVED, that the City Council authorizes the City Manager to transfer line item amounts within the budgeted activities; however, Council approval is required to change activity appropriations; and

BE IT FURTHER RESOLVED, that the ad valorem mill levy of 11.7057 mills is hereby adopted for the General Fund, and 4.6823 mills is hereby adopted for Streets and shall be deposited in the Local Streets Fund.

AYES:

NAYS:

ABSENT:

Cynthia D. Means, Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of Jonesville, County of Hillsdale Michigan at a Regular Meeting held on the 17th day of June, 2020, and that public notice was given pursuant to Act No. 267, Public Acts of Michigan, 1976, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

Cynthia D. Means, Clerk

CITY OF JONESVILLE
2020-2021 FISCAL YEAR BUDGET SUMMARY
Adopted June 17, 2020

20-21

GENERAL FUND

REVENUES

Use of Fund Balance	-
Revenues	1,388,797

TOTAL FUNDS AVAILABLE	1,388,797
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EXPENDITURES

101 City Council	26,000
172 City Manager	111,990
191 Elections	5,800
218 General Office	215,362
247 Board of Review	1,575
253 Treasurer	2,900
257 Assessor	22,100
258 Data Processing/Computer Department	11,725
265 City Hall	46,117
276 Cemetery	70,128
285 Freedom Memorial	1,900
301 Police Department	339,412
336 Fire Department	117,294
410 Planning & Zoning Commissions	11,421
441 Radio Tower Property	-
442 Parking Lots	16,015
443 Sidewalks	1,405
444 Department of Public Works	18,120
445 DPW Building & Grounds	-
448 Street Lighting	40,000
526 Sanitary Land Fill	6,290
728 Special Projects Coordinator	-
751 Recreation Department	44,853
770 Parks	14,225
780 Rail/Trail	6,275
858 Fringe Benefits	32,220
862 Employer Share of Social Security	-
865 Insurance	14,000
895 Promotions	-
897 Other Activities	208,000

TOTAL FUND EXPENDITURES	1,385,127
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NET AMOUNT TO FUND BALANCE	3,670
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CITY OF JONESVILLE
2020-2021 FISCAL YEAR BUDGET SUMMARY
Adopted June 17, 2020

20-21

MAJOR STREETS

REVENUES

Use of Fund Balance	-
Revenues	321,793
	321,793

TOTAL FUNDS AVAILABLE 321,793

EXPENDITURES

451 Street Construction	83,500
465 Routine Maintenance	63,100
474 Traffic Control	4,100
478 Winter Maintenance	23,065
897 Other Activities	-
900 Administration	47,891
	221,656

TOTAL FUND EXPENDITURES 221,656

NET AMOUNT TO FUND BALANCE 100,138

LOCAL STREETS

REVENUES

Use of Fund Balance	19,255
Revenues	292,097
	311,352

TOTAL FUNDS AVAILABLE 311,352

EXPENDITURES

451 Street Construction	92,000
465 Routine Maintenance	67,320
474 Traffic Control	2,314
478 Winter Maintenance	18,530
900 Administration	131,188
905 Debt Service	-
	311,352

TOTAL FUND EXPENDITURES 311,352

NET AMOUNT TO FUND BALANCE -

STATE HIGHWAY

REVENUES

Use of Fund Balance	-
Revenues	35,675
	35,675

TOTAL FUNDS AVAILABLE 35,675

EXPENDITURES

451 Street Construction	-
465 Routine Maintenance	12,800
474 Traffic Control	850
478 Winter Maintenance	9,300
900 Administration	12,724
	35,674

TOTAL FUND EXPENDITURES 35,674

NET AMOUNT TO FUND BALANCE 1

CITY OF JONESVILLE
2020-2021 FISCAL YEAR BUDGET SUMMARY
Adopted June 17, 2020

20-21

LOCAL DEVELOPMENT FINANCE AUTHORITY

REVENUES		
Use of Fund Balance	20,190	
Revenues	316,175	316,175
TOTAL FUNDS AVAILABLE		336,365
EXPENDITURES		
729 Development Activities	336,365	
731 Industrial Park Phase II	-	-
TOTAL FUND EXPENDITURES		336,365
NET AMOUNT TO FUND BALANCE		-

DOWNTOWN DEVELOPMENT AUTHORITY

REVENUES		
Use of Fund Balance	31,836	
Revenues	148,000	148,000
TOTAL FUNDS AVAILABLE		179,836
EXPENDITURES		
442 Parking Lots	30,015	
443 Sidewalks - Streetscape	1,821	
729 Development Activities	51,911	
733 Downtown/Streetscape	29,460	
895 Promotions	8,565	
897 Other Activities	58,064	58,064
TOTAL FUND EXPENDITURES		179,836
NET AMOUNT TO FUND BALANCE		-

DEBT SERVICE

REVENUES		
Use of Fund Balance	-	
Revenues	162,387	162,387
TOTAL FUND REVENUES		162,387
EXPENDITURES		
906 Michigan Transportation Fund Bond	35,683	
907 D.D.A. Streetscape Bond	58,064	
908 Local St Cap Improvement Bond	68,640	68,640
TOTAL FUND EXPENDITURES		162,387
NET AMOUNT TO FUND BALANCE		-

CITY OF JONESVILLE
2020-2021 FISCAL YEAR BUDGET SUMMARY
Adopted June 17, 2020

	20-21
SEWER FUND	
<hr/> <hr/>	
REVENUES	
Use of Fund Balance/Depreciation	447,998
Revenues	<u>780,000</u>
TOTAL FUNDS AVAILABLE	1,227,998
EXPENDITURES	
527 Sewage Disposal	1,227,998
529 Industrial Pretreatment Program	<u>-</u>
TOTAL FUND EXPENDITURES	1,227,998
NET AMOUNT TO FUND BALANCE	-
WATER FUND	
<hr/> <hr/>	
REVENUES	
Use of Fund Balance/Depreciation	104,493
Revenues	<u>384,450</u>
TOTAL FUNDS AVAILABLE	488,943
EXPENDITURES	
536 Iron Removal Plant	390,996
537 Water Distribution System	<u>97,947</u>
TOTAL FUND EXPENDITURES	488,943
NET AMOUNT TO FUND BALANCE	-
MOTOR VEHICLE POOL	
<hr/> <hr/>	
REVENUES	
Use of Fund Balance/Depreciation	433,555
Revenues	<u>154,000</u>
TOTAL FUNDS AVAILABLE	587,555
EXPENDITURES	
270 DPW Building & Grounds	32,475
896 Motor Vehicle Pool	<u>555,080</u>
TOTAL FUND EXPENDITURES	587,555
NET AMOUNT TO FUND BALANCE	-
TOTAL REVENUE/USE OF FUND BALANCE	5,040,701
TOTAL EXPENDITURES	4,936,892
TOTAL ADDITIONS TO/USE OF FUND BALANCE	103,809

CITY OF JONESVILLE
2020/21 ESTIMATED YEAR END FUND BALANCES

	GEN FD	MAJOR	LOCAL	STATE	L.D.F.A.	D.D.A.	DEBT SVC	SEWER	WATER	M.V.P.
Est 19/20 EOY Fund Balance	\$1,631,749	\$344,284	\$520,780	\$12,352	\$1,925,196	\$136,731	\$0	\$1,003,479	\$753,414	\$401,610
Budgeted 20/21 Revenue	\$1,388,797	\$321,793	\$292,097	\$35,675	\$316,175	\$148,000	\$162,387	\$780,000	\$384,450	\$154,000
Budgeted 20/21 Expenditures	(\$1,385,127)	(\$221,656)	(\$311,352)	(\$35,674)	\$336,365	(\$179,836)	(\$162,387)	(\$1,227,998)	(\$488,943)	(\$587,555)
	\$1,635,419	\$444,421	\$501,525	\$12,353	\$2,577,736	\$104,895	\$0	\$555,481	\$648,921	(\$31,945)
Plus Depreciation								\$270,000	\$90,000	\$73,000
Amendments										
Fund Bal Before Res	\$1,635,419	\$444,421	\$501,525	\$12,353	\$2,577,736	\$104,895	\$0	\$825,481	\$738,921	\$41,055
Park Reserve	(\$54,700)									
Expansion Reserve					(\$240,000)					
Special Projects Reserve					(\$200,000)					
Infrastructure Impr. Reserve					(\$240,000)					
Revolving Loan Fund						(\$25,000)				
Est 20/21 EOY Fund Balance	\$1,580,719	\$444,421	\$501,525	\$12,353	\$1,897,736	\$79,895	\$0	\$825,481	\$738,921	\$41,055

PUBLIC NOTICE
CITY OF JONESVILLE
NOTICE OF PUBLIC HEARING
JULY 2020 - JUNE 2021 PROPOSED
BUDGET

June 17, 2020

Pursuant to Governor Whitmer's Executive Order 2020-75, participation in this meeting will be by video teleconference. The Council, staff and public wishing to participate may do so by visiting the web address on a computer or smart-device, or calling the telephone number. When prompted, enter the Meeting ID and Password.

WEB ADDRESS: www.zoom.us
CALL-IN TELEPHONE NUMBERS:
1-929-205-6099 or
1-312-626-6799
WEBINAR ID: 870 6166 1394
PASSWORD: 200617

A public hearing on the proposed budget for July 2020 - June 2021 will be held on the 17th day of June, 2020 at 6:30 p.m. at the Jonesville City Hall, 265 E. Chicago St., Jonesville, MI.

The property tax rate of 16.388 mills (unchanged) proposed to be levied to support the proposed budget will be a subject of this hearing.

The proposed budget in detail will be available for public review online at: <http://jonesville.org/OurCity/PublicNoticesHearings.aspx>, beginning June 5, 2020.

**CITY OF JONESVILLE
UTILITY BILLING RATES & FEES**

BE IT HEREBY RESOLVED, that the following water and sewer rates be established effective July 1, 2020.

WATER CHARGES

<u>Meter Size (Inches)</u>	<u>Monthly Base Charge (Initial 2,000 Gallons)</u>	<u>Water Maintenance Fee</u>
5/8" or 3/4"	\$ 13.65	\$ 1.66
1"	\$ 34.15	\$ 2.46
1 1/4" or 1 1/2"	\$ 68.29	\$ 4.42
2"	\$108.42	\$ 5.40
2" Compound	\$108.42	\$12.84
3" Compound	\$218.56	\$18.56
4" Compound	\$341.48	\$24.22

Commodity Charge (Over 2,000 Gallons) = \$2.38 per 1,000 Gallons

Water Tower Maintenance Fee - \$2.85 per month

Water Hydrant Rental Fees (paid by General Fund/Fire Department) - \$25 per hydrant per year

After Hours Call-in Charge - \$100

Water Tap Fee - \$1,000

SEWER CHARGE

<u>Meter Size (Inches)</u>	<u>Monthly Base Charge (Initial 2,000 Gallons)</u>
5/8" or 3/4"	\$ 30.27
1"	\$ 69.63
1 1/4" or 1 1/2"	\$135.30
2"	\$214.10
2" Compound	\$214.10
3"	\$424.32
4"	\$660.75

Commodity Charge (Over 2,000 Gallons) = \$9.22 per 1,000 Gallons

Sewer Tap Fee - \$2,000

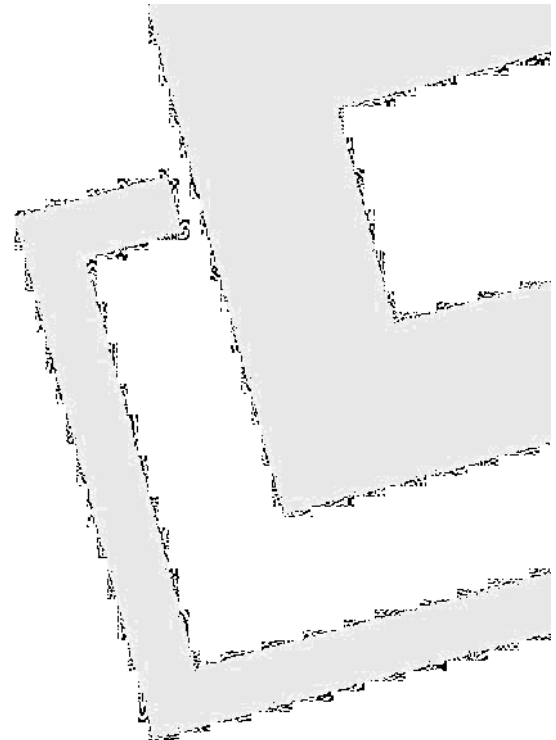
This resolution was introduced by Councilperson _____ and supported by Councilperson _____. This Resolution declared adopted June 17, 2020 by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Cynthia D. Means, Clerk



June 10, 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. 10

Dear Rick,

Enclosed please find Application for Payment No. 10 for the referenced project from Parrish Excavating, Inc., in the amount of \$156,820.95 for work completed through May 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

Contractor's Application for Payment No.

TEN

Application Period: April 26, 2020 - May 25, 2020		Application Date: 5/25/2020
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..... \$ <u>\$1,920,128.00</u>
CO#2	\$2,283.57		2. Net change by Change Orders..... \$ <u>-\$7,183.76</u>
CO#3	\$22,896.17		3. Current Contract Price (Line 1 ± 2)..... \$ <u>\$1,912,944.24</u>
CO#4	\$9,544.50		4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate)..... \$ <u>\$1,763,298.27</u>
			5. RETAINAGE:
			a. X 10% Work Completed..... \$ <u>\$176,329.83</u>
			b. X Stored Material..... \$ _____
			c. Total Retainage (Line 5a + Line 5b)..... \$ <u>\$176,329.83</u>
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... \$ <u>\$1,586,968.44</u>
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ <u>\$1,430,147.49</u>
			8. AMOUNT DUE THIS APPLICATION..... \$ <u>\$156,820.95</u>
			9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above)..... \$ <u>\$325,975.80</u>
TOTALS	\$34,724.24	\$41,908.00	
NET CHANGE BY CHANGE ORDERS	-\$7,183.76		

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.

Mark Diamond

Date: 5-28-2020

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)

Progress Estimate - Lump Sum Work										Contractor's Application									
1																			
2																			
3	For (Contract): City of Jonesville - Water System Improvements Project, Contract 1					#19-074					Application Number:		10						
4																			
5	Application Period: 04/26/20 - 5/25/20										Application Date:		5/25/2020						
6																			
7																			
8																			
9	A			B		C		D		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)	
11																			
12	Div. 01		Mobilization			\$43,950.00		\$38,237.00		\$3,515.50				\$41,752.50		95.0%		\$2,197.50	
13	Div. 01		Bonds & Insurance			\$19,760.00		\$19,760.00						\$19,760.00		100.0%			
14	Div. 01		General Conditions			\$89,600.00		\$82,432.00		\$2,688.00				\$85,120.00		95.0%		\$4,480.00	
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		\$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				\$9,663.00				\$9,663.00		50.0%		\$9,663.00	
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		\$25,262.50				\$47,262.50		95.0%		\$2,487.50	
21	Div. 09		Finishes			\$49,086.00		\$35,220.00						\$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		\$1,500.00				\$26,780.00		96.3%		\$1,020.00	
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		\$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		\$333,232.00		\$96,000.00				\$429,232.00		98.8%		\$5,058.00	
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		\$1,092.00				\$37,718.00		100.0%			
35	Div. 46		Iron Removal Vessels			\$404,800.00		\$384,330.00		\$20,470.00				\$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						\$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		\$41,661.90		\$4,510.00				\$46,171.90		83.9%		\$8,828.10	
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	CO #4		Change Order No 4			\$9,544.50				\$9,544.50				\$9,544.50		100.0%			
47																			
48																			
49																			
50																			
51																			
52			Totals			\$1,912,944.24		\$1,589,052.77		\$174,245.50				\$1,763,298.27				\$149,645.97	

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – JULY BOARD OF REVIEW MEETING

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

PRESENT:

ABSENT:

The following resolution was offered by Councilperson _____ and supported by Councilperson _____.

WHEREAS, Chapter 10 of the Jonesville City Charter provides the minimum meeting requirements of the Board of Review; and

WHEREAS, Section 10.10 of said Charter states that the City Council shall designate the sessions and place of said meetings.

NOW, THEREFORE BE IT HEREBY RESOLVED that the Board of Review shall convene at Jonesville Police Department, located at 116 E. Chicago Street, Jonesville, Michigan, for the following session:

July Session: Monday, July 20th, commencing at 1:00 p.m., and continuing for as long as may be necessary, for the purpose of correcting clerical errors, and considering principal residence, poverty, veteran’s, and elderly or disabled exemption requests.

AYES: Council Members:

NAYS: Council Members:

ABSENT: Council Members:

Cynthia D. Means, Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Jonesville, County of Hillsdale, Michigan at a Regular Meeting held on the 15th day of January, 2020, and that public notice was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

Cynthia D. Means, Clerk

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

**JONESVILLE CITY COUNCIL
May 20, 2020**

Pursuant to Governor Whitmer's Executive Order 2020-75, participation in this meeting was by Video Teleconference. The Council, staff and public were allowed to participate.

A meeting of the Jonesville City Council was held on Wednesday, May 20, 2020 via video teleconference. Mayor Gerry Arno called the meeting to order at 6:34 p.m. Council members present: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula (arrived at 6:52 p.m.), and Andy Penrose.

Also present via video teleconference: Manager Gray, Police Chief Lance, Fire Chief Adair, Treasurer Spahr, WWTP Supt. Mahoney, DPW Supt. Kyser, and Hillsdale County Commissioner Julie Games.

Gerry Arno led the Pledge of Allegiance and a moment of silence was held.

A motion was made by Brenda Guyse and was supported by Andy Penrose to approve the agenda as presented. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Andy Penrose and Gerry Arno. Nays: None. Absent: Delesha Padula. Motion carried.

Hillsdale County Commissioner Julie Games gave an update. She stated that the Hillsdale County Farmers Market is now open Saturdays from 9:00 a.m. – 1:00 p.m. at the Hillsdale County Courthouse parking lot. She also mentioned that the County has recently upgraded their website and the GIS website, welcoming any comments regarding the changes. The County has also passed a COVID-19 Preparedness and Response Plan that will be reviewed, amended, or suspended as necessary.

A motion was made by Jerry Drake and was supported by George Humphries Jr. to approve the COVID-19 Preparedness and Response Plan. Roll Call Vote: Jerry Drake, Brenda Guyse, George Humphries Jr., Andy Penrose, Gerry Arno and Tim Bowman. Nays: None. Absent: Delesha Padula. Motion carried.

A motion was made by Brenda Guyse and was supported by Jerry Drake to approve a Water System Improvement Project – Contract No. 1 Pay Request in the amount of \$103,758.30. Work this period included the demolition and preparation for installation of the second water filter. Roll Call Vote: Ayes: Brenda Guyse, George Humphries Jr., Andy Penrose, Gerry Arno, Tim Bowman and Jerry Drake. Nays: None. Absent: Delesha Padula. Motion carried.

A motion was made by Jerry Drake and was supported by Brenda Guyse to schedule a Fiscal Year 2020-21 Budget and Truth in Taxation Public Hearing for Wednesday, June 17, 2020 at 6:30 p.m., to be held via video teleconference. Roll Call Vote: Ayes: George Humphries Jr., Andy Penrose, Gerry Arno, Tim Bowman, Jerry Drake and Brenda Guyse. Nays: None. Absent: Delesha Padula. Motion carried.

A motion was made by Brenda Guyse and was supported by Tim Bowman to approve the Council minutes of April 15, 2020. Roll Call Vote: Ayes: Andy Penrose, Gerry Arno, Tim Bowman, Jerry Drake, Brenda Guyse and George Humphries Jr. Nays: None. Absent: Delesha Padula. Motion carried.

Councilperson Delesha Padula arrived on the teleconference at 6:52 P.M.

A motion was made by Andy Penrose and was supported by Delesha Padula to approve the accounts Payable for May 2020 in the amount of \$92,366.49. Roll Call Vote: Ayes: Andy Penrose, Gerry Arno, Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr. and Delesha Padula. Nays: None. Absent: None. Motion carried.

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

Council entered the Fiscal Year 2020-21 Budget Work Session at 7:13 p.m. The work session focused on the General Fund, Major and Local Streets, State Highway, and Motor Vehicle Pool. The Capital Improvement Plan for those funds was also discussed.

The meeting was adjourned at 8:08 p.m.

Submitted by,

Lenore M. Spahr
Deputy Clerk

Gerald E. Arno
Mayor

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

**JONESVILLE CITY COUNCIL
SPECIAL MEETING
May 27, 2020**

Pursuant to Governor Whitmer's Executive Order 2020-75, 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, May 27, 2020 via Zoom Meeting. Mayor Gerry Arno called the meeting to order at 6:30 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 and DPW Supt. Kyser.

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

A motion was made by Brenda Guyse and supported by Delesha Padula to approve the three-year contract with Point and Pay for electronic payment services and authorize the City Manager to execute the same. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

Tim Bowman made a motion to appoint Planning Commission Chairperson Christine Bowman to serve as representative on the Zoning Board of Appeals (ZBA) per the recommendation from the Planning Commission. Ms. Bowman's term on the ZBA will coincide with her term on the Planning Commission. Jerry Drake supported the motion. Roll Call Vote: Ayes: Tim Bowman, Jerry Drake, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

A motion was made by Andy Penrose and supported by Brenda Guyse to approve consent for Triterra, an environmental firm working on behalf of Walters-Dimmick Petroleum, Inc. to install groundwater monitoring wells on the Jerry Russell Trail property. The purpose of the wells is to evaluate potential petroleum release from the adjacent former gas station property. The work is required from the State Department of Environment, Great Lakes and Energy (EGLE). 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, along with Department Heads, gave an overview of the proposed Fiscal Year 2020/21 budgets for the following funds: LDFA, DDA, Debt Service, Sewer and Water.

Mayor Arno adjourned the meeting at 7:15 p.m.

Submitted by:

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
ADRIAN COMMUNICATIONS	JFD - RADIOS	14,553.00
AMERICAN COPPER & BRASS, LLC	CEMETERY - REPAIRS	98.58
BAKER, VICKI/B & B CLEANING,	CLEANING SERVICES	470.00
BLOUNT LARRY	UB refund for account: 000430-00	13.75
BRINER OIL CO., INC.	JFD - GASOLINE	23.58
BUTTERS EXCAVATING & LAWN CARE	CEMETERY MAINT/SEXTON SERVICES	7,679.80
CALVIN MICHELLE	UB refund for account: 000287-08	6.11
CMP DISTRIBUTORS, INC.	JPD - EQUIPMENT	186.75
	JPD - EQUIPMENT	429.85
		616.60
CONSUMERS ENERGY	CEMETERY - RELOCATE ELECTRIC SERVICE	727.65
	DDA - HOLIDAY LIGHT ELECTRICITY	442.06
	IRON REMOVAL PLANT ELECTRICITY	1,484.16
	DDA BUILDING ELECTRICITY	689.48
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	26.19
	LED STREET LIGHT ELECTRICITY	446.53
	CITY-WIDE STREET LIGHT ELECTRICITY	2,096.22
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	415.31
	JFD TRAINING ROOM ELECTRICITY	57.72
	JFD TRUCK BAY ELECTRICITY	162.25
	RADIO TOWER ELECTRICITY	38.13
	CITY HALL ELECTRICITY	173.40
	DPW ELECTRICITY	102.72
	WRIGHT ST PARK ELECTRICITY	27.12
	598 IND PKWY SPRINKLER METER ELECTRICITY	25.77
	WATER TOWER ELECTRICITY	91.28
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	28.76
	FAST PARK ELECTRICITY	46.02
	CITY HALL SECOND FLOOR ELECTRICITY	25.36
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	78.10
	CEMETERY ELECTRICITY	30.38
	EMERGENCY SIREN ELECTRICITY	26.17
	JPD ELECTRICITY	196.78
	FREEDOM MEMORIAL ELECTRICITY	38.06
	WWTP ELECTRICITY	5,548.28
	500 IND PKWY SPRINKLER METER ELECTRICITY	27.53
		13,051.43
CURRENT OFFICE SOLUTIONS	OFFICE/ELECTION SUPPLIES	100.28
	OFFICE SUPPLIES	19.24
	COPIER MAINTENANCE	50.34
		169.86
DMCI BROADBAND, LLC	DPW/WWTP - INTERNET BRIDGING	1,635.57
	WATER TOWER - INTERNET CABLING	676.57
		2,312.14
FLEIS & VANDENBRINK ENG, INC.	WATER SYSTEM IMPROVEMENTS	11,229.34
GRAINGER	WWTP - REPAIRS	97.18
HAMMERSMITH EQUIPMENT COMPANY	OPERATING SUPPLIES	162.00
HICKORY HILLS NURSERY & LANDS	REPLACEMENT TREES	300.00
HILLSDALE COUNTY TREASURER	TAX BILLBACK - LOS MARIACHIS	13,475.77
	TAX BILLBACK - CROWN ENTERPRISES	3,281.70
	2012 TAX BILLBACK - ABUNAB	659.50
	2011 TAX BILLBACK - ABUNAB	699.95
	2010 TAX BILLBACK - ABUNAB	770.84
	2009 TAX BILLBACK - ABUNAB	970.03
	2008 TAX BILLBACK - ABUNAB	870.76
		20,728.55
HILLSDALE MEDIA GROUP	HILLSDALE DAILY NEWS SUBSCRIPTION RENEWAL	231.00
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM	520.00
ICMA MEMBER SERVICES	GRAY - MEMBERSHIP RENEWAL	632.00
JONESVILLE HARDWARE	SUPPLIES/REPAIRS/SMALL TOOLS	204.27
JONESVILLE LUMBER	CITY HALL SUPPLIES/REPAIRS	27.14
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	47.36

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	JFD WATER/SEWER	56.43
	JPD WATER/SEWER	47.36
	DPW WATER/SEWER	47.36
	WWTP WATER/SEWER	158.40
	WRIGHT ST PARK WATER/SEWER	35.67
		392.58
KEN STILLWELL FORD-MERCURY,	IWWTP - TRUCK REPAIRS	180.00
	JPD - 19 FORD/OIL CHANGE	31.75
		211.75
LEATHERMAN, JAMI	REFUND FIRE DEPT RENTAL FEE	75.00
LOVINGER & THOMPSON, P.C.	ANNUAL RETAINER FEE	2,800.00
MICHIGAN GAS UTILITIES	JFD - GAS SERVICE	405.52
	JPD - GAS SERVICE	185.29
	WWTP - GAS SERVICE	2,578.94
	IRON REMOVAL PLANT - GAS SERVICE	454.36
	CITY HALL - GAS SERVICE	167.43
	DPW - GAS SERVICE	211.18
	GAS LIGHT SERVICE	50.06
		4,052.78
MICHIGAN LAWN & LANDSCAPE	MOWING SERVICE	3,010.09
MICHIGAN MUNICIPAL LEAGUE	MEMBERSHIP RENEWAL	1,848.00
MUNICIPAL CODE CORPORATION	ONLINE ORDINANCE ADMIN FEE	225.00
NSI LAB SOLUTIONS	WATER - TESTING	298.00
PERFORMANCE AUTOMOTIVE	MVP - VEHICLE REPAIRS	22.76
PONTEM SOFTWARE	CEMETERY SOFTWARE SUPPORT FEE	635.00
POSTMASTER	POSTAGE - WATER/SEWER BILLS	242.54
POWERS CLOTHING, INC.	JPD - UNIFORMS	7.00
STATE OF MICHIGAN	JPD - LEIN ACCESS	33.00
SUPERFLEET MASTERCARD PROGRAM	GASOLINE	288.06
SUPERIOR SWEEPING SERVICE INC	STREET SWEEPING	3,988.45
TRACTOR SUPPLY CREDIT PLAN	DDA - REPAIRS	43.89
TRI-COUNTY INTERNATIONAL TRUC	MVP - AUTO REPAIRS	300.00
	MVP - VEHICLE REPAIR	106.42
		406.42
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
		199.60
VERIZON WIRELESS	DPW CELL PHONE	25.00
	JPD/DPW-CELL PHONES/JPD IN-CAR MODEMS	246.24
		271.24
	Total:	92,177.49

DATE	TYPE OF CALL	LOCATION	MEMBERS
11-May	Gas Odor	108 Pine Dr (City)	11
11-May	Lift Assist	108 Olds (Mutual Aid) REU	11
12-May	Grass Fire	7510 Concord Rd (Scipio Twp)	10
16-May	Citizens Assist	205 East St (City)	4
20-May	Lift Assist	205 East St (Mutual Aid) REU	9
25-May	CO/Alarm	216 Water St (City)	5
29-May	Pool Fill	200 W. Chicago St (Training)	3
29-May	Grass Fire	Half Moon Lake/ US12 (Fayette)	9

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						0
Quarter total	7	1	3	5	2	18
JULY						0
AUGUST						0
SEPTEMBER						0
Quarter total	0	0	0	0	0	0
OCTOBER						0
NOVEMBER						0
DECEMBER`						0
Quarter total	0	0	0	0	0	0
YEAR TOTAL	23	5	6	21	10	65

MONTHLY OPERATING REPORT

May 2020

SUBMITTED: June 9, 2020

WATER FLOW

MAXIMUM	172,000
MINIMUM	115,000
AVERAGE	172,200
TOTAL	5.3380 MG

WASTEWATER FLOW

MAXIMUM	698,900
MINIMUM	383,400
AVERAGE	482,600
TOTAL	14.9614 MG

CALLOUTS: None

OPERATION & MAINTENANCE

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

All plant maintenance was completed.

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

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

IRON REMOVAL PLANT PROGRESS

The second filter was removed and the new filter installed. The media was installed and chlorinated. The associated piping was installed and tested. The filter system was programed and is operating properly. The clear well bypass pump was started and programed to operate in compliance with the water well pumps. This will allow the clear well at be cleaned and disinfected periodically without having to issue a boil water notice.

The chemical feed system was tested and started. This system is also programed into the PLC.

5-Day Biochemical Oxygen Demand

NPDES Permit Limit in May 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—2.4 mg/l

Average Percent Removal from the Raw Wastewater—96.7 %

Total Suspended Solids

NPDES Permit Limit in May 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—3.1 mg/l

Average Percent Removal from the Raw Wastewater—96.3%

Total Phosphorus

NPDES Permit Limit in May 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—0.63 mg/l

Average Percent Removal from the Raw Wastewater—82.4%

Ammonia Nitrogen

NPDES Permit Limit in May 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—0.046 mg/l

Average Percent Removal from the Raw Wastewater—99.5%

Jonesville Daily Maximum—0.099 mg/l

Rick Mahoney

Jonesville Dept of Public Works

May 2020

Monthly Report

	Maintenance	Salt	Top Dirt	Pros. Gravel	COLD MIX
STATE HIGHWAYS	0 HR DT 0 HR OT	0 Ton	0 Yd.	0 Ton	0 Ton
MAJOR STREETS	0 HR DT 0 HR OT	0 Ton	0 Yd.	0 Ton	0 Ton
LOCAL STREETS	0 HR DT 0 HR OT	0 Ton	0 Yd.	0 Ton	1/8 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		0 Yd.	0 Ton	0 Ton
State Police	0 HR OT	0 Ton			

There were no call outs.

We cold patched Local Streets.

We made a pass around town picking brush with the trucks and tractor.

The Yard Waste Collection started this month.

The large flower pots for the DDA were taken to Rakers to be planted.

The sidewalks for the DDA were swept.

Superior Sweeping was in and swept all of the curbed streets.

We hauled road millings to several drives in the Cemetery for Sparks to level off with the dozer.

We buried conduit at the Cemetery for the new electric services.

The Rail Trail was mowed.

The large flower pots for the DDA were picked up from Rakers and put out on main street for the DDA.

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 MAY 2020

Total reports written: 74

Assault and Battery: 0

Fraud: 4

Larceny: 1

UDAA: 1

Domestic Assault: 1

Non-Violent Domestic: 0

Malicious Destruction of Property: 0

Family/Child Neglect: 0

Trespass: 2

Disorderly Conduct Arrest: 0

Lost and Found Property: 5

Retail Fraud: 7

Natural Death: 1

Public Roadway Accidents: 5

Private Property Accidents: 6

Other Arrests: 4 (warrants, traffic, etc.)

Nuisance Animals: 1

Civil Matter/Family Disputes: 5

Medical Emergency: 11

Alarms: 2

Suspicious Situations: 10

General Assistance: 10

Traffic/Moving Violations: 7

Warrants Received from Prosecutor: 6

May Patrol Shift Coverage: 66%

JUNE FOCUS

Ordinance Enforcement

Full-Time/Part-Time Officer Posting

**CITY OF JONESVILLE
CASH BALANCES**

	April-2020	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	86,332.08
General Fund CLASS Acct	101-000-007	1,092,237.51
General Fund Cemetery CLASS Acct	101-000-007.100	92,928.54
General Fund Alloc of Assets CLASS	101-000-007.200	412,825.07
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	35,378.40
Major Streets CLASS Acct	202-000-007	301,267.25
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	71,548.75
Local Streets CLASS Acct	203-000-007	565,689.48
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	13,328.73
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	33,825.11
LDFA Operating CLASS Acct	247-000-007	2,078,468.76
D.D.A.:		
DDA Now Checking	248-000-001	57,981.62
DDA Operating CLASS Acct	248-000-007	238,536.59
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	61,156.38
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	376,446.16
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,133,042.11
WATER FUND:		
Water Receiving Now Checking	591-000-001	69,389.96
Water Receiving CLASS Acct	591-000-007	272,957.51
Water Plant Improvement CLASS Acct	591-000-007.100	384,108.83
Water Bond Reserve CLASS	591-000-007.200	12,211.37
Water RR&I Reserve CLASS	591-000-007.250	10,259.55
Water Tower Maint CLASS Acct	591-000-007.300	51,969.78
Water Maint CLASS Acct	591-000-007.400	32,163.38
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	23,845.86
Equip. Replace CLASS - Police Car	661-000-007.301	26,780.06
Equip. Replace CLASS - Fire Truck	661-000-007.336	187,303.26
Equip. Replace CLASS - DPW Equip	661-000-007.463	70,982.06
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	20,544.34
CURRENT TAX:		
Current Tax Checking	703-000-001	1,007.76
Current Tax Savings Account	703-000-002	53,276.85
PAYROLL FUND CHECKING:		
	750-000-001	8,389.37
GRAND TOTAL		7,876,192.48



**SUNSET VIEW CEMETERY ACTIVITY REPORT
MAY 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
2020 Totals	-7	5	0	0	3	6	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

April/May Activities:

- Spring maintenance
- Building electric service changes
- Spread millings on unpaved driveways
- FY 2020-21 Budget

June/July Focus:

- Complete electric service change
- Plan building update project



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY
LANSING



LIESL EICHLER CLARK
DIRECTOR

March 23, 2020

Richard G. Mahoney
6251 S. Bird Lake Rd.
Osseo, MI 49266

Municipal Wastewater Treatment Plant Operator Certification Renewal

We have received and processed the application for renewal of your Municipal Wastewater Operator Certification. Due to COVID-19, we are unable to print and mail your formal certificate but will mail one to you when return to our normal office setting.

Class "A, B, C, D, L2-R, L1".

Please note that the Part 41 Rules that govern the municipal wastewater certification program as revised, effective on February 27, 2003, state that certificates shall be issued with a three year renewal cycle.

Your renewed certificate will expire:
April 15, 2023

More information concerning wastewater certification as well as training courses we have available is on our internet web page. The address is www.mi.gov/wwcertification. If you have difficulty accessing the web page or if you have any questions, please contact me at WuestnickE@michigan.gov or Alyssa Sarver at SarverA@michigan.gov.

Sincerely,

Earl Wuestnick
Wastewater Specialist
Operator Training and Certification Unit
Water Resources Division