



**CITY OF JONESVILLE
COUNCIL AGENDA
APRIL 21, 2021 - 6:30 P.M.**

JONESVILLE FIRE DEPARTMENT, 114 W. CHICAGO STREET

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / A MOMENT OF SILENCE

2. APPROVAL OF AGENDA

3. PUBLIC COMMENTS / AUDIENCE PRESENTATIONS

Citizens wanting to address the Council can do so at this time. Persons addressing the Council are requested to give their name and address for the record when called on by the Mayor.

4. PRESENTATIONS AND RECOGNITIONS

A. None

5. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION

A. Remediation of Dangerous Structure – 150 Jermaine Street

1. Public Hearing

2. Council Order and Action

[Action Item]

6. REPORTS AND RECOMMENDATIONS

A. 2021 Street Paving Project Bids

[Action Item]

B. Schedule Public Hearing – 360 E. Chicago Street

[Action Item]

C. Recreation Baseball and Softball Season

[Action Item]

D. Fiscal Year 2020-21 Nine-Month Budget Review

[Information Item]

7. COUNCIL MINUTES

A. Consider minutes of the October 21, 2020 Closed Session

[Action Item]

B. Consider minutes of the March 17, 2021 Regular Meeting

[Action Item]

8. ACCOUNTS PAYABLE

A. Accounts Payable for April 2021 totalling \$70,072.66

[Action Item]

9. DEPARTMENT REPORTS

A. Fire Department – Chief Adair

B. Water/Wastewater Treatment Plant – Superintendent Boyle

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 - Next meeting Wednesday, May 19, 2021 at 6:30 pm

In order to encourage public participation while protecting the health and safety of all participants during the COVID-19 pandemic, the following protocols will be observed for the conduct of this meeting:

- ❖ Individuals who are sick or who have experienced symptoms of illness are asked to refrain from attending the meeting.
- ❖ Distancing between attendees will be observed.
- ❖ All attendees are asked to wear a face covering.
- ❖ Written public comments will be accepted in advance of the meeting and may be delivered to City Hall, 265 E. Chicago Street or via email to jgray@jonesville.org. Written comments received prior to noon on the day of the meeting will be incorporated into the public record for the meeting.

JONESVILLE FIRE DEPARTMENT MEETING/TRAINING ROOM

This meeting of the Jonesville City Council will be held in the meeting room at the Jonesville Fire Department, located at 114 W. Chicago Street. The meeting is open to the public.

If you are able, please consider parking in the Jerry Russell Trail parking area, located west of the Police Department (see illustration below). This will leave parking available at the Fire Station for firefighters to respond to emergency incidents, if that becomes necessary during the meeting. There is a sidewalk that connects the Russell Trail Parking to the Fire Station parking area along the north side of the Police Department.

Please enter the meeting through the north (rear) entrance to the building.





To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: April 15, 2021
Re: Manager Report and Recommendations – April 21, 2021 Council Meeting

PLEASE NOTE that this meeting will be in-person at the **Jonesville Fire Station**. The public is welcome to attend. Social distancing will be observed and attendees are asked to wear a face covering.

5. A. Remediation of Dangerous Structure – 150 Jermaine Street

Public Hearing

The residence located at 150 Jermaine Street has been found to be in violation of Chapter 8 of the City's Code of Ordinances. The home was damaged beyond repair by fire in September of 2019. Despite multiple notices, the current property owners, Justin and Kajen Ziemann, have not taken actions necessary to abate the nuisance of the dangerous building. The property has been ordered to be demolished by staff, pursuant to Section 8-52 of the Code of Ordinances. The purpose of the public hearing is to consider testimony from the City Manager, the property owner and any other interested party. Following the hearing, the Council may take action to affirm, reverse, or modify the actions of staff to abate the nuisance.

Council Order and Action

[ROLL CALL][Action Item]

The following is an abbreviated chronology of events to date associated with the property:

- September 2019 – Building damaged by fire. The property owner inquired of City staff the process to disconnect utilities and to demolish the structure. Property manager for the mortgage holder boarded open windows.
- February 2020 – Hillsdale County Building Inspection inspects at the City's request. The building was determined unsafe for occupancy, with notice posted on the premises and mailed to the owner; no response was received.
- May 2020 – The Police Chief responded to complaints regarding property condition, including length of grass and condition of swimming pool.
- June 2020 – Mortgage holder mowed grass and removed the pool.
- August 2020 – Mortgage holder advises that they have received no further contact from the owner, who has left the mortgage unpaid.
- February 2021 – With the mortgage holder unwilling to commit to abating the nuisance, the City advises that final notice of the violation will be posted with the intent to demolish the home.
- March 2021 – Structure is posted with a final notice of violation and intent to demolish and again deemed unsafe for occupancy by the Hillsdale County Building Inspection Department. Notice is mailed to the property owner at last known address and returned undeliverable. Notice of the violation and intent to remedy is published in the Hillsdale Daily News for three consecutive weeks.

Staff has obtained two quotes for demolition of the structure. The lower one is from Sparks and Sons Excavating and Trucking in the amount of \$14,505. The Code of Ordinances allows the City to bill the owner for these charges and to assess unpaid charges as a lien against the property.

It is recommended that the City Council consider a motion to affirm the finding that the residence at 150 Jermaine Street is a dangerous structure as it is unsafe for occupancy, has been damaged by fire, and has

been open to the elements from the roof and rear of the structure for more than 18 months. The motion would further authorize the City Manager to proceed with demolition of the structure to abate the nuisance, with costs to be billed to the property owner, and unpaid costs assessed against the property as a lien. *Please refer to the Violation Notice, demolition quote and Section 8-52 of the Code of Ordinances.*

6. A. 2021 Paving Project Bids **[Action Item]**

Staff opened sealed bids for the paving of Parkwood Drive, Gaige Street, Pinecrest Drive, and the DPW Salt Barn pad on Wednesday, April 14th. Bids were received from five contractors. All bids were above the project budget, due to increases in material costs since the development of the budget. The low bid was substantially lower than the other four bids. Staff reached out to the low bidder to address some questions about the bid, but have not received a response as of the writing of this report. We are recommending the bid be awarded to the second low bidder, Michigan Paving and Materials Company, in the amount of \$172,005.25. Michigan Paving has completed several projects in the City and Superintendent Kyser has found their previous work to be satisfactory.

There are sufficient funds in the local streets fund balance to address the bid cost for the Parkwood and Pinecrest Drives, which exceeded the budget by about \$10,000. The LDFA will be asked at their meeting on the morning of April 21st to consider the additional costs for the Gaige Street paving, which exceed budget by almost \$25,000. I recommend a motion to award the contract for paving to Michigan Paving and Materials Company in the amount of \$172,005.25. *Please refer to the attached bid tally.*

6. B. Schedule Public Hearing – 360 E. Chicago Street **[Action Item]**

At their April 14th meeting, the Planning Commission acted to recommend that Council approve the application to rezone the property located at 360 E. Chicago Street from R-2 (Residential) to D-2 (Downtown Edge). The property owner intends to use the former Grace Episcopal Church as a wedding venue. The property is located on the southwest corner of Chicago and East Streets. It is recommended that City Council consider a motion to receive the application and set a public hearing for Wednesday, May 19, 2021 at 6:30 p.m. at the Jonesville Fire Station. *Please refer to the attached application for rezoning.*

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

Given the uncertainties of the COVID-19 pandemic, staff has not begun any activities associated with preparing for the start of a recreational ball season. With increasing positive cases, it is difficult to know when it would be appropriate to start a season. In addition, current health orders require monitoring of gathering sizes, wearing of face coverings by participants and attendees, and distancing between individuals. Orders also require regular virus testing of certain participants, which we have no capacity to implement. Concessions would not be feasible. In addition, economic conditions have not been ideal for asking many of the local businesses to provide the sponsorships that the program relies on. I recommend that Council consider a motion to cancel the recreational ball season for 2021.

6. D. Fiscal Year 2020-21 Nine Month Budget Review **[Action Item]**

The current fiscal year nine month budget comparison (July 1, 2020 through March 31, 2021) is attached for your review. Overall, revenues and expenditures to date are in line with budgeted figures. Finance Director Spahr will provide additional clarification as necessary regarding the line items that exceed seventy-five percent of budgeted expenses. *Please refer to the attached FY 2020-21 nine month budget comparison summary.*

Correspondence:

- Election Recognition – Cindy Means
- Treatment Plant Operator Magazine (see pages 30-33)

AFFIDAVIT OF PUBLICATION

CITY OF JONESVILLE
265 East Chicago Street
Jonesville, MI 49250
517-849-2104

STATE OF MICHIGAN]
] SS
COUNTY OF HILLSDALE]

Cynthia D. Means, being first duly sworn, says that she is the Clerk for the City of Jonesville, a governmental agency in Hillsdale County, Michigan.

I hereby certify that the attached was advertised in a newspaper of our choice for the following dates, to wit:

Tuesday, March 23, 2021 – Hillsdale Daily News
Violation Notice – 150 Jermaine Street

Cynthia D. Means

Cynthia D. Means, City Clerk

Subscribed and sworn to before me this 29th day of March, 2021

Lenore M. Spahr

Notary Public for Hillsdale County, Michigan

My commission expires _____

LENORE M. SPAHR
NOTARY PUBLIC - STATE OF MICHIGAN
County of Hillsdale
My Commission Expires 01/24/2024
Acting in the County of _____

Legals
PUBLIC NOTICE
Justin and Kajen Ziemer 4147 S. Pleasant Drive Hillsdale, Michigan, 49242
VIOLATION NOTICE
This notice is to inform you that you are in violation of Jonesville City Ordinance Chapter 8 pertaining to dilapidated, or uninhabited or abandoned structures or buildings.
Take note that you have UNTIL March 29, 2021 to commence repair, removal, or demolition of said structure or building. Failure to comply with this notice may result in criminal charges against you with a penalty of up to \$500.00 and or/90 days in jail, or both, or the City of Jonesville may cause the structure or building to be made safe or demolished with the cost being added as a special assessment.
IN THE EVENT repairs are not commenced by March 29, 2021, a public hearing to show cause building should not be demolished will be scheduled for April 21, 2021, at 6:30 pm, at the Jonesville Fire Station, 114 W. Chicago Street, Jonesville, Michigan, 49250, or via electronic meeting.
DATE OF NOTICE: March 1, 2021
ADDRESS OF VIOLATION: 150 Jermaine Street, Jonesville, MI – Parcel # 21-005-200-003-25-6-3
DESCRIPTION OF VIOLATION: Burned residential structure open to the rear of the address and open at roof determined to be a total loss. Condemned by the Hillsdale County Building Inspector on February 19, 2020.
OFFICER: Chief Michael Lance #391 Mailed/Posted: March 1, 2021.
Complaint: 21-0122
Questions can be directed to Chief Lance at the Jonesville Police Department:
517-849-2101



P.O. Box 233
Jonesville MI 49250

Phone: 517.849.9478 Email: tk_sparks@hotmail.com

Estimate

Date	Estimate #
3/10/2021	1054

Customer
Jonesville City

Estimate valid for
30 Days

Description	Qty	Rate	Total
Job as bid: Demolition of burnt home @ 150 Jermaine St, Jonesville MI Demolition permit Move equipment to and from job site Demo remaining building, Load and deliver to certified landfill, Remove basement wall, floor, footings, driveway and sidewalk haul offsite, Deliver and level 190 yds of fill dirt and 70 yds of topsoil. 1/2 payment prior to start of job, balance due net 10 days from date of completion		14,505.00	14,505.00
We appreciate the opportunity to bid this project with you!		Total	\$14,505.00

Sec. 8-52. - Abatement of nuisances.

- (a) *Nuisance declared.* All dangerous structures as defined in this article are hereby determined to be public nuisances and shall be repaired, rehabilitated, removed or demolished in accordance with the provisions hereof.
- (b) *Inspections.* The city manager shall inspect and/or cause to be inspected any building or structure believed to be abandoned, unsafe, damaged or otherwise dangerous within the meaning hereof, and if the structure or building is found to be dangerous as defined herein, the city manager or his designee shall promptly commence proceedings toward requiring the repair, rehabilitation, demolition or removal of the dangerous structure. Whenever a building or structure designed or zoned for use as a residence has remained vacant for a period in excess of six consecutive months, it shall be subject to periodic inspection by the city manager or his designee.
- (c) *Commencement of proceedings and notice and order.*
 - (1) The city manager shall commence proceedings under this article by issuing a notice and order directed to the owner of record of a building or structure alleged to be dangerous. The notice and order shall require the owner of the building or structure alleged to be dangerous to commence, within a time specified in the notice, the required repairs, rehabilitation, demolition or removal of the building or structure. The notice and order also shall specify a time for completing the work which is required. If a building is occupied, the notice and order shall require that the alleged dangerous structure be immediately vacated and not reoccupied until all required work has been completed and approved by the city manager.
 - (2) Service of the notice and order shall be made upon the owner of record of the alleged dangerous structure by:
 - a. Personally delivering a copy to the owner; or
 - b. Mailing a copy by registered mail, postage prepaid, return receipt requested, to the owner as indicated by the records of the assessor and by posting a copy thereof upon a conspicuous part of the building or structure; or
 - c. If service of the required notice and order cannot be accomplished by either of the methods set forth above, service may be accomplished by publishing a copy of the notice and order in a newspaper of general circulation within the county at least once each week for three consecutive weeks and by posting a copy thereof on or before the date of the last publication, the posting to be upon a conspicuous part of the building or structure alleged to be dangerous; or
 - d. Posting of signs on buildings or structures deemed to be dangerous.
 1. The city manager or his designee shall cause to be posted in a conspicuous place on the allegedly dangerous building or structure a notice in the following form:

"DO NOT ENTER—UNSAFE FOR HUMAN OCCUPANCY."

By Order of City of Jonesville pursuant to Ordinance No. 134.
 2. The above notice shall remain posted upon the building or structure until the required repairs, removal, rehabilitation or demolition is accomplished. The notice shall not be removed from the building or structure without the prior written permission of the city manager or his designee, and no person shall enter the building or structure except for the purposes of repairing, removing, rehabilitating or demolishing the same.
- (d) *Abatement procedures.* If at the expiration of the time limit in the notice and order the owner has not complied with the requirements thereof, the city council may institute proceedings hereunder to abate the nuisance.
- (e) *Hearing; testimony; order; findings; noncompliance; costs.*

- (1) Upon request of the city manager in cases where owners have not complied with the aforesaid notice and order, the city council shall conduct a hearing to determine whether the action of the city manager should be affirmed, reversed or modified.
 - (2) At least seven days prior to a hearing before the city council, the owner of the building or structure alleged to be dangerous shall be given notice of the hearing. The notice shall consist of a copy of the complaint alleging noncompliance with the previous notice and order and specifying the date, time and place of the hearing before the city council.
 - (3) At the hearing referred to above, the city council shall take testimony and consider evidence presented by the city manager and by the owner of the property in question. Testimony and other evidence also may be presented by any interested party. The council, or any member thereof, may inspect the structure or building involved prior to or subsequent to the hearing. The city council shall render its decision, in writing, within ten days following the closing of the hearing.
 - (4) If the owner fails to comply with the decision of the city council, the city manager shall take any and all action necessary to bring the building or structure into compliance. The owner in whose name the property appears upon the last local assessment roll shall be billed for all costs of such action at the address shown on the most recent tax rolls. If the owner fails to pay the amount billed within 30 days after mailing of the bill, the city council may order that the costs be levied and assessed against the property upon which the building or structure is located as a lien.
- (f) *Consent provision.* The owner of any building or structure may at any time admit, in writing, that such building or structure is a dangerous structure within the meaning of this article and may consent that the building be demolished. In the event of a consent, the city manager is hereby granted authority to negotiate with the owner relative to the manner in which the costs of demolition are to be allocated.
- (g) *Emergency order of the city manager.* Where it reasonably appears that there is an immediate and imminent danger to the lives or safety of any person unless a dangerous structure is immediately altered, repaired, removed or demolished, and notwithstanding the procedures set forth in this article, the city manager may order and effectuate the immediate repair, removal, alteration or demolition of the structure, and the costs thereof shall be charged against the premises and the owner or owners as provided in this article.
- (h) *Penalties.* Any person who willfully refuses to vacate a building which has been ordered vacated, who reoccupies such building without satisfying all requirements of this article or who, without permission, removes a notice duly posted upon a building pursuant to this article shall be guilty of a misdemeanor, punishable as established in section 1-13 of this Code.

(Code 1990, § 6-52; Ord. No. 134, § 2, 6-12-1989)

City of Jonesville
Bid Tally

Bid For: 2021 Street Paving Project

Bid Opening Date/Time: April 14, 2021, 1:30 PM

Staff Present: Mike Kyser, Gen by Means, Jeff Gray

	Bidder Name	Bid Amount
1	Reith - Biley	188,790.00
2	Derkin Paving	179,103.75
3	Michigan Materials & Paving Co.	172,005.25
4	Quality Asphalt Paving Inc	173,529.75
5	Excell Paving Plus	150,445.00
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City of Jonesville
265 E. Chicago Street
Jonesville Michigan 49250
Phone: 517-849-2104 Fax: 517-849-9037

REZONING APPLICATION

Applicant Name: Amanda Stemme	
Mailing Address: 9460 Milnes Rd.	
City, State, Zip Code: Jonesville, MI 49250	
Contact Person: Amanda Stemme	
Phone Number: 573-338-4040	E-mail Address: astemme@hotmail.com
Interest in Property (Owner, Tenant, Option, Etc.): owner	

Property Owner(s) Name: Amanda Stemme	
Mailing Address: 9460 Milnes Rd.	
City, State, Zip Code: Jonesville, MI 49250	
Phone Number: 573-338-4040	E-mail Address: astemme@hotmail.com

Property Address: 360 E. Chicago St.		
Parcel Tax ID Number(s): 30-21-060-001-136		
Parcel Size: .59 Acres		
Current Zoning District(s): R-2		
Vacant Parcel (Circle One):	YES	<input checked="" type="radio"/> NO
Please list the Zoning Classification you are seeking for the property: D-2		

Please state the basis for changing the current zoning and planned use of the property (applicants are encouraged to consider the criteria listed in "Evaluating Land Use Changes" in the current Master Plan):

Consistent with the Master Plan for future zoning and practical difficulty due to the structure as a church building not applicable to residential properties. Planned use to provide a venue for weddings in the Grace Church Building.

The following items must be submitted with each application. Incomplete applications will not be processed.

1. Legal description of land to be rezoned.
2. Application fee in the amount of \$500 to the City of Jonesville
3. Site survey or plan (Include: dimensions of lot to scale, dimensions of existing and proposed structures to scale, parking facilities, existing and proposed utilities, setbacks, total square footage of lot.)

The person(s) signing this application represent that the information provided and the accompanying documentation is, to the best of his/her/their knowledge, true and accurate. In addition the undersigned represents that he/she/they are authorized and do hereby grant a right of entry to City officials for the purpose of gathering information related to this application, and to verify compliance with the requirements of the zoning district requested by the applicant and compliance with conditions precedent to the granting of the zoning district change requested.

Applicant Signature: Amanda R. [Signature] Date: 3/15/2021

Owner Signature: Amanda R. [Signature] Date: 3/15/2021

Information to the Owner/Applicant

Under Michigan Law, the Planning Commission is required to hold a public hearing before taking action on this request. By law, notice of the public hearing must be published in a paper of general circulation and mailed to all residents and property owners within 300 feet of the parcel(s) where rezoning is being requested. Furthermore, the City Council will hold at least one public hearing on the application, and publish a notice of such, before taking action once a recommendation has been received from the Planning Commission.

Office Use Only:

Legal Description Submission (Circle One):	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input type="radio"/> N/A
Site Plan Submission (Circle One):	<input type="radio"/> YES	<input type="radio"/> NO	<input type="radio"/> N/A

Fee Submission is \$500.00 Receipt #: 128696

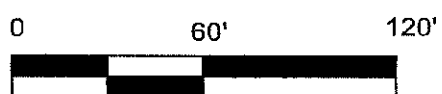
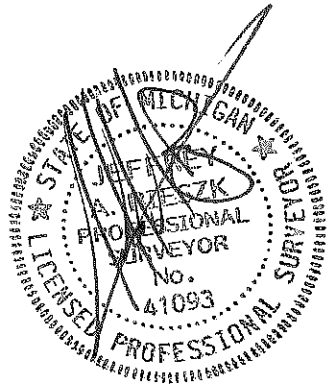
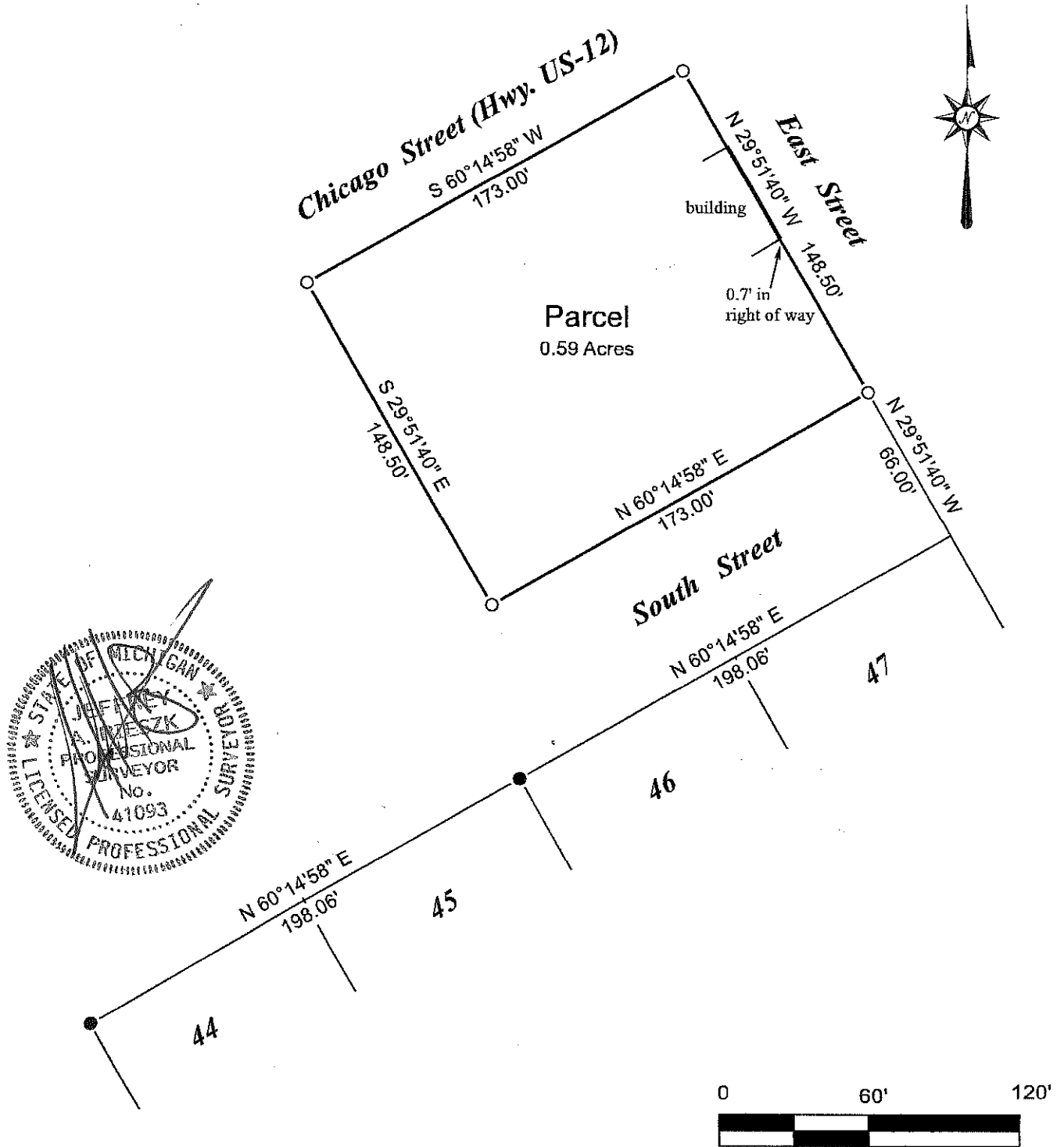
Date Received by the City of Jonesville: 3-18-21

Received By: Cindy Sheans, Clerk

MAP OF SURVEY

The following described premises situated in the City of Jonesville, County of Hillsdale and State of Michigan, to-wit:

Part of 1/2 of that parcel known as SD Public Square which lies South of Chicago Street, described as: Commencing 66 feet North of the Northeast Corner of Lot 47, Jones Plat of the Village, now City of Jonesville, according to the recorded Plat thereof, as recorded in Liber I, Page 4, Hillsdale County Records; thence North 148.5 feet, thence West 173 feet thence South 148.5 feet, thence East 173 feet to the Place of Beginning. DDA Jones Plat, Section 4, Township 6 South, Range 3 West.



		DUE NORTH SURVEYING, INC. 6316 Kirsch Drive Jonesville, MI 49250 (517) 849-9677 fax (517) 439-1858 email: duenorth@dmcibb.net		I, Jeffrey A. Bieszk, Professional Surveyor, hereby certify that I have surveyed the property as above shown and have set and/or found the irons as indicated; Further that this survey meets or exceeds the minimum standards as adopted and that the ratio of closure on the unadjusted field observations was 1/5000 or better.	
SHEET 1 OF 1 JOB# 086-18 SCALE 1" = 60' DATE: 2-4-2019 Raymond Kachmarchik		<ul style="list-style-type: none"> ○ Set iron w/cap #41093 ● Found iron ■ Found Monument ⊙ Section Corner (xx.xx) recorded measurement 		This survey was made from a legal description provided to us as a complete and accurate description of the property. Both map and description should be compared with an abstract of title or title policy for any exceptions, easements of discrepancies.	

**PUBLIC NOTICE
CITY OF JONESVILLE
NOTICE OF PUBLIC HEARING**

The Planning Commission will hold Public Hearings at 7:00 p.m., Wednesday, April 14, 2021 at the Jonesville Fire Station, 114 W. Chicago Street, Jonesville, MI 49250, in conjunction with the Planning Commission meeting.

The board will meet to consider the following requests:

A Special Land Use for the property located at 450 Greenbriar Pl, Jonesville, Michigan for the purpose of a Group Child Care Home (Capacity of 7 – 12 children) in a Single Family Residential (R-1) Zoning District.
Property ID #30-21-245-001-020.

To Rezone the property located at 360 E Chicago Street, Jonesville, MI from Single Family Residential (R-2) to Downtown Edge District (D-2) Zoning District.
Property ID #30-21-060-001-136.

Attendance at the Planning Commission Hearing is welcomed, but not required. Written comments may be submitted to the Jonesville City Hall, prior to the hearing. Those attending the hearing are asked to wear a face covering and practice distancing from others.

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

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

City of Jonesville
265 E Chicago Street
Jonesville, MI 49250
517-849-2104
www.jonesville.org

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 03/31/2021

DESCRIPTION	YTD BALANCE 03/31/2021 NORMAL (ABNORMAL)	2020-21 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 101 - GENERAL FUND				
TOTAL Revenues	1,244,281.37	1,388,797.00	89.59%	Property tax collection
Expenditures				
101-CITY COUNCIL	14,110.10	26,000.00	54.27%	
172-CITY MANAGER	82,841.82	111,990.00	73.97%	
191-ELECTIONS	5,451.77	5,800.00	94.00%	August/November elections
218-GENERAL OFFICE	162,902.45	215,362.00	75.64%	
247-BOARD OF REVIEW	766.16	1,575.00	48.65%	
253-TREASURER	2,614.39	2,900.00	90.15%	Tax Rolls
257-ASSESSOR	11,173.06	22,100.00	50.56%	
258-DATA PROCESSING/COMPUTER DEI	12,919.12	11,725.00	110.18%	New server
265-CITY HALL	19,015.92	46,117.00	41.23%	
276-CEMETERY	39,057.24	70,128.00	55.69%	
285-FREEDOM MEMORIAL	526.22	1,900.00	27.70%	
301-POLICE DEPARTMENT	189,228.10	339,412.42	55.75%	
336-FIRE DEPARTMENT	60,074.47	117,294.00	51.22%	
410-PLANNING & ZONING COMMISSION	4,763.21	11,421.00	41.71%	
441-RADIO TOWER PROPERTY	845.88	0.00		To reclass to JPD/JFD/DPW
442-PARKING LOTS	11,045.57	16,015.00	68.97%	
443-SIDEWALKS	0.00	1,405.00	0.00%	
444-DEPT. OF PUBLIC WORKS	16,635.13	18,120.00	91.81%	DPW Admin Wages
448-STREET LIGHTING	31,826.14	40,000.00	79.57%	Traffic signal project expenses
526-SANITARY LAND FILL	6,646.94	6,290.00	105.67%	Annual clean up in August
751-RECREATION DEPARTMENT	107.05	44,852.50	0.24%	No 2020 recreation season
770-PARKS	11,590.84	14,225.00	81.48%	Wright St park improvements
780-RAIL/TRAIL	4,139.97	6,275.00	65.98%	
858-FRINGE BENEFITS	33,822.45	32,220.00	104.97%	DPW PTO/CARES Act
865-INSURANCE	15,628.00	14,000.00	111.63%	Work Comp/Prop Liab Ins
895-PROMOTIONS	0.00	0.00		
897-OTHER ACTIVITIES	249,847.61	208,000.00	120.12%	Tax revenue to Local Streets
TOTAL Expenditures	987,579.61	1,385,126.92	71.30%	
NET OF REVENUES & EXPENDITURES	256,701.76	3,670.08		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 03/31/2021

DESCRIPTION	YTD BALANCE 03/31/2021 NORMAL (ABNORMAL)	2020-21 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 202 - MAJOR STREETS FUND				
TOTAL Revenues	171,673.07	321,793.00	53.35%	
Expenditures				
451-STREET CONSTRUCTION	6,407.00	83,500.00	7.67%	
465-ROUTINE MAINTENANCE	46,233.50	63,100.00	73.27%	Crack filling
474-TRAFFIC CONTROL	928.13	4,100.00	22.64%	
478-WINTER MAINTENANCE	13,603.07	23,065.00	58.98%	
900-ADMINISTRATION	41,786.50	47,890.50	87.25%	Admin wages/final debt pmt
TOTAL Expenditures	108,958.20	221,655.50	49.16%	
NET OF REVENUES & EXPENDITURES	62,714.87	100,137.50	62.63%	
Fund 203 - LOCAL STREETS FUND				
TOTAL Revenues	258,754.42	292,097.00	88.59%	
Expenditures				
451-STREET CONSTRUCTION	15,362.00	92,000.00	16.70%	
465-ROUTINE MAINTENANCE	52,275.93	67,320.00	77.65%	Crack filling
474-TRAFFIC CONTROL	1,187.05	2,314.00	51.30%	Traffic lines painted
478-WINTER MAINTENANCE	16,036.26	18,530.00	86.54%	Complete
900-ADMINISTRATION	35,594.00	131,188.00	27.13%	
TOTAL Expenditures	120,455.24	311,352.00	38.69%	
NET OF REVENUES & EXPENDITURES	138,299.18	(19,255.00)	718.25%	
Fund 211 - STATE HIGHWAY FUND				
TOTAL Revenues	8,009.95	35,675.00	22.45%	
Expenditures				
465-ROUTINE MAINTENANCE	5,699.91	12,800.00	44.53%	
474-TRAFFIC CONTROL	569.97	850.00	67.06%	Signage - fire dept
478-WINTER MAINTENANCE	9,239.47	9,300.00	99.35%	Complete
900-ADMINISTRATION	777.41	12,724.00	6.11%	
TOTAL Expenditures	16,286.76	35,674.00	45.65%	
NET OF REVENUES & EXPENDITURES	(8,276.81)	1.00		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 03/31/2021

DESCRIPTION	YTD BALANCE 03/31/2021 NORMAL (ABNORMAL)	2020-21 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 247 - LOCAL DEVELOPMENT FINANCE AUTHORITY				
TOTAL Revenues	380,357.23	316,175.00	120.30%	
Expenditures				
729-DEVELOPMENT ACTIVITIES	42,207.86	336,365.00	12.55%	
TOTAL Expenditures	42,207.86	336,365.00	12.55%	
NET OF REVENUES & EXPENDITURES	338,149.37	(20,190.00)		
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY				
TOTAL Revenues	131,842.54	148,000.00	89.08%	
Expenditures				
442-PARKING LOTS	922.79	30,015.00	3.07%	
443-SIDEWALKS	1,907.82	1,821.00	104.77%	Snow removal
729-DEVELOPMENT ACTIVITIES	56,919.04	51,911.00	109.65%	Traffic signal project costs
733-DOWNTOWN/STREETSCAPE	13,091.32	29,460.00	44.44%	
895-PROMOTIONS	4,897.17	8,565.00	57.18%	
897-OTHER ACTIVITIES	4,086.00	58,064.00	7.04%	
TOTAL Expenditures	81,824.14	179,836.00	45.50%	
NET OF REVENUES & EXPENDITURES	50,018.40	(31,836.00)	-157.11%	
Fund 301 - GENERAL DEBT SERVICE FUND				
TOTAL Revenues	44,088.50	162,386.50	27.15%	
Expenditures				
906-MAJOR STREET BOND	35,682.50	35,682.50	100.00%	Final debt payment
907-D.D.A. BOND	4,086.00	58,064.00	7.04%	
908-LOCAL STREET BOND	4,320.00	68,640.00	6.29%	
TOTAL Expenditures	44,088.50	162,386.50	27.15%	
NET OF REVENUES & EXPENDITURES	0.00	0.00		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 03/31/2021

DESCRIPTION	YTD BALANCE 03/31/2021 NORMAL (ABNORMAL)	2020-21 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 590 - SEWER SYSTEM FUND				
TOTAL Revenues	589,355.12	780,000.00	75.56%	
Expenditures				
527-SEWAGE DISPOSAL	455,666.10	1,227,998.26	37.11%	
TOTAL Expenditures	455,666.10	1,227,998.26	37.11%	
NET OF REVENUES & EXPENDITURES	133,689.02	(447,998.26)	-29.84%	
Fund 591 - WATER SUPPLY SYSTEM FUND				
TOTAL Revenues	820,149.27	384,450.00	213.33%	Water Improvement Project
Expenditures				
536-IRON REMOVAL PLANT	533,430.57	390,996.28	136.43%	Water Improvement Project
537-WATER DISTRIBUTION SYSTEM	72,258.78	97,947.00	73.77%	
TOTAL Expenditures	605,689.35	488,943.28	123.88%	
NET OF REVENUES & EXPENDITURES	214,459.92	(104,493.28)		
Fund 661 - MOTOR VEHICLE POOL FUND				
TOTAL Revenues	81,665.56	154,000.00	53.03%	
Expenditures				
270-DPW BUILDING AND GROUNDS	15,674.33	32,475.00	48.27%	
896-MOTOR VEHICLE POOL	70,918.65	555,080.00	12.78%	Carryover dump trk/no fire trk
TOTAL Expenditures	86,592.98	587,555.00	14.74%	
NET OF REVENUES & EXPENDITURES	(4,927.42)	(433,555.00)	1.14%	
Fund 703 - CURRENT TAX FUND				
TOTAL Revenues	406.03	0.00		Interest earnings
TOTAL Expenditures	0.00	0.00		
NET OF REVENUES & EXPENDITURES	406.03	0.00		
TOTAL REVENUES - ALL FUNDS	3,730,583.06	3,983,373.50	93.65%	
TOTAL EXPENDITURES - ALL FUNDS	2,549,348.74	4,936,892.46	51.64%	
NET OF REVENUES & EXPENDITURES	1,181,234.32	(953,518.96)	123.88%	

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

**JONESVILLE CITY COUNCIL
Minutes of March 17, 2021**

Pursuant to Section 3A of the Open Meetings Act, Act 267 of 1976, as amended, participation in this meeting was by Zoom Meeting. The Council, staff and public were allowed to participate.

A meeting of the Jonesville City Council was held on Wednesday, March 17, 2021 via Zoom Meeting. Mayor Pro-Tem Tim Bowman called the meeting to order at 6:36 p.m. Council members present via Zoom Meeting were: Gerry Arno, Brenda Guyse, George Humphries Jr., Delesha Padula and Andy Penrose. Absent: Jerry Drake.

Also present via Zoom Meeting: Manager Gray, Treasurer Spahr, WWTP Supt. Boyle, Police Chief Lance, Fire Chief Adair, Attorney Lovinger, Hillsdale County Commissioner Kathy Schmitt, Jonesville Connect-Jonesville Riverfest Committee Members Don Germann and Jim Pope, Jonesville Fireman Joe Luna, Hailey Verner (Girl Scout Troop 60128) and Planning Commission Chairwoman Christine Bowman.

The Pledge of Allegiance and moment of silence was led by Councilwoman Delesha Padula.

A motion was made by Brenda Guyse and supported by Delesha Padula to allow Mayor Pro-Tem Tim Bowman to preside over the March 17th regular meeting. Roll Call Vote: Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose, Gerry Arno and Tim Bowman. Nays: None. Absent: Jerry Drake. Motion carried.

Delesha Padula made a motion and was supported by Brenda Guyse to approve the agenda as presented with one addition: 7.F.: Authorize Purchase of Dump Truck. Roll Call Vote: Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose, Gerry Arno and Tim Bowman. Nays: None. Absent: Jerry Drake. Motion carried.

Kathy Schmitt, Hillsdale County Commissioner, gave a brief update.

Jim Pope, Jonesville Connect/Jonesville Riverfest Committee member, spoke on behalf of Jonesville Riverfest 2021.

Don Germann, Jonesville Connect/Jonesville Riverfest Committee member, read a letter from the committee rescinding the request to hold Jonesville Riverfest in May of 2021.

Hailey Verner, a member of Girl Scout Troop 60128, attended the Zoom meeting to earn her Democracy for Juniors Badge.

No motion was needed for Agenda Item 7.A.: 2021 Riverfest Request. The Jonesville Riverfest Committee rescinded their request to hold Riverfest in May of 2021.

A motion was made by Andy Penrose and supported by Brenda Guyse to approve the expenditure in the amount of \$4,315.47 for the purchase of police vehicle equipment for the 2021 patrol vehicle recently purchased. The equipment request is for a rugged computer, docking station and new radar. Roll Call Vote: Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose, Gerry Arno and Tim Bowman. Nays: None. Absent: Jerry Drake. Motion carried.

Brenda Guyse made a motion and was supported by Delesha Padula to schedule a public hearing for the April 21, 2021 regular Council meeting to be held at 6:30 p.m. at the Jonesville Fire Department or via electronic means to institute proceedings for the City to abate the nuisance located at 150 Jermaine Street due to damage from a fire. Roll Call Vote: Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose, Gerry Arno and Tim Bowman. Nays: None. Absent: Jerry Drake. Motion carried.

A motion was made by Gerry Arno and supported by Brenda Guyse to accept the request from the Jonesville Community School Board to appoint Scott Campbell to serve the remainder of the term through November 2024 on the Local Development Finance Authority (LDFA) board. Kathy Schmitt was formerly a school representative, but became the County representative following her election to the County Board of Commissioners, leaving a vacancy on the LDFA board. Roll Call Vote: Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose, Gerry Arno and Tim Bowman. Nays: None. Absent: Jerry Drake. Motion carried.

Gerry Arno made a motion and was supported by Brenda Guyse to extend the temporary policy to discontinue reservation of City-owned indoor facilities indefinitely and resuming reservation of park pavilions, provided that users assume responsibility for compliance with public health recommendations and orders. Roll Call Vote: Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose, Gerry Arno and Tim Bowman. Nays: None. Absent: Jerry Drake. Motion carried.

A motion was made by Delesha Padula and supported by Brenda Guyse to authorize the purchase of a 2021 Dump Truck from Tri-County International Trucks in the amount of \$83,986 and the vehicle dump body and equipment from Truck and Trailer Specialties Inc. in the amount of \$61,740. The City has been awarded a \$50,000 grant for this purchase by the United States Department of Agriculture-Rural Development (USDA-RD). The balance will be paid with reserve funds that have been set-aside for the purchase. Roll Call Vote: Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose, Gerry Arno and Tim Bowman. Nays: None. Absent: Jerry Drake. Motion carried.

A motion was made by George Humphries Jr. and supported by Brenda Guyse to approve the minutes of the February 17, 2021 Meeting. Roll Call Vote: Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose, Gerry Arno and Tim Bowman. Nays: None. Absent: Jerry Drake. Motion carried.

Andy Penrose made a motion and was supported by Delesha Padula to approve Accounts Payable for March 2021 in the amount of \$100,914.18. Roll Call Vote: Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose, Gerry Arno and Tim Bowman. Nays: None. Absent: Jerry Drake. Motion carried.

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

Mayor Pro-Tem Bowman adjourned the meeting at 7:47 p.m.

Submitted by:

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AGNEW ALAN	UB refund for account: 001130-04	110.41
ANYTIME FIRE PROTECTION	FIRE EXTINGUISHER SERVICE	366.00
APOLLO FIRE EQUIPMENT CO.	JFD - POSITIVE PRESSURE FAN	2,774.00
AT&T	LOCAL/LONG DISTANCE	2,665.09
BAHE AMY	UB refund for account: 000388-04	8.28
BAKER, VICKI/B & B CLEANING,	JPD/JFD/CITY HALL CLEANING SERVICES	595.00
BEAVER RESEARCH COMPANY	MVP - SUPPLIES	219.75
BRACKMAN KURTIS	UB refund for account: 000885-07	40.48
BRINER OIL CO., INC.	MVP - BULK TANK	234.35
	JFD - GASOLINE/ACCT #25	259.25
		493.60
BUTTERS EXCAVATING & LAWN CAFCEMETERY MAINTENANCE/SEXTON SERVICES		3,425.00
CENTURY A & E FACILITIES DESIWWTP - LAB DESIGN & BIDDING		161.50
CONSUMERS ENERGY	JFD - EMERGENCY SIREN ELECTRICITY	29.85
	JFD TRAINING ROOM ELECTRICITY	69.19
	JFD TRUCK BAY ELECTRICITY	149.13
	RADIO TOWER ELECTRICITY	37.71
	CITY HALL ELECTRICITY	161.87
	DPW ELECTRICITY	224.07
	WRIGHT ST PARK ELECTRICITY	33.85
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.55
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	33.29
	500 IND PKWY SPRINKLER METER ELECTRICITY	31.85
	WATER TOWER ELECTRICITY	111.95
	DDA - UNMETERED PARKING LOT LIGHTS	29.43
	WWTP ELECTRICITY	4,602.95
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	632.48
	CITY-WIDE STREET LIGHT ELECTRICITY	2,041.20
	CITY-WIDE LED STREET LIGHT ELECTRICITY	598.98
	FREEDOM MEMORIAL ELECTRICITY	44.03
	DDA - METERED PARKING LOT LIGHT ELECTRICITY	83.34
	FAST PARK ELECTRICITY	52.31
	CITY HALL SECOND FLOOR ELECTRICITY	29.13
	JPD ELECTRICITY	60.10
	CEMETERY ELECTRICITY	37.08
	DDA BUILDING ELECTRICITY	290.29
	IRON REMOVAL PLANT ELECTRICITY	1,408.07
	DOWNTOWN/PARKING LOT LIGHTS	655.96
	CITY-WIDE STREET LIGHT ELECTRICITY	2,044.27
	CITY-WIDE LED LIGHT ELECTRICITY	583.76
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	31.43
	FREEDOM MEMORIAL ELECTRICITY	44.67
	WRIGHT ST PARK ELECTRICITY	32.88
	FAST PARK ELECTRICITY	54.05
		14,268.72
CSZ SERVICES, LLC	ASSESSING SUPPLIES	221.31
	ASSESSING SERVICES	5,400.00
		5,621.31
CURRENT OFFICE SOLUTIONS	COPIER MAINTENANCE	111.12
	OPERATING SUPPLIES	213.88
		325.00
DMCI BROADBAND, LLC	CEMETERY INTERNET SERVICE	670.48
	WRIGHT ST PARK INTERNET SERVICE	665.62
	CEMETERY CAMERA SYSTEM	2,011.26
	WRIGHT ST PARK CAMERA SYSTEM	2,316.27
	JPD/JFD CAMERA SYSTEM	5,751.68
	WATER TOWER CAMERA SYSTEM	545.21
	IRON REMOVAL PLANT CAMERA SYSTEM	2,246.71
	DPW CAMERA SYSTEM	2,142.00
	WWTP CAMERA SYSTEM	6,005.81
		22,355.04
DOUBLE A LAWNSCAPING & SUPPLY	PARKING LOTS - MULCH	195.00

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	PARKING LOTS - MULCH	195.00
		390.00
D-P EQUIPMENT CO.	MVP - VEHICLE REPAIRS	304.13
	MVP - VEHICLE REPAIRS	142.48
	MVP - REAR WINDOW/TRACTOR 1	1,130.63
		1,577.24
FIRST NATIONAL BANK OMAHA	REPAIRS/PUBLICATIONS	118.63
	ZOOM MEMBERSHIPS	96.41
	ZOOM MEMBERSHIP	109.98
	SUPPLIES/REPAIRS/JFD TRUCK EQUIPMENT	1,542.58
		1,867.60
FRANK BECK CHEVROLET-CADILLAC	JFD - TRUCK 575 ALTERNATOR REPAIR	324.99
G & G GLASS, INC.	MVP - BACKHOE WINDOW INSTALLATION	225.00
	CITY HALL WINDOW REPAIR	1,024.56
		1,249.56
GREENMARK EQUIPMENT	MVP - POWER BROOM REPAIR	58.46
	MVP - VEHICLE REPAIR	14.49
	MVP - VEHICLE REPAIR	6.21
	MVP - VEHICLE REPAIR	(6.21)
	MVP - VEHICLE REPAIR	5.67
		78.62
HILLSDALE CO FIREFIGHTERS ASS	JFD - 2019 DUES	200.00
	JFD - 2020 DUES	200.00
	JFD - 2021 DUES	200.00
		600.00
HILLSDALE COUNTY TREASURER	2021 DOG LICENSES	20.00
HILLSDALE MEDIA GROUP	VIOLATION/PUBLIC HEARING NOTICES	212.40
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM	520.00
I.T. RIGHT	JPD - COMPUTER REPAIR	63.66
ICMA MEMBER SERVICES	GRAY - MEMBERSHIP RENEWAL	665.26
JONESVILLE HARDWARE	SUPPLIES/REPAIRS	86.05
JONESVILLE, CITY OF	CITY HALL WATER/SEWER	48.43
	JFD WATER/SEWER	86.19
	JPD WATER/SEWER	48.43
	DPW WATER/SEWER	48.43
	WWTP WATER/SEWER	204.96
	WRIGHT ST PARK WATER/SEWER	36.44
		472.88
K&H CONCRETE CUTTING OF LANSI	WATER - MAIN REPAIR	391.00
LOVINGER & THOMPSON, P.C.	LEGAL FEES	92.50
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS/HEAT SERVICE	185.64
	JPD GAS/HEAT SERVICE	106.94
	CITY HALL GAS/HEAT SERVICE	108.00
	GAS LIGHT SERVICE	50.02
	DPW BUILDING GAS/HEAT SERVICE	173.33
	WWTP GAS/HEAT SERVICE	1,855.15
	JFD GAS/HEAT SERVICE	267.66
		2,746.74
MICHIGAN LAWN & LANDSCAPE	LAWN MAINTENANCE	235.73
MICHIGAN POLICE EQUIPMENT CO.	JPD - GUN RETURN CREDIT	(900.00)
	JPD - GUN PURCHASE	888.00
	JPD - SUPPLIES	77.00
		65.00
MUNICIPAL SUPPLY CO.	WATER - SUPPLIES	707.21
OSSEO LOCK	JFD - STATION DOOR REPAIR	25.00
PAIGE MUSICAL PRODUCTS	UB refund for account: 000783-03	89.05
PERFORMANCE AUTOMOTIVE	SUPPLIES/REPAIRS	368.52
POSTMASTER	POSTAGE - WATER/SEWER BILLS	240.26
SHARE CORPORATION	WATER - WORK LIGHT	254.18
SIRCHIE ACQUISITION CO, LLC	JPD - SUPPLIES	136.81
SLOVACEK, QUINTON B/DBA CLEAF	JPD/CITY HALL WINDOW CLEANING	33.00
STATE OF MICHIGAN	NPDES PERMIT RENEWAL FEE	400.00

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	HUGHES - C EXAM APP FEE	70.00
		470.00
STOCKHOUSE CORPORATION	GARAGE PERMIT FORMS	43.89
SUPERFLEET MASTERCARD PROGRAM	GASOLINE	677.63
T G INDUSTRIES, INC.	MVP - VEHICLE REPAIRS	149.85
UNIFIRST CORPORATION	MVP - SHOP TOWELS	26.22
	WWTP - UNIFORM RENTAL	29.97
	CITY HALL/JPD - FLOOR MATS	29.50
	WWTP - UNIFORM RENTAL	29.97
	MVP - SHOP TOWELS	26.22
	WWTP - UNIFORM RENTAL	29.97
	WWTP - UNIFORM RENTAL	29.97
	MVP - SHOP TOWELS	26.22
	WWTP - UNIFORM RENTAL	29.97
		258.01
USA BLUEBOOK	WATER - REPAIRS	78.78
	WWTP - SUPPLIES	65.46
	WWTP - SUPPLIES	336.16
	WWTP - REPAIRS	213.72
		694.12
VERIZON WIRELESS	JPD/DPW-CELL PHONES/RADIO TOWER/JPD-MODEMS	287.86
	DPW CELL PHONE	25.00
		312.86
WALMART COMMUNITY/SYNCB	SUPPLIES	52.58
	OPERATING SUPPLIES	198.25
		250.83
WATER ENVIRONMENT FEDERATION	MAHONEY - MEMBERSHIP RENEWAL	152.00
WEAVER GOTH	UB refund for account: 000809-00	51.03
WORKHEALTH QUINCY	DPW - DOT PHYSICAL	70.00
	Total:	70,072.66

DATE	TYPE OF CALL	LOCATION	MEMBERS
2-Mar	Wires Down	512 W Chicago St (Fayette)	5
3-Mar	Meeting	Station(Meeting)	14
5-Mar	2 Car PI	M99/US12 (City)	8
6-Mar	Wires Down	Liberty & Clinton (City)	6
8-Mar	Brush Fire	N. Hillsdale RD & Ball (Fayette)	10
9-Mar	Brush Fire	7801 Homer RD (Scipio)	8
10-Mar	Training	Station (Training)	10
12-Mar	Brush Fire	1840 E Litchfield Rd (Mutual Aid)	4
14-Mar	Brush Fire	9271 Genesee RD (Mutual Aid)	13
14-Mar	Brush Fire	8611 Concord Rd (Scipio)	13
17-Mar	Brush Fire	1311 W Hastings Lk RD (Scipio)	7
17-Mar	PI Accident	701 Olds (City)	12
18-Mar	Wires Down	Evans & Ecology (City)	10
18-Mar	Assist Medical	313 Evans (Mutual Aid)	9
20-Mar	Structure Fire	6675 Mooreland RD (Mutual Aid)	12
20-Mar	Odor Investigation	511 Crest Ln (City)	8
21-Mar	Brush Fire	3400 North Adams (Mutual Aid)	13
21-Mar	Brush Fire	Barber Dr & Halfmoon LK (Mutual Aid)	13
21-Mar	Assist Medical	502 Drake St APT A-3 (Mutual Aid)	12
21-Mar	Assist Medical	502 Drake St APT A-3 (Mutual Aid)	12
24-Mar	Assist Medical	113 Deal Parkway (Mutual Aid)	12
24-Mar	Clean UP	Station (Training)	11
26-Mar	Assist Medical	502 Drake St APT A-3 (Mutual Aid)	8
26-Mar	Wires Down	Evans & Grant (City)	8
26-Mar	Controlled Burn	Cranberry & Hastings LK(City)	12
27-Mar	Structure Fire	418 East St (City)	15
27-Mar	Structure Fire	120 S. Hillsdale St North Adams(Mutual Aid)	15
28-Mar	Assist Medical	701 OLD (Mutual Aid)	12
29-Mar	Assist Medical	502 Drake St APT A-3 (Mutual Aid)	8

JCFD Total Calls for 2021

Month	City	Scipio	Fayette	Mutual aid	Training/Meetings	Total
MONTH	CITY	Scipio	Fayette	Mutual aid	Training/Meeting	
JANUARY	5	2	7	5	3	22
FEBRUARY	2	0	1	5	3	11
MARCH	8	3	2	13	3	29
Quarter total						62
APRIL`	0	0	0	0	0	0
MAY	0	0	0	0	0	0
JUNE	0	0	0	0	0	0
Quarter total						0
JULY	0	0	0	0	0	0
AUGUST	0	0	0	0	0	0
SEPTEMBER	0	0	0	0	0	0
Quarter total						0
OCTOBER	0	0	0	0	0	0
NOVEMBER	0	0	0	0	0	0
DECEMBER`	0	0	0	0	0	0
Quarter total						0
YEAR TOTAL						62

MONTHLY OPERATING REPORT

March 2021

SUBMITTED: April 16, 2021

WATER FLOW

MAXIMUM	243,000
MINIMUM	120,000
AVERAGE	178,000
TOTAL	5.519 MG

WASTEWATER FLOW

MAXIMUM	261,400
MINIMUM	225,200
AVERAGE	244,400
TOTAL	7.5765 MG

CALLOUTS: 2—1 @ WWTP & 1 @ IRP

OPERATION & MAINTENANCE

The plant was in compliance with the NPDES permit limitations during the month of March 2021.

The new NPDES Permit application was completed and submitted to Michigan EGLE.

The 2020 Consumer Confidence Reports were completed and mailed to all water customers. The CCR Certification was completed and submitted to Michigan EGLE.

The 2021-2022 budget for the Sewer Department and the Iron Removal Plant was completed and submitted to City Hall.

Lagoon season is upon us again. The lab performed analysis for Camden and Reading.

The lab also performed analysis on 74 total coliform bacteria samples, 23 nitrate samples, and 11 nitrite samples.

5-Day Biochemical Oxygen Demand

NPDES Permit Limit is a Report 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—2.0 mg/l

Average Percent Removal from the Raw Wastewater—99.0 %

Total Suspended Solids

NPDES Permit Limit is a Report Monthly Average

Suspended solids are very important in controlling the process in the plant. Suspended solids are removed via settling clarifiers and are pumped to the anaerobic digester for treatment. The digested biosolids are applied to farmland at agronomic rates as fertilizer.

Jonesville Monthly Average—1.1 mg/l

Average Percent Removal from the Raw Wastewater—99.0%

Total Phosphorus

NPDES Permit Limit is a Report 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—0.30 mg/l

Average Percent Removal from the Raw Wastewater—93.8%

Ammonia Nitrogen

NPDES Permit Limit is a Report 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—0.216mg/l

Average Percent Removal from the Raw Wastewater—99.1%

Jonesville Daily Maximum—1.7 mg/l

Brian Boyle

Jonesville Dept of Public Works
 March 2021
 Monthly Report

	Maintenance	Salt	Sand	Chloride	COLD MIX
STATE HIGHWAYS	0 HR DT 0 HR OT	0 Ton	0 Yd	0 Bag	0.125
MAJOR STREETS	0 HR DT 0 HR OT	0 Tons	0 Yd	0 Bag	0 Ton
LOCAL STREETS	0 HR DT 0 HR OT	0 Ton	0 Yd	0 Bag	.21 Ton
PARKING LOTS	0 HR DT 0 HR OT	0 Ton	0 Yd	0 Bag	0 Ton
POLICE STATION	0 HR OT	0 Ton	0 Yd	0 Bag	
FIRE DEPARTMENT	0 HR OT	0 Ton	0 Yd	0 Bag	
DPW DEPT	0 HR OT				
LDFA	0 HR OT				0 Ton
WATER	0 HR DT 0 HR OT		5 Yds		1.25 Ton
State Police	0 HR OT	0 Ton	0 Yd	0 Bag	

There were 0 call outs.

We have been cleaning out catch basins on Major and local Streets with the vac truck.

We leveled off the grassy area beside the Iron removal drive so it can be mowed.

We cold patched State and Local Streets.

We repaired a water service at 501 Evans Street.

We had to get into Evans Street to repair a water service at 426 Evans Street.

We had to put up 2 new sign post on Beck Street on the Rail Trail that were hit this winter.

Mike Kyser

Jonesville Police Department

116 West Chicago Road
Jonesville, Michigan. 49250

911 Police Service Administration (517) 849-2101

FAX (517) 849-2520

ACTIVITY SUMMARY FOR MARCH 2021

Total reports written: 74
Aggregated Assault: 0
Break and Enter: 1 (entry w/o auth.)
Assault and Battery: 2
Embezzlement: 1
Damage to Property: 2
Larceny from Building: 0
Larceny from Motor Vehicle: 2
Larceny- Other: 0
Non-Violent Domestic: 0
Retail Fraud: 3
Fraud: 3
OWI: 2
CCW: 2
Obstructing Justice: 7
Public Roadway Accidents: 5
Private Property Accidents: 4
Driving Law Violations: 13
Other Arrests: 6 (warrants, traffic-DWLS/Revoked, etc.)
Civil Matter/Family Disputes: 1
Medical Emergency: 6
Mental Health: 2
Ordinance Violation: 2
Trespass: 0
Suspicious Situations: 9
Lost and Found Property: 0
General Assistance: 8
Traffic/Moving Violations: 122
Warrants Received from Prosecutor: 11

March Patrol Shift Coverage: 86%

**CITY OF JONESVILLE
CASH BALANCES**

	February-2021	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	61,200.52
General Fund CLASS Acct	101-000-007	1,263,454.65
General Fund Cemetery CLASS Acct	101-000-007.100	93,091.55
General Fund Alloc of Assets CLASS	101-000-007.200	413,549.30
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	4,855.45
Major Streets CLASS Acct	202-000-007	411,854.22
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	11,374.61
Local Streets CLASS Acct	203-000-007	700,730.69
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	9,340.58
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	30,399.44
LDFA Operating CLASS Acct	247-000-007	2,389,582.65
D.D.A.:		
DDA Now Checking	248-000-001	37,641.54
DDA Operating CLASS Acct	248-000-007	197,652.40
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	75,250.81
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	347,278.44
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,219,924.00
WATER FUND:		
Water Receiving Now Checking	591-000-001	24,530.03
Water Receiving CLASS Acct	591-000-007	346,559.64
Water Plant Improvement CLASS Acct	591-000-007.100	384,774.41
Water Bond Reserve CLASS	591-000-007.200	24,433.85
Water RR&I Reserve CLASS	591-000-007.250	20,528.42
Water Tower Maint CLASS Acct	591-000-007.300	52,164.91
Water Maint CLASS Acct	591-000-007.400	32,219.12
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	27,313.26
Equip. Replace CLASS - Police Car	661-000-007.301	6,721.89
Equip. Replace CLASS - Fire Truck	661-000-007.336	214,649.34
Equip. Replace CLASS - DPW Equip	661-000-007.463	101,135.89
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	28,588.07
CURRENT TAX:		
Current Tax Checking	703-000-001	159,355.00
Current Tax Savings Account	703-000-002	314,352.00
PAYROLL FUND CHECKING:		
	750-000-001	5,417.92
GRAND TOTAL		9,009,934.60

**CITY OF JONESVILLE
CASH BALANCES**

	March-2021	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	40,111.40
General Fund CLASS Acct	101-000-007	1,243,506.23
General Fund Cemetery CLASS Acct	101-000-007.100	93,095.41
General Fund Alloc of Assets CLASS	101-000-007.200	413,566.45
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	18,457.16
Major Streets CLASS Acct	202-000-007	411,871.16
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	9,439.79
Local Streets CLASS Acct	203-000-007	700,759.50
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	5,328.00
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	56,380.06
LDFA Operating CLASS Acct	247-000-007	2,389,680.91
D.D.A.:		
DDA Now Checking	248-000-001	6,948.96
DDA Operating CLASS Acct	248-000-007	197,660.53
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	116,736.62
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	347,292.72
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,219,974.17
WATER FUND:		
Water Receiving Now Checking	591-000-001	39,557.07
Water Receiving CLASS Acct	591-000-007	346,573.88
Water Plant Improvement CLASS Acct	591-000-007.100	384,790.24
Water Bond Reserve CLASS	591-000-007.200	24,434.86
Water RR&I Reserve CLASS	591-000-007.250	20,529.26
Water Tower Maint CLASS Acct	591-000-007.300	52,167.06
Water Maint CLASS Acct	591-000-007.400	32,220.45
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	29,829.78
Equip. Replace CLASS - Police Car	661-000-007.301	6,722.17
Equip. Replace CLASS - Fire Truck	661-000-007.336	214,658.15
Equip. Replace CLASS - DPW Equip	661-000-007.463	101,140.05
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	28,589.25
CURRENT TAX:		
Current Tax Checking	703-000-001	15.04
Current Tax Savings Account	703-000-002	49,206.03
PAYROLL FUND CHECKING:		
	750-000-001	4,815.31
GRAND TOTAL		8,606,067.67



**SUNSET VIEW CEMETERY ACTIVITY REPORT
MARCH 2021**

	Lot Sales*	Interments				Foundations Purchased	Burial Rights Transfers	Disinterments
		Adult	Child	Infant	Cremation			
January	0	1	0	0	0	0	0	
February	0	0	0	0	0	0	0	
March	1	2	0	0	0	0	0	
2021 Totals	1	3	0	0	0	0	0	

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

February/March Activities:

- Security cameras

April/May Focus:

- Pole barn improvements – pending contractor schedule
- Spring clean-up
- Budget preparation/planning

CERTIFICATE OF RECOGNITION

IN HONOR OF

Cynthia Means

City of Jonesville

In recognition of your tireless commitment in the 2020 election cycle to the implementation of new voting rights amidst a global pandemic and record-breaking voter turnout.

With gratitude on behalf of the great State of Michigan and the democracy and people we serve.

November 12, 2020

Date



A handwritten signature in blue ink that reads "Jocelyn Benson".

Jocelyn Benson
Michigan Secretary of State

Wins for the Home Team

BRIAN BOYLE AND TWO HOMEGROWN COLLEAGUES RING UP CONSISTENT SUCCESS IN QUALITY EFFLUENT AND TROUBLE-FREE PLANT PERFORMANCE

STORY: **Ted J. Rulseh** | PHOTOGRAPHY: **Amy Voigt**

The Michigan city of Jonesville didn't have to look far to find a top-notch team to operate its water and wastewater systems.

Superintendent Rick Mahoney, his assistant Brian Boyle, and operator Ed Hughes all come from the local area and have pooled their expertise to give the city efficient and reliable operations, while discharging high-quality effluent to the St. Joe River.

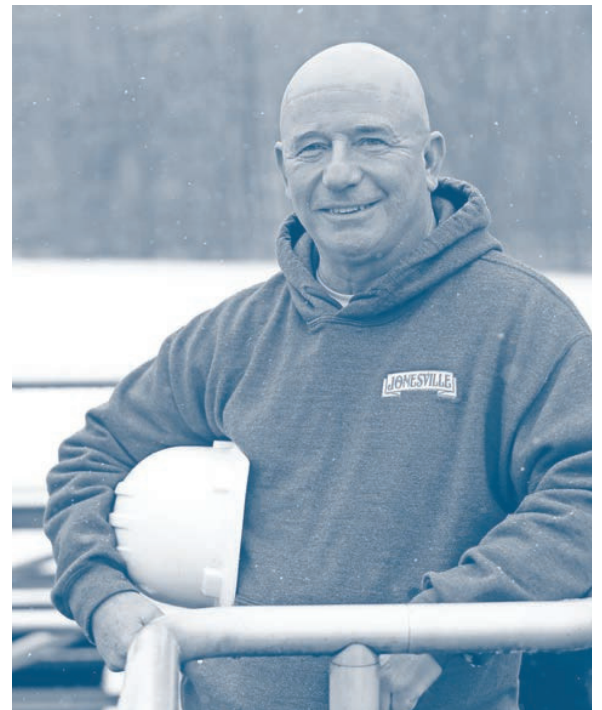
Boyle, backed by 39 years of experience, received the 2020 Operations Professional of the Year award from the Michigan Water Environment Association. Mahoney, who retired at the end of October, contributed knowledge from operating a variety of clean-water facilities around the state. Hughes came on board three years ago, bringing mechanical aptitude from the construction and heating/air conditioning industries.

Together they have brought sound maintenance practices and up-to-date SCADA control to a clean-water plant upgraded in 2005 with 0.61 mgd design capacity and 0.34 mgd average flow. They also maintain the collection system, operate the water treatment plant, and maintain the water tower.

APPROACHING FOUR DECADES

Jonesville (population 2,300) lies just north of the Indiana-Ohio border, on U.S. Highway 12, which follows the route of the Old Sauk Trail from Detroit to Chicago. Boyle has the longest tenure among his team. He grew up in nearby Mosherville and attended Jonesville High School.

"When I graduated in the late '70s, there wasn't a whole lot going on in the job market," Boyle recalls. "I



Brian Boyle, assistant superintendent, Jonesville (Michigan) Wastewater Treatment Plant

took a summer job at the high school. I tried college for a year, but it wasn't anything I was interested in at the time. When I came back, I went to work at the high school for another summer."

“ I thought it would be a good, steady job until something else came along. And I just fell in love with it.”

BRIAN BOYLE

Boyle won the 2020 Michigan Water Environment Association Operations Professional of the Year award.



Brian Boyle
Jonesville, Michigan

POSITION:
Assistant superintendent

EXPERIENCE:
39 years in the industry

AWARDS:
2020 Operations Professional of the Year, Michigan WEA

CERTIFICATIONS:
Class C (third highest) wastewater operator

MEMBERSHIPS:
AWWA, Michigan WEA

GOAL:
Put out good-quality effluent and make the waters safe



The Jonesville team includes, from left, Rick Mahoney, former superintendent; Ed Hughes, lab technician and plant operator, and Brian Boyle, assistant superintendent.

MAKING UP FOR LOWER FLOW

Around the time of the 2008 recession, two tool companies that were large water users in Jonesville closed down. That made the wastewater plant more challenging to operate because there was a shortage of food for the secondary treatment process.

Brian Boyle and his team were up to the task. “What we started doing with our trickling filter towers was to bring decant back off the top of our biosolids storage tanks. It strengthened the sewage a little bit, and it helped with the growth in the trickling filters. Instead of increasing flow, we just made it a little stronger. It has worked.

“If you make it too strong, then you can’t treat it and you’re going to violate your permit limits. We didn’t let it get to that point. We monitored very closely, and we could tell when we got to where we couldn’t bring back any more decant; the solids were starting to get into it.

“Those storage tanks settled out really well, and we could bring basically clear liquid water back. It wasn’t a solids issue, but we had to be careful how much ammonia and phosphorus we returned with it. We did it during times of day when the flow was a little higher.

“It also helped with our storage, because now instead of having tanks full of water, we have tanks full of biosolids.”

A staff member there left, and Boyle was hired full-time; he stayed for three years. Then a friend who worked at the wastewater treatment plant told him about a job opening there. “The village president was my high school counselor, so I guess I had an in,” Boyle says. “I filled out an application, had an interview and they hired me.

“I thought it would be a good, steady job until something else came along. And I just fell in love with it. I became very aware of Michigan and the quality of water, and it became important to me to make sure all those things were taken care of. That’s what my real goal was: to put out a good-quality effluent and make the waters safe.

“It’s ever-changing. The technology is completely different than it was 39 years ago. I’m fairly certain there wasn’t a computer anywhere in this building when I got here. The whole place is run by computers now.”

A PLANT’S EVOLUTION

The wastewater treatment plant was built with a trickling filter, replaced in 1980 with two rotating biological contactor (RBC) trains. The 2005 upgrade installed two trickling filter towers (WesTech Engineering) and replaced the RBCs with pressure filters (Tonka Water) for final treatment. The upgrade also included a pair of circular final clarifiers (WesTech), a UV disinfection system (TrojanUV), and a boiler fueled with biogas or methane to heat the anaerobic digester.

Influent passes through a Channel Monster grinder (JWC Environmental), a grit building, and an Auger

Monster screening system (also JWC). That is followed by primary clarification, the trickling filters, secondary clarification, and final filtration. Effluent typically contains 3 mg/L BOD, 3 mg/L TSS, 0.5 mg/L phosphorus, and 0.15 mg/L nitrogen.

Liquid biosolids are applied to farmland by a contractor, usually just once a year in late fall. The digested material is stored in three tanks.

The water treatment system draws from two deep wells. In 2020, the facility was completely refurbished with new piping and high-service pumps, and both well houses were retrofitted with new pumps and motors. A pair of greensand filters (Tonka Water) remove iron, followed by chlorine and fluoride dosing.

ALWAYS IMPROVING

Boyle spent his first 10 years with Jonesville working mainly in the lab. During that time he initiated a quality assurance program that, with periodic revisions, is still in use. “I developed a standard operating procedure for each of the tests,” he says. “So even someone with limited laboratory skills and knowledge of the equipment should be able to run any test just by going step by step through each procedure.”

Next he transitioned into maintenance, where he set up a planned maintenance schedule and took care of regular equipment checks, lubrication, component replacements and other tasks. He has been assistant superintendent for the past 29 years.

Boyle appreciates the varied challenges and the art of keeping a complex facility running: “Maybe a piece of equipment isn’t operating properly, or maybe we’re not getting the removal somewhere in the process that we should. What are we doing different?

“Sometimes, especially when it’s equipment, you can just sit and watch it for some time. Maybe it’s making a different noise. If you hear something you’re not used to hearing, it probably ought to be checked out; maybe you’ve got a problem coming.”

One big benefit of the 2005 plant upgrade was the addition of redundancy. “Before, we had one primary and one final clarifier,” says Boyle. “We have two of those now, so if we need to do work on the flights or the scraper arms, we can isolate one and use the other. Before, we would have to stop the flow to the plant and then hustle to make the repair before we started backing up the system.”

Another improvement was to add variable-frequency drives to the pumps: “That has really helped the operation and performance of the plant. With on-off pump control, our detention times were kind of variable. The VFDs have made everything a lot smoother.”

ADVANCING AUTOMATION

The newly installed FactoryTalk View system from Rockwell Automation enables automated control and easy checks on equipment operation, whether in the plant or remotely. “Suppose I’m looking at a pump, and at 40 Hz it should be pumping this many gallons per minute, and it’s not attaining that. Maybe there’s a vibration, or a bearing that’s making it work harder than it needs to. Nine times out of 10 it’s got rags in it — that’s one of the biggest headaches in this business.”

The system includes a wide assortment of alarms activated according to criticality. Top priority goes to alarms for high wet well levels, pump failures and other events that could interrupt the process during unstaffed hours. The facility is staffed every day from 7 a.m. to 3:30 p.m.

On the collections side, the system is all gravity flow — there are no lift stations. A few years ago the city bought a used Vactor truck that can be deployed in emergencies to deal with blockages. “We farm it out to other communities that have lift stations if they need a hand getting things cleared out,” Boyle says. “That has come in handy for pretty much everybody else in the county.”

“I work with some really quality people. You don’t have success by yourself. It takes all of us here.”

BRIAN BOYLE

and we’re getting ready to start the second round,” Boyle says.

“We’ve made a few repairs. We had Insituform line a stretch of main in a high-water-table area that was fractured. It was super fast, super simple and not very intrusive. We’ve since gone back in there with a camera, and it still looks like brand new.”

A COHESIVE TEAM

Boyle is grateful for his two colleagues and for the support they receive from the city leadership. “Rick (Mahoney) has his Class A license,” Boyle says. “He was superintendent at the Hillsdale plant for some time. Then he went to work for an engineering firm and did contract operations. He got the chance to move around the state.

“We were very fortunate that he came here. He arrived just as we were starting our 2005 upgrade. He had been through an upgrade at Hillsdale, so his experience was invaluable in keeping things moving through here while different processes were being taken offline and replaced. He’s a Grade A professional, and he’s got a pretty good sense of humor, too. We’ve certainly had a lot of fun.”



The Jonesville Wastewater Treatment Plant was upgraded in 2005 with 0.61 mgd design capacity; it now has a 0.34 mgd average flow.

Hughes worked in a local electric power plant until it closed down. “He was more skilled in industrial than sanitary waste treatment, but he brought some very good knowledge with him,” Boyle says. “He’s very skilled mechanically. He fell into the profession like I did; he didn’t realize how much he would like the job.”

Meanwhile, Boyle keeps in close touch with Jonesville officials, and that has paid off handsomely. “The councils and city managers we’ve had over the years have been on the same page with us,” he says. “They see results in that we don’t have failures and our sewers and water mains are in good shape because we try to head off problems before they happen.

“They come out to the wastewater treatment plant occasionally, just to say hello. They see that things are taken care of. When we say we need money for something to make the place better, they know we’re going to get the most production out of it that we can.

“Rick gave them monthly reports at the council meetings on what our effluent was, what repairs we made, and anything we replaced, so they were aware of what’s going on here and at the water treatment facility. We keep them informed, and they have really been on board. It has made our jobs so much nicer.”

RIGHT AT HOME

Boyle has enjoyed his career in his home territory and looks forward to more good years. “All I know is this place, but I think I know it pretty well,” he says. “I work with some really quality people. You don’t have success by yourself. It takes all of us here. These guys have been just great to work with, and everybody in the city has been that way.

“We have several city employees who have been here 20, 25 and 30 years. Everybody likes their jobs. They like who they work for, and they have a tendency to stay long term, our office staff included. The whole city seems to be on the right track.” **tpo**



Boyle performs maintenance on the TrojanUV3000 disinfection system.

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